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 17, 2018. Mayor Dehen called the meeting to order at 7:00 p.m. asking that everyone join in the Pledge of Allegiance. The following were present for roll call: Mayor Dehen, Council Members Norland, Freyberg, Whitlock, and Steiner City Administrator Harrenstein, City Attorney Chris 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 as presented. Vote on the motion: Freyberg, Whitlock, Steiner, Norland, and Dehen aye; no nays. Motion carried.

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

Council Member Steiner moved, seconded by Council Member Norland, to approve the minutes of the Council meeting of December 3, 2018. Vote on the motion: Freyberg, Whitlock, Steiner, Norland, and Dehen aye; no nays. Motion carried.

# Public Hearing, 7 pm-Stormwater and Annual Stormwater Pollution Prevention Program (SWPPP) Review.

City Engineer Dan Sarff appeared before Council and reviewed the Stormwater Pollution Prevention Program (SWPPP). He stated the Minnesota Pollution Control Agency (MPCA) administers the requirements of the federal Clean Water Act in addition to its own State Disposal System requirements. The Stormwater Program includes 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 groundwater from storm sewer systems. The City's MS4 permit requires the City to develop and maintain a stormwater pollution prevention program (SWPPP) that incorporates best management practices (BMPs). The SWPPP describes the City's plan to meet each of the six Minimum Control Measures described by the permit. The six areas include Public Education and Outreach on Stormwater Impacts, Public Participation and Involvement, Illicit Discharge Elimination, Construction Site Stormwater Runoff Control, Post-Construction Stormwater Management in New Development and Redevelopment and Pollution Control and Good Housekeeping for Municipal Operations. The six areas are an ongoing effort to maintain water quality. City Engineer Sarff noted the SWPPP has not been updated in recent years in anticipation of a new MS4 permit which will likely include new requirements. He stated they recommend that the SWPPP be reviewed and updated once the new 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.

Mayor Dehen opened the meeting to the public with no one appearing.

Council Member Norland requested clarification on water discharge into the streets. City Administrator Harrenstein noted there are no code restrictions concerning discharge into the streets. City staff is bringing forth code revisions that will incrementally begin to require sump pump discharge into the stormwater drains. He stated staff recognizes the difficulties for some residents because if water is not discharged into the streets, it could potentially lead to flooding in backyards or neighbors' yards. City Administrator Harrenstein stated neighbors could work together to create a backyard drain system.

### **Consent Agenda**

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

- A. Bills and Appropriations.
- B. Res. No. 95-18 Approving Donations/Contributions/Grants.
- C. Res. No. 96-18 Setting Rates and Charges for Municipal Utilities.
- D. Approved On-Sale, Off-Sale, Sunday On-Sale, Cabaret, Mechanical Amusement Devices and Soft Drink Licenses for Circle Inn of North Mankato, LLC, Jeni Bobholz, from January 1, 2019, to December 31, 2019.
- E. Res. No. 97-18 Designating Polling Places for 2019.
- F. Set Public Hearing for 7 pm on January 7, 2019, to Consider City Code Chapter 157 Short-Term Rentals.

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

Public Comments Concerning Business Items on the Agenda None

### **Business Items**

Res. No. 98-18 Approving the General Fund Budget and Auxiliary Fund Budget for Fiscal Year 2019.

Finance Director McCann reported the final budget was based on discussions held during the budget work sessions.

Council Member Norland moved, seconded by Council Member Steiner to Adopt Res. No. 98-18 Approving the General Fund Budget and Auxiliary Fund Budget for Fiscal Year 2019. Vote on the motion: Whitlock, Steiner, Norland, and Dehen aye; Freyberg nay. Motion carried.

#### Res. No. 99-18 Approving the 2018 Tax Levy Collectible in 2019.

Finance Director McCann reported the total levy is \$6,683,838 which is \$395,000 more than 2018, but it continues to decrease the tax rate. The estimated tax rate will decrease from 52.12% to 51%.

Council Member Norland moved, seconded by Council Member Steiner to Adopt Res. 99-18 Approving the 2018 Tax Levy Collectible in 2019. Vote on the motion: Whitlock, Steiner, Norland, and Dehen aye; Freyberg nay. Motion carried.

Res. No. 100-18 Approving the Capital Improvement Plan 2019-2023.

Council Member Norland moved, seconded by Council Member Steiner to Adopt Res. No. 100-18 Approving the Capital Improvement Plan 2019-2023. Vote on the motion: Whitlock, Steiner, Norland, and Dehen aye; Freyberg nay. Motion carried.

# **Res. No. 101-18 Authorizing Funding Application for the Lor Ray Drive/Howard Drive Intersection Improvement Project.**

City Engineer Dan Sarff appeared before Council and stated the application is for federal funding available through the Surface Transportation Program (STP) for the improvement of streets and bridges in cities within District 7 with a population greater than 5,000. Selected projects from the current solicitation will be placed on the Statewide Transportation Improvement Project (STIP) and

funded in the Fiscal Year 2023. Up to 80 percent of the eligible project costs will be reimbursed with federal funds.

The City conducted an Intersection Control Evaluation (ICE) in 2016. The ICE recommended that the existing four-way stop intersection be converted to a roundabout to address the traffic congestion and pedestrian safety issues at the existing intersection.

City Engineer Sarff noted the estimated cost is \$1.8 million. The federal funding would cover approximately \$1.2 million which is 80% of the estimated construction cost. The estimated local share would be approximately \$600,000, which is 20% of the estimated construction cost plus engineering and other expenses. The application deadline is January 4<sup>th</sup>.

Council Member Whitlock noted the intersection could use a roundabout to improve traffic flow especially because of all the kids going to school.

Mayor Dehen requested clarification if the recommendation was consistence with the MPO recommendations. Council Member Freyberg stated it was consistent with their recommendations.

Council Member Steiner moved, seconded by Council Member Norland to Adopt Res. No. 101-18 Authorizing Funding Application for the Lor Ray Drive/Howard Drive Intersection Improvement Project. Vote on the motion: Freyberg, Whitlock, Steiner, Norland, and Dehen aye; no nays. Motion carried.

### Res. No. 102-18 Ordering Preparation of Report on Improvement Project no. 18-07 ABCDEF Tyler Avenue Improvement Project.

City Engineer Sarff reported the proposed Tyler Avenue Improvement Project is scheduled in the Capital Improvement Plan for 2019. The project would include the 300 Block of Tyler Avenue. It is anticipated that the improvements will include the complete reconstruction of the street, curb & gutter, sidewalk, sanitary sewer, watermain, and storm sewer. The first step in the process is to authorize the preparation of a preliminary engineering report by the City Engineer to evaluate the feasibility of the proposed project by establishing the need for the project, outlining the necessary improvements, providing information on estimated cost, and establishing a project timeline. The resolution authorizes the preparation of the preliminary engineering report. Council Member Whitlock requested the City consider including lighting on the street; he noted no additional lighting was added to Jefferson Avenue after reconstruction, and the street is very dark. Tyler Avenue is very similar to Jefferson Avenue. City Administrator Harrenstein reported the City would try to replace the current Jefferson Avenue pole possibly with remaining funds from the project.

### Council Member Norland moved, seconded by Council Member Steiner to adopt Res. No. 102-18 Ordering Preparation of report on Improvement Project no. 18-07 ABCDEF Tyler Avenue Improvement Project. Vote on the motion: Freyberg, Whitlock, Steiner, Norland, and Dehen aye; no nays. Motion carried.

### **Open Forum**

Lucy Lowry, 2263 North Ridge Drive, appeared before Council and stated the City Council is responsible for what occurs at City Council Meetings.

<u>Nick Maxwell, 2290 Balsam Drive</u>, appeared before Council and thanked the Council for allowing the Cub Scouts to participate in the Council meeting by presenting the flags. He reported it fulfilled a requirement and when the boys move onto Boy Scouts, many will enter North Mankato's Troop 29.

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

City Administrator Harrenstein wished everyone a Merry Christmas.

### **COUNCIL MINUTES December 17, 2018**

City Administrator Harrenstein thanked Council Member Freyberg for his years of service as Council Member. He stated Council Member Freyberg served the citizens and City staff well during his years on the Council. City Administrator Harrenstein noted Council Member Freyberg was an active committee member and served on the Green Space Committee, MAPO, and Intergovernmental Committee to name a few. Council Member Freyberg put in a lot of extra hours serving on those committees.

Finance Director McCann wished everyone Merry Christmas and thanked Council Member Freyberg for his views on the budget.

Public Works Director Host stated the ice rinks would be flooded when temperatures cooperate. He noted the exterior of the warming house is completed and electrical and sheetrock will be completed in the next few weeks.

### Mayor and Council Comments

Council Member Whitlock thanked Council Member Freyberg for his time on the City Council noting he will be missed.

Council Member Whitlock reported he was able to watch a portion of Blue Star's new walls being erected and it was exciting to see the development.

Council Member Whitlock wished everyone Merry Christmas.

Council Member Norland thanked Council Member Freyberg for his service.

Mayor Dehen reported he provided Council Members with suggested Council Committee assignments and requested Council Members let him know if they wanted any changes. Assignments will be confirmed at the January 7, 2019 Council Meeting.

Mayor Dehen thanked Council Member Freyberg for his exemplary service to the citizens of North Mankato. "When you and I joined the Council together 8 years ago your prior experience as Mankato Council Member helped build bridges between our two Councils and revitalized the Intergovernmental committee.

Your conservative fiscal approach has helped us decrease the City's debt, restore our AA bond rating and lower our property tax rate, after tonight, by 3.566%, extraordinary when all our surrounding communities have increased their rates. Those same efforts on behalf of the All Seasons Arena facility have stabilized that community partnership and staged it for a successful future.

Your attention to the parks, especially Benson and Bluff is commendable. Thanks to you we have a Greenway Committee to continue and enhance this work going forward.

Your representation of North Mankato during the formation of the Mankato Area Metropolitan Planning organization is also greatly appreciated as it coordinates our area transportation and infrastructure into the future.

You have accomplished this yeoman's work with quiet personal leadership. For that, the citizens, the Council and especially myself commend you on a job well done!"

Council Member Freyberg thanked the North Mankato constituency for their support stating he gave it all that he could for the greater benefit of North Mankato. He thanked residents such as Barb Church, Lucy Lowry, Tom Hagen, and Phil Henry for participating in the government process. He thanked the staff and Council for listening to an alternative opinion. Council Member Freyberg stated

his father used to say you have to earn the right to complain and he stated after earning the right you often discover there is not that much to complain about.

There being no further business, on a motion by Council Member Norland, seconded by Council Member Steiner, the meeting adjourned at 7:31 p.m.

Mayor

City Clerk



## PROCLAMATION

WHEREAS, all children in North Mankato should have access to the highest-quality education possible; and

WHEREAS, North Mankato recognizes the important role that an effective education plays in preparing all students in North Mankato to be successful adults; and

WHEREAS, quality education is crucial to the economic vitality of North Mankato; and

WHEREAS, North Mankato is home to a variety of high-quality public and nonpublic schools from which parents can choose for their children, in addition to families who educate their children in the home; and

WHEREAS, educational variety not only helps to diversify our economy but also enhances the vibrancy of our community; and

WHEREAS, North Mankato has many high-quality teaching professionals in all types of school settings who are committed to educating our children; and

WHEREAS, School Choice Week is celebrated across the country by millions of students, parents, educators, schools, and organizations to raise awareness of the need for effective educational options;

NOW THEREFORE I, Mark Dehen, Mayor of North Mankato, proclaim January 20-26, 2019 as:

### NORTH MANKATO SCHOOL CHOICE WEEK

And I call this observance to the attention of all of our citizens.

Dated this 7<sup>th</sup> day of January 2019.

Mark Dehen, Mayor City of North Mankato



1001 Belgrade Avenue • North Mankato, MN 56003 • Telephone 507-625-4141 An Equal Opportunity - Affirmative Action Employer



# **CITY OF NORTH MANKATO**

## **REQUEST FOR COUNCIL ACTION**



| Agenda Item # 8 Dep   | t: Com. Development    | Council Meeting Date: 1/7/19                          |  |  |
|---|------------------------|---|--|--|
| TITLE OF ISSUE: Public Hearing for 7 pm on January 7, 2019, for Short-Term Rental Ordinance.      |                        |   |  |  |
|   |                        |   |  |  |
| BACKGROUND AND SUPPLEMENTAL   | INFORMATION: Diago ray | view the Planning Commission report                   |  |  |
| Community Development Director Fischer wi   |                        | •   |  |  |
|   |                        |   |  |  |
| -   |                        |   |  |  |
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|   |                        |   |  |  |
|   |                        |   |  |  |
|   |                        | If additional mass is required attach a sensual sheet |  |  |
| If additional space is required, attach a separate sheet REQUESTED COUNCIL ACTION: Public Hearing |                        |   |  |  |
|   |                        |   |  |  |
|   |                        |   |  |  |
| For Clerk's Use:  | SUPPORT                | ING DOCUMENTS ATTACHED                                |  |  |
| Motion By:  | Resolution Ordinan     | ce Contract Minutes Map                               |  |  |
| Second By:  |                        |   |  |  |
| Vote Record: Aye Nay  |                        |   |  |  |
| Whitlock Steiner  | Other (specify)        | Notice of Public Hearing<br>Report                    |  |  |
| Norland Oachs   |                        |   |  |  |
| Dehen   |                        |   |  |  |
|   |                        |   |  |  |
|   |                        |   |  |  |
| Workshop  | Refer                  | to:   |  |  |
| X Regular Meeting   | Table                  | until:  |  |  |
| Special Meeting   | Other                  |   |  |  |

# The Free Press THE LAND ΜΕΠΙΑ

P.O. Box 3287, Mankato, MN 56002 www.mankatofreepress.com phone: (507) 344-6314, fax: (507) 625-1149

# Affidavit of Publication

### STATE OF MINNESOTA, COUNTY OF BLUE EARTH, SS.

Steve Jameson, being duly sworn, on oath states as follows: 1. I am the publisher of The Free Press, or the publisher's designated agent. I have personal knowledge of the facts stated in this Affidavit, which is made pursuant to Minnesota Statutes §331A.07.

2. The newspaper has complied with all of the requirements to constitute a gualified newspaper under Minnesota law, including those requirements found in Minnesota Statutes §331A.02.

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

The printed notice which is attached was cut from the columns of said newspaper, and was printed and published the following dates: 12/21/18, and printed below is a copy of the lower case alphabet from A to Z, both inclusive, which is hereby acknowledged as being the size and kind of type used in the composition and publication of the notice: abcdefghijklmnopqrstuvwxyz

4. The Publisher's lowest classified rate paid by commercial users for comparable space, as determined pursuant to §331A.06, is as follows: 32.65.

5. Pursuant to Minnesota Statutes §580.033 relating to the publication of mortgage foreclosure notice: The newspaper's known office is located in Blue Earth County. The newspaper complies with the conditions described in §580.033, subd. 1, clause (1) or (2). If the newspaper's known office of issue is located in a county adjoining the county where the mortgaged premises or some part of the mortgaged premises described in the notice are located, a substantial portion of the newspaper's circulation is in the latter county.

### Public Notice December 21, 2018 NOTICE OF PUBLIC HEARING TO AMEND NORTH MANKATO CITY CODE

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 7th day of January 2019, to hold a public hearing to consider Ordinance No. 111, Fourth Series an Ordinance of the City of North Mankato Minnesota, Amending North Mankato City Code, Title XV, Land Usage, Chapter 157 Short-Term Rentals. Such persons as desire to be heard concerning the proposed amendment to the City Code will be heard at this meeting. Dated this 18th day of December 2018. April Van Genderen City Clerk

City of North Mankato, Minnesota

FURTHER YOUR AFFIANT SAITH NOT.

Bv:

Steve Jameson, Publisher

Sworn to and subscribed before me, this day 12/21/2018

Notary Public



SHORT-TERM RENTAL ORDINANCE

### THE CITY OF NORTH MANKATO

| SUBJECT:         | Short-Term Rental Ordinance                  |
|------------------|--|
| APPLICANT:       | City of North Mankato                        |
| LOCATION:        | City Wide                                    |
| EXISTING ZONING: | -  |
| DATE OF HEARING: | November 29, 2018                            |
| DATE OF REPORT:  | November 14, 2018                            |
| REPORTED BY:     | Mike Fischer, Community Development Director |

APPLICATION SUBMITTED

Request to review Short-term Rental Ordinance

### <u>COMMENT</u>

Based on past Planning Commission discussions regarding the implementation of a Short-Term Rental ordinance, attached is draft City Code language intended to regulate such use. In summary, it would be necessary for anyone intending to use their dwelling as a Short-Term Rental, to obtain a license from the City. At the October Planning Commission meeting, the revised ordinance was reviewed and it was recommended that the full Commission should participate in the discussion and that more conversation should be held regarding occupancies and the use of rental strikes. Regarding occupancies, staff is proposing that Short-Term Rentals would be limited to 2 times the number of Building Code compliant bedrooms with total occupancy not to exceed 8 persons per dwelling regardless of the number of bedrooms. After review of other cities who have adopted Short-Term Rental ordinances, many do not regulate the total number of persons that can occupy a Short-Term Rental dwelling. However, there were also many that did regulate occupancies and the following are some of those regulations:

| Brainerd, MN<br>Duluth, MN<br>Prior Lake, MN<br>Stillwater, MN<br>Nashville, TN<br>Charleston, SC<br>Knoxville, TN | <ul> <li>2 persons per bedroom</li> <li>1 person plus the number of bedrooms multiplied by 2</li> <li>Based on lot size and square footage of the dwelling</li> <li>2 person per bedroom plus 1 other</li> <li>2 person per bedroom, maximum of 12</li> <li>4 adults plus any number of children</li> <li>2 per bedroom plus 2 additional people, maximum of</li> </ul> |
|--|---|
| Knoxville, IN  | 2 per bedroom plus 2 additional people, maximum of 12   |

Regarding the use of rental strikes, there were again many cities who did not issue rental strikes or impose other similar penalties for tenant behavior. The following is a summary of a sample of cities who do regulate tenant behavior:

| Stillwater, MN                  | If 3 substantiated and relevant complaints are<br>received from neighbors or guests within a 12 month<br>period, the license shall be revoked |
|---------------------------------|---|
| Prior Lake, MN                  | 3 strike rule, similar to North Mankato   |
| Nashville, TN                   | License may be revoked after 3 violations of any ordinance  |
| Charleston, SC<br>Sandpoint, ID | Any violation entitles the City to revoke a license<br>Revocation after 3 strikes   |

In summary, the attached ordinance is designed to license and regulate Short-Term Rental dwellings similar to the general rental licensing program the City administers. Also attached is a proposed Short-term rental application with fees similar to general rental licensing.

As proposed, the issuance of Short-Term Rental licenses would not affect the 10% rental density cap.

### RECOMMENDATION

Staff recommends approval of the attached Short-Term Rental ordinance and application.

### **CHAPTER 157 SHORT-TERM RENTALS**

### **157.001 PURPOSE:**

(A) The City finds that Short-Term Rentals located in residential zoning districts constitute commercial use of residential property which is inconsistent with the residential nature of the zoning districts. Therefore, in order to protect the residential character of the City's residential districts, the City determines that it is appropriate to license Short-Term Rentals.

### **157.002 DEFINITION:**

SHORT-TERM RENTAL: A dwelling unit or a portion of a dwelling unit rented for a period of less than thirty (30) days.

### **157.003 LICENSE REQUIRED:**

(A) No owner of a Short-Term Rental located within a residential zoning district shall rent, offer for rent, or advertise for rent to another person(s) without first obtaining a Short-Term License. As part of the licensing process, all Short-Term Rental dwellings will be subject to inspection by the Building Official or Building Inspector.

### 157.020 GENERALLY:

(A) The following are applicable to all Short-Term Rental dwellings:

1. The dwelling shall not be used for commercial events or receptions such as weddings, reunions or parties.

2. The dwelling shall be rented for a period of less than thirty consecutive (30) days.

3. Short-Term Rental are not subject to the rental density provisions of the North Mankato City Code.

4. Recreational vehicles (RV's), campers, tents or travel trailers shall not be used for short – term rental purposes.

5. No sign identifying a short-term rental is permitted on the premises.

6. No Short-Term Rental dwelling shall be occupied until a Certificate of License has been issued.

### 157.021 LICENSING:

(A) *License fee.* The annual rental license fee shall be established by resolution of the Council. A \$50 non-refundable application fee is required for each new Short-Term Rental license application.

(B) *License expiration*. Each license issued pursuant to this section shall have a term of 1 year and shall expire on December 31. Payment of license fees is due and payable on or before the date of expiration of the license. All Short-Term Rental licenses, for which payment of license fees is over 30 days past due shall be automatically canceled. Reissuance of a license for any property with a canceled license shall be handled as if the property were a new license. Such issuance will require the property to comply with all codes in effect at the time of the new license application.

### **157.022 SALE/TRANSFER OF OWNERSHIP OF LICENSED SHORT TERM RENTAL:**

Upon the sale of any licensed Short-Term Rental, should the subsequent owner wish to continue to use the dwelling for Short-Term Rental purposes, it is necessary to apply for transfer of a Short-Term Rental license including a physical inspection of the dwelling and property by the Building Official or Building Inspector.

### 157. 023 APPLICATIONS:

All applications shall be made as follows:

(A) All applications shall be made at the office of the City Clerk.

(B) All such applications must be subscribed, sworn to, and include, but not be limited to, the following:

(1) Applicant's name, present address, phone number and email address;

(2) Address of property to be used as a Short-Term Rental;

(3) Parking plan showing the size and location of all off-street parking spaces;

(4) Name of person (if other than applicant) responsible for the rental unit;

(5) Such other information as the Council shall deem necessary considering the nature of the use for which the license application is made.

(C) It is unlawful for any applicant to intentionally make a false statement or omission upon any application form. Any false statement in such application, or any willful omission to state any information called for on such application form shall, upon discovery of such falsehood work an automatic refusal of license, or if already issued, shall render any license or permit issued pursuant thereto, void.

(D) The City Clerk shall, upon receipt of each application completed in accordance herewith, forthwith investigate the truth of statements made therein.

(E) Applications for renewal licenses may be made in such abbreviated form as the Council may by resolution adopt.

(F) Applications shall be void 30 days after the date of application. Any fees paid will be non-refundable.

### **157.025 CONDUCT ON LICENSED PROPERTY:**

(A) It shall be the responsibility of the licensee to take appropriate action following conduct by occupant(s) or guest of the occupant(s) which is in violation of any of the following:

(1) Anytime, day or night, that the premises are involved in any of the following:

(a) Unlicensed sale of intoxicating liquor or non-intoxicating malt beverages.

(b) Furnishing intoxicating liquor or non-intoxicating malt beverages by persons under the age of 21 years.

(c) Consumption of intoxicating liquor or non-intoxicating malt beverages by persons under the age of 21 years.

(d) Vice crimes.

(e) Sale or use of illegal drugs by any person on the premises.

(f) Storage of unlicensed or inoperable vehicles, trailers, boats, RVs and campers.

(g) Allowing grass or weeds to exceed 6 inches in height.

(h) Failure to remove ice or snow on adjacent sidewalks within 48 hours after snow or ice has ceased to fall.

(i) Parking of any vehicles in front yard areas, except permitted driveways.

(j) Failure to pay monthly utility bill by the due date.

(k) Failure to comply with §  $\underline{92.21}$  Building Maintenance and Appearance after notification by the city.

(1) Failure to make corrective state building code or city code changes after notification by the city.

(2) Anytime, day or night, that the premises are involved in a manner affecting the neighborhood for any of the following:

(a) Disorderly conduct.

- (b) Disturbing the peace.
- (c) Obstructing an officer.
- (d) Assault (including domestic assault).
- (e) Criminal damage to property.
- (f) Vice crimes.

(3) Between the hours of 7:00 a.m. and 10:00 p.m. for any of the following:

(a) Where the police respond initially and describe the activity as "loud and intrusive" or in any manner affecting the tranquility of the neighborhood (such as, excessive littering, public urination, and the like) and persons involved refusing to comply with police directive to curtail the behavior within 10 minutes.

(b) Where the police respond a second time and describe the activity as "loud and intrusive" or in any manner affecting the tranquility of the neighborhood (such as, excessive littering, public urination, and the like) on both occasions.

(c) Where the police respond on 3 separate dates and describe the activity as "loud and intrusive" or in any manner affecting the tranquility of the neighborhood (such as, excessive littering, public urination, and the like).

(4) Between the hours of 10:00 p.m. and 7:00 a.m. for any 1 or more of the following:

(a) Where police describe the noise level outside of the confines of the dwelling unit as "loud and intrusive." This description should give some indication of the distance that the noises are heard.

(b) Where people are using profanity that can be heard outside the confines of the dwelling unit.

(c) Where music, either from the confines of the dwelling unit, the yard area of the dwelling unit or any parking area defined for the dwelling unit, can be heard from the street, alley or neighboring yards.

(d) Where a gathering is going on either in and/or out of the dwelling unit in a manner that involves any of the following:

1. Disruption of the neighbors, such as, revving of cars, squealing of tires, loud shouting, and the like.

2. Littering.

3. Inappropriate behavior, such as, urinating in yards, persons passed out, and the like.

4. Damaging of property: and where after investigation the officer(s) can show that the inappropriate activity was directly related to the licensed premises. Proof may include, but is not limited to, direct observation by officers, admissions by persons present or testimony/statements by complainants and witnesses.

(e) Where officers are unable to personally verify the existence of any of the criteria listed in 1. through 4. above, but complainants/witnesses are willing to testify to 1 or more of those facts at a criminal or civil proceeding.

(B) The Chief of Police or his or her designee shall be responsible for enforcement and administration of this section.

(C) Upon determination by the Chief of Police that a <u>Short-Term Rental</u> licensed premises was involved in a violation of division (A) of this section, the Chief of Police shall notify the licensee by first class mail of the violation <u>and issue a warning</u>, direct the licensee to take steps to prevent further violations and issue a fine of \$200 to the licensee to be paid within 14 days after notification is issued. Failure to pay fine will result in immediate revocation of the rental license. A copy of said notice shall be sent by first class mail to the occupant in violation of division (A) of this section.

(D) Upon a second violation within 12 months of division (A) of this section involving a guest or an occupant of a licensed premises, the notice provided under division (C) of this section shall require the licensee to submit a written report of the action taken to prevent further violations on the premises and pay a fine of \$4200 to be paid within 14 days after notification is issued. Failure to pay fine will result in immediate revocation of the rental license. This written report shall be submitted to the Police Chief within 5 days of request of the report and shall detail all actions taken by the licensee in response to all notices regarding violations to division (A) of this section within the preceding 12 months. If the licensee fails to comply with the requirements of the section, the rental dwellingShort-Term Rental license for the individual licensed premises may be denied, revoked, suspended, or such other penalty imposed by the City Council. An action to deny, revoke, suspend or renew a license under this section shall be initiated by the City Council at the request of the Police Chief.

(E) If a third or subsequent violation of division (A) of this section involving a guest of or an occupant of a licensed premises occurs within 12 months after any 2 previous instances for which notices were sent to the licensee regarding the same licensed premises, the rental dwellingShort-Term Rental license for the individual rental unit will bemay be denied, revoked.; suspended, or such other penalty not imposed by the City Council. Any action to deny, revoke or suspend a license or impose any other penalty under this section shall be initiated by the City Council at the request of the Police Chief.

(F) No adverse license action shall be imposed if the violation to division (A) of this section occurred during the pendency of eviction proceedings (unlawful detainer) or within 30 days of notice given by the licensee to an occupant to vacate the premises, where the violation was related to conduct by that occupant, other occupants, or the occupant's guests. Eviction proceedings shall not be a bar to adverse license action, however, unless they are diligently pursued by the licensee. Further, an action to deny, revoke, suspend, or not renew a license based upon violations of this section may be postponed or discontinued at any time if it appears that the licensee has taken appropriate measures which will prevent further violations to division (A) of this section.

(G) A determination that the licensed premises has been used in violation of division (A) of this section shall be made by the Council upon substantial evidence to support such a determination. It shall not be necessary that criminal charges be brought to support a determination of violation to division (A) of this section, nor shall the facts of dismissal or acquittal of criminal charges operate as a bar to adverse license action under this section

### **157.026 OFF-STREET PARKING:**

(A) Garages and off-street parking spaces on Short-Term licensed rental properties shall be made available to guests residing on the property.

(B) All off-street parking areas shall be hard-surfaced, using concrete, asphalt or paver brick material.

(C) *Parking ratio*. Any Short-Term Rental shall provide off-street parking according to the following:

(1) For one and two-family dwellings in R-A, R-1, R-1S and R-2 zoning districts off-street parking spaces shall be provided for each dwelling unit based on the following ratio of square footage of sleeping rooms to required parking stalls.

| Sleeping Rooms Square Footage: | Parking Stalls: |
|--------------------------------|-----------------|
| 70 to 119                      | 2               |
| 120 to 169                     | 2               |
| 170 to 219                     | 3               |
| 220 to 269                     | 4               |
| 270 and greater                | 5               |

(2) For a one-family dwelling, not less than 2 off-street parking stalls shall be provided and not more than 5 off-street parking stalls shall be required. For a two-family dwelling, not less than 4 parking stalls shall be provided and not more than 10 parking stalls shall be required.

### **157.027 OCCUPANCY**

No more than 2 persons per Building Code compliant bedroom shall reside in a Short-Term Rental Tenant occupancies shall be limited to 2 persons per Building Code compliant bedroom plus 2 additional people with the total occupancy not to exceed eighttwelve (812) persons per dwelling regardless of the number of bedrooms.

### **157.028 AGENT REQUIRED:**

Each license holder of a dwelling unit within the city, in which license holder does not reside within a 30 mile radius of the city, as measured from the Veterans Memorial Bridge, shall appoint an agent residing within that area, upon which agent the city may serve notices pertaining to the administration of this section or of any provisions of the City Code pertaining to such dwelling unit. The license holder shall provide the City Clerk with the full name, address and telephone number of such agent(s). A license holder shall provide written notice to the City Clerk, with the required information, whenever the agent for a licensed property is changed. The written notice shall be provided to the City Clerk within 48 hours of such change(s).

### **157.050 PENALTY:**

(A) Any violation of this chapter is a misdemeanor and is subject to all penalties provided for such violations.

(B) It is a misdemeanor for any person to prevent, delay, or provide false information to any city official, or his or her representative, while they are engaged in the performance of their duties as set forth in this chapter.

(C) In addition to bringing criminal charges for violation of this chapter, the city may seek a civil injunction against any licensee or occupant who violate any terms of this chapter.



City of North Mankato 1001 Belgrade Ave North Mankato, MN 56003 507.625.4141

### SHORT TERM RESIDENTIAL RENTAL LICENSE APPLICATION

All fields must be completed on this application.

| RENTAL PROPERTY ADDR  | RESS:   |   |   |   |  |
|---|---|---|---|---|--|
|   | (Only 1 address per applica   | tion. Duplicate   | e this page if need   | ed)   |  |
| Number of Rental Units  | at this Address:  |   |   | ing District:   | the zoning district                                    |
| OWNER NAME:   |   |   |   |   |  |
|   | (First)   | (MI)  |   | (Last)  | -15  |
| MAILING ADDRESS:  |   |   |   |   |  |
|   | (Street Address – NO P.O. Box)  |   | (City)  | (State)   | (Zip)  |
| (Cell Phone)  | (Work F   | Phone)  |   | (Home Phone)  | <u> </u>   |
| (E-n  | nail)   |   |   |   |  |
| North Mankato City Code<br>Memorial Bridge.<br>NAME OF AGENT:<br>(If other than owner)                                  | requires a local agent if owner does no<br>(Company Name)   | t live within a   | 30-mile radius of th  | e city as measured fro  | om the Veterans  |
| MAILING ADDRESS:  |   |   |   | ;,  |  |
|   | (Street Address – NO P.O. Box)  |   | (City)  | (State)   | (Zip)  |
| (Cell Phone)  | (Work   | Phone)  |   | (Home Phone)  |  |
| (E-r  | mail)   |   |   |   |  |
| <u>street</u> parking spaces w<br>on the property and is c<br>tenants to park a vehicl<br><b>For One and Two-Family</b> | rking stalls are <u>currently</u> available c<br>ill be required for each unit. All off-s<br>counted as part of the 2 off-street p<br>e(s) inside.<br><b>/ Dwellings in R-A, R-1, R-1S and R-2</b><br>ed on the following ratio of square f | street parkin<br>arking spac<br>2 zoning dist<br>ootage of sl | g spaces shall be<br>es, the garage m<br>ricts off-street pa<br>eeping rooms to | hard-surfaced. If th<br>hust be made clear<br>rking spaces shall be | nere is a garage<br>and available fo<br>e provided for |

| Sleeping Rooms Square Footage: | Parking Stalls: |
|--------------------------------|-----------------|
| 70 to 119                      | 2               |
| 120 to 169                     | 2               |
| 170 to 219                     | 3               |
| 220 to 269                     | 4               |
| 270 and greater                | 5               |

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For a one-family dwelling, not less than two off-street parking stalls shall be provided and not more than five off-street parking stalls shall be required. For a two-family dwelling, not less than four parking stalls shall be provided and not more than ten parking stalls shall be required.

## <u>Payment</u> - \$50.00 Application Fee (non-refundable) will be required with this application. (License fees will be required after the property passes final inspection and before any license is issued)

#### Carefully read the statements below, initial where required, and sign and date.

I hereby grant permission to the City of North Mankato to make inspections of the structure listed herein to determine its compliance with all applicable codes. I agree to maintain a clean, safe, sanitary residential dwelling. I understand that my failure to comply with these requirements may result in a monetary fine or revocation of the license. I hereby certify that the agent listed herein (if any) is authorized to receive correspondence, license renewals, summons and complaints on behalf of the owner. The owner and/or agent agree to promptly notify the City of any change in tenant occupancy, change of agent or transfer of ownership.

#### **Applicant's Initials**

I understand that a city Inspection Official will contact me to schedule a walk-through inspection of the property. It is expected <u>the first walk-through inspection will occur within twenty (20) days</u> from the date the Inspection Official contacts me.

**Applicant's Initials** 

I understand that failure to complete any necessary code requirements <u>within the time-frame issued by the</u> <u>Inspection Official</u> will result in this application being withdrawn and voided, \_\_\_\_\_

**Applicant's Initials** 

I understand that payment made with this application has been submitted for the purpose of applying for a Short Term rental license and that such submittal does not constitute an automatic granting of a Short Term rental license. I also understand that the application fee will not be refunded if a Short Term rental license is denied due to failure of the property to comply with all applicable codes.

**Applicant's Initials** 

I hereby certify that all information contained herein is true and accurate.

Applicant's Signature \_\_\_\_\_ Date: \_\_\_\_\_

Applicant's Printed Name\_\_\_\_\_

### 

### ORDINANCE NO. 111, FOURTH SERIES AN ORDINANCE OF THE CITY OF NORTH MANKATO, MINNESOTA, AMENDING NORTH MANKATO CITY CODE, TITLE XV, LAND USAGE, CHAPTER 157 SHORT-TERM RENTALS

Section 1. Sections of North Mankato City Code, Title XV, Land Usage, Chapter 157, Short-Term Rental Code, is hereby included in City Code as follows:

### **157.001 PURPOSE:**

(A) The City finds that Short-Term Rentals located in residential zoning districts constitute commercial use of residential property which is inconsistent with the residential nature of the zoning districts. Therefore, in order to protect the residential character of the City's residential districts, the City determines that it is appropriate to license Short-Term Rentals.

### **157.002 DEFINITION:**

SHORT-TERM RENTAL: A dwelling unit or a portion of a dwelling unit rented for a period of less than thirty (30) days.

### **157.003 LICENSE REQUIRED:**

(A) No owner of a Short-Term Rental located within a residential zoning district shall rent, offer for rent, or advertise for rent to another person(s) without first obtaining a Short-Term License. As part of the licensing process, all Short-Term Rental dwellings will be subject to inspection by the Building Official or Building Inspector.

### 157.020 GENERALLY:

(A) The following are applicable to all Short-Term Rental dwellings:

1. The dwelling shall not be used for commercial events or receptions such as weddings, reunions or parties.

2. The dwelling shall be rented for a period of less than thirty consecutive (30) days.

3. Short-Term Rental are not subject to the rental density provisions of the North Mankato City Code.

4. Recreational vehicles (RV's), campers, tents or travel trailers shall not be used for short – term rental purposes.

5. No sign identifying a short-term rental is permitted on the premises.

6. No Short-Term Rental dwelling shall be occupied until a Certificate of License has been issued.

### 157.021 LICENSING:

(A) *License fee.* The annual rental license fee shall be established by resolution of the Council. A \$50 non-refundable application fee is required for each new Short-Term Rental license application.

(B) *License expiration.* Each license issued pursuant to this section shall have a term of 1 year and shall expire on December 31. Payment of license fees is due and payable on or before the date of expiration of the license. All Short-Term Rental licenses, for which payment of license fees is over 30 days past due shall be automatically canceled. Reissuance of a license for any

property with a canceled license shall be handled as if the property were a new license. Such issuance will require the property to comply with all codes in effect at the time of the new license application.

### 157.022 SALE/TRANSFER OF OWNERSHIP OF LICENSED SHORT TERM RENTAL:

Upon the sale of any licensed Short-Term Rental, should the subsequent owner wish to continue to use the dwelling for Short-Term Rental purposes, it is necessary to apply for transfer of a Short-Term Rental license including a physical inspection of the dwelling and property by the Building Official or Building Inspector.

### **157.023 APPLICATIONS:**

All applications shall be made as follows:

(A) All applications shall be made at the office of the City Clerk.

(B) All such applications must be subscribed, sworn to, and include, but not be limited to, the following:

(1) Applicant's name, present address, phone number and email address;

- (2) Address of property to be used as a Short-Term Rental;
- (3) Parking plan showing the size and location of all off-street parking spaces;
- (4) Name of person (if other than applicant) responsible for the rental unit;

(5) Such other information as the Council shall deem necessary considering the nature of the use for which the license application is made.

(C) It is unlawful for any applicant to intentionally make a false statement or omission upon any application form. Any false statement in such application, or any willful omission to state any information called for on such application form shall, upon discovery of such falsehood work an automatic refusal of license, or if already issued, shall render any license or permit issued pursuant thereto, void.

(D) The City Clerk shall, upon receipt of each application completed in accordance herewith, forthwith investigate the truth of statements made therein.

(E) Applications for renewal licenses may be made in such abbreviated form as the Council may by resolution adopt.

(F) Applications shall be void 30 days after the date of application. Any fees paid will be non-refundable.

### **157.025 CONDUCT ON LICENSED PROPERTY:**

(A) It shall be the responsibility of the licensee to take appropriate action following conduct by occupant(s) or guest of the occupant(s) which is in violation of any of the following:

(1) Anytime, day or night, that the premises are involved in any of the following:

(a) Unlicensed sale of intoxicating liquor or non-intoxicating malt beverages.

(b) Furnishing intoxicating liquor or non-intoxicating malt beverages by persons under the age of 21 years.

(c) Consumption of intoxicating liquor or non-intoxicating malt beverages by persons under the age of 21 years.

- (d) Vice crimes.
- (e) Sale or use of illegal drugs by any person on the premises.
- (f) Storage of unlicensed or inoperable vehicles, trailers, boats, RVs and campers.
- (g) Allowing grass or weeds to exceed 6 inches in height.

(h) Failure to remove ice or snow on adjacent sidewalks within 48 hours after snow or ice has ceased to fall.

(i) Parking of any vehicles in front yard areas, except permitted driveways.

(j) Failure to pay monthly utility bill by the due date.

(k) Failure to comply with §  $\underline{92.21}$  Building Maintenance and Appearance after notification by the city.

(1) Failure to make corrective state building code or city code changes after notification by the city.

(2) Anytime, day or night, that the premises are involved in a manner affecting the neighborhood for any of the following:

- (a) Disorderly conduct.
- (b) Disturbing the peace.
- (c) Obstructing an officer.
- (d) Assault (including domestic assault).
- (e) Criminal damage to property.
- (f) Vice crimes.

(3) Between the hours of 7:00 a.m. and 10:00 p.m. for any of the following:

(a) Where the police respond initially and describe the activity as "loud and intrusive" or in any manner affecting the tranquility of the neighborhood (such as, excessive littering, public urination, and the like) and persons involved refusing to comply with police directive to curtail the behavior within 10 minutes.

(b) Where the police respond a second time and describe the activity as "loud and intrusive" or in any manner affecting the tranquility of the neighborhood (such as, excessive littering, public urination, and the like) on both occasions.

(c) Where the police respond on 3 separate dates and describe the activity as "loud and intrusive" or in any manner affecting the tranquility of the neighborhood (such as, excessive littering, public urination, and the like).

(4) Between the hours of 10:00 p.m. and 7:00 a.m. for any 1 or more of the following:

(a) Where police describe the noise level outside of the confines of the dwelling unit as "loud and intrusive." This description should give some indication of the distance that the noises are heard.

(b) Where people are using profanity that can be heard outside the confines of the dwelling unit.

(c) Where music, either from the confines of the dwelling unit, the yard area of the dwelling unit or any parking area defined for the dwelling unit, can be heard from the street, alley or neighboring yards.

(d) Where a gathering is going on either in and/or out of the dwelling unit in a manner that involves any of the following:

1. Disruption of the neighbors, such as, revving of cars, squealing of tires, loud shouting, and the like.

2. Littering.

3. Inappropriate behavior, such as, urinating in yards, persons passed out, and the like.

4. Damaging of property: and where after investigation the officer(s) can show that the inappropriate activity was directly related to the licensed premises. Proof may include, but is not limited to, direct observation by officers, admissions by persons present or testimony/statements by complainants and witnesses.

(e) Where officers are unable to personally verify the existence of any of the criteria listed in 1. through 4. above, but complainants/witnesses are willing to testify to 1 or more of those facts at a criminal or civil proceeding.

(B) The Chief of Police or his or her designee shall be responsible for enforcement and administration of this section.

(C) Upon determination by the Chief of Police that a Short-Term Rental licensed premises was involved in a violation of division (A) of this section, the Chief of Police shall notify the licensee by first class mail of the violation and issue a warning.

(D) Upon a second violation within 12 months of division (A) of this section involving a guest or an occupant of a licensed premises, the notice provided under division (C) of this section shall require the licensee to submit a written report of the action taken to prevent further violations on the premises and pay a fine of \$200 to be paid within 14 days after notification is issued. Failure to pay fine will result in immediate revocation of the rental license. This written report shall be submitted to the Police Chief within 5 days of request of the report and shall detail all actions taken by the licensee in response to all notices regarding violations to division (A) of this section within the preceding 12 months. If the licensee fails to comply with the requirements of the section, the Short-Term Rental license for the individual licensed premises may be denied, revoked, suspended, or such other penalty imposed by the City Council. An action to deny, revoke, suspend or renew a license under this section shall be initiated by the City Council at the request of the Police Chief.

(E) If a third or subsequent violation of division (A) of this section involving a guest of or an occupant of a licensed premises occurs within 12 months after any 2 previous instances for which notices were sent to the licensee regarding the same licensed premises, the Short-Term Rental license for the individual rental unit will be revoked. Any action to revoke a license under this section shall be initiated by the City Council at the request of the Police Chief.

(F) No adverse license action shall be imposed if the violation to division (A) of this section occurred during the pendency of eviction proceedings (unlawful detainer) or within 30 days of notice given by the licensee to an occupant to vacate the premises, where the violation was related to conduct by that occupant, other occupants, or the occupant's guests. Eviction proceedings shall not be a bar to adverse license action, however, unless they are diligently pursued by the licensee. Further, an action to deny, revoke, suspend, or not renew a license based upon violations of this section may be postponed or discontinued at any time if it appears that the licensee has taken appropriate measures which will prevent further violations to division (A) of this section.

(G) A determination that the licensed premises has been used in violation of division (A) of this section shall be made by the Council upon substantial evidence to support such a determination. It shall not be necessary that criminal charges be brought to support a determination of violation to division (A) of this section, nor shall the facts of dismissal or acquittal of criminal charges operate as a bar to adverse license action under this section

### **157.026 OFF-STREET PARKING:**

(A) Garages and off-street parking spaces on Short-Term licensed rental properties shall be made available to guests residing on the property.

(B) All off-street parking areas shall be hard-surfaced, using concrete, asphalt or paver brick material.

(C) *Parking ratio*. Any Short-Term Rental shall provide off-street parking according to the following:

(1) For one and two-family dwellings in R-A, R-1, R-1S and R-2 zoning districts off-street parking spaces shall be provided for each dwelling unit based on the following ratio of square footage of sleeping rooms to required parking stalls.

| Sleeping Rooms Square Footage: | Parking Stalls: |
|--------------------------------|-----------------|
| 70 to 119                      | 2               |
| 120 to 169                     | 2               |
| 170 to 219                     | 3               |
| 220 to 269                     | 4               |
| 270 and greater                | 5               |

(2) For a one-family dwelling, not less than 2 off-street parking stalls shall be provided and not more than 5 off-street parking stalls shall be required. For a two-family dwelling, not less than 4 parking stalls shall be provided and not more than 10 parking stalls shall be required.

### **157.027 OCCUPANCY**

Tenant occupancies shall be limited to 2 persons per Building Code compliant bedroom plus 2 additional people with the total occupancy not to exceed twelve (12) persons per dwelling regardless of the number of bedrooms.

### **157.028 AGENT REQUIRED:**

Each license holder of a dwelling unit within the city, in which license holder does not reside within a 30 mile radius of the city, as measured from the Veterans Memorial Bridge, shall appoint an agent residing within that area, upon which agent the city may serve notices pertaining to the administration of this section or of any provisions of the City Code pertaining to such dwelling unit. The license holder shall provide the City Clerk with the full name, address and telephone number of such agent(s). A license holder shall provide written notice to the City Clerk, with the required information, whenever the agent for a licensed property is changed. The written notice shall be provided to the City Clerk within 48 hours of such change(s).

### 157.050 PENALTY:

(A) Any violation of this chapter is a misdemeanor and is subject to all penalties provided for such violations.

(B) It is a misdemeanor for any person to prevent, delay, or provide false information to any city official, or his or her representative, while they are engaged in the performance of their duties as set forth in this chapter.

(C) In addition to bringing criminal charges for violation of this chapter, the city may seek a civil injunction against any licensee or occupant who violate any terms of this chapter.

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 this 7<sup>th</sup> day of January, 2019.

Mayor

ATTEST:

City Clerk

City of North Mankato, MN



# Claims List - Regular By Vendor Name

Date Range: 1-7-19

| 00093         ARNOLD'S OF MANKATO, INC.         12/31/2018         Regular         0         126.00           02013         BAKER & TAYLOR         12/31/2018         Regular         0         520.00           00136         BERCHS         00/11/2019         Regular         0         50.00           00145         BERCHS         01/01/2019         Regular         0         51.09           00147         BLACSTONE PUBLISHING         12/31/2018         Regular         0         120.00           00131         BULC FARTH COUNTY FIRE CHIEFS ASSOC.         01/01/2019         Regular         0         30.071.25           00132         BOHLKE, LISA         12/11/2018         Regular         0         30.071.25           00132         BONUN INTERTEC CORPORATION         12/11/2018         Regular         0         30.071.25           00212         BURGISS ON BELIGRADE         01/01/2019         Regular         0         10.005.00           00212         CARGILL, INC         12/31/2018         Regular         0         10.005.00           00212         CARGILL, INC         12/31/2018         Regular         0         10.005.00           00214         CHINER'N SULING ON CSOLTHERM NINENDSO ON COLU/2018         Regular <th>Number</th>                      | Number |
|---|--------|
| 02359         ARTIFACT         12/31/2018         Regular         0         12 6.00           00113         BAKER & TAVIOR         12/31/2018         Regular         0         5.00.00           00145         BETTER HOUSEKEEPING VACUUMS, INC.         12/31/2018         Regular         0         5.1.09           00147         BLOCKSTOR FUBLISHING         12/31/2018         Regular         0         120.00           00148         BOTSCOLT TROOP R29         0.10/10/2019         Regular         0         500.00           00189         BRAUN INFERTE CORPORATION         12/17/2018         Regular         0         500.00           00232         BROGS         0.10/70/2019         Regular         0         1.06.25.00           00232         BROWIN INFERTE CORPORATION         12/31/2018         Regular         0         1.000.00           00232         REGURANCELLET ENVIRONMENTAL HEALTH         12/20/2018         Regular         0         1.000.00           00232         REGURANCE         0.10/70/2019         Regular         0         1.000.00           00232         CARIALI, INC         12/31/2018         Regular         0         1.000.00           00232         CARIADA         0.10/10/2019         Regul   | 90379  |
| 00113         BAKER & TAYLOR         12/32/2018         Regular         0         23.2.2           00136         BENNS         0/07/2019         Regular         0         550.00           00145         BETTER HOUSEKEEPING VACUUMS, INC.         12/31/2018         Regular         0         161.09           00147         BLUCKSTONE PUBLISHING         12/31/2018         Regular         0         120.00           02112         BOLFLIKE, LISA         12/31/2018         Regular         0         30.00           02131         BOLFLIKE, LISA         12/31/2018         Regular         0         3.071.25           02245         BRIGGS         0/10/2019         Regular         0         3.071.25           020122         BROWN-NICOLET ENVIRONMENTAL HEALTH         12/20/2018         Regular         0         3.062.50           00212         CARGILL, INC.         12/31/2018         Regular         0         1.000.00           00224         BRUMINTERTE CONFORMENTAL HEALTH         12/3/2018         Regular         0         1.000.00           00234         CHIGUENS MUSEUM OF SOUTHERN MINNESO TO 10/12/2019         Regular         0         1.000.00           00234         CHIGUENS MUSEUM OF SOUTHERN MINNESOT ACTIES         0/12/31/                         | 90380  |
| 00136         BENCIS         01/01/2019         Regular         0         500.00           00145         BETTER HOUSEKEEPIN VACUUMS, INC.         12/31/2018         Regular         0         151.99           00147         BLACKTONE PUBLISHING         12/31/2018         Regular         0         12000           00141         BLOEKKTONE PUBLISHING         12/31/2018         Regular         0         12000           00181         BOY SCOLT TROOP #25         01/01/2019         Regular         0         350.00           00182         BRAUN INTERTE CORPORATION         12/17/2018         Regular         0         10,625.00           002022         BROWN-NICOLET ENVIRONMENTAL HEALTH         12/20/2018         Regular         0         10,000.00           00212         GURGIN MOSOLLET ENVIRONMENTAL HEALTH         12/31/2018         Regular         0         213.50           00244         CHLIENEN MUSEUM OF SOUTHERN MINESO 10/10/2018         Regular         0         213.50           002757         CINTAS         12/31/2018         Regular         0         213.50           00274         CIRCIE INN         01/01/2019         Regular         0         213.50           002754         CINTAS         12/31/2018 <td< td=""><td>90381</td></td<>          | 90381  |
| 00145         BETTER HOUSEKEEPING VACUURS, INC.         12/31/2018         Regular         0         51.09           00147         BLACSTONE PUBLISHING         12/31/2018         Regular         0         120.00           02112         BLUE FARTH COUNTY FIRE CHETS ASSOC.         01/01/2019         Regular         0         120.00           02317         BOPHLKE, LSA         12/31/2018         Regular         0         30.00           00181         BOYSCOLT TROP (#2)         01/01/2019         Regular         0         3.071.25           002245         BRIGGS         0.01/07/2019         Regular         0         2.66.00           00212         BUSINSON BLEIGRADE         0.01/01/2019         Regular         0         1.060.00           00212         CARGILL, INC.         12/31/2018         Regular         0         1.000.00           00224         CHIGENS MUSEUM OF SOUTHERN MINNESO D.1/01/2019         Regular         0         1.23.00           00235         CHTO FO MARKATO         12/31/2018         Regular         0         2.706.00           00236         CHACLE INN         0.1/01/2019         Regular         0         1.000.00           00370         ECHO FOOD SHELF         0.1/01/2019         Regular<                                  | 90382  |
| 00147         BLACKSTONE FUBUSHING         12/31/2018         Regular         0         616.17           00112         BLUE EARTH COUNTY FIRE CHIEFS ASSOC.         01/01/2019         Regular         0         120.000           00181         BOY SCULT TROOP #29         01/01/2019         Regular         0         500.000           00189         BRAUN INTERTEC CORPORATION         12/17/2018         Regular         0         10.625.00           00242         BROVN-NICOLLET ENVRONMENTAL HEALTH         12/07/2019         Regular         0         10.000.00           00221         CARGILI, INC.         12/13/2018         Regular         0         1,000.00           00221         CARGILI, INC.         12/13/2018         Regular         0         2,185.00           00224         CHILDREN'S MUSEUM OF SOUTHERN MINNESO DI/01/2019         Regular         0         2,135.00           00249         CIRCLE INN         01/01/2019         Regular         0         2,776.00           00255         CITY OF MANATO         12/31/2018         Regular         0         2,776.00           00387         ELMERGENY AUTOMOTIVE TECHNOLOGY, INC.         01/01/2019         Regular         0         10,100.00           00387         ELMERGENY AUTOMOTIVE                 | 90415  |
| 00112         BLUE EARTH COUNTY FIRE CHIEFS ASSOC.         01/02/2019         Regular         0         120.00           02317         BOFHLKE, LISA         12/31/2018         Regular         0         120.00           00181         BOY SCOUT TROOP #29         01/01/2019         Regular         0         3.071.25           02245         BRIGGS         01/07/2019         Regular         0         10.0625.00           00212         BROWN-NICOLLET ENVIRONMENTAL HEALTH         12/20/2018         Regular         0         10.000.00           00212         CARCILL, INC.         12/31/2018         Regular         0         1.0000.00           00221         CARCILL, INC.         12/31/2018         Regular         0         1.0000.00           00224         CARCILL, INC.         12/31/2018         Regular         0         9.2000.00           00245         CITY OF MANKATO         12/31/2018         Regular         0         9.402.17           00247         COALITON OF GREATER MINNESOT CITIES         0/01/2019         Regular         0         1.000.00           00387         EMERGENCY AUTOMOTIVE TECHNOLOGY, INC.         12/31/2018         Regular         0         1.000.00           00387         EMERGENCY AUTOMOTIVE TECHN                         | 90383  |
| 0217         BOEHLKE, LISA         12/31/2018         Regular         0         120.00           00181         BOY SCOUT TROOP #29         01/01/2019         Regular         0         500.00           00189         BRAUN INTERTEC CORPORATION         12/17/2018         Regular         0         10,625.00           00242         BROWN-NICCILET ENVRONMENTAL HEALTH         12/12/2018         Regular         0         10,000.00           00221         CARGILL, INC.         12/31/2018         Regular         0         10,000.00           00224         CHIGREN'S MUSEUM OF SOUTHERN MINNESO         01/01/2019         Regular         0         21,35.0           00244         CHILDREN'S MUSEUM OF SOUTHERN MINNESO         01/01/2019         Regular         0         92,000.00           00255         CITY OF MANKATO         12/31/2018         Regular         0         27,706.00           00370         ECHO FODO SHELF         01/01/2019         Regular         0         13,52           02387         EMERGENCY AUTOMOTIVE TECHNOLOGY, INC.         12/31/2018         Regular         0         13,52           02387         EMERGENCY AUTOMOTIVE TECHNOLOGY, INC.         12/31/2018         Regular         0         13,52           02381                        | 90384  |
| 00181         BOY SCOUT TROOP #29         01/01/2019         Regular         0         500.00           00189         BRAUN INTERTEC CORPORATION         12/17/2018         Regular         0         10,625.00           02020         BROWN-NICOLLET ENVIRONMENTAL HEALTH         12/20/2018         Regular         0         10,062.00           02021         BUSINESS ON BELGRADE         01/01/2019         Regular         0         10,000.00           02021         CARGIL, INC.         12/31/2018         Regular         0         12,000.00           02244         CHILDERYS MUSEUM OF SOUTHERN MINNESO         01/01/2019         Regular         0         213.50           02257         CINTAS         12/31/2018         Regular         0         99,000.00           02255         CITO OF MANKATO         12/31/2018         Regular         0         10,000.00           03370         ECHA FOOD SHELE         01/01/2019         Regular         0         10,000.00           0387         EMERGENCY AUTOMOTIVE TECHNOLOGY, INC.         12/31/2018         Regular         0         10,000.00           0387         EMERGENCY AUTOMOTIVE TECHNOLOGY, INC.         12/31/2018         Regular         0         10,01.00         0           00387<                         | 90416  |
| 00189         BRAUN INTERTEC CORPORATION         12/17/2018         Regular         0         3,071.25           02745         BRIGGS         01/07/2019         Regular         0         10,625.00           02020         BROWN-MICOLLET ENVIRONMENTAL HEALTH         12/20/2018         Regular         0         286.00           00211         CARGILL, INC.         12/31/2018         Regular         0         1,000.00           00221         CARGILL, INC.         12/31/2018         Regular         0         1,000.00           00244         CHILDERY SMUSEUM OF SOUTHERN MINNESO         01/01/2019         Regular         0         9,000.00           00255         CITY OF MANKATO         12/31/2018         Regular         0         1,000.00           00274         COALTION OF GREATER MINNESOTA CITES         01/01/2019         Regular         0         1,000.00           00387         EMERGENCY AUTOMOTIVE TECHNOLOGY, INC.         0/01/2019         Regular         0         1,010.00           00387         EMERGENCY AUTOMOTIVE TECHNOLOGY, INC.         0/01/2019         Regular         0         1,010.00           00387         EMERGENCY AUTOMOTIVE TECHNOLOGY, INC.         0/01/2019         Regular         0         1,010.00         1,010.01         | 90385  |
| 02245         BRIGGS         01/07/2019         Regular         0         11,6,25.00           00302         BROWN-NICOLLET ENVIRONMENTAL HEALTH         12/20/2018         Regular         0         10,000.00           00212         BUSINESS ON BELGRADE         01/07/2019         Regular         0         10,000.00           00224         CARGILL, INC.         12/31/2018         Regular         0         12,000.00           00224         CHIDBEW'S MUSEUM OF SOUTHERN MINNESO         01/01/2019         Regular         0         213.50           00244         CHIDDEW'S MUSEUM OF SOUTHERN MINNESO         12/31/2018         Regular         0         227.050.00           00255         CITY OF MANKATO         12/31/2018         Regular         0         27.050.00           00370         ECHO FOOD SHELF         01/01/2019         Regular         0         1.000.00           03387         EMERGENCY AUTOMOTIVE TECHNOLOGY, INC.         12/31/2018         Regular         0         1.010.00           02361         ENFORCEMENT LIGHTING, LLC         12/31/2018         Regular         0         1.010.00           02361         ENFORCEMENT LIGHTING, LLC         12/31/2018         Regular         0         6.4.4.7           00404                            | 90417  |
| 00202         BROWN-NICOLLET ENVIRONMENTAL HEALTH         12/20/2018         Regular         0         286.00           00212         BUSINESS ON BELGRADE         01/01/2019         Regular         0         10,000.00           00212         CARGILL, INC.         12/31/2018         Regular         0         7,685.76           00244         CHILDREN'S MUSEUM OF SOUTHERN MINNESO 01/01/2019         Regular         0         213.50           002757         CINTAS         12/31/2018         Regular         0         92,000.00           00275         CITY OF MANKATO         11/01/2019         Regular         0         27,766.00           00274         COALITION OF GREATER MINNESOTA CITIES         01/01/2019         Regular         0         1,000.00           00275         CITY OF MANKATO         11/01/2019         Regular         0         1,000.00           00387         EMERGENCY AUTOMOTIVE TECHNOLOGY, INC.         1/01/2019         Regular         0         1,001.00           02961         ENFORCEMENT LIGHTING, LLC         1/01/2019         Regular         0         1,001.00           02961         ENFORCEMENT GLIGHTING, LLC         1/01/2019         Regular         0         1,002.01           02961         ENFORCEMENT GLIG                | 90363  |
| 00212         BUSINESS ON BELGRADE         01/01/2019         Regular         0         10,000.00           00221         CARGIL, INC.         12/31/2018         Regular         0         7,685.76           00244         CHILDREYS MUSEUM OF SOUTHERN MINNESO D1/01/2019         Regular         0         213.50           00249         CIRCLE INN         01/01/2019         Regular         0         93,402.17           00274         COALTION OF GREATER MINNESOTA CITIES         01/01/2019         Regular         0         93,402.17           00370         ECHO FOOD SHELF         01/01/2019         Regular         0         10.000.00           00387         EMERGENCY AUTOMOTIVE TECHNOLOGY, INC.         12/31/2018         Regular         0         10.000.00           02361         ENFORCEMENT LIGHTING, LLC         01/01/2019         Regular         0         1.01.60           00401         EXPRESS SERVICES, INC.         12/31/2018         Regular         0         1.050.00           00402         FREDRIGEN UGHTING, LLC         12/31/2018         Regular         0         1.050.00           00404         FASTENAL COMPANY         12/31/2018         Regular         0         1.050.00           004032         FERGISON UNTERPRISES, INC                | 90454  |
| 00221         CARGILL, INC.         1/31/2018         Regular         0         7,685.76           00244         CHILDREN'S MUSEUM OF SOUTHERN MINNESO 01/01/2019         Regular         0         1,000.00           00249         CIRCLE INN         01/01/2019         Regular         0         93,402.17           00249         CIRCLE INN         01/01/2019         Regular         0         93,402.17           00274         COALITION OF GREATER MINNESOTA CITIES         01/01/2019         Regular         0         1,000.00           00387         ECHO FOOD SHELF         01/01/2019         Regular         0         1,000.00           00387         EMERGENCY AUTOMOTIVE TECHNOLOGY, INC.         01/07/2019         Regular         0         1,000.00           02361         ENFORCEMENT LIGHTING, LLC         01/07/2019         Regular         0         1,001.00           02361         ENFORCEMENT LIGHTING, LLC         1/07/2018         Regular         0         1,091.16           00401         EXPRESS SERVICES, INC.         1/07/2018         Regular         0         1,500.00           004031         EXPRESS SERVICES, INC.         1/07/2018         Regular         0         1,500.00           004040         FASTENAL COMPANY                          | 90369  |
| 00244         CHILDREN'S MUSEUM OF SOUTHERN MINNESO         01/01/2019         Regular         0         1,000.00           02757         CINTAS         12/31/2018         Regular         0         213.50           00249         CIRCLE INN         01/01/2019         Regular         0         93.402.17           00274         COALITION OF GREATER MINNESOTA CITIES         01/01/2019         Regular         0         27.706.00           00370         ECHO FOOD SHELF         01/01/2019         Regular         0         251.94           00387         EMERGENCY AUTOMOTIVE TECHNOLOGY, INC.         10/01/2019         Regular         0         10.100.00           00387         EMERGENCY AUTOMOTIVE TECHNOLOGY, INC.         10/01/2019         Regular         0         10.100.00           023961         ENFORCEMENT LIGHTING, LLC         01/01/2019         Regular         0         2,300.00           004001         EXPRESS SERVICES, INC.         12/31/2018         Regular         0         16.447           004004         FASTENAL COMPANY         12/31/2018         Regular         0         16.56.5           00401         EXPRESS SERVICES, INC.         12/31/2018         Regular         0         16.50.00           004049         <                     | 90418  |
| 02757         CINTAS         12/31/2018         Regular         0         213.50           00249         CIRCLE INN         01/01/2019         Regular         0         92,000.00           00255         CITY OF MANKATO         12/31/2018         Regular         0         92,000.00           00274         COALITION OF GREATER MINNESOTA CITIES         01/01/2019         Regular         0         1,000.00           00387         ECHO FOOD SHELF         01/01/2019         Regular         0         1,000.00           00387         ENERGENCY AUTOMOTIVE TECHNOLOGY, INC.         12/31/2018         Regular         0         10,100.00           02961         ENFORCEMENT LIGHTING, LLC         01/01/2019         Regular         0         1,000.00           02961         ENFORCEMENT LIGHTING, LLC         01/01/2019         Regular         0         6,24.47           00401         EXPRESS SERVICES, INC.         01/01/2019         Regular         0         1,50.00           00404         FASTENAL COMPANY         12/31/2018         Regular         0         1,50.00           00404         FASTENAL COMPANY         12/31/2018         Regular         0         32.55           004047         FREE PRESS         12/31/2018 <td>90386</td>                       | 90386  |
| 00249         CIRCLE INN         01/01/2019         Regular         0         92,000,00           00255         CITV OF MANKATO         12/31/2018         Regular         0         93,402,17           00274         COALITION OF GREATER MINNESOTA CITIES         01/01/2019         Regular         0         1,000,00           00387         EMERGENCY AUTOMOTIVE TECHNOLOGY, INC.         12/31/2018         Regular         0         13,52           00387         EMERGENCY AUTOMOTIVE TECHNOLOGY, INC.         12/31/2018         Regular         0         10,100,00           00387         EMERGENCY AUTOMOTIVE TECHNOLOGY, INC.         12/31/2018         Regular         0         10,100,00           02361         ENFORCEMENT LIGHTING, LLC         11/01/2019         Regular         0         1,001,00           00401         EXPRESS SERVICES, INC.         01/07/2019         Regular         0         55,65           00404         FASTENAL COMPANY         12/31/2018         Regular         0         14,568,36           00432         FLEETPRIDE         12/31/2018         Regular         0         32,85           00432         FLEETPRIDE         12/31/2018         Regular         0         32,85           00432         FLETPRIDE <td>90419</td>              | 90419  |
| 00255         CITY OF MANKATO         1/31/2018         Regular         0         93,402.17           00274         COALITION OF GREATER MINNESOTA CITIES         01/01/2019         Regular         0         27,706.00           00387         ECHO FODO SHELF         01/01/2019         Regular         0         251.94           00387         EMERGENCY AUTOMOTIVE TECHNOLOGY, INC.         12/31/2018         Regular         0         13,52           00387         EMERGENCY AUTOMOTIVE TECHNOLOGY, INC.         01/07/2019         Regular         0         1,000.00           02961         ENFORCEMENT LIGHTING, LLC         12/31/2018         Regular         0         2,300.00           04040         EXPRESS SERVICES, INC.         12/31/2018         Regular         0         55.65           04040         FASTENAL COMPANY         12/31/2018         Regular         0         14,568.36           04040         FASTENAL COMPANY         12/31/2018         Regular         0         14,568.36           04043         FLEETPRIDE         12/31/2018         Regular         0         32.85           02962         FRISK, BONNIE         12/31/2018         Regular         0         50.000           00477         GIRE SCOUTS OF MN & WI RIVER                          | 90387  |
| 00274         COALITION OF GREATER MINNESOTA CITIES         01/01/2019         Regular         0         27,706.00           00370         ECHO FOOD SHELF         01/01/2019         Regular         0         1,000.00           00387         EMERGENCY AUTOMOTIVE TECHNOLOGY, INC.         12/31/2018         Regular         0         251.94           00387         EMERGENCY AUTOMOTIVE TECHNOLOGY, INC.         11/01/2019         Regular         0         1.0.100.00           02361         ENFORCEMENT LIGHTING, LLC         12/31/2018         Regular         0         2.300.00           00401         EXPRESS SERVICES, INC.         01/07/2019         Regular         0         55.65           00404         FASTENAL COMPANY         12/31/2018         Regular         0         1,500.00           00404         FASTENAL COMPANY         12/31/2018         Regular         0         14,568.36           00404         FASTENAL COMPANY         12/31/2018         Regular         0         683.70           00432         FLEETRIDE         12/31/2018         Regular         0         32.85           02452         FRESK, BONNIE         12/31/2018         Regular         0         51.000.00           02477         GIRL SCOUTS OF AN & WI R                         | 90420  |
| 00370         ECHO FOOD SHELF         01/01/2019         Regular         0         1,000.00           00387         EMERGENCY AUTOMOTIVE TECHNOLOGY, INC.         12/13/2018         Regular         0         13.52           00387         EMERGENCY AUTOMOTIVE TECHNOLOGY, INC.         12/31/2018         Regular         0         10,000.00           02961         ENFORCEMENT LIGHTING, LLC         12/31/2018         Regular         0         2,300.00           00401         EXPRESS SERVICES, INC.         12/31/2018         Regular         0         55.65           00401         EXPRESS SERVICES, INC.         01/07/2019         Regular         0         14,568.36           00404         FASTENAL COMPANY         12/31/2018         Regular         0         14,568.36           00404         FASTENAL COMPANY         12/31/2018         Regular         0         14,568.36           004032         FLETPRIDE         12/31/2018         Regular         0         255.00           00432         FLETPRIDE         12/31/2018         Regular         0         255.00           00447         FRE PRESS         10/101/2019         Regular         0         250.00           00557         HIGH SCHOUS OF THRENST         01/01/2019<                                  | 90388  |
| 00387         EMERGENCY AUTOMOTIVE TECHNOLOGY, INC.         12/31/2018         Regular         0         13.52           00387         EMERGENCY AUTOMOTIVE TECHNOLOGY, INC.         01/07/2019         Regular         0         10,100.00           02961         ENFORCEMENT LIGHTING, LLC         01/01/2019         Regular         0         2,300.00           00401         EXPRESS SERVICES, INC.         12/31/2018         Regular         0         6244.7           00404         FASTENAL COMPANY         11/31/31/2018         Regular         0         55.65           00404         FASTENAL COMPANY         11/31/2018         Regular         0         14,568.36           00404         FASTENAL COMPANY         11/31/2018         Regular         0         14,568.36           00404         FASTENAL COMPANY         12/31/2018         Regular         0         14,568.36           00432         FLEETPRIDE         12/31/2018         Regular         0         225.00           00447         FREE PRESS         12/31/2018         Regular         0         50.00           00477         GIRL SCOUTS OF MN & WI RIVER VALLEYS         01/01/2019         Regular         0         51.000.00           00550         HILDI, INC.         <                              | 90421  |
| 00387         EMERGENCY AUTOMOTIVE TECHNOLOGY, INC.         01/07/2019         Regular         0         13.52           02961         ENFORCEMENT LIGHTING, LLC         01/01/2019         Regular         0         2,300.00           02961         ENFORCEMENT LIGHTING, LLC         12/31/2018         Regular         0         2,300.00           00401         EXPRESS SERVICES, INC.         12/31/2018         Regular         0         624.47           00404         FASTENAL COMPANY         12/31/2018         Regular         0         55.55           00408         FEEDING OUR COMMUNITIES PARTNERS         01/01/2019         Regular         0         14,568.36           00409         FERGUSON ENTERPRISES, INC #1657         12/31/2018         Regular         0         688.70           00432         FLEETPRIDE         12/31/2018         Regular         0         32.85           02962         FRISK, BONNIE         12/31/2018         Regular         0         500.00           00477         GIRL SCOUTS OF MN & WI RIVER VALLEYS         01/01/2019         Regular         0         500.00           00557         HIGH SCHOOL GRADUATION CELEBRATION         01/01/2019         Regular         0         500.00           00557 <td< td=""><td>90422</td></td<> | 90422  |
| 02961         ENFORCEMENT LIGHTING, LLC         01/01/2019         Regular         0         010,100.00           02961         ENFORCEMENT LIGHTING, LLC         12/31/2018         Regular         0         2,300.00           00401         EXPRESS SERVICES, INC.         12/31/2018         Regular         0         624.47           00401         EXPRESS SERVICES, INC.         01/07/2019         Regular         0         55.65           00404         FASTENAL COMPANY         12/31/2018         Regular         0         14,568.36           00408         FEEDING OUR COMMUNITIES PARTNERS         01/01/2019         Regular         0         68.83.0           004047         FREE PRESS         12/31/2018         Regular         0         32.85           02962         FRISK, BONNIE         12/31/2018         Regular         0         225.00           00447         FREE PRESS         12/31/2018         Regular         0         200.00           02228         GREATER MINNESOTA PARKS & TRAILS         01/01/2019         Regular         0         51,000.00           00550         HILDI, INC.         12/31/2018         Regular         0         51,000.00           00557         HOLTARST         01/01/2019         <                                       | 90389  |
| 02961         ENFORCEMENT LIGHTING, LLC         12/31/2018         Regular         0         2,300.00           00401         EXPRESS SERVICES, INC.         12/31/2018         Regular         0         1,091.16           00401         EXPRESS SERVICES, INC.         01/07/2019         Regular         0         55.65           00404         FASTENAL COMPANY         12/31/2018         Regular         0         1,500.00           00409         FEEDING OUR COMMUNITIES PARTNERS         01/01/2019         Regular         0         14,568.36           00432         FLEETPRIDE         12/31/2018         Regular         0         683.70           00447         FREE PRESS         12/31/2018         Regular         0         255.00           00447         FREE PRESS         12/31/2018         Regular         0         255.00           022562         FRISK, BONNIE         12/31/2019         Regular         0         500.00           024228         GRATER MINNESOTA PARKS & TRAILS         01/01/2019         Regular         0         500.00           00557         HIGH SCHOOL GRADUATION CELEBRATION         01/01/2019         Regular         0         500.00           00575         HOLIDAY SHARING TREE         01/01/2019<                                  | 90455  |
| O0401         EXPRESS SERVICES, INC.         12/31/2018         Regular         0         1,091.16           00401         EXPRESS SERVICES, INC.         01/07/2019         Regular         0         624.47           00404         FASTENAL COMPANY         12/31/2018         Regular         0         624.47           00404         FASTENAL COMPANY         12/31/2018         Regular         0         55.65           00409         FERGUSON ENTERPRISES, INC #1657         12/31/2018         Regular         0         683.70           00447         FREE PRESS         12/31/2018         Regular         0         683.70           00447         FREE PRESS         12/31/2018         Regular         0         32.85           00447         FREE PRESS         12/31/2018         Regular         0         500.00           00477         GIRL SCOUTS OF MN & WI RIVER VALLEYS         01/01/2019         Regular         0         500.00           00557         HOLDAY SHARING TREE         01/01/2019         Regular         0         500.00           00575         HOLIDAY SHARING TREE         01/01/2019         Regular         0         23.970.65           00627         JACKSON-HIRSH, INC         12/31/2018         Regul   | 90378  |
| 00401         EXPRESS SERVICES, INC.         01/07/2019         Regular         0         624.47           00404         FASTENAL COMPANY         12/31/2018         Regular         0         55.65           00408         FEEDING OUR COMMUNITIES PARTNERS         01/01/2019         Regular         0         14,568.36           00409         FERGUSON ENTERPRISES, INC #1657         12/31/2018         Regular         0         683.70           00447         FREE PRESS         12/31/2018         Regular         0         32.85           02952         FRISK, BONNIE         12/31/2018         Regular         0         500.00           00477         GIRL SCOUTS OF MN & WI RIVER VALLEYS         01/01/2019         Regular         0         500.00           00570         HAZEL L. HOERST         01/01/2019         Regular         0         51,000.00           00557         HIGH SCHOOL GRADUATION CELEBRATION         01/01/2019         Regular         0         500.00           00575         HOLDAY SHARING TREE         01/01/2019         Regular         0         23.970.65           00627         JACKSON-HIRSH, INC         12/31/2018         Regular         0         39.81           00555         HOLIDAY SHARING TREE                                     | 90390  |
| 00404         FASTENAL COMPANY         12/31/2018         Regular         0         55.65           00408         FEEDING OUR COMMUNITIES PARTNERS         01/01/2019         Regular         0         1,500.00           00409         FERGUSON ENTERPRISES, INC #1657         12/31/2018         Regular         0         14,568.36           00432         FLEETPRIDE         12/31/2018         Regular         0         683.70           00447         FREE PRESS         12/31/2018         Regular         0         32.85           02962         FRISK, BONNIE         12/31/2018         Regular         0         500.00           042228         GREATER MINNESOTA PARKS & TRAILS         01/01/2019         Regular         0         51,000.00           00557         HIGH SCHOOL GRADUATION CELEBRATION         01/01/2019         Regular         0         500.00           00556         HILDI, INC.         12/31/2018         Regular         0         500.00         500.00           00577         HOLTMER CONSTRUCTION         12/18/2018         Regular         0         500.00         500.00         500.00         500.00         500.00         500.00         500.00         500.00         500.00         500.00         500.00         50                           | 90391  |
| 00408         FEEDING OUR COMMUNITIES PARTNERS         01/01/2019         Regular         0         1,500.00           00409         FERGUSON ENTERPRISES, INC #1657         12/31/2018         Regular         0         14,568.36           00432         FLEETPRIDE         12/31/2018         Regular         0         683.70           00447         FREE PRESS         12/31/2018         Regular         0         32.85           02962         FRISK, BONNIE         12/31/2018         Regular         0         500.00           024228         GREATER MINNESOTA PARKS & TRAILS         01/01/2019         Regular         0         500.00           022228         GREATER MINNESOTA PARKS & TRAILS         01/01/2019         Regular         0         500.00           00557         HIGH SCHOOL GRADUATION CELEBRATION         01/01/2019         Regular         0         500.00           00557         HOLIDAY SHARING TREE         01/01/2019         Regular         0         500.00           00557         HOLIDAY SHARING TREE         01/01/2019         Regular         0         39.81         0           00557         HOLIDAY SHARING TREE         01/01/2019         Regular         0         39.81         0         39.81         0                                | 90456  |
| 00409         FERGUSON ENTERPRISES, INC #1657         12/31/2018         Regular         0         14/568.36           00432         FLEETPRIDE         12/31/2018         Regular         0         683.70           00447         FREE PRESS         12/31/2018         Regular         0         32.85           02962         FRISK, BONNIE         12/31/2018         Regular         0         500.00           02228         GREATER MINNESOTA PARKS & TRAILS         01/01/2019         Regular         0         51,000.00           02228         GREATER MINNESOTA PARKS & TRAILS         01/01/2019         Regular         0         51,000.00           00570         HAZEL L. HOERST         01/01/2019         Regular         0         500.00         9           00557         HIGH SCHOOL GRADUATION CELEBRATION         01/01/2019         Regular         0         500.00         9           00575         HOLIDAY SHARING TREE         01/01/2019         Regular         0         33,81         9           006627         JACKSON-HIRSH, INC         12/31/2018         Regular         0         13,690.79         9           00719         KUSSMAUL ELECTRONICS CO., INC.         12/31/2018         Regular         0         13,690.79                                   | 90392  |
| 00432         FLEETRIDE         12/31/2018         Regular         0         633.70           00447         FREE PRESS         12/31/2018         Regular         0         32.85           02962         FRISK, BONNIE         12/31/2018         Regular         0         255.00           00477         GIRL SCOUTS OF MN & WI RIVER VALLEYS         01/01/2019         Regular         0         202.00           02228         GREATER MINNESOTA PARKS & TRAILS         01/01/2019         Regular         0         51,000.00           00570         HAZEL L. HOERST         01/01/2019         Regular         0         500.00         9           00557         HIGH SCHOOL GRADUATION CELEBRATION         01/01/2019         Regular         0         500.00         9           00556         HILDI, INC.         12/31/2018         Regular         0         500.00         9           00577         HOLDAY SHARING TREE         01/01/2019         Regular         0         39.970.65         9           006627         JACKSON-HIRSH, INC         12/31/2018         Regular         0         13,690.79         9           00719         KUSSMAUL ELECTRONICS CO., INC.         12/31/2018         Regular         0         13,690.79   | 90423  |
| 00447         FREE PRESS         12/31/2018         Regular         0         32.85         9           02962         FRISK, BONNIE         12/31/2018         Regular         0         255.00         9           00477         GIRL SCOUTS OF MN & WI RIVER VALLEYS         01/01/2019         Regular         0         500.00         9           02228         GREATER MINNESOTA PARKS & TRAILS         01/01/2019         Regular         0         51,000.00         9           00570         HAZEL L. HOERST         01/01/2019         Regular         0         500.00         9           00557         HIGH SCHOOL GRADUATION CELEBRATION         01/01/2019         Regular         0         1,690.00         9           00550         HILDI, INC.         12/31/2018         Regular         0         23,970.65         9           00577         HOLTMEIER CONSTRUCTION         12/18/2018         Regular         0         39.81         9           00627         JACKSON-HIRSH, INC         12/31/2018         Regular         0         31,690.79         9           00719         KUSSMAUL ELECTRONICS CO., INC.         12/31/2018         Regular         0         31,690.79         9           00731         LAGER'S OF MANKAT  | 90393  |
| 02962       FRISK, BONNIE       12/31/2018       Regular       0       25.00       9         00477       GIRL SCOUTS OF MN & WI RIVER VALLEYS       01/01/2019       Regular       0       220.00       9         002228       GREATER MINNESOTA PARKS & TRAILS       01/01/2019       Regular       0       225.00       9         00570       HAZEL L. HOERST       01/01/2019       Regular       0       50.000       9         00557       HIGH SCHOOL GRADUATION CELEBRATION       01/01/2019       Regular       0       500.00       9         00556       HILDI, INC.       12/31/2018       Regular       0       500.00       9         00577       HOLIDAY SHARING TREE       01/01/2019       Regular       0       23,970.65       9         00577       HOLTMEIER CONSTRUCTION       12/31/2018       Regular       0       39.81       9         00690       KENNEDY & GRAVEN CHARTERED       01/07/2019       Regular       0       13,690.79       9         00719       KUSSMAUL ELECTRONICS CO., INC.       12/31/2018       Regular       0       13,690.79       9         00746       LAW ENFORCEMENT LABOR SERVICES, INC.       12/18/2018       Regular       0       13,690.79  | 90394  |
| 00477       GIRL SCOUTS OF MN & WI RIVER VALLEYS       01/01/2019       Regular       0       500.00       9         02228       GREATER MINNESOTA PARKS & TRAILS       01/01/2019       Regular       0       225.00       9         00570       HAZEL L. HOERST       01/01/2019       Regular       0       500.00       9         00557       HIGH SCHOOL GRADUATION CELEBRATION       01/01/2019       Regular       0       500.00       9         00560       HILDI, INC.       12/31/2018       Regular       0       500.00       9         00577       HOLIDAY SHARING TREE       01/01/2019       Regular       0       23,970.65       9         00627       JACKSON-HIRSH, INC       12/18/2018       Regular       0       39.81       9         00690       KENNEDY & GRAVEN CHARTERED       01/07/2019       Regular       0       13,690.79       9         00719       KUSSMAUL ELECTRONICS CO., INC.       12/18/2018       Regular       0       13,690.79       9         00731       LAGER'S OF MANKATO, INC.       12/18/2018       Regular       0       13,690.79       9         00747       LAW ENFORCEMENT TECHNOLOGY GROUP, LLC       01/01/2019       Regular       0       6,235.84  | 90395  |
| 02228       GREATER MINNESOTA PARKS & TRAILLS       01/01/2019       Regular       0       225.00       0         00570       HAZEL L. HOERST       01/01/2019       Regular       0       51,000.00       9         00557       HIGH SCHOOL GRADUATION CELEBRATION       01/01/2019       Regular       0       500.00       9         00560       HILDI, INC.       12/31/2018       Regular       0       1,690.00       9         00577       HOLIDAY SHARING TREE       01/01/2019       Regular       0       23,970.65       9         00577       HOLTMEIER CONSTRUCTION       12/18/2018       Regular       0       39.81       9         00627       JACKSON-HIRSH, INC       12/31/2018       Regular       0       39.81       9         00690       KENNEDY & GRAVEN CHARTERED       01/07/2019       Regular       0       621.22       9         00719       KUSSMAUL ELECTRONICS CO., INC.       12/31/2018       Regular       0       13,690.79       9         00731       LAGEN'S OF MANKATO, INC.       12/31/2018       Regular       0       714.00       9         00747       LAW ENFORCEMENT LABOR SERVICES, INC.       12/18/2018       Regular       0       6,235.84  | 90396  |
| 00570       HAZEL L. HOERST       01/01/2019       Regular       0       51,000,00       0         00557       HIGH SCHOOL GRADUATION CELEBRATION       01/01/2019       Regular       0       1,690,00       0         00560       HILDI, INC.       12/31/2018       Regular       0       1,690,00       0         00575       HOLIDAY SHARING TREE       01/01/2019       Regular       0       23,970,65       0         00577       HOLTMEIER CONSTRUCTION       12/18/2018       Regular       0       39.81       0         00627       JACKSON-HIRSH, INC       12/31/2018       Regular       0       175.00       9         00690       KENNEDY & GRAVEN CHARTERED       01/07/2019       Regular       0       621.22       9         00719       KUSSMAUL ELECTRONICS CO., INC.       12/18/2018       Regular       0       13,690.79       9         00731       LAGER'S OF MANKATO, INC.       12/18/2018       Regular       0       714.00       9         00746       LAW ENFORCEMENT LABOR SERVICES, INC.       12/18/2018       Regular       0       6,235.84       9         00747       LAW ENFORCEMENT TECHNOLOGY GROUP, LLC       01/01/2019       Regular       0       5,220.00   | 90424  |
| 00557       HIGH SCHOOL GRADUATION CELEBRATION       01/01/2019       Regular       0       500.00       9         00560       HILDI, INC.       12/31/2018       Regular       0       1,690.00       9         00575       HOLIDAY SHARING TREE       01/01/2019       Regular       0       500.00       9         00577       HOLTMEIER CONSTRUCTION       12/18/2018       Regular       0       23,970.65       9         00627       JACKSON-HIRSH, INC       12/31/2018       Regular       0       39.81       9         00690       KENNEDY & GRAVEN CHARTERED       01/07/2019       Regular       0       1275.00       9         00719       KUSSMAUL ELECTRONICS CO., INC.       12/18/2018       Regular       0       13,690.79       9         00731       LAGER'S OF MANKATO, INC.       12/18/2018       Regular       0       714.00       9         00746       LAW ENFORCEMENT TECHNOLOGY GROUP, LLC       01/07/2019       Regular       0       5,220.00       9         00747       LAW ENFORCEMENT TECHNOLOGY GROUP, LLC       01/07/2019       Regular       0       5,220.00       9         00747       LAW ENFORCEMENT TECHNOLOGY GROUP, LLC       01/01/2019       Regular       0   | 90425  |
| 00560         HILDI, INC.         12/31/2018         Regular         0         1,690.00         9           00575         HOLIDAY SHARING TREE         01/01/2019         Regular         0         23,970.65         9           00577         HOLTMEIER CONSTRUCTION         12/18/2018         Regular         0         39.81         9           00627         JACKSON-HIRSH, INC         12/31/2018         Regular         0         39.81         9           00690         KENNEDY & GRAVEN CHARTERED         01/07/2019         Regular         0         175.00         9           00719         KUSSMAUL ELECTRONICS CO., INC.         12/31/2018         Regular         0         13,690.79         9           00731         LAGER'S OF MANKATO, INC.         12/31/2018         Regular         0         251.80         9           00746         LAW ENFORCEMENT LABOR SERVICES, INC.         12/18/2018         Regular         0         6,235.84         9           00747         LAW ENFORCEMENT TECHNOLOGY GROUP, LLC         01/07/2019         Regular         0         5,220.00         9           00747         LAW ENFORCEMENT TECHNOLOGY GROUP, LLC         01/07/2019         Regular         0         5,220.00         9  | 90426  |
| 00575         HOLIDAY SHARING TREE         01/01/2019         Regular         0         500.00         9           00577         HOLTMEIER CONSTRUCTION         12/18/2018         Regular         0         23,970.65         9           00527         JACKSON-HIRSH, INC         12/31/2018         Regular         0         39.81         9           00627         JACKSON-HIRSH, INC         12/31/2018         Regular         0         175.00         9           00690         KENNEDY & GRAVEN CHARTERED         01/07/2019         Regular         0         621.22         9           00719         KUSSMAUL ELECTRONICS CO., INC.         12/18/2018         Regular         0         13,690.79         9           00731         LAGER'S OF MANKATO, INC.         12/31/2018         Regular         0         251.80         9           00746         LAW ENFORCEMENT LABOR SERVICES, INC.         12/18/2018         Regular         0         6,235.84         9           00747         LAW ENFORCEMENT TECHNOLOGY GROUP, LLC         01/07/2019         Regular         0         5,220.00         9           00747         LAW ENFORCEMENT TECHNOLOGY GROUP, LLC         01/07/2019         Regular         0         500.00         9  | 90427  |
| 00577         HOLTMEIER CONSTRUCTION         12/18/2018         Regular         0         23,970.65         23           00627         JACKSON-HIRSH, INC         12/31/2018         Regular         0         39.81         23           00690         KENNEDY & GRAVEN CHARTERED         01/07/2019         Regular         0         175.00         23           00719         KUSSMAUL ELECTRONICS CO., INC.         12/31/2018         Regular         0         621.22         24           00731         LAGER'S OF MANKATO, INC.         12/31/2018         Regular         0         251.80         25           00746         LAW ENFORCEMENT LABOR SERVICES, INC.         12/18/2018         Regular         0         6,235.84         2           00747         LAW ENFORCEMENT TECHNOLOGY GROUP, LLC         01/07/2019         Regular         0         6,235.84         2           00747         LAW ENFORCEMENT TECHNOLOGY GROUP, LLC         01/07/2019         Regular         0         5,220.00         2           00759         LEEP SUMMER REC         01/01/2019         Regular         0         500.00         2           00797         MAC TOOLS DISTRIBUTOR         12/31/2018         Regular         0         68.99         2   | 90397  |
| 00627       JACKSON-HIRSH, INC       12/31/2018       Regular       0       39.81       3         00690       KENNEDY & GRAVEN CHARTERED       01/07/2019       Regular       0       175.00       3         00719       KUSSMAUL ELECTRONICS CO., INC.       12/31/2018       Regular       0       621.22       3         02737       KWS, LLC       12/18/2018       Regular       0       13,690.79       3         00746       LAGER'S OF MANKATO, INC.       12/31/2018       Regular       0       251.80       3         00747       LAW ENFORCEMENT LABOR SERVICES, INC.       12/18/2018       Regular       0       6,235.84       3         00747       LAW ENFORCEMENT TECHNOLOGY GROUP, LLC       01/07/2019       Regular       0       6,235.84       3         00747       LAW ENFORCEMENT TECHNOLOGY GROUP, LLC       01/07/2019       Regular       0       5,220.00       3         00747       LAW ENFORCEMENT TECHNOLOGY GROUP, LLC       01/07/2019       Regular       0       5,220.00       3         00759       LEEP SUMMER REC       01/01/2019       Regular       0       500.00       3         00797       MAC TOOLS DISTRIBUTOR       12/31/2018       Regular       0       68.  | 90428  |
| 00690         KENNEDY & GRAVEN CHARTERED         01/07/2019         Regular         0         175.00         2           00719         KUSSMAUL ELECTRONICS CO., INC.         12/31/2018         Regular         0         621.22         2           02737         KWS, LLC         12/18/2018         Regular         0         13,690.79         2           00731         LAGER'S OF MANKATO, INC.         12/31/2018         Regular         0         251.80         2           00746         LAW ENFORCEMENT LABOR SERVICES, INC.         12/18/2018         Regular         0         714.00         2           00747         LAW ENFORCEMENT TECHNOLOGY GROUP, LLC         01/01/2019         Regular         0         6,235.84         2           00747         LAW ENFORCEMENT TECHNOLOGY GROUP, LLC         01/07/2019         Regular         0         5,220.00         2           00747         LAW ENFORCEMENT TECHNOLOGY GROUP, LLC         01/01/2019         Regular         0         5,00.00         2           00759         LEEP SUMMER REC         01/01/2019         Regular         0         68.99         2           00797         MAC TOOLS DISTRIBUTOR         12/31/2018         Regular         0         68.99         2 <td>90361</td>                           | 90361  |
| 00719         KUSSMAUL ELECTRONICS CO., INC.         12/31/2018         Regular         0         621.22         9           02737         KWS, LLC         12/18/2018         Regular         0         13,690.79         9           00731         LAGER'S OF MANKATO, INC.         12/31/2018         Regular         0         251.80         9           00746         LAW ENFORCEMENT LABOR SERVICES, INC.         12/18/2018         Regular         0         714.00         9           00747         LAW ENFORCEMENT TECHNOLOGY GROUP, LLC         01/01/2019         Regular         0         6,235.84         9           00747         LAW ENFORCEMENT TECHNOLOGY GROUP, LLC         01/07/2019         Regular         0         5,220.00         9           00759         LEEP SUMMER REC         01/01/2019         Regular         0         500.00         9           00797         MAC TOOLS DISTRIBUTOR         12/31/2018         Regular         0         68.99         9   | 90398  |
| 02737         KWS, LLC         12/18/2018         Regular         0         13,690.79         5           00731         LAGER'S OF MANKATO, INC.         12/31/2018         Regular         0         251.80         2           00746         LAW ENFORCEMENT LABOR SERVICES, INC.         12/18/2018         Regular         0         714.00         2           00747         LAW ENFORCEMENT TECHNOLOGY GROUP, LLC         01/01/2019         Regular         0         6,235.84         2           00747         LAW ENFORCEMENT TECHNOLOGY GROUP, LLC         01/07/2019         Regular         0         5,220.00         2           00759         LEEP SUMMER REC         01/01/2019         Regular         0         500.00         2           00797         MAC TOOLS DISTRIBUTOR         12/31/2018         Regular         0         68.99         2  | 90457  |
| 00731         LAGER'S OF MANKATO, INC.         12/31/2018         Regular         0         251.80         2           00746         LAW ENFORCEMENT LABOR SERVICES, INC.         12/18/2018         Regular         0         714.00         2           00747         LAW ENFORCEMENT TECHNOLOGY GROUP, LLC         01/01/2019         Regular         0         6,235.84         2           00747         LAW ENFORCEMENT TECHNOLOGY GROUP, LLC         01/07/2019         Regular         0         5,220.00         2           00759         LEEP SUMMER REC         01/01/2019         Regular         0         500.00         2           00797         MAC TOOLS DISTRIBUTOR         12/31/2018         Regular         0         68.99         2  | 90399  |
| 00746         LAW ENFORCEMENT LABOR SERVICES, INC.         12/18/2018         Regular         0         714.00         2           00747         LAW ENFORCEMENT TECHNOLOGY GROUP, LLC         01/01/2019         Regular         0         6,235.84         9           00747         LAW ENFORCEMENT TECHNOLOGY GROUP, LLC         01/01/2019         Regular         0         5,220.00         9           00759         LEEP SUMMER REC         01/01/2019         Regular         0         500.00         9           00797         MAC TOOLS DISTRIBUTOR         12/31/2018         Regular         0         68.99         9   | 90362  |
| 00747         LAW ENFORCEMENT TECHNOLOGY GROUP, LLC 01/01/2019         Regular         0         6,235.84         9           00747         LAW ENFORCEMENT TECHNOLOGY GROUP, LLC 01/07/2019         Regular         0         5,220.00         9           00759         LEEP SUMMER REC         01/01/2019         Regular         0         500.00         9           00797         MAC TOOLS DISTRIBUTOR         12/31/2018         Regular         0         68.99         9  | 90400  |
| 00747         LAW ENFORCEMENT TECHNOLOGY GROUP, LLC 01/07/2019         Regular         0         5,220.00         5           00759         LEEP SUMMER REC         01/01/2019         Regular         0         500.00         5           00797         MAC TOOLS DISTRIBUTOR         12/31/2018         Regular         0         68.99         6  | 90366  |
| 00759         LEEP SUMMER REC         01/01/2019         Regular         0         500.00         9           00797         MAC TOOLS DISTRIBUTOR         12/31/2018         Regular         0         68.99         9  | 90429  |
| 00797         MAC TOOLS DISTRIBUTOR         12/31/2018         Regular         0         68.99         6  | 90458  |
|   | 90430  |
| 02964 MACKIN EDUCATIONAL RESOURCES 12/31/2018 Regular 0 4.000.00 9  | 90401  |
|   | 90402  |
|   | 90431  |
|   | 90432  |
|   | 90433  |
|   | 90403  |
|   | 90404  |
|   | 90434  |
|   | 90435  |
|   | 90405  |
|   | 90459  |
| 00900 MINNESOTA DEPARTMENT OF AGRICULTURE 01/01/2019 Regular 0 10.00 9  | 90436  |

| 00920          |  | 01/01/2010               | Degular            |   | 22.00             | 00/07          |
|----------------|--|--------------------------|--------------------|---|-------------------|----------------|
| 00920          | MINNESOTA DEPARTMENT OF HEALTH<br>MINNESOTA DEPARTMENT OF LABOR & INDUST       | 01/01/2019               | Regular            | 0 | 23.00             | 90437          |
| 00905          | MINNESOTA DEPARTMENT OF LABOR & INDOS<br>MINNESOTA STATE FIRE DEPT ASSOCIATION | 01/01/2019               | Regular<br>Regular | 0 | 50.00<br>346.00   | 90376<br>90438 |
| 00951          | MINNESOTA TRUCK & TRACTOR, INC.  | 12/31/2018               | Regular            | 0 | 191.91            | 90438<br>90406 |
| 02121          | MN PIE   | 01/01/2019               | Regular            | 0 | 180.00            | 90439          |
| 00969          | MNMYF FOOTBALL   | 01/01/2019               | Regular            | õ | 500.00            | 90440          |
| 00995          | MSCIC  | 01/01/2019               | Regular            | 0 | 750.00            | 90453          |
| 01033          | NEWMAN TRAFFIC SIGNS   | 12/31/2018               | Regular            | 0 | 853.10            | 90407          |
| 01057          | NORTH MANKATO MOTOR VEHICLE REGISTRAR  | 01/01/2019               | Regular            | 0 | 31.00             | 90442          |
| 01106          | PETTY CASH   | 12/31/2018               | Regular            | o | 66.95             | 90408          |
| 01125          | PONGRATZ FENCE & FAB LLC   | 01/07/2019               | Regular            | 0 | 160.00            | 90460          |
| 01133          | POWERPLAN/RDO EQUIPMENT  | 12/31/2018               | Regular            | 0 | 471.90            | 90409          |
| 02953          | R & E ENTERPRISES OF MANKATO   | 12/31/2018               | Regular            | 0 | 3,108.49          | 90410          |
| 02953          | R & E ENTERPRISES OF MANKATO   | 01/07/2019               | Regular            | 0 | 10,581.52         | 90461          |
| 01208          | RIST, ALBERT J.  | 01/01/2019               | Regular            | 0 | 51,000.00         | 90443          |
| 01209          | RIST, JOHN A.  | 01/01/2019               | Regular            | o | 51,000.00         | 90444          |
| 01210          | RIST, LOREN E.   | 01/01/2019               | Regular            | 0 | 51,000.00         | 90445          |
| 01212          | RIVER VALLEY FOUNDATION  | 01/01/2019               | Regular            | 0 | 200.00            | 90446          |
| 01285          | SIRSIDYNIX   | 12/20/2018               | Regular            | 0 | 32,485.76         | 90370          |
| 02950          | SRF CONSULTING GROUP, INC.   | 01/07/2019               | Regular            | 0 | 1,621.60          | 90462          |
| 01336<br>01352 | STAPLES OIL CO., INC.  | 01/07/2019               | Regular            | 0 | 934.58            | 90463          |
| 01352          | STREICHER'S, INC   | 12/31/2018               | Regular            | 0 | 1,899.00          | 90411          |
| 01402          |  | 12/31/2018               | Regular            | 0 | 5,382.02          | 90412          |
| 01409          | TOPPERS & TRAILERS PLUS  | 12/31/2018               | Regular            | 0 | 313.00            | 90413          |
| 01418          | TOYS FOR TOTS<br>TWIN RIVERS COUNCIL FOR THE ARTS                              | 01/01/2019               | Regular            | 0 | 500.00            | 90447          |
| 01432          | TWIN RIVERS COUNCIL FOR THE ARTS   | 01/01/2019               | Regular            | 0 | 15,500.00         | 90448          |
| 01433          | TYLER TECHNOLOGIES   | 01/07/2019               | Regular            |   | 2,000.00          | 90464          |
| 02150          | U.S. BANK  | 01/01/2019<br>01/01/2019 | Regular            | 0 | 14,230.89         | 90449          |
| 01445          | UNITED WAY INC   | 12/18/2018               | Regular            | 0 | 147,212.50        | 90450          |
| 02536          | USAQUATICS, INC.   | 12/18/2018               | Regular            | 0 | 145.61            | 90368          |
| 01517          | WELLS FARGO CORPORATE TRUST SERVICE  | 01/01/2019               | Regular<br>Regular | 0 | 3,446.00          | 90377          |
| 01559          | YMCA BROTHERS, SISTERS   | 01/01/2019               | Regular            | 0 | 1,578,761.26      | 90451          |
| 01562          | ZAHL EQUIPMENT SERVICE, INC.   | 12/31/2018               | Regular            | 0 | 1,000.00<br>68.00 | 90452<br>90414 |
| 01562          | ZAHL EQUIPMENT SERVICE, INC.   | 01/07/2019               | Regular            | 0 | 430.60            | 90414<br>90465 |
| 00062          | AMERICAN SECURITY CABINETS GROUP   | 01/01/2019               | Bank Draft         | 0 | 93.00             | DFT0002723     |
| 00101          | AT&T MOBILITY  | 12/20/2018               | Bank Draft         | 0 | 28.03             | DFT0002723     |
| 00182          | BOYER TRUCKS   | 12/17/2018               | Bank Draft         | 0 | 45.45             | DFT0002718     |
| 00311          | CULLIGAN WATER CONDITIONING  | 01/02/2019               | Bank Draft         | 0 | 34.75             | DFT0002734     |
| 00311          | CULLIGAN WATER CONDITIONING  | 01/02/2019               | Bank Draft         | 0 | 48.70             | DFT0002734     |
| 02965          | DELUXE   | 12/27/2018               | Bank Draft         | 0 | 288.67            | DFT0002721     |
| 00353          | DITTRICH MECHANICAL & FABRICATION  | 12/17/2018               | Bank Draft         | 0 | 103.00            | DFT0002702     |
| 00353          | DITTRICH MECHANICAL & FABRICATION  | 12/17/2018               | Bank Draft         | 0 | 42.50             | DFT0002703     |
| 00608          | INGRAM LIBRARY SERVICES  | 12/28/2018               | Bank Draft         | 0 | 629.61            | DFT0002725     |
| 00608          | INGRAM LIBRARY SERVICES  | 01/03/2019               | Bank Draft         | 0 | 88.52             | DFT0002736     |
| 02179          | MES (MUNICIPAL EMERGENCY SERVICES)   | 12/31/2018               | Bank Draft         | 0 | 208.29            | DFT0002728     |
| 01322          | SPRINT   | 12/28/2018               | Bank Draft         | 0 | 35.45             | DFT0002722     |
| 01335          | STAPLES ADVANTAGE  | 12/12/2018               | Bank Draft         | 0 | 203.90            | DFT0002701     |
| 01335          | STAPLES ADVANTAGE  | 12/17/2018               | Bank Draft         | 0 | 67.57             | DFT0002717     |
| 01335          | STAPLES ADVANTAGE  | 12/26/2018               | Bank Draft         | 0 | 101.88            | DFT0002720     |
| 01335          | STAPLES ADVANTAGE  | 12/28/2018               | Bank Draft         | 0 | 180.67            | DFT0002732     |
| 01335          | STAPLES ADVANTAGE  | 12/31/2018               | Bank Draft         | 0 | 222.62            | DFT0002733     |
| 01377          | TELRITE CORPORATION  | 12/17/2018               | Bank Draft         | 0 | 100.17            | DFT0002705     |
| 01470          | VERIZON WIRELESS   | 12/17/2018               | Bank Draft         | 0 | 30.12             | DFT0002706     |
| 00036          | ALEX AIR APPARATUS, INC.   | 01/09/2019               | EFT                | 0 | 3,412.50          | 1429           |
| 00036          | ALEX AIR APPARATUS, INC.   | 01/09/2019               | EFT                | 0 | 412.44            | 1469           |
| 00050          | ALPHA WIRELESS COMMUNICATIONS  | 01/09/2019               | EFT                | 0 | 34.47             | 1430           |
| 00063          | AMERICAN PEST CONTROL  | 01/09/2019               | EFT                | 0 | 200.00            | 1470           |
| 00105          | AUTO VALUE MANKATO   | 01/09/2019               | EFT                | 0 | 597.21            | 1431           |
| 00105          | AUTO VALUE MANKATO   | 01/09/2019               | EFT                | 0 | 54.37             | 1471           |
| 00142          |  | 01/09/2019               | EFT                | 0 | 10,562.50         | 1432           |
| 00174          |  | 01/09/2019               | EFT                | 0 |                   | 1433           |
| 00216          |  | 01/09/2019               | EFT                | 0 | 430.48            | 1434           |
| 00216          |  | 01/09/2019               | EFT                | 0 | 18.38             |                |
| 00230          |  | 01/09/2019               | EFT                | 0 | 247.72            |                |
| 02706          |  | 01/09/2019               | EFT                | 0 |                   | 1436           |
| 00310          |  | 01/09/2019               | EFT                | 0 | 18.60             | 1437           |
| 00310          |  | 01/09/2019               | EFT                | 0 |                   | 1473           |
| 00322<br>00453 |  | 01/09/2019               | EFT                | 0 | 259.16            | 1438           |
| LCHOO          | FREYBERG PETROLEUM SALES, INC.   | 01/09/2019               | EFT                | 0 | 1,268.85          | 1439           |

| 00463 | G & L AUTO SUPPLY, LLC                  | 01/09/2019 | EFT        | 0 | 449.53          | 1440                     |
|-------|---|------------|------------|---|-----------------|--------------------------|
| 00469 | GANGELHOFF, BRIAN                       | 01/09/2019 | EFT        | 0 | 188.00          | 1441                     |
| 00494 | GOPHER STATE ONE-CALL                   | 01/09/2019 | EFT        | 0 | 76.95           | 1474                     |
| 00503 | GREAT AMERICAN BUSINESS PRODUCTS        | 01/09/2019 | EFT        | 0 | 42.00           | 1475                     |
| 00586 | HOWE, SANDRA                            | 01/09/2019 | EFT        | 0 | 58.52           | 1442                     |
| 02114 | HYDRO KLEAN                             | 01/09/2019 | EFT        | 0 | 13,070.00       | 1443                     |
| 00609 | INMAN, RICH                             | 01/09/2019 | EFT        | 0 | 516.00          | 1467                     |
| 00680 | J.J. KELLER & ASSOCIATES, INC.          | 01/09/2019 | EFT        | 0 | 694.00          | 1444                     |
| 02941 | JAGUAR COMMUNICATIONS                   | 01/09/2019 | EFT        | 0 | 251.70          | 1445                     |
| 02209 | KRAL, JACOB                             | 01/09/2019 | EFT        | 0 | 12.50           | 1446                     |
| 00776 | LLOYD LUMBER CO.                        | 01/09/2019 | EFT        | 0 | 661.68          | 1447                     |
| 00796 | MACQUEEN EQUIPMENT, INC.                | 01/09/2019 | EFT        | 0 | 8,425.82        | 1448                     |
| 02966 | MC GUIRE, JOHN                          | 01/09/2019 | EFT        | 0 | 175.00          | 1449                     |
| 00874 | MENARDS-MANKATO                         | 01/09/2019 | EFT        | 0 | 125.47          | 1450                     |
| 02532 | MIKE'S LLC                              | 01/09/2019 | EFT        | 0 | 825.00          | 1451                     |
| 00902 | MINNESOTA IRON & METAL CO               | 01/09/2019 | EFT        | 0 | 247.40          | 1452                     |
| 00910 | MINNESOTA VALLEY TESTING LAB, INC.      | 01/09/2019 | EFT        | 0 | 252.00          | 1453                     |
| 02741 | MUELLER, THOMAS                         | 01/09/2019 | EFT        | 0 | 188.00          | 1454                     |
| 01009 | NAPA AUTO PARTS - MANKATO               | 01/09/2019 | EFT        | 0 | 54.99           | 1455                     |
| 01052 | NORTH CENTRAL INTERNATIONAL             | 01/09/2019 | EFT        | 0 | 125.35          | 1456                     |
| 01052 | NORTH CENTRAL INTERNATIONAL             | 01/09/2019 | EFT        | 0 | 1,282.61        |                          |
| 02005 | PANTHEON COMPUTERS                      | 01/09/2019 | EFT        | 0 | 6,235.21        | 1468                     |
| 02005 | PANTHEON COMPUTERS                      | 01/09/2019 | EFT        | 0 | 6,484.20        | 1477                     |
| 01090 | PARAGON PRINTING, MAILING & SPECIALTIES | 01/09/2019 | EFT        | 0 | 3,118.53        |                          |
| 01093 | PAULSON, ANDREAS                        | 01/09/2019 | EFT        | 0 | 138.01          |                          |
| 01099 | PET EXPO DISTRIBUTORS                   | 01/09/2019 | EFT        | 0 | 179.98          | 1459                     |
| 01198 | RETROFIT COMPANIES, INC.                | 01/09/2019 | EFT        | 0 | 313.46          | 1460                     |
| 01211 | RIVER BEND BUSINESS PRODUCTS            | 01/09/2019 | EFT        | 0 | 271.20          | 1461                     |
| 01211 | RIVER BEND BUSINESS PRODUCTS            | 01/09/2019 | EFT        | 0 | 218.34          | 1478                     |
| 01257 | SCHULTZ, BRADLEY                        | 01/09/2019 | EFT        | 0 | 188.00          | 1462                     |
| 01281 | SIGN PRO                                | 01/09/2019 | EFT        | 0 | 314.00          | 1463                     |
| 01323 | SPS COMPANIES, INC.                     | 01/09/2019 | EFT        | 0 | 92.52           | 1464                     |
| 01407 | TOOL SALES COMPANY                      | 01/09/2019 | EFT        | 0 | 50.00           | 1465                     |
| 01492 | WACO SCAFFOLDING & SUPPLY CO.           | 01/09/2019 | EFT        | 0 | 52.54           | 1466                     |
| 00137 | BENCO ELECTRIC COOPERATIVE              | 12/28/2018 | Bank Draft | 0 | 28,326.78       |                          |
| 00234 | CENTER POINT ENERGY                     | 01/02/2019 | Bank Draft | 0 | 7,316.24        | DFT0002720               |
| 00923 | MINNESOTA DEPARTMENT OF LABOR & INDUS   |            | Bank Draft | 0 | 1,781.68        | DFT0002729               |
| 02003 | MINNESOTA DEPT OF REVENUE               | 01/02/2019 | Bank Draft | 0 | 459.71          | DFT0002731<br>DFT0002730 |
| 01477 | VIKING ELECTRIC SUPPLY, INC.            | 12/26/2018 | Bank Draft | 0 | 459.71          | DFT0002730<br>DFT0002719 |
| 01557 | XCEL ENERGY                             | 12/28/2018 | Bank Draft | 0 | 25,273.33       | DFT0002719<br>DFT0002727 |
|       | ACCELLENCE                              | 12/20/2010 | Sunk Bran  | - |                 |                          |
|       |   |            |            |   | \$ 2,532,353.85 | 171                      |

### **Authorization Signatures**

### All Council

The above manual and regular claims lists for 1-7-19 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    |  |
|-------------------|---------------------------------------|-----------|--|
| 12/14/2018        | Police                                | \$ 100.00 |  |
| 12/17/2018        | Library                               | \$ 200.00 |  |
| 12/18/2018        | Kathleen-Book Club Bags               | \$ 10.00  |  |
| 12/18/2018        | Library Noon Book Club-Book Club Bags | \$ 165.00 |  |
|                   |                                       |           |  |
|                   |                                       |           |  |
|                   |                                       |           |  |
|                   |                                       |           |  |
|                   |                                       |           |  |
|                   |                                       |           |  |
|                   |                                       |           |  |
|                   |                                       | \$475.00  |  |

Adopted by the City Council this 9<sup>th</sup> day of January 2019.

Mayor

City Clerk

## **CITY OF NORTH MANKATO**

## **REQUEST FOR COUNCIL ACTION**



| Agenda Item # 9C   | ept: Com. Development | Council Meeting Date: 1/7/19          |  |  |
|--|-----------------------|---------------------------------------|--|--|
| TITLE OF ISSUE: Consider Setting Public Hearing for 7 pm on January 22, 2019, for Revision of Code of<br>Ordinances.   |                       |                                       |  |  |
| BACKGROUND AND SUPPLEMENTAL INFORMATION: Minnesota Statutes authorize the City to cause its ordinances to be revised, updated and compiled. The Ordinances adopted since the last codification on April 2, 2018, will be codified. Exhibit A outlines proposed revisions to the City Code of North Mankato. The Planning Commission reviewed the proposed revisions, Community Development Director Fischer will review the Planning Commission's recommendations. |                       |                                       |  |  |
| If additional space is required, attach a separate sheet<br>REQUESTED COUNCIL ACTION: Set Public Hearing for 7 p.m. on Monday, January 22, 2019.   |                       |                                       |  |  |
| For Clerk's Use:   | SUPPORT               | ING DOCUMENTS ATTACHED                |  |  |
| Motion By:<br>Second By:   | Resolution Ordinan    | ce Contract Minutes Map               |  |  |
| Vote Record: Aye Nay<br>Whitlock<br>Steiner<br>Norland<br>Oachs<br>Dehen   | Other (specify)       | Notice of Public Hearing<br>Exhibit A |  |  |
| Workshop<br>X Regular Meeting<br>Special Meeting   | Refer<br>Table        | until:                                |  |  |

#### NOTICE OF PUBLIC HEARING

### TO AMEND NORTH MANKATO CITY CODE

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 22<sup>nd</sup> day of January 2019, to hold a public hearing to amend the City Code of North Mankato to include all Ordinances adopted by the City Council in 2019 and other amendments to the Code as necessary.

Such persons as desire to be heard concerning the proposed amendment to the City Code will be heard at this meeting.

Dated this 7<sup>th</sup> day of January 2019.

April Van Genderen City Clerk City of North Mankato, Minnesota

### ORDINANCE NO. 112, FOURTH SERIES

### AN ORDINANCE AMENDING THE CODE OF ORDINANCES FOR THE CITY OF NORTH MANKATO, MINNESOTA REVISING, UPDATING AND COMPILING CERTAIN ORDINANCES OF THE CITY DEALING WITH THE SUBJECTS EMBRACED IN THE CODE OF ORDINANCES, AND PROVIDING PENALTIES FOR THE VIOLATION OF THE CODE OF ORDINANCES

WHEREAS, Minnesota Statutes Section 415.02 and 415.021 authorize the City to cause its ordinances to be revised, updated and compiled;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, ordains as follows:

**Section 1**. All portions of the City of North Mankato Code will be revised as outlined in Exhibit A attached; and

**Section 2.** Ordinance Nos. 93, 103, 104, 105, 106, 107, 108, 109, 110, and 111 Fourth Series, are incorporated into the revised Code of Ordinances;

**Section 3.** This ordinance amending the Code of Ordinances shall be a sufficient publication of any ordinance included in it and not previously published in the City's official newspaper. The City Clerk shall cause a substantial quantity of the amended Code of Ordinances to be printed for public distribution to the public at actual cost and shall furnish a copy of the amended Code of Ordinances to the County Law Library or its designated depository. The official copy of this amended Code of Ordinances shall be marked and kept in the Office of the City Clerk.

**Section 4.** The Code of Ordinances is declared to be prima facie evidence of the law of the City and shall be received in evidence as provided by Minnesota Statutes by the Courts of the State of Minnesota.

**Section 5.** This ordinance amending the Code of Ordinances shall take effect upon publication of this ordinance in the City's official newspaper.

Adopted by the City Council of the City of North Mankato this 22<sup>nd</sup> day of January 2019.

Mayor

ATTEST:

City Clerk

CITY CODE AMENDMENTS

### THE CITY OF NORTH MANKATO

| SUBJECT:         | City Code Amendments                         |  |
|------------------|--|--|
| APPLICANT:       | City of North Mankato                        |  |
| LOCATION:        | 2 <b></b>                                    |  |
| EXISTING ZONING: | s=   |  |
| DATE OF HEARING: | December 13, 2018                            |  |
| DATE OF REPORT:  | December 6, 2018                             |  |
| REPORTED BY:     | Mike Fischer, Community Development Director |  |

### APPLICATION SUBMITTED

Request to consider annual City Code amendments

### <u>COMMENT</u>

On an annual basis, staff prepares City Code amendments for review and adoption. The purpose of the amendments is to make adjustments and additions to City Code language in an attempt to make the regulations understandable by the citizens and for consistent enforcement by staff. In some cases the amendments are simply typos or minor adjustments to code language. Otherwise, code language had been created or modified to address reoccurring issues staff encounters annually.

Attached are proposed City Code amendments for your review and consideration. Your recommendations will be forwarded to the City Council for their consideration as well.

### RECOMMENDATION

Staff recommends approval of the City Code amendments

### **№§ 156.044 B-3, GENERAL COMMERCIAL DISTRICT.**

(A) *Purpose*. The General Commercial District is intended to establish a district of providing the broadest range of retail, wholesale, service, and commercial activities.

(B) *Special requirements*. Every use, unless expressly exempted by this division, shall be operated in its entirety within a completely enclosed structure; the exemption of a use from the requirement of enclosure will be indicated by the phrase "need not be enclosed" appearing after any use exempted.

(C) Permitted uses.

(1) The following are permitted uses:

- (a) Antique store.
- (b) Apparel store.
- (c) Appliance store.
- (d) Art gallery, studio, school or supply store.
- (e) Bakeries, retail.
- (f) Banks, savings and loans or finance companies.
- (g) Barber and beauty shops.

(h) Bars, taverns and cocktail lounges licensed to sell soft drinks, beer malt, or alcoholic

beverages on sale, off sale or both.

- (i) Book store.
- (j) Bowling alley.
- (k) Business machine store.
- (l) Business, trade or commercial school.
- (m) Camera and photographic studio and supply.
- (n) Candy, ice cream, confectionary store.
- (o) Car sales lots, need not be enclosed.
- (p) Catalog service and mail order house.
- (q) Caterer.
- (r) Cemetery, memorial garden, need not be enclosed.
- (s) Churches.
- (t) Clinic, dental or medical, but not animal clinic.
- (u) Club or lodge.
- (v) Community centers, parks or public buildings.
- (w) Convent, monastery or similar institution for religious training.
- (x) Conventions, or meeting facility.
- (y) Dairy store.
- (z) Dance studio.
- (aa) Day cares.
- (bb) Delicatessen.
- (cc) Driveways.
- (dd) Drug store.
- (ee) Essential public utility and service structures.
- (ff) Fences.
- (gg) Floral and garden supply including nursery, need not be enclosed.
- (hh) Gift, novelty or souvenir store.
- (ii) Grocery store.
- (jj) Hardware store.

(kk) Hobby store.

(ll) Hotels and motels.

(mm) Institution of religious, charitable or philanthropic nature.

(nn) Interior decorating store and supply.

(oo) Janitorial services.

(pp) Laboratory, medical or dental.

(qq) Laundry or dry-cleaning.

(rr) Leather goods store - retail only.

(ss) Libraries, auditoriums, museums, or other cultural institutions.

(tt) Locksmith or key stand, need not be enclosed.

(uu) Medical appliance sales and fittings.

(vv) Medical intern or resident doctor's quarters.

(ww) Mortuary, funeral home.

(xx) Motorcycle shop.

(yy) Office condominium.

(zz) Office of any type.

(aaa) Optical services and supply.

(bbb) Parking of vehicles, need not be enclosed.

(ccc) Pet store, including animal clinic.

(ddd) Private recreation facilities; tennis court, golf club, swimming pool.

(eee) Public and private utilities.

(fff) Rehabilitation center for handicapped persons.

(ggg) Restaurants or other eating places including drive-ins.

(hhh) School, public or private.

(iii) Shoe repair shops.

(jjj) Sporting goods store.

(kkk) Stationery store.

(lll) Tailor shops.

(mmm) Theater.

(nnn) Toy store.

(000) Travel bureau or ticket agency.

(ppp) Variety stores.

(2) Every permitted use allowed shall be constructed on a permanent foundation and be connected to municipal utilities.

(3) Only 1 business permitted per lot except when located in the same structure.

(D) Conditional uses. The following uses may be permitted:

(1) Automobile wash, service or repair;

(2) Convenience store;

(3) Taxidermist;

(4) Home and building supply store;

(5) Pawnshop;

(6) Dwelling units located in business establishments above the ground floor as regulated by this section;

(7) Landing or take-off area for rotorcraft, not including maintenance, repair, fueling, or hangar facilities;

(E) Accessory uses. The following is a permitted use: Storage buildings associated with the permitted use not exceeding 600 square feet.

(F) Lot area.

(1) For each permitted or conditional use there shall be provided not less than 15,000 square feet of lot area.

(2) For each dwelling unit located in business establishments above the ground floor there shall be provided 1,000 square feet of lot area in addition to that amount required for the business establishment.

(G) Lot width and depth.

(1) Lot width. Every lot upon which there is a permitted or conditional use shall require a minimum width of 100 feet at the building setback line.

(2) Lot depth. Every lot or plot upon which there is a permitted or conditional use shall require a minimum depth of 150 feet.

(H) Yard regulations.

(1) The minimum yard regulations are as follows:

| Front Yard:                  |         |
|------------------------------|---------|
| Main and Accessory Buildings | 15 feet |
| Parking Areas                | 10 feet |
| Side Yards:                  |         |
| Main and Accessory Buildings | 10 feet |
| Parking Areas                | 10 feet |
| Rear Yard:                   |         |
| Main and Accessory Buildings | 15 feet |
| Parking Areas                | 10 feet |

(2) Where a lot is located at the intersection of 2 or more streets there shall be a front yard on each side street.

(I) *Ground coverage*. Not more than 70% of a lot shall be covered by all main and accessory buildings.

(J) *Height regulations*. No structure hereafter erected or altered shall exceed 3 stories or 45 feet in height. Accessory buildings shall not exceed 1 story in height.

(1975 Code, § 11.14) (Am. Ord. 30, passed 2-22-1983; Am. Ord. 8, 4th Series, passed 1-16-2007; Am. Ord. 17, 4th Series, passed 1-17-2008; Am. Ord. 30, 4th Series, passed 1-4-2010; Am. Ord. 79, 4th Series, passed 8-1-2016)

# **§ 93.01 UNLOADING ON STREET OR SIDEWALK.**

No person shall unload any heavy material in the streets of the city by throwing or letting the material fall upon the pavement of any street, alley, sidewalk, or other public way, without first placing some sufficient protection over the pavement.

Penalty, see § <u>10.99</u>

# **₽§ 93.02** STREET AND SIDEWALK OBSTRUCTION.

No person shall obstruct any street, alley, sidewalk, or other public way within the city by erecting thereon any fence or building, or permitting any fence or building to remain thereon. Each day that any fence or building is permitted to remain upon the public way shall constitute a separate offense.

Penalty, see § <u>10.99</u>

# § 93.03 MATERIALS ON STREET OR SIDEWALK.

No person shall encumber any street or sidewalk. No owner, occupant, or person having the care of any building or lot of land, bordering on any street or sidewalk, shall permit it to be encumbered with barrels, boxes, cans, articles, or substances of any kind, so as to interfere with the free and unobstructed use thereof. No owner, occupant or person shall discharge grass clippings or accumulate leaves on any public street or sidewalk.

Penalty, see § <u>10.99</u>

# § 93.04 SUMP PUMP WATER DISCHARGE

As part of any street improvement or maintenance project, all sump pump discharge lines on properties adjacent to the improvement project that are discharging into the street or causing water to flow into the street are required to be tied directly into a storm sewer system. Water from any sump pump discharge line shall not create a nuisance affecting public health or safety. Penalty, see § 10.99

# **№**§ 150.051 P-1, PUBLIC USE DISTRICT.

(A) *Purpose*. The Public Use District is intended to establish a district designed to serve public uses.

(B) Permitted uses. The following are permitted uses.

(1) Municipal government administrative buildings, utility stations, fire stations and police stations;

(2) Parks and playgrounds;

(3) Public libraries and community centers;

(4) Other public uses determined by the Council to be of the same general character and consistent with the intent of division (A) of this section.

(C) Lot area. For each permitted use there shall be provided not less than 6,000 square feet of lot area.

(D) Lot width and depth.

(1) Every lot upon which there is a permitted use shall require a minimum width of 55 feet at the building setback lines.

(2) Every lot upon which there is a permitted use shall require a minimum depth of 100 feet.(E) *Yard regulations*.

(1) Front yard setback.

(a) Platted lots recorded prior to 1958 - 20 feet.

(b) Platted lots recorded 1958 and after - 30 feet.

(c) Corner lots have 2 front yard setbacks.

(2) Side yard setbacks.

(a) Platted lots recorded prior to 1958 - 5 feet.

(b) Platted lots recorded 1958 and after - 10 feet.

(c) Rear yard setback - 25 feet.

(F) Maximum ground coverage. 50%.

(G) Maximum building height.

(1) Main buildings - 310 stories or 45100 feet, whichever is greaterless.

(2) Accessory buildings - 1-1/2 stories or 22 feet, whichever is less.

### 🦊 § 156.035 GENERALLY.

(2) Yards or lots created after the effective date of this chapter shall not be less than the minimum requirements established by this chapter.

(E) Accessory uses. Accessory uses or structures shall not be located in any required front, side, rear or transitional yard except as may be permitted in this section.

(1) The following accessory uses or structures shall be permitted in any required rear or front yard in any residential zoning district, provided a 15 foot rear yard setback and the required front yard setback is maintained:

(a) Decks or elevated platforms, either attached to a dwelling or free standing, with no roof or overhead structure of any type;

(b) Patios or paved areas that are level, flush or at grade with the ground, with no roof or overhead structure of any type, and is not used for parking purposes;

(c) In-ground swimming pools, including aprons, and above-ground swimming pools with attached aprons.

(2) The following accessory uses or structures shall be permitted in any required rear yard in any zoning district, provided a 5 foot rear yard setback is maintained, and any required side yard in any zoning district, provided a 5 foot side yard is maintained from the furthest point of the building to the respective property line: utility buildings;

(3) The following accessory use shall be permitted within any required rear yard in any residential zoning district, provided a 15 foot rear yard setback and the required side yard setbacks are provided: In-ground swimming pools, including aprons, and above ground swimming pools with attached decks or aprons.

# State of the second sec

(1) Purpose. The City finds that it is necessary to allow the drainage of water from some backyards to prevent pooling and other effects of standing water. The purpose of this section is to regulate the maintenance of these drains

(A) Drains installed as part of a new street construction or by the City. If a back yard drain was installed as a part of a new street project, or was installed by the City to alleviate ponding issues, the City shall have an easement to enter the property in order to maintain the drain, make changes to the drain, or

repair the drain. The easement area shall include the area necessary to maintain the structure and the piping.

(B) Drains installed by citizens or parties other than the City. If the drain and piping is installed by any entity other than the city, the property owner in which the structure and pipes are located shall assume responsibility for the maintenance and functionality of the structure and subsequent piping, this shall include the point of connection in to the city utility service. The property owner shall submit a construction plan to the City for review and approval, showing the size and location of any new private backyard drain. The property owner agrees to hold harmless the City for any damage that the structure, piping or connection to city utilities may have on any other property, or the city's utility that are the result of the actions or inactions of the property in the installation, maintenance, lack of maintenance, of the structure, piping and connection.

# **₽**§ 150.051 P-1, PUBLIC USE DISTRICT.

(A) *Purpose*. The Public Use District is intended to establish a district designed to serve public uses.

(B) Permitted uses. The following are permitted uses.

(1) Municipal government administrative buildings, utility stations, fire stations and police stations;

(2) Parks and playgrounds;

(3) Public libraries and community centers;

(4) Other public uses determined by the Council to be of the same general character and consistent with the intent of division (A) of this section.

(C) Conditional Uses.

(1) Indoor sport and recreational facilities

(CD) Lot area. For each permitted use there shall be provided not less than 6,000 square feet of lot area.

 $(\underline{DE})$  Lot width and depth.

(1) Every lot upon which there is a permitted use shall require a minimum width of 55 feet at the building setback lines.

(2) Every lot upon which there is a permitted use shall require a minimum depth of 100 feet.

- (EF) Yard regulations.
  - (1) Front yard setback.
    - (a) Platted lots recorded prior to 1958 20 feet.
    - (b) Platted lots recorded 1958 and after 30 feet.
    - (c) Corner lots have 2 front yard setbacks.
  - (2) Side yard setbacks.
    - (a) Platted lots recorded prior to 1958 5 feet.
    - (b) Platted lots recorded 1958 and after 10 feet.
    - (c) Rear yard setback 25 feet.
- (FG) Maximum ground coverage. 50%.
- (GH) Maximum building height.
  - (1) Main buildings 33 stories or 4545 feet, whichever is less less.
  - (2) Accessory buildings 1-1/2 stories or 22 feet, whichever is less.

(3) Conditional Uses – maximum of 100 feet

**RESOLUTION NO.** 

# RESOLUTION APPROVING CITY COUNCIL COMMITTEE ASSIGNMENTS

WHEREAS, the City of North Mankato is represented on various Boards, Task Forces, Committees and Commissions; and

WHEREAS, it is necessary to appoint City Council Members as representatives to the various entities;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, that the following individuals are appointed to the boards, committees, task forces and commissions as listed in Exhibit A effective January 1, 2019.

Adopted this 7<sup>th</sup> day of January 2019.

Mayor

### 2019 MAYOR AND COUNCIL COMMITTEE ASSIGNMENTS

### BOARD/COMMITTEE

Region Nine Development Commission Jim Whitlock

Executive Committee Diane Norland Mark Dehen

All Seasons Arena Board Sandra Oachs

Nicollet County/City of North Mankato Liaison Committee Jim Whitlock

Intergovernmental Cooperation (Advisory Committee) Mark Dehen Jim Whitlock

Nicollet County Recycling Task Force Diane Norland

Coalition of Greater Minnesota Cities Mark Dehen

Intergovernmental Youth Assets Billy Steiner

Cities/Colleges/Universities Advisory Council Mark Dehen

North Mankato Fire Relief Association Mark Dehen Kevin McCann

Highway 14 Partnership Mark Dehen

Community Center Task Force Sandra Oachs North Mankato Planning Commission Sandra Oachs

North Mankato Port Authority Commission

Billy Steiner Mark Dehen Diane Norland Sandra Oachs Jim Whitlock

North Mankato Taylor Library Board Billy Steiner

Traffic & Safety Committee Jim Whitlock

Passenger Rail Group Diane Norland

North Mankato Bicycle Commission Mark Dehen

Metropolitan Planning Organization (MPO) Billy Steiner

<u>Greenway Conservation Advisory Committee</u> Diane Norland

Cities College Students Jim Whitlock

# APPOINTMENTS TO BE MADE JANUARY 7, 2019

- 1. Appoint BILLY STEINER as Acting Mayor.
- 2. Reappoint BRYAN BODE and STEPHANIE STOFFEL to the Planning Commission for 4-year terms through 2022.
- 3. Reappoint BILL BORCHARDT to the Traffic and Safety Committee for a 1-year term.
- 4. Reappoint JOHN DALEY and CRAIG BODE to the Board of Appeal and Equalization for a 3-year term through 2021.
- 5. Appoint LYNN CALLAHAN to the North Mankato Taylor Library Board for 3-year term through 2021.
- 6. Appoint NANCY GOODWIN to the Greenway Conservation Advisory Committee for a 3year term through 2021.
- 7. Appoint BOLTON & MENK as Consulting Civil Engineer.
- 8. Appoint NORTHLAND SECURITIES, INC. as Bond Consultant.
- 9. Appoint ABDO, EICK & MEYERS as Auditor.

#### RESOLUTION APPROVING CONSENT ASSESSMENT AGREEMENT

WHEREAS, the City of North Mankato has, at the property owner's request, paid for certain improvements that will benefit such property, specifically repair/replacement of sewer line for the following described real estate:

1805 Marie Lane PIN #18.681.0080 Block 4 Lot 2 Subdivision 18681 Oak Forest Acres

Cost: \$9,022.14

WHEREAS, the property owner desires that the cost of the sewer line be made as a special assessment against the property; and

WHEREAS, the property owner has executed a consent assessment agreement;

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

That the attached consent assessment agreement is approved and that the City Clerk is directed to forward a certified copy of this resolution along with a copy of the consent assessment agreement to the Nicollet County Auditor.

Adopted by the City Council this 7th day of January 2019.

Mayor

ATTEST:

#### CONSENT ASSESSMENT AGREEMENT

This Agreement is made between the City of North Mankato (City) and Michael and Mary Callahan and (Owner).

The parties are guided in reaching this agreement by the following facts:

- 1. Owner's property is described as follows: 1805 Marie Lane Block 4 Lot 2 Subdivision 18681 Oak Forest Acres PIN: 18.681.0080
- 2. Owner replaced the sewer line.
- 3. Owner desires to waive all of the procedures mandated by Chapter 429 of Minnesota Statutes and to consent to the imposition of an assessment directly upon the described property.
- 4. City is willing to pay for the repair in consideration for the owner's consent to the assessment.

The parties therefore make the following agreement:

1. As a result of the improvement, a special assessment shall be filed against owner's land in the amount of \$9,022.14. The assessment shall be payable in equal installments extending over a period of ten (10) years and bear interest at the rate of 7.00% per annum from the date of this agreement. The City may transmit notice of this assessment to the County Auditor.

Adopted this \_\_\_\_\_day of \_\_\_\_\_.2012.

City of North Mankato

By: -Its:

<u>leal Calleban</u> Dwner <u>y Calla Uun</u> wner

Property Owner

Property



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

| Audio Permit | 2018 |
|--------------|------|
| Park Permit  | 2018 |

# Audio Permit

#### About:

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

#### Audio Permit Responsibilities:

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

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

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

| AMPLI | FIED S | SOUND |
|-------|--------|-------|
|-------|--------|-------|

|   | LIVE MUSIC/BAND    |
|---|--------------------|
| X | DJ/KARAOKE MACHINE |
|   | OTHER              |

DATE OF EVENT: <u>1/25/2019-1/27/2019</u> BEGIN TIME: <u>8am</u> END TIME: <u>5pm</u>

LOCATION / SHELTER: Spring Lake Park Shelter 3

EVENT NAME: Anthony Ford Pond Hockey Tournament

ONSITE COORDINATOR:

PRINT NAME: Phil Tostenson

MOBILE NUMBER: \_\_\_\_\_507-382-7337

**X** 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: Phil Tostenson      | DATE: 1/3/2019  |
|--------------------------------|-----------------|
| POLICE CHIEF:                  | DENIED APPROVED |
| BOOK POLICE ONLINE \$25.00 FEE | STAFF INTIALS   |

**RESOLUTION NO.** 

# RESOLUTION SETTING GAS MILEAGE REIMBURSEMENT RATE

WHEREAS, periodically it is necessary for City employees to use their personal vehicles for City business; and

WHEREAS, the federal government has set the standard mileage rate for reimbursement of business mileage at 58 cents per mile effective January 1, 2019;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, the mileage reimbursement rate for use of personal vehicles is hereby set at 58 cents per mile effective January 1, 2019.

Adopted this 7<sup>th</sup> day of January 2019.

Mayor

Resolution No.

# **RESOLUTION DESIGNATING OFFICIAL NEWSPAPER**

WHEREAS, pursuant to M.S. 412.831, it is necessary for the City to designate a legal newspaper of general circulation within the City as its official newspaper; and

WHEREAS, the Mankato Free Press meets such qualifications:

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

That the *Mankato Free Press* is designated the legal newspaper for the City of North Mankato.

Adopted by the City Council this 7<sup>th</sup> day of January 2019.

Mayor

ATTEST:

#### **RESOLUTION NO.**

## RESOLUTION DESIGNATING DEPOSITORIES FOR THE CITY OF NORTH MANKATO

WHEREAS, it is necessary for the City to designate depositories for City funds and establish the terms therefore;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, that the following banks are designated as City depositories:

Bremer Bank **Citizens Community Federal** Community Bank First National Bank Minnesota Frandsen Bank & Trust Minnesota Municipal Money Market (4M) Fund Minnstar Bank Pioneer Bank PMA Financial Network TCF Bank Wells Fargo Bank Morgan Stanley Northland Securities Oppenheimer & Co. Inc. **UBS** Financial Services Wells Fargo Securities RBC Wealth Management Multi-Bank Securities, Inc.

AND, FURTHER, that the City checking account shall be maintained at Frandsen Bank & Trust and shall be interest-bearing, and that any deposits at any of the aforementioned banks shall be collateralized as required by Minnesota statute.

Adopted by the City Council this 7<sup>th</sup> day of January 2019.

Mayor

RESOLUTION NO.

# RESOLUTION ALLOWING THE ON-SALE SALE OF ALCOHOL AT THE CASWELL REGIONAL SPORTING COMPLEX

WHEREAS, the sale of alcoholic products including malt liquor is regulated by Minnesota Statutes §340A; and

WHEREAS, the Minnesota State Legislature enacted special legislation that allowed the City of North Mankato to issue on on-sale intoxicating liquor license; an on-sale wine license, or a an on-sale malt liquor license for city owned facilities known or operated by the Caswell Regional Sporting Complex; and

**WHEREAS,** Minnesota Statute Section 645.021 requires that in order for a special law to effective that the local government must provide its approval; and

WHEREAS, it is the desire of the City of North Mankato to make this special law effective.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, hereby approves the provisions of the special law Chapter 202 Section 7 that was enacted by the Minnesota Legislature in its last session, that allows for the issuance of a liquor license to the city owned facility known or operated as Caswell Regional Sporting Complex.

Adopted by the City Council this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

Mayor

ATTEST:

|   | NORTH MANKATO  | PARK PERMIT   | 1001 Belgrade Ave<br>North Mankato, MN 56003<br>507-625-4141<br>www.northmankato.com  |
|---|--|---|---|
| Permit #:   | <u>16</u> -2019  | Start time: $\frac{8.00 a}{5.00}$   | m Fee: \$ 100.00 Park   |
| Date:   | <u>o /////</u>   | Stop time: $5:00$ f   | #125.00   |
| Shelter:  | Spring Lake Shelter #1   | □ Spring Lake Shelter #2  |   |
| Event Nan   | ne: clut'l Brothe  | rhood of Elec   | trical Workers Picn   |
| Name:   | Shahe Meier  |   |   |
| Address:  | 816 Southber   | rd Mankat   | 0   |
| Phone: 🗧  | 507-995-4880   | ) # of  | People: 250,00  |
|   | ents (or anything requiring stakin<br>*Bounce House requires waiv<br>Bounce House                                  |   | ease contact <b>Gopher State One Call</b><br>1166 one week prior to event.  |
|   | <b>c Beverages</b> (wine & beer only<br>e specify: Cans Keg  | ) DNO XYes * \$300 re<br>Catering* (must contact City Hall)   | fundable deposit and \$30 keg permit  |
| Audio (re   | equires audio permit)  | 🗆 No 🗵 Yes * If Yes, F  | Please fill out Audio Permit.   |
| Allowed   |  | Prohibited  |   |
| <ul> <li>Fishing/ice fi</li> <li>Pets in Bens<br/>are on a 6' le</li> <li>Canoes and<br/>under 12 must</li> </ul> | ovided a permit is obtained<br>shing on Ladybug Lake and Spring Lake c<br>on Park, Bluff Park and Spring Lake Park | any reason unless<br>provided they<br>e (children<br>life preserver)<br>any reason unless<br>• Pets (allowed in Be<br>• Glass containers<br>• Campfires / Bonfire<br>• Snowmobiles, ATV<br>flotation devices<br>• Dunk Tanks<br>• Audio equipment m | owed to be parked or driven on the grass for<br>permission is given from the Parks Department.<br>enson Park, Spring Lake Park and Bluff Park only)<br>es / Fire Rings<br>(s, golfing, swimming, boating and motorized<br>hay not be played so loud as to interfere with<br>of the park by others. All audio devices must |
| the ir  |  |   | able. If prior approval is not obtained for<br>es, I agree to be held liable for any repairs  |
| ↓ I, the<br>may t   | undersigned, have received the Audio<br>terminate the event and prevent future                                     | Permit Instructions and understand th ability to obtain an audio permit.  | nat failure to comply with the audio instructions   |
|   | Aune Meier   |   | 1-03-19   |
|   | νιμμινατίς   |   | Daio  |
|   |  |   |   |
| REFER T   | O COUNCIL City Clerk   |   | Date  |
|   | /  |   |   |



1001 Belgrade Avenue North Mankato, MN 56003 507-625-4141 Fax: 507-625-4151 www.northmankato.com 
 Audio Permit
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 Park Permit
 1 6
 2019

Audio Permit

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

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- 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:   | DJ/K/    | MUSIC/BAND<br>ARAOKE MACHINE<br>ER: <u>Small</u> PA<br>System | DATE OF EVENT: <u>8-17-19</u><br>BEGIN TIME: <u>8 2 pm</u><br>END TIME: <u>4 pm</u> |
|--|----------|---|---|
| LOCATION / SHELTER:  |          | ,   |   |
| EVENT NAME: Int  | "L Broth | erhood of Ele   | ectrical Workers  |
| ONSITE COORDINATOR   | R: PRIN  | TNAME: Shane M  | eier  |
|  | МОВ      | ILE NUMBER: <u>507-9</u>                                      | 95-4880   |
| I, THE UNDERSIGNED, HAVE RECEIVED THE AUDIO PERMIT AND UNDERSTAND THAT FAILURE TO COMPLY<br>WITH THE AUDIO POLICY MAY TERMINATE THE EVENT AND PREVENT FUTURE ABILITY TO OBTAIN AN AUDIO<br>PERMIT. |          |   |   |
| SIGNATURE 2100   | m m      |   | date: <u>1-03-19</u>  |
| POLICE CHIEF:<br>CITY CLERK:   |          |   |   |
|  |          | × \$25.00 FEE   | STAFF INTIALS   |

# **CITY OF NORTH MANKATO**

# **REQUEST FOR COUNCIL ACTION**



| Agenda Item # 11A  | Dept: Com. Development   | Council Meeting Date: 1/7/19  |             |  |  |
|--|--|---|-------------|--|--|
| TITLE OF ISSUE: Consider Ordinance                                   | No. 111, Fourth Series an Ordi   | nance of the City of North Manka                                      | to.         |  |  |
|  | Minnesota, Amending North Mankato City Code, Title XV, Land Usage, Chapter 157 Short-Term Rentals. |   |             |  |  |
|  |  |   |             |  |  |
| BACKGROUND AND SUPPLEMENTA   | I INFORMATION: Plassa rou  | ion the Planning Commission renor                                     | +           |  |  |
| BACKGROUND AND SUPPLEMENTA<br>Community Development Director Fischer | AL INFORMATION: Please rev<br>will provide information on the I                                    | iew the Planning Commission repor<br>Planning Commission's recommenda | t.<br>tion. |  |  |
|  |  | If additional space is required, attach a separate                    | sheet       |  |  |
| <b>REQUESTED COUNCIL ACTION: Ap</b>                                  |  |   |             |  |  |
| North Mankato, Minnesota, Amending N<br>Term Rentals.                | North Mankato City Code, Title   | XV, Land Usage, Chapter 157 Sh  | ort-        |  |  |
| For Clerk's Use:   | SUPPORTI   | NG DOCUMENTS ATTACHED   |             |  |  |
| Motion By:   | Resolution Ordinance   | e Contract Minutes Map  |             |  |  |
| Second By:   |  |   |             |  |  |
| Vote Record: Aye Nay   |  |   |             |  |  |
| Whitlock   | Other (specify)  |   |             |  |  |
| Steiner<br>Norland   |  |   |             |  |  |
| Oachs  |  |   |             |  |  |
| Dehen  |  |   |             |  |  |
|  |  |   |             |  |  |
|  |  |   |             |  |  |
| Workshop   | Refer t  | 0:  |             |  |  |
| X Regular Meeting  | Table  | until:  |             |  |  |
| Special Meeting  | Other:   |   |             |  |  |

# ORDINANCE NO. 111, FOURTH SERIES AN ORDINANCE OF THE CITY OF NORTH MANKATO, MINNESOTA, AMENDING NORTH MANKATO CITY CODE, TITLE XV, LAND USAGE, CHAPTER 157 SHORT-TERM RENTALS

Section 1. Sections of North Mankato City Code, Title XV, Land Usage, Chapter 157, Short-Term Rental Code, is hereby included in City Code as follows:

#### **157.001 PURPOSE:**

(A) The City finds that Short-Term Rentals located in residential zoning districts constitute commercial use of residential property which is inconsistent with the residential nature of the zoning districts. Therefore, in order to protect the residential character of the City's residential districts, the City determines that it is appropriate to license Short-Term Rentals.

#### **157.002 DEFINITION:**

SHORT-TERM RENTAL: A dwelling unit or a portion of a dwelling unit rented for a period of less than thirty (30) days.

### **157.003 LICENSE REQUIRED:**

(A) No owner of a Short-Term Rental located within a residential zoning district shall rent, offer for rent, or advertise for rent to another person(s) without first obtaining a Short-Term License. As part of the licensing process, all Short-Term Rental dwellings will be subject to inspection by the Building Official or Building Inspector.

### 157.020 GENERALLY:

(A) The following are applicable to all Short-Term Rental dwellings:

1. The dwelling shall not be used for commercial events or receptions such as weddings, reunions or parties.

2. The dwelling shall be rented for a period of less than thirty consecutive (30) days.

3. Short-Term Rental are not subject to the rental density provisions of the North Mankato City Code.

4. Recreational vehicles (RV's), campers, tents or travel trailers shall not be used for short – term rental purposes.

5. No sign identifying a short-term rental is permitted on the premises.

6. No Short-Term Rental dwelling shall be occupied until a Certificate of License has been issued.

## 157.021 LICENSING:

(A) *License fee.* The annual rental license fee shall be established by resolution of the Council. A \$50 non-refundable application fee is required for each new Short-Term Rental license application.

(B) *License expiration*. Each license issued pursuant to this section shall have a term of 1 year and shall expire on December 31. Payment of license fees is due and payable on or before the date of expiration of the license. All Short-Term Rental licenses, for which payment of license fees is over 30 days past due shall be automatically canceled. Reissuance of a license for any

property with a canceled license shall be handled as if the property were a new license. Such issuance will require the property to comply with all codes in effect at the time of the new license application.

# 157.022 SALE/TRANSFER OF OWNERSHIP OF LICENSED SHORT TERM RENTAL:

Upon the sale of any licensed Short-Term Rental, should the subsequent owner wish to continue to use the dwelling for Short-Term Rental purposes, it is necessary to apply for transfer of a Short-Term Rental license including a physical inspection of the dwelling and property by the Building Official or Building Inspector.

# **157. 023 APPLICATIONS:**

All applications shall be made as follows:

(A) All applications shall be made at the office of the City Clerk.

(B) All such applications must be subscribed, sworn to, and include, but not be limited to, the following:

(1) Applicant's name, present address, phone number and email address;

- (2) Address of property to be used as a Short-Term Rental;
- (3) Parking plan showing the size and location of all off-street parking spaces;
- (4) Name of person (if other than applicant) responsible for the rental unit;

(5) Such other information as the Council shall deem necessary considering the nature of the use for which the license application is made.

(C) It is unlawful for any applicant to intentionally make a false statement or omission upon any application form. Any false statement in such application, or any willful omission to state any information called for on such application form shall, upon discovery of such falsehood work an automatic refusal of license, or if already issued, shall render any license or permit issued pursuant thereto, void.

(D) The City Clerk shall, upon receipt of each application completed in accordance herewith, forthwith investigate the truth of statements made therein.

(E) Applications for renewal licenses may be made in such abbreviated form as the Council may by resolution adopt.

(F) Applications shall be void 30 days after the date of application. Any fees paid will be non-refundable.

# **157.025 CONDUCT ON LICENSED PROPERTY:**

(A) It shall be the responsibility of the licensee to take appropriate action following conduct by occupant(s) or guest of the occupant(s) which is in violation of any of the following:

(1) Anytime, day or night, that the premises are involved in any of the following:

(a) Unlicensed sale of intoxicating liquor or non-intoxicating malt beverages.

(b) Furnishing intoxicating liquor or non-intoxicating malt beverages by persons under the age of 21 years.

(c) Consumption of intoxicating liquor or non-intoxicating malt beverages by persons under the age of 21 years.

- (d) Vice crimes.
- (e) Sale or use of illegal drugs by any person on the premises.
- (f) Storage of unlicensed or inoperable vehicles, trailers, boats, RVs and campers.
- (g) Allowing grass or weeds to exceed 6 inches in height.

(h) Failure to remove ice or snow on adjacent sidewalks within 48 hours after snow or ice has ceased to fall.

(i) Parking of any vehicles in front yard areas, except permitted driveways.

(j) Failure to pay monthly utility bill by the due date.

(k) Failure to comply with §  $\underline{92.21}$  Building Maintenance and Appearance after notification by the city.

(1) Failure to make corrective state building code or city code changes after notification by the city.

(2) Anytime, day or night, that the premises are involved in a manner affecting the neighborhood for any of the following:

(a) Disorderly conduct.

(b) Disturbing the peace.

(c) Obstructing an officer.

(d) Assault (including domestic assault).

(e) Criminal damage to property.

(f) Vice crimes.

(3) Between the hours of 7:00 a.m. and 10:00 p.m. for any of the following:

(a) Where the police respond initially and describe the activity as "loud and intrusive" or in any manner affecting the tranquility of the neighborhood (such as, excessive littering, public urination, and the like) and persons involved refusing to comply with police directive to curtail the behavior within 10 minutes.

(b) Where the police respond a second time and describe the activity as "loud and intrusive" or in any manner affecting the tranquility of the neighborhood (such as, excessive littering, public urination, and the like) on both occasions.

(c) Where the police respond on 3 separate dates and describe the activity as "loud and intrusive" or in any manner affecting the tranquility of the neighborhood (such as, excessive littering, public urination, and the like).

(4) Between the hours of 10:00 p.m. and 7:00 a.m. for any 1 or more of the following:

(a) Where police describe the noise level outside of the confines of the dwelling unit as "loud and intrusive." This description should give some indication of the distance that the noises are heard.

(b) Where people are using profanity that can be heard outside the confines of the dwelling unit.

(c) Where music, either from the confines of the dwelling unit, the yard area of the dwelling unit or any parking area defined for the dwelling unit, can be heard from the street, alley or neighboring yards.

(d) Where a gathering is going on either in and/or out of the dwelling unit in a manner that involves any of the following:

1. Disruption of the neighbors, such as, revving of cars, squealing of tires, loud shouting, and the like.

2. Littering.

3. Inappropriate behavior, such as, urinating in yards, persons passed out, and the like.

4. Damaging of property: and where after investigation the officer(s) can show that the inappropriate activity was directly related to the licensed premises. Proof may include, but is not limited to, direct observation by officers, admissions by persons present or testimony/statements by complainants and witnesses.

(e) Where officers are unable to personally verify the existence of any of the criteria listed in 1. through 4. above, but complainants/witnesses are willing to testify to 1 or more of those facts at a criminal or civil proceeding.

(B) The Chief of Police or his or her designee shall be responsible for enforcement and administration of this section.

(C) Upon determination by the Chief of Police that a Short-Term Rental licensed premises was involved in a violation of division (A) of this section, the Chief of Police shall notify the licensee by first class mail of the violation and issue a warning.

(D) Upon a second violation within 12 months of division (A) of this section involving a guest or an occupant of a licensed premises, the notice provided under division (C) of this section shall require the licensee to submit a written report of the action taken to prevent further violations on the premises and pay a fine of \$200 to be paid within 14 days after notification is issued. Failure to pay fine will result in immediate revocation of the rental license. This written report shall be submitted to the Police Chief within 5 days of request of the report and shall detail all actions taken by the licensee in response to all notices regarding violations to division (A) of this section within the preceding 12 months. If the licensee fails to comply with the requirements of the section, the Short-Term Rental license for the individual licensed premises may be denied, revoked, suspended, or such other penalty imposed by the City Council. An action to deny, revoke, suspend or renew a license under this section shall be initiated by the City Council at the request of the Police Chief.

(E) If a third or subsequent violation of division (A) of this section involving a guest of or an occupant of a licensed premises occurs within 12 months after any 2 previous instances for which notices were sent to the licensee regarding the same licensed premises, the Short-Term Rental license for the individual rental unit will be revoked. Any action to revoke a license under this section shall be initiated by the City Council at the request of the Police Chief.

(F) No adverse license action shall be imposed if the violation to division (A) of this section occurred during the pendency of eviction proceedings (unlawful detainer) or within 30 days of notice given by the licensee to an occupant to vacate the premises, where the violation was related to conduct by that occupant, other occupants, or the occupant's guests. Eviction proceedings shall not be a bar to adverse license action, however, unless they are diligently pursued by the licensee. Further, an action to deny, revoke, suspend, or not renew a license based upon violations of this section may be postponed or discontinued at any time if it appears that the licensee has taken appropriate measures which will prevent further violations to division (A) of this section.

(G) A determination that the licensed premises has been used in violation of division (A) of this section shall be made by the Council upon substantial evidence to support such a determination. It shall not be necessary that criminal charges be brought to support a determination of violation to division (A) of this section, nor shall the facts of dismissal or acquittal of criminal charges operate as a bar to adverse license action under this section

# **157.026 OFF-STREET PARKING:**

(A) Garages and off-street parking spaces on Short-Term licensed rental properties shall be made available to guests residing on the property.

(B) All off-street parking areas shall be hard-surfaced, using concrete, asphalt or paver brick material.

(C) *Parking ratio*. Any Short-Term Rental shall provide off-street parking according to the following:

(1) For one and two-family dwellings in R-A, R-1, R-1S and R-2 zoning districts off-street parking spaces shall be provided for each dwelling unit based on the following ratio of square footage of sleeping rooms to required parking stalls.

| Sleeping Rooms Square Footage: | Parking Stalls: |
|--------------------------------|-----------------|
| 70 to 119                      | 2               |
| 120 to 169                     | 2               |
| 170 to 219                     | 3               |
| 220 to 269                     | 4               |
| 270 and greater                | 5               |

(2) For a one-family dwelling, not less than 2 off-street parking stalls shall be provided and not more than 5 off-street parking stalls shall be required. For a two-family dwelling, not less than 4 parking stalls shall be provided and not more than 10 parking stalls shall be required.

### **157.027 OCCUPANCY**

Tenant occupancies shall be limited to 2 persons per Building Code compliant bedroom plus 2 additional people with the total occupancy not to exceed twelve (12) persons per dwelling regardless of the number of bedrooms.

#### **157.028 AGENT REQUIRED:**

Each license holder of a dwelling unit within the city, in which license holder does not reside within a 30 mile radius of the city, as measured from the Veterans Memorial Bridge, shall appoint an agent residing within that area, upon which agent the city may serve notices pertaining to the administration of this section or of any provisions of the City Code pertaining to such dwelling unit. The license holder shall provide the City Clerk with the full name, address and telephone number of such agent(s). A license holder shall provide written notice to the City Clerk, with the required information, whenever the agent for a licensed property is changed. The written notice shall be provided to the City Clerk within 48 hours of such change(s).

#### 157.050 PENALTY:

(A) Any violation of this chapter is a misdemeanor and is subject to all penalties provided for such violations.

(B) It is a misdemeanor for any person to prevent, delay, or provide false information to any city official, or his or her representative, while they are engaged in the performance of their duties as set forth in this chapter.

(C) In addition to bringing criminal charges for violation of this chapter, the city may seek a civil injunction against any licensee or occupant who violate any terms of this chapter.

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 this 7<sup>th</sup> day of January, 2019.

Mayor

ATTEST:

-

# **CITY OF NORTH MANKATO**

# **REQUEST FOR COUNCIL ACTION**



| Agenda Item # 11B Dept: Con   | n. Development                                 | Council Meeting Date: 1/ | 7/19 |  |
|---|--|--------------------------|------|--|
| TITLE OF ISSUE: Consider Resolution Receiving Feasibility Report and Calling Hearing for Project No. 18-07<br>ABCDEF Tyler Avenue Improvement Project.  |  |                          |      |  |
| BACKGROUND AND SUPPLEMENTAL INFORMATION: City Engineer Sarff will present the feasibility report.<br><i>If additional space is required, attach a separate sheet</i><br>REQUESTED COUNCIL ACTION: Adopt Resolution Receiving Feasibility Report and Calling Hearing for<br>Project No. 18-07 ABCDEF Tyler Avenue Improvement Project. |  |                          |      |  |
| For Clerk's Use:  | For Clerk's Use: SUPPORTING DOCUMENTS ATTACHED |                          |      |  |
| Motion By:<br>Second By:<br>Vote Record: Aye Nay<br>Whitlock<br>Steiner<br>Norland<br>Oachs<br>Dehen  | Resolution Ordinance                           | e Contract Minutes       | Map  |  |
| Workshop<br>X Regular Meeting<br>Special Meeting  | Refer t<br>Table                               | o:                       |      |  |

#### **RESOLUTION NO.**

# RESOLUTION RECEIVING FEASIBILITY REPORT AND CALLING HEARING FOR PROJECT NO. 18-07 ABCDEF TYLER AVENUE IMPROVEMENT PROJECT

WHEREAS, pursuant to resolution of the Council adopted December 17, 2018, a feasibility report has been prepared by Bolton & Menk, Inc., with reference to proposed street and surface improvements, sanitary improvements, watermain improvements, and storm sewer improvements on Tyler Avenue from Cross Street to Range Street, Project No. 18-07 ABCDEF; and this report was received by the council on January 7, 2019, and

WHEREAS, the report provides information regarding whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels

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

- 1. The council will consider the improvement of such street in accordance with the report and the assessment of abutting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of the improvement of \$521,600.
- A public hearing shall be held on such proposed improvement on the 22<sup>nd</sup> day of January, 2019, in the council chambers of City Hall at 7:00 p.m. and the clerk shall give mailed and published notice of such hearing and improvement as required by law.

Adopted by the City Council this 7<sup>th</sup> day of January 2019.

Mayor

ATTEST:

# NOTICE OF PUBLIC HEARING PROJECT NO. 18-07 ABCDEF TYLER AVENUE IMPROVEMENT PROJECT

Notice is hereby given that the City Council of North Mankato will meet in the Council Chambers of the City Hall at 7:00 p.m. on January 22, 2018, to consider the making of Improvement No. 18-07 ABCDEF, an improvement on Tyler Avenue from Cross Street to Range Street, pursuant to Minn. Stat. §429.011 to 429.111. The estimated cost of the improvement is \$521,600. A reasonable estimate of the impact of the assessment will be available at the hearing. Such persons as desire to be heard with reference to the proposed improvement will be heard at this meeting.

/s/April Van Genderen City Clerk

Published in the Free Press on January 10 and January 18, 2019.



Real People. Real Solutions.



# Preliminary Engineering Report **2019 Tyler Avenue Improvement Project** City Project No. 18-07 ABCDEF City of North Mankato, Minnesota

January 2019



#### Submitted by:

Bolton & Menk, Inc. 1960 Premier Drive Mankato, MN 56001 P: 507-625-4171 www.Bolton-Menk.com BMI No. M18.117407

# Certification

Preliminary Engineering Report

for

2019 Tyler Avenue Improvement Project City Project No. 18-07 ABCDEF

City of North Mankato, Minnesota M18.117407

January 2019

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Daniel R. Sarff, P.E. License No. 17080

2019 3

Date:

By:

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# Appendix

Appendix A: Existing Conditions Appendix B: Proposed Utility Improvements Appendix C: Proposed Street Improvements Appendix D: Detailed Cost Estimate

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## I. Project Introduction

The reconstruction of the street and utilities on Tyler Avenue from Cross Street to Range Street has been included in the City of North Mankato's Capital Improvements Plan for 2019. In accordance with Minnesota Statutes, Chapter 429, the City Council has authorized the preparation of a Preliminary Engineering Report to define the scope and determine the feasibility of the street and utility reconstruction project. The specific objectives of this Preliminary Engineering Report are to:

- 1. Evaluate the need for the project.
- 2. Determine the necessary improvements.
- 3. Provide information on the estimated costs for the proposed project.
- 4. Determine the project schedule.
- 5. Determine the feasibility of the proposed project.

The project as proposed would consist of reconstructing the 300 block, or approximately 620 feet, of Tyler Avenue. Specific items of construction along Tyler Avenue may consist of:

- 1. Removal of existing pavement, curb and gutter, and sidewalk.
- 2. Removal of selected trees.
- 3. Removal and replacement of sanitary sewer.
- 4. Removal and replacement of watermain.
- 5. Removal and replacement of storm sewer.
- 6. Installation of bituminous pavement with concrete curb and gutter.
- 7. Installation of concrete sidewalk and driveway aprons.
- 8. Installation of new street lighting.
- 9. Restoration of all disturbed lawn areas and other miscellaneous items of construction.

## II. Existing Conditions

#### A. Sanitary Sewer

The sanitary sewer along Tyler Avenue consists of 12-inch pipe that was originally constructed in 1952. As was typical for the construction of sanitary sewers 65 years ago, the pipe material is vitrified clay pipe (VCP) that consists of relatively short pipe sections without gasketed joints. The existing sanitary sewer flows from west to east (Cross Street to Range Street). The original construction documents show that a portion of the existing pipe was constructed using a less than minimum slope. Public Works staff have indicated that there have been problems with the sanitary sewer backing up in the past which may be due in part to the lack of adequate slope, but also due to the offset joints and the presence of tree roots in the pipe that have been observed while televising the pipe. Calcium deposits are also evident at the existing joints which are an indication of groundwater infiltration. Since the services extending from the sewer main to the residences were installed the same time as the mainline, the service line pipes are expected to be in the same fair to poor condition. In 2018, one of the sanitary sewer service lines collapsed during high groundwater conditions, and a sinkhole developed in the street. The service line was subsequently repaired, and the street was patched.

The existing sanitary sewer on Range Street was replaced with plastic pipe in 1993 and an 8inch polyvinyl chloride PVC plastic sanitary sewer was stubbed out to the west on Tyler Avenue and connected to the existing 8-inch clay pipe. The existing sanitary sewer on Tyler Avenue between Center Street and Cross Street was replaced with PVC pipe in 1995, but records show that the existing manhole in the Tyler Avenue/Cross Street intersection was not replaced at that time.

The existing sanitary sewer system is shown on Figure 1 in Appendix A.

#### B. Watermain

The existing water distribution system along Tyler Avenue was constructed in the early 1950's and consists of 6-inch cast iron watermain. While there have not been significant problems with breaks and leaks, the 65-year old pipe is beyond its expected life. Since the services were installed the same time as the mainline, the services are expected to consist of copper or galvanized pipe and are expected to be in the same fair to poor condition.

The existing watermain on Range Street was replaced with plastic pipe in 1993 and a 6-inch PVC watermain was stubbed out to the west on Tyler Avenue and connected to the existing cast iron pipe. The existing watermain on Tyler Avenue between Center Street and Cross Street was replaced with PVC in 1995 and connected to the existing 6-inch cast iron pipe on the east side of the Cross Street intersection. Hydrants were installed at the intersections at both ends of the 300 block with the 1993 and 1995 projects.

The existing watermain system is shown on Figure 1 in Appendix A.

#### C. Storm Sewer

A 21-inch diameter reinforced storm sewer was constructed on Tyler Avenue in 1993 with the Range Street Reconstruction project. The pipe slopes from east to west and provides an outlet for the storm sewer system on Range Street. The existing street surface slopes from Range Street to Cross Street and surface runoff is collected at existing catch basins at the intersection of Tyler Avenue and Cross Street. Due to the minimal slope and the movement of the street and curb over the years, there are isolated areas of standing water following rainfall events.

The existing storm water drainage system is shown on Figure 1 in Appendix A.

#### D. Street and Surface

Tyler Avenue was originally constructed approximately 65-years ago. The bituminous pavement was removed and replaced with the 1993 storm sewer construction, but the existing curb and gutter, driveways, and sidewalk were left in place. The street has a 50-foot wide right-of-way. The existing street is approximately 30 feet wide with curb and gutter on both sides. The bituminous pavement is in fair condition, but the curb and gutter, and most of the concrete driveway aprons are in poor condition. Some of the existing driveway aprons have been replaced in recent years.

The existing sidewalks on both sides of the street are approximately 5 feet wide. Much of the sidewalk on both sides of the street within this block is deficient and several areas present a safety hazard to pedestrians using the sidewalk. Most of the deficiencies are due to large trees within the narrow boulevard heaving the sidewalk panels resulting in raised segments of sidewalk, cracked panels, and offset joints. Some of the sidewalks have been replaced in recent years and are in good condition.

The existing street layout is shown on Figure 1 in Appendix A.

#### E. Boulevard Trees

There are 21 existing boulevard trees along the 300 block of Tyler Avenue. Many of the trees are very large and in some cases the base of the trunks fills the entire boulevard area. As mentioned previously, many of the existing sidewalk deficiencies are being caused by tree roots. In several cases the roots are also growing over the curb.

#### F. Other Utilities

Existing private utility infrastructure, including natural gas, electric, telephone, and cable television, exists within the right of way. Most notably, a 12-inch diameter high pressure gas main is located approximately 10 feet north of the centerline throughout the length of the project. A 3-inch diameter gas main is also located in the boulevard on the north side of the street. The location and extent of existing private utilities will be verified using the Gopher One Call system.

#### III. Proposed Improvements

#### A. Sanitary Sewer

Given the age and condition of the sanitary sewer along Tyler Avenue, it is recommended that new sanitary sewer be installed. Prior to the construction of the 21-inch diameter sanitary sewer on Cross Street, the 12-inch sewer on Tyler served as a trunk sewer. Since this sewer now only provides service to the 300 block of Tyler Avenue, it is recommended that the existing 12-inch diameter pipe be replaced with an 8-inch diameter pipe. The new sanitary sewer system will consist of PVC pipes and new precast concrete manholes with gasketed joints and sealed pipe connections.

It is proposed to set the high point in the sanitary sewer at the manhole in the middle of the block such that the west half of the block flows west to Cross Street and the east half of the block flows east to Range Street. This would allow the new 8-inch sewer to be constructed at the 0.40% minimum slope required to maintain self-cleaning velocities. On the west end, new sanitary sewer will connect to the existing manhole in Cross Street and on the east end, the new sanitary sewer will be connected to the existing pipe stubbed out with the Range Street reconstruction project in 1993.

New 4-inch sanitary service pipe will be constructed to the right-of-way line for each residence. It is recommended that the service pipe from the right-of-way line to each home be inspected prior to or during construction. If it is determined that the line is deteriorated and is a potential source of infiltration into the city's wastewater collection system, the

property owner will be required to hire a contractor to replace the service line located on private property.

The proposed sanitary sewer construction is shown on Figure 2 in Appendix B.

#### B. Watermain

It is recommended that the existing watermain be replaced with new 6-inch diameter PVC watermain pipe. The 6-inch diameter pipe is recommended since the existing watermain stubs at both ends of the 300 block of Tyler Avenue are 6-inch PVC. The existing hydrant at Range Street that was replaced in 1993 is in good condition and will not be replaced with this project. It is anticipated that the existing hydrant at the intersection of Tyler Avenue and Cross Street that was replaced with the 1995 project will be removed and replaced to facilitate the construction of the new sanitary sewer, storm sewer, curb and gutter, and sidewalk. New valves will be provided at both ends of the project to facilitate pressure testing of the new watermain.

New 1-inch plastic water service pipe will be constructed to the right-of-way for each home, and new curb stops will be installed. It is recommended that the service pipe from the right-of-way line to each home be inspected prior to or during construction. If it is determined that the line is deteriorated, leaking, or contains lead, the property owner will be required to hire a contractor to replace the service line located on private property.

The proposed watermain construction is shown on Figure 2 in Appendix B.

#### C. Storm Sewer

While the existing 21-inch diameter storm sewer pipe that was installed in 1993 is in good condition, it will need to be removed and replaced to accommodate the construction of the new sanitary sewer. The existing manhole and catch basins near the Range Street intersection will also be replaced.

The proposed storm sewer construction is shown on Figure 2 in Appendix B.

#### D. Street and Surface Improvements

It is proposed that Tyler Avenue be reconstructed at the same width as the existing street, approximately 30 feet from face of curb to face of curb. The new street will have a bituminous pavement section and the existing curb and gutter, and driveways will also be removed and replaced. The proposed pavement section will conform to the City's standard for residential streets: 4 inches of bituminous base/surfacing, 8 inches of Class 6 aggregate base, 6 inches of select granular borrow, and geotextile fabric or geogrid, all placed on a prepared subgrade. The construction of 4-inch diameter perforated edge drains along the back of the curb on both sides is proposed to provide subsurface drainage for the pavement section.

The existing sidewalks will be replaced with new 5-foot wide sidewalks and the sidewalks will meet Americans with Disabilities Act (ADA) standards for accessibility. Segments of sidewalk that have been recently replaced and are in good condition will be evaluated during the final design process and, if feasible, may be left in place. For the purposes of this report the estimated project costs assume that all of the existing sidewalk will be removed and replaced.

Boulevards will be restored with topsoil and seed in all disturbed areas.

New street lights will also be installed with the project. The style and location of the new street light units will be determined during the final design.

The proposed street and surface improvements are shown on Figure 3 in Appendix C.

#### E. Boulevard Trees

Due to the narrow boulevards in this block, the roots of many of the larger existing trees will be damaged during the installation of the curb and gutter, sidewalk and, in some cases, sewer and water services. While it is the City's policy to avoid removing trees whenever possible, it is recommended that most of the trees be removed with the reconstruction project. It is recommended that all existing ash trees be removed due to the threat of ash borer disease. In other cases, the removal is recommended due to concerns that construction activities could result in the weakening of the root structure and increase the probability that the tree will fall and damage property. The following summarizes the recommendations as to which trees are to be left in place and which trees are to be removed:

| Address          | Species | Size | Proposed Action            | Comments  |
|------------------|---------|------|----------------------------|---|
| 835 Range Street | Ash     | 20"  | Remove                     | All ash trees to be removed                           |
| 835 Range Street | Ash     | 18"  | Remove                     | All ash trees to be removed                           |
| 835 Range Street | Linden  | 12"  | Leave in place and protect |   |
| 315 Tyler Avenue | Linden  | 26"  | Remove                     | Too large for boulevard                               |
| 317 Tyler Avenue | Linden  | 28"  | Remove                     | Too large for boulevard                               |
| 317 Tyler Avenue | Linden  | 24"  | Remove                     | Too large for boulevard                               |
| 321 Tyler Avenue | Maple   | 10"  | Leave in place and protect |   |
| 327 Tyler Avenue | Linden  | 16"  | Leave in place and protect |   |
| 331 Tyler Avenue | Maple   | 32"  | Remove                     | Too large for boulevard                               |
| 335 Tyler Avenue | Maple   | 22"  | Remove                     | Unhealthy tree  |
| 335 Tyler Avenue | Ash     | 20"  | Remove                     | All ash trees to be removed                           |
| 339 Tyler Avenue | Maple   | 6"   | Leave in place and protect |   |
| 343 Tyler Avenue | Ash     | 34"  | Remove                     | All ash trees to be removed                           |
| 349 Tyler Avenue | Maple   | 1"   | Leave in place and protect |   |
| 903 Range Street | Maple   | 18"  | Remove                     | Tree misshapen and damaged by trimming for power line |
| 310 Tyler Avenue | Maple   | 22"  | Remove                     | Tree misshapen and damaged by trimming for power line |
| 314 Tyler Avenue | Maple   | 24"  | Remove                     | Tree misshapen and damaged by trimming for power line |
| 314 Tyler Avenue | Maple   | 16"  | Remove                     | Tree misshapen and damaged by trimming for power line |
| 318 Tyler Avenue | Ash     | 20"  | Remove                     | All ash trees to be removed                           |
| 320 Tyler Avenue | Ash     | 18"  | Remove                     | All ash trees to be removed                           |
| 322 Tyler Avenue | Ash     | 18"  | Remove                     | All ash trees to be removed                           |

New trees will be offered by the City to property owners to replace boulevard trees that are removed with the project. Since the boulevard is too narrow, the new trees will need to be installed behind the sidewalk.

#### F. Other Utilities

The design of the proposed improvements will be coordinated with the owners of private utilities. Design coordination meetings will be held with all private utility companies to identify those utilities that are in conflict with the proposed improvements. Private utility companies will be requested to submit proposed designs and construction schedules for any relocations. The construction schedule for the proposed improvements will be coordinated with the utility relocation schedule to avoid unnecessary delays.

# IV. Pedestrian and Bicycle Accommodations

In 2016, the North Mankato City Council adopted a Complete Streets Policy directing the examination of accommodations for pedestrian and bicycle travel in the preliminary design stage when existing streets are to be reconstructed. Pedestrian accommodations may include sidewalks (one side or both sides) or off-street multi-use trails. Bicycle accommodations may include designated on-street bike lanes, shared driving/bicycle lanes, or off-street multi-use trails.

The 300 block of Tyler Avenue has existing sidewalks on both sides and as mentioned previously, the sidewalk on both sides will be reconstructed at a width of 5 feet and will meet ADA standards for accessibility. The construction of accessible sidewalks on both sides of the street conforms to the City's Complete Streets guidelines for pedestrian access.

Tyler Avenue is not one of the City of North Mankato's existing or proposed designated bicycle system routes. Given the narrow width of the right-of-way and the narrow street width with parking on both sides, the addition of on street or off-street bicycle lanes in not considered to be feasible.

# V. Right-Of-Way and Easements

Although the project will be designed to limit construction of the proposed improvements to within the existing 50-foot right-of-way, it is inevitable that minor disturbances to private property will occur during construction of sidewalks, driveways, and services. Therefore, we recommend that temporary construction easements be obtained along the project frontage to accommodate these minor disturbances. An easement width of 10-feet is recommended.

# VI. Approvals/Permits

Approvals and Permits are required from various agencies for the construction of the project. They include:

- Minnesota Pollution Control Agency (MPCA) General Construction Storm Water Permit
- Minnesota Department of Health (MDH) Plan Review

# VII. Project Cost Estimate and Financing

The estimated project costs are summarized in the following table.

| ltem                    | Estimated Cost |
|-------------------------|----------------|
| Street                  | \$284,200      |
| Storm Sewer             | \$71,500       |
| Sanitary Sewer Mainline | \$51,000       |
| Sanitary Sewer Services | \$21,000       |
| Watermain Mainline      | \$58,600       |
| Water Services          | \$35,300       |
| TOTAL:                  | \$521,600      |

A detailed breakdown of the cost estimate is included in Appendix D.

These cost estimates are based on public construction cost information from other recent projects similar in scope. A contingency factor has been included to compensate for incidental and unforeseen items of work which may not be readily identifiable during the preliminary design stage. The estimated costs of engineering, administration, legal and financing are also included. Since the cost estimates are dependent on the cost of labor, materials, competitive bidding process, weather conditions, and other factors affecting the cost of construction, all cost estimates are opinions for general information and no warranty or guarantee as to the accuracy of construction cost is made. Therefore, financing for this project should be based upon actual competitive bid prices with reasonable contingencies.

It is anticipated that funding for the proposed street and utility improvements would be provided by a combination of special assessments, City utility funds, and ad valorem taxes. According to the City's past practice for calculating assessments, the proposed improvements are assessable to the benefitting properties as follows:

- Sanitary Sewer Services...... 100% Assessable

Street and surface reconstruction (pavement, curb & gutter, sidewalks, driveways, street lights) and storm sewer reconstruction costs are assessed on a front footage basis. Sanitary sewer and watermain costs, including services, are assessed on a per connection basis. Applying these assessment rates to the project costs, results in the following unit costs for the assessable items within the Tyler Avenue project limits:

- Sanitary Sewer Main Line (40%).....\$1,020 per connection
- Sanitary Sewer Services (100%).....\$1,050 per connection
- Water Services (100%) ......\$1,765 per connection
- Street & Surface and Storm Sewer (40%)......\$132 per foot

The calculated total estimated assessment for the individual properties on Tyler Avenue range from approximately \$11,600 to \$13,830. The calculated assessment amounts appear to be unreasonably high. In accordance with the assessment policy and past practice, the Council can limit the total assessment for each property at a more reasonable level. The assessment cap used for the 2018 Jefferson Avenue project, was \$6,000, and it is recommended that the City Council consider utilizing the same \$6,000 assessment cap for this project.

Assessment proceedings (hearings, notices, etc.) for the project would follow the requirements of Chapter 429. Detailed assessment rolls will be prepared once the Preliminary Engineering Report has been approved and a date has been set for the Improvement Hearing. However, preliminary

calculations based on the estimated project costs show that assessment amounts for all the properties proposed to be assessed on the project would reach the proposed assessment cap.

### **VIII. Proposed Project Schedule**

| Date                     | Task   |
|--------------------------|--|
| December 17, 2018        | Resolution Receiving Report and Calling for Hearing on Improvements                      |
| Week of January 14, 2019 | Neighborhood Meeting   |
| January 21, 2019         | Improvement Hearing  |
| January 21, 2019         | Resolution Ordering Improvement and Preparation of Plan and Specifications               |
| February 18, 2019        | Resolution Approving Plans and Specifications and Ordering<br>Advertisement for Bids     |
| March 21, 2019           | Open Bids  |
| April 1, 2019            | Resolution Declaring Cost to be Assessed and Ordering Preparation of Proposed Assessment |
| April 1, 2019            | Resolution for Hearing on Proposed Assessment  |
| May 6, 2019              | Assessment Hearing   |
| May 6, 2019              | Resolution Adopting Assessment   |
| May 6, 2019              | Resolution Awarding Contract   |
| June 3, 2019             | Begin Construction (Approx.)   |
| August 31, 2019          | End Construction (Approx.)   |

The following is the proposed schedule for the project.

### IX. Conclusion and Recommendations

The existing streets, sidewalks, and utilities along Tyler Avenue are deteriorated and in need of repair. If the infrastructure is not replaced, maintenance costs will continue to rise as further deterioration occurs, and the infrastructure will ultimately fail. We recommend proceeding with the improvements outlined in this report. From an engineering standpoint, this project is feasible, cost effective, and necessary, and can best be accomplished by letting competitive bids for the work. Feasibility is contingent upon City Council findings with respect to project financing.

We recommend that the Council accept this report and call for a hearing on the proposed to solicit further public input on this project.

### Appendix A: Existing Conditions

Prepared by: Bolton & Menk, Inc. 2019 Tyler Avenue Improvements Project | M19.117407 Appendix

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### TYLER AVENUE IMPROVEMENTS CITY OF NORTH MANKATO

FIGURE 1 - EXISTING CONDITIONS R BOLTON JANUARY 3, 2019



### Appendix B: Proposed Utility Improvements

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Prepared by: Bolton & Menk, Inc. 2019 Tyler Avenue Improvements Project | M19.117407

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Appendix



TYLER AVENUE IMPROVEMENTS CITY OF NORTH MANKATO

FIGURE 2 - PROPOSED UTILITY IMPROVEMENTS JANUARY 3, 2019





### Appendix C: Proposed Street Improvements

Prepared by: Bolton & Menk, Inc. 2019 Tyler Avenue Improvements Project | M19.117407 Appendix



### TYLER AVENUE IMPROVEMENTS CITY OF NORTH MANKATO

FIGURE 3 - PROPOSED STREET IMPROVEMENTS JANUARY 3, 2019





### Appendix D: Detailed Cost Estimate

Prepared by: Bolton & Menk, Inc. 2019 Tyler Avenue Improvements Project | M19.117407 Appendix

### ENGINEER'S ESTIMATE

2019 TYLER AVENUE IMPROVEMENT PROJECT - CROSS STREET TO RANGE STREET CITY PROJECT NO. 18-07 ABCDEF CITY OF NORTH MANKATO, MINNESOTA BMI PROJECT NO. M18.117407

| IT FM       |  |                |                         | TOT                   | AL                        |
|-------------|--|----------------|-------------------------|-----------------------|---------------------------|
| ITEM<br>NO. | ITEM   | UNIT           | UNIT PRICE              | ESTIMATED<br>QUANTITY | AMOUNT                    |
| 1           | MOBILIZATION   |                | ¢01.000.00              |                       | ¢01.000.00                |
| 2           | CLEAR & GRUB   | LUMP SUM       | \$21,000.00<br>\$300.00 | 1                     | \$21,000.00<br>\$5,100.00 |
| 3           | REMOVE SANITARY SEWER                                    | TREE           |                         | 610                   | \$915.00                  |
| 4           | REMOVE SANITARY SEWER                                    | LIN FT         | \$1.50<br>\$10.00       | 655                   | \$915.00                  |
| 5           | REMOVE WATER MAIN  |                | \$1.00                  | 600                   | \$600.00                  |
| 6           | REMOVE CURB & GUTTER                                     | LIN FT         | \$2.25                  | 1300                  | \$2.925.00                |
| 7           | REMOVE CONCRETE WALK                                     | LIN FT         | \$2.25                  | 5040                  | \$3,024.00                |
| 8           | REMOVE CONCRETE PAVEMENT                                 | SQ FT<br>SQ YD | \$7.50                  | 48                    | \$360.00                  |
| 9           | REMOVE CONCRETE PAVEMENT                                 | SQ YD<br>SQ YD | \$2.35                  | 2070                  | \$4,864.50                |
| 10          | REMOVE BITUMINOUS PRVEMENT                               |                | \$3.25                  | 50                    | \$162.50                  |
| 11          | REMOVE CONCRETE DRIVEWAY PAVEMENT                        | SQ YD<br>SQ YD | \$5.25                  | 320                   | \$1,680.00                |
| 12          | REMOVE CONCRETE DRIVEWAY PAVEMENT                        | EACH           | \$150.00                | 1                     | \$1,680.00                |
| 12          | REMOVE SANITARY MANHOLE                                  |                |                         | 1                     |                           |
| 13          | REMOVE STORM SEWER CATCH BASIN OR MANHOLE                | EACH           | \$150.00<br>\$500.00    | 1                     | \$150.00<br>\$500.00      |
| 14          | SALVAGE HYDRANT  | EACH           |                         |                       |                           |
| 16          | COMMON EXCAVATION (P)                                    | EACH           | \$500.00                | 1                     | \$500.00                  |
|             |  | CU YD          | \$10.30                 | 1260                  | \$12,978.00               |
| 17          |  | CU YD          | \$6.70                  | 300                   | \$2,010.00                |
| 18          | STABILIZING AGGREGATE (CV)                               | CU YD          | \$17.50                 | 300                   | \$5,250.00                |
| 19          | GEOGRID  | SQ YD          | \$1.95                  | 2300                  | \$4,485.00                |
| 20          | EXPLORATORY EXCAVATION                                   | HOUR           | \$250.00                | 5                     | \$1,250.00                |
| 21          | AGGREGATE BASE (CV) CLASS 6 (P)                          | CU YD          | \$26.00                 | 600                   | \$15,600.00               |
| 22          | SELECT GRANULAR BORROW (CV) (P)                          | CU YD          | \$25.75                 | 450                   | \$11,587.50               |
| 23          | TYPE SP 12.5 WEARING COURSE MIXTURE (3,C) 1.5" THICK     | SQ YD          | \$5.30                  | 2000                  | \$10,600.00               |
| 24          | TYPE SP 12.5 NON-WEARING COURSE MIXTURE (3,C) 2.5" THICK | SQ YD          | \$8.80                  | 2000                  | \$17,600.00               |
| 25          | BITUMINOUS DRIVEWAY PATCH                                | SQ YD          | \$29.00                 | 80                    | \$2,320.00                |
| 26          | 4" PERFORATED SUBSURFACE EDGE DRAIN                      | LIN FT         | \$9.00                  | 1350                  | \$12,150.00               |
| 27          | CONNECT TO EXISTING STORM STRUCTURE                      | EACH           | \$500.00                | 2                     | \$1,000.00                |
| 28          | 12" STORM SEWER  | LIN FT         | \$28.00                 | 30                    | \$840.00                  |
| 29          | 21" STORM SEWER  | LIN FT         | \$50.00                 | 655                   | \$32,750.00               |
| 30          | CONNECT TO EXISTING SANITARY SEWER                       | EACH           | \$675.00                | 2                     | \$1,350.00                |
| 31          | 8" x 4" WYE FITTINGS                                     | EACH           | \$150.00                | 20                    | \$3,000.00                |
| 32          | 4" SANITARY SERVICE PIPE                                 | LIN FT         | \$20.00                 | 600                   | \$12,000.00               |
| 33          | 8" SANITARY SEWER  | LIN FT         | \$39.00                 | 625                   | \$24,375.00               |
| 34          | SANITARY SEWER TRACING SYSTEM                            | LUMP SUM       | \$3,500.00              | 1                     | \$3,500.00                |
| 35          | CONSTRUCT INSIDE DROP                                    | LIN FT         | \$695.00                | 3                     | \$2,085.00                |
| 36          | TEMPORARY WATER SERVICE                                  | LUMP SUM       | \$6,750.00              | 1                     | \$6,750.00                |
| 37          | CONNECT TO EXISTING WATER MAIN                           | EACH           | \$500.00                | 2                     | \$1,000.00                |
| 38          | 6" GATE VALVE & BOX                                      | EACH           | \$1,350.00              | 3                     | \$4,050.00                |
| 39          | HYDRANT  | EACH           | \$3,700.00              | 1                     | \$3,700.00                |
| 40          | 1" CURB STOP & BOX                                       | EACH           | \$225.00                | 20                    | \$4,500.00                |
| 41          | 1" CORPORATION STOP & SADDLE                             | EACH           | \$180.00                | 20                    | \$3,600.00                |
| 42          | 1" WATER SERVICE   | LIN FT         | \$20.00                 | 600                   | \$12,000.00               |
| 43          | INSTALL NEW WATER METERS                                 | EACH           | \$250.00                | 20                    | \$5,000.00                |
| 44          | 6" WATERMAIN   | LIN FT         | \$32.00                 | 625                   | \$20,000.00               |
| 45          | 4" POLYSTYRENE INSULATION                                | SQ YD          | \$40.00                 | 12                    | \$480.00                  |
| 46          | WATERMAIN FITTINGS                                       | POUND          | \$10.00                 | 122                   | \$1,220.00                |
| 47          | WATERMAIN TRACING SYSTEM                                 | LUMP SUM       | \$3,500.00              | 1                     | \$3,500.00                |
| 48          | CONSTRUCT DRAINAGE STRUCTURE 48-4022                     | LIN FT         | \$335.00                | 12                    | \$4,020.00                |
| 49          | CONSTRUCT DRAINAGE STRUCTURE DESIGN R-1                  | LIN FT         | \$285.00                | 10                    | \$2,850.00                |
|             | CONSTRUCT CONCRETE SANITARY MANHOLE                      | LIN FT         | \$250.00                | 10                    | \$2,500.00                |
|             | STORM CASTING ASSEMBLY - MANHOLE                         | EACH           | \$635.00                | 2                     | \$1,270.00                |
|             | STORM CASTING ASSEMBLY - CATCH BASIN                     | EACH           | \$485.00                | 2                     | \$970.00                  |
|             | SANITARY CASTING ASSEMBLY - MANHOLE                      | EACH           | \$960.00                | 1                     | \$960.00                  |
|             | 5" CONCRETE WALK   | SQ FT          | \$5.20                  | 5000                  | \$26,000.00               |
|             | CONCRETE CURB & GUTTER DESIGN B618                       | LINFT          | \$15.00                 | 1350                  | \$20,250.00               |
| 56          | 7" CONCRETE DRIVEWAY PAVEMENT                            | SQ YD          | \$50.00                 | 311                   | \$15,550.00               |
|             | 8" CONCRETE STREET PAVEMENT                              | SQYD           | \$67.00                 | 60                    | \$4,020.00                |
|             | TRUNCATED DOMES  | SQ FT          | \$41.60                 | 50                    | \$2,080.00                |

### ENGINEER'S ESTIMATE

2019 TYLER AVENUE IMPROVEMENT PROJECT - CROSS STREET TO RANGE STREET CITY PROJECT NO. 18-07 ABCDEF CITY OF NORTH MANKATO, MINNESOTA BMI PROJECT NO. M18.117407

|             |   |          |             | TOTAL                 |              |
|-------------|---|----------|-------------|-----------------------|--------------|
| ITEM<br>NO. | ITEM                                    | UNIT     | UNIT PRICE  | ESTIMATED<br>QUANTITY | AMOUNT       |
| 59          | TRAFFIC CONTROL                         | LUMP SUM | \$2,500.00  | 1                     | \$2,500.00   |
| 60          | STREET LIGHT SYSTEM                     | LUMP SUM | \$10.000.00 |                       | \$10,000.00  |
| 61          | STORM DRAIN INLET PROTECTION            | EACH     | \$115.00    |                       | \$690.00     |
| 62          | COMMON TOPSOIL BORROW (LV)              | CU YD    | \$26.50     | 150                   | \$3,975.00   |
| 63          | SEEDING (INCLUDING SEED MIX FERTILIZER) | SQ YD    | \$4.85      | 1200                  | \$5,820.00   |
| 64          | HYDRAULIC BONDED FIBER MATRIX           | POUND    | \$0.80      | 850                   | \$680.00     |
|             | SUBTOTAL                                |          |             |                       | \$395,146.50 |
|             | CONTINGENCY                             |          |             |                       | \$39,553.50  |
|             | TOTAL ESTIMATED CONSTRUCTION COST       |          |             |                       | \$434,700.00 |
|             | DESIGN AND CONSTRUCTION ENGINEERING     |          |             |                       | \$86,900.00  |
|             | TOTAL ESTIMATED PROJECT COST            |          |             |                       | \$521,600.00 |

### **CITY OF NORTH MANKATO**

### **REQUEST FOR COUNCIL ACTION**



| Agenda Item # 11C                            | Dept: Public Works         | Council Meeting Date: 1/7/19   |
|--|----------------------------|--|
| TITLE OF ISSUE: Receive Information          | on Auto Read Water Meter   | ·S•  |
|  |                            |  |
|  |                            |  |
|  |                            | Works Director Host will present information or  |
|  |                            | ters become the standard meter beginning on tching all meters to auto read meters. Residents |
| may request a new meter at the listed prices |                            | tering an meters to auto read meters. Residents  |
| 5/8"- \$190.95                               |                            |  |
| 3⁄4"- \$267.53                               |                            |  |
| 1"-\$345.20                                  | *                          |  |
| 1-1/2"- \$716.64                             |                            |  |
|  |                            |  |
|  |                            |  |
|  |                            |  |
|  |                            |  |
| DEQUESTED COUNCIL A CTUON A                  |                            | If additional space is required, attach a separate sheet                                     |
| REQUESTED COUNCIL ACTION: Ap                 | prove the implementation o | of Auto Read Water Meters.   |
|  |                            |  |
|  |                            |  |
| For Clerk's Use:                             | SUPPOI                     | RTING DOCUMENTS ATTACHED   |
| Motion By:                                   | Resolution Ordi            | nance Contract Minutes Map   |
| Second By:                                   |                            |  |
| Vote Record: Aye Nay                         |                            |  |
| Whitlock                                     | Other (specify)            | ) Presentation   |
| Steiner Norland                              |                            |  |
| Oachs  |                            |  |
| Dehen  |                            |  |
|  |                            |  |
|  |                            |  |
| Workshop                                     | Re                         | efer to:   |
| X Pagular Masting                            |                            | able sustile   |
| X Regular Meeting                            |                            | able until:  |
| Special Meeting                              | Ot Ot                      | ther:  |
|  |                            |  |



# Auto Read Water Meters

### January 7, 2019



|   | Procurement Process  |
|---|--|
|   | <ul> <li>Met with (5) companies to describe our needs</li> </ul> |
|   | and wants  |
|   | $\circ$ Cost impact on citizens and city                         |
|   | $\circ$ Tiered approach for Long term growth                     |
|   | <ul> <li>Integration with Tyler Tech</li> </ul>                  |
|   | <ul> <li>Ease of use for city employees</li> </ul>               |
|   | <ul> <li>Realize Lost Revenue</li> </ul>                         |
|   | o Historical Data  |
|   |  |
| Ū | CITY OF NORTH MANKATO  |

## Ferguson Waterworks

- Neptune T10 Meter
- Brass positive displacement meter
- Procoder Reader
- Stores 96 days of data
- Leak detection
- Reverse Flow
- Hourly Consumption
   Tamper Detection
  - o 20 year Warranty





## How it works?

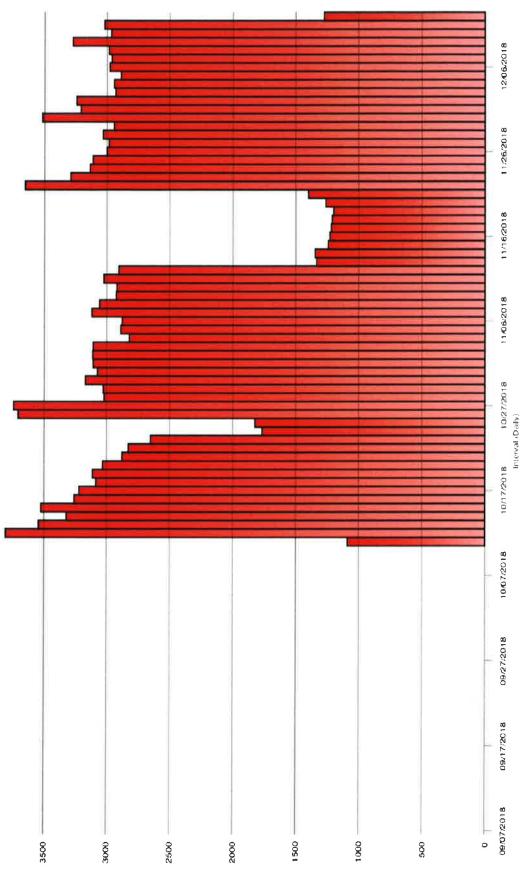
- Belt clip receiver and Tablet
- Test Read in the Field
- Retrieve Data
- Share Graph with Consumer
- Mapping component on tablet





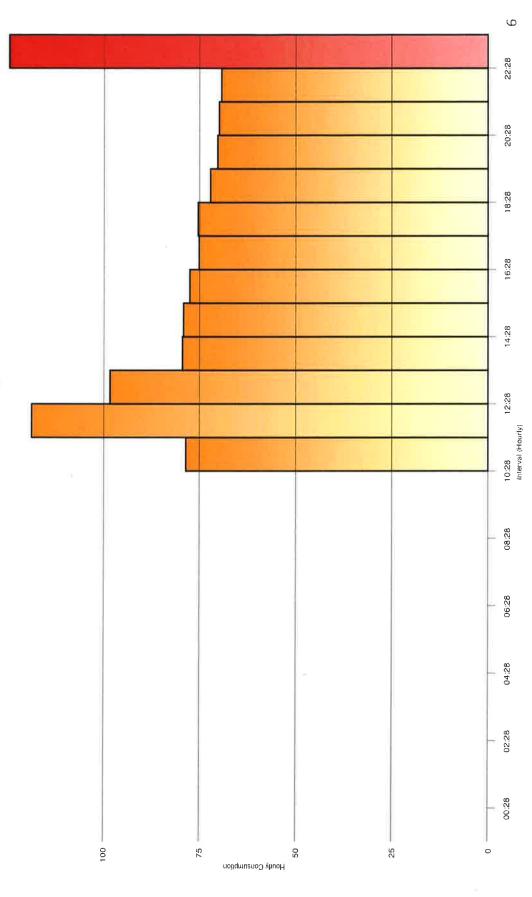






**High Usage Detection** 

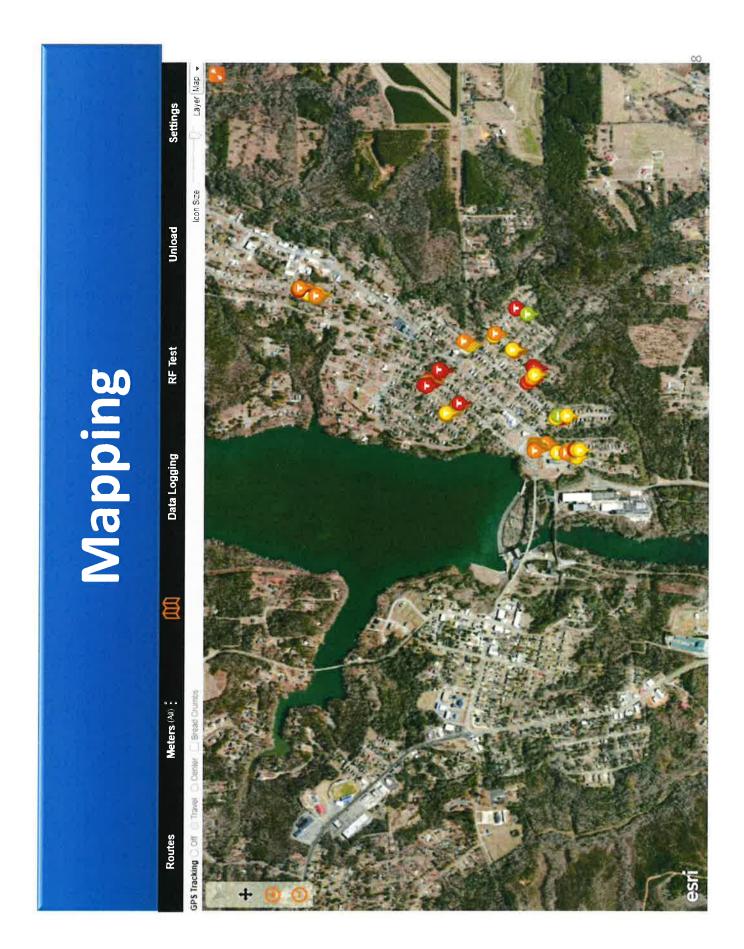
E-Coder R900 Data Logging Report MIU#: 1549101560 for 10/11/2018 - 5/8" - 1" T-10\_GALLONS



## Data Log Report MIU#: 1549101560 for 09/07/2018 - 12/12/2018 - 5/8" - 1" T-10, GALLONS

### Leak 87 thent Sign STOR Shounds? ment soco: 8 ious Participation Participati tient treat 50 Reverse Flow - PUON 붱 Interval Consumption 06.9 09.5 124.6 124.6 124.6 124.6 124.6 124.6 125.6 155.6 155.6 1331 1600 (1997) (19 23.2 terval Reading 8440 8442 8442 10365 11523 115333 115333 11533 11533 11533 11533 11533 11533 11533 11533 1 7573.6 7736.6 7736.6 7736.6 7561.3 8021.5 8021.5 8083.6 8426.5 8426.5 8177.4 210 Interval End T:me 52 10 5102 11 52 10 5102 11 52 20 5102 11 52 20 5102 11 52 20 5102 11 52 20 5102 11 22016 05:25 22016 05:25 22016 05:25 22016 07:25 22016 07:25 22015 05:25 Control III Structure Control IIII Structure Control IIII Structure C (18.2016, 11.28 (18.2016, 12.26 (18.2016, 19.20 (18.2016, 19.20 (18.2016, 19.20 (18.2016, 19.20 (18.2016, 19.20 (18.2016, 19.20 (18.2016, 20.20 (18.2016, 20.20 3/2016 22/28 8/2016 23/28 4/2016 30/28 4/2016 31/28 16 10:28 12015 02 20 12015 05 25 2015 04 23 2015 05 25 4 2016 26 2 Leak Vone' None **BUCN** None None None None None Nicre None 9.00 WOON. Nore Nore 4007 ADCA ACRE Reverse Flow None' None Interval Consumption 1187 2818 7818 7818 7818 7718 18.0 192 T 90 00 a nterval Reading 8888 20 3233 3 3 Interval End Time 0.0440015.04.20 0.0440015.1.022 0.0440015.1.022 0.0440015.1.022 0.0440015.1.022 0.0440015.1.022 0.0440015.1.022 0.0440015.1.022 0.0440015.1.62

Data Log Report MIU# 1549101560 for 09/07/2018 - 12/12/2018 - 5/8" - 1" T-10, GALLONS



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- Standard city meter starting 1.1.2019
- Jefferson Ave. Reconstruction Project
- Currently no timeframe requirement on switchover from Manual Read
- City to keep stock on hand
   Citizens looking to switch



| Reading Schedule | <ul> <li>City staff to read auto meters on or near the first of<br/>the month</li> </ul> | <ul> <li>Intermittent readings done during month</li> </ul> | Estimated read time | <ul> <li>Data drop to Tyler Tech system</li> </ul> | Ensure all meters are read | 15                    |
|------------------|--|---|---------------------|--|----------------------------|-----------------------|
| Reading Schedule | o read   | <ul> <li>Intermittent readings done during month</li> </ul> | Estimated read time | <ul> <li>Data drop to Tyler Tech system</li> </ul> | Ensure all meters are read | CITY OF NORTH MANKATO |

| Cost Impacts | \$190.95       | 3267.53         | 345.20       | 1-1/2": \$716.64 | 2", 3" and 4" available as well. | City install \$42.00/hr. with a 1 hour minimum (Current Protocol) | Home must have copper pipe and shutoff valves) | Professional Plumber |  |
|--------------|----------------|-----------------|--------------|------------------|----------------------------------|---|--|----------------------|--|
|              | 5/8": \$190.95 | ³∕4" : \$267.53 | 1": \$345.20 | 1-1/2": \$7      | 2", 3" and                       | City install  | – Home m                                       | Profession           |  |



| Citizen Benefits  |
|---|
| <ul> <li>Eliminate Late Reading fee (20-25% currently)</li> </ul> |
| <ul> <li>Historical data</li> </ul>                               |
| o Forecasting   |
| $\circ$ Spikes in use (night shift, seasonal, etc.)               |
| <ul> <li>Detection Capabilities</li> </ul>                        |
|   |
| CITY OF NORTH MANKATO   |

| Impact on City | : \$2,500                                      | Tiered Software approach (0.75\$ per meter in service) | ed customer support                                     | ff time for manual entry or estimated entry |                                     | bilities                                   |                                     |
|----------------|--|--|---|---|-------------------------------------|--|-------------------------------------|
| edmi           | <ul> <li>Reader and tablet: \$2,500</li> </ul> | <ul> <li>Tiered Software appro</li> </ul>              | <ul> <li>Ferguson dedicated customer support</li> </ul> | <ul> <li>Reduces staff time for</li> </ul>  | <ul> <li>Historical Data</li> </ul> | <ul> <li>Detection Capabilities</li> </ul> | <ul> <li>Billing inquiry</li> </ul> |





