

Pursuant to due call and notice thereof, a regular meeting of the North Mankato City Council was held in the Municipal Building Council Chambers on April 2, 2018. Mayor Dehen called the meeting to order at 7:00 p.m. asking that everyone join in the Pledge of Allegiance. The following were present for roll call: Mayor Dehen, Council Members Norland, Freyberg, and Steiner, City Administrator Harrenstein, Finance Director McCann, Attorney Kennedy, Community Development Director Fischer, and City Clerk Van Genderen. Absent: Council Member Whitlock.

**Approval of Agenda**

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

**Approval of Council and Open Forum Meeting Minutes**

**Council Member Norland moved, seconded by Council Member Steiner, to approve the minutes of the Council and Open Forum meeting of March 19, 2018. Vote on the motion: Norland, Freyberg, Steiner and Dehen aye; no nays. Motion carried.**

**Public Hearing, 7 p.m. Revision of Code of Ordinances.**

Community Development Director Fischer reviewed the proposed Code of Ordinance changes. The information was available for review before the meeting and included changes to City Code 91.04 Farm Animals, 156.052 Nonconforming Uses, 156.035 Generally, 151.11 Conduct on Licensed Premises, 52.07 Water Meters, and 156.054 Performance Standards.

Barb Church, 102 Wheeler Avenue, appeared before Council and requested clarification on 151.11 Conduct on Licensed Premises. Attorney Kennedy clarified that the responsible party is the licensee, not the tenant. Ms. Church indicated the language was confusing. Ms. Church also spoke about City Code 156.054 concerning fences being required to follow the unaltered natural terrain of the property. Mayor Dehen asked if a variance could be used to accommodate Ms. Church's request. Community Development Director Fischer reported that would be a possibility. Community Development Director reported the Code does require the fence to follow the terrain.

**Consent Agenda**

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

- A. Bills and Appropriations.
- B. Approved Parade Permit for Caswell Sports Mud Lake 5K on May 6, 2018, from 9:00 a.m. to 11:00 a.m.
- C. Approved Audio Permit for Caswell Sports Mud Lake 5K at Wheeler Park on May 6, 2018, from 9:00 a.m. to 10:30 a.m.
- D. Approved Crossview Covenant Church Parade Permit for Saturday, May 19, 2018, from 9:30 a.m. to 11:30 a.m.

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

**Public Comments Concerning Business Items on the Agenda**

None.

**Business Items**

**Ordinance No. 102 Fourth Series, An Ordinance Amending the Code of Ordinances for the City of North Mankato, Minnesota Revising, Updating and Compiling Certain Ordinances of the City Dealing with the Subjects Embraced in the Code of Ordinances and Providing Penalties for the Violation of the Code of Ordinances. Council Member Steiner moved, seconded by Council Member Norland to Adopt Ordinance No. 102 Fourth Series, An Ordinance Amending the Code of Ordinances for the City of North Mankato, Minnesota Revising, Updating and Compiling Certain Ordinances of the City Dealing with the Subjects Embraced in the Code of Ordinances and Providing Penalties for the Violation of the Code of Ordinances. Vote on the motion: Norland, Freyberg, Steiner and Dehen aye; no nays. Motion carried.**

**Res. No. 35-18 Declaring Cost to be Assessed and Ordering Preparation of Proposed Assessment Project No. 17-05 ABCDEF, Jefferson Avenue Reconstruction Project.**

City Engineer Sarff appeared before Council and stated he would discuss Items #10B and #10C together. He indicated the first resolution declares the costs to be assessed and orders the preparation of the assessment roll. City Engineer Sarff stated the City received six bids for the project with WW Blacktopping as the low bid at \$360,095.75 which was 7% below the Engineer's Estimate. He recommended awarding WW Blacktopping the contract. City Engineer Sarff reported Item #10C sets the Public Hearing for the proposed assessment for Project No. 17-05 ABCDEF, Jefferson Avenue Reconstruction Project. He indicated the proposed assessment per property was capped at \$6,000, and the calculated cost for the improvement was greater than the \$6,000. The total amount proposed to be assessed was \$114,000 for the 19 properties. City Engineer Sarff indicated there was a significant reduction in cost to the property owner due to the assessment cap. **Council Member Norland moved, seconded by Council Member Steiner to Adopt Res. No. 35-18 Declaring Cost to be Assessed and Ordering Preparation of Proposed Assessment Project No. 17-05 ABCDEF, Jefferson Avenue Reconstruction Project. Vote on the motion: Norland, Freyberg, Steiner and Dehen aye; no nays. Motion carried.**

**Res. No. 36-18 for Hearing on Proposed Assessment Project No. 17-05 ABCDEF, Jefferson Avenue Reconstruction Project. Council Member Steiner moved, seconded by Council Member Norland to Adopt Res. No. 36-18 for Hearing on Proposed Assessment Project No. 17-05 ABCDEF, Jefferson Avenue Reconstruction Project. Vote on the motion: Norland, Freyberg, Steiner and Dehen aye; no nays. Motion carried.**

**Res. No. 38-18 Approving Plans and Specifications and Ordering Advertisement for Bids Project No. 18-03DE, 2018 Street Improvement Project.**

City Engineer Sarff reported with the adoption of the Pavement Management Study the City continues to prioritize mill and overlay projects. There are a total of 8 projects being contemplated for 2018 including Raymond Drive Bituminous Wearing Course, Spring Lake Park Hockey Rink and Parking Lot/Driveway, Roe Crest Drive from Commerce Drive to Lee Boulevard, Tower Boulevard from Commerce Drive to Lee Boulevard, Howard Drive from Lor Ray Drive to Countryside Drive, Sherwood Drive from Nottingham Drive to dead-end cul-de-sac, Lor Ray Drive from Lee Boulevard to Clare Drive, and Haughton Avenue from Howard Drive to Countryside Drive. City Engineer Sarff reported the budget was \$380,000 and the City would have a base bid along with alternate bids. He did not anticipate the City being able to complete all of the projects. City Engineer Sarff stated bids would be opened on May 7, 2018. Mayor Dehen requested clarification on the inclusion of Raymond Drive considering lots would be added. City Administrator Harrenstein reported there were concerns

about Raymond Drive because it has gone so long with just the base, the work would be to construct the final layer of the road. He also reported there was an attempt to balance the work between residential and industrial to ensure the Pavement Management System was working for everyone. Mayor Dehen stated it might be a good idea to reevaluate the Pavement Management Study when a new Public Works Director was hired. **Council Member Freyberg moved, seconded by Council Member Norland to Adopt Res. No. 38-18 Approving Plans and Specifications and Ordering Advertisement for Bids Project No. 18-03DE, 2018 Street Improvement Project. Vote on the motion: Norland, Freyberg, Steiner and Dehen aye; no nays. Motion carried.**

**Res. No. 37-18 Ordering Preparation of Report on Improvement, North Port Industrial Park West.**

City Engineer Sarff stated a drawing was included in the packet showing the North Port Industrial Park. The City recently received a grant through the Greater Minnesota Business Development Public Infrastructure Grant Program (BDPI) for the extension of sanitary sewer and watermain to provide service to the area. City Engineer Sarff reported things were developing in the industrial park and challenges were developing. A sanitary sewer lift station will be required for further development in the area. City staff has recently negotiated terms of an agreement with MnDOT sharing the existing stormwater ponds in MnDOT owned property adjacent to Highway 14 which can be utilized as a regional stormwater pond for the area. In order to verify the street and utility layouts and to determine an estimated cost, it is recommended that a preliminary engineering report is authorized. City Engineer Sarff encouraged the City to apply for additional BDPI grants for the infrastructure improvements. **Council Member Norland moved, seconded by Council Member Steiner to adopt Res. No. 37-18 Ordering Preparation of Report on Improvement, North Port Industrial Park West. Vote on the motion: Norland, Freyberg, Steiner and Dehen aye; no nays. Motion carried.**

**Review 2019 Budget & Proposed 2019-2028 CIP Schedule.**

Finance Director McCann continued the 2019-2028 CIP Schedule review by discussing three streets in lower North Mankato that merit consideration for reconstruction. The streets included Tyler Avenue from Cross Street to Range Street, Harrison Avenue from Cross Street to Range Street and McKinley Avenue from Sherman Street to Range Street. The projects include replacing or adding utilities, street, curb, gutter, sidewalks and driveway aprons. Tyler and Harrison's projects are estimated at \$370,800 each and McKinley Avenue is estimated at \$1,123,200. City Administrator Harrenstein reported this would be a good opportunity to chip away at projects and approach them in smaller pieces. Mayor Dehen stated Tyler and Harrison have issues and it would be good to complete some of the long-standing projects.

**Open Forum**

Kim Spears, 916 South Avenue, appeared before Council and read a portion of an interview he conducted with an MSU student concerning public comments.

Barb Church, 102 Wheeler Avenue, appeared before Council and discussed the City of North Mankato contributing to help raise the Highway 169/Highway 14 Levee.

Lucy Lowry, 2263 Northridge Drive, appeared before Council and discussed cooperation with Mankato, specifically concerning the Highway 169/Highway 14 Levee project.

Tom Hagen, 927 Lake Street, appeared before Council and spoke about public comments and requested the use of the City trail cam for use on his property.

Phil Henry, 1300 Noretta Drive, appeared before Council spoke about public comments and stated the staff should not be able to comment during a public comment period.

Mayor Dehen commented the City of North Mankato has not precluded contributing to the Highway 169/Highway 14 Levee project. He indicated the City is waiting for bids and to see if additional funds can be received from the State or the Federal government and will continue the conversation with Mankato.

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

Attorney Kennedy noted some individuals expect an immediate response when speaking during the Open Forum. Going forward the Council will need to continue to work through the Open Forum process.

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

Council Member Norland thanked Library Director Katie Heintz for the Community Read book **"The Family Romanov."**

Council Member Steiner sent best wishes to Council Member Whitlock who just finished his cancer treatments. He also indicated agreement with Mayor Dehen that the City does not plan on backing out on the City of Mankato and is waiting for more information.

Mayor Dehen wished Council Member Whitlock the best and indicated he enjoyed the Community Read book.

There being no further business, on a motion by Council Member Norland, seconded by Council Member Steiner, the meeting adjourned at 7:48 p.m.

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Mayor

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City Clerk



# Spirit of Cooperation

*Two Cities Working Together*



City of North Mankato

## Proclamation



**WHEREAS**, April 26 to April 29, 2018 is designated for "Stand Against Racism," a national YWCA campaign designed to build community among those who work for racial justice and to raise awareness; and

**WHEREAS**, Mankato and North Mankato, Minnesota celebrates diversity and the contributions various perspectives bring to the community; and

**NOW, THEREFORE**, we, Eric Anderson, Mayor of the City of Mankato, and Mark Dehen, Mayor of the City of North Mankato, in the State of Minnesota hereby proclaim April 26 to April 29, 2018 to be

"Stand Against Racism" days established to honor the power of advocacy and the importance of addressing racial inequity

Eric T. Anderson, Mayor of Mankato, Minnesota

Mark Dehen, Mayor of North Mankato, Minnesota

City of Mankato  
10 Civic Center Plaza  
Post Office Box 3368  
Mankato, MN 56002-3368  
(507) 387-8600

City of North Mankato  
1001 Belgrade Avenue  
Post Office Box 2055  
North Mankato, MN 56002-2055  
(507) 625-4141

### NOTICE OF PUBLIC HEARING

Notice is hereby given that the City Council of the City of North Mankato, Minnesota, will hold a Public Hearing on Monday, April 16, 2018 at 7 p.m. in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, to consider Annexation of Land containing 2.38 acres owned by Steve and Kathleen Burnett and legally described as:

That part of the Northeast Quarter of the Northeast Quarter of Section 9, Township 108 North Range 27 West, Nicollet County, Minnesota. A full legal description is available at the North Mankato City Hall.

Dated this 5th day of March 2018.

April Van Genderen  
City Clerk  
City of North Mankato



# AFFIDAVIT OF PUBLICATION

State of Minnesota, ss.  
County of Blue Earth

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

1. I am the publisher of The Free Press, or the publisher's designated agent. I have personal knowledge of the facts stated in this Affidavit, which is made pursuant to Minnesota Statutes §331A.07.
2. The newspaper has complied with all of the requirements to constitute a qualified newspaper under Minnesota law, including those requirements found in Minnesota Statutes §331A.02.

3. The dates of the month and the year and day of the week upon which the public notice attached/copied below was published in the newspaper are as follows:

The printed \_\_\_\_\_ notice \_\_\_\_\_ which is attached was cut from the columns of said newspaper, and was printed and published once each week, for \_\_\_\_\_ 1 \_\_\_\_\_ successive weeks; it was first published on \_\_\_\_\_ Saturday \_\_\_\_\_, the \_\_\_\_\_ 7 \_\_\_\_\_ day of \_\_\_\_\_ April \_\_\_\_\_, 2018, and was thereafter printed and published on every \_\_\_\_\_ Saturday \_\_\_\_\_ to and including \_\_\_\_\_ Saturday \_\_\_\_\_, the \_\_\_\_\_ 7 \_\_\_\_\_ day of \_\_\_\_\_ April \_\_\_\_\_, 2018; and printed below is a copy of the lower case alphabet from A to Z, both inclusive, which is hereby acknowledged as being the size and kind of type used in the composition and publication of the notice:

abcdefghijklmnopqrstuvwxyz

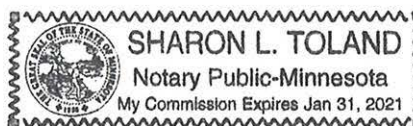
4. The Publisher's lowest classified rate paid by commercial users for comparable space, as determined pursuant to § 331A.06, is as follows: \_\_\_\_\_ \$32.25 \_\_\_\_\_.
5. Pursuant to Minnesota Statutes §580.033 relating to the publication of mortgage foreclosure notice: The newspaper's known office is located in Blue Earth County. The newspaper complies with the conditions described in §580.033, subd. 1, clause (1) or (2). If the newspaper's known office of issue is located in a county adjoining the county where the mortgaged premises or some part of the mortgaged premises described in the notice are located, a substantial portion of the newspaper's circulation is in the latter county.

FURTHER YOUR AFFIANT SAITH NOT.

By: \_\_\_\_\_  
Steve Jameson, Publisher

Subscribed and sworn to before me on this \_\_\_\_\_ 9 \_\_\_\_\_ day of \_\_\_\_\_ April \_\_\_\_\_, 2018 \_\_\_\_\_.

\_\_\_\_\_  
Notary Public



April 7, 2018  
**NOTICE OF PUBLIC HEARING**  
Notice is hereby given that the City Council of the City of North Mankato, Minnesota, will hold a Public Hearing on Monday, April 16, 2018 at 7 p.m. in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, to consider Annexation of Land containing 2.38 acres owned by Steve and Kathleen Burnett and legally described as: That part of the Northeast Quarter of the Northeast Quarter of Section 9, Township 108 North Range 27 West, Nicollet County, Minnesota. A full legal description is available at the North Mankato City Hall.  
Dated this 5th day of March 2018.  
April Van Genderen  
City Clerk  
City of North Mankato

**ORDINANCE NO. 103, FOURTH SERIES**

**AN ORDINANCE OF THE CITY OF NORTH MANKATO, MINNESOTA ANNEXING  
LAND LOCATED IN BELGRADE TOWNSHIP, NICOLLET COUNTY, MINNESOTA  
PURSUANT TO MINNESOTA STATUTES § 414.033 SUBDIVISION 2(3),  
PERMITTING ANNEXATION BY ORDINANCE**

**WHEREAS**, a petition signed by all the property owners, requesting that property legally described in Exhibit A be annexed to the City of North Mankato Minnesota, was duly presented to the Council of the City of North Mankato on the 5<sup>th</sup> day of March 2018; and

**WHEREAS**, said property is unincorporated and abuts the City of North Mankato on its West boundary; is less than 120 acres; is not presently served by public sewer facilities or public sewer facilities are not otherwise available; and

**WHEREAS**, said property is not located within a flood plain or shoreland area; and

**WHEREAS**, said property is currently farmland and ravine property and annexation is requested to facilitate the extension of city services for the industrial development of the property; and

**WHEREAS**, the City of North Mankato held a public hearing pursuant to Minnesota Statutes § 414.033 Subd. 2b, on April 16, 2018, following thirty (30) days written notice by certified mail to the Township of Belgrade and to all landowners within and contiguous to the area legally described in Exhibit A, to be annexed; and

**WHEREAS**, provisions of Minnesota Statutes § 414.033 Subd. 13 are not applicable in that there will be no change in the electric utility service provider resulting from the annexation of the territory to the municipality.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF NORTH MANKATO  
HEREBY ORDAINS AS FOLLOWS:**

1. The City Council hereby determines that the property as hereinafter described abuts the city limits and is or is about to become urban or suburban in nature in that industrial use is being proposed for said property the construction of which requires or will need city services, including public sewer facilities.
2. None of the property is now included within the limits of any city, or in any area that has already been designated for orderly annexation pursuant to Minnesota Statute § 414.0325.
3. The corporate limits of the City of North Mankato, Minnesota, are hereby extended to include the following described property, said land abutting the City of North Mankato and being 120 acres or less in area, and is not presently served by public sewer facilities or public sewer facilities are not otherwise available, and the City having received a petition for annexation from all the property owners of the land, to wit:

That part of the Northeast Quarter of the Northeast Quarter of Section 9, Township 108 North Range 27 West, Nicollet County, Minnesota, described as:

Beginning at the southeast corner of Lot 2, Block 5, Burnett's Ravine Ridge No. 3, according to the plat thereof on file and of record with the Nicollet County Recorder; thence South 00 degrees



34 minutes 33 seconds East, (Minnesota County Coordinate System - Nicollet County Zone - HARN NAD83 - 1996), along the westerly right of way line of Raymond Drive, according to said Burnett's Ravine Ridge No. 3, a distance of 797.66 feet to the point of intersection with the southerly line of Aspen Lane, according to said Burnett's Ravine Ridge No. 3; thence South 89 degrees 25 minutes 27 seconds West, along the westerly extension of the southerly line of said Aspen Lane, a distance of 130.00 feet to the point of intersection with the southerly extension of the west line of said Lot 2, thence North 00 degrees 34 minutes 33 seconds West, along said extension, a distance of 797.66 feet to the southwest corner of said Lot 2; thence North 89 degrees 25 minutes 27 seconds East, along the south line of said Lot 2, a distance of 130.00 feet to the point of beginning. Containing 2.38 acres.

The above described property consists of a total of 2.38 acres, more or less. Copies of the corporate boundary map showing the property to be annexed and its relationship to the corporate boundaries and all appropriate plat maps are attached hereto in Exhibit B.

4. That the population of the area legally described herein and hereby annexed is 0.
5. The City of North Mankato pursuant to Minnesota Statutes §414.036, and in accordance with the reimbursement agreement (Exhibit C) that with respect to the property taxes payable on the area legally described herein, hereby annexed, shall make a cash payment to Belgrade Township of \$165.25 and shall not receive any further property tax income from the land commencing with the tax year 2017.
6. That pursuant to Minnesota Statutes § 414.036 with respect to any special assessments assigned by the Town to the annexed property and any portion of debt incurred by the Town prior to the annexation and attributable to the property to be annexed, but for which no special assessments are outstanding, for the area legally described there are no special assessments or debt incurred by the Town on the subject are for which reimbursement is required.
7. That the City Clerk of the City of North Mankato is hereby authorized and directed to file a copy of this Ordinance with the Municipal Boundary Adjustment Unit of the Office of Administrative Hearings, the Minnesota Secretary of State, the Nicollet County Auditor, and the Belgrade Township Clerk.
8. That this Ordinance shall be in full force and effect and final upon the date this Ordinance is approved by the Office of Administrative Hearings.

PASSED AND ADOPTED by the City Council of the City of North Mankato, Minnesota, this 16<sup>th</sup> day of April 2018.

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Mayor

ATTEST:

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City Clerk

# EXHIBIT A

## PROPERTY OWNER PETITION TO MUNICIPALITY FOR ANNEXATION BY ORDINANCE - 120 Acres or Less

IN THE MATTER OF THE PETITION OF CERTAIN PERSONS FOR THE  
ANNEXATION OF CERTAIN LAND TO THE CITY OF NORTH MANKATO,  
MINNESOTA  
PURSUANT TO MINNESOTA STATUTES § 414.033, SUBD. 2(3)

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TO: Council of the City of North Mankato, Minnesota

PETITIONER(S) STATE: All of the property owners in number are required to commence a proceeding under Minnesota Statutes § 414.033, Subd. 2(3).

It is hereby requested by:

☐ the sole property owner; or  
☒ all of the property owners (If the land is owned by both husband and wife, both must sign the petition to represent all owners.)

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

The area proposed for annexation is described as follows:

That part of the Northeast Quarter of the Northeast Quarter of Section 9, Township 108 North Range 27 West, Nicollet County, Minnesota, described as:

Beginning at the southeast corner of Lot 2, Block 5, Burnett's Ravine Ridge No. 3, according to the plat thereof on file and of record with the Nicollet County Recorder; thence South 00 degrees 34 minutes 33 seconds East, (Minnesota County Coordinate System - Nicollet County Zone - HARN NAD83 - 1996), along the westerly right of way line of Raymond Drive, according to said Burnett's Ravine Ridge No. 3, a distance of 797.66 feet to the point of intersection with the southerly line of Aspen Lane, according to said Burnett's Ravine Ridge No. 3; thence South 89 degrees 25 minutes 27 seconds West, along the westerly extension of the southerly line of said Aspen Lane, a distance of 130.00 feet to the point of intersection with the southerly extension of the west line of said Lot 2, thence North 00 degrees 34 minutes 33 seconds West, along said extension, a distance of 797.66 feet to the southwest corner of said Lot 2; thence North 89 degrees 25 minutes 27 seconds East, along the south line of said Lot 2, a distance of 130.00 feet to the point of beginning. Containing 2.38 acres.

1. There is 1 property owner in the area proposed for annexation. (If a property owner owns more than one parcel in the area proposed for annexation, he/she is only counted once as an owner - the number of parcels owned by a petitioner is not counted.)
2. The land abuts the municipality and the area to be annexed is 120 acres or less, and the area to be annexed is not presently served by public wastewater facilities or public wastewater facilities are not otherwise available.

*Except as provided for by an orderly annexation agreement, this clause may not be used to annex any property contiguous to any property previously annexed under this clause within the preceding 12 months if the property is owned by the same owners and annexation would cumulatively exceed 120 acres.*

3. Said property is unincorporated, abuts on the city's N S E W (circle one) boundary(ies), and is not included within any other municipality.
4. The area of land proposed for annexation, in acres, is 2.38 acres.
5. The reason for the requested annexation is to accommodate residential development.

PETITIONERS REQUEST: That pursuant to Minnesota Statutes § 414.033, the property described herein be annexed to and included within the City of North Mankato, Minnesota.

Dated: Feb. 23, 2018

Signatures: Steven R. Burnett  
Kathleen M. Burnett

NOTE: Pursuant to Minnesota Statutes § 414.033, Subd. 2b, before a municipality may adopt an ordinance under subdivision 2, clause (2), (3), or (4), a municipality must hold a public hearing and give 30 days' written notice by certified mail to the town or towns affected by the proposed ordinance and to all landowners within and contiguous to the area to be annexed.

NOTE: Pursuant to Minnesota Statutes § 414.033, Subd. 11, when a municipality declares land annexed to the municipality under subdivision 2, clause (3), and the land is within a designated floodplain, as provided by section 103F.111, subdivision 4, or a shoreland area, as provided by section 103F.205, subdivision 4, the municipality shall adopt or amend its land use controls to conform to chapter 103F, and any new development of the annexed land shall be subject to chapter 103F.

NOTE: Pursuant to Minnesota Statutes § 414.033, Subd. 12, when a municipality annexes land under subdivision 2, clause (2), (3) or (4), property taxes payable on the annexed land shall continue to be paid to the affected town or towns for the year in which the annexation becomes effective. If the annexation becomes effective on or before August 1 of a levy year, the municipality may levy on the annexed area beginning with that same levy year. If the annexation becomes effective after August 1 of a levy year, the town may continue to levy on the annexed area for that levy year, and the municipality may not levy on the annexed area until the following levy year.

NOTE: Pursuant to Minnesota Statutes § 414.033, Subd. 13, at least 30 days before a municipality may adopt an ordinance under subdivision 2, clause (2), (3), or (4), the petitioner must be notified by the municipality that the cost of electric utility service to the petitioner may change if the land is annexed to the municipality. The notice must include an estimate of the cost impact of any change in electric utility services, including rate changes and assessments, resulting from the annexation.

Municipal Boundary Adjustment Unit Contacts

Star Holman [star.holman@state.mn.us](mailto:star.holman@state.mn.us) 651-361-7909  
Katie Lin [katie.lin@state.mn.us](mailto:katie.lin@state.mn.us) 651-361-7911  
(June 2011)





# EXHIBIT B



## Legend

- City Limits
- Medians
- Roadways
- Parcels (5-24-2016)
- Lakes & Ponds
- Minnesota River



## Disclaimer:

This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information, and data located in various city, county, and state offices, and other sources affecting the area shown, and is to be used for reference purposes only. The City of North Mankato is not responsible for any inaccuracies herein contained.

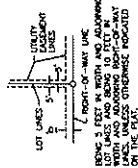
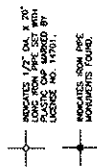
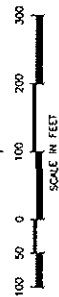
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© Bolton & Menk, Inc - Web GIS 4/5/2018 3:54 PM





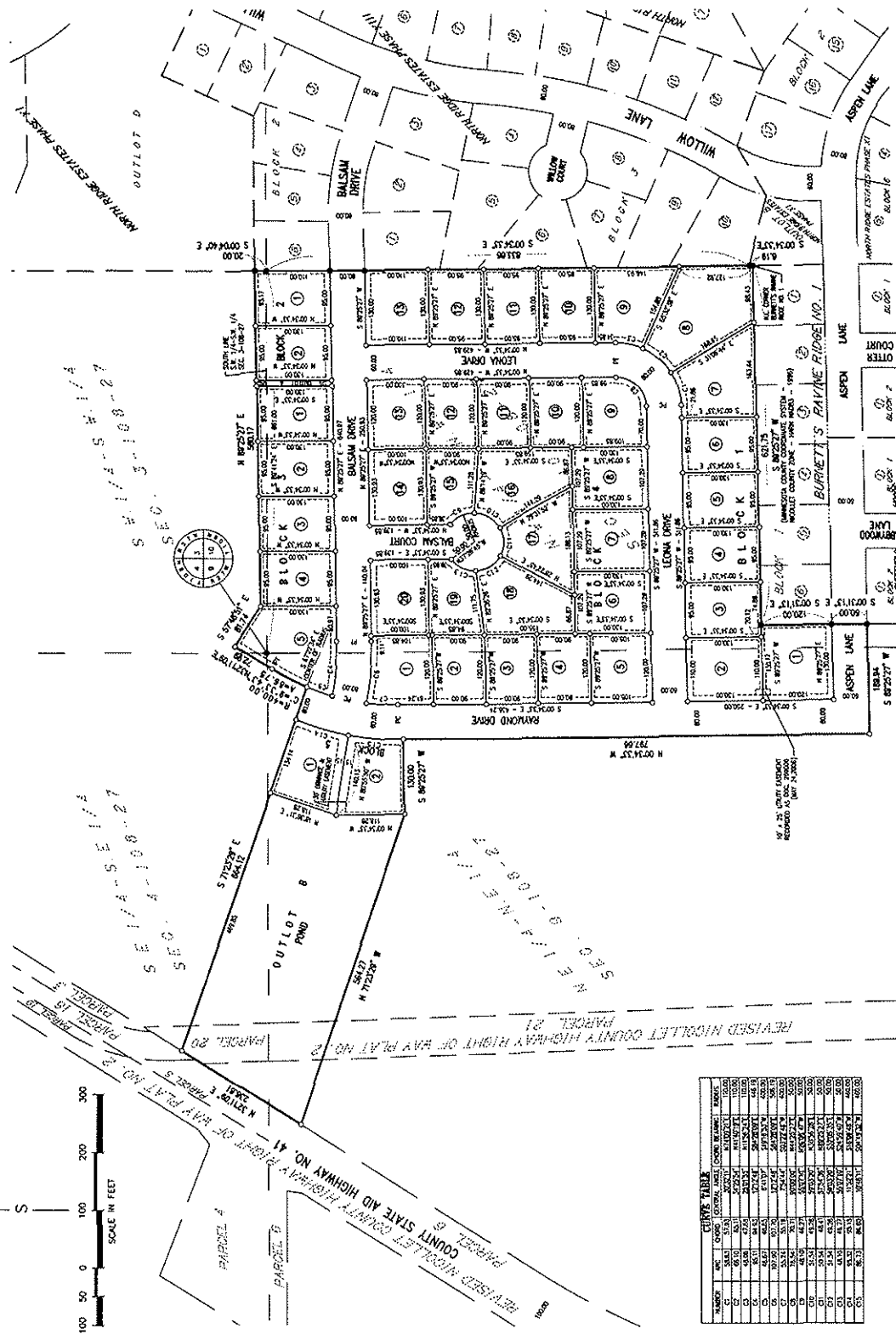
CITY OF NORTH MANKATO  
NICOLLET COUNTY, MINNESOTA



**LEGEND**

A=100.00'	INDICATES	ARC DISTANCE
B=100.00'	INDICATES	RAOIS LENGTH
C=90°00'00"	INDICATES	CENTRAL ANGLE
PC	INDICATES	POINT OF CURVATURE
PT	INDICATES	POINT OF TANGENCY

LOT AREAS

[illegible]

CLUB FEES					
NAME	AGE	GOV	CLUB	CO-OP	MEM
1	60.10	25.00	14.00	10.00	5.00
2	60.10	25.00	14.00	10.00	5.00
3	60.10	25.00	14.00	10.00	5.00
4	60.10	25.00	14.00	10.00	5.00
5	60.10	25.00	14.00	10.00	5.00
6	60.10	25.00	14.00	10.00	5.00
7	60.10	25.00	14.00	10.00	5.00
8	60.10	25.00	14.00	10.00	5.00
9	60.10	25.00	14.00	10.00	5.00
10	60.10	25.00	14.00	10.00	5.00
11	60.10	25.00	14.00	10.00	5.00
12	60.10	25.00	14.00	10.00	5.00
13	60.10	25.00	14.00	10.00	5.00
14	60.10	25.00	14.00	10.00	5.00
15	60.10	25.00	14.00	10.00	5.00
16	60.10	25.00	14.00	10.00	5.00
17	60.10	25.00	14.00	10.00	5.00
18	60.10	25.00	14.00	10.00	5.00
19	60.10	25.00	14.00	10.00	5.00
20	60.10	25.00	14.00	10.00	5.00
21	60.10	25.00	14.00	10.00	5.00
22	60.10	25.00	14.00	10.00	5.00
23	60.10	25.00	14.00	10.00	5.00
24	60.10	25.00	14.00	10.00	5.00
25	60.10	25.00	14.00	10.00	5.00
26	60.10	25.00	14.00	10.00	5.00
27	60.10	25.00	14.00	10.00	5.00
28	60.10	25.00	14.00	10.00	5.00
29	60.10	25.00	14.00	10.00	5.00
30	60.10	25.00	14.00	10.00	5.00
31	60.10	25.00	14.00	10.00	5.00
32	60.10	25.00	14.00	10.00	5.00
33	60.10	25.00	14.00	10.00	5.00
34	60.10	25.00	14.00	10.00	5.00
35	60.10	25.00	14.00	10.00	5.00
36	60.10	25.00	14.00	10.00	5.00
37	60.10	25.00	14.00	10.00	5.00
38	60.10	25.00	14.00	10.00	5.00
39	60.10	25.00	14.00	10.00	5.00
40	60.10	25.00	14.00	10.00	5.00
41	60.10	25.00	14.00	10.00	5.00
42	60.10	25.00	14.00	10.00	5.00
43	60.10	25.00	14.00	10.00	5.00
44	60.10	25.00	14.00	10.00	5.00
45	60.10	25.00	14.00	10.00	5.00
46	60.10	25.00	14.00	10.00	5.00
47	60.10	25.00	14.00	10.00	5.00
48	60.10	25.00	14.00	10.00	5.00
49	60.10	25.00	14.00	10.00	5.00
50	60.10	25.00	14.00	10.00	5.00
51	60.10	25.00	14.00	10.00	5.00
52	60.10	25.00	14.00	10.00	5.00
53	60.10	25.00	14.00	10.00	5.00
54	60.10	25.00	14.00	10.00	5.00
55	60.10	25.00	14.00	10.00	5.00
56	60.10	25.00	14.00	10.00	5.00
57	60.10	25.00	14.00	10.00	5.00
58	60.10	25.00	14.00	10.00	5.00
59	60.10	25.00	14.00	10.00	5.00
60	60.10	25.00	14.00	10.00	5.00

CITY OF NORTH MANKATO  
NICOLLET COUNTY, MINNESOTA

Know all men by these present that we, Steven R. Burnett and Kathleen M. Burnett, husband and wife, and Leon P. Burnett, a widow, owners of the following described property to-wit:

That part of the Southwest Quarter of the Southwest Quarter of Section 3; and that part of the Southeast Quarter of the Southwest Quarter of Section 4; and that part of the Northeast Quarter of the Northeast Quarter of Section 9; and that part of the Southwest Quarter of the Northwest Quarter of Section 10 all in Township 108 North Range 27 West, Nicollet County, Minnesota described as:

[illegible]

I hereby declare that we have caused the above described property to be surveyed and  
lotted and divided into lots as shown on the attached plat, and that we have named said plat after BURNETT'S  
and that we dedicate to the public use the streets and easements  
shown thereon, and that we further dedicate to the City of North Manatee, District 8 for  
the purpose of \_\_\_\_\_ day of \_\_\_\_\_, 2006 by Steven R. Burnett and Kathleen  
Burnett.

Steven R. Burnett  
 \_\_\_\_\_ day of \_\_\_\_\_  
 2006 by Leona P. Burnett.  
 Kethleen M. Burnett

State of Minnesota )

On this the \_\_\_\_ day of \_\_\_\_\_, 2006, before me a Notary Public within and for said County, personally Steven R. Burnett and Kathleen W. Burnett, husband and wife, and Leono P. Burnett, a widow, known by me to be the persons named in the foregoing instrument and who did acknowledge said instrument to be their free act and

1. Warren P. Smith, Licensed Land Surveyor, State of Minnesota, do hereby certify that I have surveyed and platted the party described on this plat, of SHERMAN DISTANCE RIDGE No. 3, that this plot is a correct representation of the lot; that the boundary distances are correctly shown on the plot in feet and hundredths of a foot; that all monuments have been, or will be, correctly placed in the ground as shown; that the section boundary lines, or will be, correctly placed on the plat; and that there are no wet lands as defined in MS 505.02, Subd. 1, or public highways to be designated other than as shown.

Warren P. Smith  
Minnesota License No. 14701

On this the \_\_\_\_ day of \_\_\_\_\_, 2006, before me a Notary Public in and for  
 Bold County, appeared Warren P. Smith, and being duly sworn did say that he has  
 executed the foregoing instrument.

Notary Public

It is known that on this the \_\_\_\_\_ day of \_\_\_\_\_, 2006, the Planning Commission of the City of North Mankato did duly review this plot of BURNETT'S RAVINE (DCE NO. 3).

## hair

**Secretary**

to it know that on this the \_\_\_\_\_ day of \_\_\_\_\_, 2006, the City Council of the City of North Hanover did duly approve this plat of BURNETT'S RAVINE RIDGE NO. 3, and that, as per MS 505.03, Subd. 2, this plat has been submitted to and written comments and recommendations have been received from the County Highway Engineer.

lower

Clock

\_\_\_\_\_, David A. Solzbery, licensed attorney, State of Minnesota, do hereby certify that the owners as indicated herein, represent all ownership interest in the land encompassed by this plot.

**David A. Solsbery, Licensed Attorney**

County of \_\_\_\_\_ hereby certify that there are no delinquent taxes and/or delinquent special assessments, that the current taxes have been paid and that the transfer has been entered on the land described herein on the \_\_\_\_\_ day of \_\_\_\_\_, 2006.

COUNTY RECORDER

\_\_\_\_\_ hereby certify that this instrument was filed in my office for record on this, the \_\_\_\_\_ day of \_\_\_\_\_, 2006, at \_\_\_\_\_ o'clock, \_\_\_\_\_ M., and that it was duly recorded on \_\_\_\_\_ page \_\_\_\_\_ of \_\_\_\_\_.

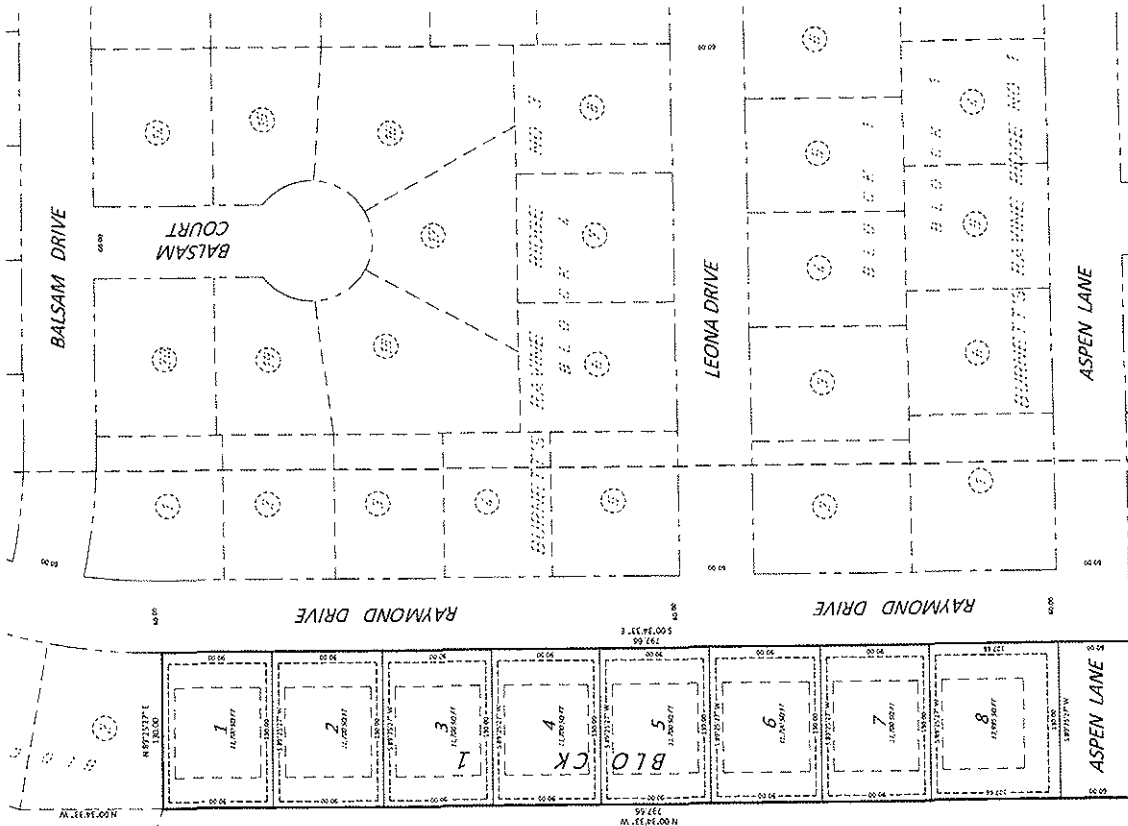
Plots, Number \_\_\_\_\_

Supply Auditor / Treasurer

COUNTY RECORDER

County Recorder

## BURNETT'S RAVINE RIDGE NO. 5



know all men by these presents that I, Burnett Land Company, L.C., a Minnesota limited liability company, for owner of the following described property to wit:

[illegible]

So hereby declare that we have caused the above described property to be surveyed and replatted and monuments to be set, that we have agreed sold unto BUCKETT S RAYNE and his heirs forever to dedicate to the public use the public ways and easements as shown hereon.

Noted this \_\_\_\_\_ day of \_\_\_\_\_, 2015 by Steven R. Burnett, manager of Burnett and Company, LLC.

Steven B. Brill, Managing

NOTARY CERTIFICATE

State of Minnesota

On this the \_\_\_\_ day of \_\_\_\_\_, 2018, before me a Notary Public within and for the County of \_\_\_\_\_, personally Steven R. Burnett, who being duly sworn, deposes and says that he is the owner and manager of Burnett and Company, a sole proprietorship, and that said instrument was signed in behalf of said company by him, Steven R. Burnett, and that said instrument was signed by him, Steven R. Burnett, acknowledged and signed in his own right, and that said instrument is to be the free act and deed of said company.

History Public

3140111630 S. 80A34000

[illegible]

Noted this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

Walter M. Eicher,  
Licensed Land Surveyor,  
Minnesota License No. 45264

On this the \_\_\_\_\_ day of \_\_\_\_\_, 2018, before me a Notary Public in and for said County, personally appeared Michael W. Cichers, and being duly sworn did say that he has executed the foregoing instrument for the purposes and consideration therein expressed.

Robert Paul Smith, Notary Public  
Notary Public-Minnesota  
My Commission Expires Jan. 31, 2023

ADDRESS

Laboratory

Do it agree that on this the \_\_\_\_\_ day of \_\_\_\_\_, 2018, the City Council of the \_\_\_\_\_

**Effect**

TITLE OP/NION

**Joel A. Gich,**  
General Attorney

PROPERTY AND PUBLIC SERVICES

I hereby certify that there are no delinquent taxes and/or delinquent special assessments, that the current taxes have been paid and that the transfer has been entered on the long certificate herein on the \_\_\_\_\_ day of \_\_\_\_\_, 2018.

COUNTY RECORDER

I hereby certify that this instrument was filed in the County of \_\_\_\_\_, State of \_\_\_\_\_, on \_\_\_\_\_ day of \_\_\_\_\_, 2018, at \_\_\_\_\_ o'clock \_\_\_\_\_ of the \_\_\_\_\_ day of \_\_\_\_\_, 2018.

**FINAL FILED FOR REVIEW**  
**PENDING 102-21-2018)**

\_\_\_\_\_  
 \_\_\_\_\_, Notary Public for the State of \_\_\_\_\_

[illegible]

NAME: \_\_\_\_\_  
 DATE: \_\_\_\_\_

2.0%

# EXHIBIT C


## ANNEXATION REIMBURSEMENT AGREEMENT BETWEEN THE CITY OF NORTH MANKATO AND BELGRADE TOWNSHIP

Pursuant to Minn. Stat. Sec. 414.036:

Unless otherwise agreed to by the annexing municipality and the affected town, when an order or other approval under this chapter annexes part of a town to a municipality the order or other approval must provide a reimbursement from the municipality to the town for all or part of the taxable property annexed as part of the order. The reimbursement shall be completed in substantially equal payments over not less than two nor more than eight years from the time of annexation. The municipality must reimburse the township for all special assessments assigned by the townships to the annexed property and any portion of debt incurred by the town prior to the annexation and attributable to the property to be annexed but for which no special assessments are outstanding, in substantially equal payments over a period of not less than two or no more than eight years.

In accordance with this State Statute, the City of North Mankato will reimburse Belgrade Township an annual amount based on the property taxes collected by Belgrade Township in the last year it collected taxes on any land valued over \$50,000 which the City of North Mankato annexes into its City limits. There will be no reimbursement for land valued under \$50,000 which the City annexes. Any reimbursement shall be paid for a period of five years. The City reserves the right to pre-pay at any time.

  
\_\_\_\_\_  
Mayor, City of North Mankato

  
\_\_\_\_\_  
Belgrade Township Supervisor

1-16-07  
\_\_\_\_\_  
Date

1-9-2007  
\_\_\_\_\_  
Date



City of North Mankato, MN

## Claims List - Regular

By Vendor Name

Date Range: 4-16-18

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
	**Void**	04/04/2018	Regular	0	-	89034
00029	AG SPRAY EQUIPMENT	04/16/2018	Regular	0	55.66	89042
00088	APPLIED CONCEPTS, INC.	04/16/2018	Regular	0	128.00	89043
00093	ARNOLD'S OF MANKATO, INC.	04/16/2018	Regular	0	256.80	89044
02434	AUSTIN'S AUTO REPAIR CENTER, INC.	04/16/2018	Regular	0	42.40	89045
00110	B & H PETROLEUM EQUIPMENT COMPANY	04/16/2018	Regular	0	467.00	89046
00137	BENCO ELECTRIC COOPERATIVE	04/04/2018	Regular	0	26,125.15	89033
00147	BLACKSTONE PUBLISHING	04/16/2018	Regular	0	42.95	89047
00154	BLUE EARTH COUNTY	04/04/2018	Regular	0	23.75	89035
00195	BROCK WHITE COMPANY LLC	04/16/2018	Regular	0	4,770.00	89048
00234	CENTER POINT ENERGY	04/04/2018	Regular	0	9,123.05	89036
02757	CINTAS	04/16/2018	Regular	0	227.20	89049
02749	COMMUNICATION STRATEGIES LLC	04/16/2018	Regular	0	320.00	89050
00322	DALCO	04/16/2018	Regular	0	785.20	89051
00344	DIAMOND VOGEL PAINT CENTER	04/16/2018	Regular	0	444.58	89052
00348	DIRT MERCHANT, INC.	04/16/2018	Regular	0	104,395.43	89053
02694	DOLEJS ASSOCIATES, INC.	04/04/2018	Regular	0	5,397.50	89037
00401	EXPRESS SERVICES, INC.	04/16/2018	Regular	0	1,209.02	89054
00432	FLEETPRIDE	04/16/2018	Regular	0	10.96	89055
00447	FREE PRESS	04/16/2018	Regular	0	1,120.51	89056
02778	HIM & HER DESIGN LLC	04/16/2018	Regular	0	1,476.33	89057
02291	KEEPRS, INC.	04/16/2018	Regular	0	966.71	89058
02782	KISSINGER & FELLMAN, P.C.	04/16/2018	Regular	0	1,690.50	89059
00731	LAGER'S OF MANKATO, INC.	04/16/2018	Regular	0	198.75	89060
00781	LOE'S OIL COMPANY	04/16/2018	Regular	0	40.00	89061
00797	MAC TOOLS DISTRIBUTOR	04/16/2018	Regular	0	85.96	89062
00800	MADDEN, GALANTER, HANSEN, LLP	04/16/2018	Regular	0	3,272.39	89063
00819	MANKATO FORD, INC.	04/16/2018	Regular	0	110.34	89064
00832	MANKATO TENT & AWNING CO.	04/16/2018	Regular	0	40.00	89065
00847	MATHESON TRI-GAS, INC.	04/16/2018	Regular	0	120.99	89066
02532	MIKE'S LLC	04/16/2018	Regular	0	649.98	89067
00963	MINNESOTA BUREAU OF CRIMINAL APPREHEN	04/16/2018	Regular	0	270.00	89068
00916	MINNESOTA CHIEFS OF POLICE ASSOCIATION	04/16/2018	Regular	0	610.00	89069
00925	MINNESOTA DEPARTMENT OF PUBLIC SAFETY	04/16/2018	Regular	0	20.00	89070
00936	MINNESOTA POLLUTION CONTROL AGENCY	04/16/2018	Regular	0	125.00	89071
00908	MINNESOTA TRANSPORTATION ALLIANCE, INC	04/16/2018	Regular	0	505.00	89072
01038	NICOLLET COUNTY ATTORNEY	04/16/2018	Regular	0	162.75	89073
02060	NORTHERN COMFORT	04/16/2018	Regular	0	204.41	89074
01062	NORTHERN SAFETY TECHNOLOGY, INC.	04/16/2018	Regular	0	2,288.00	89075
02772	OLD TOWN ESCAPE	04/16/2018	Regular	0	250.00	89076
01084	OVERHEAD DOOR CO. OF MANKATO, INC.	04/16/2018	Regular	0	194.95	89077
02773	PATEK HOSPITALITY CONSULTANTS, INC.	04/16/2018	Regular	0	3,000.00	89078
01106	PETTY CASH	04/16/2018	Regular	0	42.34	89079
02770	PFEFFER TREE SERVICE INC	04/16/2018	Regular	0	1,000.00	89080
01133	POWERPLAN/RDO EQUIPMENT	04/16/2018	Regular	0	4,447.70	89081
02769	PRESENCE MAKER INC.	04/16/2018	Regular	0	615.00	89082
01162	QUEST DIAGNOSTICS	04/16/2018	Regular	0	174.24	89083
02779	RUDIE, CAROL	04/11/2018	Regular	0	300.00	89041
01286	SKARPOHL PRESSURE WASHER SALES	04/16/2018	Regular	0	7.00	89084
01321	SPRINGSTED, INC.	04/16/2018	Regular	0	6,600.00	89085
01091	STOREY KENWORTHY & MATT PARROTT	04/16/2018	Regular	0	22.70	89086
02175	STREAMLINE COMMUNICATIONS, LLC	04/16/2018	Regular	0	290.00	89087
01354	SUBURBAN TIRE WHOLESALE, INC.	04/16/2018	Regular	0	2,128.32	89088
02720	THOMAS R. ZAHN & ASSOCIATES LLC	04/16/2018	Regular	0	2,000.00	89089
01402	TIRE ASSOCIATES	04/16/2018	Regular	0	63.60	89090
01409	TOPPERS PLUS, INC.	04/16/2018	Regular	0	3,050.00	89091
01433	TYLER TECHNOLOGIES	04/16/2018	Regular	0	399.00	89092

02765	VOIGT SMITH INNOVATIONS LLC	04/16/2018	Regular	0	2,400.00	89093
02282	WARD EINESS STRATEGIES	04/16/2018	Regular	0	2,000.00	89094
01515	WELLS FARGO BANK, N.A.	04/16/2018	Regular	0	525.00	89095
01525	WEST CENTRAL SANITATION, INC.	04/16/2018	Regular	0	26,997.68	89096
00028	AFFORDABLE TOWING OF MANKATO, INC.	04/18/2018	EFT	0	100.00	752
00050	ALPHA WIRELESS COMMUNICATIONS	04/18/2018	EFT	0	171.00	753
00063	AMERICAN PEST CONTROL	04/18/2018	EFT	0	265.00	754
00102	AUDIO EDITIONS	04/18/2018	EFT	0	8.00	755
00105	AUTO VALUE MANKATO	04/18/2018	EFT	0	953.40	756
00123	BATTERIES+BULBS	04/18/2018	EFT	0	34.94	757
00174	BOLTON & MENK, INC.	04/18/2018	EFT	0	4,952.00	758
00216	C & S SUPPLY CO, INC.	04/18/2018	EFT	0	292.89	759
02294	D & K POWDER COATING	04/18/2018	EFT	0	774.75	760
00343	DH ATHLETICS LLC	04/18/2018	EFT	0	2,824.28	761
00369	EBS CO INFORMATION SERVICES	04/18/2018	EFT	0	2,790.00	762
00463	G & L AUTO SUPPLY, LLC	04/18/2018	EFT	0	318.90	763
00538	HAWKINS, INC.	04/18/2018	EFT	0	5,962.32	764
00577	HOLTMEIER CONSTRUCTION	04/18/2018	EFT	0	75,659.83	765
00596	I & S GROUP, INC.	04/18/2018	EFT	0	325.00	766
00680	J.J. KELLER & ASSOCIATES, INC.	04/18/2018	EFT	0	1,190.04	767
00691	KENNEDY & KENNEDY LAW OFFICE	04/18/2018	EFT	0	9,212.32	768
00743	LARKSTUR ENGINEERING & SUPPLY, INC.	04/18/2018	EFT	0	334.32	769
00776	LLOYD LUMBER CO.	04/18/2018	EFT	0	707.59	770
00796	MACQUEEN EQUIPMENT, INC.	04/18/2018	EFT	0	99.72	771
00874	MENARDS-MANKATO	04/18/2018	EFT	0	593.40	772
00889	MIDWEST TAPE/HOOPLA	04/18/2018	EFT	0	906.15	773
00910	MINNESOTA VALLEY TESTING LAB, INC.	04/18/2018	EFT	0	59.50	774
00956	MINNESOTA WASTE PROCESSING CO.	04/18/2018	EFT	0	20,263.07	775
01052	NORTH CENTRAL INTERNATIONAL	04/18/2018	EFT	0	1,433.87	776
01064	NORTHERN STATES SUPPLY, INC.	04/18/2018	EFT	0	40.14	777
02005	PANTHEON COMPUTERS	04/18/2018	EFT	0	3,354.84	778
01090	PARAGON PRINTING, MAILING & SPECIALTIES	04/18/2018	EFT	0	3,385.07	779
01179	RED FEATHER PAPER CO.	04/18/2018	EFT	0	88.99	780
02747	RENT-N-SAVE	04/18/2018	EFT	0	191.94	781
01211	RIVER BEND BUSINESS PRODUCTS	04/18/2018	EFT	0	330.00	782
01281	SIGN PRO	04/18/2018	EFT	0	107.00	783
01478	VIKING FIRE & SAFETY LLC	04/18/2018	EFT	0	80.00	784
00182	BOYER TRUCKS	04/02/2018	Bank Draft	0	1,245.70	DFT0001933
02740	BRANDT PRINTING	04/02/2018	Bank Draft	0	617.55	DFT0001930
00241	CHARTER COMMUNICATIONS	04/09/2018	Bank Draft	0	496.84	DFT0001953
02058	CONSOLIDATED COMMUNICATIONS	04/09/2018	Bank Draft	0	30.78	DFT0001956
02058	CONSOLIDATED COMMUNICATIONS	04/09/2018	Bank Draft	0	42.94	DFT0001957
02058	CONSOLIDATED COMMUNICATIONS	04/09/2018	Bank Draft	0	30.78	DFT0001958
02058	CONSOLIDATED COMMUNICATIONS	04/09/2018	Bank Draft	0	3,151.23	DFT0001959
02058	CONSOLIDATED COMMUNICATIONS	04/09/2018	Bank Draft	0	259.26	DFT0001960
02058	CONSOLIDATED COMMUNICATIONS	04/09/2018	Bank Draft	0	40.79	DFT0001961
02058	CONSOLIDATED COMMUNICATIONS	04/09/2018	Bank Draft	0	40.01	DFT0001962
00311	CULLIGAN WATER CONDITIONING	04/04/2018	Bank Draft	0	54.50	DFT0001940
00311	CULLIGAN WATER CONDITIONING	04/04/2018	Bank Draft	0	27.00	DFT0001941
00608	INGRAM LIBRARY SERVICES	04/12/2018	Bank Draft	0	365.08	DFT0001976
00733	LAKES GAS CO #10	04/12/2018	Bank Draft	0	79.80	DFT0001977
00749	LAWSON PRODUCTS, INC	04/02/2018	Bank Draft	0	437.06	DFT0001932
00749	LAWSON PRODUCTS, INC	04/05/2018	Bank Draft	0	85.17	DFT0001948
00857	MC GOWAN WATER CONDITIONING, INC.	04/09/2018	Bank Draft	0	42.75	DFT0001954
00923	MINNESOTA DEPARTMENT OF LABOR & INDU:	04/02/2018	Bank Draft	0	1,624.34	DFT0001931
01137	PRAXAIR DISTRIBUTION, INC	04/04/2018	Bank Draft	0	9.18	DFT0001939
01297	SOUTH CENTRAL COLLEGE	04/09/2018	Bank Draft	0	3,900.00	DFT0001955
01323	SPS COMPANIES, INC.	04/05/2018	Bank Draft	0	190.68	DFT0001949
01335	STAPLES ADVANTAGE	04/02/2018	Bank Draft	0	39.89	DFT0001938
01335	STAPLES ADVANTAGE	04/11/2018	Bank Draft	0	83.32	DFT0001974
01470	VERIZON WIRELESS	04/11/2018	Bank Draft	0	825.61	DFT0001973
02178	WASTE MANAGEMENT OF WI-MN	04/05/2018	Bank Draft	0	353.29	DFT0001947
02181	ETS CORPORATION	04/02/2018	Bank Draft	0	875.17	DFT0001936
02003	MINNESOTA DEPT OF REVENUE	04/02/2018	Bank Draft	0	320.34	DFT0001929
02003	MINNESOTA DEPT OF REVENUE	04/02/2018	Bank Draft	0	7,582.00	DFT0001937
02003	MINNESOTA DEPT OF REVENUE	04/10/2018	Bank Draft	0	5,990.87	DFT0001969
02766	SPROUT SOCIAL	04/09/2018	Bank Draft	0	99.00	DFT0001972



01477	VIKING ELECTRIC SUPPLY, INC.	04/04/2018	Bank Draft	0	1,310.95	DFT0001942
01477	VIKING ELECTRIC SUPPLY, INC.	04/05/2018	Bank Draft	0	602.67	DFT0001950
					<u>392,954.62</u>	<u>126</u>

Authorization Signatures

All Council

The above manual and regular claims lists for 4-16-18 are approved by:

\_\_\_\_\_  
MARK DEHEN- MAYOR

\_\_\_\_\_  
DIANE NORLAND- COUNCIL MEMBER

\_\_\_\_\_  
WILLIAM STEINER- COUNCIL MEMBER

\_\_\_\_\_  
ROBERT FREYBERG- COUNCIL MEMBER

\_\_\_\_\_  
JAMES WHITLOCK- COUNCIL MEMBER

RESOLUTION NO.

RESOLUTION APPROVING DONATIONS/CONTRIBUTIONS/GRANTS

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

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

Donor	Restriction	Amount
Glen Taylor Foundation	Summer Reading	\$5,000.00
Glen Taylor Foundation	Generator for Bookmobile	\$5,000.00
Jim & Patty Morgan	Paver	\$75.00
		\$10,075.00

Adopted by the City Council this 16<sup>th</sup> day of April 2018.

\_\_\_\_\_  
Mayor

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

Permit #: 39 -2018

Start time: 5:30am

Fee: \$ NIC

Date: 9/15/18

Stop time: 1:00 pm

Shelter: ☒ Spring Lake Shelter #1 Gazebo ☒ Spring Lake Shelter #2 ☐ Wheeler Park Indoor Shelter

Event Name: Community Day

Name: Kristen Thomas- Lasting Imprint

Address: PO Box 261 Mankato

Phone: 317-2180

# of People: 500-800

Use of Tents (or anything requiring staking) ☐ No ☒ Yes \* If Yes, Please contact **Gopher State One Call**  
\*Bounce House requires waiver **800-252-1166** one week prior to event.

Notes: Fire Trucks / Petting Zoo / Therapy Dogs / Bounce House / Slides / walk around Lake / Kids Fun Run

Alcoholic Beverages (wine & beer only) ☒ No ☐ Yes \* \$300 refundable deposit and \$30 keg permit  
Please specify: Cans Keg Catering\* (must contact City Hall)

Audio (requires audio permit) ☐ No ☒ Yes \* If Yes, Please fill out Audio Permit.

**Allowed**

- Personal grills
- Keg beer provided a permit is obtained
- Fishing/ice fishing on Ladybug Lake and Spring Lake only
- Pets in Benson Park, Bluff Park and Spring Lake Park provided they are on a 6' leash
- Canoes and kayaks on Ladybug Lake and Spring Lake (children under 12 must be accompanied by an adult and wear a life preserver)
- Hog roasts provided they are on a hard-surfaced lot

**Prohibited**

- Vehicles are not allowed to be parked or driven on the grass for any reason unless permission is given from the Parks Department.
- Pets (allowed in Benson Park and Bluff Park only)
- Glass containers
- Campfires / Bonfires / Fire Rings
- Snowmobiles, ATVs, golfing, swimming, boating and motorized flotation devices
- Dunk Tanks
- Audio equipment may not be played so loud as to interfere with the reasonable use of the park by others. All audio devices must end at 10 PM

☒ I, the undersigned, understand that the park shelter reservation fee is non-refundable. If prior approval is not obtained for the installation of additional tents or stakes and causes disruption of utility services, I agree to be held liable for any repairs to service lines.

☐ I, the undersigned, have received the Audio Permit Instructions and understand that failure to comply with the audio instructions may terminate the event and prevent future ability to obtain an audio permit.

SIGNED: \_\_\_\_\_

[Signature]  
Applicant

3-30-18  
Date

☒ APPROVED ☐ DENIED  
☐ REFER TO COUNCIL

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

\_\_\_\_\_  
Date



1001 Belgrade Avenue  
North Mankato, MN 56003  
507-625-4141 Fax: 507-625-4151  
[www.northmankato.com](http://www.northmankato.com)

Audio Permit 39A - 2018  
Park Permit 39 - 2018

## Audio Permit

### About:

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

### Audio Permit Responsibilities:

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

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

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

AMPLIFIED SOUND: ☐ LIVE MUSIC/BAND  
☒ DJ/KARAOKE MACHINE  
☐ OTHER: \_\_\_\_\_

DATE OF EVENT: 9-15-18  
BEGIN TIME: 7:30 AM  
END TIME: 12:30 PM

LOCATION / SHELTER: SLP #1 & 2, Gazebo

EVENT NAME: Lasting Imprint Community Day

ONSITE COORDINATOR: \_\_\_\_\_ PRINT NAME: Kristen Thomas

MOBILE NUMBER: 317-2180

☒ I, THE UNDERSIGNED, HAVE RECEIVED THE AUDIO PERMIT AND UNDERSTAND THAT FAILURE TO COMPLY WITH THE AUDIO POLICY MAY TERMINATE THE EVENT AND PREVENT FUTURE ABILITY TO OBTAIN AN AUDIO PERMIT.

SIGNATURE: Kristen Thomas DATE: 3-30-18

POLICE CHIEF: \_\_\_\_\_

CITY CLERK: \_\_\_\_\_

☐ DENIED ☐ APPROVED

☐ BOOK ☐ POLICE ☐ ONLINE ☐ \$25.00 FEE N/C

STAFF INITIALS \_\_\_\_\_





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

For Office Use Only

APPROVED \_\_\_\_\_

DENIED \_\_\_\_\_

☐ PARK USE ☐ AUDIO USE

## Application For PARADE PERMIT

\$3500 fee  
paid 3/30/18  
(hea)

### REQUIRED INFORMATION:

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

*Thirty (30) days inadvance of the parade date.*

Name of Applicant <u>Kristen Thomas</u>	Address <u>38904 State Hwy 99 St Peter</u>	Phone <u>317-2180</u>	Email <u>Kristen.thomas@lastingimprint.org</u>
Sponsoring Organization Name <u>Lasting Imprint</u>	Address <u>PO Box 261 Mankato 56002</u>	Phone <u>507-317-2180</u>	
Contact during event <u>Kristen Thomas</u>	Phone <u>507-317-2180</u>		
Event Location <u>Spring Lake Park</u>	Date <u>9-15-18</u>	From Time <u>7:15</u>	To <u>10:15</u>
Occasion for Parade <u>Our Community Has Heart 10K + 5K family event.</u>			
Parade Description / Composition <u>Walkers, Runners, Strollers</u>	<u>Start finish @ Spring Lake</u>	<u>using portion of Hinker-see map.</u>	
Estimated Number of Participants: <u>300</u>			

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

Kristen Thomas 3-30-18  
Applicant Date

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

[Signature] #701 04-10-18  
Chief of Police Date

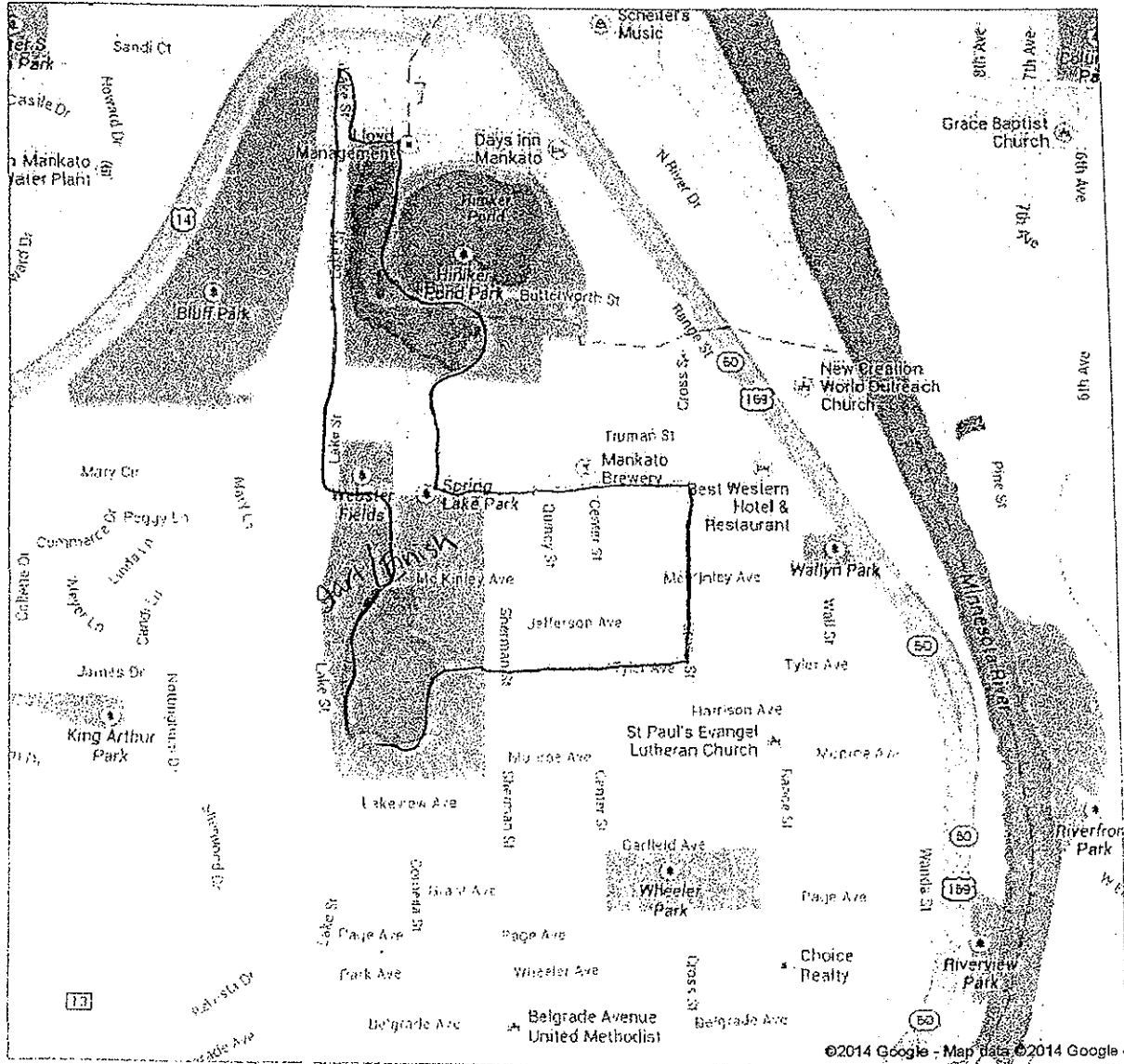
Caswell Sports Director

Date

Police Reserve Needed from 7:45-10:30  
ones needed from 8:30-10:10

Google

Address North Mankato, MN



5k route above  
10k - route 2 laps.





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

Name of organization	Date organized	Tax exempt number	
North Mankato Firefighters Relief Assoc		41-6058900	
Address	City	State	Zip Code
1825 Howard Dr. PO Box 2055	North Mankato	MN	56003
Name of person making application	Business phone	Home phone	
Jay Hewlett	507-625-5561	507-380-7395	
Date(s) of event	Type of organization		
July 6, 7 2018	<input type="checkbox"/> Club <input checked="" type="checkbox"/> Charitable <input type="checkbox"/> Religious <input type="checkbox"/> Other non-profit		
Organization officer's name	City	State	Zip Code
Ed Hoffman	North Mankato	MN	56003
Organization officer's name	City	State	Zip Code
Jay Hewlett	North Mankato	MN	56003
Organization officer's name	City	State	Zip Code
Richard Inman	North Mankato	MN	56003
Organization officer's name	City	State	Zip Code
		MN	

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

Wheeler Park Shelter

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

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

Weir Insurance \$300,000 minimum

APPROVAL

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

City or County approving the license	Date Approved
Fee Amount	Permit Date
Date Fee Paid	City or County E-mail Address
	City or County Phone Number

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

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

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

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

RESOLUTION NO.

RESOLUTION WAIVING WAITING PERIOD  
FOR EXEMPTION FROM LAWFUL GAMBLING LICENSE FOR  
KNIGHTS OF COLUMBUS #5551

WHEREAS, Knights of Columbus has made application for exemption from a charitable gambling license to conduct a raffle on July 6, 7, 8, 2018 at Wheeler Park within the City of North Mankato, Minnesota, which application was received by the City on April 9, 2018.

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 16<sup>th</sup> day of April 2018.

\_\_\_\_\_  
Mayor

ATTEST:

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

**ORGANIZATION INFORMATION**

Organization Name: KNIGHTS OF COLUMBUS #5551 Previous Gambling Permit Number: X-03384-17-010

Minnesota Tax ID Number, if any: 7117666 Federal Employer ID Number (FEIN), if any: 23-7543219

Mailing Address: 440 FOREST HEIGHTS DRIVE

City: NORTH MANKATO State: MN Zip: 56003 County: NICOLLET

Name of Chief Executive Officer (CEO): PAUL F. STREIT

CEO Daytime Phone: 507-380-1355 CEO Email: pstreit@hickorytech.net  
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): \_\_\_\_\_

**NONPROFIT STATUS**

Type of Nonprofit Organization (check one):

☒ Fraternal ☐ Religious ☐ Veterans ☐ Other Nonprofit Organization

**Attach a copy of at least 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.)

☐ **Current calendar year Certificate of Good Standing**

Don't have a copy? This certificate must be obtained each year 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

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

Don't have a copy? Obtain a copy of your federal income tax exempt letter by having an organization officer contact the IRS at 877-829-5500.

☒ **Internal Revenue Service-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.

**EXCLUDED BINGO ACTIVITY**Has your organization held a bingo event in the current calendar year? ☐ Yes ☒ No

If yes, list the dates when bingo was conducted: \_\_\_\_\_

The proposed bingo event will be:

☐ one of four or fewer bingo events held this year. Dates: \_\_\_\_\_  
**-OR-**☒ conducted on up to 12 consecutive days in connection with a:☐ county fair Dates: \_\_\_\_\_☒ civic celebration Dates: NORTH MANKATO FUN DAYS JULY 6, 7, 8, 2018☐ Minnesota State Fair Dates: \_\_\_\_\_Person in charge of bingo event: PAUL F. STREIT Daytime Phone: 507-380-1355Name of premises where bingo will be conducted: WHEELER PARKPremises street address: 402 PAGE AVENUECity: NORTH MANKATO If township, township name: \_\_\_\_\_ County: NICOLLET



# LG240B Application to Conduct Excluded Bingo

11/17  
Page 2 of 2

## 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

On behalf of the city, I approve this application for excluded bingo activity at the premises located within the city's jurisdiction.

Print City Name: North Mankato

Signature of City Personnel:

*Paul F. Streit*

Title: City Clerk Date: 4-12-18

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

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

On behalf of the county, I approve this application for excluded bingo activity at the premises located within the county's jurisdiction.

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 excluded bingo activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota 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.

Chief Executive Officer's Signature: *Paul F. Streit* Date: 4/9/18  
(Signature must be CEO's signature; designee may not sign)

Print Name: PAUL F. STREIT

## MAIL OR FAX APPLICATION & ATTACHMENTS

Mail or fax application and a copy of your proof of nonprofit status to:

Minnesota Gambling Control Board  
1711 West County Road B, Suite 300 South  
Roseville, MN 55113  
Fax: 651-639-4032

An excluded bingo permit will be mailed to your organization. Your organization must keep its bingo records for 3-1/2 years.

### Questions?

Call a Licensing Specialist at 651-539-1900.

Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. Otherwise, bingo hard cards, bingo paper, and bingo number selection devices must be obtained from a distributor licensed by the Minnesota Gambling Control Board. To find a licensed distributor, go to [www.mn.gov/gcb](http://www.mn.gov/gcb) and click on **Distributors** under the **LIST OF LICENSEES** tab, or call 651-539-1900.

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

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.



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

For Office Use Only

APPROVED \_\_\_\_\_

DENIED \_\_\_\_\_

☐ PARK USE ☐ AUDIO USE

## Application For PARADE PERMIT

### REQUIRED INFORMATION:

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

*Thirty (30) days in advance of the parade date.*

Name of Applicant <i>Brian Yingst</i>	Address <i>1920 Lee Blvd N. Mankato MN 56003</i>	Phone <i>507-389-7390</i>	Email <i>brian.yingst@southerncentral.edu</i>
Sponsoring Organization Name <i>Southern Central College</i>	Address <i>1920 Lee Blvd N. Mankato MN 56003</i>	Phone <i>507-389-7390</i>	
Contact during event <i>Brian Yingst</i>		Phone <i>507-262-1616</i>	
Event Location <i>5K around SCC</i>	Date <i>5/3/18</i>	From Time <i>2pm</i>	To <i>4pm</i>
Occasion for Parade <i>End of the year fitness event</i>			
Parade Description / Composition <i>5K run/walk around SCC &amp; Residential areas.</i>			

Estimated Number of Participants: *~50*

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

*[Signature]*  
Applicant

*4/10/18*  
Date

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

*[Signature]* #701  
Chief of Police

*04-11-18*  
Date

Caswell Sports Director

Date









1001 Belgrade Avenue  
North Mankato, MN 56003  
507-625-4141 Fax: 507-625-4151  
[www.northmankato.com](http://www.northmankato.com)

Audio Permit \_\_\_\_\_ 2018  
Park Permit \_\_\_\_\_ 2018

## Audio Permit

### About:

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

### Audio Permit Responsibilities:

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

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

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

AMPLIFIED SOUND: ☒ LIVE MUSIC/BAND **DATE OF EVENT:** May 19, 2018  
☐ DJ/KARAOKE MACHINE **BEGIN TIME:** 8:30am  
☒ OTHER: speakers w/ music **END TIME:** 12:00pm  
playing; microphone

LOCATION / SHELTER: Crossview Covenant Church (parking lot) - 2000 Howard Drive W, North Mankato, MN

EVENT NAME: Global 6K at Crossview at Crossview Covenant Church

ONSITE COORDINATOR: PRINT NAME: Lisa Putrah

MOBILE NUMBER: 507-720-1064

☒ I, THE UNDERSIGNED, HAVE RECEIVED THE AUDIO PERMIT AND UNDERSTAND THAT FAILURE TO COMPLY WITH THE AUDIO POLICY MAY TERMINATE THE EVENT AND PREVENT FUTURE ABILITY TO OBTAIN AN AUDIO PERMIT.

SIGNATURE: Lisa Putrah DATE: 4-10-18

POLICE CHIEF: Cc #701

CITY CLERK: \_\_\_\_\_

☐ DENIED ☒ APPROVED

☐ BOOK ☐ POLICE ☐ ONLINE ☒ \$25.00 FEE cash  
#R00129043

STAFF INITIALS \_\_\_\_\_

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item # 9I	Department: Finance	Council Meeting Date: 4/16/18																												
<b>TITLE OF ISSUE:</b> Consider Approving League of Minnesota Cities Insurance Trust Liability Coverage Waiver Form																														
<b>BACKGROUND AND SUPPLEMENTAL INFORMATION:</b> The City each year, as a part of the insurance renewal process, must determine if it wants to waive the tort liability limits that are established by statute. The City has never waived these limits.																														
<i>If additional space is required, attach a separate sheet</i>																														
<b>REQUESTED COUNCIL ACTION:</b> Approve Not Waiving the Monetary Limits on Muncipal Tort Liability Established by Minnesota Statutes, Section 466.04.																														
<b>For Clerk's Use:</b>  Motion By: _____ Second By: _____  Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Whitlock</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Freyberg	_____	_____	Whitlock	_____	_____	Steiner	_____	_____	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 type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) <u>LMCIT Liability Coverage Waiver Form</u> _____ _____ _____		Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aye	Nay																													
_____	_____	Freyberg																												
_____	_____	Whitlock																												
_____	_____	Steiner																												
_____	_____	Norland																												
_____	_____	Dehen																												
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: _____																													



CONNECTING & INNOVATING  
SINCE 1913

## LIABILITY COVERAGE – WAIVER FORM

**LMCIT members purchasing coverage must complete and return this form to LMCIT before the effective date of the coverage. Please return the completed form to your underwriter or email to [pstech@lmc.org](mailto:pstech@lmc.org)**

This decision must be made by the member's governing body every year. You may also wish to discuss these issues with your attorney.

League of Minnesota Cities Insurance Trust (LMCIT) members that obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant would be able to recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits apply regardless of whether the city purchases the optional excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could potentially recover up to \$2,000,000 for a single occurrence. (Under this option, the tort cap liability limits are waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2 million.) The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

North Mankato  
LMCIT Member Name

Check one:

- ☒ The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04.
- ☐ The member **WAIVES** the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04 to the extent of the limits of the liability coverage obtained from LMCIT.

Date of city council/governing body meeting April 16, 2018

Signature [Signature]

Position Mayor





Minnesota Department of Public Safety  
**Alcohol and Gambling Enforcement Division (AGED)**  
445 Minnesota Street, Suite 222, St. Paul, MN 55101-5133  
Telephone 651-201-7500 Fax 651-297-5259 TTY 651-282-6555

**Certification of an On Sale Liquor License, 3.2% Liquor license, or Sunday Liquor License**

**Cities and Counties:** You are required by law to complete and sign this form to certify the issuance of the following liquor license types: 1) City issued on sale intoxicating and Sunday liquor licenses  
2) City and County issued 3.2% on and off sale malt liquor licenses

Name of City or County Issuing Liquor License North Mankato License Period From: 12/31/17 To: 12/31/18

Circle One: New License License Transfer \_\_\_\_\_ Suspension Revocation Cancel \_\_\_\_\_  
(former licensee name) (Give dates)

License type: (check all that apply) ☒ On Sale Intoxicating ☐ Sunday Liquor ☐ 3.2% On sale ☐ 3.2% Off Sale

Fee(s): On Sale License fee: \$ 3750.00 Sunday License fee: \$ \_\_\_\_\_ 3.2% On Sale fee: \$ \_\_\_\_\_ 3.2% Off Sale fee: \$ \_\_\_\_\_

Licensee Name: City of North Mankato DOB \_\_\_\_\_ Social Security # \_\_\_\_\_  
(corporation, partnership, LLC, or Individual)

Zip Code 56003 County Nicollet Business Phone 507-625-4141 Home Phone \_\_\_\_\_

Business Trade Name Caswell Regional Sporting Comple Business Address 1825 Howard Drive W. City North Mankato

Licensee's Federal Tax ID # 41-6005423  
(To apply call IRS 800-829-4933)

If above named licensee is a corporation, partnership, or LLC, complete the following for each partner/officer:

Home Address \_\_\_\_\_ City \_\_\_\_\_ Licensee's MN Tax ID # \_\_\_\_\_

Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home Address
--	-----	-------------------	--------------

Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home Address
--	-----	-------------------	--------------

Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home Address
--	-----	-------------------	--------------

Intoxicating liquor licensees must attach a certificate of Liquor Liability Insurance to this form. The insurance certificate must contain all of the following:

- 1) Show the exact licensee name (corporation, partnership, LLC, etc) and business address as shown on the license.
- 2) Cover completely the license period set by the local city or county licensing authority as shown on the license.

☒ Yes ☐ No During the past year has a summons been issued to the licensee under the Civil Liquor Liability Law?

Workers Compensation Insurance is also required by all licensees: Please complete the following:

Workers Compensation Insurance Company Name: LMC Policy # 02-000453

I Certify that this license(s) has been approved in an official meeting by the governing body of the city or county.

City Clerk or County Auditor Signature \_\_\_\_\_ Date \_\_\_\_\_  
(title)

**On Sale Intoxicating liquor licensees must also purchase a \$20 Retailer Buyers Card. To obtain the application for the Buyers Card, please call 651-201-7504, or visit our website at [www.dps.state.mn.us](http://www.dps.state.mn.us).**

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #11A	Department: Community Dev.	Council Meeting Date: 4/16/18																											
<b>TITLE OF ISSUE: Consider Ordinance No. 103, Fourth Series An Ordinance of the City of North Mankato, Minnesota Annexing 2.38 Acres Owned by Steven and Kathleen Burnett.</b>																													
<b>BACKGROUND AND SUPPLEMENTAL INFORMATION:</b> On February 23, 2018 the City received a request to annex 2.38 acres from Steven and Kathleen Burnett. The City Council accepted the petition of annexation on March 5, 2018. According Minnesota Statutes §414.033 Subdivision 2(3), Permitting Annexation by Ordinance the City must serve upon the Township Board and residents abutting the land 30-days notice that the City will conduct a Public Hearing. The City served the notices certified mail and held the Public Hearing on April 16, 2018. The City may now adopt an Ordinance of Annexation and submit the request to the Office of Administrative Hearings for approval.																													
If additional space is required, attach a separate sheet																													
<b>REQUESTED COUNCIL ACTION: Adopt Ordinance No. 103, Fourth Series An Ordinance of the City of North Mankato, Minnesota Annexing 2.38 Acres Owned by Steven and Kathleen Burnett.</b>																													
Motion By: _____ Second By: _____  Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Whitlock</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Freyberg	_____	_____	Whitlock	_____	_____	Steiner	_____	_____	Norland	_____	_____	Dehen	<div style="text-align: center; font-weight: bold; margin-bottom: 10px;">SUPPORTING DOCUMENTS ATTACHED</div> <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) _____ _____ _____ _____ _____	Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aye	Nay																												
_____	_____	Freyberg																											
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Resolution	Ordinance	Contract	Minutes	Map																									
<input type="checkbox"/>	<input checked="" 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: _____																												



## **ORDINANCE NO. 103, FOURTH SERIES**

### **AN ORDINANCE OF THE CITY OF NORTH MANKATO, MINNESOTA ANNEXING LAND LOCATED IN BELGRADE TOWNSHIP, NICOLLET COUNTY, MINNESOTA PURSUANT TO MINNESOTA STATUTES § 414.033 SUBDIVISION 2(3), PERMITTING ANNEXATION BY ORDINANCE**

**WHEREAS**, a petition signed by all the property owners, requesting that property legally described in Exhibit A be annexed to the City of North Mankato Minnesota, was duly presented to the Council of the City of North Mankato on the 5<sup>th</sup> day of March 2018; and

**WHEREAS**, said property is unincorporated and abuts the City of North Mankato on its West boundary; is less than 120 acres; is not presently served by public sewer facilities or public sewer facilities are not otherwise available; and

**WHEREAS**, said property is not located within a flood plain or shoreland area; and

**WHEREAS**, said property is currently farmland and ravine property and annexation is requested to facilitate the extension of city services for the industrial development of the property; and

**WHEREAS**, the City of North Mankato held a public hearing pursuant to Minnesota Statutes § 414.033 Subd. 2b, on April 16, 2018, following thirty (30) days written notice by certified mail to the Township of Belgrade and to all landowners within and contiguous to the area legally described in Exhibit A, to be annexed; and

**WHEREAS**, provisions of Minnesota Statutes § 414.033 Subd. 13 are not applicable in that there will be no change in the electric utility service provider resulting from the annexation of the territory to the municipality.

**NOW, THEREFORE**, THE CITY COUNCIL OF THE CITY OF NORTH MANKATO  
HEREBY ORDAINS AS FOLLOWS:

1. The City Council hereby determines that the property as hereinafter described abuts the city limits and is or is about to become urban or suburban in nature in that industrial use is being proposed for said property the construction of which requires or will need city services, including public sewer facilities.
2. None of the property is now included within the limits of any city, or in any area that has already been designated for orderly annexation pursuant to Minnesota Statute § 414.0325.
3. The corporate limits of the City of North Mankato, Minnesota, are hereby extended to include the following described property, said land abutting the City of North Mankato and being 120 acres or less in area, and is not presently served by public sewer facilities or public sewer facilities are not otherwise available, and the City having received a petition for annexation from all the property owners of the land, to wit:

That part of the Northeast Quarter of the Northeast Quarter of Section 9, Township 108 North Range 27 West, Nicollet County, Minnesota, described as:

Beginning at the southeast corner of Lot 2, Block 5, Burnett's Ravine Ridge No. 3, according to the plat thereof on file and of record with the Nicollet County Recorder; thence South 00 degrees

34 minutes 33 seconds East, (Minnesota County Coordinate System - Nicollet County Zone - HARN NAD83 - 1996), along the westerly right of way line of Raymond Drive, according to said Burnett's Ravine Ridge No. 3, a distance of 797.66 feet to the point of intersection with the southerly line of Aspen Lane, according to said Burnett's Ravine Ridge No. 3; thence South 89 degrees 25 minutes 27 seconds West, along the westerly extension of the southerly line of said Aspen Lane, a distance of 130.00 feet to the point of intersection with the southerly extension of the west line of said Lot 2, thence North 00 degrees 34 minutes 33 seconds West, along said extension, a distance of 797.66 feet to the southwest corner of said Lot 2; thence North 89 degrees 25 minutes 27 seconds East, along the south line of said Lot 2, a distance of 130.00 feet to the point of beginning. Containing 2.38 acres.

The above described property consists of a total of 2.38 acres, more or less. Copies of the corporate boundary map showing the property to be annexed and its relationship to the corporate boundaries and all appropriate plat maps are attached hereto in Exhibit B.

4. That the population of the area legally described herein and hereby annexed is 0.
5. The City of North Mankato pursuant to Minnesota Statutes §414.036, and in accordance with the reimbursement agreement (Exhibit C) that with respect to the property taxes payable on the area legally described herein, hereby annexed, shall make a cash payment to Belgrade Township of \$165.25 and shall not receive any further property tax income from the land commencing with the tax year 2017.
6. That pursuant to Minnesota Statutes § 414.036 with respect to any special assessments assigned by the Town to the annexed property and any portion of debt incurred by the Town prior to the annexation and attributable to the property to be annexed, but for which no special assessments are outstanding, for the area legally described there are no special assessments or debt incurred by the Town on the subject are for which reimbursement is required.
7. That the City Clerk of the City of North Mankato is hereby authorized and directed to file a copy of this Ordinance with the Municipal Boundary Adjustment Unit of the Office of Administrative Hearings, the Minnesota Secretary of State, the Nicollet County Auditor, and the Belgrade Township Clerk.
8. That this Ordinance shall be in full force and effect and final upon the date this Ordinance is approved by the Office of Administrative Hearings.

PASSED AND ADOPTED by the City Council of the City of North Mankato, Minnesota, this 16<sup>th</sup> day of April 2018.

---

Mayor

ATTEST:

---

City Clerk

# EXHIBIT A

## PROPERTY OWNER PETITION TO MUNICIPALITY FOR ANNEXATION BY ORDINANCE - 120 Acres or Less

IN THE MATTER OF THE PETITION OF CERTAIN PERSONS FOR THE  
ANNEXATION OF CERTAIN LAND TO THE CITY OF NORTH MANKATO,  
MINNESOTA  
PURSUANT TO MINNESOTA STATUTES § 414.033, SUBD. 2(3)

-----

TO: Council of the City of North Mankato, Minnesota

PETITIONER(S) STATE: All of the property owners in number are required to commence a proceeding under Minnesota Statutes § 414.033, Subd. 2(3).

It is hereby requested by:

☐ the sole property owner; or  
☒ all of the property owners (If the land is owned by both husband and wife, both must sign the petition to represent all owners.)

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

The area proposed for annexation is described as follows:

That part of the Northeast Quarter of the Northeast Quarter of Section 9, Township 108 North Range 27 West, Nicollet County, Minnesota, described as:

Beginning at the southeast corner of Lot 2, Block 5, Burnett's Ravine Ridge No. 3, according to the plat thereof on file and of record with the Nicollet County Recorder; thence South 00 degrees 34 minutes 33 seconds East, (Minnesota County Coordinate System - Nicollet County Zone - HARN NAD83 - 1996), along the westerly right of way line of Raymond Drive, according to said Burnett's Ravine Ridge No. 3, a distance of 797.66 feet to the point of intersection with the southerly line of Aspen Lane, according to said Burnett's Ravine Ridge No. 3; thence South 89 degrees 25 minutes 27 seconds West, along the westerly extension of the southerly line of said Aspen Lane, a distance of 130.00 feet to the point of intersection with the southerly extension of the west line of said Lot 2, thence North 00 degrees 34 minutes 33 seconds West, along said extension, a distance of 797.66 feet to the southwest corner of said Lot 2; thence North 89 degrees 25 minutes 27 seconds East, along the south line of said Lot 2, a distance of 130.00 feet to the point of beginning. Containing 2.38 acres.

1. There is 1 property owner in the area proposed for annexation. (If a property owner owns more than one parcel in the area proposed for annexation, he/she is only counted once as an owner - the number of parcels owned by a petitioner is not counted.)
2. The land abuts the municipality and the area to be annexed is 120 acres or less, and the area to be annexed is not presently served by public wastewater facilities or public wastewater facilities are not otherwise available.

*Except as provided for by an orderly annexation agreement, this clause may not be used to annex any property contiguous to any property previously annexed under this clause within the preceding 12 months if the property is owned by the same owners and annexation would cumulatively exceed 120 acres.*

3. Said property is unincorporated, abuts on the city's N S E W (circle one) boundary(ies), and is not included within any other municipality.
4. The area of land proposed for annexation, in acres, is 2.38 acres.
5. The reason for the requested annexation is to accommodate residential development.

PETITIONERS REQUEST: That pursuant to Minnesota Statutes § 414.033, the property described herein be annexed to and included within the City of North Mankato, Minnesota.

Dated: Feb. 23, 2018

Signatures: Steven R. Burnett  
Kathleen M. Burnett

NOTE: Pursuant to Minnesota Statutes § 414.033, Subd. 2b, before a municipality may adopt an ordinance under subdivision 2, clause (2), (3), or (4), a municipality must hold a public hearing and give 30 days' written notice by certified mail to the town or towns affected by the proposed ordinance and to all landowners within and contiguous to the area to be annexed.

NOTE: Pursuant to Minnesota Statutes § 414.033, Subd. 11, when a municipality declares land annexed to the municipality under subdivision 2, clause (3), and the land is within a designated floodplain, as provided by section 103F.111, subdivision 4, or a shoreland area, as provided by section 103F.205, subdivision 4, the municipality shall adopt or amend its land use controls to conform to chapter 103F, and any new development of the annexed land shall be subject to chapter 103F.

NOTE: Pursuant to Minnesota Statutes § 414.033, Subd. 12, when a municipality annexes land under subdivision 2, clause (2), (3) or (4), property taxes payable on the annexed land shall continue to be paid to the affected town or towns for the year in which the annexation becomes effective. If the annexation becomes effective on or before August 1 of a levy year, the municipality may levy on the annexed area beginning with that same levy year. If the annexation becomes effective after August 1 of a levy year, the town may continue to levy on the annexed area for that levy year, and the municipality may not levy on the annexed area until the following levy year.

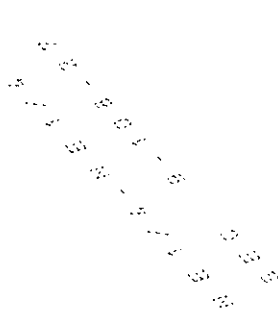
NOTE: Pursuant to Minnesota Statutes § 414.033, Subd. 13, at least 30 days before a municipality may adopt an ordinance under subdivision 2, clause (2), (3), or (4), the petitioner must be notified by the municipality that the cost of electric utility service to the petitioner may change if the land is annexed to the municipality. The notice must include an estimate of the cost impact of any change in electric utility services, including rate changes and assessments, resulting from the annexation.

Municipal Boundary Adjustment Unit Contacts

Star Holman star.holman@state.mn.us 651-361-7909  
Katie Lin katie.lin@state.mn.us 651-361-7911  
(June 2011)



## BURNETT'S RAVINE RIDGE NO. 5

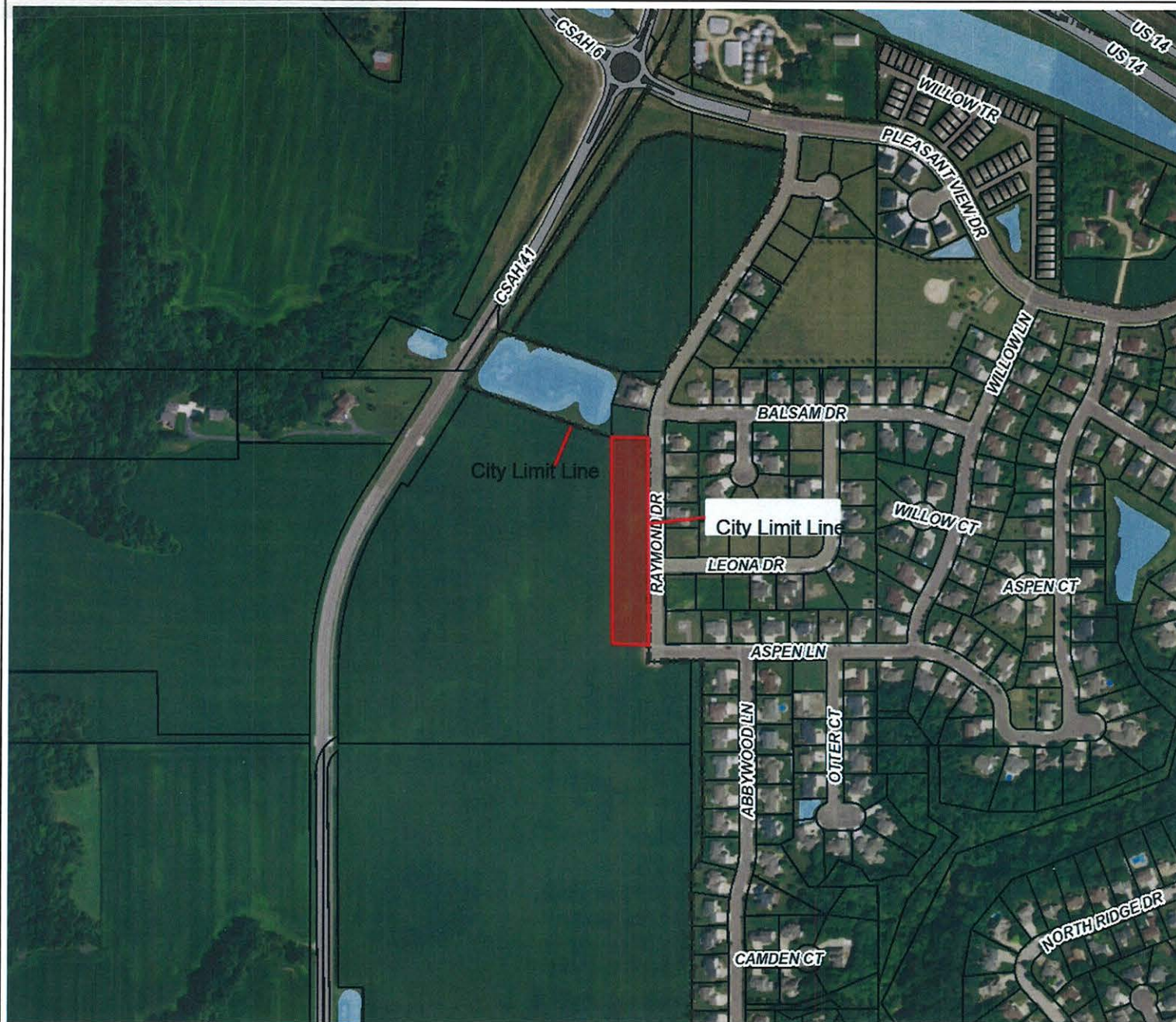


plots, Number \_\_\_\_\_

CON NUMBER	NAME	FIELD BOOK	DATE	TIME	LOCATION	REMARKS
2.0	2.0	2.0	2.0	2.0	2.0	2.0

[illegible]

# EXHIBIT B



## Legend

- City Limits
- Medians
- Roadways
- Parcels (5-24-2016)
- Lakes & Ponds
- Minnesota River



## Disclaimer:

This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information, and data located in various city, county, and state offices, and other sources affecting the area shown, and is to be used for reference purposes only. The City of North Mankato is not responsible for any inaccuracies herein contained.

0 490 Feet

© Bolton & Menk, Inc - Web GIS 4/5/2018 3:54 PM



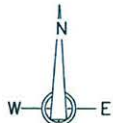
**BOLTON  
& MENK**

Real People. Real Solutions.



# BURNETT'S RAVINE RIDGE NO. 3

CITY OF NORTH MANKATO  
NICOLLET COUNTY, MINNESOTA



SCALE IN FEET  
100 50 0 100 200 300

INDICATES 1/2" DIA. X 20' LONG IRON PIPE SET WITH PLASTIC CAP MARKED BY LICENSE NO. 14701.  
INDICATES IRON PIPE MONUMENTS FOUND.

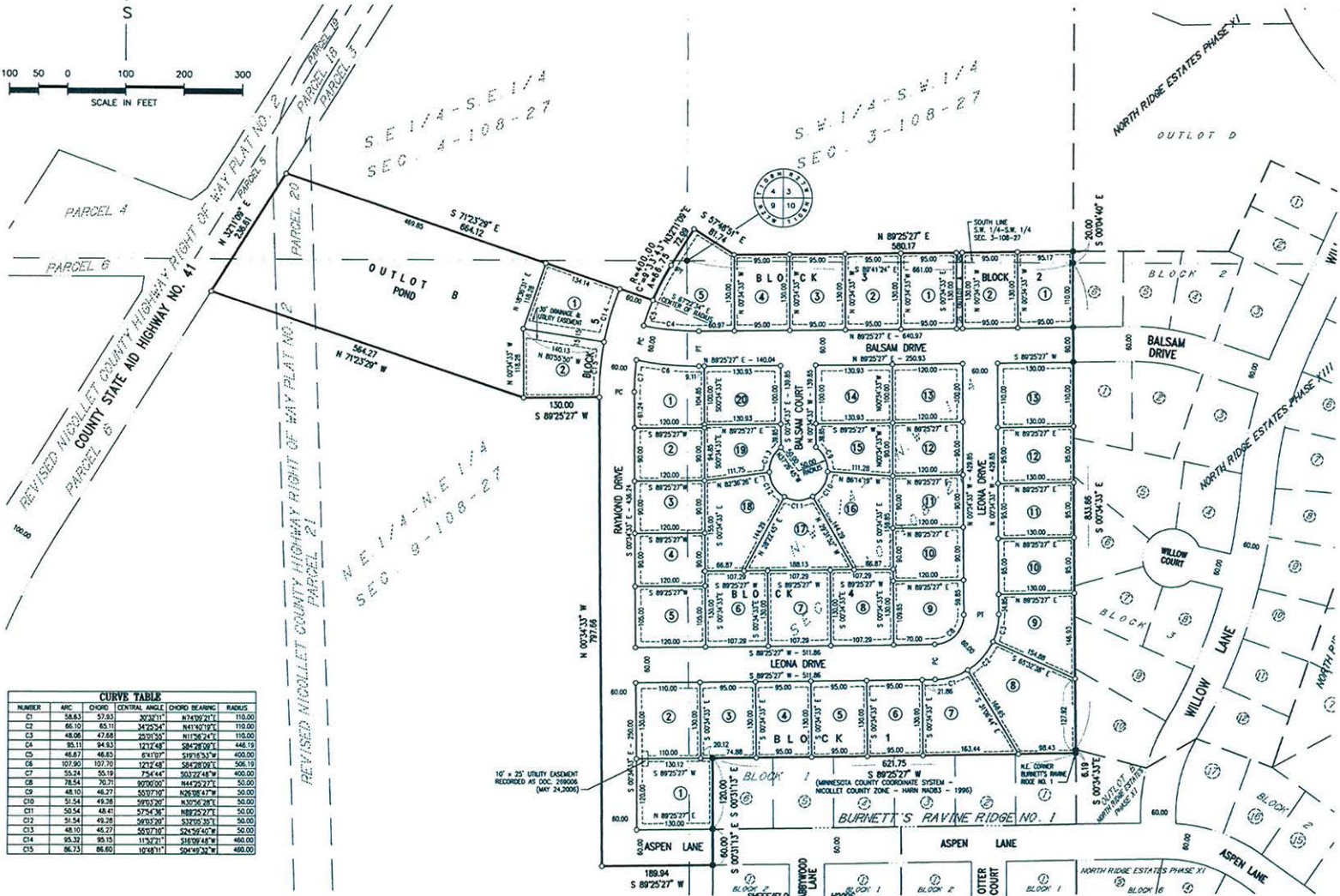
LOT LINES  
RIGHT-OF-WAY LINE  
UTILITY EASEMENT LINES  
BEING 5 FEET IN WIDTH AND ADJOINING LOT LINES AND BEING 10 FEET IN WIDTH AND ADJOINING RIGHT-OF-WAY LINES, UNLESS OTHERWISE INDICATED ON THE PLAN.

LEGEND  
A=100.00' INDICATES ARC DISTANCE  
R=100.00' INDICATES RADIUS LENGTH  
C=90°00'00" INDICATES CENTRAL ANGLE  
PC INDICATES POINT OF CURVATURE  
PT INDICATES POINT OF TANGENCY

## LOT AREAS

PARCEL	BLK	LOT	SQ. FT.
BLOCK 1	LOT 1	1	15607
BLOCK 1	LOT 2	2	14300
BLOCK 1	LOT 3	3	12300
BLOCK 1	LOT 4	4	12300
BLOCK 1	LOT 5	5	12300
BLOCK 1	LOT 6	6	12300
BLOCK 1	LOT 7	7	12300
BLOCK 1	LOT 8	8	23036
BLOCK 1	LOT 9	9	15336
BLOCK 1	LOT 10	10	12300
BLOCK 1	LOT 11	11	12300
BLOCK 1	LOT 12	12	12300
BLOCK 1	LOT 13	13	14300
BLOCK 2	LOT 1	1	12300
BLOCK 2	LOT 2	2	12300
BLOCK 3	LOT 1	1	12300
BLOCK 3	LOT 2	2	12300
BLOCK 3	LOT 3	3	12300
BLOCK 3	LOT 4	4	12300
BLOCK 3	LOT 5	5	19009
BLOCK 4	LOT 1	1	12963
BLOCK 4	LOT 2	2	10800
BLOCK 4	LOT 3	3	10800
BLOCK 4	LOT 4	4	10800
BLOCK 4	LOT 5	5	12860
BLOCK 4	LOT 6	6	15947
BLOCK 4	LOT 7	7	15947
BLOCK 4	LOT 8	8	12645
BLOCK 4	LOT 9	9	10800
BLOCK 4	LOT 10	10	10800
BLOCK 4	LOT 11	11	10800
BLOCK 4	LOT 12	12	10800
BLOCK 4	LOT 13	13	12000
BLOCK 4	LOT 14	14	10555
BLOCK 4	LOT 15	15	17373
BLOCK 4	LOT 16	16	14726
BLOCK 4	LOT 17	17	17373
BLOCK 4	LOT 18	18	10824
BLOCK 4	LOT 19	19	13003
BLOCK 4	LOT 20	20	14300
BLOCK 5	LOT 1	1	14180
BLOCK 5	LOT 2	2	15500
BLOCK 5	LOT 3	3	118823

NUMBER	ARC	CHORD	CENTRAL ANGLE	CHORD BEARING	RADIUS
C1	56.83	37.83	30°21'11"	N74°39'21"W	116.00
C2	66.10	65.11	35°20'24"	N61°52'01"E	116.00
C3	48.06	47.68	23°30'30"	N11°36'24"E	116.00
C4	95.11	94.83	12°14'48"	S84°28'09"E	446.19
C5	46.87	46.83	6°10'37"	S10°31'34"W	400.00
C6	107.90	107.70	12°14'48"	S84°28'09"E	506.19
C7	55.34	55.19	7°34'44"	S03°22'48"W	400.00
C8	78.34	78.31	8°09'00"	N44°22'27"E	50.00
C9	48.10	48.27	5°57'10"	N20°38'47"W	50.00
C10	51.54	49.38	5°59'32"	N30°36'28"E	50.00
C11	50.54	48.41	5°54'36"	N88°23'27"E	50.00
C12	51.54	49.38	5°59'32"	S31°00'32"E	50.00
C13	48.10	48.27	5°57'10"	S24°59'40"W	50.00
C14	95.32	95.15	11°32'21"	S18°39'48"W	460.00
C15	96.73	96.60	12°58'11"	S04°59'34"W	460.00



# BURNETT'S RAVINE RIDGE NO. 3

CITY OF NORTH MANKATO  
NICOLLET COUNTY, MINNESOTA

## INSTRUMENT OF DEDICATION

Know all men by these present that we, Steven R. Burnett and Kathleen M. Burnett, husband and wife, and Leona P. Burnett, a widow, owners of the following described property to wit:

That part of the Southwest Quarter of the Southwest Quarter of Section 3; and that part of the Southeast Quarter of the Southeast Quarter of Section 4; and that part of the Northeast Quarter of the Northeast Quarter of Section 9; and that part of the Northwest Quarter of the Northwest Quarter of Section 10 all in Township 108 North Range 27 West, Nicollet County, Minnesota described as:

Beginning at the northeast corner of Burnett's Ravine Ridge No. 1, according to the plat thereof on file and of record with the Nicollet County Recorder; thence South 89 degrees 25 minutes 27 seconds West, (Minnesota County Coordinate System - Nicollet County Zone - NAD83 - 1996), along the north line of said Burnett's Ravine Ridge No. 1, a distance of 821.75 feet to the northwest corner of said Burnett's Ravine Ridge No. 1; thence South 00 degrees 31 minutes 13 seconds East, along the west line of Burnett's Ravine Ridge No. 1, a distance of 120.00 feet to the southwest corner of said Burnett's Ravine Ridge No. 1, the same being the northwest corner of Sheffield Woods, according to the plat thereof on file and of record with the Nicollet County Recorder; thence continuing South 00 degrees 31 minutes 13 seconds East, along the west line of Sheffield Woods, 60.00 feet to the northwest corner of Lot 1, Block 2, Sheffield Woods; thence South 89 degrees 25 minutes 27 seconds West, along the westerly extension of the south line of Aspen Lane, according to said plat of Sheffield Woods, 189.94 feet; thence North 00 degrees 34 minutes 33 seconds West, 797.66 feet; thence South 89 degrees 25 minutes 27 seconds West, 130.00 feet; thence North 71 degrees 23 minutes 29 seconds West, 564.27 feet to a point on the southeasterly line of Parcel 6, of the Revised Nicollet County Highway Right Of Way Plot No. 2, according to the plat thereof on file and of record with the Nicollet County Recorder; thence North 32 degrees 11 minutes 09 seconds East, along said southeasterly line and along the southeasterly line of Parcel 5 and Parcel 18, of said Right Of Way Plot, 236.61 feet; thence South 71 degrees 23 minutes 29 seconds East, 664.12 feet to a point on a circular curve which center of radius bears South 67 degrees 22 minutes 34 seconds East, thence northeasterly along a 400.00 foot radius curve, central angle = 09 degrees 33 minutes 43 seconds, an arc distance of 66.75 feet to the point of tangency of said curve; thence North 32 degrees 11 minutes 09 seconds East, along the tangent of said curve, 72.99 feet; thence South 57 degrees 48 minutes 51 seconds East, 81.74 feet; thence North 89 degrees 25 minutes 27 seconds East, 580.17 feet to the northwest corner of Lot 6, Block 2, North Ridge Estates Phase XIII, according to the plat thereof on file and of record with the Nicollet County Recorder; thence South 00 degrees 04 minutes 40 seconds East, along the westerly line of said Lot 6, a distance of 20.00 feet; thence South 00 degrees 34 minutes 33 seconds East, along the west line of said North Ridge Estates Phase XIII, a distance of 833.66 feet to the southwest corner of said North Ridge Estates Phase XIII; thence continuing South 00 degrees 34 minutes 33 seconds East, along the west line of North Ridge Estates Phase XI, according to the plat thereof on file and of record with the Nicollet County Recorder, 6.19 feet to the point of beginning, Containing 19.98 acres.

do hereby declare that we have caused the above described property to be surveyed and plotted and monuments to be set, that we have named said plotted area BURNETT'S RAVINE RIDGE NO. 3, and that we dedicate to the public use the streets and easements shown hereon, and that we further dedicate to the City of North Mankato, Outlot B for Pond purposes.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2006 by Steven R. Burnett and Kathleen M. Burnett.

Steven R. Burnett Kathleen M. Burnett

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2006 by Leona P. Burnett.

Leona P. Burnett

## NOTARY CERTIFICATES

State of Minnesota }  
County of Nicollet }

On this the \_\_\_\_\_ day of \_\_\_\_\_, 2006, before me a Notary Public within and for said County, personally Steven R. Burnett and Kathleen M. Burnett, husband and wife, and Leona P. Burnett, a widow, known by me to be the persons named in the foregoing instrument and who did acknowledge said instrument to be their free act and deed.

Notary Public

## SURVEYOR'S CERTIFICATE

I, Warren P. Smith, Licensed Land Surveyor, State of Minnesota, do hereby certify that I have surveyed and plotted the property described on this plat of BURNETT'S RAVINE RIDGE NO. 3, that this plat is a correct representation of the survey; that all distances are correctly shown on the plat in feet and hundredths of a foot; that all monuments have been, or will be, correctly placed in the ground as shown; that the outside boundary lines are correctly designated on the plat; and that there are no wet lands as defined in MS 505.02, Subd. 1, or public highways to be designated other than as shown.

Warren P. Smith  
Minnesota License No. 14701

On this the \_\_\_\_\_ day of \_\_\_\_\_, 2006, before me a Notary Public in and for said County, appeared Warren P. Smith, and being duly sworn did say that he has executed the foregoing instrument.

Notary Public

## APPROVALS

Be it known that on this the \_\_\_\_\_ day of \_\_\_\_\_, 2006, the Planning Commission of the City of North Mankato did duly review this plat of BURNETT'S RAVINE RIDGE NO. 3.

Chairman

Secretary

Be it known that on this the \_\_\_\_\_ day of \_\_\_\_\_, 2006, the City Council of the City of North Mankato did duly approve this plat of BURNETT'S RAVINE RIDGE NO. 3, and that, as per MS 505.03, Subd. 2, this plat has been submitted to and written comments and recommendations have been received from the County Highway Engineer.

Mayor

Clerk

## TITLE OPINION

I, David A. Salsbery, licensed attorney, State of Minnesota, do hereby certify that the owners as indicated hereon, represent all ownership interest in the land encompassed by this plat.

David A. Salsbery, Licensed Attorney

## COUNTY AUDITOR/TREASURER

I hereby certify that there are no delinquent taxes and/or delinquent special assessments, that the current taxes have been paid and that the transfer has been entered on the land described herein on the \_\_\_\_\_ day of \_\_\_\_\_, 2006.

County Auditor/Treasurer

## COUNTY RECORDER

I hereby certify that this instrument was filed in my office for record on this, the \_\_\_\_\_ day of \_\_\_\_\_, 2006, at \_\_\_\_\_ o'clock, \_\_\_\_\_ M., and that it was duly recorded on \_\_\_\_\_ Plats, Number \_\_\_\_\_

County Recorder

SHEET 1 OF 2 SHEETS  
THIS PLAT WAS PREPARED BY SURVEY SERVICES, INC.

## OFFICIAL PLAT COPY

## BURNETT'S RAVINE RIDGE NO. 5



**LEGEND**

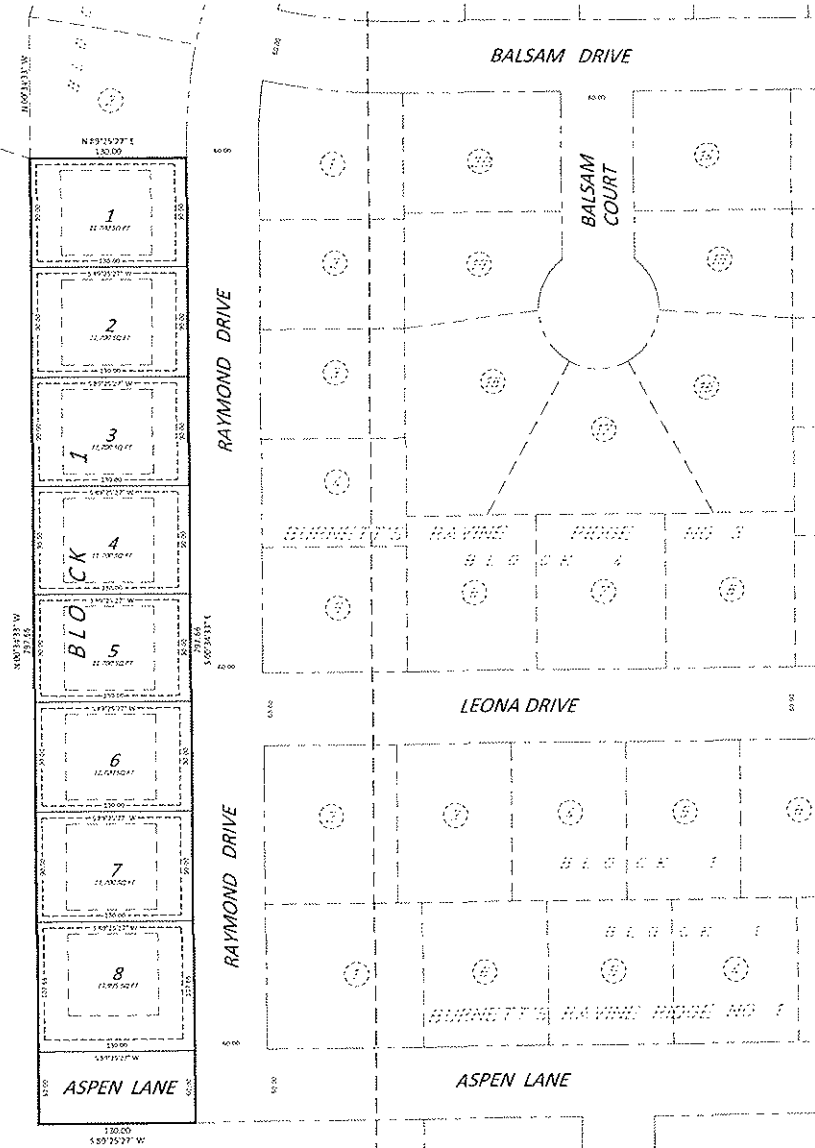
- ☐ 2/E" ISOLATED MOVEMENT JAT  
MARKED BY UC AND XXXXX

\* *Leptothorax curvirostris*

ING 5 FEET IN WIDTH AND 200 YARDS  
OT LINE, AND BEING 50 FEET IN

WITH AND WITHOUT RIGHT OF FIRST REFUSAL, UNLESS OTHERWISE SPECIFIED

Horizontal Datum: NADN 1995 County Coordinate System



## INSTRUMENT OF DECISION

Know all men by these presents that J. Burnett Land Company, LLC, a Minnesota limited liability company, for and on behalf of the following described property in and to:

That part of the Northwest Quarter of the Northwest Quarter of Section 9, Township 109 North Range 77 East, Nicollet County, Minnesota, described as:

Beginning at the southwest corner of Lot 2, Disc 5, Stewart's No. 99 mine Hedge No. 3, according to the plat thereon an line and of record with the Nicollet County Recorder, to the intersection of the line of said lot 2 with the line of the section line between Nicollet County Town - WAGON RIDGE - (1936), along the westerly right of way line of Highway No. 10, to the intersection of the line of said lot 2 with the line of the section line between the point of intersection with the southerly line of Assam Town, according to said Stewart's No. 99 mine Hedge No. 3, thence South 89 degrees 25 minutes 27 seconds West, along the westerly right of way line of Highway No. 10, to the intersection of the line of said lot 2 with the line of the section line between the point of intersection with the southerly extension of the west line of said lot 2, thence North 89 degrees 25 minutes 27 seconds East, along the westerly right of way line of Highway No. 10, to the southwest corner of said lot 2, thence North 89 degrees 25 minutes 27 seconds East, along the line of said lot 2, a distance of 130.50 feet to the point of beginning. Containing 2.38 acres.

do hereby declare that we have caused the above described property to be surveyed and plotted and monuments to be set, that we have now sold plotted area DUNNITT'S RAVINE RIDGE NO. 5, and that we dedicate to the public use the public ways and easements as shown herein.

Dated this fourteenth day of August, 2015 by Steven R. Burnett, manager of Burnett's Land Company, LLC.

## NOTARY CERTIFICATE

State of Minnesota  
County of Nicollet

On this the \_\_\_\_\_ day of \_\_\_\_\_, 2018, before me a Notary Public within and for said County, personally Steven R. Burnett, who being duly sworn did say that he is the manager of Burnett Land Company, the Minnesota limited liability company, the company named in the foregoing instrument, and that said instrument was signed in behalf of said company by authority of its Board of Governors, and said Steven R. Burnett acknowledged said instrument to be the free act and deed of said company.

Natary Public  
Natary Public-Minnesota  
My Commission Expires

**SURVEYOR'S CERTIFICATE**

I, Michael W. Eppers, Licensed Land Surveyor, do hereby certify that I have personally or directly supervised the survey of the property described on this plat, upon which plat I or directly supervised the preparation of the plat of 1892-93, and of 1906-07, that this plat is a correct representation of the boundary survey, that all mathematical data and labels are correctly designated on this plat; that all monuments indicated on this plat have been correctly set; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 305.01, Subd. 3, as of the date of the surveyor's certification are shown and labeled on this plat, and all public ways are shown and labeled on this plat.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

Michael M. Fishers,  
Lisensed Land Surveyor,  
Minnesota License No. 45366

On this the 20th day of November, 2018, before me a Notary Public in and for said County, appeared Michael W. Lichner, and being duly sworn did say that he has executed the foregoing instrument.

Robert Paul Smith, Notary Public  
Notary Public-Minnesota  
My Commission Expires Jan. 31, 2023

ANSWER KEY

Be it known that on this the \_\_\_\_ day of \_\_\_\_\_, 2018, the Planning Commission of the City of North Monticello did duly review this plot of BERNARD'S GAYNE RIDGE NO. 5

Chaffman

Be it known that on this the \_\_\_\_ day of \_\_\_\_\_, 2018, the City Council of the City of North Wake County did duly approve this plan of BURNETT'S RAYNE RIDGE NO. 5

\_\_\_\_\_  
 Mayor Clerk

3. Joet A. Eich, Licensed Attorney, State of Minnesota, do hereby certify that the owner or owners indicated herein, represent all ownership interest in the land encompassed by this plot.

Joel A. Gich,  
Licensed Attorney

## PROPERTY AND PUBLIC SERVICES

I hereby certify that there are no delinquent taxes and/or delinquent special assessments, that the current taxes have been paid and that the transfer has been entered on the land described herein on the ..... day of ..... 2018

COUNTY RECORDER

I hereby certify that this instrument was filed in my office for record on \_\_\_\_\_ day of \_\_\_\_\_, 2010, at \_\_\_\_\_ o'clock, \_\_\_\_\_ P.M. and that it was recorded on \_\_\_\_\_ Plots, Number \_\_\_\_\_.

Property and Public Services  
as filed in court for record on  
clock. It is to be recorded on  
PENDING FINAL REVIEW  
102-21-2018)



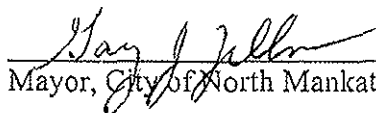
# EXHIBIT C

## ANNEXATION REIMBURSEMENT AGREEMENT BETWEEN THE CITY OF NORTH MANKATO AND BELGRADE TOWNSHIP

Pursuant to Minn. Stat. Sec. 414.036:

Unless otherwise agreed to by the annexing municipality and the affected town, when an order or other approval under this chapter annexes part of a town to a municipality the order or other approval must provide a reimbursement from the municipality to the town for all or part of the taxable property annexed as part of the order. The reimbursement shall be completed in substantially equal payments over not less than two nor more than eight years from the time of annexation. The municipality must reimburse the township for all special assessments assigned by the townships to the annexed property and any portion of debt incurred by the town prior to the annexation and attributable to the property to be annexed but for which no special assessments are outstanding, in substantially equal payments over a period of not less than two or no more than eight years.

In accordance with this State Statute, the City of North Mankato will reimburse Belgrade Township an annual amount based on the property taxes collected by Belgrade Township in the last year it collected taxes on any land valued over \$50,000 which the City of North Mankato annexes into its City limits. There will be no reimbursement for land valued under \$50,000 which the City annexes. Any reimbursement shall be paid for a period of five years. The City reserves the right to pre-pay at any time.

  
\_\_\_\_\_  
Mayor, City of North Mankato

  
\_\_\_\_\_  
Belgrade Township Supervisor

1-16-07  
\_\_\_\_\_  
Date

1-9-2007  
\_\_\_\_\_  
Date

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #11B	Department: City Engineer	Council Meeting Date: 4/16/18																											
<b>TITLE OF ISSUE: Consider Resolution Accepting Bid Project No. 17-06 ABCDE Marie Lane Reconstruction/Extension Project.</b>																													
<b>BACKGROUND AND SUPPLEMENTAL INFORMATION:</b> Please review memo from City Engineer Sarff.																													
<i>If additional space is required, attach a separate sheet</i>																													
<b>REQUESTED COUNCIL ACTION: Adopt Resolution Accepting Bid Project No. 17-06 ABCDE Marie Lane Reconstruction/Extension Project.</b>																													
Motion By: _____ Second By: _____  Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Whitlock</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Freyberg	_____	_____	Whitlock	_____	_____	Steiner	_____	_____	Norland	_____	_____	Dehen	<div style="text-align: center; border-bottom: 1px solid black; margin-bottom: 10px;"> <b>SUPPORTING DOCUMENTS ATTACHED</b> </div> <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) _____ _____ _____ _____ _____	Resolution	Ordinance	Contract	Minutes	Map	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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April 10, 2018

John Harrenstein  
City Administrator  
City of North Mankato  
P.O. Box 2055  
North Mankato, MN 56002-2055

RE: 2018 Marie Lane Reconstruction / Extension Project  
City Project No. 17-06 ABCDE  
City of North Mankato, MN  
BMI Project No. M18.115345

Dear John,

Bids were received and opened at City Hall on Tuesday, April 10<sup>th</sup> at 11:00am for the project referenced above. Five (5) bids were received and the results of the bids are tabulated below:

Bidder	Bid Amount
Holtmeier Construction, Inc.	\$165,726.62
W.W. Blacktopping, Inc.	\$171,762.01
Rehnelt Excavating, LLC	\$187,611.65
W. Lorentz & Sons Construction, Inc.	\$200,593.92
OMG Midwest, Inc. (SMC)	\$217,600.70
Engineer's Estimate	\$175,704.70

The low bidder for the project is Holtmeier Construction, Inc., from Mankato, Minnesota. The low bid is approximately 6% below the Engineer's Estimate and the next lowest bid is approximately 3% over the low bid.

Based on past performance on similar projects in previous years, it is our opinion that Holtmeier Construction, Inc. is qualified to perform the work required under this contract. We hereby recommend that Holtmeier Construction, Inc. be awarded the contract in the amount of \$165,726.62, provided that all requirements of the developer's agreement for the related private residential development, Nature View Subdivision No. 2, have been met.

Sincerely,

**Bolton & Menk, Inc.**

Daniel R. Sarff, P.E.  
City Engineer

RESOLUTION NO.

RESOLUTION ACCEPTING BID  
PROJECT NO. 17-06 ABCDE – MARIE LANE RECONSTRUCTION/EXTENSION PROJECT

WHEREAS, pursuant to an advertisement for bids for the Marie Lane Reconstruction/Extension Project, Project No. 17-06 ABCDE, bids were received, opened, and tabulated according to the law for street and surface improvements, sanitary improvements, watermain improvements, and storm sewer improvements on Marie Lane from Ivy Lane to a point approximately 450 feet west of Ivy Lane, and

WHEREAS the following bids were received complying with the advertisement:

<b>Bidder</b>	<b>Bid Amount</b>
Holtmeier Construction, Inc.	\$165,726.62
W.W. Blacktopping, Inc.	\$171,762.01
Rehnelt Excavating, LLC	\$187,611.65
W. Lorentz & Sons Construction, Inc.	\$200,593.92
OMG Midwest, Inc. (SMC)	\$217,600.70

AND WHEREAS, it appears that Holtmeier Construction, Inc. of Mankato, Minnesota is the lowest responsible bidder.

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

- 1) The Mayor and Administrator are hereby authorized and directed to enter into a construction contract with Holtmeier Construction, Inc. of Mankato, Minnesota in the name of the City of North Mankato, Minnesota for the Marie Lane Reconstruction/Extension Project, Project No. 17-06 ABCDE, according to the plans and specifications therefore approved by the city council and on file in the office of the city clerk.
- 2) The city clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

Adopted by the City Council this 16<sup>th</sup> day of April 2018.

\_\_\_\_\_  
Mayor

ATTEST:

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

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #11C	Department: City Engineer	Council Meeting Date: 4/16/18																												
<b>TITLE OF ISSUE:</b> Consider Resolution Accepting Bid Project No. 18-01 AB North Port Industrial Park Utility Extensions.																														
<b>BACKGROUND AND SUPPLEMENTAL INFORMATION:</b> Please review memo from City Engineer Sarff.																														
<i>If additional space is required, attach a separate sheet</i>																														
<b>REQUESTED COUNCIL ACTION:</b> Adopt Resolution Accepting Bid Project No. 18-01 AB North Port Industrial Park Utility Extensions.																														
Motion By: _____ Second By: _____  Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Whitlock</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Freyberg	_____	_____	Whitlock	_____	_____	Steiner	_____	_____	Norland	_____	_____	Dehen	<div style="text-align: center; border-bottom: 1px solid black; margin-bottom: 10px;"> <b>SUPPORTING DOCUMENTS ATTACHED</b> </div> <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) _____ _____ _____ _____		Resolution	Ordinance	Contract	Minutes	Map	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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April 12, 2018

John Harrenstein  
City Administrator  
City of North Mankato  
P.O. Box 2055  
North Mankato, MN 56002-2055

RE: 2018 Northport Industrial Park Utility Extensions  
City Project No. 18-01 AB  
BMI Project No. M18.115504

Dear John,

Bids were received and opened at City Hall on Thursday, April 12<sup>th</sup> at 11:00am for the project referenced above. Eight (8) bids were received and the results of the bids are tabulated below:

Bidder	Bid Amount
Dirt Merchant, Inc.	\$632,779.25
GM Contracting, Inc.	\$690,961.42
BCM Construction, Inc.	\$723,952.55
Rehnelt Excavating, LLC	\$727,187.83
Kuechle Underground, Inc.	\$744,532.56
EJM Pipe Services, Inc.	\$780,459.70
Ryan Contracting Co.	\$845,909.06
Hjerpe Contracting, Inc.	\$883,863.40
Engineer's Estimate	\$672,424.50

The low bidder for the project is Dirt Merchant, Inc., from Mankato, Minnesota. The low bid is approximately 6% below the Engineer's Estimate and approximately 8.5% under the next lowest bid.

Based on past performance on similar projects in previous years, it is our opinion that Dirt Merchant, Inc. is qualified to perform the work required under this contract. We hereby recommend that Dirt Merchant, Inc. be awarded the contract in the amount of \$632,779.25.

Sincerely,

**Bolton & Menk, Inc.**

**Daniel R. Sarff, P.E.**  
City Engineer

RESOLUTION NO.

RESOLUTION ACCEPTING BID

PROJECT NO. 18-01 AB – 2018 NORTHPORT INDUSTRIAL PARK UTILITY EXTENSION PROJECT

WHEREAS, pursuant to an advertisement for bids for the Northport Industrial Park Utility Extension Project, Project No. 18-01 AB, bids were received, opened, and tabulated according to the law for the following improvements:

- Sanitary sewer extension along Lookout Drive from Carlson Drive to Timm Road
- Sanitary sewer and watermain extension along Timm Road from Rockford Road to Lookout Drive
- Watermain extensions from Carlson Drive to Timm Road

AND WHEREAS the following bids were received complying with the advertisement:

<b>Bidder</b>	<b>Bid Amount</b>
Dirt Merchant, Inc.	\$632,779.25
GM Contracting, Inc.	\$690,961.42
BCM Construction, Inc.	\$723,952.55
Rehnelt Excavating, LLC	\$727,187.83
Kuechle Underground, Inc.	\$744,532.56
EJM Pipe Services, Inc.	\$780,459.70
Ryan Contracting Co.	\$845,909.06
Hjerpe Contracting, Inc.	\$883,863.40

AND WHEREAS, it appears that Dirt Merchant, Inc. of Mankato, Minnesota is the lowest responsible bidder.

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

- 1) The Mayor and Administrator are hereby authorized and directed to enter into a construction contract with Dirt Merchant, Inc. of Mankato, Minnesota in the name of the City of North Mankato, Minnesota for the Northport Industrial Park Utility Extension Project, Project No. 18-01 AB, according to the plans and specifications therefor approved by the city council and on file in the office of the city clerk.
- 2) The city clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

Adopted by the City Council this 16<sup>th</sup> day of April 2018.

\_\_\_\_\_  
Mayor

ATTEST:

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

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #11D	Department: Finance	Council Meeting Date: 4/16/18									
<b>TITLE OF ISSUE: Consider Resolution Establishing Caswell Sports Fund.</b>											
<b>BACKGROUND AND SUPPLEMENTAL INFORMATION: The adopted 2018 Budget has a Caswell Sports Fund. This resolution creates the fund and establishes the purpose of the fund, which is to better manage Caswell Sports as it continues to grow and expand.</b>											
<i>If additional space is required, attach a separate sheet</i>											
<b>REQUESTED COUNCIL ACTION: Adopt Resolution Establishing Caswell Sports Fund.</b>											
<div style="margin-bottom: 10px;"> Motion By: _____  Second By: _____ </div> <div> Vote Record:      Aye      Nay <div style="margin-left: 100px;"> <div style="display: flex; justify-content: space-between; width: 100%;"> <div style="width: 45%;"> <div style="border-bottom: 1px solid black; width: 100%;"></div> <div style="border-bottom: 1px solid black; width: 100%;"></div> <div style="border-bottom: 1px solid black; width: 100%;"></div> <div style="border-bottom: 1px solid black; width: 100%;"></div> <div style="border-bottom: 1px solid black; width: 100%;"></div> </div> <div style="width: 45%;"> Freyberg  Whitlock  Steiner  Norland  Dehen </div> </div> </div> </div>	<div style="text-align: center; border-bottom: 1px solid black; margin-bottom: 10px;"> <b>SUPPORTING DOCUMENTS ATTACHED</b> </div> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%; text-align: center;">Resolution</td> <td style="width: 20%; text-align: center;">Ordinance</td> <td style="width: 20%; text-align: center;">Contract</td> <td style="width: 20%; text-align: center;">Minutes</td> <td style="width: 20%; 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> <div style="margin-top: 10px;"> Other (specify) _____  _____  _____  _____  _____ </div>	Resolution	Ordinance	Contract	Minutes	Map	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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RESOLUTION NO.

RESOLUTION ESTABLISHING  
CASWELL SPORTS FUND

WHEREAS, Caswell Park was initially constructed in 1985 and now includes six softball fields, sand volleyball courts, concessions, press boxes, picnic areas, a playground, Fallenstein Field, and future home of Fallenstein Playground; and

WHEREAS, Caswell Park has grown to become a nationally and internationally recognized sporting complex; and

WHEREAS, this recognition of Caswell Park and the growth of soccer in North Mankato led to Caswell Park to expand north with the Caswell North Soccer Complex constructed in 2013; and

WHEREAS, Caswell Park and Caswell North are regional assets, hosting local, state, national, and international softball and soccer tournaments; and

WHEREAS, the facilitation of various tournaments by Caswell Park and Caswell North led to the operations of these two parks to be combined as Caswell Sports; and

WHEREAS, Caswell Sports operations have expanded to include hosting various other sporting, cultural, and recreation events such as the Anthony Ford Pond Hockey Tournament, the North Star Bike Race, North Mankato triathlons, and more; and

WHEREAS, these tournaments and events operated by Caswell Sports serves as a generator of commercial activity for the hospitality, food, and retail sectors of North Mankato; and

WHEREAS, Caswell Sports generates significant revenues for each of the tournaments and events that are currently confined to the General Fund; and

WHEREAS, Caswell Sports continues to grow in funding with revenue from events, lodging tax, sponsorships and donation; and

WHEREAS, Caswell Sports seeks to continue to possibly expand in the future with indoor recreation facilities; and

WHEREAS, Caswell Sports operations are significant enough to warrant the establishment of a separate fund to track the expenditures and revenues associated with all the current and future Caswell Sports operations.



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

1. The City of North Mankato establishes Fund 201 – Caswell Regional Sporting Complex Fund to better track all Caswell Sports operations, including all activities and events associated with softball, soccer, future indoor recreation, and other sporting, cultural, recreational activities and events as determined by staff.
2. All expenditures associated with Caswell Sports – Caswell Softball, Caswell North Soccer, community events, and other such programs that bring a wide range of visitors to the community will be recorded in this fund.
3. All revenues associated with Caswell Sports – Caswell Softball, Caswell North Soccer, community events, and other such programs that bring a wide range of visitors to the community will be allocated to this fund, including lodging tax revenues and any other future revenues designated to the complex.
4. Any revenue shortfalls will be made up with an operating transfer from the General Fund at the end of the year.
5. The fund will be overseen by the Caswell Sports Director, Finance Director, and City Administrator.

Adopted by the City Council this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Mayor

Attest:

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

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #11E	Department: Finance	Council Meeting Date: 4/16/18																																																				
<b>TITLE OF ISSUE: 2019-2028 CIP Planning Discussion.</b>																																																						
<b>BACKGROUND AND SUPPLEMENTAL INFORMATION: City staff will review identified CIP projects so the Council can provide direction for the 2019-2028 CIP.</b>																																																						
<i>If additional space is required, attach a separate sheet</i>																																																						
<b>REQUESTED COUNCIL ACTION: Discuss Lower North Street Projects.</b>																																																						
<p>Motion By: _____</p> <p>Second By: _____</p> <p>Vote Record:</p> <table style="margin-left: 40px;"> <thead> <tr> <th style="text-align: center;">Aye</th> <th style="text-align: center;">Nay</th> <th></th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Whitlock</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </tbody> </table>	Aye	Nay		_____	_____	Freyberg	_____	_____	Whitlock	_____	_____	Steiner	_____	_____	Norland	_____	_____	Dehen	<p style="text-align: center;"><b>SUPPORTING DOCUMENTS ATTACHED</b></p> <table style="width: 100%;"> <thead> <tr> <th style="text-align: left;">Resolution</th> <th style="text-align: left;">Ordinance</th> <th style="text-align: left;">Contract</th> <th style="text-align: left;">Minutes</th> <th style="text-align: left;">Map</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td colspan="5">Other (specify) <u>Memo</u></td> </tr> <tr><td colspan="5">_____</td></tr> <tr><td colspan="5">_____</td></tr> <tr><td colspan="5">_____</td></tr> <tr><td colspan="5">_____</td></tr> </tbody> </table>	Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other (specify) <u>Memo</u>					_____					_____					_____					_____				
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## City of North Mankato, Minnesota

To: John Harrenstein, City Administrator  
From: Kevin McCann, Finance Director  
Date: April 12, 2018  
Re: 2019-2028 CIP Planning Discussion

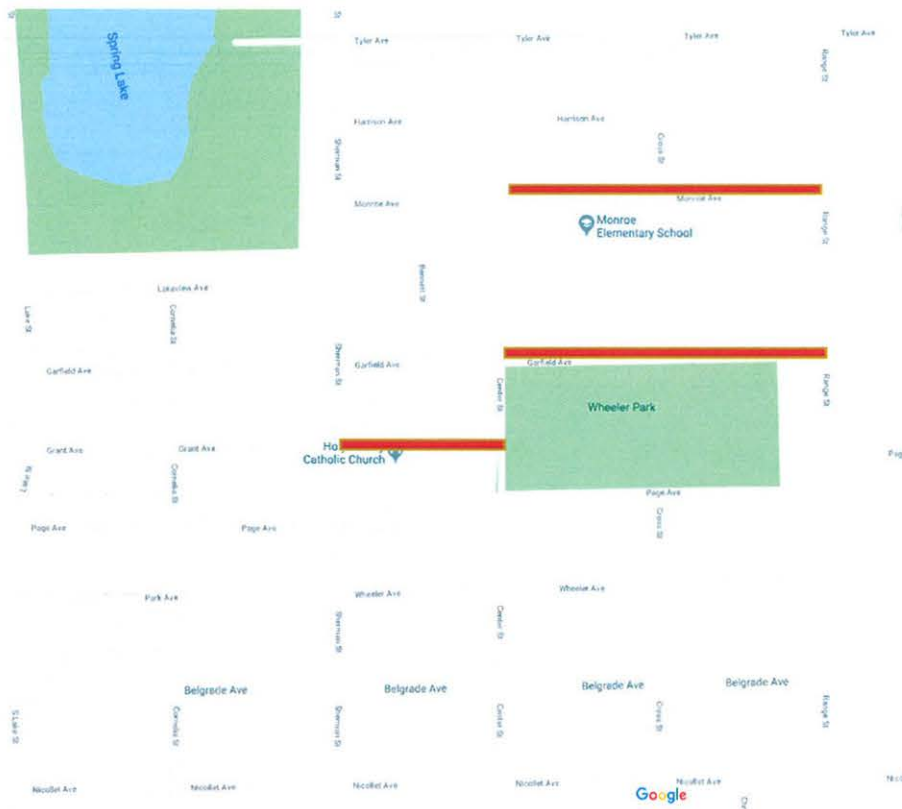
### Overview

This memo is a continuation of the ongoing 2019-2028 CIP Planning Process. We will continue to discuss currently identified CIP projects so the council can give direction for the 2019-2028 CIP. The goal is to have additional discussion regarding projects identified on the CIP, but may have received little discussion in the past. As we discuss projects, the focus will be on projects that have been identified for construction, but funding has not been identified.

### Presidents' Row Street Reconstructs

Building off of the Jefferson Ave. reconstruction project slated for this summer and the discussion from the last council meeting regarding Tyler, Harrison, and McKinley Avenues street and utility reconstruction projects, there are additional streets in the community meriting consideration for reconstruction. In 2013, a street assessment was done by North Mankato Public Works staff and Bolton and Menk to identify the streets needing to be updated. Roe Crest Ave. and Jefferson Ave. were identified as the top projects to complete, along with the aforementioned streets. There are other top identified projects for consideration to complete next consisting of:

- MONROE AVENUE STREET & UTILITY PROJECT
- GRANT AVENUE STREET & UTILITY PROJECT
- GARFIELD AVENUE STREET & UTILITY PROJECT



### **Scope of Work**

These projects involve replacing or adding utilities (where applicable), street, curb, gutter, sidewalks (where applicable), and driveway aprons.

### **Current Project Estimates**

- Monroe Avenue ..... \$ 756,000
- Grant Avenue ..... \$ 381,900
- Garfield Avenue .....\$ 696,000

### **Consideration**

The Grant Avenue street project is smaller in scope, similar to the Jefferson Avenue project, which could be completed in conjunction with a larger bond issuance for several small projects, or if bond proceeds remain from a previous project, reallocated to these projects. The Monroe and Garfield Projects are larger in scope, due to the length of these blocks. These three projects also involve churches and schools, which legally can still be assessed. As the City works toward reconstructing the projects, we should set target year several years out so that these entities have several years' notice of the project and estimated assessments.

Since these project do not currently have any funding sources identified, the project is currently at the end of the 2018-2027 CIP. With the goal to continue to reconstruct the Presidents' row streets, staff recommends completion of either Tyler or Harrison in 2019 and including at least on block of these reconstruction projects in the city's annual bond issue. Staff recommends these projects to remain on the CIP, but be listed as unfunded until additional funding sources can be identified.