

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 August 21, 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 roll call: Mayor Dehen, Council Members Steiner, Freyberg, and Whitlock, City Administrator Harrenstein, Finance Director McCann, City Attorney Kennedy, Community Development Director Fischer, Public Works Director Swanson and City Clerk Van Genderen. Absent: Council Member Norland.

### **Approval of Agenda**

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

### **Approval of Council Meeting Minutes**

Mayor Dehen requested that the Minutes reflect that during the discussion concerning setting a Public Hearing to Consider Amending North Mankato City Code, Chapter 110, Entitled "General Business Regulations" he had stated the Intergovernmental Committee was split two to two. **Council Member Freyberg moved, seconded by Council Member Steiner, to approve the modified minutes of the Council meeting of August 7, 2017. Vote on the motion: Steiner, Freyberg, Whitlock and Dehen aye; no nays. Motion carried.**

### **Presentation by the United Way**

Chief Executive Officer of the United Way, Barb Kaus, presented Mayor Dehen with a traveling tug-of-war trophy for defeating the City of Mankato in the first-ever United Way tug-of-war kickoff challenge. Mayor Dehen thanked Ms. Kaus and the United Way for the work that they do in the community.

### **Public Hearing-Wellhead Protection Plan.**

North Mankato Consultant Terry Bovee appeared before Council and reported the City of North Mankato has been working on the Wellhead Protection Plan. The Plan is required under the Safe Water Act and ensures that all public water suppliers know where their drinking water comes from and protect the drinking water. Mr. Bovee indicated the City has two well fields, one in upper North Mankato and one in lower North Mankato. Both fields have deep wells with little vulnerability. The City's water is well protected preventing contaminants from reaching the aquifer. Mr. Bovee presented two maps with the two well fields and pointed to a yellow line that showed the drinking water supply boundary that the City must manage. Within the yellow border was a blue line which shows the 10-year time of travel, which is how long it would take water or a contaminate to reach the well. Within both the yellow and blue boundary was a red line which is the emergency response line which shows a 1-year time of travel. Mr. Bovee stated the most danger to the City's drinking water are abandoned or poorly maintained wells, which can be a direct conduit into the aquifer. The difficult part for a City is locating the abandoned wells. Mr. Bovee reported a grant program existed offering up to \$10,000 to reimburse the cost of sealing private wells. Mr. Bovee stated once the City approved the plan it would be submitted to the Minnesota Department of Health for approval. Mayor Dehen opened the Public Hearing to the public. With no one appearing the Mayor closed the Public Hearing.

**Public Hearing-Consolidated Annual Performance and Evaluation Report (CAPER).**

Community Development Director Fischer reported that as a HUD Entitlement city a public hearing must be held to report how the City used the previous year's funds. In 2016 the City had \$142,522 that was used for parking lot and ramp improvements. The City used \$135,646.10 for accessibility improvements to the Municipal Building. The remaining funds will be used in the 2017 program. With no one appearing before Council, the Mayor closed the Public Hearing.

**Public Hearing-Proposal to Modify Tax Increment Financing District IDD No. 1-23, D&K Powder Coating.** Administrator Harrenstein indicated the modification to the Tax Increment Financing District would capture the benefit of D&K Powder Coating's addition. With no one appearing before Council, the Mayor closed the Public Hearing.

**Consent Agenda**

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

- A. Bills and Appropriations.
- B. Res. No. 49-17 Approving Donations/Contributions/Grants.
- C. Set Public Hearing to Consider Annexation of 9.07 acres from Mark Hiniker.
- D. Res. No. 50-17 Adopted Master Partnership Agreement with the Minnesota Department of Transportation.
- E. Received Interim Report from the Rental Density Advisory Committee.

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

**Public Comments**

None.

**Business Items**

**Res. No. 51-17 Modifying Tax Increment Financing District IDD No. 1-23, D&K Powder Coating. Council Member Freyberg moved, seconded by Council Member Steiner to Adopt Res. No. 51-17 Modifying Tax Increment Financing District IDD No. 1-23, D&K Powder Coating. Vote on the motion: Steiner, Freyberg, Whitlock and Dehen aye; no nays. Motion carried.**

**Res. No. 52-17 Approving the North Mankato Wellhead Protection Plan. Council Member Freyberg moved, seconded by Council Member Steiner to Adopt Res. No. 52-17 Approving the North Mankato Wellhead Protection Plan. Vote on the motion: Steiner, Freyberg, Whitlock and Dehen aye; no nays. Motion carried.**

**Res. No. 53-17 Resolution on the Proposal to Modify Industrial Development District No. 1 and Setting Public Hearing. Council Member Steiner moved, seconded by Council Member Whitlock to Adopt Res. No. 53-17 Resolution on the Proposal to Modify Industrial Development District No. 1 and Setting Public Hearing. Vote on the motion: Steiner, Freyberg, Whitlock and Dehen aye; no nays. Motion carried.**

**Res. No. 54-17 on the Proposal to Establish Tax Increment Financing District No. 1-24 and Calling for Consultation with other Affected Jurisdictions and Public Hearing. (Birchwood Cottages). Council Member Steiner moved, seconded by Council Member Whitlock to Adopt**

**Res. No. 54-17 on the Proposal to Establish Tax Increment Financing District No. 1-24 and Calling for Consultation with other Affected Jurisdictions and Public Hearing. (Birchwood Cottages). Vote on the motion: Steiner, Freyberg, Whitlock and Dehen aye; no nays. Motion carried.**

**Res. No. 55-17 Resolution on the Proposal to Modify Industrial Development District No. 1, Establish Tax Increment Financing District IDD No. 1-25 and Calling for Consultation with Other Affected Jurisdictions and Public Hearing. Council Member Steiner Moved, seconded by Council Member Freyberg to Adopt Res. No. 55-17 Resolution on the Proposal to Modify Industrial Development District No. 1, Establish Tax Increment Financing District IDD No. 1-25 and Calling for Consultation with Other Affected Jurisdictions and Public Hearing. Vote on the motion: Steiner, Freyberg, Whitlock and Dehen aye; no nays. Motion carried.**

**Approve the Landing North Phase 2 Preliminary & Final Plat: A Request from KWS, LLC.** Community Development Director Fischer reported in 2007 the applicants received final platting approval of The Landing North Phase 1. This subdivision is now known as the Reserve. The applicants are prepared to develop more lots in the area. The applicant proposes to create twelve (12) single family residential lots including the construction of Prairie Court which would extend from Lexington Lane to a point to serve the first five lots and extend on demand. As shown in the final plat there would be 12 lots for single-family residential development, Outlot A would be reserved for future development and Outlot B as the location for a sidewalk leading to Reserve Park. The Planning Commission reviewed and recommended approval of the final plat. **Council Member Steiner moved, seconded by Council Member Freyberg to approve the Landing North Phase 2 Preliminary & Final Plat: A Request from KWS, LLC. Vote on the motion: Steiner, Freyberg, Whitlock and Dehen aye; no nays. Motion carried.**

**Approve Zoning Application Z-3-17 a Request to Zone Part of Section 35; a Request from Hiniker Homes and Consider Adopting Ordinance No. 95, Fourth Series, Zoning Part of Section 35 as R-1S.** Community Development Director Fischer reported the applicant is in the process of annexing 9 acres of land into the City limits for future residential development. The City Council must zone the property for its intended use to accommodate development. The applicant is proposing to develop the property for single-family residential purposes and is requesting a zoning classification of R-1S, One-Family Dwelling Small Lot. According to City Code, the lot width is 60 feet, and Lot depth is 100 feet for a total area of 6,000 square feet per lot. The Planning Commission reviewed the application and recommended approval contingent on annexation. Council Member Freyberg stated he would vote for the project because Council has approved the R-1S, One-Family Dwelling Small Lot but he does not support small lots because the smaller lots create stress on the management of water run-off because there is no yard for the water to soak into. Mayor Dehen stated that is a good point and the project will need a large water holding pond. Administrator Harrenstein reported the pond would be discussed in the next agenda item. **Council Member Steiner moved, seconded by Council Member Whitlock to Approve Approve Zoning Application Z-3-17 a Request to Zone Part of Section 35; a Request from Hiniker Homes and Adopt Ordinance No. 95, Fourth Series, Zoning Part of Section 35 as R-1S. Vote on the motion: Steiner, Freyberg, Whitlock and Dehen aye; no nays. Motion carried.**

**Approve North Gate No. 3 Preliminary Plat; Hiniker Homes.** Community Development Director Fischer reported the applicant is in the process of annexing 9 acres of vacant land into the City

limits to accommodate future single-family residential housing. As proposed the property would be platted into 27 lots for single-family residential development including the extensions of Anchorage Drive and Valdez Drive and the addition of Denali Drive. Outlot A would be the location of a storm water holding pond. The final plat would be considered in September. Council Member Freyberg requested clarification on the lift station that would service the area. City Administrator Harrenstein reported the lift station at Timm Road would service the area and it was designed to manage the area. Council Member Freyberg requested clarification on the storm water management of the area. City Administrator Harrenstein indicated that when it rains, it is observable that the water holding ponds rise, it is especially noticeable with the linear pond in Benson Park, which sometimes rises and over takes trails. During construction, the linear pond was not dug as large as it should have been and it may be a good option to consider the extension of the linear pond and the Greenway Commission could review the idea. Council Member Freyberg stated he agreed with looking into the idea. Council Member Freyberg reported he had measured the linear pond following a 2.5-inch rain and the pond would be up 2.5 feet at 6 pm and would be down 1.5 feet by 5 am the next morning. The pond is holding and moving a lot of water. City Administrator Harrenstein indicated the lengthening of the pond would also be a benefit to the park recreation. **Council Member Steiner moved, seconded by Council Member Whitlock to Approve North Gate No. 3 Preliminary Plat; Hiniker Homes. Vote on the motion: Steiner, Freyberg, Whitlock and Dehen aye; no nays. Motion carried.**

**Adopt Res. No. 56-17 Calling for a Public Hearing on Proposed Property Tax Abatements for the Spring Lake Park Swim Facility Improvement Project.** Tammy Omdal from Northland Securities appeared before Council and stated the City is planning to use property tax abatement authority in connection with the financing of the Spring Lake Park Swim Facility improvement project. The total amount of the taxes proposed to be abated by the City on the parcels identified within the abatement area is estimated to be not more than \$3,300,000 collected over a 15-year term. The not to exceed amount provides the City with the flexibility to make decisions should the final bids come in higher than anticipated. The estimated total cost of constructing the improvements is estimated at this time to be approximately \$2,340,000. Because the YMCA manages the pool, the City will need to qualify the bonds as 501C3 bonds and conduct a Tax Equity and Fiscal Responsibility Act (TEFRA) hearing, which will be conducted on September 18, 2017. **Council Member Freyberg moved, seconded by Council Member Steiner to Adopt Res. No. 56-17 Calling for a Public Hearing on Proposed Property Tax Abatements for the Spring Lake Park Swim Facility Improvement Project. Vote on the motion: Steiner, Freyberg, Whitlock and Dehen aye; no nays. Motion carried.**

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

City Administrator Harrenstein thanked Interim Library Director Katie Heintz for the solar eclipse party the library hosted.

Public Works Director Swanson reported the hockey rinks continue to move forward and they should be completing the concrete soon.

Finance Director McCann reported a Budget Workshop will be held on September 5, 2017 at 6:00 p.m.

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

Council Member Steiner reported resident compliments for allowing dogs in Spring Lake Park.

Mayor Dehen stated Council was invited to attend the Fall Semi-Annual Customer Community meeting on Thursday, August 24, 2017, at 5:30 pm in the City of Mankato Council Chambers. The topic includes the draft Sanitary Sewer Facilities Plan.

There being no further business, on a motion by Council Member Freyberg, seconded by Council Member Steiner, the meeting adjourned at 7:36 p.m.

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Mayor

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City Clerk



CITY OF NORTH MANKATO

OFFICE OF THE MAYOR

## ***PROCLAMATION***

*WHEREAS, the Constitution of the United States of America, the guardian of our liberties, embodies the principles of limited government in a Republic dedicated to rule by law; and*

*WHEREAS, September 17, 2017, marks the two-hundred-thirtieth anniversary of the framing of the Constitution of the United States of America by the Constitutional Convention; and*

*WHEREAS, it is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary, and to the patriotic celebrations which will commemorate it; and*

*WHEREAS, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week.*

*NOW THEREFORE I, Mark Dehen, Mayor of North Mankato, by virtue of the power vested in me as Mayor of the City of North Mankato do hereby proclaim September 17 through 23 as:*

### **CONSTITUTION WEEK**

*And ask our citizens to reaffirm the ideals the Framers of the Constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties.*

*Dated this 5<sup>th</sup> day of September 2017.*



Mark Dehen, Mayor  
City of North Mankato



# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #8	Department: Administration	Council Meeting Date: 9/5/17
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**TITLE OF ISSUE: Public Hearing, 7pm-Proposed Property Tax Abatements for the Spring Lake Park Swim Facility Improvement Project.**

**BACKGROUND AND SUPPLEMENTAL INFORMATION: The City is planning to use property tax abatement authority in connection with the financing of the Spring Lake Park Swim Facility improvement project. A Public Hearing must be conducted allowing public comment on the proposed abatement.**

*If additional space is required, attach a separate sheet*

**REQUESTED COUNCIL ACTION: Public Hearing.**

Motion By: \_\_\_\_\_  
 Second By: \_\_\_\_\_

Vote Record:

Aye	Nay	
_____	_____	Norland
_____	_____	Freyberg
_____	_____	Whitlock
_____	_____	Norland
_____	_____	Dehen

**SUPPORTING DOCUMENTS ATTACHED**

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

Other (specify) Public Hearing Notification

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Workshop

Regular Meeting

Special Meeting

Refer to: \_\_\_\_\_

Table until: \_\_\_\_\_

Other: \_\_\_\_\_

EXHIBIT A

CITY OF NORTH MANKATO

NOTICE OF PUBLIC HEARING  
REGARDING PROPOSED PROPERTY TAX ABATEMENTS  
FOR THE SPRING LAKE PARK SWIM FACILITY IMPROVEMENT PROJECT

NOTICE IS HEREBY GIVEN that the City Council of the City of North Mankato, Minnesota, will hold a public hearing at a meeting of the Council beginning at 7:00 p.m., on Tuesday, September 5, 2017, to be held at the North Mankato City Hall, 1001 Belgrade Avenue, North Mankato, Minnesota, on the proposal that the City abate property taxes levied by the City on the following property identified as tax parcel identification numbers (the "Property"):

18.766.0010	18.413.0120	18.424.0040	18.557.1150
18.557.1090	18.684.0030	18.557.0220	18.557.2580
18.872.0010	18.798.0040	18.557.0810	18.557.0420
18.557.2470	18.413.0010	18.708.0030	18.873.0020
18.557.0480	18.542.0060	18.557.0990	18.557.1000
18.557.0490	18.812.0030	18.872.0070	18.620.0020
18.542.0070	18.542.0040	18.557.0960	18.557.1030
18.557.0950	18.798.0020	18.413.0090	18.798.0130
18.001.0200	18.798.0140	18.557.1070	18.424.0080
18.798.0080	18.798.0150	18.557.0140	18.557.2870
18.798.0090	18.557.0740	18.413.0140	18.557.0440
18.425.0040	18.557.2750	18.557.0240	18.557.2520
18.557.0880	18.557.0550	18.799.0010	18.708.0010
18.557.0920	18.620.0030	18.413.0080	18.413.0050
18.557.2680	18.557.0360	18.557.2630	18.557.0500
18.557.2610	18.413.0180	18.557.0840	18.799.0050
18.001.0400	18.557.0395	18.812.0045	18.542.0100
18.799.0080	18.542.0050	18.798.0160	18.551.0040
18.871.0030	18.557.1020	18.413.0070	18.799.0030
18.557.0450	18.557.1050	18.798.0100	18.564.0030
18.871.0040	18.873.0030	18.557.1040	18.425.0060
18.557.0770	18.557.2370	18.812.0040	18.812.0010
18.557.2980	18.557.2640	18.775.0010	18.557.0900
18.557.0850	18.872.0030	18.247.0020	18.557.2700
18.557.0690	18.557.1110	18.551.0050	18.425.0110

18.557.0400	18.001.0500	18.557.2410	18.557.0560
18.557.2330	18.542.0150	18.557.0870	18.557.0940
18.557.0610	18.542.0160	18.872.0060	18.684.0010
18.557.0620	18.557.0380	18.798.0070	18.413.0030
18.557.0530	18.557.1140	18.592.0060	18.557.2530
18.557.2510	18.557.1160	18.557.2660	18.557.2570
18.871.0020	18.873.0040	18.872.0020	18.557.0820
18.564.0025	18.557.2440	18.799.0020	18.542.0140
18.425.0010	18.557.0630	18.708.0052	18.557.0970
18.557.0700	18.413.0170	18.708.0053	18.425.0050
18.425.0120	18.799.0060	18.557.2550	18.557.0110
18.557.0520	18.001.0300	18.557.0350	18.798.0010
18.557.0580	18.798.0110	18.542.0030	18.557.2450
18.799.0040	18.798.0120	18.557.0910	18.342.0020
18.424.0070	18.542.0120	18.557.2600	18.564.0015
18.557.0710	18.557.0860	18.557.2490	18.413.0190
18.413.0020	18.557.0930	18.557.2560	18.557.0760
18.557.0510	18.557.0750	18.799.0070	18.551.0020
18.557.0130	18.557.2420	18.425.0080	18.456.0010
18.413.0150	18.592.0040	18.557.2350	18.557.2770
18.413.0100	18.557.2690	18.557.2400	18.557.2780
18.557.2670	18.557.0980	18.557.1120	18.557.0800
18.557.0340	18.798.0050	18.557.1130	18.812.0020
18.542.0090	18.798.0060	18.557.0070	18.557.0250
18.557.2760	18.542.0110	18.542.0010	18.557.0600
18.557.2480	18.551.0030	18.708.0050	18.557.0460
18.872.0080	18.620.0040	18.557.2540	18.557.0470
18.557.0590	18.557.0890	18.708.0020	18.413.0160
18.557.0720	18.542.0130	18.798.0170	18.413.0040
18.425.0100	18.557.0410	18.798.0180	18.592.0080
18.424.0050	18.557.0123	18.798.0190	18.592.0070
18.425.0020	18.557.0230	18.592.0010	18.557.0540
18.425.0090	18.592.0030	18.557.0370	18.424.0030
18.557.2500	18.684.0020	18.557.0680	18.424.0020
18.708.0051	18.872.0040	18.557.2740	18.424.0010
18.478.0050	18.557.2390	18.342.0010	18.873.0010
18.871.0010	18.557.2590	18.001.0075	18.557.2730
18.592.0050	18.557.2340	18.872.0050	18.542.0080
18.424.0060	18.798.0030	18.557.2710	18.413.0130
18.557.0790	18.001.0100	18.592.0020	18.557.2430
18.557.2380	18.413.0060	18.551.0010	18.557.2650

18.557.0390	18.557.1010	18.557.0570	18.557.2620
18.557.0430	18.557.2720	18.620.0010	18.001.0060
18.557.0670	18.542.0020	18.557.0830	
18.557.2460	18.557.1080	18.873.0050	
18.425.0070	18.557.0780	18.425.0030	

The total amount of the taxes proposed to be abated by the City on the Property for up to a 15 year period is estimated to be not more than \$3,300,000. The City Council will consider the property tax abatement to finance improvements to the Spring Lake Park Swim Facility located at 641 Webster Avenue in the City.

The City proposes to issue General Obligation Tax Abatement Bonds in the amount not to exceed \$3,300,000 to finance the Spring Lake Park Swim Facility improvement project.

All interested persons may appear at the September 5, 2017 public hearing and present their views orally or in writing.



City of North Mankato, MN

# Claims List - Regular

By Vendor Name

Date Range: 9-5-17

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
	**Void**	08/24/2017	Regular	0	-	88029
00009	A-1 KEY CITY LOCKSMITHS, INC	09/05/2017	Regular	0	22.00	88035
00059	AMERICAN LEGAL PUBLISHING CORP.	09/05/2017	Regular	0	2,758.00	88036
00066	AMERICAN TEST CENTER	09/05/2017	Regular	0	1,055.00	88037
00103	AUTO BODY SPECIALTIES	09/05/2017	Regular	0	555.14	88038
00105	AUTO VALUE MANKATO	09/05/2017	Regular	0	236.80	88039
02673	B&B TREE MOVING AND LANDSCAPING, LLC.	09/05/2017	Regular	0	420.00	88040
00113	BAKER & TAYLOR	09/05/2017	Regular	0	55.96	88041
00123	BATTERIES+BULBS	09/05/2017	Regular	0	3.95	88042
00304	CREATIVE AD SOLUTIONS, INC.	09/05/2017	Regular	0	90.50	88043
02641	DECADENT DESSERTS	09/05/2017	Regular	0	125.00	88044
02629	EMPIRE TOOL & SHARPENING	09/05/2017	Regular	0	84.00	88045
00447	FREE PRESS	09/05/2017	Regular	0	666.51	88046
00462	G & K SERVICES	08/21/2017	Regular	0	468.63	88025
00462	G & K SERVICES	09/05/2017	Regular	0	88.91	88047
00463	G & L AUTO SUPPLY, LLC	09/05/2017	Regular	0	112.00	88048
00473	GENERATOR SYSTEM SERVICES, INC.	09/05/2017	Regular	0	330.00	88049
02289	GISLASON & HUNTER LLP	09/05/2017	Regular	0	521.00	88050
02560	GOLD MEDAL	09/05/2017	Regular	0	57.90	88051
02468	HOFF BARRY, PA	09/05/2017	Regular	0	144.00	88052
00595	HY-VEE, INC.	09/05/2017	Regular	0	291.17	88053
00639	JOHN DEERE FINANCIAL	09/05/2017	Regular	0	4.54	88054
02675	JOHNSON AGGREGATES	09/05/2017	Regular	0	304.53	88055
00657	JT SERVICES	09/05/2017	Regular	0	59.88	88056
02371	KNOCKERBALL MANKATO	09/05/2017	Regular	0	200.00	88057
00776	LLOYD LUMBER CO.	09/05/2017	Regular	0	199.29	88058
02644	MACQUEEN EMERGENCY GROUP	09/05/2017	Regular	0	497.84	88059
00812	MANKATO BEARING COMPANY	09/05/2017	Regular	0	132.55	88060
00818	MANKATO FAMILY YMCA	09/05/2017	Regular	0	17,812.96	88061
00825	MANKATO MOTOR COMPANY	09/05/2017	Regular	0	142.17	88062
00832	MANKATO TENT & AWNING CO.	09/05/2017	Regular	0	70.00	88063
00874	MENARDS-MANKATO	09/05/2017	Regular	0	68.06	88064
00920	MINNESOTA DEPARTMENT OF HEALTH	09/05/2017	Regular	0	8,129.00	88065
01032	NEW ULM QUARTZITE QUARRIES, INC	09/05/2017	Regular	0	247.85	88066
01036	NICOLLET COUNTY RECORDER/ABSTRACTER	08/24/2017	Regular	0	1.65	88030
01056	NORTH MANKATO FIREMEN'S RELIEF ASSOCIA	09/05/2017	Regular	0	150.00	88067
01057	NORTH MANKATO MOTOR VEHICLE REGISTRA	08/24/2017	Regular	0	11.00	88028
01099	PET EXPO DISTRIBUTORS	09/05/2017	Regular	0	50.00	88068
01106	PETTY CASH	09/05/2017	Regular	0	84.28	88069
02676	PFEFFER, DAN	08/25/2017	Regular	0	500.00	88034
01133	POWERPLAN/RDO EQUIPMENT	09/05/2017	Regular	0	293.45	88070
02195	PUB 500	09/05/2017	Regular	0	108.38	88071
02151	SAFE ASSURE CONSULTANTS INC	09/05/2017	Regular	0	6,795.89	88072
01079	SMC-SOUTHERN MINNESOTA CONSTRUCTION	09/05/2017	Regular	0	6,799.04	88073
01402	TIRE ASSOCIATES	09/05/2017	Regular	0	916.52	88074
02190	TONKAWATER	09/05/2017	Regular	0	587.91	88075
02510	TORSEN, MIKEAL	09/05/2017	Regular	0	128.84	88076
01419	TRAVERSE DES SIOUX LIBRARY COOPERATIVE	09/05/2017	Regular	0	2,394.50	88077
01433	TYLER TECHNOLOGIES	09/05/2017	Regular	0	332.42	88078
01477	VIKING ELECTRIC SUPPLY, INC.	09/05/2017	Regular	0	6.46	88079
01523	WENZEL AUTO ELECTRIC CO	09/05/2017	Regular	0	134.58	88080
01552	WW BLACKTOPPING, INC	09/05/2017	Regular	0	457.44	88081
01562	ZAHL EQUIPMENT SERVICE, INC.	09/05/2017	Regular	0	15.00	88082
02058	CONSOLIDATED COMMUNICATIONS	08/21/2017	Bank Draft	0	56.90	DFT0001369
02058	CONSOLIDATED COMMUNICATIONS	08/21/2017	Bank Draft	0	32.04	DFT0001370
02058	CONSOLIDATED COMMUNICATIONS	08/21/2017	Bank Draft	0	29.88	DFT0001371
02058	CONSOLIDATED COMMUNICATIONS	08/21/2017	Bank Draft	0	159.14	DFT0001372

02058	CONSOLIDATED COMMUNICATIONS	08/21/2017	Bank Draft	0	209.70	DFT0001373
00608	INGRAM LIBRARY SERVICES	08/25/2017	Bank Draft	0	651.25	DFT0001374
01322	SPRINT	08/21/2017	Bank Draft	0	35.02	DFT0001368
01036	VOID	08/24/2017	EFT	0	-	333
01036	NICOLLET COUNTY RECORDER/ABSTRACTER	08/24/2017	EFT	0	-	333
00216	C & S SUPPLY CO, INC.	09/07/2017	EFT	0	164.65	334
00369	EBSCO INFORMATION SERVICES	09/07/2017	EFT	0	1,150.79	335
00493	GOODWIN, TONY	09/07/2017	EFT	0	450.00	336
00646	HEINTZ, KATIE	09/07/2017	EFT	0	91.49	337
01275	JADD SEPPMANN & SONS, LLP	09/07/2017	EFT	0	575.00	338
00902	MINNESOTA IRON & METAL CO	09/07/2017	EFT	0	95.00	339
00935	MINNESOTA PIPE & EQUIPMENT	09/07/2017	EFT	0	3,498.19	340
00997	MTI DISTRIBUTING CO	09/07/2017	EFT	0	33.55	341
01009	NAPA AUTO PARTS - MANKATO	09/07/2017	EFT	0	2.55	342
02005	PANTHEON COMPUTERS	09/07/2017	EFT	0	5,614.20	343
01211	RIVER BEND BUSINESS PRODUCTS	09/07/2017	EFT	0	282.99	344
					<u>68,854.84</u>	<u>73</u>

## Authorization Signatures

### All Council

The above manual and regular claims lists for 9-5-17 are approved by:

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MARK DEHEN- MAYOR

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DIANE NORLAND- COUNCIL MEMBER

---

WILLIAM STEINER- COUNCIL MEMBER

---

ROBERT FREYBERG- COUNCIL MEMBER

---

JAMES WHITLOCK- COUNCIL MEMBER



**LABOR AGREEMENT  
BETWEEN  
THE CITY OF NORTH MANKATO  
AND  
NORTH MANKATO POLICE DEPARTMENT LIEUTENANTS  
LAW ENFORCEMENT LABOR SERVICES, INC. (LOCAL NO. 394)**

**January 1, 2017 – December 31, 2018**

**ARTICLE 1. PURPOSE OF AGREEMENT**

This Agreement is entered into as of \_\_\_\_\_, between the City of North Mankato, hereinafter called the EMPLOYER, and Law Enforcement Labor Services, Inc. Local #394, hereinafter called the UNION. It is the intent and purpose of the Agreement to:

- 1.1 Establish procedures for the resolution of disputes concerning this Agreement's interpretation and application; and
- 1.2 Place in written form the parties agreement upon terms and conditions of employment for the duration of this Agreement.

**ARTICLE 2. RECOGNITION**

- 2.1 The EMPLOYER recognizes the UNION as the exclusive representative for all essential licensed Lieutenants employed by the City of North Mankato Police Department, North Mankato, Minnesota, who are public employees within the meaning of Minn. Stat. 179A.03, subd. 14, excluding confidential and all other employees.
- 2.2 In the event the EMPLOYER and UNION are unable to agree as to the inclusion or exclusion of a new or modified job class, the issue shall be submitted to the Bureau of Mediation Services for determination.

**ARTICLE 3. DEFINITIONS**

For the purpose of this Agreement, the following terms shall have the meanings stated:

UNION: Law Enforcement Labor Services, Inc. (Local No. 394).

EMPLOYEE: A member of the exclusively recognized bargaining unit.

DEPARTMENT: The North Mankato Police Department.

EMPLOYER: The City of North Mankato.

**ARTICLE 4. EMPLOYER SECURITY**

The UNION agrees that during the life of this Agreement that the UNION will not cause, encourage, participate in, or support any strike, slow-down, or other interruption of or interference with the normal function of the EMPLOYER.

A strike is defined as concerted action in failing to report for duty, the willful absence from one's position, the stoppage of work, slow-down, or abstinence in whole or in part from the

full, faithful, and proper performance of the duties of the employment for the purposes of inducing, influencing, or coercing a change in the conditions or compensation or the rights, privileges, or obligations of employment.

#### **ARTICLE 5. EMPLOYER AUTHORITY**

- 5.1 It is recognized by both parties that except as expressly stated herein, the EMPLOYER shall retain whatever rights and authority necessary to operate and direct the affairs of the Department in all of its various aspects, including but not limited to, the right to direct the working forces; to plan, direct, and control all the operations and services of the Department; to determine the methods, means, organization, and number of personnel by which such operations and services are to be conducted; to contract, subcontract, sell, merge, or discontinue any function of the Department; to assign and transfer employees; to decide whether goods or services should be made or purchased; to hire, promote, demote, suspend, discipline, discharge, or relieve employees due to lack of work or other legitimate reasons; to make and enforce rules and regulations; and to change or eliminate existing methods, equipment, or facilities.
- 5.2 The parties hereto recognize that this Agreement is not intended to limit the present and future exercises of discretionary authority vested in the EMPLOYER by the statutes of the State of Minnesota.
- 5.3 Any term and condition of employment not specifically established or modified by this Agreement shall remain solely within the discretion of the EMPLOYER to modify, establish or eliminate.

#### **ARTICLE 6. UNION SECURITY**

- 6.1 The EMPLOYER shall deduct from the wages of employees who authorize such a deduction in writing an amount necessary to cover monthly UNION dues, or fair share amount authorized by law. Such monies shall be remitted as directed by the UNION.
- 6.2 The UNION may designate employees from the bargaining unit to act as a steward and alternate and shall inform the EMPLOYER in writing of such choice and changes in the position of steward or alternate within two weeks of signing the contract, or any changes in designated personnel.
- 6.3 The EMPLOYER shall make space available on the employee bulletin board for posting official UNION notices and announcements.
- 6.4 The UNION agrees to indemnify and hold the EMPLOYER harmless against any and all claims, suits, orders, or judgments brought or issued against the EMPLOYER as a result of any action taken or not taken by the EMPLOYER under

the provisions of this Article.

## ARTICLE 7. GRIEVANCE PROCEDURE

- 7.1 Definition. A grievance is a dispute or disagreement as to the application of the specific terms and conditions of this Agreement.
- 7.2 UNION Representatives: The EMPLOYER will recognize representatives designated by the UNION as the grievance representatives of the bargaining unit having the duties and responsibilities established by this Article. The UNION will notify the EMPLOYER in writing of the names of such UNION Representatives and of their successors.
- 7.3 Processing of a Grievance. It is recognized and accepted by the UNION and the EMPLOYER that the processing of grievances is limited by the job duties and responsibilities of the employees and will therefore be accomplished during normal working hours when consistent with such employees' duties and responsibilities. The aggrieved employee and the UNION Representative will be released from work, without loss in pay, to investigate a grievance and to attend meetings or hearings pursuant to this Article provided the employee and the UNION Representative have notified and received the approval of the EMPLOYER who has determined such absence is reasonable and would not be detrimental to the work programs of the EMPLOYER.
- 7.4 The grievance procedure shall be as follows:

### Step 1.

The UNION shall have fifteen (15) calendar days to submit the grievance to the Chief of Police. The written grievance shall contain:

- a) The nature of the grievance and a summary of the facts upon which it is based;
- b) The Agreement provisions relied on or claimed to be violated;
- c) The remedy or relief requested.

If the grievance is settled, the settlement shall be reduced to writing and signed by the EMPLOYER representative and the UNION representative. If no settlement is reached, the Police Chief or designee will give a written answer within ten (10) calendar days after receipt. Any grievance not appealed in writing to Step 2 by the UNION within ten (10) calendar days will be considered waived.

### Step 2.

If appealed, the written grievance shall be presented by the UNION and discussed with the City Administrator. If settled, it shall be reduced to writing and signed by the EMPLOYER and the UNION representatives. If not settled, the City Administrator will answer the Step 2 grievance in writing within ten (10) calendar days after receipt of such Step 2 grievance. If not settled, the grievance may be submitted to arbitration.

Step 3.

A grievance unresolved in Step 2 and appealed to Step 3 may be submitted to mediation by mutual agreement of the parties.

- 7.5 Arbitration. If the grievance is unresolved at Step 2 and the UNION elects to appeal the grievance to arbitration, the UNION within ten (10) days following the issuance of the Step 2 answer shall submit a written request for arbitration to the Bureau of Mediation Services requesting a list of arbitrators in accordance with the "Rules governing the arbitration of grievances" as enacted by the Bureau of Mediation Services. The UNION shall submit a copy of such request to the City Administrator. The parties shall then choose the arbitrator by the UNION and the EMPLOYER alternately striking a name from the list until one remains as the Arbitrator to hear and decide the dispute.
- 7.6 Arbitrator's Authority. The arbitrator shall rule only on the issue submitted and shall have no power to amend, modify, nullify, ignore, add to, or subtract from the provisions of this Agreement. His/her decision shall be in writing and furnished within thirty (30) days following the close of any hearing or submission of briefs by the parties. His/her decision shall be subject to law and regulations having the effect of law. His/her decision shall be binding upon the parties only insofar as the Public Employees Labor Relations Act of 1971, as amended, requires it to be binding.
- 7.7 The fees and expenses of the Arbitrator shall be divided equally between the EMPLOYER and the UNION. Each party shall be responsible for its own expenses and compensating its own witnesses. Discharge grievances may be initiated at Step 2: Time limitations of this Article apply to both parties and may be extended by mutual consent. Unless so extended, time limitations shall be strictly complied with and expiration of the time to appeal the grievance shall be a waiver of the grievance. Failure of the EMPLOYER to reply within the time limits at any step shall be deemed denial of the grievance.
- 7.8 Choice of Remedy. If, as a result of the written response in Step 2, the grievance remains unresolved, and if the grievance involves the suspension, demotion, or discharge of an employee who has completed the required probationary period, the grievance may be appealed either to Article 7.5 or a procedure such as Civil Service, Veteran's Preference, or the Human Rights Department. In any event, the aggrieved employee or his/her UNION representative shall elect in writing which procedure shall be used and, thereafter the employee's right to pursue any other procedure terminates and is waived. *An employee pursuing a remedy pursuant to a statute under the jurisdiction of the United States Equal Employment Opportunity Commission is not precluded from also pursuing an appeal under the grievance procedure of this Agreement. If a court of competent jurisdiction rules contrary to the ruling in EEOC v. Board of Governors of State Colleges and Universities, 957 F.2d 424 (7<sup>th</sup> Cir.), cert. denied, 506 U.S. 906, 113 S. Ct. 299 (1992), or if Board of Governors is judicially or legislatively overruled, the italicized portion of this section shall be null and void.*

## **ARTICLE 8. SAVINGS CLAUSE**

This Agreement is subject to the laws of the United States, the State of Minnesota and the City of North Mankato. In the event any provision of this Agreement shall be held to be contrary to the law by a court of competent jurisdiction from whose final judgment or decree no appeal has been taken within the time provided, such provisions shall be voided. All other provisions of this Agreement shall continue in full force and effect.

## **ARTICLE 9. PROBATION**

- 9.1 All new employees will serve a twelve (12) month probationary period. Said probation may be extended up to six (6) months for a total of eighteen (18) months at the EMPLOYER'S discretion. The EMPLOYER shall provide notice to the UNION of any such extension.
- 9.2 During the probationary period a new or promoted employee may be terminated or returned to their former position at the sole discretion of the EMPLOYER.
- 9.3 A new employee shall earn vacation and sick leave from the date of hire, however, such credits shall not be used until the employee has completed the first six (6) month period.
- 9.4 A promoted employee shall serve a six (6) month probationary period.

## **ARTICLE 10. SENIORITY**

- 10.1 Seniority shall be determined by the employee's length of continuous employment within the classification of Lieutenant.
- 10.2 A reduction in the workforce will be accomplished on the basis of seniority, beginning with the least senior employee in the classification of Lieutenant. An employee on layoff shall have the opportunity to return to work within one (1) year of the time of his/her layoff before any new employee is hired in a Lieutenant classification or in a law enforcement vacancy that the employee is qualified for that is a classification that is equal to or lower than the classification of Lieutenant. The Employer shall send the notice of recall by certified letter to the employee's last known address. Upon receipt of notice of recall, the employee shall have fourteen (14) days to return to work. It is the employee's obligation to maintain a current address and telephone number with the Employer during layoff.

## **ARTICLE 11. DISCIPLINE**

- 11.1 The EMPLOYER will discipline employees for just cause only. Discipline will be in one or more of the following forms:
- a) Oral reprimand;
  - b) Written reprimand;
  - c) Suspension;
  - d) Demotion; or
  - e) Discharge.
- 11.2 Suspensions, demotions, or discharges will be in written form.
- 11.3 Written reprimands, notices of suspensions, and notices of discharge to become part of the employee's personnel file shall be read and acknowledged by signature of the employee. The employee will receive a copy of such reprimands or notices.
- 11.4 Discharges shall be preceded by five (5) days of suspension without pay.
- 11.5 Employees may examine their own individual personnel files at reasonable times under the direct supervision of the EMPLOYER.
- 11.6 Grievances relating to this Article shall be initiated by the UNION in Step 1 in the grievance procedure under Article 7 of this Agreement.

## **ARTICLE 12. OVERTIME**

- 12.1 Employees shall receive overtime compensation for hours worked in excess of the regularly scheduled shift. Such compensation shall be in the form of cash payment at the rate of one and one half (1 ½) times the employee's regular hourly rate of pay, or in the form of compensatory time. Employees may accumulate compensatory time up to a maximum of one hundred twenty (120) hours. When an Officer's scheduled shift is changed, with less than 24 hours notice prior to the start of the shift, the Officer will be entitled to the standard callback fee. If the change is simply hours added to the start or the end of the shift, those hours will be paid as regular overtime.
- 12.2 For the purposes of computing overtime compensation, overtime hours worked shall not be pyramided, compounded, or paid twice for the same hours worked.
- 12.3 Overtime will be calculated to the nearest fifteen (15) minutes.
- 12.4 Employees have the obligation to work overtime or call backs if directed by the EMPLOYER.

- 12.5 When an employee is called to duty or required to make a duty related court appearance in which a unit of government is a party during his/her off duty time, he/she shall receive a minimum of three (3) hours of compensation at the overtime rate. For the purposes of interpretation of this paragraph, the term "court appearance" shall mean all time during which the court may be in session and during which the employee's presence is required and all times during which the court may be in recess during which times the employee is required to remain at or about the courthouse pursuant to the reconvening of such court provided that such recesses shall not include any normal luncheon recess. Court appearances occurring within one (1) hour of the end of duty shift will be considered an extension of duty and not subject to the three (3) hour minimum. The employee shall be entitled to the three (3) hour minimum compensation when a regularly scheduled court appearance is canceled without twenty-four (24) hour advance notice to the employee.
- 12.6 Duty-related conferences shall take place whenever feasible during duty hours. Such conferences occurring during off duty hours shall be compensated at the overtime rate for actual time spent, except that a minimum of one (1) hour at time and one-half (1 ½) shall apply.
- 12.7 For hours actually worked between 12:01 am and 11:59 p.m. on officially designated holidays, pursuant to Article 20, Section 20.1, the employee will receive two times the employee's regular hourly rate of pay. For purposes of this Section, the employee's birthday is not included.

### **ARTICLE 13. WORK SCHEDULE AND HOURS OF WORK**

- 13.1 The normal work year is two thousand and eighty (2,080) hours to be accounted for by each employee through:
- a) Hours worked on assigned shifts;
  - b) Holidays;
  - c) Assigned training;
  - d) Authorized leave time.
- 13.2 Nothing contained in this or any other Article shall be interpreted to be a guarantee of a minimum or maximum number of hours the EMPLOYER may assign employees.
- 13.3 The standard work week is forty (40) hours (2,080 hours divided by 52 weeks) with the understanding that shift assignments are made without reference to the standard seven (7) day period.
- 13.4 The EMPLOYER reserves the absolute right at its sole discretion to establish work schedules without regard to usual or traditional practices.

- 13.5 Work schedules showing the employees shift, work days, and hours shall be maintained by the EMPLOYER. Once such work schedules are established and until they are changed by the EMPLOYER, such schedules shall be the regular work schedule.

**ARTICLE 14. VACATION**

- 14.1 All regular full-time employees shall earn vacation on the following schedule provided that the first month of regular full time employment shall be counted only if the employee started work on or before the fifteenth (15th) day of the month:

<u>Period of Continuous Employment with Department</u>	<u>Earned Vacation</u>
1st through 7th year	6.66 hours per month
8th through 14th year	10 hours per month
15th through 21st year	13.33 hours per month
22 years and over	16.66 hours per month

- 14.2 Employees shall be allowed to take vacation leave each year within the limits of the Article. Vacation time shall be seniority based during two phases:  
Phase 1: Vacation request must be turned in prior to November 1<sup>st</sup> for January 1<sup>st</sup> through June 30<sup>th</sup> of the following year.

Phase 2: Vacation requests must be turned in prior to May 1<sup>st</sup> for July 1<sup>st</sup> through December 31<sup>st</sup> of the same year.

All other vacation requests will be “first come, first serve” and shall be approved within 96 hours. If not denied by the EMPLOYER within ninety-six (96) hours, said request shall be considered approved. The EMPLOYER shall schedule vacations at his/her own discretion so that the normal operation of the Department will not be interrupted. Once granted, such vacation shall not be revoked except in the case of emergency. If a previous request for vacation has been received for that period of time or any portion thereof, the employee may be allowed a conditional approval, which approval may be revoked by the EMPLOYER if in his/her opinion it would require the payment of overtime or affect the operational ability of the Department.

- 14.3 No employee may take more than twelve (12) consecutive working days of vacation leave per year during the first five (5) years of employment, and from years six (6) through ten (10) may, where earned, take no more than fifteen (15) consecutive days of vacation leave per year. From years eleven (11) through twenty (20) the employee may, where earned, take no more than twenty (20) consecutive days of vacation leave. Upon completing twenty (20) years of employment, employees may, where earned and subject to the approval of the EMPLOYER and upon thirty (30) days advance notice, take thirty (30) consecutive days of vacation leave.

- 14.4 Vacation will be granted in increments of no less than four hours, which is to mean that any time less than four (4) hours will be charged as four hours of vacation, with prior approval from administration. A minimum of 40 consecutive hours of vacation must be used per year.
- 14.5 Employees will be notified of the status of their vacation leave accumulation at the beginning of each calendar year. After such notification, the amount of accumulated vacation leave exceeding the maximum amount allowable under the following schedule will be forfeited by the employee.

<u>Period of Continuous Employment</u>	<u>Maximum Number of Days of Accumulated Vacation</u>
Through 10 years	160 hours
11 through 15 years	200 hours
16-20 years	280 hours
Over 20 years	360 hours

- 14.6 Employees whose employment has been terminated either through resignation, retirement or layoff shall be entitled to cash payment for all vacation leave accumulated as of the date of said termination. In cases of voluntary separation by the employee, not less than two (2) weeks notice of separation shall be given the EMPLOYER to be eligible for payment of accumulated vacation pay. Upon failure thereof, such time shall be forfeited.

**ARTICLE 15. INSURANCE**

- 15.1 Employees subject to this Agreement shall be covered under the City's Group Hospitalization and Major Medical, Life, Accidental Death and Disability, and Long Term Disability insurance policies in the same respect as other City employees.

**ARTICLE 16. SICK LEAVE**

- 16.1 Sick leave shall be accumulated at the rate of one (1) working day for each calendar month worked. During the probationary period, full-time employees may draw in advance on the days of sick leave credits earned during the probationary period. If the employee does not successfully complete the probationary period, such unearned leave shall be repaid to the City.

Employees will be granted sick leave for the following reasons:

- 1) Physical examinations.
- 2) Dental care.
- 3) Ocular appointments.

- 4) Serious illness in the immediate family. The term "immediate family" means mother, father, spouse, child, brother, sister, mother-in-law, father-in-law, or any relative of the employee who is a legal dependent and lives in the household of the employee.
- 5) Death in the family. The term "family" means parents (in-law), sister (in-law), brother (in-law), spouse, children, grandparents, aunts, and uncles (including those of spouse).
- 6) Injuries during work.
- 7) Personal illness.
- 8) Contagious disease.
- 9) Maternity leave.

Sick leave shall not be taken in increments of less than four hours. When taking sick leave, the employee shall notify his/her department head of this fact prior to the beginning of the scheduled workday. Failure to supply the department head with adequate notice may be cause for denial of sick leave pay or other disciplinary action. Any employee who uses three (3) or more consecutive days of sick leave must notify his/her department head as to an estimated date of return to work. The employee shall keep the department head informed of any changes in these plans. The City reserves the right to require any employee who uses three (3) or more consecutive days of sick leave to provide a doctor's certificate of illness. The certificate shall state the reason the employee is ill and the extent to which he/she cannot safely perform his/her work duties.

Employees entering duty or terminating their services during a calendar month shall be credited with a full month's service if they work sixteen (16) days or more during the month in question. Unused sick leave may be accumulated. Accumulated unused sick leave exceeding sixty (60) days may be traded in at the end of each calendar year at the following rates:

- 1) Full-time employees with five (5) through nine (9) years may trade in any excess at twenty-five percent (25%) of their regular daily wage.
- 2) Full-time employees with ten (10) through nineteen (19) years may trade in any excess at forty percent (40%) of their regular daily wage.
- 3) Full-time employees with twenty (20) or more years may trade in any excess at seventy-five percent (75%) of their regular daily wage.

Employees have the option of retaining these excess days and continuing to accumulate them. Employees also have the option of trading in excess days for vacation days. Employees with five (5) through nine (9) years of service may trade in vacation days at the rate of four (4) unused sick days for one (1) vacation day. Employees with ten (10) through nineteen (19) years may trade in at the rate of three (3) unused sick days for one (1) vacation day. Employees with twenty (20) or more years may trade in at the rate of two (2) unused sick days for one (1) vacation day. Upon severance in good faith, all unused accumulated sick leave shall be compensated using the same criteria as for the excess sick leave, the only difference being that all days, including the minimally required sixty (60) days shall be compensated for. In no event shall severance pay (from accumulate sick leave and vacation

leave) provided for an employee leaving employment exceed an amount equivalent to one (1) year of salary.

For the purposes of accumulating additional vacation or sick leave, an employee using an earned sick-leave day is considered to be working.

An employee receiving sick leave with pay who simultaneously receives workers compensation insurance benefits, shall receive only that portion of his/her sick-leave payment which will, together with the workmen's compensation benefits and for the duration of said benefits, equal his/her regular salary.

An employee on vacation who becomes ill or injured may, upon proper identification, change his/her status to sick leave. Claiming leave under false pretenses shall be cause for disciplinary action including transfer, suspension, demotion, or dismissal.

Effective January 1, 2003 the City of North Mankato established Voluntary Employees' Beneficiary Association ("VEBA") and Health Care Expense Accounts for Active Employees. Effective January 1, 2008, 100% of the sick leave benefit normally received at termination will be placed in a post retirement health care savings plan pursuant to Council Resolution No. 60-03.

- 16.2 Personal Leave - Any employee eligible for sick leave benefits may use up to three (3) sick leave days per year for personal reasons. Personal leave may be taken for any purpose. An employee must request and receive authorization for the use of personal leave from his/her department head prior to the date of the leave. Personal leave shall not be taken in increments of less than four hours.

## **ARTICLE 17. UNIFORM ALLOWANCE**

- 17.1 The EMPLOYER shall provide each newly hired employee with one (1) complete set of uniform in accordance with policy set by the EMPLOYER.
- 17.2 The employee shall be reimbursed for the cost of uniforms upon the presentation of paid receipts to the EMPLOYER. The employee shall be reimbursed at the rate of \$50.00 per month not to exceed a total of \$600.00 per year. In 2017, the uniform allowance shall remain unchanged.
- 17.3 The employee shall be reimbursed at the rate of \$50.00 per month for maintenance of required uniforms and protective clothing not to exceed a total of \$600 per year. In 2017 the uniform maintenance shall remain unchanged.
- 17.4 The employee shall be reimbursed one-half (1/2) the cost of a new bulletproof vest every five (5) years. Evidence of the time elapsed since the last purchase of said equipment will be the sole responsibility of the employee.
- 17.5 Employees covered under the Agreement are required to keep a full set of uniform dress in good condition and to wear, maintain and replace the uniform in accordance with policy set by the EMPLOYER.

## ARTICLE 18. RESIDENCE

All employees who elect to reside outside the corporate limits of the City of North Mankato shall be at the North Mankato Police Annex at 1001 Belgrade Avenue in North Mankato at the start of each regularly scheduled shift. Failure to appear or tardiness resulting in charged overtime will result in progressive discipline as per Article 11.

## ARTICLE 19. HOLIDAYS

19.1 The following shall be included as paid holidays for employees subject to this Agreement:

New Year's Day  
Martin Luther King Day  
President's Day  
Memorial Day  
Independence Day  
Labor Day  
Veteran's Day  
Thanksgiving Day  
Thanksgiving Friday  
Day before Christmas  
Christmas Day  
"Floating Holiday" - Employee's birthday or day off of his/her choice.

19.2 Employees shall receive a compensatory day off for each of the above holidays. A compensatory day off for a holiday may be taken at the employee's discretion subject to approval by the EMPLOYER.

19.3 Employees shall be entitled to compensation for holidays pursuant to this Article provided they were on pay status their last scheduled day preceding the holiday and their first scheduled day following the holiday.

19.4 At the end of each calendar year, employees shall receive cash payment for all earned, unused holidays. Payment will be based on the employee's regular daily rate of pay.

19.5 Holidays which occur within an employee's approved and compensated vacation or sick leave period will not be charged to the employee's vacation or sick leave time.

19.6 Any other designated holiday granted to other City employees in increments of four (4) or more hours shall be granted to employees subject to this Agreement as compensatory time.

## ARTICLE 20. LEAVES OF ABSENCE

Any employee, upon satisfactory completion of the probationary period, shall be eligible for authorized leave as follows:

- 20.1 Military Leave: Military leave shall be granted to employee's in accordance with State and Federal Statutes.
- 20.2 Employees required to serve on a jury may receive a leave of absence: Employee compensation for such shall be equal to the difference between the compensation received for such duty and the employee's regular pay. For jury duty not occurring during an employee's regularly scheduled duty shift, the employee shall receive compensatory time equivalent to the actual amount of time spent on jury duty.
- 20.3 Unpaid Leave of Absence: Leaves of absence without pay for reasonable periods of time not to exceed one (1) year will be granted to all employees who have successfully completed probation without loss of seniority for physical or mental illness.

Leaves of absence shall be granted one employee at a time and only on the condition that in the EMPLOYER'S judgment such leave will not reduce the quality or level of service to the public.

Requests for unpaid leave of absence will be made in writing and will include the following information: (1) Reason for requesting the leave; (2) Date the leave of absence would commence; (3) Date of return to work. Such requests must be made at least thirty (30) days prior to the date the leave would commence. The disposition of such requests shall be at the sole discretion of the EMPLOYER. An employee failing to return to duty upon the designated date to return to work shall be considered to have resigned. Unpaid leaves of absence may be extended by the EMPLOYER based upon a written request for an extension from the employee.

Nothing in this Article shall be construed as limiting the right of the EMPLOYER to grant leaves of absence which in the opinion of the EMPLOYER will benefit the EMPLOYER or the employee.

- 20.4 Any currently licensed employee who fails the proper maintenance of the license shall be placed on an involuntary unpaid leave of absence not to exceed six (6) months. Should an employee fail to complete licensure requirements within that six (6) month period, he/she shall be immediately discharged.

## ARTICLE 21. TUITION REIMBURSEMENT

The EMPLOYER will reimburse any full-time permanent employee the tuition cost for any successfully completed, approved, directly job related class in any college, vocational school, or correspondence school curriculum. Prior written approval of the course must be

given by the EMPLOYER. Successful completion means the employee receives a mark or score which the college or school classified as passing. Special fees, activity fees, book fees, and the cost of supplies will not be reimbursed by the EMPLOYER. No more than six (6) credit hours or two (2) courses will be approved at any one time. The EMPLOYER will make every effort to arrange work schedules around class schedules where this will cause no disruption of service, however, employees are required to take courses outside of their work schedule whenever they are offered. All work schedule adjustments shall be reported to the EMPLOYER. This paragraph shall be sunset following the City's adoption of a tuition reimbursement policy.

## **ARTICLE 22. NON DISCRIMINATION**

- 22.1 The use of masculine or feminine pronouns in this Agreement shall refer to employees of either gender unless the context in which these are used clearly indicates limitation to one gender.

## **ARTICLE 23. WAIVER OF BARGAINING**

During the life of this Agreement, the EMPLOYER and the UNION voluntarily and unqualifiedly waive the right and each agrees that the other shall not be obligated, to bargain collectively with respect to any subject or matter referred to or covered in this Agreement, or any other matter, unless done by mutual consent of the EMPLOYER and the individual bargaining unit involved.

## **ARTICLE 24. PAY PLAN**

- 24.1 Effective 2017:

Lieutenant	\$6,536 per month
Probationary Lieutenant	\$6,210 per month

- 24.2 2018 general wage increase of 2.75%. In the event the City Council approves salary adjustments that result in an average increase of greater than 2.75% for 2018, the Lieutenants percentage increase would be equal to, but not greater than, the average annual percentage increase received by the other North Mankato municipal employees. This adjustment does not include increases due to comparable worth adjustments and/or promotions.

## **ARTICLE 25. EDUCATION**

- 25.1 The EMPLOYER agrees to pay the cost of sixteen (16) hours of P.O.S.T. Board eligible continuing education.
- 25.2 The EMPLOYER agrees to pay the cost of the P.O.S.T. Board licensure of Lieutenants.

## **ARTICLE 26. PHYSICAL FITNESS**

- 26.1 Lieutenants will be granted an exemption from physical fitness activities for periods up to seven (7) days due to illness or injury. Beyond seven (7) days, a doctor's evaluation of illness or injury is required.
- 26.2 Fitness: Effective April 1, 2005, a physical fitness requirement shall be implemented. The fitness requirement shall be coordinated with the Blue Cross/Blue Shield plan fitness membership such that employees shall work out a minimum of 12 sessions per month at an approved facility or on their own. A log of the workouts should be turned in to the Police Chief on a monthly basis. The Employer and employee shall share in the cost of membership in an approved facility or in the purchase of workout equipment on a 50/50 basis. The maximum amount of the reimbursement shall be based on the City of North Mankato's corporate rate for a single membership with towel and kit locker at the Mankato YMCA less the \$20 reimbursement under the Blue Cross/Blue Shield plan fitness membership divided by two. The \$20 deduction shall apply even if the employee does not carry the City's Blue Cross/Blue Shield health insurance plan.
- 26.3 For individuals working out on their own, a fitness log will be turned in to the Police Chief on a monthly basis effective May 1, 2005. Individual workout plans will be subject to a review periodically.
- 26.4 Lieutenants conducting an individual exercise program may be reimbursed for certain exercise or weight training equipment subject to employer's prior approval of the purchase. The reimbursement is limited to an employer's out-of-pocket expense for a Lieutenant attending an approved facility.
- 26.5 Physical Schedule: Employees shall be required to obtain a general physical examination every two (2) years. The general physical examination shall be paid for by the City and the employee will be compensated at the regular hourly rate of pay for actual time in attendance at the general physical examination not to exceed four hours. Documentation of the physical examination must be filed with the Police Department and a copy submitted to the City.

## **ARTICLE 27. PERFORMANCE EVALUATION**

- 27.1 All employees of the Department shall be subject to semi-annual performance review by the EMPLOYER. Members of the bargaining unit will be afforded the opportunity to participate in the development of evaluation forms and procedures for the Department. Performance evaluations will be done on a semi-annual basis and the employee will be afforded the opportunity to discuss his/her evaluation with his/her supervisor. Each employee will be provided with a copy of each completed evaluation form. Failure to participate in the performance evaluation process or failure to address operational deficiencies noted in performance evaluations shall be subject to disciplinary proceedings

under Article 11 of this Agreement. Disputes or disagreements arising under this Article shall be subject to the grievance procedure under Article 7 of this Agreement.

**ARTICLE 28. DURATION**

This Agreement shall be effective as of January 1, 2017 and shall remain in full force and effect until the 31<sup>st</sup> day of December, 2018.

IN WITNESS WHEREOF the undersigned have caused this Agreement to be executed this \_\_\_\_\_ day of \_\_\_\_\_.

RESOLUTION NO.

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

WHEREAS, Holy Rosary has made application for exemption from a charitable gambling license to conduct a raffle on November 12, 2017, at Holy Rosary School within the City of North Mankato, Minnesota, which application was received by the City on September 5, 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 above-identified organization.

Adopted by the City Council this 5<sup>th</sup> day of September 2017.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

**LG220 Application for Exempt Permit**

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

**Application Fee (non-refundable)**

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

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

**ORGANIZATION INFORMATION**

Organization Name: Holy Rosary Church Previous Gambling Permit Number: X-03302-16-022

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

Mailing Address: 525 Grant Avenue

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

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

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

**NONPROFIT STATUS**

Type of Nonprofit Organization (check one):

Fraternal  Religious  Veterans  Other Nonprofit Organization

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

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

**A current calendar year Certificate of Good Standing**  
 Don't have a copy? Obtain this certificate from:  
 MN Secretary of State, Business Services Division  
 60 Empire Drive, Suite 100  
 St. Paul, MN 55103  
 Secretary of State website, phone numbers:  
[www.sos.state.mn.us](http://www.sos.state.mn.us)  
 651-296-2803, or toll free 1-877-551-6767

**IRS income tax exemption (501(c)) letter in your organization's name**  
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

**IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**  
 If your organization falls under a parent organization, attach copies of both of the following:  
 1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and  
 2. the charter or letter from your parent organization recognizing your organization as a subordinate.

**GAMBLING PREMISES INFORMATION**

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

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

Check one:  
 City: North Mankato Zip: 56003 County: Nicollett  
 Township: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

Date(s) of activity (for raffles, indicate the date of the drawing): November 12, 2017

Check each type of gambling activity that your organization will conduct:  
 Bingo  Paddlewheels  Pull-Tabs  Tipboards  
 Raffle (total value of raffle prizes awarded for the calendar year, including this raffle: \$ \_\_\_\_\_)

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

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

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

The application is acknowledged with no waiting period.

The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).

The application is denied.

Print City Name: North Mankato

Signature of City Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

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

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

The application is acknowledged with no waiting period.

The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.

The application is denied.

Print County Name: \_\_\_\_\_

Signature of County Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

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

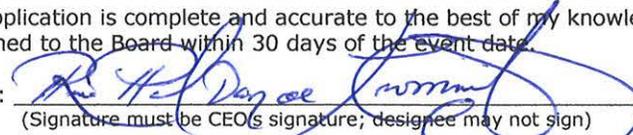
Print Township Name: \_\_\_\_\_

Signature of Township Officer: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)**

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

Chief Executive Officer's Signature:  Date: 9-1-2017

(Signature must be CEO's signature; designee may not sign)

Print Name: Father Paul van de Crommert

**REQUIREMENTS**

**Complete a separate application for:**

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

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

**Financial report to be completed within 30 days after the gambling activity is done:**  
A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

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

**MAIL APPLICATION AND ATTACHMENTS**

**Mail application with:**

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

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

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

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

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

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #11A	Department: Administration	Council Meeting Date: 9/5/17
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**TITLE OF ISSUE: Consider Resolution Approving Property Tax Abatements.**

**BACKGROUND AND SUPPLEMENTAL INFORMATION: The proposed resolution includes all necessary findings and defines the parameters for the tax abatement. The total amount of the taxes proposed to be abated by the City on the parcels identified within the abatement area is estimated to be not more than \$3,300,000 collected over a 15-year term.**

*If additional space is required, attach a separate sheet*

**REQUESTED COUNCIL ACTION: Adopt Resolution Approving Property Tax Abatements.**

Motion By: _____ Second By: _____  Vote Record:      Aye      Nay _____      _____ Norland _____      _____ Freyberg _____      _____ Whitlock _____      _____ Norland _____      _____ Dehen	<p style="text-align: center;"><b>SUPPORTING DOCUMENTS ATTACHED</b></p> <table style="width:100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) _____ _____ _____ _____	Resolution	Ordinance	Contract	Minutes	Map	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Resolution	Ordinance	Contract	Minutes	Map							
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>							

<input type="checkbox"/> Workshop <input checked="" type="checkbox"/> Regular Meeting <input type="checkbox"/> Special Meeting	<input type="checkbox"/> Refer to: _____ <input type="checkbox"/> Table until: _____ <input type="checkbox"/> Other: _____
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**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION APPROVING PROPERTY TAX ABATEMENTS**

**HELD:** September 5, 2017

BE IT RESOLVED by the City Council (the "Council") of the City of North Mankato, Minnesota (the "City"), as follows:

1. Recitals.

(a) The City proposes to approve tax abatements in connection with the improvements to the Spring Lake Park Swim Facility located at 641 Webster Avenue in the City (the "Project"). The City proposes to issue General Obligation Tax Abatement Bonds (the "Bonds") in an amount not to exceed \$3,300,000 and use the proceeds thereof for the construction of the Project. The City proposes to use the abatement for the purposes provided for in the Abatement Law (as hereinafter defined), including the Project. The abatement will apply to the City's share of the property taxes (the "Abatement") derived from the property described by property identification numbers on the attached "Exhibit A" (the "Property") located in the County of Nicollet.

(b) On September 5, 2017, the Council held a public hearing on the question of the Abatement, and said hearing was preceded by at least 10 days but not more than 30 days prior published notice thereof.

(c) The Abatement is authorized under Minnesota Statutes, Sections 469.1812 through 469.1815 (the "Abatement Law").

2. Findings for the Abatement. The City Council hereby makes the following findings:

(a) The Council expects the benefits to the City of the Abatement to at least equal or exceed the costs to the City thereof.

(b) Granting the Abatement is in the public interest because it will:

(i) provide employment opportunities in the political subdivision;

(ii) provide or help acquire or construct public facilities; and

(iii) help provide access to services for residents of the political subdivision.

(c) The Property is not located in a tax increment financing district.

(d) In any year, the total amount of property taxes abated by the City by this and other abatement resolutions, if any, does not exceed ten percent (10%) of net tax

capacity of the City for the taxes payable year to which the abatement applies or \$200,000, whichever is greater.

3. Terms of Abatement. The Abatement is hereby approved. The terms of the Abatement are as follows:

(a) The Abatement shall be for fifteen (15) years and shall apply to the taxes payable in the years 2018 through 2032, inclusive.

(b) The City will abate the City's share of property tax amount which the City receives from the Property, not to exceed \$3,300,000.

(c) The Abatement shall be subject to all the terms and limitations of the Abatement Law.

The motion for the adoption of the foregoing resolution was made by member \_\_\_\_\_ and duly seconded by member \_\_\_\_\_ and, upon a vote being taken thereon after full discussion thereof, the following voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA                    )  
  ) SS  
COUNTY OF NICOLLET                 )

I, the undersigned, being the duly qualified and acting City Administrator of the City of North Mankato, Minnesota (the "City"), by reason of my office as City Administrator, DO HEREBY CERTIFY that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true and complete transcript of the minutes of a meeting of the City Council of the City, duly called and held on the date therein indicated, insofar as such minutes relate to property tax abatements.

WITNESS my hand this \_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
City Administrator

**Exhibit A**

**Parcel ID Numbers for "Property"**

18.766.0010.	18.413.0120	18.424.0040	18.557.1150
18.557.1090	18.684.0030	18.557.0220	18.557.2580
18.872.0010	18.798.0040	18.557.0810	18.557.0420
18.557.2470	18.413.0010	18.708.0030	18.873.0020
18.557.0480	18.542.0060	18.557.0990	18.557.1000
18.557.0490	18.812.0030	18.872.0070	18.620.0020
18.542.0070	18.542.0040	18.557.0960	18.557.1030
18.557.0950	18.798.0020	18.413.0090	18.798.0130
18.001.0200	18.798.0140	18.557.1070	18.424.0080
18.798.0080	18.798.0150	18.557.0140	18.557.2870
18.798.0090	18.557.0740	18.413.0140	18.557.0440
18.425.0040	18.557.2750	18.557.0240	18.557.2520
18.557.0880	18.557.0550	18.799.0010	18.708.0010
18.557.0920	18.620.0030	18.413.0080	18.413.0050
18.557.2680	18.557.0360	18.557.2630	18.557.0500
18.557.2610	18.413.0180	18.557.0840	18.799.0050
18.001.0400	18.557.0395	18.812.0045	18.542.0100
18.799.0080	18.542.0050	18.798.0160	18.551.0040
18.871.0030	18.557.1020	18.413.0070	18.799.0030
18.557.0450	18.557.1050	18.798.0100	18.564.0030
18.871.0040	18.873.0030	18.557.1040	18.425.0060
18.557.0770	18.557.2370	18.812.0040	18.812.0010
18.557.2980	18.557.2640	18.775.0010	18.557.0900
18.557.0850	18.872.0030	18.247.0020	18.557.2700
18.557.0690	18.557.1110	18.551.0050	18.425.0110
18.557.0400	18.001.0500	18.557.2410	18.557.0560
18.557.2330	18.542.0150	18.557.0870	18.557.0940
18.557.0610	18.542.0160	18.872.0060	18.684.0010
18.557.0620	18.557.0380	18.798.0070	18.413.0030
18.557.0530	18.557.1140	18.592.0060	18.557.2530
18.557.2510	18.557.1160	18.557.2660	18.557.2570
18.871.0020	18.873.0040	18.872.0020	18.557.0820
18.564.0025	18.557.2440	18.799.0020	18.542.0140
18.425.0010	18.557.0630	18.708.0052	18.557.0970
18.557.0700	18.413.0170	18.708.0053	18.425.0050
18.425.0120	18.799.0060	18.557.2550	18.557.0110
18.557.0520	18.001.0300	18.557.0350	18.798.0010
18.557.0580	18.798.0110	18.542.0030	18.557.2450
18.799.0040	18.798.0120	18.557.0910	18.342.0020
18.424.0070	18.542.0120	18.557.2600	18.564.0015
18.557.0710	18.557.0860	18.557.2490	18.413.0190
18.413.0020	18.557.0930	18.557.2560	18.557.0760

18.557.0510	18.557.0750	18.799.0070	18.551.0020
18.557.0130	18.557.2420	18.425.0080	18.456.0010
18.413.0150	18.592.0040	18.557.2350	18.557.2770
18.413.0100	18.557.2690	18.557.2400	18.557.2780
18.557.2670	18.557.0980	18.557.1120	18.557.0800
18.557.0340	18.798.0050	18.557.1130	18.812.0020
18.542.0090	18.798.0060	18.557.0070	18.557.0250
18.557.2760	18.542.0110	18.542.0010	18.557.0600
18.557.2480	18.551.0030	18.708.0050	18.557.0460
18.872.0080	18.620.0040	18.557.2540	18.557.0470
18.557.0590	18.557.0890	18.708.0020	18.413.0160
18.557.0720	18.542.0130	18.798.0170	18.413.0040
18.425.0100	18.557.0410	18.798.0180	18.592.0080
18.424.0050	18.557.0123	18.798.0190	18.592.0070
18.425.0020	18.557.0230	18.592.0010	18.557.0540
18.425.0090	18.592.0030	18.557.0370	18.424.0030
18.557.2500	18.684.0020	18.557.0680	18.424.0020
18.708.0051	18.872.0040	18.557.2740	18.424.0010
18.478.0050	18.557.2390	18.342.0010	18.873.0010
18.871.0010	18.557.2590	18.001.0075	18.557.2730
18.592.0050	18.557.2340	18.872.0050	18.542.0080
18.424.0060	18.798.0030	18.557.2710	18.413.0130
18.557.0790	18.001.0100	18.592.0020	18.557.2430
18.557.2380	18.413.0060	18.551.0010	18.557.2650
18.557.0390	18.557.1010	18.557.0570	18.557.2620
18.557.0430	18.557.2720	18.620.0010	18.001.0060
18.557.0670	18.542.0020	18.557.0830	
18.557.2460	18.557.1080	18.873.0050	
18.425.0070	18.557.0780	18.425.0030	

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #11B	Department: Administration	Council Meeting Date: 9/5/17
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**TITLE OF ISSUE: Consider Resolution Authorizing USAquatics to advertise for Bids Project No. 17-04 2017 Spring Lake Park Swim Facility Upon Written Authorization by the City Administrator and Public Works Director.**

**BACKGROUND AND SUPPLEMENTAL INFORMATION: Attached are building plans for the proposed Spring Lake Park Swim Facility. Staff recommends authorizing USAquatics to advertise for bids upon written authorization by the the City Administrator and Public Works Director.**

If additional space is required, attach a separate sheet

**REQUESTED COUNCIL ACTION: Adopt Resolution Authorizing USAquatics to advertise for Bids Project No. 17-04 2017 Spring Lake Park Swim Facility Upon Written Authorization by the City Administrator and Public Works Director.**

Motion By: _____ Second By: _____  Vote Record:      Aye      Nay ____  ____  Norland ____  ____  Freyberg ____  ____  Whitlock ____  ____  Norland ____  ____  Dehen	<b>SUPPORTING DOCUMENTS ATTACHED</b>  <table style="width:100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) _____ _____ _____ _____	Resolution	Ordinance	Contract	Minutes	Map	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Resolution	Ordinance	Contract	Minutes	Map							
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<input type="checkbox"/> Workshop <input checked="" type="checkbox"/> Regular Meeting <input type="checkbox"/> Special Meeting	<input type="checkbox"/> Refer to: _____ <input type="checkbox"/> Table until: _____ <input type="checkbox"/> Other: _____
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RESOLUTION NO.

RESOLUTION AUTHORIZING THE ADVERTISEMENT FOR BIDS  
PROJECT NO. 17-04 - 2017 SPRING LAKE PARK SWIM FACILITY

WHEREAS, the Public Works Director and USAquatics have presented plans and specifications to the City Council regarding the construction of the Spring Lake Park Swim Facility; and

WHEREAS, the North Mankato City Council has reviewed the plans and specifications and has approved the release of bids for the Spring Lake Park Swim Facility.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, as follows:

- 1) Such improvements are cost-effective and feasible as outlined in the recommendations provided by the Public Work Director and USAquatics.
- 2) Upon written authorization by the City Administrator and Public Works Director the city clerk shall prepare and cause to be inserted in the official paper, an advertisement for bids upon the making of such improvement under such plans and specifications. The advertisement shall specify the work to be done, and shall state the date and time that bids will be received.
- 3) The bids will then be tabulated and will be considered by the City Council at a regular meeting, in the Council Chambers of the City Hall. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the council on the issue of responsibility.

Adopted by the City Council this 5<sup>th</sup> day of September 2017.

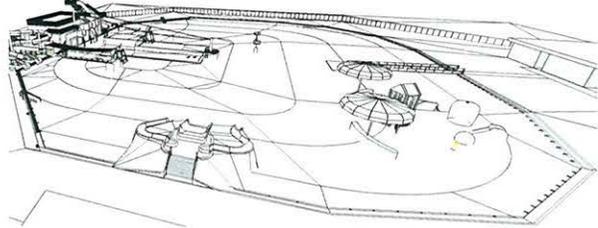
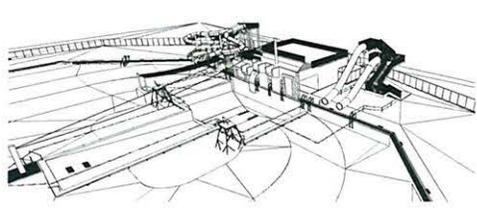
\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

**INDEX - SHEETS**

SHEET	SHEET NAME	ISSUE DATE	APPROVAL SET	CURRENT REVISION ISSUED	CURRENT REVISION DATE	CURRENT REVISION DESCRIPTION
SP-1	SWIM POND LAYOUT AND DATA	08/20/17	Yes			
CB-8	EXTRINSIC CIVIL UTILITIES	08/20/17	Yes			
CB-7	CIVIL SITE PLAN	08/20/17	Yes			
CB-1	NEW CIVIL PLAN	08/20/17	Yes			
CB-2	CIVIL DETAILS	08/20/17	Yes			
CB-3	CIVIL DETAILS	08/20/17	Yes			
CB-6	NOTES	08/20/17	Yes			
SA-101	EXTRINSIC SWIM POND PLAN	08/20/17	Yes			
SA-102	SEMI PLAN - CIVIL	08/20/17	Yes			
SA-103	SEMI PLAN - CENTRALIZER	08/20/17	Yes			
SA-104	SEMI PLAN - SWIM POND	08/20/17	Yes			
SA-105	ENLARGED SWIM POND PLANS	08/20/17	Yes			
SA-106	MECHANICAL PLANS	08/20/17	Yes			
SA-201	MECH ROOM ELEVATIONS	08/20/17	Yes			
SA-202	SWIM POND SECTIONS	08/20/17	Yes			
SA-401	DETAILS	08/20/17	Yes			
SA-402	MECH ROOM DETAILS	08/20/17	Yes			
SA-403	MECH DETAILS	08/20/17	Yes			
SA-404	MECH ROOM DETAILS	08/20/17	Yes			
SA-405	MECH DETAILS	08/20/17	Yes			
SA-406	SWIM POND SCHEDULES	08/20/17	Yes			
SA-407	FIELD FINISHES	08/20/17	Yes			
SA-408	TELE VIEWS	08/20/17	Yes			
ST-001	STRUCTURAL PLANS	08/20/17	Yes			
ST-002	STRUCTURAL SECTIONS	08/20/17	Yes			
ST-003	STRUCTURAL SECTIONS	08/20/17	Yes			
ST-004	STRUCTURAL SECTIONS	08/20/17	Yes			
ST-005	STRUCTURAL SECTIONS	08/20/17	Yes			
ST-006	STRUCTURAL SECTIONS	08/20/17	Yes			
ST-007	STRUCTURAL SECTIONS	08/20/17	Yes			
ME-1	MECHANICAL PLANS	08/20/17	Yes			
ME-2	PLUMBING PLANS	08/20/17	Yes			
EL-1	ELECTRICAL SITE PLAN	08/20/17	Yes			
ED-1	ELECTRICAL PLANS	08/20/17	Yes			



SITE LOCATION

**SCHEDULE - POOL**

SCHED.	DESCRIPTION	SIZE	AGG. AREA	SURFACE AREA	DEPTH	VOLUME	CAP. (RECOMMENDED)	CAP. (POSTED)	TOILETS (MEN)	URINALS (MEN)	TOILETS (WOMEN)	SINKS (MEN)	SINKS (WOMEN)	SHOWERS (MEN)	SHOWERS (WOMEN)	DRINKING FOUNTAINS	MIN. GUARDS	GUARD CHAIRS
P1.0	SWIM POND	IRREGULAR	532.7 SF	1275 SF	6'-4" TO 12'-0"	12182.0 GAL	100	100	7	3	5	2	2	5	1	16	6	

**SWIM POND DATA**

FIELD	DESCRIPTION	DATA
GENERAL	TYPE	SWIM POND
	FACE	IRREGULAR
	AREA	52.5% SQ FT
	DEPTH	5'-0" TO 12'-0"
	PERIMETER	831 FT
	VOLUME	1,215 CU YD
FINISHES	TURNOVER	6.0 HRS
	RECIRC. RATE	3.367 GPM
	DESIGN FLOW RATE	3,700 GPM
	DESIGN TURNOVER	6.40 HRS
INLETS	INLETS	10
	FLOW RATE PER INLET	26.69 GPM
	TURNOVER BY INLET SUPPLY	150
OUTLETS	SURFACE SKIMMING	0 (GPM)
	CAUTION DROUPOUTS	7
	SURGE CAPACITY MAX	52.5% GAL
	DESIGN (MIN. CAPACITY) FLOW	32 GAL
FILTERS	FILTER TYPE	REGENERATIVE
	FILTER AREA (SQ. FT.)	1405 SQ. FT.
	NUMBER OF FILTERS	1
	FILTER RATE (RECIRC.)	1.02 GPM/SQ. FT.
	FILTRATION CAPACITY (GAL)	142800
	BACKWASH FLOW RATE	100
BATHER LOAD	BATHER LOAD (RECOMMENDED)	100
	BATHER LOAD (PROCTED)	100
	LIFEGUARDS REQ.	16
	ELEVATED CHAIRS REQ.	6
QUALITY	DEFECTANT	SCUM (PPM)
	PH CONTROL	ALUMINUM (PPM)
	CHLORINE	NO
CONSTRUCTION	CONTRACT TIME	

**SYMBOLS LEGEND**

NAME: NUMBER ON SHEET: SCALE: 1/8" = 1'-0"	DRAWING TITLE: SECTION TAG
NAME: NUMBER ON SHEET: SCALE: 1/8" = 1'-0"	DRAWING TITLE: DETAIL TAG
NAME: Elevation	DRAWING TITLE: REVISION TAG
NAME: Elevation	DRAWING TITLE: ELEVATION MARKER
NAME: 1'-0"	DRAWING TITLE: NORTH ARROW
NAME: 1'-0"	DRAWING TITLE: ELEVATION TAG
NAME: 1'-0"	DRAWING TITLE: GRID IDENTIFIER
NAME: 1'-0"	DRAWING TITLE: EQUIPMENT TYPE
NAME: 1'-0"	DRAWING TITLE: EQUIPMENT MARK
NAME: 1'-0"	DRAWING TITLE: KEYNOTE TAG

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PROJECT TITLE  
**SPRING LAKE PARK SWIM POND RESTORATION**  
650 WEBSTER AVE  
NORTH MANKATO, MN 56003

CITY OF NORTH MANKATO  
1001 BELGRADE AVE  
NORTH MANKATO, MN 56003

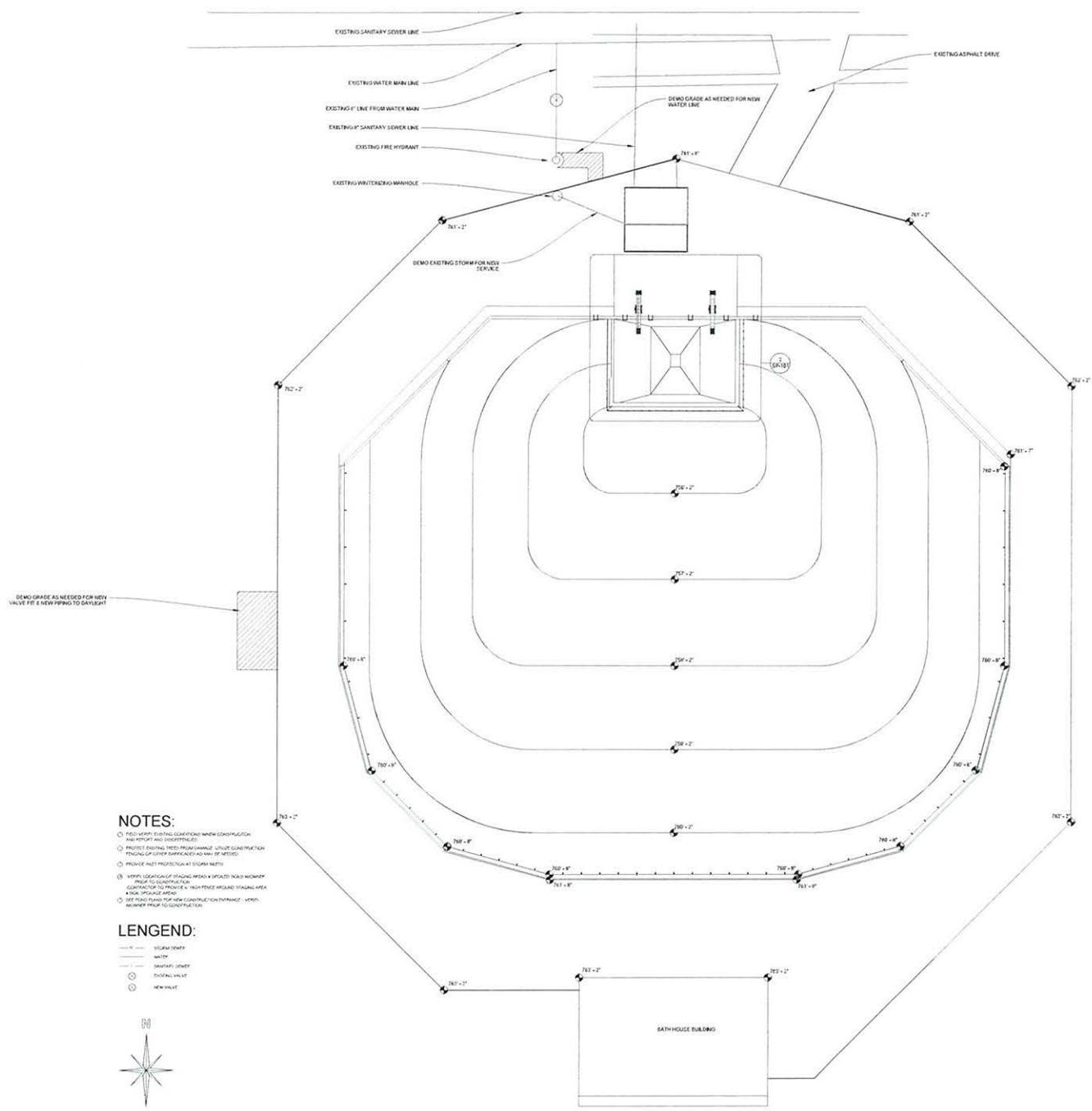
STATUS  
DRAWN: EJS CHECKED: JMB  
PROJECT #  
SCALE: 1/8" = 1'-0"  
DATE: 08/20/17

SHEET NAME  
**SWIM POND LAYOUT AND DATA**

SHEET NUMBER

**T**





DEMO GRADE AS NEEDED FOR NEW VALVE PIT & NEW PIPING TO DAYLIGHT

**NOTES:**

- 1. FIELD VERIFY EXISTING UTILITIES AND DEMONSTRATE AND REPORT AND EXPEDITIOUSLY.
- 2. PROTECT EXISTING UTILITY PROGRAMS. VERIFY CONSTRUCTION FINAL GRADE SURFACES AS SHOWN BY NOTES.
- 3. PROVIDE ASSET PROTECTION AT SIGMAM MENTS.
- 4. VERIFY LOCATION OF STAGING AREA AS SHOWN ON THIS WORKMAN CONTRACTOR TO PROVIDE A HIGH TRAFFIC STAGING AREA. A HIGH TRAFFIC STAGING AREA.
- 5. SET PUMP STATION FOR NEW CONSTRUCTION DRAINAGE - VERIFY WORKMAN PUMP TO CONSTRUCTION.

**LEGEND:**

- SIGMAM CENTER
- WATER
- SANITARY SEWER
- EXISTING MANHOLE
- NEW VALVE



1 CIVIL DEMO PLAN  
 1/16" = 1'-0"

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**PROJECT TITLE**  
 SPRING LAKE PARK  
 SWIM POND  
 RESTORATION  
 650 WEBSTER AVE  
 NORTH MANKATO, MN  
 56003

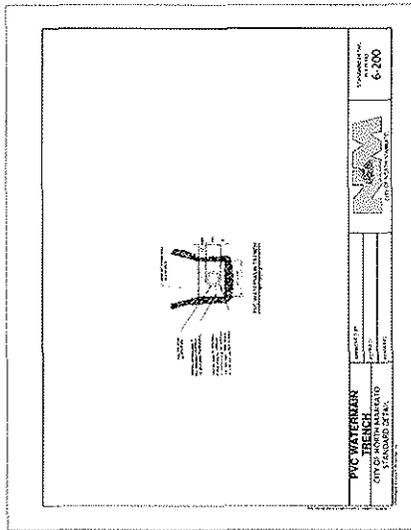
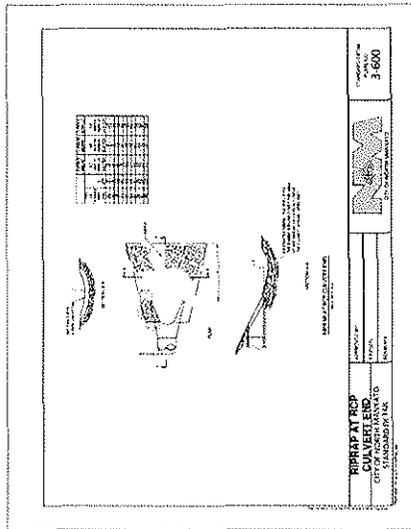
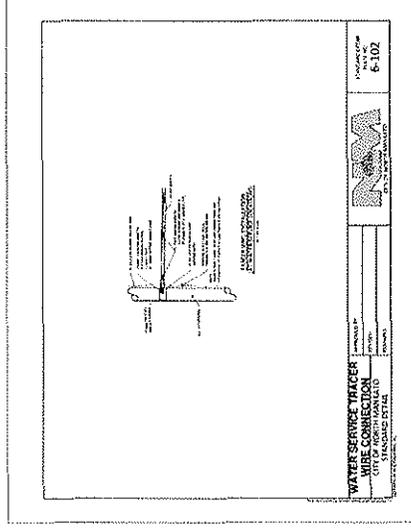
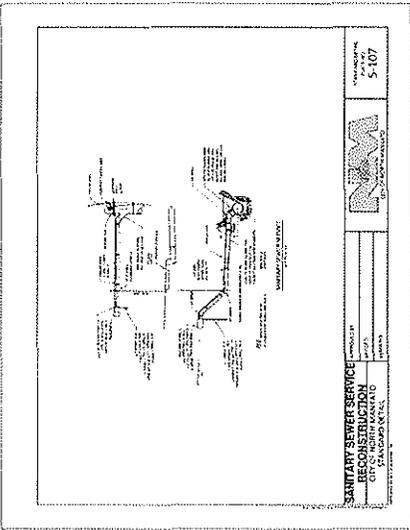
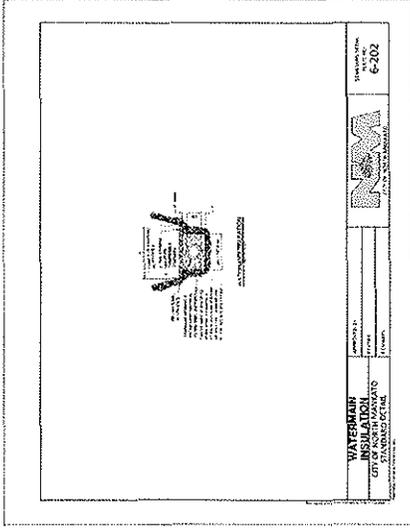
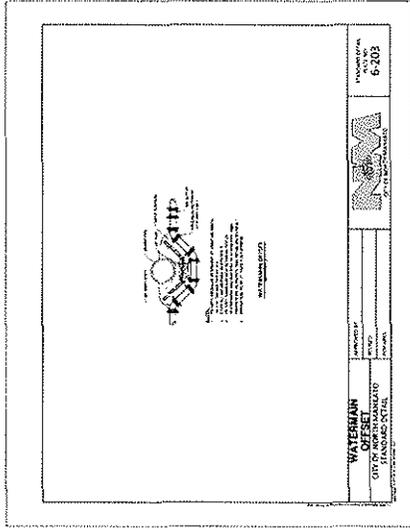
**CITY OF NORTH MANKATO**  
 1000 BELGRADE AVE  
 NORTH MANKATO, MN 56003

**STATUS:**  
 DESIGN: Author CHECKED: Checker  
 PROJECT # 1115" = 1'-0"  
 SCALE 08/20/17  
 DATE

**SHEET NAME**  
 CIVIL DEMO PLAN

**SHEET NUMBER**  
 C0.1





USA QUATICS  
 1000 Main Street  
 North Haven, CT 06460  
 Phone: 203.239.1234  
 Fax: 203.239.1235  
 Email: info@usaquatics.com

PRODUCT PRICE

SPRING LAKE PARK  
 SWIM POND  
 RENOVATION

OWNER: CITY OF NORTH HAVEN  
 PROJECT: SWIM POND RENOVATION  
 DATE: 08/2017

CIVIL DETAILS

SCALE: AS SHOWN  
**C2.1**  
 11/20/2017









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**STATUS NOTE**

PROJECT TITLE  
**SPRING LAKE PARK  
 SWIM POND  
 RESTORATION**  
 650 WEBSTER AVE  
 NORTH MANKATO, MN  
 56003

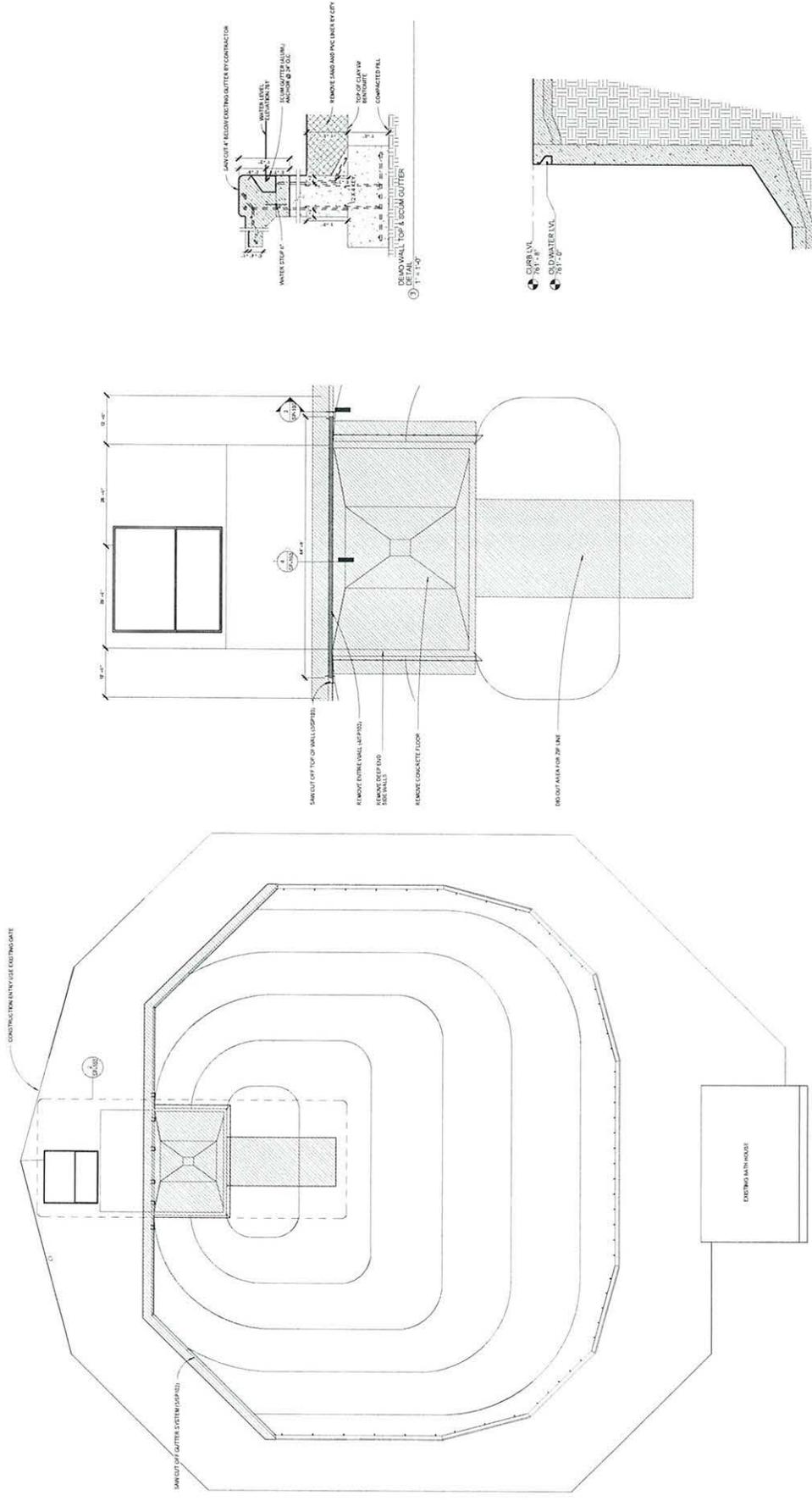
CITY OF NORTH MANKATO  
 1000 1ST ST S  
 NORTH MANKATO, MN 56003

DRAWN: EJS CHECKED: JMH  
 PROJECT # AS INDICATED  
 DATE 02/20/17

SHEET NAME  
**DEMO PLAN -  
 CONTRACTOR**

SHEET NUMBER  
**SP-103**

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1 DEMO PLAN - CONTRACTOR  
 1" = 2'-0"

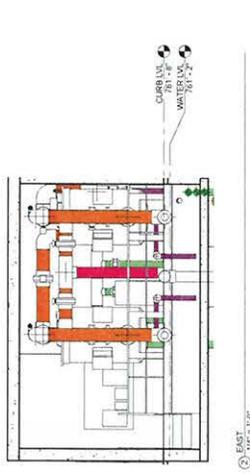
2 DEEP ESDO DEMO PLAN - CONTRACTOR  
 1" = 12'-0"

3 DEMO FRONT WALL OF DOWNWELL  
 1" = 1'-0"

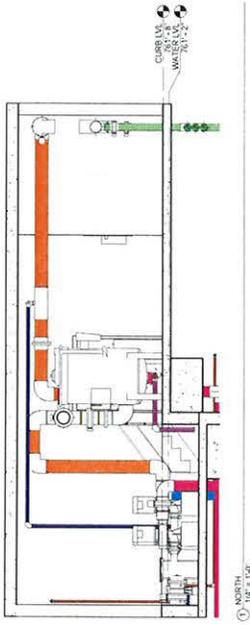




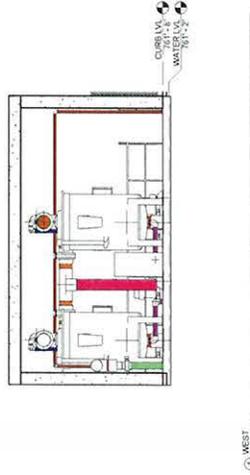




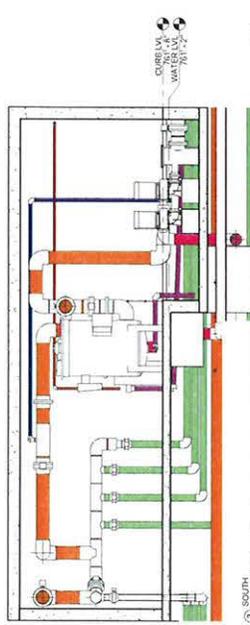
② EAST  
1/4" = 1'-0"



① WEST  
1/4" = 1'-0"



③ NORTH  
1/4" = 1'-0"



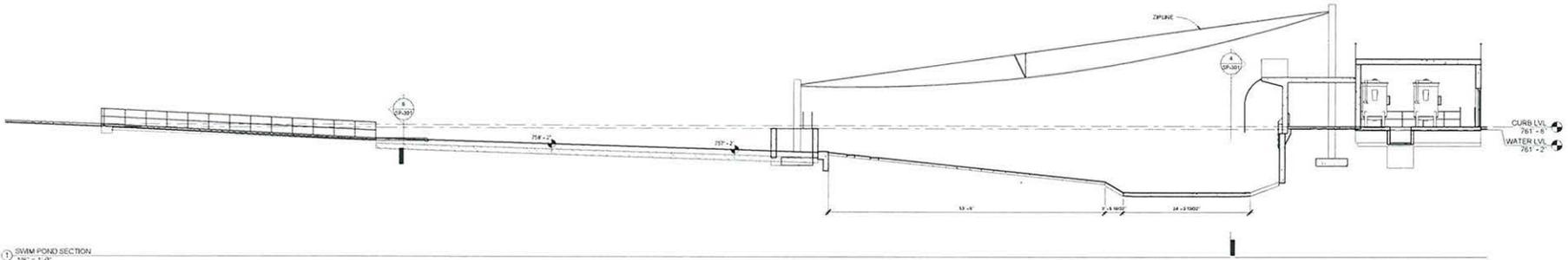
④ SOUTH  
1/4" = 1'-0"

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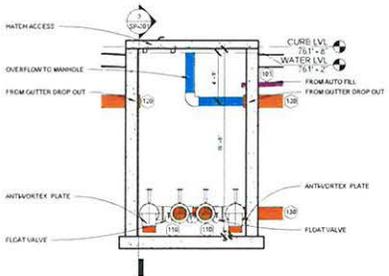


PROJECT TITLE  
**SPRING LAKE PARK  
 SWIM POND  
 RESTORATION**  
 650 WEBSTER AVE  
 NORTH MANKATO, MN  
 56003  
 CITY OF NORTH MANKATO  
 NORTH MANKATO, MN 56003  
 STATUS: Author: DCS/CM/Operator  
 PROJECT #  
 SCALE: 1/4" = 1'-0"  
 DATE: 02/20/17  
 SHEET NAME  
**MECH ROOF  
 ELEVATIONS**

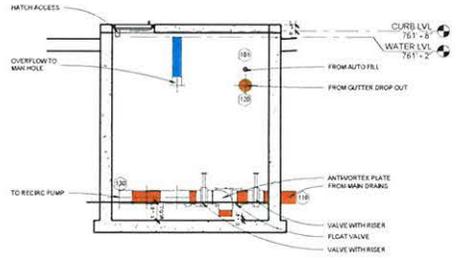
SHEET NUMBER  
**SP-201**



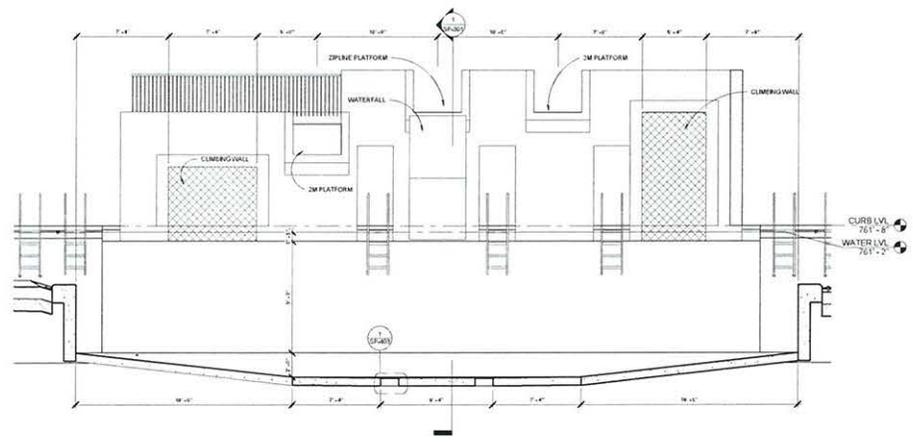
1 SWIM POND SECTION  
 1/4" = 1'-0"



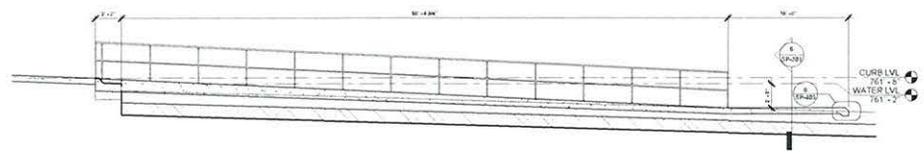
2 SURGE TANK SECTION  
 1/4" = 1'-0"



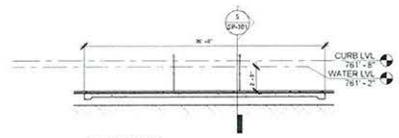
3 SURGE TANK  
 1/4" = 1'-0"



4 DEEP END  
 1/4" = 1'-0"



5 RAMP  
 1/4" = 1'-0"



6 ADA LANDING PAD  
 1/4" = 1'-0"

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CERTIFICATION  
**STATUS NOTE!**

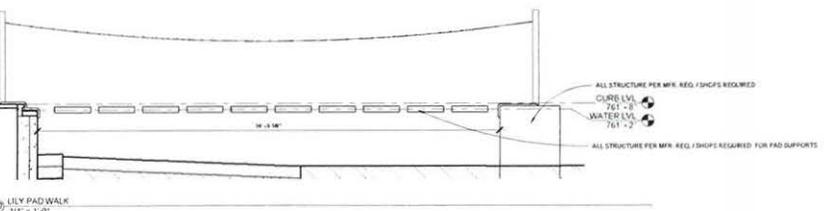
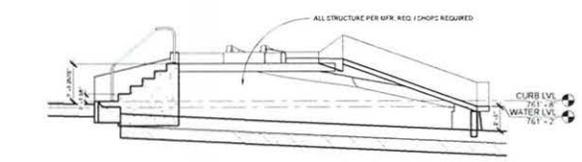
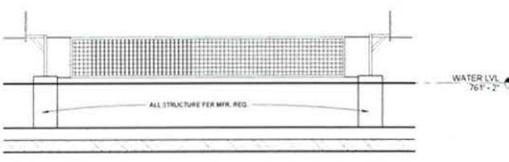
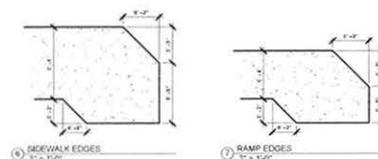
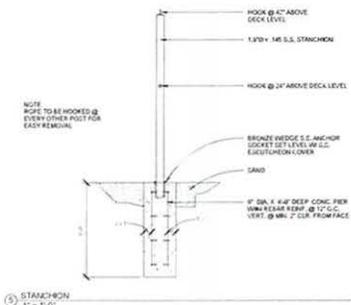
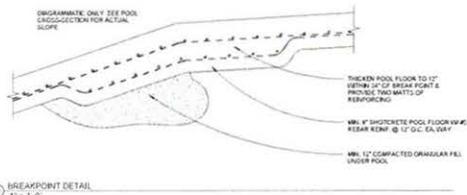
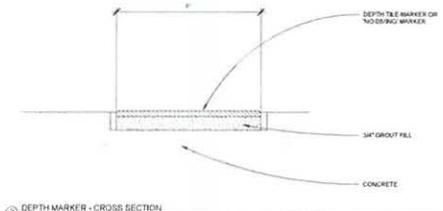
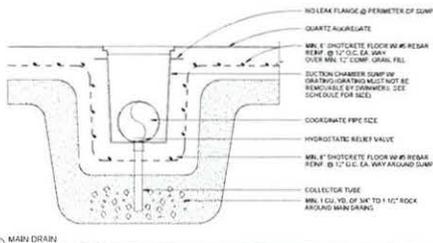
PROJECT TITLE  
**SPRING LAKE PARK  
 SWIM POND  
 RESTORATION**  
 650 WEBSTER AVE  
 NORTH MANKATO, MN  
 56003

CITY OF NORTH MANKATO  
 1001 BELGRADE AVE  
 NORTH MANKATO, MN 56003

STATUS: **EJS** CHECKED: **JMH**  
 PROJECT #:  
 SCALE: **As Indicated**  
 DATE: **08/30/17**

SHEET NAME:  
**SWIM POND SECTIONS**

SHEET NUMBER  
**SP-301**



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CERTIFICATION

PROJECT TITLE  
**SPRING LAKE PARK SWIM POND RESTORATION**  
 650 WEBSTER AVE  
 NORTH MANKATO, MN 56003

CITY OF NORTH MANKATO  
 1201 BELGRADE AVE  
 NORTH MANKATO, MN 56003

STATUS: **Author** **Checked**  
 PROJECT: **As indicated**  
 SCALE: **As indicated**  
 DATE: **08/30/17**

SHEET NAME  
**DETAILS**

SHEET NUMBER  
**SP-403**







Pool	Description	Size	Area	Depth	Volume
FLD	Swim Pond	Irregular	52375	6' to 12'	1211922

Pool	Pump	Description	Model	Head	GPM	Discharge	Suction	Impeller	Strainer	HP	PH	VSR	Amq	Note
FLD	PP1.1	Swim Pond Return	1424	86	1832	6.0	6.0	128	205	3	200	128	2	See
FLD	PP1.2	Swim Pond Return	1424	86	1832	6.0	6.0	9.0	205	3	200	15.1		
FLD	PP1.3	Zipline Waterfall	1424	18	110	2.0	2.5	78	1.0	3	200	3.0		
FLD	PP1.4	Flume Slides	1424	31	1540	6.0	6.0	9.0	20.0	1	200	15.1		
FLD	PP1.5	Pool Slides	1424	21	800	6.0	6.0	9.0	7.5	3	200	21.1		
FLD	PP1.6	Kids Slides	1424	30	800	6.0	6.0	9.0	10.0	3	200	18.0		

Pool	Fitter	Description	Flow	Model	Area	Num	Rate	Volume	Rate
FLD	FK1.0	Swim Pond Filter	3750	55482076	1827.0	2	1.24	841	12

Pool	Sump	Description	Model	Flow	Size	Depth	Area	Open	Num	Vol. Ca	Max V	CuFt
FLD	SC1.1	Swim Pond MD		3703	18x72	30	9.00	4.77	4	0.43		3112
FLD	SC1.2	Swim Pond		2464	18x34	25	4.75	3.57	2	0.44		2410

Pool	Task	Description	Area	Length	Width	Depth	Anti-Virt	M.G.D. *	Surge	Pipe	Gutter	Total
FLD	ST1.0	Swim Pond surge tank	150.00	15.00	10.00	10.00	0.00	12.89	1234	237	3706	755

Pool	Ch Head	Pool Head	ESD Cont
FLD	372.9'	48.1'	0.90'

Pool	Task	Description	Area	Length	Width	Depth	Anti-Virt	M.G.D. *	Surge	Pipe	Gutter	Total
FLD	ST1.0	Swim Pond surge tank	150.00	15.00	10.00	10.00	0.00	12.89	1234	237	3706	755

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FLD	ST1.0	Swim Pond surge tank	150.00	15.00	10.00	10.00	0.00	12.89	1234	237	3706	755

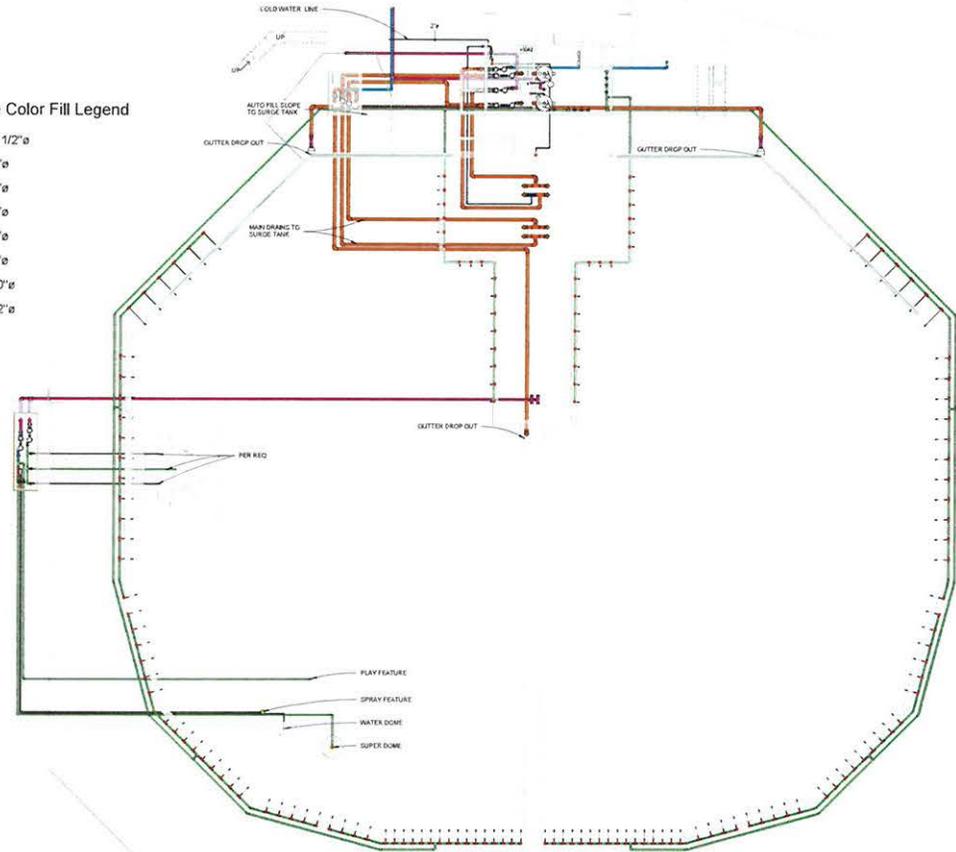
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FLD	ST1.0	Swim Pond surge tank	150.00	15.00	10.00	10.00	0.00	12.89	1234	237	3706	755

Pool	Task	Description	Area	Length	Width	Depth	Anti-Virt	M.G.D. *	Surge	Pipe	Gutter	Total
888	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
889	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
890	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
891	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
892	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
893	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
894	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
895	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
896	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
897	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
898	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
899	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
900	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
901	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
902	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
903	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
904	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
905	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
906	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
907	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
908	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
909	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
910	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
911	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
912	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
913	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
914	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
915	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
916	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
917	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
918	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
919	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
920	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
921	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
922	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
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924	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
925	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
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930	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
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932	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
933	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
934	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
935	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
936	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
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942	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
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945	2	Automa	243A	Flow meter, see schedule	Flow	3	289	3	128			
946	2	Automa	243A	Flow meter,								

SWIM POND RECREATION PIPING			
NO.	DESCRIPTION	SIZE	FLOW VEL. (FPM)
R1.1	SR to Surge	14" 3100	10.1
R1.2	Surge to Pump Suction	12" 3100	10.6
R1.3	Pump to Filter	12" 3100	10.6
R1.4	Filter to Equalization	24" 3100	11.1
R1.5	Water Supply Pipe	24" 3100	11.1
R1.6	Header Pressure Pipe	18" 1950	11.8
RECREATION HEAD LOSS			
Water System			
15' Bar Jet Fair Point			
0.0			
0.0			
0.0			
RECREATION SYSTEM TDH			
48.2			
SWIM POND WET FALL PIPING			
FEATURE HEAD LOSS			
0.0			
0.0			
0.0			
SWIM POND WET FALL SYSTEM TDH			
15.8			
SWIM POND FILLING & BLEND PIPING			
FEATURE HEAD LOSS			
3.8			
13			
0.0			
SWIM POND FILLING & BLEND SYSTEM TDH			
12.8			
SWIM POND POOL BLEND PIPING			
FEATURE HEAD LOSS			
3.3			
1.0			
0.0			
SWIM POND POOL BLEND SYSTEM TDH			
22.1			

**Pipe Color Fill Legend**

- 2 1/2" Ø
- 2" Ø
- 3" Ø
- 4" Ø
- 6" Ø
- 8" Ø
- 10" Ø
- 12" Ø



① FIELD PIPING  
 1/16" = 1'-0"

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**CERTIFICATION**

**STATUS NOTE**

PROJECT TITLE  
**SPRING LAKE PARK SWIM POND RESTORATION**  
 650 WEBSTER AVE  
 NORTH MANKATO, MN 56003

CITY OF NORTH MANKATO  
 1001 BELGRADE AVE  
 NORTH MANKATO, MN 56003

STATUS: **EJS** CHECKED: **JMH**

PROJECT: \_\_\_\_\_

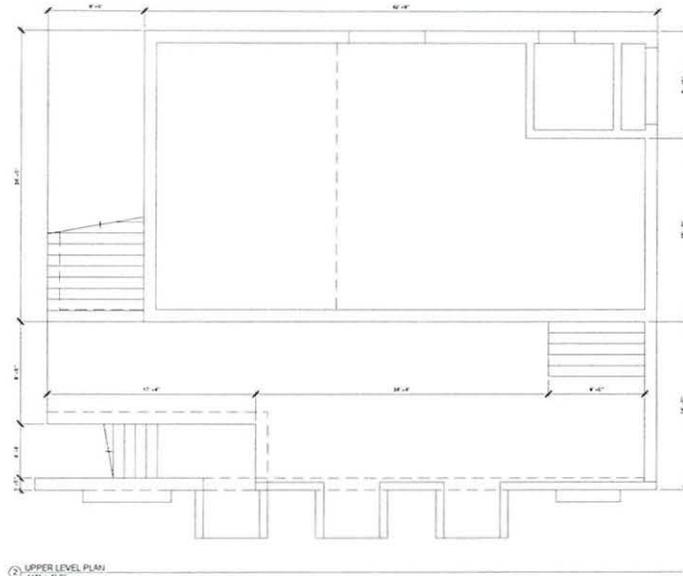
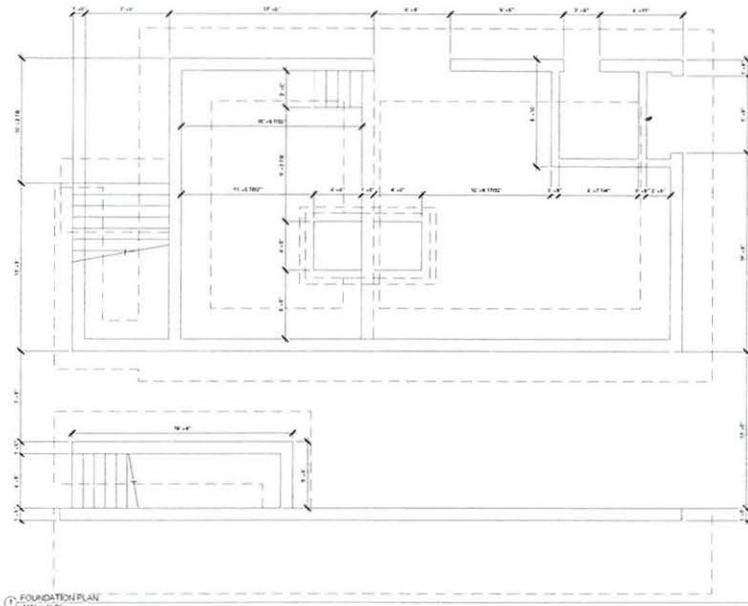
SCALE: **As Indicated**

DATE: **08/01/17**

SHEET NAME  
**FIELD PIPING**

SHEET NUMBER  
**SP-702**





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CERTIFICATION



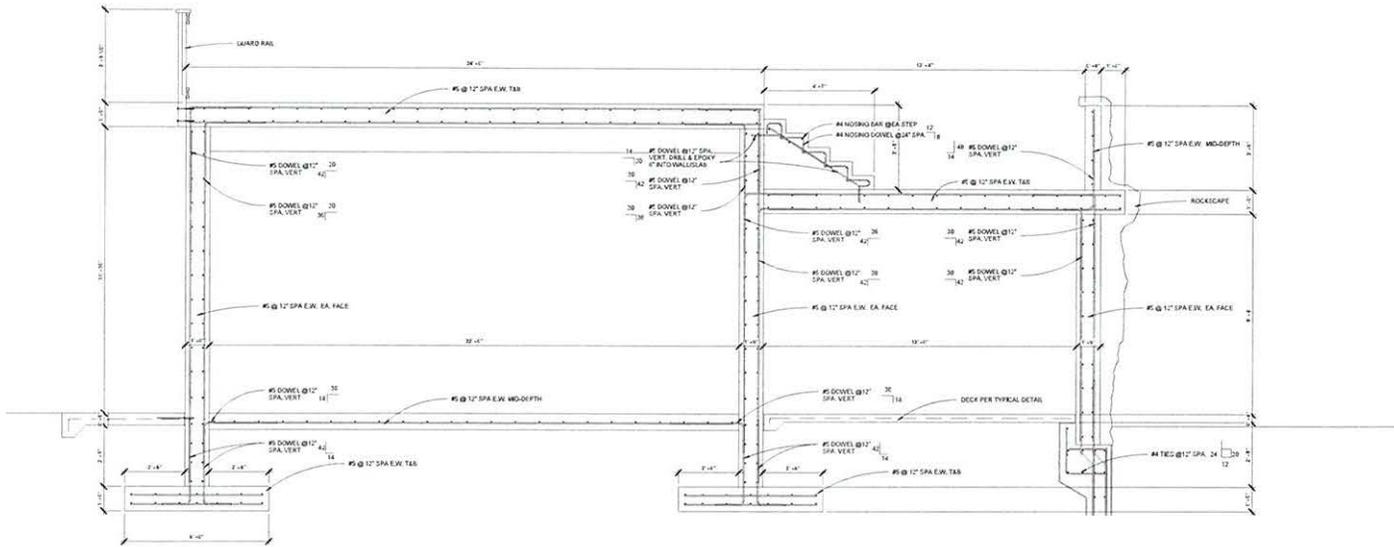
PROJECT TITLE  
**SPRING LAKE PARK  
 SWIM POND  
 RESTORATION**  
 650 WEBSTER AVE  
 NORTH MANKATO, MN  
 56003

CITY OF NORTH MANKATO  
 1001 BELGRADE AVE  
 NORTH MANKATO, MN 56003

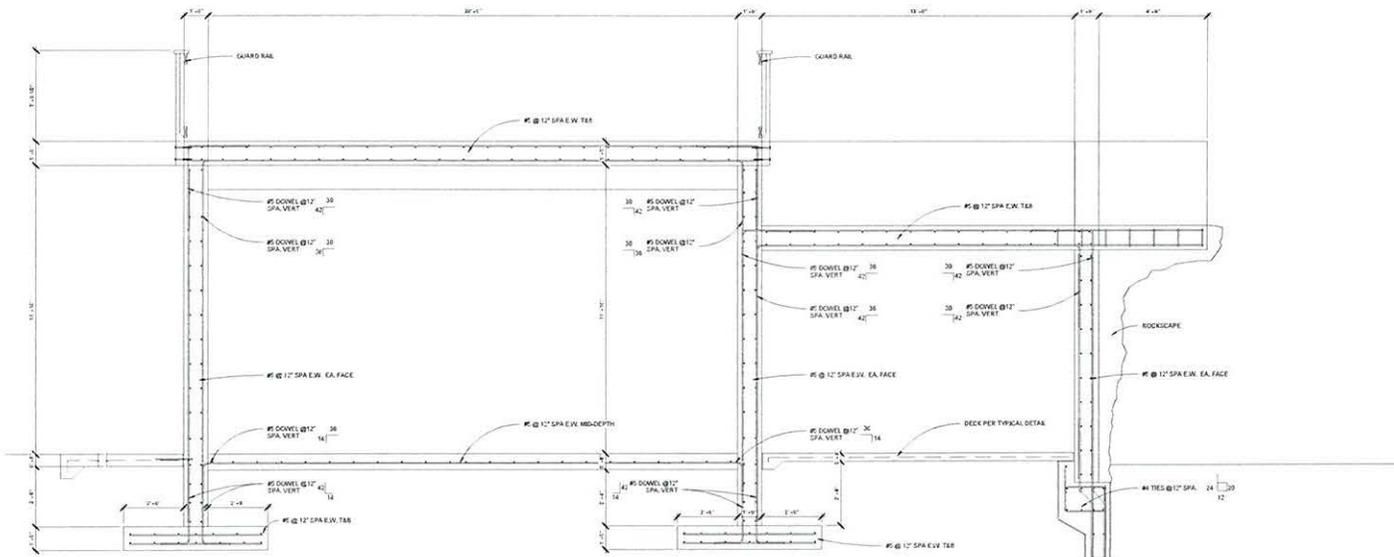
STATUS: \_\_\_\_\_  
 DRAWN: **EJS** CHECKED: **Checker**  
 PROJECT # \_\_\_\_\_  
 SCALE: **1/4" = 1'-0"**  
 DATE: **08/11/17**

SHEET NAME  
**STRUCTURAL PLANS**

SHEET NUMBER  
**ST-101**



① STRUCTURE @ CLIMBING WALL  
 1/2" = 1'-0"



② STRUCTURE @ 3/4  
 1/2" = 1'-0"

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CERTIFICATION

**STATUS NOTE**

PROJECT TITLE  
**SPRING LAKE PARK SWIM POND RESTORATION**  
 650 WEBSTER AVE  
 NORTH MANKATO, MN 56003  
 CITY OF NORTH MANKATO  
 100 BELGRADE AVE  
 NORTH MANKATO, MN 56003

STATUS:  DESIGN  CHECKED  
 DRAWN: EJS  
 SCALE: 1/2" = 1'-0"  
 DATE: 08/30/17

SHEET NAME  
**STRUCTURAL SECTIONS**

SHEET NUMBER  
**ST-301**

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**STATUS**  
 NOTE

**PROJECT TITLE**  
 SPRING LAKE PARK  
 SWIMM POND  
 RESTORATION  
 650 WEBSTER AVE  
 NORTH MANKATO, MN  
 56003

**CITY OF NORTH MANKATO**  
 1000 W. 1st St  
 NORTH MANKATO, MN 56003

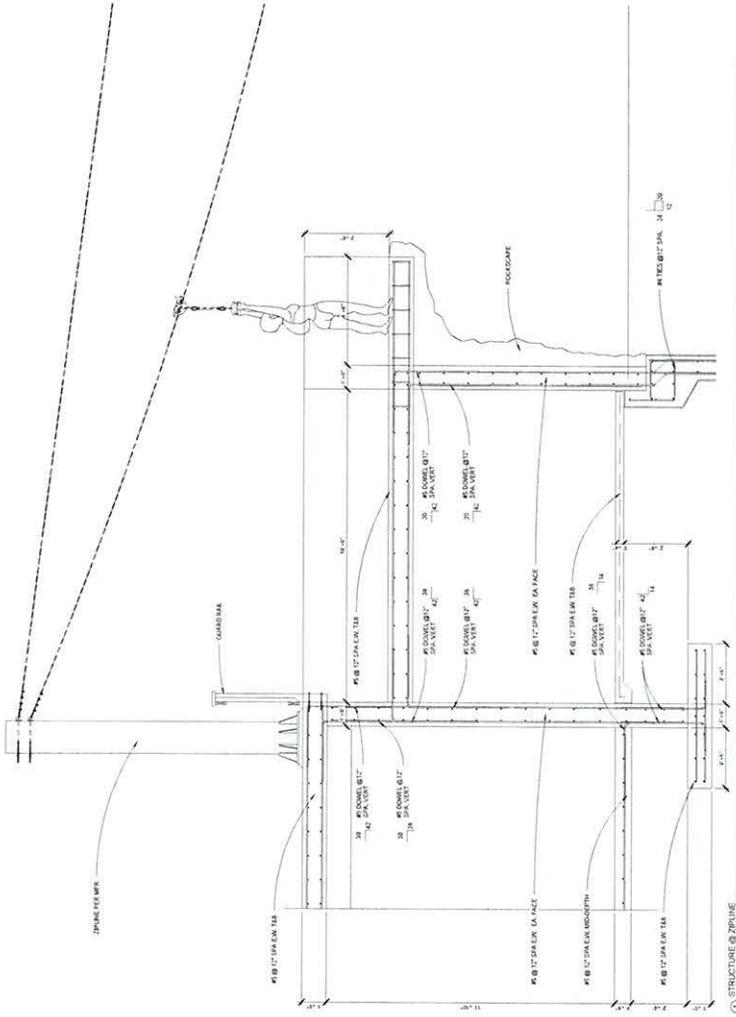
**DATE**  
 1/27/2020

**PROJECT**  
 EJS - CHECK/CHECKED

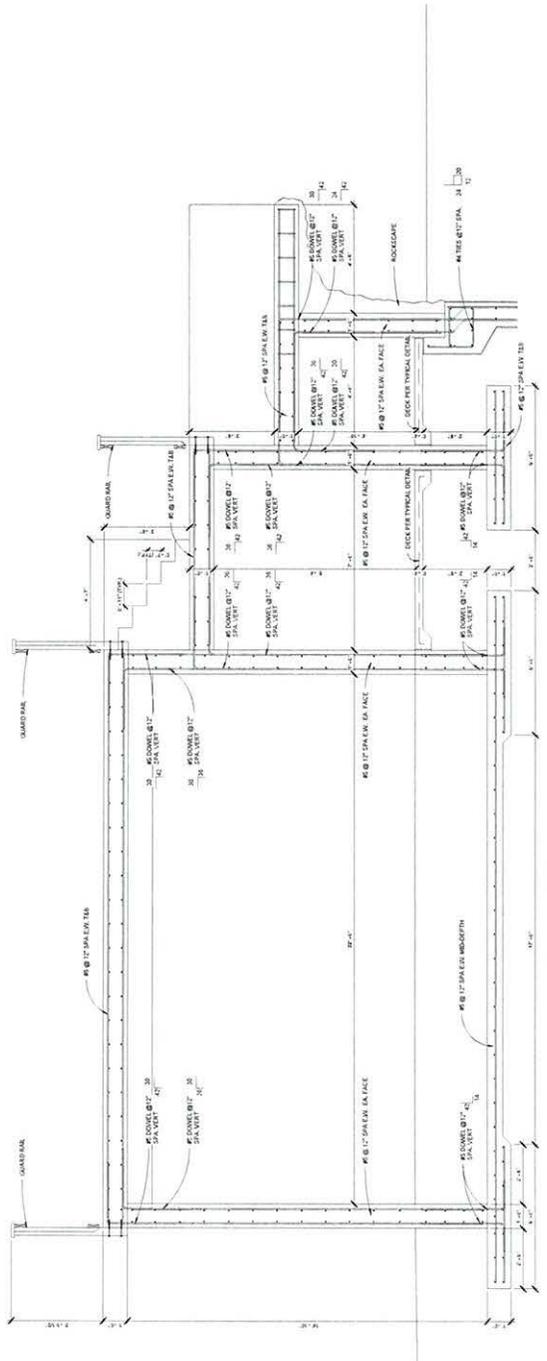
**SHEET NAME**  
 STRUCTURAL  
 SECTIONS

**SHEET NUMBER**  
 ST-302

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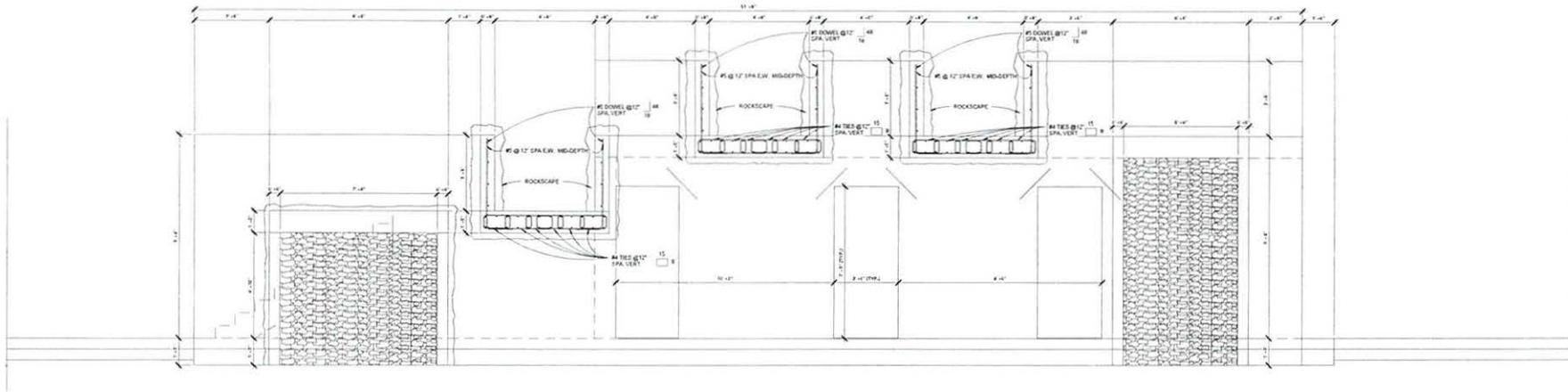


① STRUCTURE @ ZONE 1  
 1/2" = 1'-0"

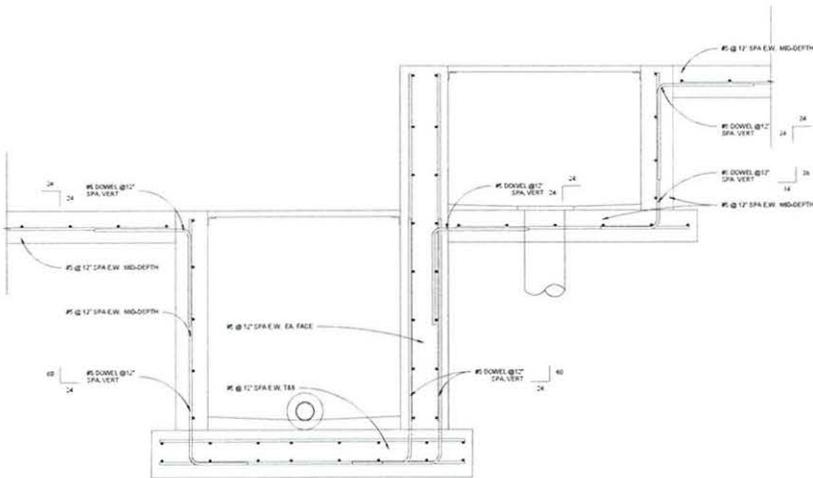


② STRUCTURE @ ZONE 2  
 1/2" = 1'-0"

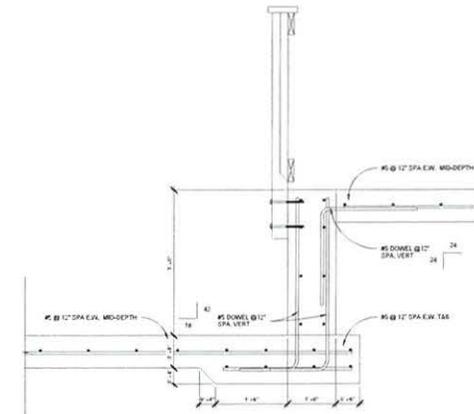




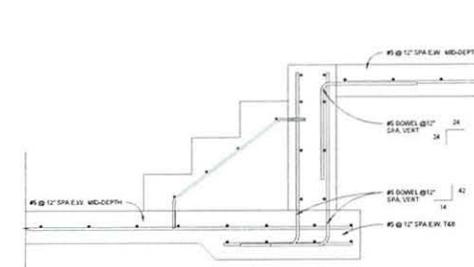
① MECH BUILD FACE  
 1/2" = 1'-0"



② CATCH BASINS  
 1" = 1'-0"



③ PUMP PIT WALL  
 1" = 1'-0"



④ MECH STAIRS  
 1" = 1'-0"

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CERTIFICATION



PROJECT TITLE  
**SPRING LAKE PARK SWIM POND RESTORATION**  
 650 WEBSTER AVE  
 NORTH MANKATO, MN 56003

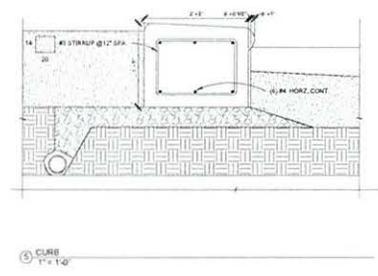
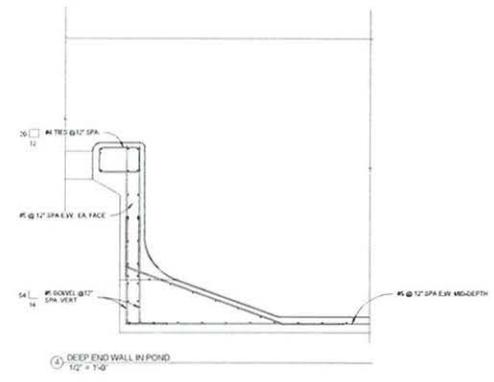
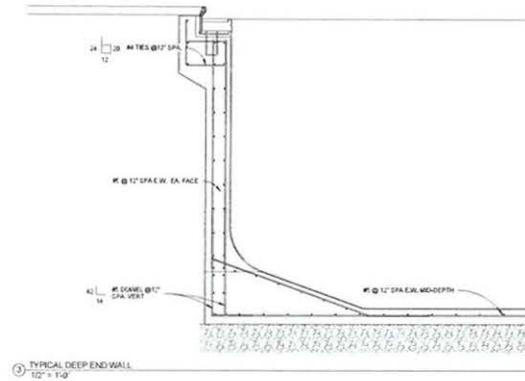
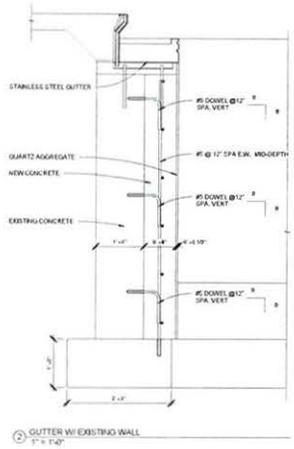
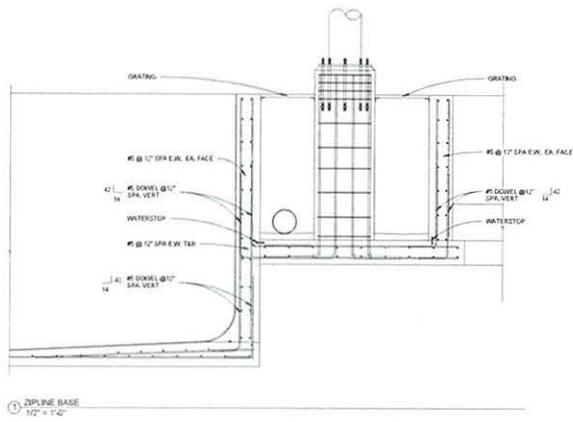
CITY OF NORTH MANKATO  
 1001 BELGRADE AVE  
 NORTH MANKATO, MN 56003

STATUS:  DESIGN  EJS  CHECKER  JCS  
 PROJECT # \_\_\_\_\_  
 SCALE: As Indicated  
 DATE: 08/20/17

SHEET NAME  
**STRUCTURAL SECTIONS**

SHEET NUMBER  
**ST-304**





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CERTIFICATION  
**STATUS NOTE**

PROJECT TITLE  
**SPRING LAKE PARK SWIM POND RESTORATION**  
 650 WEBSTER AVE  
 NORTH MANKATO, MN 56003  
 CITY OF NORTH MANKATO  
 1001 BELGRADE AVE  
 NORTH MANKATO, MN 56003  
 STATUS: **DESIGN** CHECKED: **Checker**  
 PROJECT: **EJS**  
 SCALE: **As Indicated**  
 DATE: **08/11/17**  
 SHEET NAME  
**STRUCTURAL SECTIONS**

SHEET NUMBER  
**ST-306**  
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