

Pursuant to due call and notice thereof, a regular meeting of the North Mankato City Council was held in the Municipal Building Council Chambers on December 2, 2019. 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: Council Members Whitlock, Steiner, Norland, Oachs, and Mayor Dehen, City Administrator Harrenstein, City Attorney Kennedy, Finance Director McCann, Community Development Director Fischer, Public Works Director Host, and City Clerk Van Genderen.

Approval of Agenda

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

Approval of Council Meeting Minutes November 18, 2019

Council Member Steiner moved, seconded by Council Member Norland, to approve the minutes of the Council meeting of November 18, 2019. Vote on the motion: Steiner, Norland, Oachs, Whitlock, and Dehen aye; no nays. Motion carried.

Public Hearing, 7 pm-2020 Budget and 2020-2024 Capital Improvement Plan.

Finance Director Kevin McCann presented a PowerPoint concerning the proposed 2020 Property Tax Levy, Budget, & CIP. He reviewed the process concerning establishing the proposed budget and noted the tax rate would be further reduced from 50.950% for 2019 to 49.563% for 2020. He stated the proposed final 2020 levy dollar amount is \$110,721 (1.7%) more than the 2019 levy. Finance Director McCann reviewed the breakdown of the taxable market growth, noting that there was a 4.4% growth in the taxable market. The total general property taxes needed by the City of North Mankato for 2020 is \$6,794,559. The budget is broken down into the General Fund \$5,119,393, the Port Authority Fund \$75,000, Debt Service Fund, \$1,143,970, and Abatement Levy \$456,196. Finance Director McCann reviewed the Fund Expenditures and Fund Revenues. Finance Director McCann reviewed the proposed CIP; the CIP is a tool used to forecast and plan the City's future. The CIP for 2020-2024 is \$29.2 million which is a \$9.1 million increase over the 2019-2023 CIP. \$5.5 million of the increase was a result of allocating \$5.5 million to the Caswell Park Improvements. Finance Director McCann included a debt analysis noting the plan is for the City to take on an additional \$2 million in debt annually while continuing to pay down the current debt. The goal is to maintain and improve the City while managing the City's debt.

With no one appearing before Council, the Mayor closed the Public Hearing.

Consent Agenda

Council Member Norland moved, seconded by Council Member Steiner, to approve the Consent Agenda.

- A. Bills and Appropriations.
- B. Res. No. 89-19 Approving Donations/Contributions/Grants.
- C. Approved License Renewals for 2020
- D. Res. No. 90-19 Setting Council Dates.
- E. Set Public Hearing on December 16, 2019, at 7:00 p.m. on the Annual Stormwater Pollution Prevention Program (SWPPP) Review.
- F. Approved Parade and Audio Permit for the 12th Annual Girls on the Run 5K at Spring Lake Park on May 2, 2020, from 8:00 a.m. to 11:30 a.m.

- G. Approved Parade and Audio Permit for Bells on Belgrade on December 6, 2019, from Noon to 7:00 p.m. on the 200 Block of Belgrade.
- H. Accepted Property Owner Petition to Annex 3.28 Acres into the City of North Mankato and Set a Public Hearing for 7:00 p.m. on January 6, 2020.
- I. Set Public Hearing on December 16, 2019, at 7:00 p.m. on Vacation of Utility Easements.

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

Public Comments Concerning Business Items on the Agenda

None.

Business Items

Amend the North Mankato Policy for Rezoning of Residential Properties Affected by 2005 City-Wide Down Zoning.

Community Development Director Fischer reported in May of 2005 the City Council adopted ordinances which down zoned residential areas within the City from R-2, One and Two-Family Dwelling to R-1, One-Family Dwelling. As a result, due to the presence of multi-family dwellings in R-1 zoning districts, non-conforming uses were created, which can pose challenges for refinancing and resale of certain properties. A policy was adopted in 2012 to accommodate zoning changes for certain non-conforming uses. The policy states that properties which are considered non-conforming due to the downzoning in 2005, rezoning approval will be granted by the City if the owner can demonstrate the following: 1.) The dwelling was originally permitted and constructed as a multi-family dwelling, 2.) The dwelling was originally located in a zoning district which allowed such use, 3.) The dwelling has been continually used and licensed as a multiple-family dwelling. In August of 2019, the Planning Commission considered a request to rezone a property R-1 to R-2 for a two-family dwelling, which was affected by the downzoning. The Planning Commission reviewed the policy and recommended an amendment to the policy whereby rezoning consideration would be given to dwellings that had been constructed as multiple-family but not used or licensed for rental purposes. The suggested amendment would be an addition to item three. Number three would now read: "The dwelling has been continually used and licensed as a multiple-family dwelling or originally designed and built as a multiple-family dwelling." The change in the policy would allow the rezoning of the property. Mayor Dehen requested clarification that the property was originally built as a duplex and not retrofitted. Community Development Director Fischer reported it was built as a duplex but due to damage to the property, it was not continually licensed as a rental.

Council Member Steiner moved, seconded by Council Member Norland, to Amend the North Mankato Policy for Rezoning of Residential Properties Affected by 2005 City-Wide Down Zoning. Vote on the motion: Steiner, Norland, Oachs, Whitlock, and Dehen aye; no nays. Motion carried.

Z-1-19 Request to Rezone 1253/1255 Lake Street from R-1 to R-2 and Ordinance No. 122 Fourth Series Rezoning 1253/1255 Lake Street from R-1 to R-2.

Community Development Director Fischer reported in September 2019; the applicant requested to rezone the property addressed as 1253/1255 Lake Street from R-1 to R-2. The dwelling is a duplex that was rezoned from R-2 to R-1 in 2005. The request is now permissible with the amendment to the Policy for Rezoning of Residential Properties Affected by 2005 City-Wide Down Zoning. Mayor Dehen expressed concerns with parking at the property and requested the owners be made fully aware

of the parking requirements. Community Development Director Fischer reported the owners are aware of the restrictions and before the property is licensed for rental, it must pass all rental application requirements.

Council Member Norland moved, seconded by Council Member Steiner, to approve Z-1-19 Request to Rezone 1253/1255 Lake Street from R-1 to R-2 and Adopt Ordinance No. 122 Fourth Series Rezoning 1253/1255 Lake Street from R-1 to R-2. Vote on the motion: Steiner, Norland, Oachs, Whitlock, and Dehen aye; no nays. Motion carried.

Res. No. 91-19 Approving the Issuance and Sale of an Educational Facility Revenue Refunding Note and Authorizing the Execution of Documents Relating Thereto (Bethany Lutheran College Project).

City Administrator Harrenstein invited Attorney Daniel Burns to the podium. Attorney Burns reported the resolution would authorize the issuance and sale of an educational facility revenue refunding note and the related documents. By federal law, Bethany Lutheran College is allowed to use the City's tax-free borrowing status. When Bethany Lutheran College uses the City's tax-free borrowing status, the City does not incur any liability.

Council Member Steiner moved, seconded by Council Member Norland, to Adopt Res. No. 91-19 Approving the Issuance and Sale of an Educational Facility Revenue Refunding Note and Authorizing the Execution of Documents Relating Thereto (Bethany Lutheran College Project). Vote on the motion: Steiner, Norland, Oachs, Whitlock, and Dehen aye; no nays. Motion carried.

Open Forum

Tom Hagen, 927 Lake Street, appeared before Council and requested a workshop on deer and a presentation by Tom Zahn.

City Administrator and Staff Comments

City Administrator Harrenstein reported the snow removal went well, although the Police have placed pink tags on vehicles that have not moved since the snowfall. The owners of the vehicles will have 48 hours to move them, or the police will be knocking on doors.

City Administrator Harrenstein invited everyone out to Bells on Belgrade on Saturday, December 7th, beginning at 2:00 p.m.

Public Works Director Host reported the Carol Court Lift Station is complete, and progress is being made on the North Ridge Ravine project.

Mayor and Council Comments

Council Member Oachs thanked everyone who came out for Shop Small Saturday.

Council Member Oachs invited everyone to Bells on Belgrade on December 7, 2019.

Council Member Norland reported she attended the NLC conference in San Antonio and learned a lot and brought back ideas.

Council Member Norland encouraged everyone to review the Nicollet County Line publication, which included an article on scam prevention and how to arrange scam prevention training.

Mayor Dehen wished Council Member Norland a belated happy birthday.

Mayor Dehen thanked City staff for their great efforts on snow removal.

Mayor Dehen thanked the Police Department for their work in locating the stolen construction equipment to the contractor.

At 7:48 p.m. on a motion by Council Member Steiner, seconded by Council Member Norland, the Council Meeting was adjourned.

Mayor

City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item: #7	Department: Community Dev.	Council Meeting Date: 12/16/19																												
TITLE OF ISSUE: Public Hearing, 7 pm- Vacation of Utility Easements.																														
BACKGROUND AND SUPPLEMENTAL INFORMATION: As part of the process to vacate utility easements it is necessary to hold a Public Hearing and notify all utility companies. All utility companies have been informed of the request to vacate the Utility Easements lying within Duehring Subdivision.																														
<i>If additional space is required, attach a separate sheet</i>																														
REQUESTED COUNCIL ACTION: Public Hearing.																														
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>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>Oachs</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>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Steiner	_____	_____	Norland	_____	_____	Oachs	_____	_____	Whitlock	_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) <u>Notice of Public Hearing</u> _____ _____ _____		Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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<input type="checkbox"/> Workshop <input checked="" type="checkbox"/> Regular Meeting <input type="checkbox"/> Special Meeting	<input type="checkbox"/> Refer to: _____ <input type="checkbox"/> Table until: _____ <input type="checkbox"/> Other: _____																													

NOTICE OF PUBLIC HEARING ON VACATION OF UTILITY EASEMENTS

NOTICE IS HEREBY GIVEN that a hearing will be held before the North Mankato City Council on the 16th day of December, 2019, in the City Hall located at 1001 Belgrade Avenue at 7:00 p.m. to consider a proposed vacation of utility easements described as:

All of the utility easements lying within Lot 3 and Lot 4, Block Three, Section C of Culhane Addition, as dedicated per the recorded plat thereof, City of North Mankato, Nicollet County, Minnesota.

All of the utility easements lying within Putnam Subdivision, as dedicated per the recorded plat thereof, City of North Mankato, Nicollet County, Minnesota.

All of the utility easements lying within Enggren Subdivision, as dedicated per the recorded plat thereof, City of North Mankato, Nicollet County, Minnesota.

All of the utility easements lying within Duehring Subdivision, as dedicated per the recorded plat thereof, City of North Mankato, Nicollet County, Minnesota.

Dated this 2nd day of December 2019.

April Van Genderen

City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 8	Dept: City Engineer	Council Meeting Date: 12/16/19																												
TITLE OF ISSUE: Public Hearing -7 p.m. on December 16, 2019 Annual Stormwater Pollution Prevention Program (SWPPP) Review.																														
BACKGROUND AND SUPPLEMENTAL INFORMATION: MS4 annual reporting requires that the City provide an opportunity each year for the public to provide input on the adequacy of the Stormwater Pollution Prevention Program (SWPPP).																														
<i>If additional space is required, attach a separate sheet</i>																														
REQUESTED COUNCIL ACTION: Public Hearing.																														
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>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>Oachs</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>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Steiner	_____	_____	Norland	_____	_____	Oachs	_____	_____	Whitlock	_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) Memo _____ _____ _____ _____		Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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MEMORANDUM

Date: December 5, 2019
To: John Harrenstein, City Administrator
From: Daniel R. Sarff, P.E., City Engineer
CC: Nathan Host, Public Works Director
Michael Fisher, Community Development Director
Subject: **Public Hearing to Receive Input on the Adequacy of the City of North Mankato's Stormwater Pollution Prevention Program (SWPPP)**

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

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

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

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

The tasks described are not one-time efforts - they will continue throughout the permit period and beyond to maintain water quality. Progress continues to be made on an annual basis in the various tasks listed in the SWPPP.

The SWPPP has not been updated in recent years. The MPCA is in the process of updating and reissuing the MS4 permit for all cities in Minnesota, including North Mankato. A draft of the new permit is currently out for comment and the new permit is anticipated to be issued in summer 2020. The new MS4 permit out for review includes new requirements that will need to be incorporated into the SWPPP and the City's ordinances. We recommend that the City's SWPPP be reviewed and updated once the final MS4 permit is issued by the MPCA.

The MS4 permit includes a requirement that the City provide a minimum of one opportunity each year for the public to provide input on the adequacy of the City's SWPPP. This opportunity will be provided at the December 16th council meeting during the Public Hearing portion of the agenda. I will be at the council meeting to address any questions from the Council or the public.

**NOTICE OF PUBLIC HEARING ON STORMWATER AND ANNUAL
STORMWATER POLLUTION PREVENTION PROGRAM (SWPPP) REVIEW**

NOTICE IS HEREBY GIVEN that the City Council of the City of North Mankato, Minnesota, will meet in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, North Mankato, Minnesota at 7 p.m. on the 16th day of December 2019, to hold a public hearing to provide an opportunity for the public to provide input on the adequacy of the City's Stormwater Pollution Prevention Program (SWPPP).

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

Dated this 2nd day of December 2019

April Van Genderen
City Clerk
City of North Mankato



City of North Mankato, MN

Claims List - Regular

By Vendor Name

Date Range: 12-16-19

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
00029	AG SPRAY EQUIPMENT	12/16/2019	Regular	0	262.36	92023
03183	APPLIANCE WORKS, LLC	12/16/2019	Regular	0	180.00	92024
00093	ARNOLD'S OF MANKATO, INC.	12/16/2019	Regular	0	114.77	92025
02968	ATLAS BUSINESS SOLUTIONS, INC.	12/16/2019	Regular	0	691.20	92026
03080	BASEMENT SOLUTIONS	12/16/2019	Regular	0	63.57	92027
00136	BENCHS	12/16/2019	Regular	0	200.00	92028
02745	BRIGGS	12/16/2019	Regular	0	25,867.75	92029
00232	CEMSTONE CONCRETE MATERIALS, LLC	12/16/2019	Regular	0	260.38	92030
03184	CHAMPION TANK SERVICES	12/16/2019	Regular	0	49,400.00	92031
02757	CINTAS	12/16/2019	Regular	0	177.08	92032
00255	CITY OF MANKATO	12/16/2019	Regular	0	86,562.73	92033
02706	CORE & MAIN LP	12/02/2019	Regular	0	213.02	92016
03190	ED TSCHIDA CONSULTANT	12/16/2019	Regular	0	8,500.00	92034
00401	EXPRESS SERVICES, INC.	12/16/2019	Regular	0	3,256.28	92035
00404	FASTENAL COMPANY	12/16/2019	Regular	0	24.26	92036
00409	FERGUSON ENTERPRISES, INC	12/16/2019	Regular	0	6,479.90	92037
03185	FINSTAD, MIKE	12/16/2019	Regular	0	100.00	92038
00428	FLAHERTY & HOOD	12/16/2019	Regular	0	1,155.00	92039
00432	FLEETPRIDE	12/16/2019	Regular	0	261.28	92040
02774	FURTHER	12/12/2019	Regular	0	281.30	92075
00499	GRAINGER	12/16/2019	Regular	0	66.18	92041
00508	GREEN TECH RECYCLING, LLC	12/16/2019	Regular	0	12,712.00	92042
00528	HANSEN SANITATION INC	12/16/2019	Regular	0	10,187.50	92043
00560	HILDI, INC.	12/16/2019	Regular	0	2,350.00	92044
03167	HJERPE CONTRACTING, INC.	12/16/2019	Regular	0	9,882.35	92045
00740	LANDVIK, LORNA	12/11/2019	Regular	0	500.00	92021
00754	LEAGUE OF MINNESOTA CITIES	12/11/2019	Regular	0	6,465.88	92022
00769	LINDSAY WINDOW & DOOR, LLC	12/16/2019	Regular	0	9,818.03	92046
00723	LJP ENTERPRISES, INC	12/16/2019	Regular	0	35,756.18	92047
03186	LOOSE, REBECCA	12/16/2019	Regular	0	324.00	92049
00800	MADDEN, GALANTER, HANSEN, LLP	12/16/2019	Regular	0	1,289.36	92050
00812	MANKATO BEARING COMPANY	12/16/2019	Regular	0	45.97	92051
00829	MANKATO PUBLIC SCHOOLS	12/16/2019	Regular	0	150.85	92052
00832	MANKATO TENT & AWNING CO.	12/16/2019	Regular	0	20.00	92053
00847	MATHESON TRI-GAS, INC.	12/16/2019	Regular	0	153.35	92054
02802	MINUTEMAN PRESS	12/16/2019	Regular	0	186.91	92055
03160	NOVEL SOLAR THREE LLC (DBA GREEN STREET	12/16/2019	Regular	0	6,759.26	92056
01075	OFFICE OF THE SECRETARY OF STATE	12/04/2019	Regular	0	120.00	92017
02611	PATHSTONE CAFE & CATERING	12/16/2019	Regular	0	155.07	92057
01106	PETTY CASH	12/16/2019	Regular	0	121.65	92058
03187	PRATT, BRAD	12/16/2019	Regular	0	650.00	92059
01161	QUALITY TREE SERVICE	12/16/2019	Regular	0	2,495.50	92060
01185	REICHEL INSULATION, LLC	12/16/2019	Regular	0	775.00	92061
03188	RIVER HILLS PET CARE HOSPITAL	12/16/2019	Regular	0	124.90	92062
03189	SAFE BASEMENTS OF MN	12/16/2019	Regular	0	108.97	92063
01336	STAPLES OIL CO., INC.	12/16/2019	Regular	0	1,194.70	92064
01352	STREICHER'S, INC	12/16/2019	Regular	0	264.98	92065
01402	TIRE ASSOCIATES	12/16/2019	Regular	0	2,166.24	92066
01409	TOPPERS & TRAILERS PLUS	12/16/2019	Regular	0	77.50	92067
02467	TRAFFIC LOGIX	12/16/2019	Regular	0	370.00	92068
01441	UNITED RENTALS, INC.	12/16/2019	Regular	0	960.92	92069
01474	VETTER STONE COMPANY	12/16/2019	Regular	0	1,197.00	92070
02282	WARD EINESS STRATEGIES	12/16/2019	Regular	0	2,000.00	92071
01515	WELLS FARGO BANK, N.A.	12/16/2019	Regular	0	1,050.00	92072
01525	WEST CENTRAL SANITATION, INC.	12/16/2019	Regular	0	27,894.26	92073
01568	ZIEGLER, INC.	12/16/2019	Regular	0	41,417.29	92074
00137	BENCO ELECTRIC COOPERATIVE	12/05/2019	Bank Draft	0	29,652.64	DFT0003651

00182	BOYER TRUCKS	12/04/2019	Bank Draft	0	1,795.99	DFT0003638
00241	CHARTER COMMUNICATIONS	12/09/2019	Bank Draft	0	263.30	DFT0003661
00263	CLAREY'S SAFETY EQUIPMENT, INC.	12/04/2019	Bank Draft	0	240.65	DFT0003635
00272	CNA SURETY	12/09/2019	Bank Draft	0	93.75	DFT0003659
00272	CNA SURETY	12/09/2019	Bank Draft	0	93.75	DFT0003660
00311	CULLIGAN WATER CONDITIONING	12/03/2019	Bank Draft	0	27.80	DFT0003630
00311	CULLIGAN WATER CONDITIONING	12/03/2019	Bank Draft	0	27.80	DFT0003631
00364	DRUMMER'S GARDEN CENTER & FLORAL	12/03/2019	Bank Draft	0	600.29	DFT0003628
00447	FREE PRESS	12/09/2019	Bank Draft	0	137.66	DFT0003665
00608	INGRAM LIBRARY SERVICES	12/11/2019	Bank Draft	0	697.19	DFT0003672
02941	JAGUAR COMMUNICATIONS	12/09/2019	Bank Draft	0	3,994.56	DFT0003658
00733	LAKES GAS CO #10	12/04/2019	Bank Draft	0	81.50	DFT0003634
00857	MC GOWAN WATER CONDITIONING, INC.	12/04/2019	Bank Draft	0	26.40	DFT0003637
01013	NATIONAL LEAGUE OF CITIES	12/03/2019	Bank Draft	0	1,563.00	DFT0003629
01025	NEOPOST USA, INC.	12/09/2019	Bank Draft	0	2,053.61	DFT0003664
01327	ST. PETER HERALD	12/09/2019	Bank Draft	0	57.00	DFT0003662
01335	STAPLES ADVANTAGE	11/26/2019	Bank Draft	0	131.57	DFT0003627
01449	UNIVERSITY OF MINNESOTA	12/04/2019	Bank Draft	0	270.00	DFT0003633
01460	USPS	12/03/2019	Bank Draft	0	194.00	DFT0003632
01470	VERIZON WIRELESS	12/04/2019	Bank Draft	0	783.09	DFT0003636
01525	WEST CENTRAL SANITATION, INC.	12/09/2019	Bank Draft	0	3,358.08	DFT0003663
01565	ZEP SALES & SERVICE	12/10/2019	Bank Draft	0	160.99	DFT0003671
00058	AMERICAN ENGINEERING TESTING, INC.	12/18/2019	EFT	0	2,537.25	2399
00105	AUTO VALUE MANKATO	12/18/2019	EFT	0	186.57	2400
00123	BATTERIES+BULBS	12/18/2019	EFT	0	48.95	2401
00172	BOHRER, TOM	12/18/2019	EFT	0	32.33	2402
00174	BOLTON & MENK, INC.	12/18/2019	EFT	0	118,064.50	2403
00176	BORDER STATES ELECTRIC SUPPLY	12/18/2019	EFT	0	619.47	2404
00216	C & S SUPPLY CO, INC.	12/18/2019	EFT	0	93.29	2405
00310	CRYSTEEL TRUCK EQUIPMENT, INC	12/18/2019	EFT	0	21.95	2406
02294	D & K POWDER COATING	12/18/2019	EFT	0	36,973.19	2407
02275	DEM-CON MATERIALS & RECOVERY	12/18/2019	EFT	0	4,434.35	2408
00453	FREYBERG PETROLEUM SALES, INC.	12/18/2019	EFT	0	14,029.25	2409
00463	G & L AUTO SUPPLY, LLC	12/18/2019	EFT	0	359.90	2410
00469	GANGELHOFF, BRIAN	12/18/2019	EFT	0	183.99	2411
00478	GISH ELECTRIC, LLC	12/18/2019	EFT	0	78.00	2412
00482	GMS INDUSTRIAL SUPPLIES, INC.	12/18/2019	EFT	0	542.12	2413
00494	GOPHER STATE ONE-CALL	12/18/2019	EFT	0	147.15	2414
02476	HARRISON TRUCK CENTERS	12/18/2019	EFT	0	3.70	2415
00646	HEINTZ, KATIE	12/18/2019	EFT	0	157.48	2416
00680	J.J. KELLER & ASSOCIATES, INC.	12/18/2019	EFT	0	1,261.50	2417
01274	JADD SEPPMANN & SONS, INC.	12/18/2019	EFT	0	200.00	2418
02209	KRAL, JACOB	12/18/2019	EFT	0	553.51	2419
00743	LARKSTUR ENGINEERING & SUPPLY, INC.	12/18/2019	EFT	0	14.98	2420
00767	LIME VALLEY ADVERTISING, INC.	12/18/2019	EFT	0	125.00	2421
00776	LLOYD LUMBER CO.	12/18/2019	EFT	0	304.25	2422
00797	MAC TOOLS DISTRIBUTOR	12/18/2019	EFT	0	10.78	2423
00796	MACQUEEN EQUIPMENT, INC.	12/18/2019	EFT	0	2,481.63	2424
00819	MANKATO FORD, INC.	12/18/2019	EFT	0	182.14	2425
00874	MENARDS-MANKATO	12/18/2019	EFT	0	145.04	2426
00889	MIDWEST TAPE/HOOPLA	12/18/2019	EFT	0	1,173.46	2427
00902	MINNESOTA IRON & METAL CO	12/18/2019	EFT	0	65.25	2428
00910	MINNESOTA VALLEY TESTING LAB, INC.	12/18/2019	EFT	0	119.00	2429
00956	MINNESOTA WASTE PROCESSING CO.	12/18/2019	EFT	0	24,273.24	2430
00997	MTI DISTRIBUTING CO	12/18/2019	EFT	0	682.85	2431
01009	NAPA AUTO PARTS - MANKATO	12/18/2019	EFT	0	21.99	2432
02211	NORLAND, DIANE	12/18/2019	EFT	0	151.66	2433
01052	NORTH CENTRAL INTERNATIONAL	12/18/2019	EFT	0	761.78	2434
02005	PANTHEON COMPUTERS	12/18/2019	EFT	0	9,282.83	2435
01090	PARAGON PRINTING, MAILING & SPECIALTIES	12/18/2019	EFT	0	3,302.68	2436
02747	RENT-N-SAVE	12/18/2019	EFT	0	128.00	2437
01198	RETROFIT COMPANIES, INC.	12/18/2019	EFT	0	202.94	2438
01211	RIVER BEND BUSINESS PRODUCTS	12/18/2019	EFT	0	702.49	2439
03014	RUBY RIDE	12/18/2019	EFT	0	2,895.75	2440
01263	SCHWICKERT'S TECTA AMERICA LLC	12/18/2019	EFT	0	8,230.00	2441
01286	SKARPOHL PRESSURE WASHER SALES	12/18/2019	EFT	0	103.23	2442
02625	WHITLOCK, JAMES	12/18/2019	EFT	0	271.81	2443

01552	WW BLACKTOPPING, INC	12/18/2019	EFT	0	33,960.12	2444
00234	CENTER POINT ENERGY	12/09/2019	Bank Draft	0	3,022.41	DFT0003657
02181	ETS CORPORATION	12/02/2019	Bank Draft	0	2,299.57	DFT0003655
02003	MINNESOTA DEPT OF REVENUE	12/03/2019	Bank Draft	0	541.22	DFT0003621
02003	MINNESOTA DEPT OF REVENUE	12/04/2019	Bank Draft	0	6,262.83	DFT0003624
02003	MINNESOTA DEPT OF REVENUE	12/05/2019	Bank Draft	0	122.62	DFT0003646
02003	MINNESOTA DEPT OF REVENUE	12/05/2019	Bank Draft	0	5,522.66	DFT0003648
03029	OPEN EDGE	12/02/2019	Bank Draft	0	48.38	DFT0003656
02766	SPROUT SOCIAL	12/09/2019	Bank Draft	0	99.00	DFT0003670
02150	U.S. BANK	12/02/2019	Bank Draft	0	755,390.00	DFT0003653
01557	XCEL ENERGY	12/05/2019	Bank Draft	0	11,784.65	DFT0003652
					<u>1,465,381.99</u>	<u>135</u>

Authorization Signatures

All Council

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

MARK DEHEN- MAYOR

DIANE NORLAND- COUNCIL MEMBER

WILLIAM STEINER- COUNCIL MEMBER

SANDRA OACHS- COUNCIL MEMBER

JAMES WHITLOCK- COUNCIL MEMBER

RESOLUTION APPROVING DONATIONS/CONTRIBUTIONS/GRANTS

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

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

Donor	Restriction	Amount
Anonymous	Backpack for Books-Feed and Read	\$570.00
Ann Vaubel	Backpack for Books-Feed and Read	\$150.00
Beth Christensen	Backpack for Books-Feed and Read	\$127.00
Susan Hood	Backpack for Books-Feed and Read	\$121.00
Sandra Ekstam	Backpack for Books-Feed and Read	\$66.00
Susan Benson	Backpack for Books-Feed and Read	\$60.00
Allette Bleess	Backpack for Books-Feed and Read	\$250.00
Lucy Lowry	Backpack for Books-Feed and Read	\$92.00
Cynthia Shirk	Backpack for Books-Feed and Read	\$41.00
Marcia Holt	Backpack for Books-Feed and Read	\$34.00
Teresa Kuhlman	Backpack for Books-Feed and Read	\$27.00
Susan Moore	Backpack for Books-Feed and Read	\$126.00
Barbara Smith-Wandersee	Backpack for Books-Feed and Read	\$36.00
Mary Callahan	Backpack for Books-Feed and Read	\$26.00
Susan Desteian	Backpack for Books-Feed and Read	\$25.00
Colleen Patterson	Backpack for Books-Feed and Read	\$24.00
Margaret Januschka	Backpack for Books-Feed and Read	\$66.00
Nancy Haag	Backpack for Books-Feed and Read	\$15.00
Renae Lund	Backpack for Books-Feed and Read	\$44.00
Sandra Friday	Backpack for Books-Feed and Read	\$27.00
Donna Mertesdorf	Backpack for Books-Feed and Read	\$10.00
Sally Coomes	Backpack for Books-Feed and Read	\$7.00
Harriet Plotz	Backpack for Books-Feed and Read	\$100.00
Jo Marie Robbins	Backpack for Books-Feed and Read	\$200.00
Lisa Michael-Ray	Backpack for Books-Feed and Read	\$25.00
Pamela Anderson	Backpack for Books-Feed and Read	\$25.00
Teresa Scheidel	Backpack for Books-Feed and Read	\$25.00
Total		\$2,319.00

Adopted by the City Council this 16th day of December 2019.

Mayor

City Clerk



CITY OF *Minnesota*
NORTH MANKATO

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 Kennedy Mason	Address 2829 University Ave SE	Phone 701-235-2766	Email kennedy.mason@nmss.org
Sponsoring Organization Name National MS Society	Address Suite 900 Minneapolis, MN 55414	Phone 701-235-2766	
Contact during event Local coordinator	Phone Contact info to be provided		
Event Location Spring Lake Shelter #1 + #2	Date May 9, 2020	From 10 am	To 12:30 pm
Occasion for Parade WALK MS: Mankato			
Parade Description / Composition The route stays in the park & goes around the lake.			
Estimated Number of Participants: 320			

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.

Kennedy Mason
Applicant

11/14/2019
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]
Chief of Police

11/18/19
Date

Caswell Sports Director

Date



1001 Belgrade Avenue
North Mankato, MN 56003
507-625-4141 Fax: 507-625-4151
www.northmankato.com

Audio Permit _____ 2020
Park Permit _____ 2020

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: May 9th 2020
BEGIN TIME: 10 am
END TIME: 12:30 pm

LOCATION / SHELTER: Spring Lake Shelter 1 & 2

EVENT NAME: WALK MS Mankato

ONSITE COORDINATOR: _____ PRINT NAME: TBD

MOBILE NUMBER: TBD

☒ 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: Kennedy Mason DATE: 11/14/19

CITY CLERK: _____

☐ DENIED ☒ APPROVED

☐ BOOK ☒ POLICE ☐ ONLINE ☐ \$25.00 FEE

STAFF INITIALS _____

RESOLUTION NO.

RESOLUTION SETTING RATES AND CHARGES FOR
WASTEWATER FEES

WHEREAS, Section 50.02 of the City Code requires the City Council to fix and determine all rates and charges for municipal utilities in the City of North Mankato;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, pursuant to Section 50.02 of the City Code that the following monthly municipal recycling charge be set effective for billings on and after January 1, 2020:

WASTEWATER RATES

0 Gallons to 2,250	\$17.00
Cost per 1,000 (over 2,251 gal)	\$6.35
Rural- 0 Gallons to 2,250	\$17.00
Rural Cost per 1,000 (over 2,251 gal)	\$6.35

Adopted by the City Council this 16th day of December 2019.

Mayor

ATTEST:

City Clerk



Minnesota
NORTH MANKATO

PARK PERMIT

1001 Belgrade Ave
North Mankato, MN 56003
507-825-4141
www.northmankato.com

Permit #: 4 -2020

Start Time: 7 AM

Fee: \$ 125.00

Date: 8-23-20

Stop Time: 1 PM

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

Event Name: Outdoor Service # of People 150

Name: Jason Reynolds

Address: 516 W. 7th St.

City: Mankato State: MN Zip: 56001

Phone: 388-6624 Email: principal@cs18mn.com

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

Alcoholic Beverages (wine & beer only) ☒ No ☐ Yes

Please specify: Cans Keg * (\$300 refundable deposit and \$30 keg permit) 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, Spring Lake 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:

Applicant

Date

☐ APPROVED ☐ DENIED

☒ REFER TO COUNCIL

City Clerk

Date

Receipt # R00202026 Book Online Park Police Staff Initials JR



1001 Belgrade Avenue
North Mankato, MN 56003
507-625-4141 Fax: 507-625-4151
www.northmankato.com

Audio Permit 4-2020 2019
Park Permit 4-2020 2019

Audio Permit

About:

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- 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: 8-23-20
☐ DJ/KARAOKE MACHINE BEGIN TIME: 9:40 AM
☒ OTHER: Piano/Speaker END TIME: 11:40 AM

LOCATION / SHELTER: SLP #2

EVENT NAME: Outdoor Service

ONSITE COORDINATOR: PRINT NAME: JASON RUPNOW

MOBILE NUMBER: _____

☒ 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: [Signature] DATE: 10/3/19

CITY CLERK: _____ ☐ DENIED ☐ APPROVED

☐ BOOK ☐ POLICE ☐ ONLINE ☒ \$25.00 FEE R00202026 STAFF INITIALS _____

APPOINTMENTS TO BE MADE DECEMBER 16, 2019

1. Appoint BILLY STEINER as Acting Mayor.
2. Reappoint CORY BRUNTON to the Planning Commission for 4-year terms through 2023.
3. Appoint GRANT POEHLER to the Planning Commission to complete Bryan Bode's term through 2022.
4. Reappoint BILL BORCHARDT to the Traffic and Safety Committee for a 1-year term.
5. Reappoint ALISSA BREKKE and GERALD HICKS to the Board of Appeal and Equalization for a 3-year term through 2022.
6. Reappoint DAVE ARNOLD to the Port Authority Commission for a 6-year term.
7. Reappoint LOREN MORGAN to the Housing and Redevelopment Association Board for a 3-year term.
8. Appoint SARAH MORRISON and ANGELA HOMER to the North Mankato Taylor Library Board for 3-year term through 2022.
9. Appoint BOLTON & MENK as Consulting Civil Engineer.
10. Appoint NORTHLAND SECURITIES, INC. as Bond Consultant.
11. Appoint DUANE RADER as Weed Inspector.

RESOLUTION SETTING FEES AND CHARGES

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

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

WHEREAS, a report containing recommendations for fees for certain municipal services is attached and will be effective upon approval by the City Council;

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

Adopted by the City Council this 16th day of December 2019.

Mayor

ATTEST:

City Clerk

LICENSES AND PERMIT FEES

LICENSE / PERMIT	2019 Fees	Proposed 2020 Fees
Assessment Search	\$35; Rush fee of \$70 if not requested within 72 hours of closing	\$35; Rush fee of \$70 if not requested within 72 hours of closing
Band Shell Rental	\$400	\$400
Burning Permit	\$10	\$10
Cabaret	\$375 (annual)	\$375 (annual)
Carnival License	\$75 / per day	\$75 / per day
Cigarette	\$200	\$200
City Audit	\$40	\$20
City Budget	\$45	\$30
City Code	\$70	\$70
Coin Operated Amusement Device	\$20/ site; \$20 per Device	\$20/ site; \$20 per Device
City Plat Maps	\$10 + sales tax	\$10 + sales tax
Community Room Rental	\$100 – Police Annex \$100 – Fire Station \$100 – Warming House Resident \$200 – Organization	\$100 – Police Annex \$100 – Fire Station \$150 – Warming House Resident \$250 – Organization
Comprehensive Plan	\$35.00 per Plan \$2.58 Tax \$37.58 Total	\$35.00 per Plan \$2.58 Tax \$37.58 Total
Concession Permit	\$20 first day; \$5 each Additional day; \$100 deposit	\$20 first day; \$5 each Additional day; \$100 deposit
Copies of City Documents	\$.25 each page	\$.25 each page
Copies using Plat Printer	\$.50 sq. ft. black and white \$2.00 sq. ft. color	\$.50 sq. ft. black and white \$2.00 sq. ft. color
Dog License	(All 2-year) \$10 fixed female/male \$20 fixed female/male \$2 duplicate	(All 2-year) \$10 fixed female/male \$20 fixed female/male \$2 duplicate
Dangerous Dog License	\$250.00 (1-time fee) plus proof of liability insurance of \$300,000	\$250.00 (1-time fee) plus proof of liability insurance of \$300,000
Event Trailer (Concession	\$60 per two-day event; \$30 each additional day	\$60 per two-day event; \$30 each additional day

Trailer)		
Excavation Permit	\$160 plus \$1 State Surcharge \$85 plus \$1 State Surcharge – Boulevard Only	\$160 plus \$1 State Surcharge \$85 plus \$1 State Surcharge – Boulevard Only
NSF Fee	\$30	\$35
Recycling Containers	\$11 + sales tax	\$11 + sales tax
*LICENSE / PERMIT		
Mobile Home Park	\$60	\$60
Parade Permit	\$35	\$35
Park Shelter Reservations	\$100	\$100
Park Use		
Beer Permit	\$30	\$30
Deposit	\$300	\$300
Audio Permit	\$25	\$25
Peddlers (Per Person)	\$15 / day \$50 / week \$125 / month \$350 / 6 months	\$15 / day \$50 / week \$125 / month \$350 / 6 months
Refuse Hauling	\$35 first vehicle; \$25 each additional	\$35 first vehicle; \$25 each additional
Rental License	\$50 one-time application fee; \$45/Unit Annual License Fee	\$50 one-time application fee; \$45/Unit Annual License Fee
Short Term Rental License	\$50 one-time application fee; \$45/Unit Annual License Fee	\$50 one-time application fee; \$45/Unit Annual License Fee
Snow Removal	\$125 / hour; one hour minimum	\$125 / hour; one hour minimum
Soft Drink	\$25	\$25
Taxicab	\$75 per vehicle	\$75 per vehicle
Weed Mowing	\$125 / hour; one hour minimum	\$125 / hour; one hour minimum
PLANNING		
Sign Permit	\$31	\$31
RESIDENTIAL PLAN REVIEW		
Single Family Dwelling	\$100	\$100
Two-Family Dwelling	\$200	\$200
Townhome	65% of building permit fee (not including state surcharge)	65% of building permit fee (not including state surcharge)
Addition	\$50	\$50
Deck	\$25	\$25
Garage/Shed	\$25	\$25
Similar Plans	65% of building permit fee (not including state surcharge) for	65% of building permit fee (not including state surcharge) for

	master plan – then 25% of permit fee (not including state surcharge) for similar plans.	master plan – then 25% of permit fee (not including state surcharge) for similar plans.
COMMERCIAL PLAN REVIEW	65% of building permit fee (not including state surcharge)	
Similar Plans	65% of building permit fee (not including state surcharge) for Master Plan – then 25% of building permit fee (not including state surcharge) for similar plans.	
Annexation Petition	\$5 per acre (Min. \$100 – Max \$600)	
Conditional Use Permits	\$335 plus \$2.00 per notice	
Ordinance Amendment	\$335	
Comprehensive Plan Amendment	\$335	
Plat Subdivision – Preliminary	\$60 plus \$5 / lot	
Plat Subdivision – Final	\$60 plus \$10 / lot over 10 lots	
Rezoning	\$335 plus 2.00 per notice	
Sign Permit	\$35	
Utility Easements, Street or Alley Vacation	\$325	
Variance	\$95 Residential plus \$2.00 per notice; \$325 for all others	
Wetland Sequencing or Replacement Plan	\$270	
Wetland Exemption or No Net Loss Determination	\$200	
Notification Billing	\$2.00 for each required notice	
Zoning Maps	\$10 + sales tax	
ECONOMIC DEVELOPMENT		
T.I.F.	\$4,000 or actual, whichever is greater	
Grant Applications	\$4,000 or actual, whichever is greater	
Industrial Revenue Bonds	\$4,000 or actual, whichever is greater	
CONDUIT DEBT		
Application Fee		\$1,000 Application Fee
Bond Administration Fee		\$10,000 or 0.5% of the principal amount of the bond/ not to exceed

		\$50,000
BUILDING PERMITS		
TOTAL VALUATION		
\$1.00 to \$500.00	\$25.30	\$25.30
\$501.00 to \$2,000.00	\$25.85 for the first \$500.00 plus \$3.36 for each additional \$100.00 or fraction thereof, to and including \$2,000.00	\$25.85 for the first \$500.00 plus \$3.36 for each additional \$100.00 or fraction thereof, to and including \$2,000.00
\$2001.00 to \$25,000.00	\$76.18 for the first \$2,000.00 plus \$15.40 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00	\$76.18 for the first \$2,000.00 plus \$15.40 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$430.38 for the first \$25,000.00 plus \$11.11 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00	\$430.38 for the first \$25,000.00 plus \$11.11 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$708.13 for the first \$50,000.00 plus \$7.70 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00	\$708.13 for the first \$50,000.00 plus \$7.70 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$1,093.13 for the first \$100,000.00 plus \$6.16 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00	\$1,093.13 for the first \$100,000.00 plus \$6.16 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,557.13 for the first \$500,000.00 plus \$5.23 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00	\$3,557.13 for the first \$500,000.00 plus \$5.23 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$6,169.63 for the first \$1,000,000.00 plus \$3.47 for each additional \$1,000.00 or fraction thereof	\$6,169.63 for the first \$1,000,000.00 plus \$3.47 for each additional \$1,000.00 or fraction thereof
PLUMBING PERMIT		
Per Fixture	\$1	\$1
Per Inspection	\$20	\$20
State Surcharge	\$1	\$1
Plus Reinspections	\$20	\$20
LIQUOR		
On-Sale Intoxicating Liquor	\$3,750	\$3,750
Sunday On-Sale Intoxicating Liquor	\$200	\$200
Club On-Sale	\$330	

Wine License	\$275	
Bottle Club (Set-Up License)	\$330	
On-Sale 3.2 Liquor	\$275	
Off-Sale 3.2 Liquor	\$100	
Off-Sale Intoxicating	\$300	
Temporary 3.2 Liquor	\$50	
Temporary Intoxicating On-Sale Liquor	\$200	
Seasonal Extension of Permitted Non Enclosed Area	\$250	
Permanent Non Enclosed License in the License Premises	\$415	
INVESTIGATION FEES (LIQUOR)		
On-Sale Intoxicating Liquor	\$500	
Off-Sale Intoxicating Liquor	\$625	
Club On-Sale	\$625	
Wine	\$125	
On-Sale 3.2 Liquor	\$125	
Off-Sale 3.2 Liquor	\$125	
Temporary 3.2 Liquor	\$30	
Temporary Intoxicating	\$30	
POLICE DEPARTMENT FEES		
Duplication of Audio Tapes	\$10 / tape	
Duplication of Pictures	\$6 / 1 st picture; \$1 for each additional picture	
Police Reports - Accident, Case File	\$.25 each page	
CASWELL PARK *		
Maintenance Fee	\$65.00 per field, per day;	\$30.00 per field per game; max of \$120.00 per field per day
Striping Fee	\$10.00 per field, per time All fields striped prior to the start of play each tournament day.	
Dragging Fee	\$10.00 per field, per time All fields dragged prior to the start of play each tournament day.	
Diamond Dry	\$11.00 per bag Diamond Dry will only be used at Tournament Director's request.	
Light Fee	\$25.00 per hour, per field	

Deposit	\$100.00 per tournament Deposit will be forfeited if tournament is not held. Deposit will apply toward tournament fees if tournament is held.	
BATTING CAGES	\$25.00 per day	
SOUTH CENTRAL FIELDS		
Maintenance Fee	\$20.00 per field for dragging and striping	
Diamond Dry	\$11.00 per bag Diamond Dry will only be used at Tournament Director's request.	
Deposit	\$100.00 per tournament Deposit will be forfeited if tournament is not held. Deposit will apply toward tournament fees if tournament is held.	

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

A RESOLUTION CLOSING AND TRANSFERRING CITY FUNDS

WHEREAS, sound financial planning by the City Council and Staff is the purpose behind the transfer and closing of funds; and

WHEREAS, due to inactivity of certain funds, the Finance Director recommends that the following funds be closed and their remaining balances, if any, be transferred effective October 1, 2019:

- Close Fund 436 (2016 Construction Fund – Roe Crest) – 11/21/19 Balance: \$139,958.09 (MnDOT Municipal State-Aid portion of the project)
 - Transfer remaining funds to Fund 101 (General Fund)

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of North Mankato hereby approve the closing and transferring of these funds as of October 1, 2019.

Adopted by the City Council this ____ day of _____, 2019.

Mayor

City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item: 11A	Department: Finance Director	Council Meeting Date: 12/16/19																																																																			
TITLE OF ISSUE: Consider Proposed 2020 Budget and Capital Improvement Plan. (Requires Separate Motions) 1. Resolution Approving the General Fund Budget and Auxiliary Fund Budget for Fiscal Year 2020. 2. Resolution Approving 2019 Tax Levy Collectible in 2020. 3. Resolution Approving the Capital Improvement Plan 2020-2024.																																																																					
BACKGROUND AND SUPPLEMENTAL INFORMATION: The public hearing for the 2020 Proposed Budget and the 2020-2024 Capital Improvement Plan was held December 2, 2019. The attached resolutions are for Council to adopt the 2020 Budget, the 2019 Tax Levy Collectible in 2020 and the 2020-2024 Capital Improvement Plan. Council shall vote on each resolution separately.																																																																					
If additional space is required, attach a separate sheet																																																																					
REQUESTED COUNCIL ACTION: 1. Adopt Resolutions Approving the General Fund Budget and Auxiliary Fund Budget for Fiscal Year 2020. 2. Adopt Resolution Approving 2019 Tax Levy Collectible in 2020. Adopt Resolution Approving the Capital Improvement Plan 2020-2024.																																																																					
For Clerk's Use: Motion By: _____ Second By: _____ <table style="width: 100%; border: none;"> <tr> <td style="width: 15%;">Vote Record:</td> <td style="width: 10%; text-align: center;">Aye</td> <td style="width: 10%; text-align: center;">Nay</td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Steiner</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Norland</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Oachs</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Whitlock</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Dehen</td> </tr> </table>	Vote Record:	Aye	Nay								_____	_____						Steiner		_____	_____						Norland		_____	_____						Oachs		_____	_____						Whitlock		_____	_____						Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="width: 20%;">Resolution</td> <td style="width: 20%;">Ordinance</td> <td style="width: 20%;">Contract</td> <td style="width: 20%;">Minutes</td> <td style="width: 20%;">Map</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) _____ _____ _____ _____					Resolution	Ordinance	Contract	Minutes	Map	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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**RESOLUTION APPROVING THE GENERAL FUND BUDGET
AND AUXILIARY FUND BUDGET
FOR FISCAL YEAR 2020**

BE IT RESOLVED by the City Council of the City of North Mankato, County of Nicollet, Minnesota, that the City Council approved the General Fund and Auxiliary Fund Budgets for the 2020 Fiscal Year as follows:

1. General Fund

A.	General Government	\$ 863,064
B.	Public Safety	\$ 2,554,276
C.	Public Works	\$ 3,331,521
D.	Culture-Recreation	\$ 2,014,473
E.	Other Functions	\$ 1,434,255
	TOTAL GENERAL FUND EXPENDITURES	\$ 10,197,589

2. Auxiliary Fund

A.	Special Revenue Funds	\$ 1,361,122
B.	Port Authority Funds	\$ 680,715
C.	Debt Service Funds	\$ 2,787,269
D.	Capital Project Funds	\$ 2,351,000
E.	Enterprise Funds	\$ 7,243,551
F.	Trust and Agency Funds	\$ 17,000
	TOTAL AUXILIARY FUND EXPENDITURES	\$ 14,440,657
	TOTAL BUDGET ALL FUNDS	\$ 24,638,246

BE IT FURTHER RESOLVED, that the City Council approved the Capital Improvement Plan as included in the 2020 Budget documents.

Adopted by the City Council this 16th day of December 2019.

Mayor

City Clerk

RESOLUTION APPROVING 2019 TAX LEVY, COLLECTIBLE IN 2020

BE IT RESOLVED by the City Council of the City of North Mankato, County of Nicollet, Minnesota, that the following sums of money be levied for the current year collectible in 2020, upon the taxable property in said City of North Mankato, for the following purposes:

General Fund	\$ 5,119,393
Port Authority Fund	\$ 75,000
Bonded Indebtedness	\$ 1,143,970
Abatement Levy	\$ 456,196

Total Budgeted Levy **\$ 6,794,559**

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

"Provision has been made by the City for payment of \$445,878 as the City's contributory share to the Public Employees' Retirement Fund as provided for in Minnesota Statutes Annotated, Sections 353.01 et seq." No further levy is required for this purpose.

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

Adopted by the City Council this 16th day of December 2019.

Mayor

City Clerk

RESOLUTION APPROVING THE
CAPITAL IMPROVEMENT PLAN COVERING PERIOD OF 2020-2024

WHEREAS, the City of North Mankato has prepared a Capital Improvement Plan covering the period of 2020 through 2024 (Exhibit A); and

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

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

WHEREAS, the North Mankato City Council duly held a public hearing on the Capital Improvement Plan at 7 p.m. on December 2, 2019;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, that the Capital Improvement Plan for the period of 2020 through 2024 is hereby approved.

Adopted by the City Council this 16th day of December 2019.

Mayor

City Clerk

Exhibit A

Five-Year Capital Improvement Schedule For Years 2020-2024											
Project or Activity	Strategic Program Area	2019 Forecast	2020 PROPOSED	2021 FORECAST	2022 FORECAST	2023 FORECAST	2024 FORECAST	Estimated 5 year costs	IDENTIFIED BUT NOT SCHEDULED	TOTAL CIP	Funding Source
Loader	Infrastructure			175,000				175,000		175,000	Cash / Capital Facilities & Equipment Replacement
Asphalt Zipper	Infrastructure	58,000						-		-	Cash / Capital Facilities & Equipment Replacement
Loader Snow Blower Attachment	Infrastructure					160,000		160,000		160,000	Cash / Capital Facilities & Equipment Replacement
Excavator	Infrastructure						200,000	200,000		200,000	Cash / Capital Facilities & Equipment Replacement
General Equipment - Trucks, Skid loaders, Mowers, etc.	Infrastructure	81,070		60,000	29,000	60,000	60,000	209,000		209,000	Cash / Capital Facilities & Equipment Replacement
Police Cruiser	Public Safety	46,311	59,148	59,148	59,148	59,148	59,148	295,740		295,740	Cash / Capital Facilities & Equipment Replacement
Squad Cameras	Public Safety							-		-	Cash / Capital Facilities & Equipment Replacement
Police Radios	Public Safety		5,000	5,000	5,000	5,000	5,000	25,000		25,000	Cash / Capital Facilities & Equipment Replacement
Police Annex Interior upgrades	Public Safety	38,064						-		-	Cash / Capital Facilities & Equipment Replacement
Police evidence room heat	Public Safety				3,000			3,000		3,000	Cash / Capital Facilities & Equipment Replacement
Detective Squad	Public Safety							-		-	Cash / Capital Facilities & Equipment Replacement
Land purchase 233 Wheeler, 231 Wheeler	Comm. Dev.	272,000						-		-	Cash / Capital Facilities & Equipment Replacement
Truck - Community Development	Comm. Dev.	33,000						-		-	Cash / Capital Facilities & Equipment Replacement
Sirens - Upgrade (from 2012), Plant #2, Expansion, City Shop	Public Safety	-		27,000				27,000		27,000	Cash / Capital Facilities & Equipment Replacement
Tandem Dump Truck with Plow, Wing and Sander (3)	Infrastructure				270,000			270,000		270,000	Cash / Capital Facilities & Equipment Replacement
Roller (2)	Infrastructure							-	30,000	30,000	Cash / Capital Facilities & Equipment Replacement
Fire Engine	Public Safety				110,000			110,000		110,000	Cash / Capital Facilities & Equipment Replacement
Replace roof on Station #2	Public Safety			90,000				90,000		90,000	Cash / Capital Facilities & Equipment Replacement
Replace HVAC units at Station #2	Public Safety			72,000				72,000		72,000	Cash / Capital Facilities & Equipment Replacement
Breathing Air Compressor & Cascade Bottles	Public Safety		40,000					40,000		40,000	Cash / Capital Facilities & Equipment Replacement
Overhaul Air Pack/Work Room	Public Safety	29,000						-		-	Cash / Capital Facilities & Equipment Replacement
Exhaust Capture System	Public Safety		7500					7,500		7,500	Cash / Capital Facilities & Equipment Replacement
Overhaul Community Room Kitchen	Public Safety						50,000	50,000		50,000	Cash / Capital Facilities & Equipment Replacement
Replace overhead doors at Station #2 (5 Doors: 4 in front and one in back)	Public Safety		-			30,000		30,000		30,000	Cash / Capital Facilities & Equipment Replacement
Fire Pumper	Public Safety							-	550,000	550,000	Cash / Capital Facilities & Equipment Replacement
Mower Replacement	Recreation	87,325		90,000				90,000	60,000	150,000	Cash / Capital Facilities & Equipment Replacement
Parks Trailer	Recreation	3,975						-		-	Cash / Capital Facilities & Equipment Replacement
Bluff Park Overlook	Recreation		75,000					75,000		75,000	Cash / Capital Facilities & Equipment Replacement
Library Bookdrop Off Station	Recreation			6,000				6,000		6,000	Cash / Capital Facilities & Equipment Replacement
Benson Park Lady Bug Trail Bridge	Recreation							-	100,000	100,000	Cash / Capital Facilities & Equipment Replacement
Trail from Mary Ln. to Lake St.	Recreation							-	225,000	225,000	Cash / Capital Facilities & Equipment Replacement
Splash Pad	Recreation							-	150,000	150,000	Cash / Capital Facilities & Equipment Replacement
Bluff Park Tree Planting	Recreation							-	25,000	25,000	Cash / Capital Facilities & Equipment Replacement
Benson Park Interpretation & Plant/Prairie	Recreation							-	400,000	400,000	Cash / Capital Facilities & Equipment Replacement
Benson Park Informal Amphitheater	Recreation							-	100,000	100,000	Cash / Capital Facilities & Equipment Replacement
Benson Park Natural Play Area	Recreation							-	600,000	600,000	Cash / Capital Facilities & Equipment Replacement
Benson Park Linear Pond Bridge	Recreation							-	100,000	100,000	Cash / Capital Facilities & Equipment Replacement
Facility Improvements - Library	Infrastructure	41,251						-		-	Cash / Capital Facilities & Equipment Replacement
Facility Improvements - City Hall	Infrastructure		60,000					60,000		60,000	Cash / Capital Facilities & Equipment Replacement
Computers	Comm. Dev.		3,000					3,000		3,000	Cash / Capital Facilities & Equipment Replacement
Caswell Parking Lot Improvements	Recreation					80,000	60,000	140,000		140,000	Cash / Capital Facilities & Equipment Replacement
Sub-Total Cash / Capital Facilities & Equipment Replacement		689,996	249,648	584,148	476,148	394,148	434,148	2,138,240	2,340,000	4,478,240	

Pavement Management Plan	Infrastructure	349,592	1,200,000	400,000	425,000	425,000	425,000	2,875,000		2,875,000	Cash / General Fund / MSA Dollars
Park Improvements	Recreation	317,523	390,000	385,000	385,000	385,000	385,000	1,930,000		1,930,000	Cash / General Fund / Donations
Sub-Total Cash / General Fund		667,115	1,590,000	785,000	810,000	810,000	810,000	4,805,000	-	4,805,000	
250 KW Portable Generator	Infrastructure							-			Cash / Sewer Fund
Asphalt Zipper	Infrastructure	58,000						-		-	Cash / Sewer Fund
Capital Contributions	Infrastructure	70,318	250,000	250,000	260,000	270,000	300,000	1,330,000		1,330,000	Cash / Sewer Fund
Sub-Total Cash / Sewer Fund		128,318	250,000	250,000	260,000	270,000	300,000	1,330,000	-	1,330,000	
Pull & Repair Well Pumps	Infrastructure		100,000	100,000	100,000	65,000	65,000	430,000		430,000	Cash / Water Fund
Micrometer, valve inserts, reservoir repair	Infrastructure	9,874						-		-	Cash / Water Fund
Reroof Water Plant	Infrastructure				200,000			200,000		200,000	Cash / Water Fund
Water Tower Painting	Infrastructure			185,000				185,000		185,000	Cash / Water Fund
Rehab Filters	Infrastructure					350,000	350,000	700,000		700,000	Cash / Water Fund
Asphalt Zipper	Infrastructure	58,000						-		-	Cash / Water Fund
Lift Station on Howard/Timm	Infrastructure								TBD	TBD	TBD
Capital Contributions	Infrastructure	-	238,200	18,200	41,600	21,600	5,000	324,600		324,600	Cash / Water Fund
Sub-Total Cash / Water Fund		67,874	338,200	303,200	341,600	436,600	420,000	1,839,600	-	1,839,600	
Project or Activity	Strategic Program Area	2019 Forecast	2020 FORECAST	2021 FORECAST	2022 FORECAST	2023 FORECAST	2024 FORECAST	Estimated 5 year costs	IDENTIFIED BUT NOT SCHEDULED	TOTAL CIP	Funding Source
Tyler Ave. Reconstruct	Infrastructure	590,000						-		-	G.O. Improvement Bonds / Property Tax & Assessments
Caswell Indoor Recreation - City Portion	Recreation			5,500,000				5,500,000		5,500,000	G.O. Sales Tax Bonds
Safe Routes to School - Dakota Meadows	Infrastructure		151,000					151,000		151,000	TBD
Safe Routes to School - Monroe/Bridges	Infrastructure			168,000				168,000		168,000	TBD
Howard Dr. Improvements	Infrastructure		TBD							-	TBD
Commerce Dr. City Portion	Infrastructure	900,000						-		-	G.O. Improvement Bonds / Property Tax & Assessments
Ravine Improvements	Infrastructure	800,000	500,000	500,000	500,000	500,000	500,000	2,500,000		2,500,000	G.O. Utility Bond
The Reserve Deep Sewer	Infrastructure	279,000						-		-	G.O. Utility Bond
Carol Ct. Forcemain	Infrastructure	230,000						-		-	G.O. Utility Bond
Harrison Ave. (Cross to Range)	Infrastructure		600,000					600,000		600,000	G.O. Improvement Bonds / Property Tax & Assessments
Monroe Ave. (Center to Range)	Infrastructure		1,000,000					1,000,000		1,000,000	G.O. Improvement Bonds / Property Tax & Assessments
Garfield Ave. (Center to Range)	Infrastructure			1,300,000				1,300,000		1,300,000	G.O. Improvement Bonds / Property Tax & Assessments
McKinley (Center to Range)	Infrastructure				1,300,000			1,300,000		1,300,000	G.O. Improvement Bonds / Property Tax & Assessments
Cross St. (Monroe to Webster)	Infrastructure					1,706,250		1,706,250		1,706,250	G.O. Improvement Bonds / Property Tax & Assessments
Sherman (South to Garfield)	Infrastructure						1,750,000	1,750,000		1,750,000	G.O. Capital Project Bonds
Howard Dr./Lor Ray Dr. Roundabout - City Portion	Infrastructure					500,000		500,000		500,000	G.O. Improvement Bonds / Property Tax & Assessments
Cliff Ct.	Infrastructure			650,000				650,000		650,000	G.O. Improvement Bonds / Property Tax & Assessments
Wheeler Ave (300 Block)	Infrastructure				625,000			625,000		625,000	G.O. Improvement Bonds / Property Tax & Assessments
Page Ave (Center to Range)	Infrastructure				650,000			650,000		650,000	G.O. Improvement Bonds / Property Tax & Assessments
Valerie Lane (Marvin to Cliff)	Infrastructure					750,000		750,000		750,000	G.O. Improvement Bonds / Property Tax & Assessments
Sub-Total Bonds		2,799,000	2,251,000	8,118,000	3,075,000	3,456,250	2,250,000	19,150,250	-	19,150,250	
Total 2020-2024 CIP		4,352,303	4,678,848	10,040,348	4,962,748	5,366,998	4,214,148	29,263,090	2,340,000	31,603,090	

Strategic Program Area	2019 Forecast	2020 PROPOSED	2021 FORECAST	2022 FORECAST	2023 FORECAST	2024 FORECAST	Estimated 5 year costs	Future Years	TOTAL CIP	Strategic Program Area
Public Safety	113,375	111,648	253,148	177,148	94,148	114,148	750,240	550,000	1,300,240	Public Safety
Recreation	408,823	465,000	5,981,000	385,000	465,000	445,000	7,741,000	1,760,000	9,501,000	Recreation
Infrastructure	3,525,105	4,099,200	3,806,200	4,400,600	4,807,850	3,655,000	20,768,850	30,000	20,798,850	Infrastructure
Comm. Dev.	305,000	3,000	-	-	-	-	3,000	-	3,000	Comm. Dev.
Admin/Leg.	-	-	-	-	-	-	-	-	-	Admin/Leg.
North Kato Ideas	-	-	-	-	-	-	-	-	-	North Kato Ideas
	4,352,303	4,678,848	10,040,348	4,962,748	5,366,998	4,214,148	29,263,090	2,340,000	31,603,090	
	-	-	-	-	-	-	-	-	-	

	Funding Source	2019 Forecast	2020 PROPOSED	2021 FORECAST	2022 FORECAST	2023 FORECAST	2024 FORECAST	Estimated 5 year costs	Future Years	TOTAL CIP	Funding Source
	Cash / Donation	-	-	-	-	-	-	-	-	-	Cash / Donation
	Cash / General Fund	-	-	-	-	-	-	-	-	-	Cash / General Fund
	Cash / General Fund / Donations	317,523	390,000	385,000	385,000	385,000	385,000	1,930,000	-	1,930,000	Cash / General Fund / Donations
	Cash / General Fund / MSA Dollars	349,592	1,200,000	400,000	425,000	425,000	425,000	2,875,000	-	2,875,000	Cash / General Fund / MSA Dollars
	Cash / Capital Facilities & Equipment Replacement	689,996	249,648	584,148	476,148	394,148	434,148	2,138,240	2,340,000	4,478,240	Cash / Capital Facilities & Equipment Replacement
	Community Development Block Grant	-	-	-	-	-	-	-	-	-	Community Development Block Grant
	Cash / Water Fund	67,874	338,200	303,200	341,600	436,600	420,000	1,839,600	-	1,839,600	Cash / Water Fund
	Cash / Sewer Fund	128,318	250,000	250,000	260,000	270,000	300,000	1,330,000	-	1,330,000	Cash / Sewer Fund
	G.O. Bonds	-	-	-	-	-	-	-	-	-	G.O. Bonds
	G.O. Abatement Bonds	-	-	-	-	-	-	-	-	-	G.O. Abatement Bonds
	G.O. Capital Project Bonds	-	-	-	-	-	1,750,000	1,750,000	-	1,750,000	G.O. Capital Project Bonds
	G.O. Improvement Bonds / Property Tax & Special Assessments	1,490,000	1,600,000	1,950,000	2,575,000	2,956,250	-	9,081,250	-	9,081,250	G.O. Improvement Bonds / Property Tax & Assessments
	G.O. Improvement Bonds and Municipal State Aid Advance	-	-	-	-	-	-	-	-	-	G.O. Improvement Bonds and Municipal State Aid
	Utility Funds/Assessments	-	-	-	-	-	-	-	-	-	Utility Funds/Assessments
	Remaining Bond Proceeds	-	-	-	-	-	-	-	-	-	Remaining Bond Proceeds
	G.O. Sales Tax Bonds			5,500,000				5,500,000	-	5,500,000	G.O. Sales Tax Bonds
	G.O. Utility Bond	1,309,000	500,000	500,000	500,000	500,000	500,000	2,500,000	-	2,500,000	G.O. Utility Bond
	TBD	-	151,000	168,000	-	-	-	319,000	-	319,000	TBD
		4,352,303	4,678,848	10,040,348	4,962,748	5,366,998	4,214,148	29,263,090	2,340,000	31,603,090	

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item: 11B	Department: Finance Director	Council Meeting Date: 12/16/19
------------------	------------------------------	--------------------------------

TITLE OF ISSUE: Consider Resolution Amending the Adopted 2019 Budget.

BACKGROUND AND SUPPLEMENTAL INFORMATION: City Auditors recommend formally amending the adopted 2019 Budget to account for transfers.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Adopt Resolution Amending the Adopted 2019 Budget.

For Clerk's Use:

 Motion By: _____
 Second By: _____

Vote Record:	Aye	Nay						
	_____	_____						Steiner
	_____	_____						Norland
	_____	_____						Oachs
	_____	_____						Whitlock
	_____	_____						Dehen

SUPPORTING DOCUMENTS ATTACHED

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

Other (specify) _____

<input type="checkbox"/>	Workshop
<input checked="" type="checkbox"/>	Regular Meeting
<input type="checkbox"/>	Special Meeting

<input type="checkbox"/>	Refer to: _____
<input type="checkbox"/>	Table until: _____
<input type="checkbox"/>	Other: _____

RESOLUTION ____

A RESOLUTION AMENDING THE ADOPTED 2019 BUDGET

WHEREAS, the City Council of the City of North Mankato adopted the Final 2019 Budget on December 17, 2018, in accordance with the requirements of Minnesota Statutes; and

WHEREAS, the City Council of the City of North Mankato wishes to amend the 2019 budget to cover projected cash shortfalls in certain funds;

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

The budget amendments attached hereto and made a part of this Resolution shall be, and the same hereby are adopted and incorporated into the budget of the City of North Mankato for 2019, in accordance with the requirements of Minnesota Statutes.

Adopted by the City Council this ____ day of _____, 2019.

Mayor

City Clerk

2019 Expenditure Budget Amendments

Fund	Line Item	Budgeted	Amended	+/-	Description
101 - GF	Transfers Out - To Caswell	\$ 77,000	\$ 150,000	\$ 73,000	Lodging Tax / F&B Tax shortfall, PT staff
101 - GF	Transfers Out - To Library Endowment	\$ 10,000	\$ 15,000	\$ 5,000	Regular programming needs
601 - Water	Transfers Out - To Cap. Fac. & Equip.	\$ 45,000	\$ 130,000	\$ 85,000	Storm damage and capital purchases for 2019
602 - Wastewater	FT Wages	\$ 278,430	\$ 306,193	\$ 27,763	Filled staff vacancy in 2019
603 - Wastewater	Transfers Out - To Cap. Fac. & Equip.	\$ 75,000	\$ 185,000	\$ 110,000	Storm damage and capital purchases for 2019
435 - 2015 Construction Fund	Transfers Out - To GF	\$ -	\$ 200,000	\$ 200,000	To cover additional storm costs in 2018 & 2019
101 - GF	Transfers Out - To 420 Construction Fund	\$ -	\$ 50,000	\$ 50,000	2020 Construction Project shortfalls until funding secured
101 - GF	Transfers Out - To 423 Construction Fund	\$ -	\$ 7,000	\$ 7,000	2023 Construction Project shortfalls until funding secured
101 - GF	Transfers Out - To 438 Construction Fund	\$ -	\$ 19,000	\$ 19,000	2018 Construction Project shortfalls
Subtotal		\$ 485,430	\$ 1,062,193	\$ 500,763	

2019 Revenue Budget Amendments

Fund	Line Item	Budgeted	Amended	+/-	Description
201-Caswell	Transfers In - From GF	\$ 77,000	\$ 150,000	\$ 73,000	Lodging Tax / F&B Tax shortfall, PT staff
213 - Library Endowment	Transfers In - From GF	\$ 10,000	\$ 15,000	\$ 5,000	Regular programming needs
230 - Cap. Fac. & Equip.	Transfers In - From Water	\$ 45,000	\$ 130,000	\$ 85,000	Storm damage and capital purchases for 2019
230 - Cap. Fac. & Equip.	Transfers In - From Wastewater	\$ 75,000	\$ 185,000	\$ 110,000	Storm damage and capital purchases for 2019
101 - GF	Transfers In - From 2015 Const. Fund	\$ -	\$ 200,000	\$ 200,000	To cover additional storm costs in 2018 & 2019
437 - Construction Fund	Transfers in - GF	\$ -	\$ 140,000	\$ 140,000	Contribution towards pool heater
420 - Construction Fund	Transfers in - GF	\$ -	\$ 50,000	\$ 50,000	
423 - Construction Fund	Transfers in - GF	\$ -	\$ 7,000	\$ 7,000	
438 - Construction Fund	Transfers in - GF	\$ -	\$ 19,000	\$ 19,000	
Subtotal		\$ 207,000	\$ 896,000	\$ 689,000	

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item: 11C	Department: Community Dev.	Council Meeting Date: 12/16/19																												
TITLE OF ISSUE: Consider Approving Preliminary and Final Plat of Burnett's Ravine Ridge No. 6 Preliminary & Final Plat, a Request from Burnett Farms, Inc.																														
BACKGROUND AND SUPPLEMENTAL INFORMATION: Please review the Planning Commission Packet. Community Development Director Fischer will be available to answer questions.																														
<i>If additional space is required, attach a separate sheet</i>																														
REQUESTED COUNCIL ACTION: Approve Preliminary and Final Plat of Burnett's Ravine Ridge No. 6 Preliminary & Final Plat, a Request from Burnett Farms, Inc.																														
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>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>Oachs</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>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Steiner	_____	_____	Norland	_____	_____	Oachs	_____	_____	Whitlock	_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) <u>Planning Commission Packet</u> _____ _____ _____		Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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_____	_____	Steiner																												
_____	_____	Norland																												
_____	_____	Oachs																												
_____	_____	Whitlock																												
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Resolution	Ordinance	Contract	Minutes	Map																										
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<input type="checkbox"/> Workshop <input checked="" type="checkbox"/> Regular Meeting <input type="checkbox"/> Special Meeting	<input type="checkbox"/> Refer to: _____ <input type="checkbox"/> Table until: _____ <input type="checkbox"/> Other: _____																													

**BURNETT'S RAVINE RIDGE NO. 6
PRELIMINARY & FINAL PLAT**

A REQUEST FROM BURNETT FARMS, INC.

THE CITY OF NORTH MANKATO

SUBJECT: Burnett's Ravine Ridge No. 6
APPLICANT: Burnett Farms, Inc
LOCATION: Parts of Sections 3 and 4, Township 108
EXISTING ZONING: AG
DATE OF HEARING: December 12, 2019
DATE OF REPORT: December 4, 2019
REPORTED BY: Mike Fischer, Community Development Director

APPLICATION SUBMITTED

Request for preliminary & final plat approval of Burnett's Ravine Ridge No. 6

COMMENT

The applicant is in the process of annexing 2.38 acres of land into the City limits in a location shown on Exhibit A for future single-family residential development. As shown on the preliminary plat as Exhibit B, 8 single-family residential lots are being created adjacent to Raymond Drive. Outlot A will become part of a future street to accommodate future area residential development. The final plat is shown on Exhibit C.

It is the intent of the applicant to zone the 2.38 acres of land as R-1, One-Family Dwelling. According to the City Code, the minimum lot size for R-1 lots is as follows:

Lot width – 90 feet
Lot depth – 100 feet
Lot area – 9,000 sq. ft.











All proposed lots exceed the minimum lot size requirements.

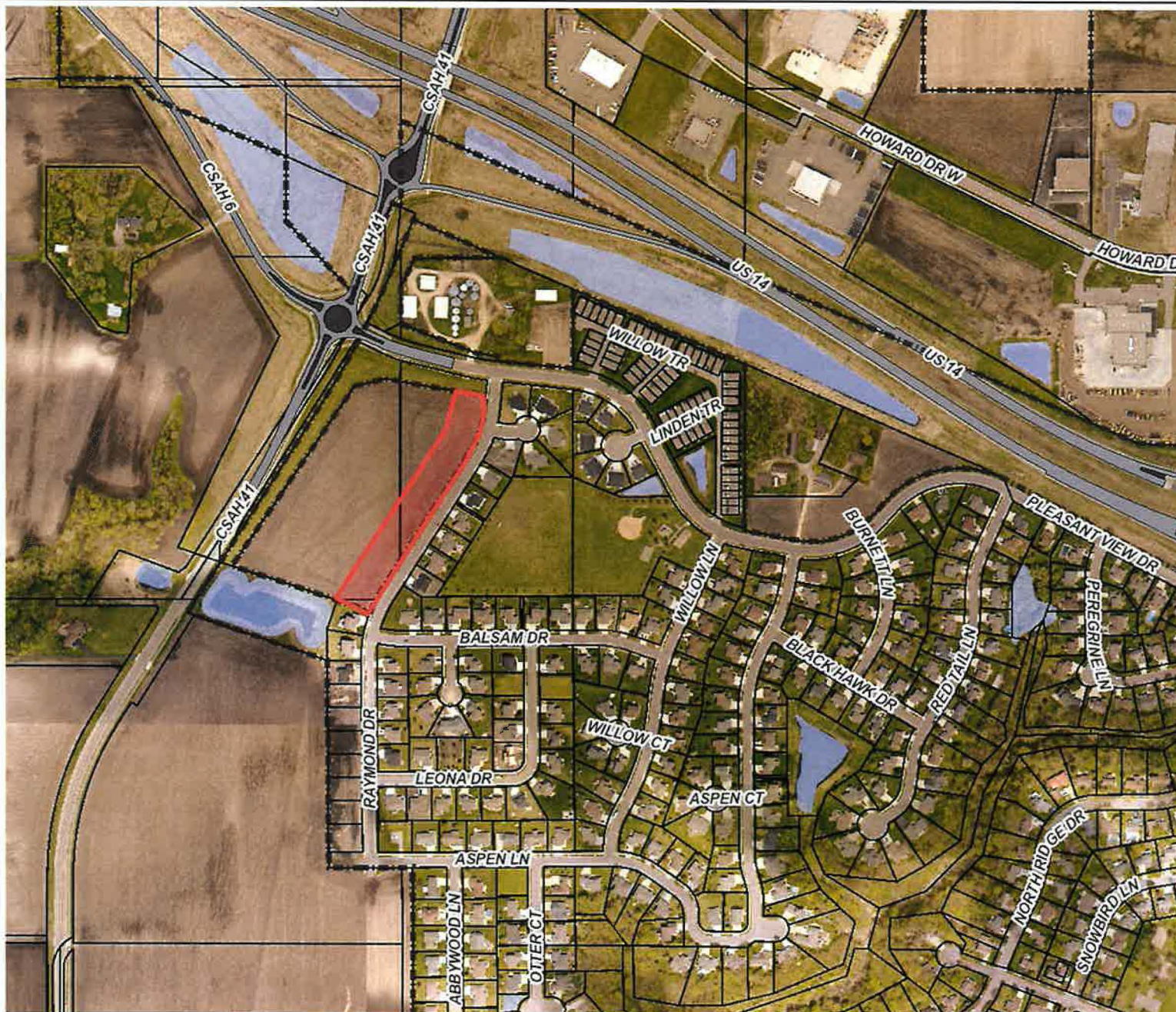
As part of the construction of Raymond Drive, individual water/sewer services were made available to the proposed 8 lots within Burnett's Ravine Ridge No. 6. To accommodate water and sewer needs for future area residential development, a 30 foot wide drainage and utility easement is shown between Lots 1 and 2 of Block 1.

RECOMMENDATION

Staff recommends approval of the preliminary & final plat of Burnett's Ravine Ridge No. 6 subject to successful annexation.

Legend

-  City Limits
-  Medians
-  Roadways
-  Parcels (6-7-2018)
-  Lakes & Ponds
-  Minnesota River
-  Nman_cty19_3inch.sid
-  Red: Band_1
-  Green: Band_2
-  Blue: Band_3



0 527 Feet

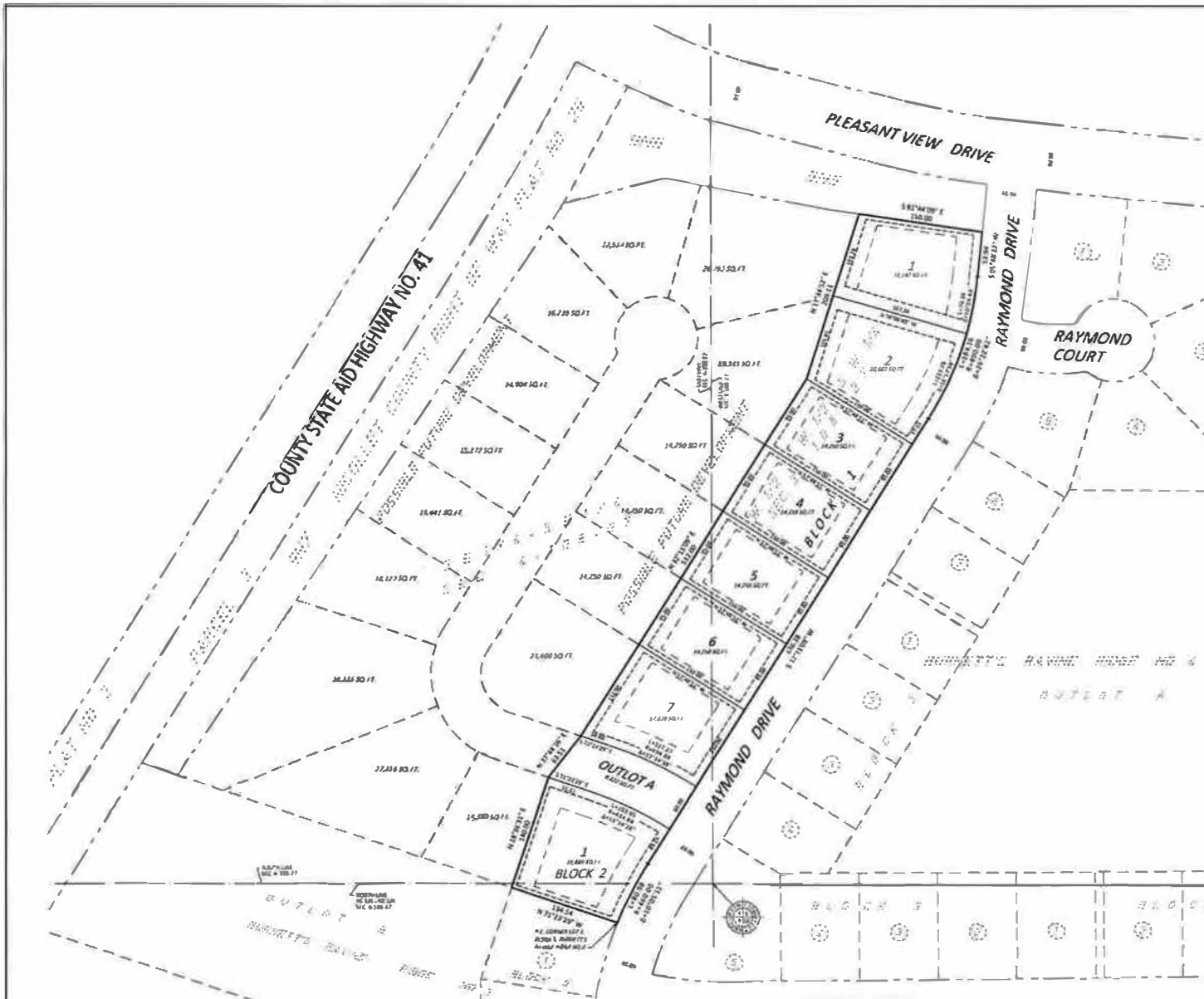
© Bolton & Menk, Inc - Web GIS 11/27/2019 11:34 AM

Map Name



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.



LEGEND

- SURVEY PIN MONUMENT SET
- MARKED BY U.S. NO. 4565
- MONUMENT SET

Horizontal Datum: NAD 83 1996 County Coordinate System

UTILITY & SITE DATA

ALL ZONING, SETBACK, and Flood Zone information was obtained from the City of North Mankato. For details, zoning information and special interpretation of code requirements, contact the City of North Mankato.

ZONING:
Subject property to be zoned - R-1, Single Family Residential District

SETBACKS:

Front	30 feet
Main and Accessory Building	30 feet
Side	10 feet
Main and Accessory Building	30 feet
Rear	30 feet
Main and Accessory Building	30 feet

Lot Area = 9,000 sq ft, minimum requirements
Lot Depth (minimum) = 100 feet
Lot Width (minimum) = 90 feet

LEGAL DESCRIPTION

That part of the West Half of the West Half 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, all in Township 10 North Range 27 West, Nicollet County, Minnesota, described as:

Beginning at the northeasterly corner of Lot 1, Block 5, Burnett's Ravine Ridge No. 1, according to the plat thereof on the end of record with the Nicollet County Recorder; thence North 71 degrees 23 minutes 29 seconds West, (Minnesota County Coordinate System - Nicollet County Zone - NAD 83 - 1996), along the northerly line of said Lot 1, a distance of 134.14 feet to the northeasterly corner of said Lot 1; thence North 18 degrees 36 minutes 31 seconds East, a distance of 140.00 feet; thence North 37 degrees 44 minutes 16 seconds East, a distance of 63.51 feet; thence North 32 degrees 11 minutes 09 seconds East, a distance of 512.0 feet; thence North 17 degrees 34 minutes 50 seconds East, a distance of 2.0811 feet to a point on the southerly line of Parcel 9MS according to Nicollet County Right Of Way Plat No. 2 for fire and record with the Nicollet County Recorder; thence South 81 degrees 44 minutes 05 seconds East, along said southerly line, a distance of 150.00 feet to the southeasterly corner of said Parcel 9N. Said point being on the westerly line of Raymond Drive as per Burnett's Ravine Ridge No. 4, according to the plat thereof on file and of record with the Nicollet County Recorder; thence South 05 degrees 48 minutes 27 seconds West, along said westerly line, a distance of 53.94 feet; thence southeasterly a distance of 184.16 feet, along a circular curve to the right, having a radius of 400.00 feet and a central angle of 28 degrees 22 minutes 42 seconds; thence South 32 degrees 11 minutes 09 seconds West, along the tangent of said curve, a distance of 63.538 feet; thence southeasterly a distance of 80.98 feet, along a circular curve to the left, having a radius of 480.00 feet and a central angle of 10 degrees 05 minutes 11 seconds to the point of beginning. Containing 3.2 Acres.

OWNERS/DEVELOPERS
Burnett Land Company

LOT AREA

LOT 1	18,182.50 FT
LOT 2	20,842.50 FT
LOT 3	14,250.50 FT
LOT 4	14,250.50 FT
LOT 5	14,250.50 FT
LOT 6	14,250.50 FT
LOT 7	17,638.50 FT

BLOCK 2
LOT 1 18,889.50 FT

SURVEYOR'S CERTIFICATION
I hereby certify that this survey, plan, or map was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

M. R. S.
M. R. S. & M. K.
11/16/2018
Date

BURNETT'S RAVINE RIDGE NO. 6

PRELIMINARY PLAT
NORTH MANKATO, MN 56002

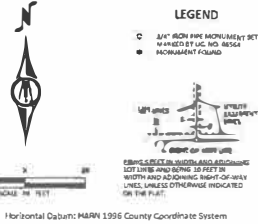
BOLTON & MENK
1000 N. MANKATO AVE. SUITE 100
MANKATO, MINNESOTA 56001
612-625-4135

PART OF 1/4 1/4 1/4 1/4 1/4 1/4 1/4 1/4
TOWNSHIP 10 NORTH RANGE 27 WEST
SECTION 9 NORTHWEST 1/4 PART OF
SECTION 4 SOUTHWEST 1/4 PART OF
SECTION 3 NORTHWEST 1/4 1/4 1/4 1/4 1/4 1/4 1/4 1/4

Sign: BURNETT'S LAND COMPANY

EXHIBIT B

BURNETT'S RAVINE RIDGE NO. 6



INSTRUMENT OF DEDICATION

Know all men by these presents that I, Burnett Farms, Inc., a Minnesota corporation, the owner of the following described property to wit:

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

Beginning at the northeasterly corner of Lot 1, Block 2, Burnett's Ravine Ridge No. 3, according to the plat thereof on file with the Nicollet County Register, thence North 73 degrees 23 minutes 20 seconds West, (Minnesota County Register System - Nicollet County Zone = north 4000) = 1500.0, along the northerly line of said Lot 1, a distance of 134.16 feet to the northerly corner of said Lot 1; thence North 18 degrees 30 minutes 21 seconds East, a distance of 140.00 feet; thence North 33 degrees 44 minutes 16 seconds East, a distance of 60.51 feet; thence North 32 degrees 11 minutes 00 seconds East, a distance of 312.00 feet; thence North 37 degrees 34 minutes 30 seconds East, a distance of 200.11 feet to a point on the westerly line of Parcel 900 appearing in Nicollet County Right of Way Plat No. 38, on file and of record in the Nicollet County Register; thence South 81 degrees 44 minutes 00 seconds East, along said westerly line, a distance of 150.00 feet to the southeasterly corner of said Parcel 900, said parcel being on the eastern line of Raymond Drive as per Burnett's Ravine Ridge No. 4, according to the plat thereof on file one of record with the Nicollet County Register; thence South 89 degrees 19 minutes 27 seconds West, along said westerly line, a distance of 23.50 feet; thence southeasterly, a distance of 184.16 feet, along a circular curve to the right, a radius of 400.00 feet, an arc central angle of 24 degrees 22 minutes 42 seconds; thence South 28 degrees 11 minutes 00 seconds West, along the tangent of said curve, a distance of 438.30 feet; thence southeasterly a distance of 80.00 feet, along a circular curve to the left, having a radius of 400.00 feet and a central angle of 10 degrees 00 minutes 11 seconds to the point of beginning, containing 3.28 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 plat as BURNETT'S RAVINE RIDGE NO. 6, and it is now dedicated to the public use as the easement as shown hereon.

Dated this _____ day of _____, 2019 by Steven R. Burnett, president of Burnett Farms, Inc.

Steven R. Burnett, president

NOTARY CERTIFICATE

State of Minnesota
County of Nicollet

On this the _____ day of _____, 2019, before me a Notary Public within and for said County, personally Steven R. Burnett, who being duly sworn did say that he is the president of Burnett Farms, Inc., a Minnesota corporation named in the foregoing instrument, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and that Steven R. Burnett acknowledged said instrument to be the free act and deed of said corporation.

Notary Public
Notary Public-Minnesota
My Commission Expires _____

SURVEYOR'S CERTIFICATE

I, Michael M. Eichers, Licensed Land Surveyor, do hereby certify that I have surveyed or directly supervised the survey of the property described on this plat, prepared this plat and directly supervised the preparation of this plat of Burnett's Ravine Ridge No. 6; that this plat is a correct representation of the boundary survey; that all measurements, 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 _____, 2019.

Michael M. Eichers,
Licensed Land Surveyor,
Minnesota License No. 48564

On this the _____ day of _____, 2019, before me a Notary Public in and for said County, appeared Michael M. Eichers, 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

APPROVALS:

Be it known that on this the _____ day of _____, 2019, the Planning Commission of the City of North Mankato did duly review this plat of BURNETT'S RAVINE RIDGE NO. 6.

Chairman _____ Secretary _____

Be it known that on this the _____ day of _____, 2019, the City Council of the City of North Mankato did duly approve this plat of BURNETT'S RAVINE RIDGE NO. 6.

Mayor _____ Clerk _____

TITLE OPINION

I, Paul M. Toms, Jr., Licensed Attorney, State of Minnesota, do hereby certify that the owner as indicated hereon, represent all owners' interest in the land encompassed by this plat.

Paul M. Toms, Jr.
Licensed Attorney

PROPERTY AND PUBLIC SERVICES

I hereby certify that there are no delinquent taxes and no other liens or encumbrances on the property described herein as of _____ day of _____, 2019.

FINAL PLAT
PENDING FINAL REVIEW
(12-18-2019)

PREPARED BY BOLTON & BARKER, INC.

EXHIBIT C

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item: 11D	Department: Community Dev.	Council Meeting Date: 12/16/19																																																																		
TITLE OF ISSUE: Consider Z-2-19, a request to zone Burnett's Ravine Ridge No. 6 as R-1, One Family Dwelling. A Request from Burnett Farms, Inc. 1.Consider Ordinance No. 123, Fourth Series Zoning Burnett's Ravine Ridge No. 6 as R-1, One Family Dwelling.																																																																				
BACKGROUND AND SUPPLEMENTAL INFORMATION: Please review the Planning Commission Packet. Community Development Director Fischer will be available to answer questions.																																																																				
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Z-2-19

A REQUEST FROM BURNETT FARMS, INC.

THE CITY OF NORTH MANKATO

SUBJECT: Z-2-19

APPLICANT: Burnett Farms

LOCATION: Part of Section 3 and 4

EXISTING ZONING: AG

DATE OF HEARING: December 12, 2019

DATE OF REPORT: December 5, 2019

REPORTED BY: Mike Fischer, Community Development Director

APPLICATION SUBMITTED

Request to zone property which is being annexed into the City limits

COMMENT













The applicant is in the process of annexing 2.38 acres of vacant land into the City limits in a location shown on Exhibit A. The purpose of the annexation is to create 8 lots for future single-family residential development as shown on Exhibit B. Therefore, the applicant is requesting to zone the property as R-1, One-Family Dwelling. This zoning classification is consistent with the Future Land Use Map in the Comprehensive Plan shown as Exhibit C and consistent with existing area zoning shown on Exhibit D.

All proposed lot sizes shown on Exhibit B exceed the minimum City Code lot size requirements for R-1 lots.

RECOMMENDATION

Staff recommends approval of Z-2-19 subject to successful annexation of the 2.38 acres.

Legend

-  City Limits
-  Medians
-  Roadways
- Roads**
 -  US TRUNK HWY
 -  COUNTY STATE AID HWY
 -  MUNICIPAL STATE AID STREET
 -  LOCAL STREET
 -  RAMP
 -  PRIVATE STREET
- Lakes & Ponds**
- Minnesota River**
- Nman_cty19_3inch.sid**
 -  Red: Band_1
 -  Green: Band_2
 -  Blue: Band_3

Map Name



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.



**BOLTON
& MENK**

Real People. Real Solutions.

0 1,053 Feet

© Bolton & Menk, Inc - Web GIS 12/3/2019 1:41 PM

BURNETT'S RAVINE RIDGE NO. 6

INSTRUMENT OF DEDICATION

Owner of all map by these patents, look 1, Bureau-Town, Inc., a Minnesota corporation, fee
 owner of the following described property to wit:

[illegible]

We 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. 5, and that we dedicate to the public use the easements or shown hereon,

Coloiled this _____ day of _____, 2019 by Steven R. Burnett, president of Burnett
Corporation.

Steven R. Burnett, president

NOTARY CERTIFICATE

State of Minnesota
County of Nicollet

In this the _____ day of _____, 2019, before me a Notary Public within and for said County, personally Steven A. Burnett, who being duly sworn did say that he is the president and chief executive officer of the _____ and that said _____ is a corporation organized under the laws of the State of _____ and that said _____ is duly qualified to do business in and under the laws of the State of _____ and that said _____ is authorized to execute and deliver the foregoing instrument to be the free act and deed of said corporation.

Notary Public

Notary Public—Minnesota
My Commission Expires _____

Abstract

Michael W. Elbers, Licensed Land Surveyor, do hereby certify that I have surveyed or indirectly supervised the survey of the property described on this plat; prepared this plat or indirectly supervised the preparation of this plat of **BARRETT'S RAVING, HIND, MO.**; that this plat is a correct representation of the boundary survey; that all individualized data and data 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 by Minnesota Statutes, Chapter 362.01, Subchapter 1, have been correctly shown on this plat; that all boundaries shown on this plat have been duly measured and located; this plat is a true and correct

1998 1999 2000 2001 2002 2003 2004 2005 2006 2007 2008 2009 2010 2011 2012 2013 2014 2015 2016 2017 2018 2019 2020 2021 2022 2023 2024 2025 2026 2027 2028 2029 2030 2031 2032 2033 2034 2035 2036 2037 2038 2039 2040 2041 2042 2043 2044 2045 2046 2047 2048 2049 2050 2051 2052 2053 2054 2055 2056 2057 2058 2059 2060 2061 2062 2063 2064 2065 2066 2067 2068 2069 2070 2071 2072 2073 2074 2075 2076 2077 2078 2079 2080 2081 2082 2083 2084 2085 2086 2087 2088 2089 2090 2091 2092 2093 2094 2095 2096 2097 2098 2099 2100 2101 2102 2103 2104 2105 2106 2107 2108 2109 2110 2111 2112 2113 2114 2115 2116 2117 2118 2119 2120 2121 2122 2123 2124 2125 2126 2127 2128 2129 2130 2131 2132 2133 2134 2135 2136 2137 2138 2139 2140 2141 2142 2143 2144 2145 2146 2147 2148 2149 2150 2151 2152 2153 2154 2155 2156 2157 2158 2159 2160 2161 2162 2163 2164 2165 2166 2167 2168 2169 2170 2171 2172 2173 2174 2175 2176 2177 2178 2179 2180 2181 2182 2183 2184 2185 2186 2187 2188 2189 2190 2191 2192 2193 2194 2195 2196 2197 2198 2199 2200 2201 2202 2203 2204 2205 2206 2207 2208 2209 2210 2211 2212 2213 2214 2215 2216 2217 2218 2219 2220 2221 2222 2223 2224 2225 2226 2227 2228 2229 2230 2231 2232 2233 2234 2235 2236 2237 2238 2239 2240 2241 2242 2243 2244 2245 2246 2247 2248 2249 2250 2251 2252 2253 2254 2255 2256 2257 2258 2259 2260 2261 2262 2263 2264 2265 2266 2267 2268 2269 2270 2271 2272 2273 2274 2275 2276 2277 2278 2279 2280 2281 2282 2283 2284 2285 2286 2287 2288 2289 2290 2291 2292 2293 2294 2295 2296 2297 2298 2299 2300 2301 2302 2303 2304 2305 2306 2307 2308 2309 2310 2311 2312 2313 2314 2315 2316 2317 2318 2319 2320 2321 2322 2323 2324 2325 2326 2327 2328 2329 2330 2331 2332 2333 2334 2335 2336 2337 2338 2339 2340 2341 2342 2343 2344 2345 2346 2347 2348 2349 2350 2351 2352 2353 2354 2355 2356 2357 2358 2359 2360 2361 2362 2363 2364 2365 2366 2367 2368 2369 2370 2371 2372 2373 2374 2375 2376 2377 2378 2379 2380 2381 2382 2383 2384 2385 2386 2387 2388 2389 2390 2391 2392 2393 2394 2395 2396 2397 2398 2399 2400 2401 2402 2403 2404 2405 2406 2407 2408 2409 2410 2411 2412 2413 2414 2415 2416 2417 2418 2419 2420 2421 2422 2423 2424 2425 2426 2427 2428 2429 2430 2431 2432 2433 2434 2435 2436 2437 2438 2439 2440 2441 2442 2443 2444 2445 2446 2447 2448 2449 2450 2451 2452 2453 2454 2455 2456 2457 2458 2459 2460 2461 2462 2463 2464 2465 2466 2467 2468 2469 2470 2471 2472 2473 2474 2475 2476 2477 2478 2479 2480 2481 2482 2483 2484 2485 2486 2487 2488 2489 2490 2491 2492 2493 2494 2495 2496 2497 2498 2499 2500 2501 2502 2503 2504 2505 2506 2507 2508 2509 2510 2511 2512 2513 2514 2515 2516 2517 2518 2519 2520 2521 2522 2523 2524 2525 2526 2527 2528 2529 2530 2531 2532 2533 2534 2535 2536 2537 2538 2539 2540 2541 2542 2543 2544 2545 2546 2547 2548 2549 2550 2551 2552 2553 2554 2555 2556 2557 2558 2559 2560 2561 2562 2563 2564 2565 2566 2567 2568 2569 2570 2571 2572 2573 2574 2575 2576 2577 2578 2579 2580 2581 2582 2583 2584 2585 2586 2587 2588 2589 2590 2591 2592 2593 2594 2595 2596 2597 2598 2599 2600 2601 2602 2603 2604 2605 2606 2607 2608 2609 2610 2611 2612 2613 2614 2615 2616 2617 2618 2619 2620 2621 2622 2623 2624 2625 2626 2627 2628 2629 2630 2631 2632 2633 2634 2635 2636 2637 2638 2639 2640 2641 2642 2643 2644 2645 2646 2647 2648 2649 2650 2651 2652 2653 2654 2655 2656 2657 2658 2659 2660 2661 2662 2663 2664 2665 2666 2667 2668 2669 2670 2671 2672 2673 2674 2675 2676 2677 2678 2679 2680 2681 2682 2683 2684 2685 2686 2687 2688 2689 2690 2691 2692 2693 2694 2695 2696 2697 2698 2699 2700 2701 2702 2703 2704 2705 2706 2707 2708 2709 2710 2711 2712 2713 2714 2715 2716 2717 2718 2719 2720 2721 2722 2723 2724 2725 2726 2727 2728 2729 2730 2731 2732 2733 2734 2735 2736 2737 2738 2739 2740 2741 2742 2743 2744 2745 2746 2747 2748 2749 2750 2751 2752 2753 2754 2755 2756 2757 2758 2759 2760 2761 2762 2763 2764 2765 2766 2767 2768 2769 2770 2771 2772 2773 2774 2775 2776 2777 2778 2779 2780 2781 2782 2783 2784 2785 2786 2787 2788 2789 2790 2791 2792 2793 2794 2795 2796 2797 2798 2799 2800 2801 2802 2803 2804 2805 2806 2807 2808 2809 2810 2811 2812 2813 2814 2815 2816

Michael W. Elshers,
Licensed Land Surveyor,

On this the ____ day of _____, 2010, before me a Notary Public in and for said County, appeared Wilcox M. Eichers, 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, 2022

A. HERNÁNDEZ / J. P.

To all whom that on this the _____ day of _____, 2019, the Planning Commission of

So I know that on this the ____ day of _____, 2019, the City Council of the City of North Monrovia did duly approve this plat of BURNETT'S RAVINE RIDGE NO. 6.

Figure 1

.....

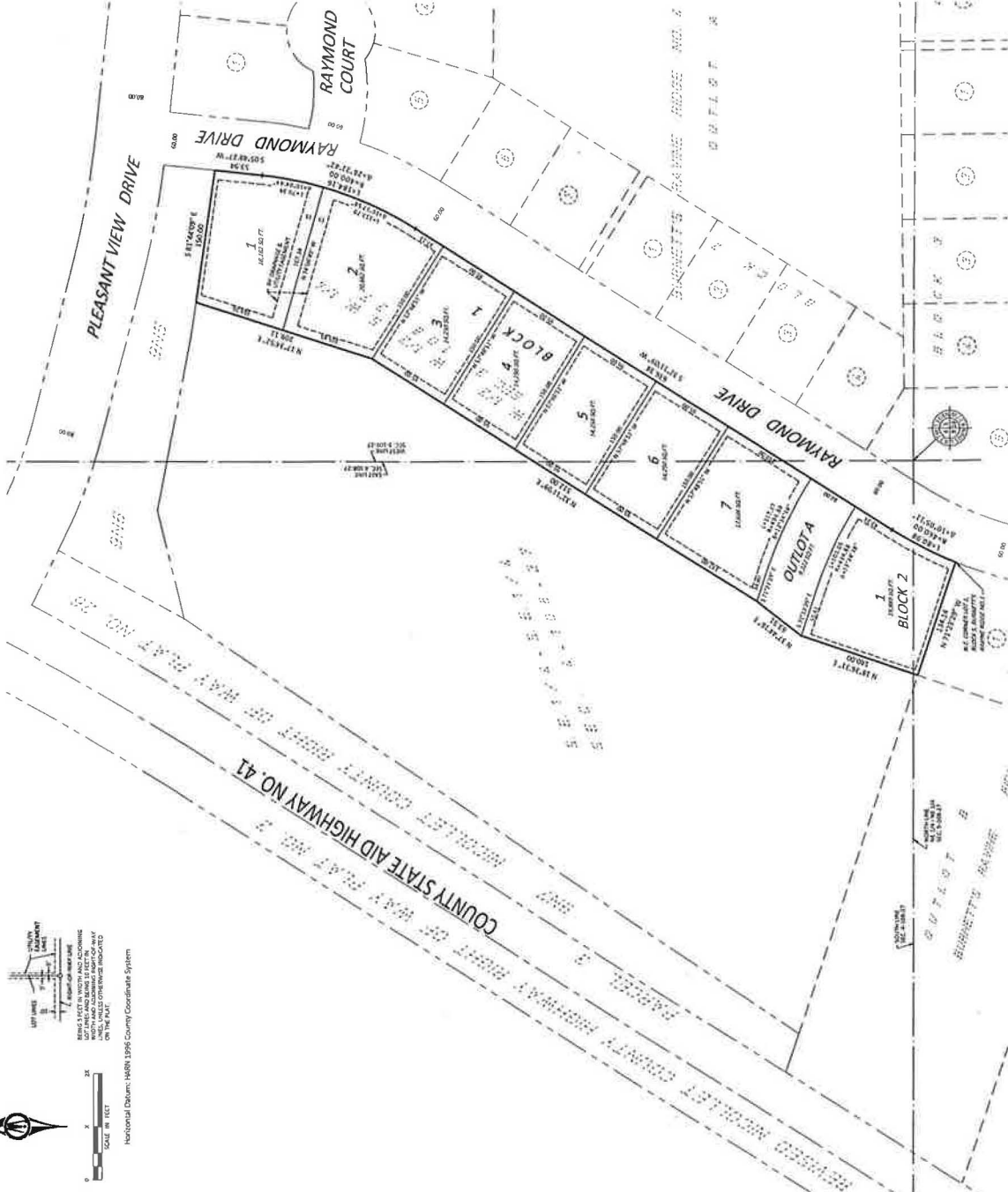
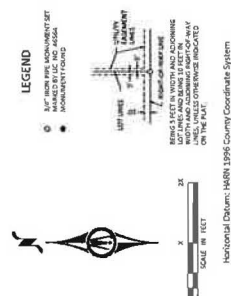
TITLE OPINION

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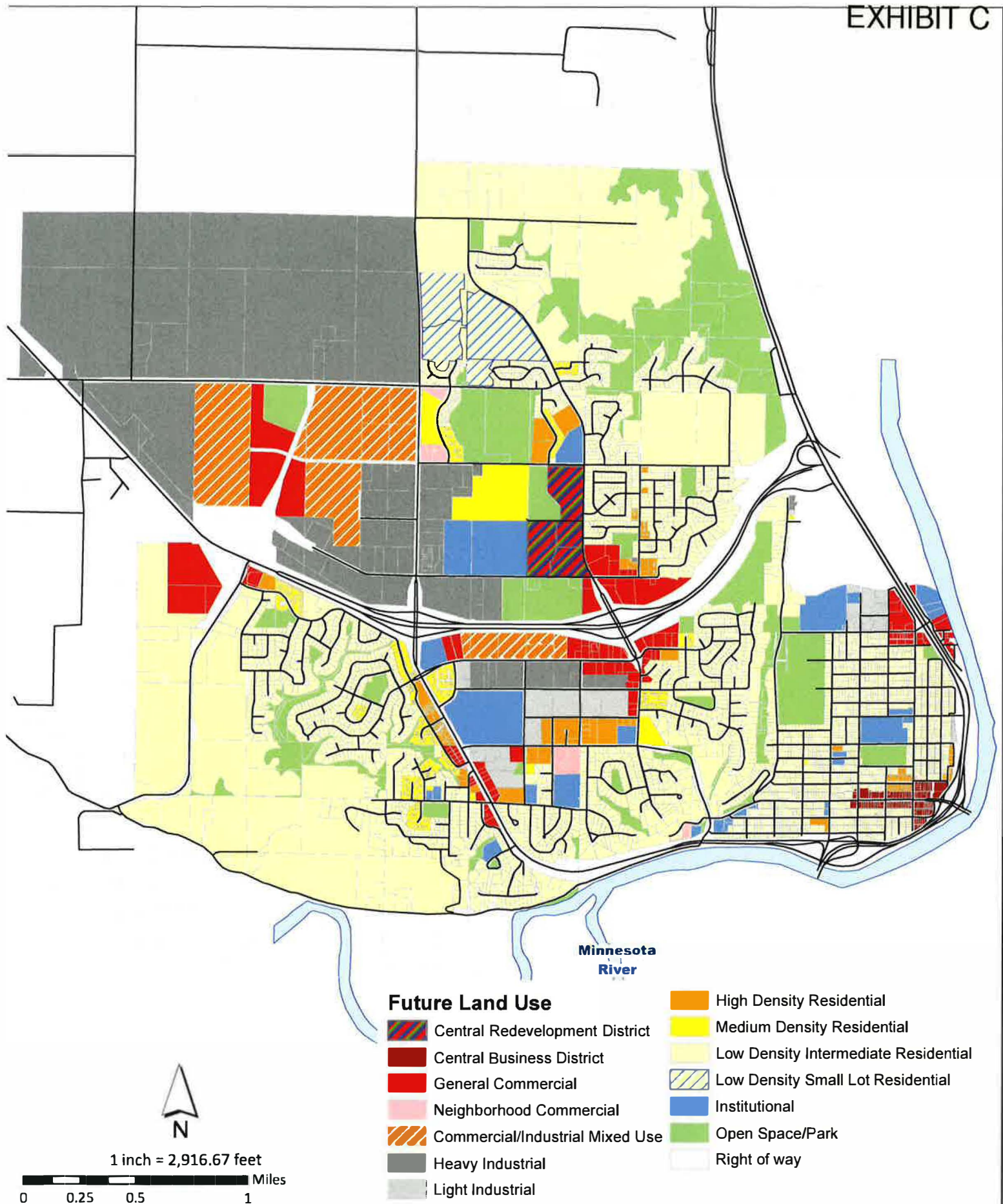
100

PROPERTY AND PUBLIC SERVICES

PEN 185011 **PLAT INTEGRATED IN BOLT**






RECEIVED BY THE INCHON-CHUN 9 JUL 2004 11:11AM 124 PM



Legend

-  City Limits
-  Medians
-  Roadways
-  Parcels (6-7-2018)
-  Lakes & Ponds
-  Minnesota River
- Zoning**
 -  R-A Residential Agricultural
 -  R-1 One Family Living
 -  R-1S One Family Dwelling Small
 -  R-2 One and Two Family Dwelling
 -  R-3 Limited Multiple Dwelling
 -  R-4 Multiple Dwelling
 -  OR-1 Office Residential
 -  CBD Central Business
 -  B-1 Neighborhood Business
 -  B-3 General Commercial
 -  B-2 Community Business
 -  M-2 Heavy Industrial
 -  M-1 Light Industrial
 -  I-1 Planned Industrial
 -  TUD Transitional Unzoned District
 -  P-1 Public Park

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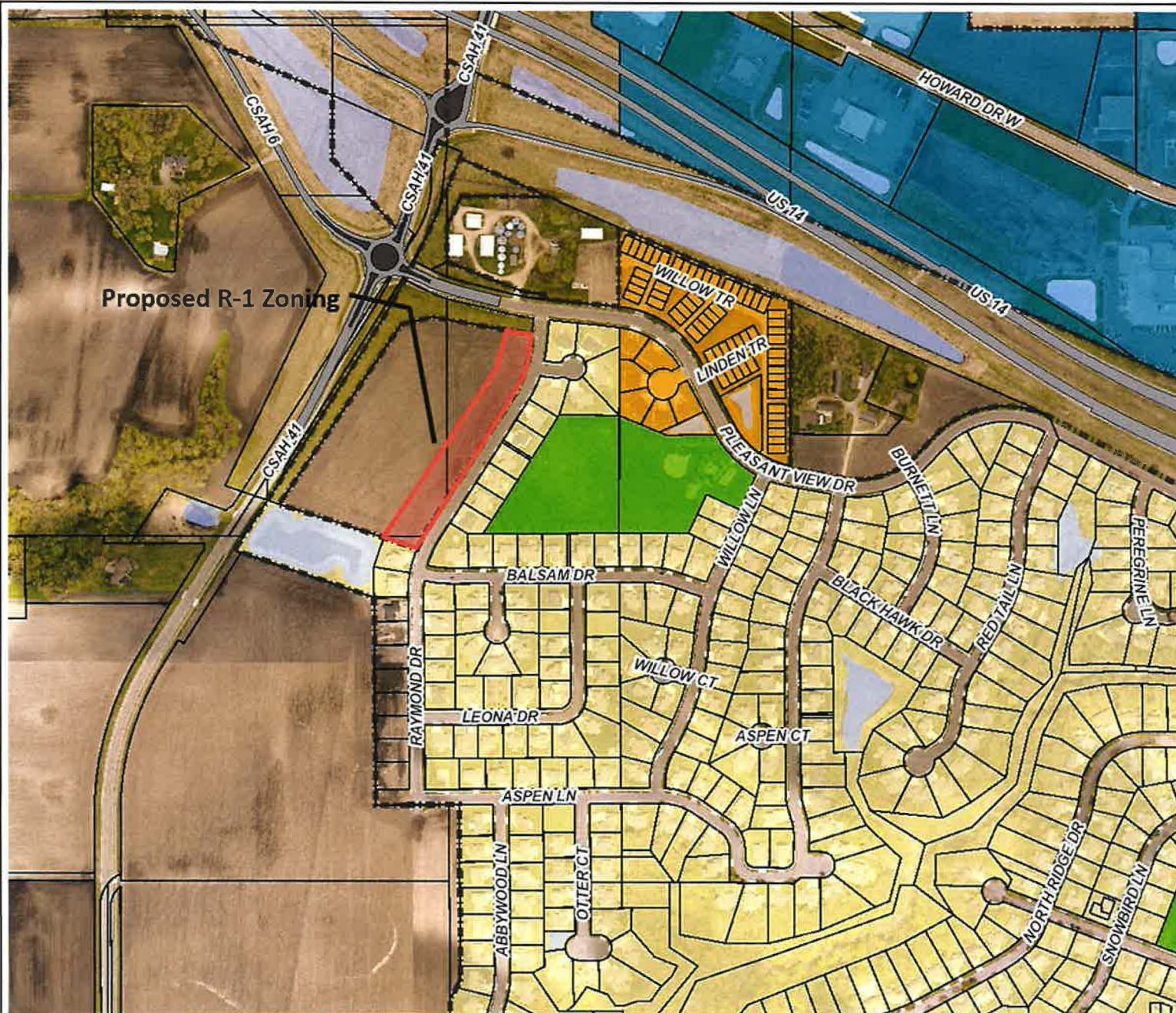
-  Red: Band_1
-  Green: Band_2
-  Blue: Band_3

Map Name



Disclaimer:

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November 27, 2019

Dear Resident:

The City of North Mankato has received a request from Burnett Farms to annex 2.38 acres of land into the City limits in a location shown on Exhibit A and zone it as R-1, One-Family Dwelling. The proposed R-1 zoning would accommodate the development of 8 single-family lots located adjacent to Raymond Drive as shown on Exhibit B.

This zoning request will be considered by the Planning Commission on Thursday, December 12, 2019 and by the City Council on Monday, December 16, 2019. Both meetings begin at 7:00 p.m. in the Municipal Building Council Chambers located at 1001 Belgrade Avenue. As a nearby property owner, you have the opportunity to comment on the zoning request by attending either or both meetings or submitting written comments to my attention by December 12, 2019.

Sincerely,


























THE CITY OF NORTH MANKATO

Mike Fischer
Community Development Director

Enc



Legend

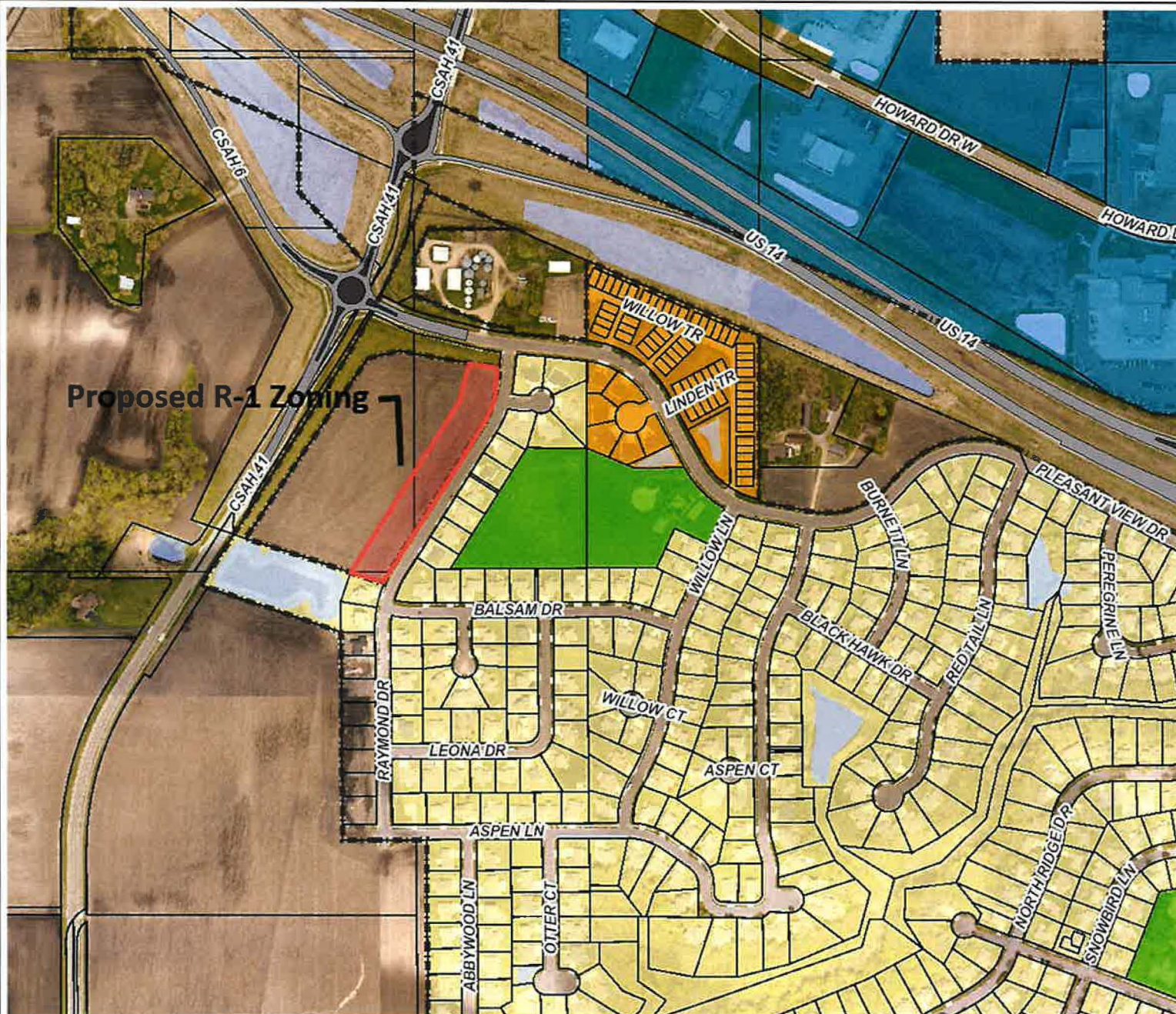
-  City Limits
-  Medians
-  Roadways
-  Parcels (6-7-2018)
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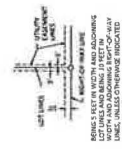


BURNETT'S RAVINE RIDGE NO. 6

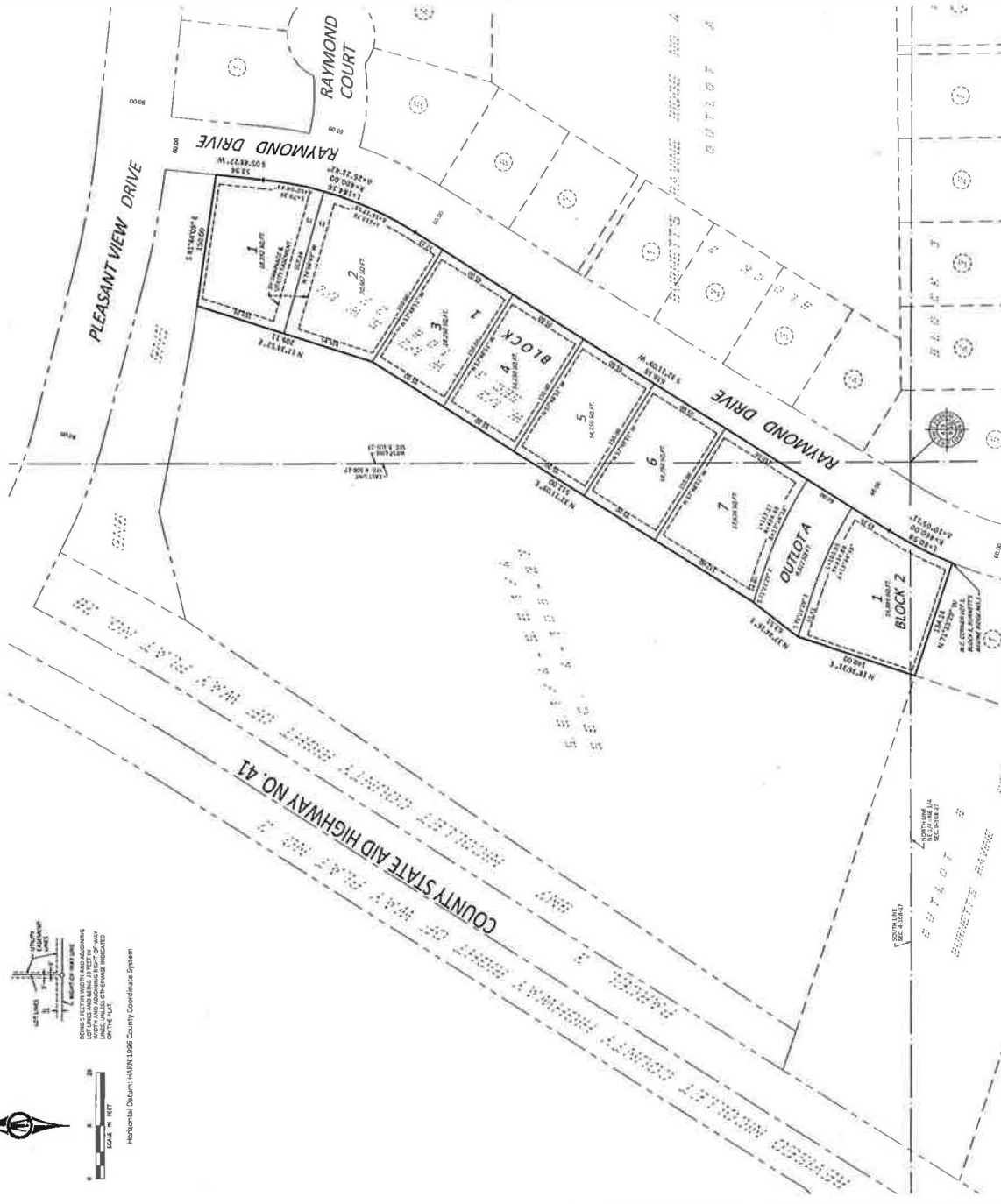
LEGEND



Horizontal Datum: HARP



Horizontal Datum: HARN 1986 County Coordinate System

[illegible]

Colo'd this _____ day of _____, 2019 by Steven R. Burnell, president of Burnett
arm, Inc.

Steven R. Burnell, president

[illegible]

_____, Notary Public
Notary Public—Minnesota
My Commission Expires _____

[illegible]

Michael M. Eichers,
Licensed Land Surveyor,
Minnesota License No. 48564

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

APPROVALS

8a. I know that on this the ____ day of _____, 2019, the Planning Commission of the City of North Macedonia did duly review this plot of SUGNETT'S RAVINE RIDGE, 5.

Secretary

Be it known that on this the day of , 2019, the City Council of the City of North Waukegan did duly approve this plat of BURNETT'S Ravine RIDGE NO. 5.

I, Paul H. Tonis, Jr., Licensed Attorney, State of Minnesota, do hereby certify that the owner as indicated hereon, represent all ownership interest in the land encompassed by this plat.

Page 10, Table 2N, 1
Lithium Alloy

PROPERTY AND PUBLIC SERVICES

FIELD NO.	SALTIN (%)
1	0.0
2	0.0
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99	0.0
100	0.0

Z-2-19

JEROME & RACHEL QUALLEY
1788 RAYMOND DR
NORTH MANKATO, MN 56003

CODY & RACHEL WALTH
11 BALSAM CT
NORTH MANKATO, MN 56003

CORY S & ANGELA L JAMES
2322 BALSAM DR
NORTH MANKATO, MN 56003

MARK & TRICIA LANCASTER
1816 RAYMOND DR
NORTH MANKATO, MN 56003

JACK J & KATELYN M MICHALETZ
1824 RAYMOND DR
NORTH MANKATO, MN 56003

MATTHEW G & NAOMI H RUYTER
19 RAYMOND CT
NORTH MANKATO, MN 56003

STEVEN M & ALISSA N LAWRENCE
1796 RAYMOND DR
NORTH MANKATO, MN 56003

PATRICK H & ALLISON L BURMEISTER
2318 BALSAM DR
NORTH MANKATO, MN 56003

GLEN O & CONNIE RUYTER
1808 RAYMOND DR
NORTH MANKATO, MN 56003

LANE & MINDY VOLESKY
1820 RAYMOND DR
NORTH MANKATO, MN 56003

RUSSELL D & STACEY J WARNKE
15 RAYMOND CT
NORTH MANKATO, MN 56003

GREYKNIGHT PROPERTIES LLP
PO BOX 2111
NORTH MANKATO, MN 56003

BRENT J & JESSICA L BUSCH
15 BALSAM CT
NORTH MANKATO, MN 56003

SHAWN T & JULIE A MORGAN
1799 RAYMOND DR
NORTH MANKATO, MN 56003

ALLEN & JENNIFER JOHNSON
2314 BALSAM DR
NORTH MANKATO, MN 56003

ASHLEY A & BRIAN G EIMER
1812 RAYMOND DR
NORTH MANKATO, MN 56003

CHRIS & ANGIE SCHREIBER
100 STALEY LN
NORTH MANKATO, MN 56003

ANDREW MICHAEL & AMIE CHAE
TERNES
30 ARLINGTON CT
NORTH MANKATO, MN 56003

SUSAN M BIANCHI-OLSON & JASON B
OLSON
2326 BALSAM DR
NORTH MANKATO, MN 56003

RANDALL S & SARAH J KING
1795 RAYMOND DR
NORTH MANKATO, MN 56003

Application for
REZONING

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

LEGAL DESCRIPTION OF PROPERTY:

Lot # _____ Block # _____

Subdivision Burnett's Ravine Ridge No. 6 Address _____

APPLICANT:

Name Burnett Farms, Inc Address _____ Phone _____

PROPERTY OWNER (If Other Than Applicant):

Name _____ Address _____ Phone _____

CURRENT ZONING: AG CURRENT USE OF PROPERTY: AG

PROPOSED ZONING: R-1, One- Family Dwelling

REASON ZONING CHANGE NEEDED: Annexation and residential Development

REQUEST PREVIOUSLY CONSIDERED? Yes _____ No X If Yes, date _____

Comments:SUPPORTING DOCUMENTS:

	Required	Attached		Required	Attached
Plot Plan	_____	_____	Comment Letters	_____	_____
Floor Plan	_____	_____	Performance Test	_____	_____
Landscaping Plan	_____	_____	Petition	_____	_____
Parking/Loading Plan	_____	_____	Development Schedule	_____	_____
Survey	_____	_____	Proposed Regulations	_____	_____
Other _____	_____	_____			

FEES: Application Fee \$ 335.00

Notice Charge # 20 @ \$2.00 = \$ 40.00

Total Fee \$375.00 Receipt # _____

I hereby certify that the information both described in and attached to this application is correct and true.

Signature of Applicant _____ Date _____

Pursuant to the requirements of Chapter 156 of the North Mankato City Code, this application was received by me or my duly designated representative on 11-18-19, and I hereby certify that this application meets all the necessary application requirements.

Signature of Zoning Administrator _____ Date _____

PLANNING COMMISSION ACTION: Date 12-12-19

_____ Approved Additional Conditions:

_____ Denied Reason:

CITY COUNCIL ACTION: Date 12-16-19

_____ Approved Additional Conditions:

_____ Denied Reason:

OTHER COMMENTS

STATE OF MINNESOTA)
COUNTY OF NICOLLET)
CITY OF NORTH MANKATO)

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

WITNESS my hand and the official seal of said City of North Mankato this _____ day of _____, 20____.

City Clerk, City of North Mankato

ORDINANCE NO. 123, FOURTH SERIES
AN ORDINANCE OF THE CITY OF NORTH MANAKTO, MINNESOTA
AMENDING NORTH MANKATO CITY CODE, CHAPTER 156, ENTITLED "ZONING CODE",
BY CHANGING THE ZONING DISTRICT MAP AND, BY ADOPTING BY REFERENCE NORTH
MANKATO CITY CODE, CHAPTER 10 AND SECTION 10.99 WHICH,
AMONG OTHER THINGS, CONTAIN PENALTY PROVISIONS

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

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

A. To Zone Burnett's Ravine Ridge No. 6 a R-1, One-Family Dwelling.

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

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

Adopted by the Council this 16th day of December 2019.

Mayor

ATTEST:

City Clerk

Published in the Mankato Free Press on _____.

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item: 11E	Department: Community Dev.	Council Meeting Date: 12/16/19																																	
TITLE OF ISSUE: Consider Preliminary and Final Plat of Northport No. 21, a Request from North Mankato Port Authority.																																			
BACKGROUND AND SUPPLEMENTAL INFORMATION: Please review the Planning Commission Packet. Community Development Director Fischer will be available to answer questions.																																			
<i>If additional space is required, attach a separate sheet</i>																																			
REQUESTED COUNCIL ACTION: Approve Preliminary and Final Plat of Northport No. 21, a Request from North Mankato Port Authority.																																			
For Clerk's Use: Motion By: _____ Second By: _____ <table style="width: 100%; border: none;"> <tr> <td style="width: 15%;">Vote Record:</td> <td style="width: 10%; text-align: center;">Aye</td> <td style="width: 10%; text-align: center;">Nay</td> <td></td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Oachs</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Whitlock</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Vote Record:	Aye	Nay			_____	_____	Steiner		_____	_____	Norland		_____	_____	Oachs		_____	_____	Whitlock		_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) <u>Planning Commission Packet</u> _____ _____ _____	Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vote Record:	Aye	Nay																																	
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**NORTHPORT NO. 21
PRELIMINARY & FINAL PLAT**

A REQUEST FROM THE NORTH MANKATO PORT AUTHORITY

THE CITY OF NORTH MANKATO

SUBJECT: Preliminary and Final Plat of Northport No. 21
APPLICANT: North Mankato Port Authority
LOCATION: Outlot A, Northport No.19/Part of Section 3
EXISTING ZONING: M-2/AG
DATE OF HEARING: December 12, 2019
DATE OF REPORT: December 4, 2019
REPORTED BY: Mike Fischer, Community Development Director

APPLICATION SUBMITTED

Request to replat Outlot A, Northport No. 19 and part of Section 3

COMMENT

The North Mankato Port Authority owns Outlot A of Northport No. 19 (attached as Exhibit A) and unplatted adjacent land recently annexed into the City limits described as part of Section 3. The applicant is proposing to replat these 2 properties together to create Lots 1 & 2, Block 1, Northport No. 21 as shown on the preliminary plat on Exhibit B. Once platted, the Port Authority will be selling Lot 1 to D&K Powder Coating who will be constructing another building. Lot 2 will be marketed for sale for future industrial development having access from Howard Drive West. The final plat is shown on Exhibit C.

Northport No. 19 is currently zoned M-2, Heavy Industrial and the land described as part of Section 3 will need to be zoned M-2 in the future. According to the City Code, there are no minimum lot size requirements for lots zoned M-2.

RECOMMENDATION

Staff recommends approval of the preliminary & final plat of Northport No. 21.



All Zoning, Setback, and Flood Zone information was obtained from the City of North Manitoba Code. For detailed zoning information and specific interpretation of code requirements, contact the City of North Manitoba.

ZIMM

Main and Accessory Building 40 feet (plus 2 feet setback for every 1 foot of

Parking Areas 10 feet

Side
Main and Secondary Subforms

	building height exceeding 45 feet)	10 feet
Parking Areas		

Journal of Management Inquiry 22(1)

building height exceeding 45 feet)

Ed. Brown is an independent researcher.

Lot Depth (minimum) = 60 minimum required
Lot Width (minimum) = 60 minimum required

equation (1) can be written as (Lundmark, 1971)

LEGAL DESCRIPTION

Guliot A. Northrop No. 19, according to the plot thereof on file and of record with the Nicollet County Recorder, Commission 5.21 Acres.

AND

Tract part of the Northeast Quarter of the Southwest Quarter of Section 3 Township 10S North Range 27 West,

[illegible][illegible]

OWNERS/DEVELOPERS
North Mountain Pool Authority

LOT AREA

LOT 1 5.00 ACRES (217,878 SQ. FT.)

LOT 2 3.80 ACRES (165,387 SQ FT.)

UNIVERSITY CERTIFICATION

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly licensed Land Surveyor under the laws of the State of

David M. Evans

12/03/2019
Date

NORTHPORT NO. 21

PRELIMINARY PLAT


**BOLTON
& MENK**

OUTLOT A, NORTHPORT MO. 39 E
PART OF NE 1/4 - SW 1/4, SECTION 3,
TOWNSHIP 12N NORTH RANGE 27 WEST

Source: <http://www.southcoasttoday.com/daily/07-01/07-01-01a.htm>

© 2007 J. & M. K. 11/07

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item: #11F	Department: Community Dev.	Council Meeting Date: 12/16/19																																	
TITLE OF ISSUE: Consider Resolution Vacating Utility Easements Lying Within Duehring Subdivision.																																			
BACKGROUND AND SUPPLEMENTAL INFORMATION: As part of the process to vacate utility easements it is necessary to hold a Public Hearing and notify all utility companies. All utility companies have been informed of the request to vacate the Utility Easements lying within Duehring Subdivision. The Public Hearing was held earlier in the evening. All local utility companites have been notified of the proposed vacation of the utility easement and the City has not been informed of any conflicts.																																			
<i>If additional space is required, attach a separate sheet</i>																																			
REQUESTED COUNCIL ACTION: Adopt Resolution Vacating Utility Easements Lying Within Duehring Subdivision.																																			
For Clerk's Use: Motion By: _____ Second By: _____ <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">Vote Record:</td> <td style="width: 10%; text-align: center;">Aye</td> <td style="width: 10%; text-align: center;">Nay</td> <td></td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Oachs</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Whitlock</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Vote Record:	Aye	Nay			_____	_____	Steiner		_____	_____	Norland		_____	_____	Oachs		_____	_____	Whitlock		_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; text-align: center;"> <tr> <td>Resolution</td> <td>Ordinance</td> <td>Contract</td> <td>Minutes</td> <td>Map</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </table> Other (specify) <u>Notice of Public Hearing</u> _____ _____ _____ _____	Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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RESOLUTION NO.

RESOLUTION VACATING UTILITY EASEMENTS LYING WITHIN
DUEHRING SUBDIVISION

WHEREAS, a petition has been submitted, requesting vacation utility easements and described as follows:

All of the utility easements lying within Lot 3 and Lot 4, Block Three, Section C of Culhane Addition, as dedicated per the recorded plat thereof, City of North Mankato, Nicollet County, Minnesota.

All of the utility easements lying within Putnam Subdivision, as dedicated per the recorded plat thereof, City of North Mankato, Nicollet County, Minnesota.

All of the utility easements lying within Enggren Subdivision, as dedicated per the recorded plat thereof, City of North Mankato, Nicollet County, Minnesota.

All of the utility easements lying within Duehring Subdivision, as dedicated per the recorded plat thereof, City of North Mankato, Nicollet County, Minnesota.

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

1. Such utility easement is vacated.
2. The City Clerk shall prepare a notice of completion of these proceedings pursuant to statute and shall present the same to the County Auditor and County Recorder.

Adopted by the City Council this 16th day of December 2019.

Mayor

City Clerk

PETITION FOR VACATION

The undersigned property owner hereby petitions the City Council of the City of North Mankato, Minnesota, to vacate the following described utility easements:

All of the utility easements lying within Lot 3 and Lot 4, Block Three, Section C of Culhane Addition, as dedicated per the recorded plat thereof, City of North Mankato, Nicollet County, Minnesota.

All of the utility easements lying within Putnam Subdivision, as dedicated per the recorded plat thereof, City of North Mankato, Nicollet County, Minnesota.

All of the utility easements lying within Enggren Subdivision, as dedicated per the recorded plat thereof, City of North Mankato, Nicollet County, Minnesota.

All of the utility easements lying within Duehring Subdivision, as dedicated per the recorded plat thereof, City of North Mankato, Nicollet County, Minnesota.

Upon the recording of this vacation document, the platted utility easements that will remain are all of those dedicated per the recorded plat of Duehring Subdivision No. 2.

Dated this 26th day of November 2019.


Witness


Duehring Properties, LLC

Received by City Clerk:

11/26/19
Date


City Clerk

INSTRUMENT OF DEDICATION

Know all men by these presents that T. Duhring Properties, LLC, a Minnesota limited liability company, fee owner of the following described property to wit:

Lots 1-A, 1-B, and 2, Block 1, Duhring Subdivision, according to the plat thereof on file and on record with the Nicollet County Recorder, containing 2.83 acres.

to hereby declare that we have caused the above described property to be surveyed and platted and monuments to be set, that we have now sold platted area DUEHNING SUBDIVISION NO. 2, and that we dedicate to the public use the easements shown hereon.

Dated this _____ day of _____, 2015 by Brian N. Duhring, Chief Manager of Duhring Properties, LLC

Brian N. Duchring, Chief Manager

NOTARY PUBLIC

State of Wisconsin

On this the ____ day of _____, 2015, before me a Notary Public within and for said County, personally known to me, Darrin H. Darrin, who being duly sworn did say that he is the chief manager of Bushing Industries, LLC, the Minnesota limited liability company, named in the foregoing instrument, and that said instrument was signed in behalf of said company by authority of the Board of Directors of said company. I, the undersigned, being a Notary Public duly qualified to perform the duties of said office, do hereby acknowledge said instrument to be the true and valid deed of said company.

SURVEYOR'S CERTIFICATE

1. Barran P. Selva, Licensed Land Surveyor, do hereby certify that I have surveyed or directly supervised the survey of the property described on this plat; prepared this plat; or directly supervised the preparation of this plat of DOMINGUE SUBDIVISION NO. 2, that this is a correct representation of the boundary survey; that all mathematical data and labels are correctly placed on this plat; that all monuments indicated on this plat have been correctly located; that the date of the surveyer's certification are shown on this plat; and all public ways are shown and labeled on this plat.

Boiled this ____ day of ____ 2015.

Warren P. Smith, Licensed Land Surveyor

On this the ____ day of _____, 2015, 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.

[illegible]

Be it known that on this 14 day of August, 2015, the Planning Commission of the City of North Waukegan did duly review this plat of DUCHING SUBDIVISION NO. 2.

Chad / more

the — say of —

Second, this pilot has been submitted to and accepted by the community and recommendations have been received from the Camille and J. Pauling Institute.

Name

TABLE OPINION

I, David P. Lonn, licensed attorney, State of Minnesota, do hereby certify that the owner as indicated hereon, represents all ownership interest in the land encompassed by this plat

David P. Loma, Licensed Attorney

Source: August 1998, 27th Annual Meeting.

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 _____, 2015.

country, according to

I hereby certify that this instrument was filed in my office for record on this, the 15 day of May, 2015, at 5 o'clock, PM, and that it was duly recorded on _____.

County:

...with the ...

I hereby certify that this instrument was filed in my office for record on this, the ____ day of _____, 2015, at ____ o'clock, ____ M., and that it was duly recorded on _____.

Register of Titles

REGISTERED AT MINNESOTA
NICOLLET COUNTY, MINNESOTA
THIS PLAN WAS PREPARED BY SURVEY SERVICE, INC.

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item: 11G	Department: City Engineer	Council Meeting Date: 12/16/19																																																															
TITLE OF ISSUE: Consider Resolution Authorizing Transportation Alternatives Funding Application for the Hoover Elementary Safe Routes to School Project.																																																																	
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Mankato, MN 56001-5900

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

MEMORANDUM

Date: December 5, 2019
To: John Harrenstein, City Administrator
From: Daniel R. Sarff, P.E., City Engineer
CC: Nathan Host, Public Works Director
Michael Fisher, Community Development Director
Subject: Transportation Alternatives Funding Application for Hoover Elementary Safe Routes to School Improvements

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

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

The SRTS Planning Study is a necessary first step when pursuing the infrastructure (Engineering) improvements identified in the plan. The MnDOT Transportation Alternatives (TA) funding program is a competitive grant opportunity for local communities to fund certain designated projects, including SRTS infrastructure improvements. Selected projects from the current solicitation will be placed on the Statewide Transportation Improvement Program (STIP) and funded in fiscal year 2024. Up to 80 percent of the eligible project costs will be reimbursed with federal funds.

Through discussions with City staff and ISD 77 staff, it was determined that a funding application for SRTS improvements near Hoover Elementary School will be submitted under the current solicitation.

The following is a brief description of the SRTS infrastructure improvements proposed for Hoover Elementary School:

- Construct 8' wide multi-use trail along the north side of Marie Lane from Lookout Drive to Hoover Drive (existing sidewalk is narrow, and portions are in poor condition).
- Replace the existing sidewalk on the north side of Marie Lane from the east edge of the school property to Roe Crest Drive (poor condition).
- Relocate the existing power poles and fire hydrant out of the sidewalk on the north side of Marie Lane within the school property.
- Improve crosswalk markings at the intersections of Hoover Drive/Marie Lane and Hoover Drive/Lee Boulevard.
- Provide/enhance advance warning signs for school crossing at the signalized intersection of

Lookout Drive and Marie Lane.

- Construct an 8' wide concrete multi-use trail along the east side of Lookout Drive from Commerce Drive to Marie Lane (existing sidewalk is in poor condition).

The following is a summary and breakdown of estimated project costs:

- Total Estimated Project Cost \$542,000
- Estimated TA Funding (80% of Construction Cost)..... \$360,800
- Estimated Local Share (20% of Construction Cost + Engineering) \$181,200

A resolution authorizing the submittal of a TA funding application for this project is included in the City Council packet for your consideration. I will be available at the December 16 council meeting to answer any questions you may have.

RESOLUTION NO.

RESOLUTION AUTHORIZING TRANSPORTATION ALTERNATIVES
FUNDING APPLICATION FOR THE HOOVER ELEMENTARY SAFE ROUTES TO
SCHOOL PROJECT

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

WHEREAS: Transportation Alternatives projects receive federal funding, and

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

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

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

WHEREAS: the proposed Hoover Elementary SRTS project will work towards increasing safety for students to walk or bicycle to school.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA that the City of North Mankato supports the improvements included in the proposed Hoover Elementary SRTS Project and supports the submission of a funding application for said project under the 2019-2020 Transportation Alternatives funding solicitation.

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

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

Adopted by the City Council this 16th day of December 2019.

Mayor

Attest:

City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item: 11H	Department: City Engineer	Council Meeting Date: 12/16/19																																	
TITLE OF ISSUE: Consider Resolution Authorizing Funding Application for the Lor Ray Drive and Somerset Lane Improvement Project.																																			
BACKGROUND AND SUPPLEMENTAL INFORMATION: Please review the City Engineer's Memo. City Engineer Sarff will be available to answer questions.																																			
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MEMORANDUM

Date: December 6, 2019
To: John Harrenstein, City Administrator
From: Daniel R. Sarff, P.E., City Engineer
CC: Nathan Host, Public Works Director
Michael Fisher, Community Development Director
Subject: Federal Funding Application for Lor Ray Drive Improvements
Surface Transportation Program – Small Urban

Federal funding is available through the Surface Transportation Program (STP) for the improvement of streets and bridges in cities within District 7 with population greater than 5,000. This is a competitive grant opportunity available to the eight eligible cities in MnDOT District 7. Selected projects from the current solicitation will be placed on the Statewide Transportation Improvement Program (STIP) and funded in fiscal year 2024. Up to 80 percent of the eligible project costs would be reimbursed with federal funds if the City was successful with the grant application.

Through discussions with City staff, it is recommended that a funding application for improvements to Lor Ray Drive from a point approximately 350 feet north of White Oak Drive to Somerset Lane and Somerset Lane from Lor Ray Drive to Lookout Drive be submitted for funding under the current solicitation.

The proposed project would include the reconstruction of the existing two-lane roadways on Lor Ray Drive and Somerset Lane with a 40-foot wide bituminous street with curb and gutter on both sides, similar to the existing street section on Lor Ray Drive between Timm Road and White Oak Drive. The new street section will be re-stripped to provide for one lane in each direction and a center turn lane. The project would include the continuation of the existing 8-foot wide bituminous trail on the west side of Lor Ray Drive and the south side of Somerset Lane, and the continuation of the existing 8-foot wide concrete sidewalk along the east side of Lor Ray Drive. New storm sewer and streets lights would be provided along the length of the project.

The estimated cost of the items that would be grant eligible items (street, storm sewer, sidewalk/trail, street lighting, and other miscellaneous improvements) is approximately \$4.1 million. Of this cost, the federal funding would cover up to \$2.9 million which represents 80% of the construction cost. However, the federal funding allocated to the District 7 Area Transportation partnership for the 2019-2020 STP Small Urban funding solicitation is approximately \$2.6 million, so that would be the maximum amount of funding that could be requested. As such, the estimated local share of the grant eligible items would be \$1.5 million.

The reconstruction project would also include the installation of sanitary sewer and watermain on Lor Ray Drive and Somerset Lane, but those improvements would not be eligible for funding under the STP Small Urban program. The estimated cost of the sanitary sewer and watermain improvements is approximately \$700,000, which would bring the total local share of the overall project to approximately \$2.2 million.



PROPOSED LOR RAY DRIVE/SOMERSET LANE IMPROVEMENTS

RESOLUTION NO.

RESOLUTION AUTHORIZING FUNDING APPLICATION FOR THE LOR RAY DRIVE
AND SOMERSET LANE IMPROVEMENT PROJECT

WHEREAS, approximately \$2.6 million in federal funds are available in fiscal year 2024 for the improvement of streets and bridges in cities with population over 5,000 in MnDOT District 7 through the Surface Transportation Program (STP – Small Urban), and

WHEREAS, the City of North Mankato has determined that the improvement of Lor Ray Drive from a point approximately 350 feet north of White Oak Drive to Somerset Lane and Somerset Lane from Lor Ray Drive to Lookout Drive is necessary and meets the eligibility requirements of the STP-Small Urban funding program.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA that an application for STP – Small Urban federal funding be prepared and submitted for improvements to Lor Ray Drive from a point approximately 350 feet north of White Oak Drive to Somerset Lane and Somerset Lane from Lor Ray Drive to Lookout Drive

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

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

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

Adopted by the City Council this 16th day of December 2019.

Mayor

Attest:

City Clerk