

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 November 16, 2020. City Administrator Harrenstein on March 31, 2020, under MN Statute Section 13D.021, declared the use of electronic meetings due to the COVID-19 pandemic. 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 remotely through Zoom for roll call: Council Members Whitlock, Oachs and Steiner, City Attorney Kennedy, Finance Director McCann, Community Development Director Fischer, and Public Works Director Host, present in the Council Chambers for roll call: Council Member Norland, Mayor Dehen, City Administrator Harrenstein, and City Clerk Van Genderen. Citizen participation was available through teleconference.

Approval of Agenda

Mayor Dehen requested the addition of a proclamation as Agenda Item #8. Council Member Steiner moved, seconded by Council Member Whitlock, to approve the agenda as amended. Vote on the motion: Steiner, Norland, Oachs, Whitlock, and Dehen aye; no nays. Motion carried.

Approval Council Minutes from the November 2, 2020, Council Meeting.

Council Member Norland moved, seconded by Council Member Steiner, to approve the minutes of the Council meeting of November 2, 2020. Vote on the motion: Steiner, Norland, Oachs, Whitlock, and Dehen aye; no nays. Motion carried.

Approval of Council Work Session Minutes from the November 9, 2020, Council Work Session.

Council Member Steiner moved, seconded by Council Member Norland, to approve the minutes of the Council Work Session Meeting of November 9, 2020. Vote on the motion: Steiner, Norland, Oachs, Whitlock, and Dehen aye; no nays. Motion carried.

Proclamation

WHEREAS, VINE Faith in Action (VINE) is an organization where volunteers who want to help others are matched with people who need a helping hand, everyone benefits; and

WHEREAS, VINE's founder, Pam Determan, has been the driving force and advocate for providing services for older adults in the Greater Mankato area for the past 25 years; and

WHEREAS, Pam was the 2019 recipient of the AARP 50 over 50 Award that celebrates and recognizes Minnesotans over the age of 50 who have made significant contributions and achievements in non-profit and for-profit sectors; and

WHEREAS, Pam is a visionary and risk-taker who guided VINE from its humble beginnings into a strong and effective organization committed to helping neighbors in need; and

WHEREAS, Pam is retiring and passing on the torch to new leadership to take time to enjoy her grandchildren and perhaps exploring some new ventures.

NOW THEREFORE, we, Najwa Massad, Mayor of the City of Mankato, and Mark Dehen, Mayor of the City of North Mankato, in the State of Minnesota, hereby proclaim, December 1st, 2020 as

"Pam Determan Day"

in the cities of Mankato and North Mankato.

IN WITNESS WHEREOF, we have hereunto signed our names and caused the seals of the cities of Mankato and North Mankato to be affixed this 1st day of December 2020.

Consent Agenda

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

- A. Bills and Appropriations.
- B. Res. No. 86-20 Approving Donations/Contributions/Grants.
- C. Res. No. 87-20 Approving Consent Assessment-1608 Sherwood Drive.
- D. Res. No. 88-20 Approving Consent Assessment-434 Monroe Avenue.
- E. Res. No. 89-20 Approving Consent Assessment-802 Center Street.
- F. Res. No. 90-20 Approving Consent Assessment-430 Monroe Avenue.
- G. Adopted the Ravine Management Plan.
- H. Set Public Hearing for December 7, 2020, at 7:00 p.m. for the 2021 Budget and Five-Year Capital Improvement Plan, 2021-2025.
- I. Res. No. 92-20 Declaring Costs to be Assessed for Municipal Charges.
- J. Set a Public Hearing for December 7, 2020, at 7:00 p.m. to Determine if the Conditions at 229 Allan Avenue Constitute a Nuisance.

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

Public Comments Concerning Business Items on the Agenda

None.

Business Items

Res. No. 91-20 Ordering Preparation of Report on Improvement for Harrison Avenue Improvement Project, Project No. 19-05 ABCDEF and Cliff Court Improvement Project, No. 20-04 ABCDEF.

City Administrator Harrenstein reported the requested action would allow the preparation of engineering reports. The 2021 Budget will be passed at the end of December, but there seems to be a consensus to reduce the tax rate by -.75%, allowing for the option to proceed with several projects. The reports will enable the process to begin.

Council Member Norland moved, seconded by Council Member Steiner adopt Res. No. 91-20 Ordering Preparation of Report on Improvement for Harrison Avenue Improvement Project, Project No. 19-05 ABCDEF and Cliff Court Improvement Project, No. 20-04 ABCDEF. Vote on the motion: Steiner, Norland, Oachs, Whitlock, and Dehen aye; no nays. Motion carried.

Open Forum

None.

City Administrator and Staff Comments

Finance Director McCann reported the final documents are being prepared for the Truth in Taxation hearing scheduled for December 7, 2020.

Mayor and Council Comments

Council Member Whitlock commented that he noticed the City is working on installing the Christmas lights.

Council Member Oachs wished everyone a Happy Thanksgiving.

Council Member Norland thanked residents for their emails concerning the proposed food truck and pollinator garden ordinances. She noted these issues are not easy, and many facets of law must be considered, including City, County, State, and Federal laws.

Mayor Dehen stated he was looking forward to the Council Work Session on Monday, November 23, 2020, to come to a solution hopefully.

At 7:12 p.m. on a motion by Council Member Norland, seconded by Council Member Oachs, the Council Meeting was adjourned.

Mayor

City Clerk

Pursuant to due call and notice thereof, a Council Work Session of the North Mankato City Council was held in the Council Chambers on November 23, 2020. Mayor Dehen called the meeting to order at 12:00 pm. The following were present remotely through Zoom for roll call: Council Members Oachs, Whitlock, Steiner, Norland, and Mayor Dehen, City Administrator Harrenstein, Finance Director McCann, Community Development Director Fischer, Public Works Director Host, City Engineer Sarff, and City Clerk Van Genderen. Citizen monitoring was available through a conference call.

Belgrade Avenue Three Lane Conversion

City Administrator Harrenstein stated the discussion would include pedestrian and sidewalk improvements along Belgrade Avenue as well as dialogue with business owners and stakeholder meeting information. City Engineer Sarff reported City staff has been working to develop and review alternatives for the three-lane conversion of Belgrade Avenue with a mid-block pedestrian crossing. He reported Alternative 1 and Alternative 2 have been reviewed by the City.

Alternative 1 provides additional parking on Belgrade Avenue's north side and aligns a pedestrian crossing with refuge with a proposed pedestrian passage between planned structures on the north side of Belgrade Avenue. Pros for the plan include crossing aligns with pedestrian passage between proposed development and adding several parking spaces to Belgrade Avenue's north side. Cons include the crossing bumpout blocks parking for the Post Office. The crossing is a barrier to left-turning traffic into the existing Frandsen Bank entrance, and it is not anticipated that the crossing would serve the most pedestrians.

Alternative 2 places the pedestrian crossing in the same location as Alternative 1. In Alternative 2, however, the westbound approach from the Veteran's Memorial Bridge and the intersection with Highway 169 ramps channels traffic to the new thru-traffic lane before Wall Street, diverting traffic away from the new parking area in front of the Circle Inn. The following pros and cons were identified. Pros for the plan include crossing aligns with pedestrian passage between proposed development, adding several parking spaces to the north side of Belgrade Avenue, and adding more parking spaces to the north side of Belgrade Avenue than Alternate 1. Cons include the crossing bumpout blocks parking for Post Office. The crossing is a barrier to left-turning traffic into the existing Frandsen Bank entrance. It is not anticipated to serve the most pedestrians.

Alternative 3 was developed in response to input from the first stakeholder meeting. Alternative 3 places the pedestrian crossing at the Belgrade Avenue and Wall Street intersection, which is similar to how a standard intersection with a center median may have a dedicated left-turn lane onto a sidestreet. This alternative provides additional parking on Belgrade Avenue's north side to make up for parking loss with the bump-out on the south side of the pedestrian crossing. However, the sidewalk bump-out on the south side of the crossing is in front of Neutral Groundz and Like-Nu Cleaners. These businesses rely on quick drive-up traffic for success. Alternative 3 pros include the crossing located near Wall Street is identified as an area with high pedestrian traffic, and it adds some parking to the north side of Belgrade Avenue. Cons include the crossing bumpout blocks parking for Like-Nu Cleaners and Neutral Groundz who rely on it, and stakeholders raised concerns over the safety of those crossing. The westbound traffic is perceived as coming in too fast, and some disagreed that the location serves the most pedestrians.

Alternative 4 was developed in response to feedback received at the first stakeholder meeting. This alternative places the pedestrian crossing in a more centralized location, accommodating turning traffic movements on both the north and south sides of Belgrade Avenue. This alternative has an extended sidewalk bump-out on Belgrade Avenue's south side, drafted in response to a request from Dino's Pizzeria to allow for more patio seating in favorable weather. Parking is added on the north

side of Belgrade and is maintained on key locations on the south side of the road. The following pros and cons were identified. Pros included that the crossing aligns closely with the pedestrian passage between the proposed development. It adds several parking spaces to the north side of Belgrade Avenue. Most participants identified this location as accommodating the most pedestrian traffic. Cons include some increased loss of parking on the south side with the extended sidewalk bump-out, and participants didn't support the added sidewalk.

Based on this information, staff recommends alternative 4 for implementation as the preferred option. City Engineer Sarff reported staff is seeking direction on the layout. No cost estimate has been prepared, but if the City is interested in moving forward, the assessment process would need to begin soon to satisfy the State statute. City Administrator Harrenstein commented that improvements funded by the TIF would need to be carefully monitored to ensure the improvements about the TIF project. He stated the remaining work could proceed under the 429 assessment process, and the City would still operate under the established assessment cap. However, the City would need to assess 25%, and there may be concerns from local business owners in light of the State mandated COVID-19 shut-downs. Mayor Dehen requested clarification if the developers have been consulted. City Engineer Sarff stated they had been invited to the meetings, but he was unaware of any comments made by the developers. City Administrator Harrenstein reported staff would continue to contact local businesses, specifically Like-Nu Cleaners and Neutral Groundz, to discuss the developer's changes.

All council members agreed that they liked Alternative 4. Mayor Dehen requested staff consider temporary options such as paint rather than concrete to see how the changes work. He stated the goal is to slow traffic down so they can see what Belgrade has to offer.

Discuss Proposed Food Truck Ordinance

Council Member Oachs requested the opportunity to make a statement before the discussion began. Council Member Oachs stated she wanted to address the issue of conflict of interest brought up on social media. She reported that before she became a Council Member, she sat on the Business on Belgrade board. BOB hosts annual events comprised of local businesses staging those events, and increasingly outside vendors requested participation in the circumstances. BOB denied those requests due to the amount of time, energy, and money that local businesses put into those events. She noted that food trucks are not regulated the same way as other restaurants and are not regularly inspected. The ordinance was brought forward in August when the full impact of COVID-19 on local businesses was unknown, and businesses were wanting protection from outside influence. She stated she asked questions concerning how the ordinance determined who could have a food truck. Council Member Oachs reported she never argued for or against the food trucks; she was simply requesting additional information. She indicated she approved of the current proposed ordinance, and it is fair to everyone. The questions she asked concerning using a food truck as a permanent kitchen option were to ask questions and learn. She stated she had requested the administration to review the issue of conflict of interest.

Mayor Dehen stated the purpose of the current discussion is to discuss the proposed food truck ordinance that would guide the City. The ordinance intends to protect local brick and mortar stores, and the Council must set aside special circumstances to regulate and protect not only now but in the future.

City Administrator Harrenstein reviewed the proposed ordinance timeline, which has included two previous work sessions discussing various types of food licenses and what defines a restaurant, and discussion surrounding business owner exemptions. He reported if Council comes to a consensus, a public hearing could be set on December 7, 2020, and held on December 21, 2020, and staff would request the adoption of an emergency exemption resolution on December 21, 2020.

City Administrator Harrenstein reviewed the history of food trucks in North Mankato, which includes using them for special events and allowing them access to private property owners in non-residential zoning districts because it is not expressly prohibited in the code. Currently, the City Code does not allow vending from a public street. Allowing the use of mobile food units on public streets within any number of feet of a food license establishment is an expansion of opportunity for mobile food units. It correctly raises questions about the impact on existing food license holders. In 2020, a business owner requested the use of a food truck to supplement operations. City Administrator Harrenstein reported City staff conducted a review of approximately 25 cities that regulate mobile food units, and distances from brick-and-mortar establishments ranged from 50 to 2,000 feet with an average of 150 feet. Still, the average does not account for cities that don't allow the use. City Administrator Harrenstein stated questions had been raised about the permanency of food trucks on private property. He said restaurants interested in locating in the community have asked about protections from food trucks. The ordinance addresses this with a 500-foot buffer but allows exceptions for other food license holders' mobile units. Staff recommends using the number of days permitted by Brown-Nicollet County of 21-days a year in one location. This will meet restaurant owners' competitive concerns and allow the creative use of mobile food units for periods of time allowed by the regulating agencies.

City Administrator Harrenstein reported that in June/July, staff was contacted by the Circle Inn inquiring on whether or not a food truck can be operated on the property. This request was granted because no explicit prohibition existed on private property. An additional request was made to the City to use a mobile food unit as a permanent fixture to serve under existing COVID-19 restrictions and as a supplemental revenue source for the business. Staff proposes a resolution enacting additional days of use for mobile food units to accommodate their use during the peace-time emergency. City staff recommends that a mobile food unit ordinance comply with Minnesota and Nicollet Brown County service days, which is 21 days in one location, but additionally, pass the emergency resolution to extend the use during the pandemic.

City Administrator Harrenstein reported the ordinance would require a city license, would allow for the use of food trucks at special events, and be licensed by the appropriate State agency and the Brown-Nicollet Environmental Health Department, requires insurance, and may not serve within 500 feet from other food license holders or community or special events unless otherwise authorized. The units may vend from 8 am to 10 pm, may not operate in residential districts without special approval from the City Administrator or designee, and pay all local fees, taxes, and licenses. He noted breweries and wineries are exempt from locating a food truck within 500 feet of another business.

City Administrator Harrenstein addressed the conflict of interest, noting the League of Minnesota Cities has a memo that addresses the conflict of interest. He stated the memo notes that no one should be prevented from debating a topic. The issue comes when the Council votes. He said Council Members should discuss with Attorney Kennedy or himself concerning conflict of interest or perceived conflict of interest.

Mayor Dehen requested Council input on the proposed draft ordinance. Council Member Oachs stated she believed it addresses all of the concerns. Council Member Steiner said it seems fair, and he likes the exemptions and compromises made for the Circle Inn. Council Member Norland agreed with the assessment. Council Member Whitlock stated he was in favor of the ordinance as it is currently written. Mayor Dehen said he had reviewed several ordinances and would like to add that mobile food units could not open within 500 feet of a sports facility or regional parks to help protect the Swim Facility and Caswell Park.

Other Business

Mayor Dehen requested the consideration of reopening the business loan program. City Administrator Harrenstein reported staff has been in contact with business owners who have expressed some interest in additional funds due to the current COVID-19 restrictions enacted on November 20 by Governor Walz. He reported Finance Director McCann had identified \$60,000 in additional funds. Council Member Norland stated Nicollet County may still have funds available for businesses. Mayor Dehen encouraged everyone to reach out to the Nicollet County Board of Commissioners and the County Administrator to see if they would open up additional CARES Act dollars. Council Member Oachs requested everyone encourage the State to give additional funds to businesses impacted by the most recent shutdown as the businesses are suffering.

Council Member Norland moved, seconded by Council Member Whitlock, to close the meeting at 1:35 pm.

Mayor

City Clerk

The Free Press

MEDIA

THE LAND

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 qualified newspaper under Minnesota law, including those requirements found in Minnesota Statutes §331A.02.

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

The printed notice which is attached was cut from the columns of said newspaper, and was printed and published the following dates: 11/20/20, 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: 79.43.

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

FURTHER YOUR AFFIANT SAITH NOT.

By: _____

Steve Jameson, Publisher

Sworn to and subscribed before me, this day
11/20/2020

Notary Public

Public Notice

November 20, 2020

NOTICE OF PUBLIC HEARING

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 December 2020, to hold a public hearing to review the conditions of 229 Allan Avenue, North Mankato, MN to determine if they constitute a nuisance. Such persons as desire to be heard with reference to the abatement of public nuisance will be heard at this meeting.

Due to the COVID-19 outbreak, the hearing location will be closed to the public. However, the City has modified the hearing process to ensure that the public is able to monitor the hearing and submit public comment.

The public hearing will be broadcast live on Charter Channel 180, or Consolidated Communications Channel 8 and online at accessk-tv.org/watch/.

Public comment may be submitted to the city council via the following methods:

1) Written comments/questions may be submitted in writing prior to the public hearing by any of the following methods.

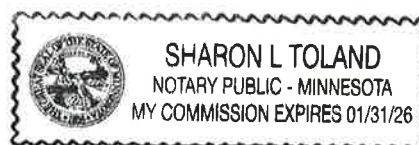
a) By email. Submit your comments/questions to aprilv@northmankato.com no later than 5:00 p.m. on Monday, December 7, 2020.

b) By mail. Submit your comments/questions by mailing to 1001 Belgrade Avenue, North Mankato, MN 56003. Questions/Comments must be received no later than 5:00 p.m. on Monday, December 7, 2020.

c) By physical delivery. Deliver your comments/question by delivering them to the Drop Box at City Hall at 1001 Belgrade Avenue, North Mankato, MN, no later than 3:00 pm on Monday, December 7, 2020.

2) Live comment during the public hearing via telephone. Residents desiring to make public comments by telephone during the public hearing must request to be placed on the public hearing agenda. You may do so by calling City Hall (507) 625-4141, or by emailing aprilv@northmankato.com. Please call 507-214-0517 and enter participant code 965994. Each resident will be given 3 minutes to make his/her comment. Dated this 16th day of November 2020.

April Van Genderen
City Clerk
City of North Mankato



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Published in the Free Press on November 20, 2020

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Dated this 16th day of November 2020.

April Van Genderen
City Clerk
City of North Mankato, Minnesota

**A RESOLUTION OF THE NORTH MANKATO CITY COUNCIL IN THE MATTER OF A NUISANCE PROPERTY
LOCATED AT 229 ALLAN AVENUE, NORTH MANKATO OWNED BY EDWARD R. BORCHARDT AND ANN
M. BORCHARDT**

WHEREAS, Edward R. Borchardt and Ann Borchardt are the owners of a building located at 229 Allan Avenue, North Mankato, MN 56003, Minnesota, more specifically described as follows:

Lot 170 Langness Heights Subdivision

AND WHEREAS, the City Council of the City of North Mankato held a hearing on this matter on December 7, 2020, at which time Police Chief Gullickson and Community Development Director Fischer appeared and testified on behalf of the City and Attorney Karl Friedrichs appeared on behalf of the property owner;

AND WHEREAS, the City Council of the City of North Mankato and the staff of the City of North Mankato have received numerous reports relating to the condition of the described premises, including the infestation of the premises by plants, animals, and birds;

AND WHEREAS, the City Council of the City of North Mankato makes the following:

FINDINGS

1. That 229 Allan Avenue, North Mankato, Minnesota legally described as Lot 170 Langness Heights, subdivision is owned and maintained by Edward R. Borchardt and Ann Borchardt;
2. That the property is maintained in a manner that permits a rank growth of vegetation;
3. That the rank growth of vegetation offers a habitat for rodents and other animals;
4. That the rank growth of vegetation is unsightly;
5. That the rank growth of vegetation is a public health concern
6. That the rank growth of vegetation is maintained in a manner that unreasonably annoys a considerable number of the members of the public.
7. That correspondence with the property owner has not resulted in an abatement of the conditions.

NOW, THEREFORE BE IT RESOLVED, pursuant to Minnesota Statutes, and the North Mankato City Code that the property:

1. Contains a rank growth of vegetation;
2. That the rank growth of vegetation unreasonably annoys a considerable number of members of the public and is being maintained in violation of North Mankato City Code Sections 92.16, 90.095 and 156.054 (14(e))

Based upon said findings, the City Council of the City of North Mankato orders:

1. The Mayor and City Administrator shall cause the Resolution to be served upon the owner at the most recent known address: 229 Allan Avenue, North Mankato, Minnesota.

2. The Owners or interested parties shall, within twenty (20) days of service, abate the rank growth of vegetation and bring the property into compliance with the North Mankato city Code and State Ordinances.
3. If the property is not brought into compliance within this time period, the City Administrator and City Staff shall take such corrective action that is necessary to bring the property into compliance.
4. A motion for summary enforcement of this order will be made to the District Court of Nicollet County unless corrective action is taken as provided above.

Adopted this 7th day of December, 2020.

Mayor

ATTEST:

City Clerk

§ 90.095 GENERAL.

Whoever by an act or failure to perform a legal duty intentionally does any of the following is guilty of maintaining a public nuisance:

(A) Maintains or permits a condition which unreasonably annoys, injures, or endangers the safety, health, morals, comfort or repose of any considerable number of members of the public; or

(B) Does an act or fails to do an act in violation of any law or provision of the City Code;

(C) While having control of real property as the owner or occupant, permits it to be used to maintain a public nuisance.

(Am. Ord. 121, passed 9-16-1991)

§ 92.16 PUBLIC NUISANCES AFFECTING HEALTH.

The following are hereby declared to be nuisances affecting health:

(A) Exposed accumulation of decayed or unwholesome food or vegetable matter;

(B) All diseased animals running at large;

(C) All ponds or pools of stagnant water;

(D) Carcasses of animals not buried or destroyed within 24 hours after death;

(E) Accumulations of manure, refuse or other debris;

(F) Privy vaults and garbage cans which are not rodent-free or fly-tight or which are so maintained as to constitute a health hazard or to emit foul and disagreeable odors;

(G) The pollution of any public well or cistern, stream or lake, canal or body of water by sewage, industrial waste or other substances;

(H) All noxious weeds and other rank growths of vegetation upon public or private property;

(I) Dense smoke, noxious fumes, gas and soot, or cinders, in unreasonable quantities;

(J) All public exposure of people having a contagious disease;

(K) Any offensive trade or business as defined by statute not operating under local license; and

(L) Use of coal tar and creosote-based products.

(Am. Ord. 34, 4th Series, passed 1-18-11) Penalty, see § [92.99](#)

§ 156.054 PERFORMANCE STANDARDS.

(14) *Landscaping.*

(a) All required yards shall be landscaped attractively with lawn, trees, shrubs, or similar uses.

(b) Non-residential yards adjoining any of the classes of residence districts shall be effectively screened. Plans of such screens shall be submitted for approval as a part of the site plan and installed prior to issuance of the certificate of occupancy for any tract in the district.

(c) With the exception of boulevard trees as approved by the city, no other type of landscaping, retaining wall, flower garden, berm or other similar uses shall be permitted within a public right-of-way.

(d) With the exception of grass, trees and flowers, any landscaping project valued greater than \$300 consisting of the alteration of land, including but not limited to: landscaping rock, boulders, berms, retaining walls, walkways, fountains, ponds, fences, patios and paver bricks requiring a building permit. As part of the building permit process for landscaping projects, a detailed site plan shall be submitted showing the locations of proposed landscaping materials for review.

(e) With the exception of driveway approaches, at a minimum, the first 5 feet of any residential boulevard or a street right-of-way located closest to the street shall be planted and maintained using traditional turf grass. Thereafter, mulch or landscaping rock may be used for landscaping purposes. Flowering plants not to exceed 36 inches in height are permitted in the boulevard or street right-of-way when used for screening or aesthetics.



Friedrichs Law Office, P.A.

Karl O. Friedrichs, Attorney

624 South Second Street
Mankato, MN 56001

Phone: 507-345-7503
karl@friedrichslaw.com

November 10, 2020

Mr. Christopher M. Kennedy
Kennedy & Kennedy
99 Navaho Avenue, Suite 104
P.O. Box 3223
Mankato,, MN 56002-3223

Sent by Mail & Email
kennedylaw@hotmail.com

RE: Edward Borchardt v City of North Mankato - Ordinance issues

Dear Mr. Kennedy:

As you know, I was listening in on the work session that was conducted on November 9, 2020, in which 229 Allan Avenue was mentioned. From what I could understand, there was some discussion about the Council approving a resolution that would authorize issuance of some sort of notice of violation to the Borchardts. I think I understood that this might be proposed at the November 16, 2020 Council meeting.

As Diane Norland indicated, issuing such a notice right before the winter would be very unfair to my clients. They are in their 80s, and need to care for themselves during the winter months. Slipping on snow or ice trying to address any alleged remaining issues would be very unfortunate at their age. Furthermore, the vegetation in the yard has been killed by the frost and partially knocked down with the earlier snowfall. Even the folks that do wetland delineations stop that work once there has been a significant frost because it is difficult to accurately identify plant species.

If you and City staff are considering asking the City Council to adopt the resolution discussed above, I would ask that prior to the meeting at which this may be considered you provide me with each piece of evidence you have that indicates the 229 Allan Avenue is in violation of the City Ordinance. This evidence should state who made the observations, what was observed, where it was observed, and the specific dates of the observations. As you know, mere speculation about something is not sufficient. Some actual facts and documentation are required to enforce an ordinance.

I would hope that staff and the Council have the patience to wait until next spring to revisit the property. Trees and shrubbery on property (which is essentially all that can be seen during the winter) does not amount to a nuisance, especially now that Mr. Borchardt has taken significant steps to trim them.

Sincerely,

Karl O. Friedrichs

cc: Edward Borchardt











































The Free Press MEDIA

THE LAND

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 qualified newspaper under Minnesota law, including those requirements found in Minnesota Statutes §331A.02.

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

The printed notice which is attached was cut from the columns of said newspaper, and was printed and published the following dates: 11/20/20, 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: 93.32.

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

FURTHER YOUR AFFIANT SAITH NOT.

By: _____

Steve Jameson, Publisher

Sworn to and subscribed before me, this day
11/20/2020

Notary Public

Public Notice

November 20, 2020

NOTICE OF PUBLIC HEARING ON 2021 BUDGET AND FIVE-YEAR CAPITAL IMPROVEMENT PLAN, 2021-2025

CITY OF NORTH MANKATO
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 December 2020, to hold a public hearing to consider the City's 2021 Budget and Five-Year Capital Improvement Plan, 2021-2025.

Such persons as desire to be heard with reference to the proposed 2020 Budget and Five-Year Capital Improvement Plan, 2021-2025 will be heard at this meeting. A copy of the 2021 Budget and Five-Year Capital Improvement Plan, 2021-2025 is available at the North Mankato Taylor Library at 1001 Belgrade Avenue, North Mankato or online at www.northmankato.com/citynorthmankato/budget.

Due to the COVID-19 outbreak, the hearing location will be closed to the public. However, the City has modified the hearing process to ensure that the public is able to monitor the hearing and submit public comment.

The public hearing will be broadcast live on Charter Channel 180, or Consolidated Communications Channel 8 and online at accessktv.org/watch/.

Public comment may be submitted to the city council via the following methods:

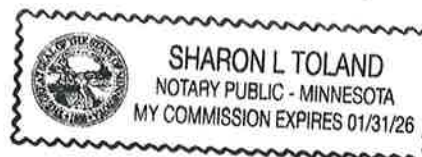
1) Written comments/questions may be submitted in writing prior to the public hearing by any of the following methods.

a) By email. Submit your comments/questions to aprilv@northmankato.com no later than 5:00 p.m. on Monday, December 7, 2020.

b) By mail. Submit your comments/questions by mailing to 1001 Belgrade Avenue, North Mankato, MN 56003. Questions/Comments must be received no later than 5:00 p.m. on Monday, December 7, 2020.

c) By physical delivery. Deliver your comments/question by delivering them to the Drop Box at City Hall at 1001 Belgrade Avenue, North Mankato, MN, no later than 3:00 pm on Monday, December 7, 2020.

2) Live comment during the public hearing via telephone. Residents desiring to make public comments by telephone during the public hearing must request to be placed on the public hearing agenda. You may do so by call-



AD# 448292

ing City Hall (507) 625-4141, or by
emailing aprilv@northmankato.com. Please call 507-214-0517 and
enter participant code 965994.
Each resident will be given 3 min-
utes to make his/her comment.
Dated this 16th day of November
2020.

April Van Genderen
City Clerk
City of North Mankato

Published in the Free Press November 20, 2020

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AND FIVE-YEAR CAPITAL IMPROVEMENT PLAN, 2021-2025
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Dated this 16th day of November 2020.

April Van Genderen
City Clerk

City of North Mankato



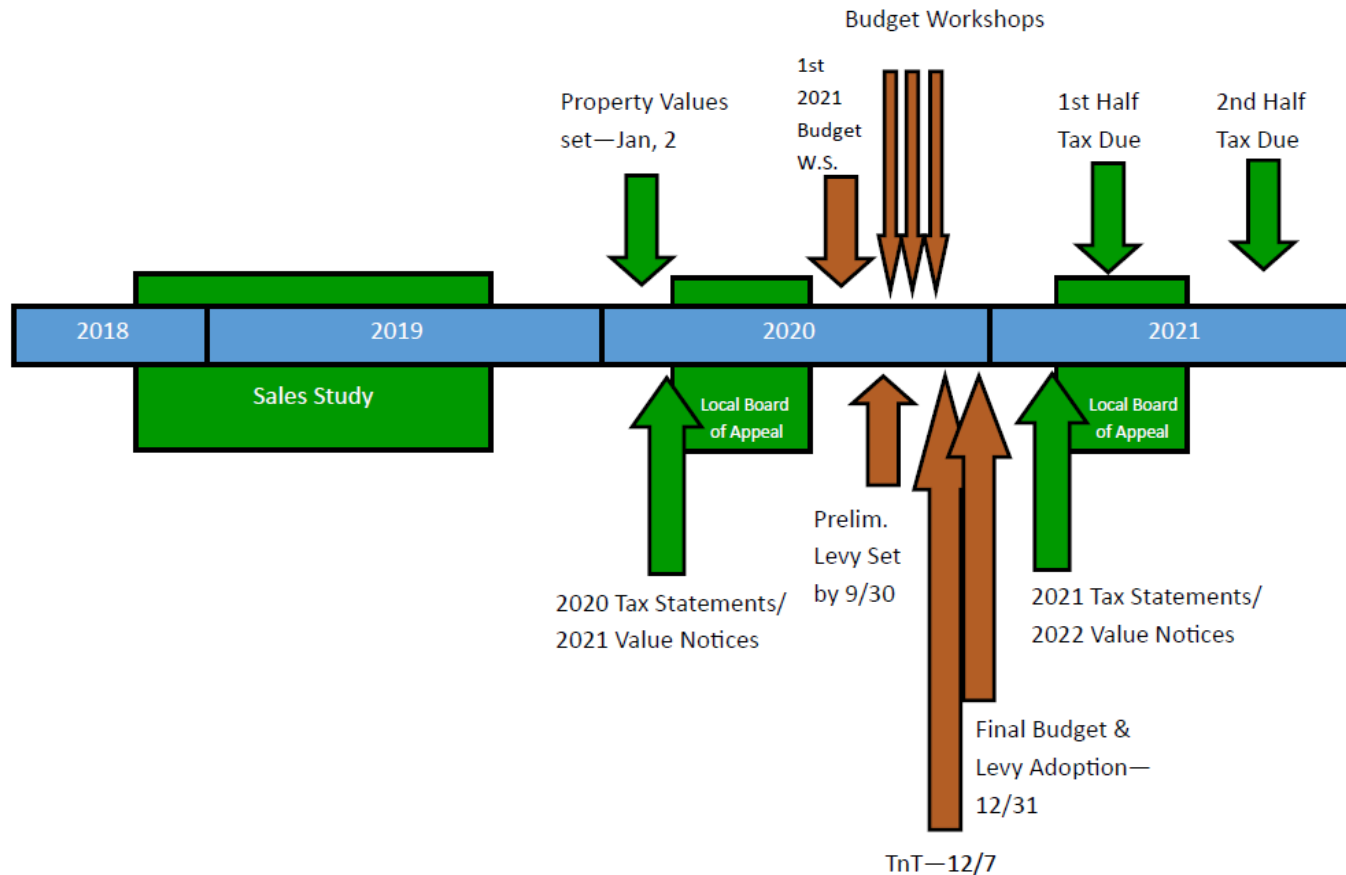
2021 Proposed Property Tax Levy, Budget, & CIP

December 7, 2020

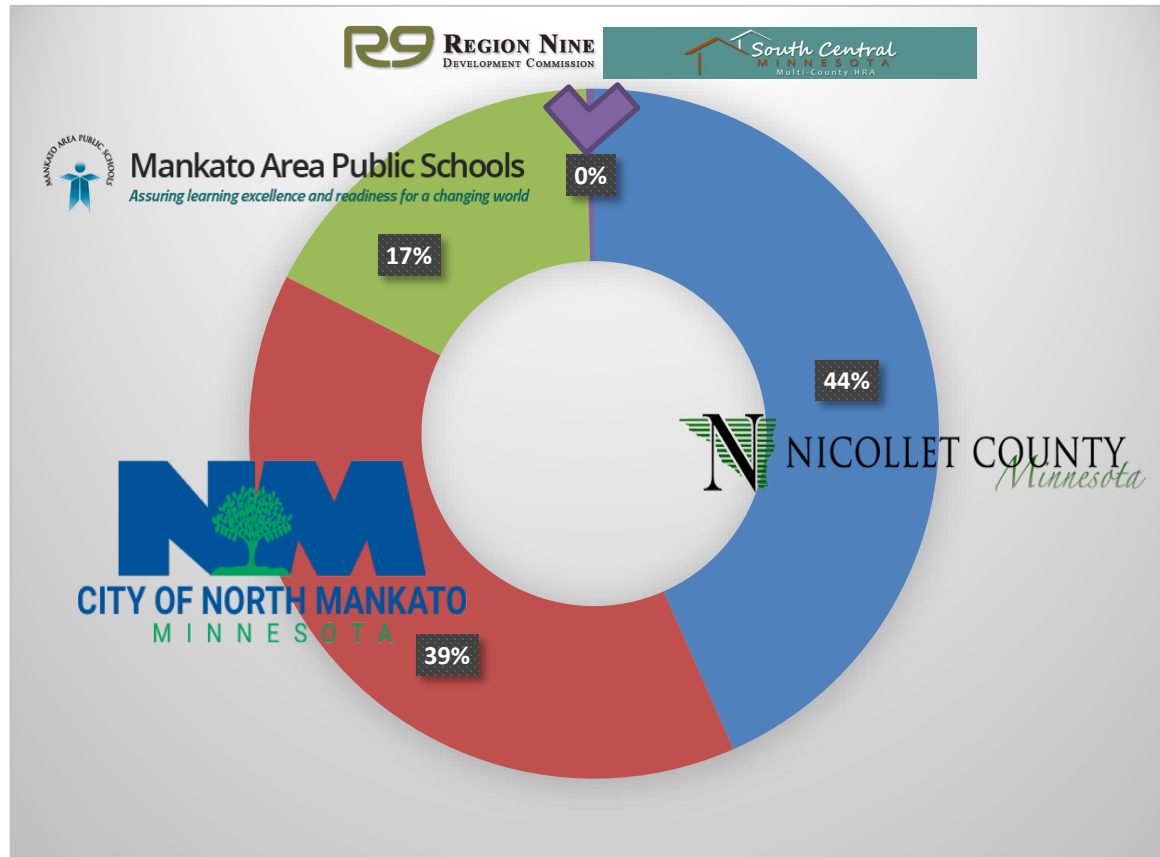
Purpose of Tonight's Meeting

- Solicit input on the City's proposed tax levy and budget for 2021;
- State law requirement – Truth-in-Taxation;
- Held after property owners receive their proposed property tax statements for 2021 –
 - Statement received is based upon the preliminary budget and tax levy approved by the Council in September

Property Tax and Budget Process Timeline



Components of Your Property Taxes



Each component has its own Tax Rate

2021 Property Taxes

- Preliminary levy set in September (basis of tax notice received)
- Reduction of proposed final levy by \$108,910
Tax Rate reduced from 49.668% for 2020 to a projected tax rate of 48.905% for 2021.
- Proposed final 2021 levy dollar amount is \$188,769 (2.8%) more than the 2020 levy

2021 Property Taxes, cont.

- 4.2% growth in taxable market value. (approx. \$51 million)
 - 40% is new (\$20 million) construction/improvements.
 - 18 new homes and seven new or expanded commercial/ industrial buildings (four (4) four-plex apartments, new hotel on Commerce, new bank on Belgrade)
 - 1,424 building permits issued
 - 60% is increased property values (\$31 million)
- \$1 million increase in the tax capacity
- This growth is expected to offset the tax levy increase of \$189,000

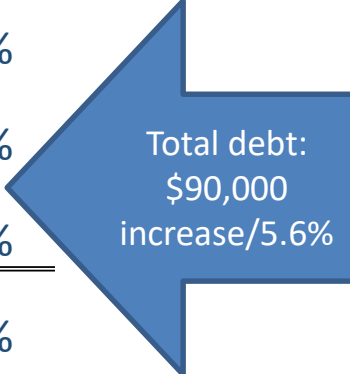


2021 Property Taxes, cont.

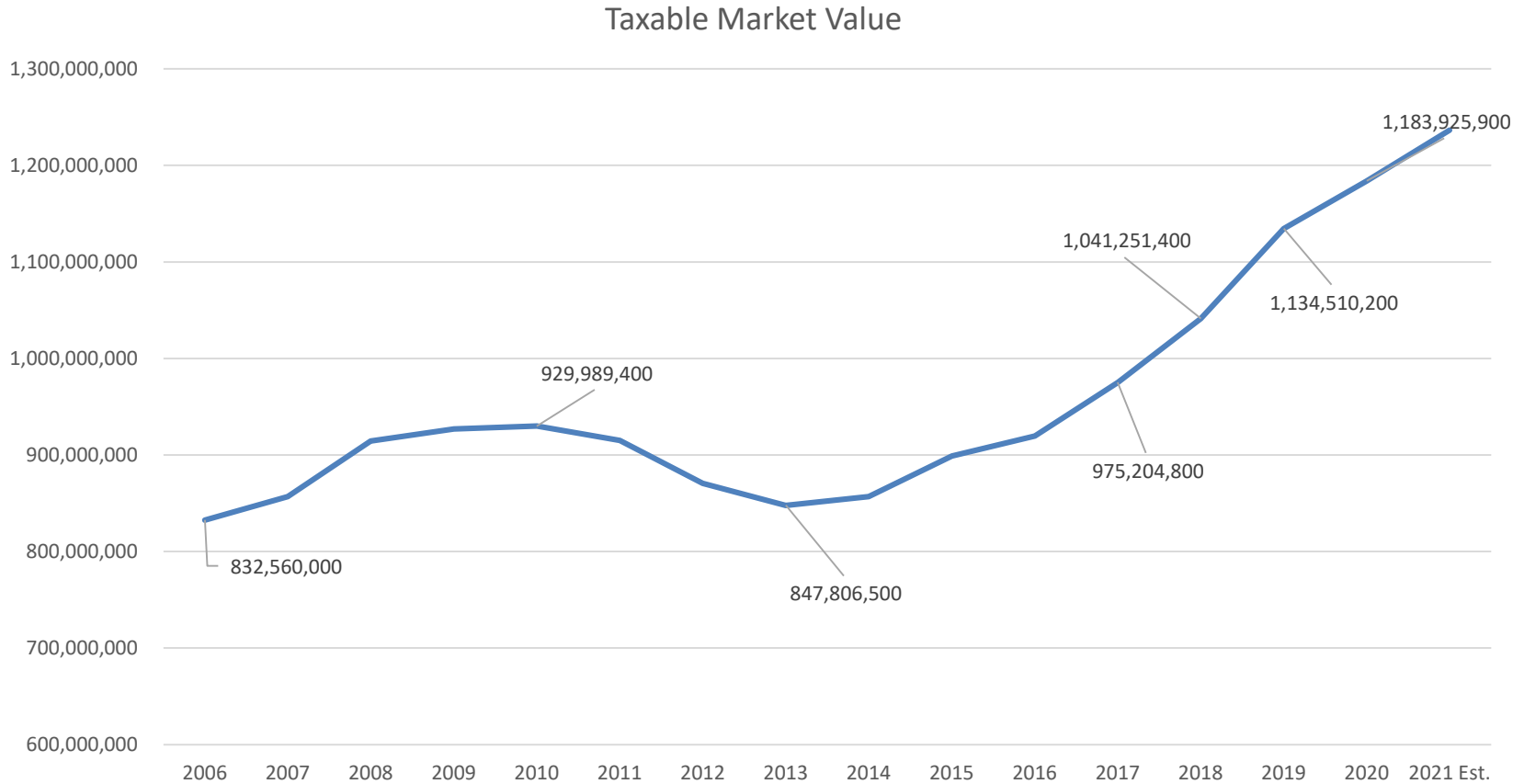
- The total general property taxes needed by the City of North Mankato for 2021 is \$6,983,328
 - General Fund \$ 5,218,162
 - Port Authority \$ 75,000
 - Debt Service \$ 1,213,070
 - Abatement Levy \$ 477,096
- Tax Rate = Tax Levy/Total Tax Capacity
 - Total tax capacity increase is larger than the tax levy increase which means a decrease in tax rate

49.668		48.905 ^{estimate}
2020		2021

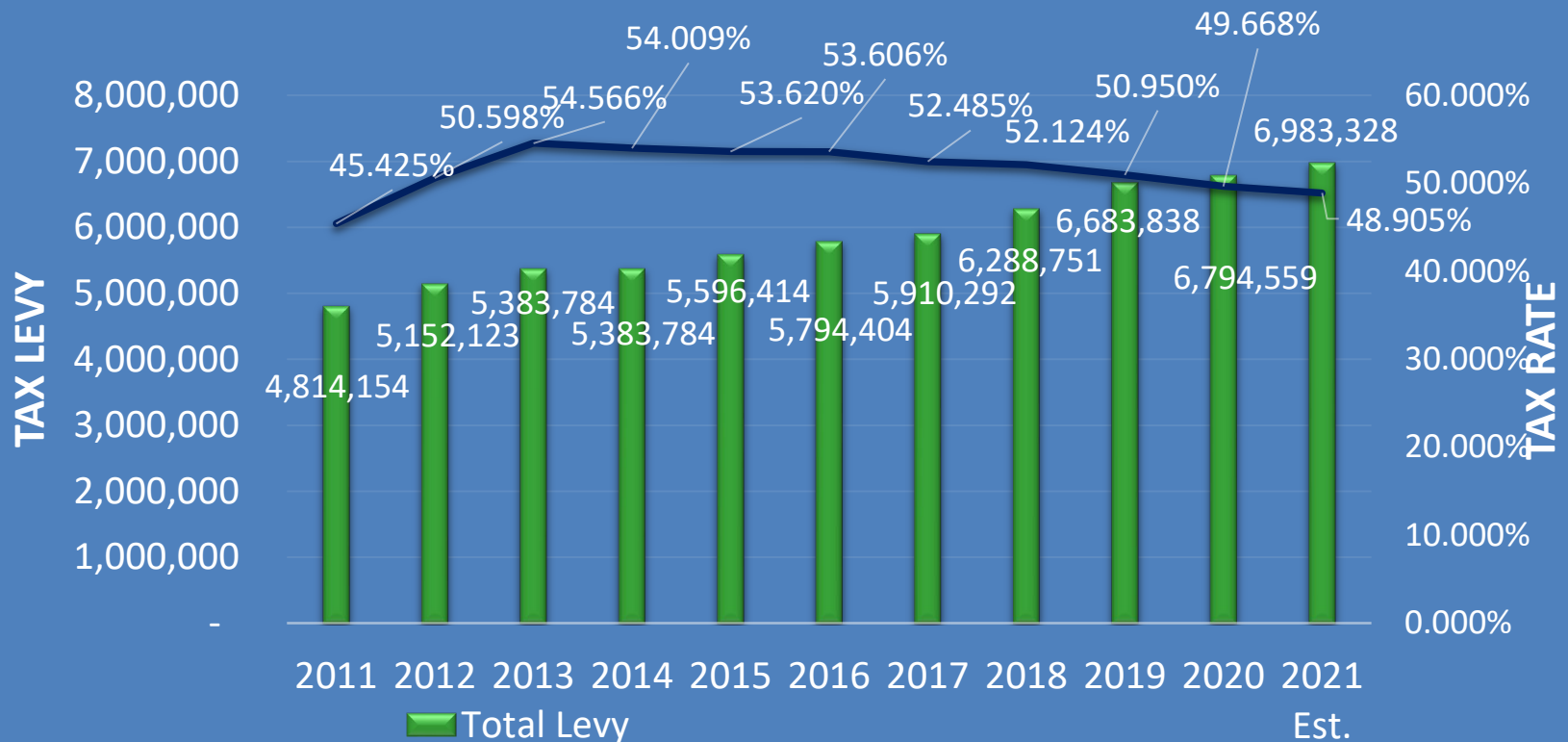
Levy Comparison

	2020 ADOPTED Amount	2021 PROPOSED Amount	Dollar Amount	% Change	
General Fund Levy	\$5,119,393	\$5,218,162	\$98,769	1.93%	
Port Authority	75,000	75,000	\$0	0.00%	
Debt Service	1,143,970	1,213,070	\$69,100	6.04%	
Tax Abatement	456,196	477,096	\$20,900	4.58%	
Total Tax Levy	\$6,794,559	\$6,983,328	\$188,769	2.78%	

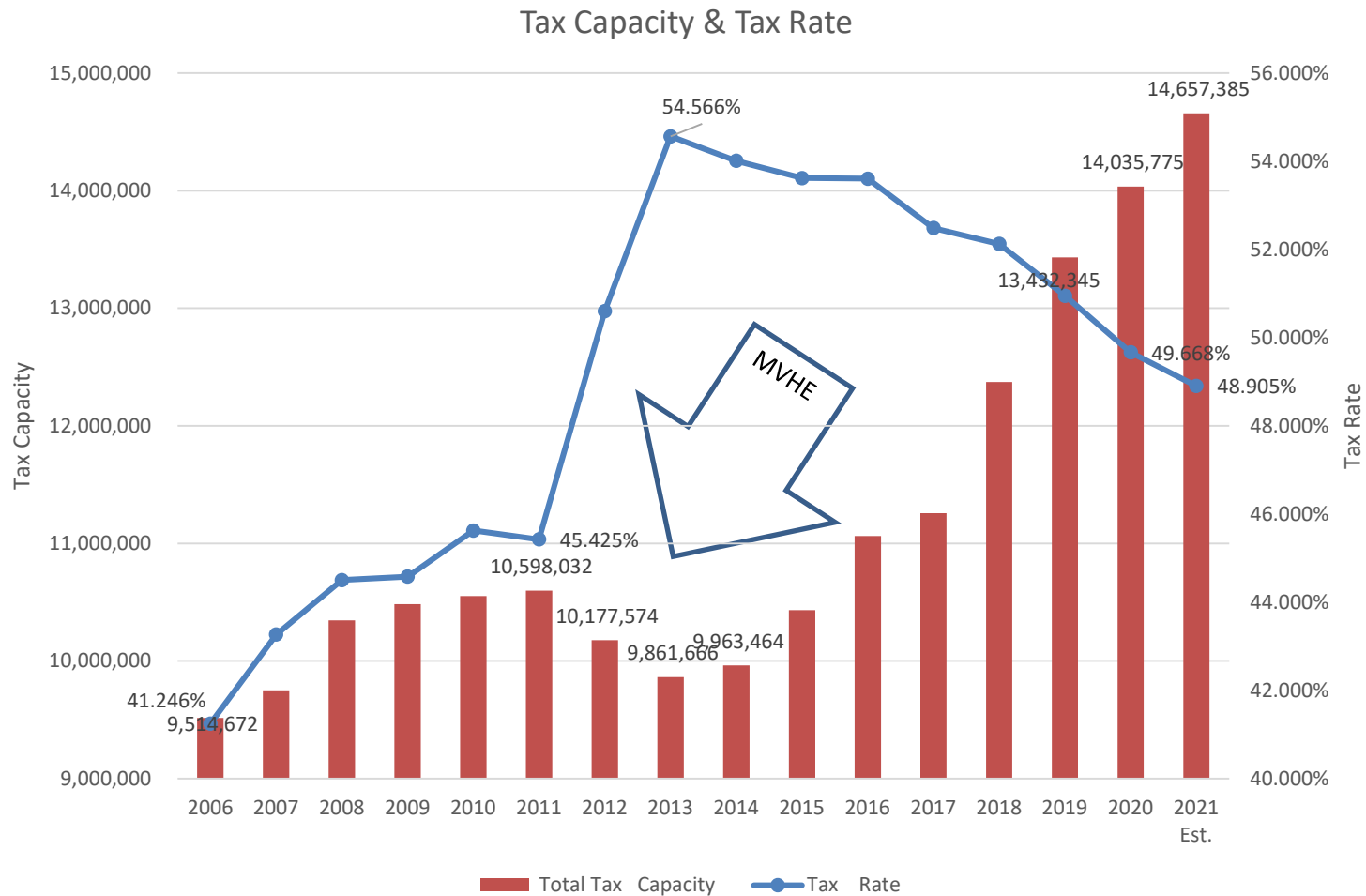
Taxable Market Value



Tax Levy History – Dollar Amount vs. Rate



Tax Capacity vs. Tax Rate

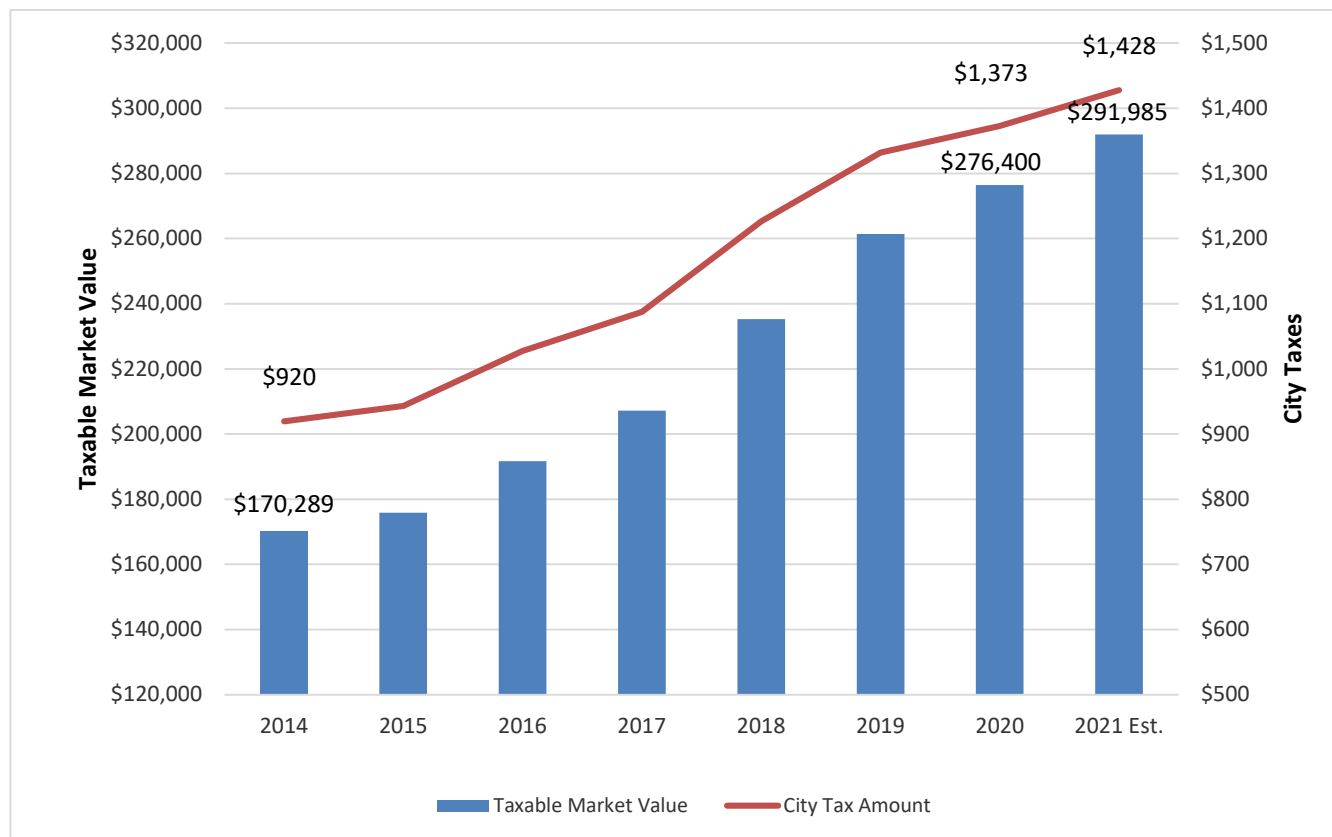


2021 Tax Base and Market Values



- Home Value increases ranged from 0% to 10%
- Majority saw 5-10% increase
- Tax levy impact will vary depending on home's value

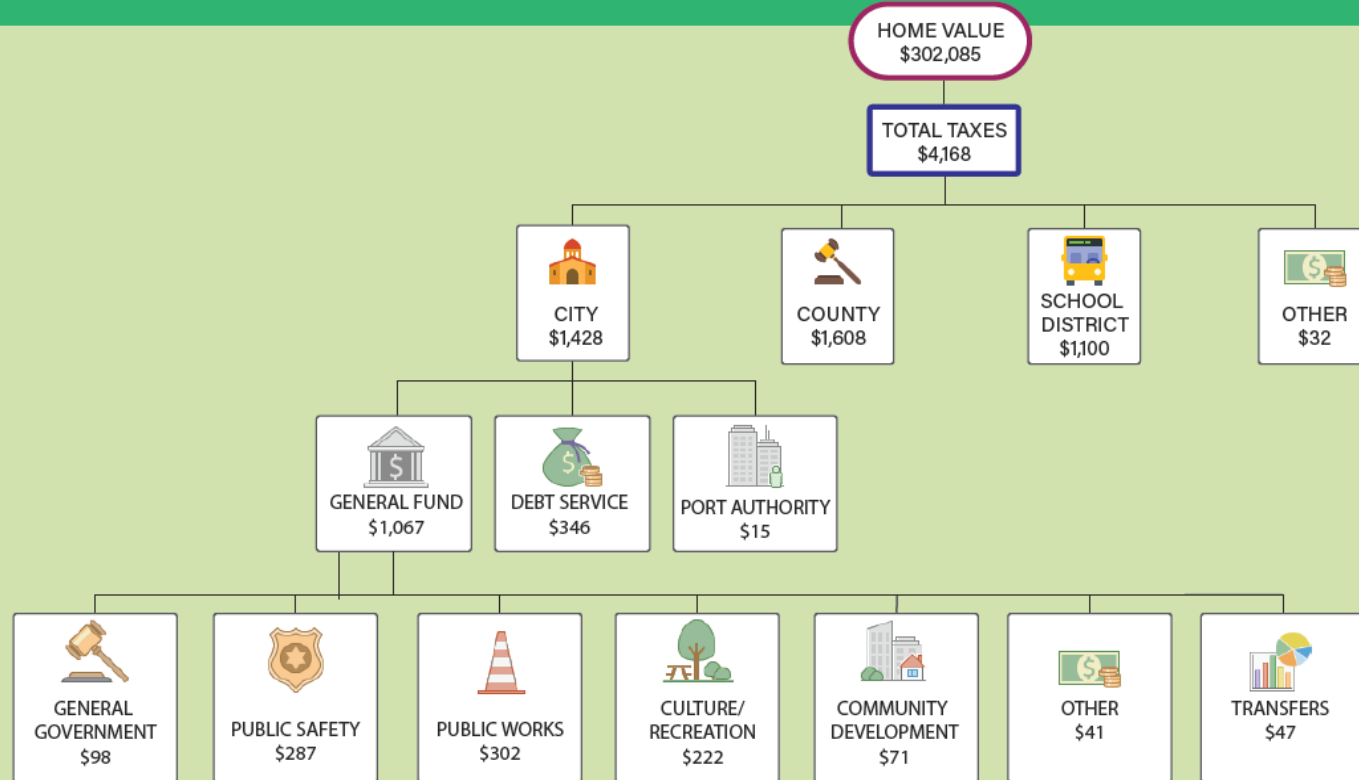
City Tax vs. Taxable Home Value



Eight year history of a median home in North Mankato (currently \$287,700) with taxable market value of \$276,400.

2020 Changes - Taxable value increase of \$15,000 & City tax increase of \$38.

MEDIAN HOME VALUE TAX IMPACT

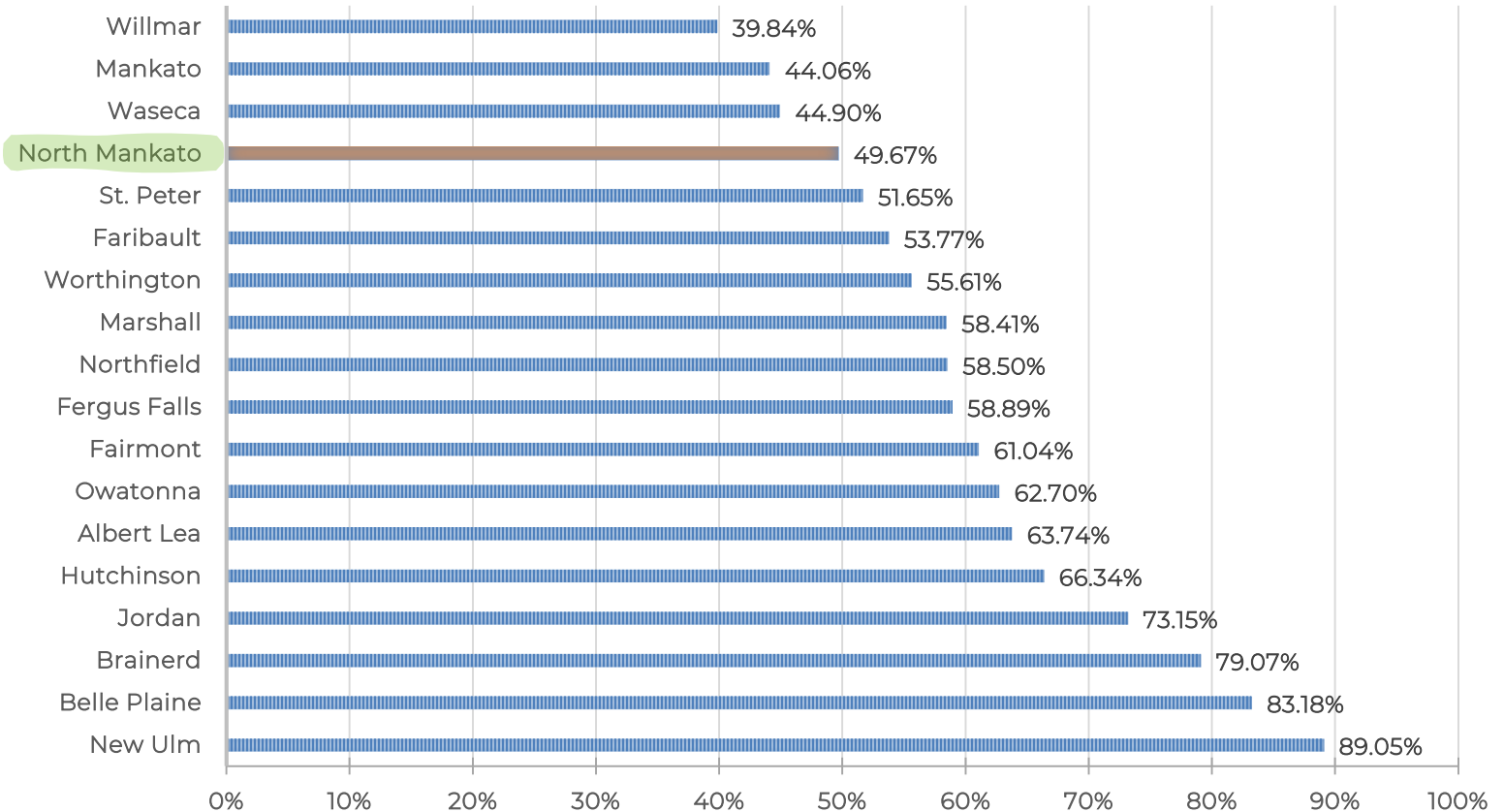


Where do your General Fund tax dollars go?



2020 Comparable City Tax Rate

2020 CITY TAX RATES FOR COMPARABLE CITIES

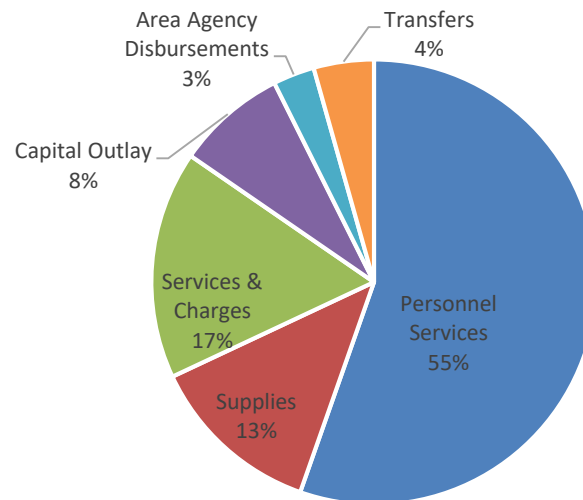


2021 Budget by Department

GENERAL FUND EXPENDITURES	2020 AMENDED	2021 PROPOSED	+/-	%+/-	NOTES
Legislative	40,760	53,701	12,941	32%	New pay implementation
General Government	675,561	699,192	23,631	3%	Health insurance and temp employees
Attorney	115,716	115,816	100	0%	
Police	2,112,273	2,181,989	69,716	3%	OT, Health insurance and clothing allowances
Fire	355,581	361,456	5,875	2%	
Streets	2,528,576	1,998,113	(530,463)	-21%	One-time advance of State-Aid in 2020
Maintenance & Equipment	281,343	299,940	18,597	7%	Health insurance
Street Lighting	349,894	375,488	25,594	7%	Equipment parts
Swim Facility	292,926	365,797	72,871	25%	Operational increases (offset with revenue)
Parks	931,660	889,256	(42,404)	-5%	Reduced parks plan spending
Library	587,405	612,682	25,277	4%	Health insurance
Bookmobile	96,317	103,229	6,912	7%	Health insurance
Community Development	572,105	629,562	57,457	10%	Returned rental inspection and planning staff
Miscellaneous	1,095,172	74,700	(1,020,472)	-93%	CARES Act funding in 2020
Area Agency Disbursements	244,814	284,850	40,036	16%	Mankato Flood station moved to GF from storm
Transfers	447,000	413,750	(33,250)	-7%	Less money to Capital Facilities Fund
EXPENDITURES (Total)	\$10,727,103	9,459,520	(1,267,583)	-12%	

2021 Budget by Category

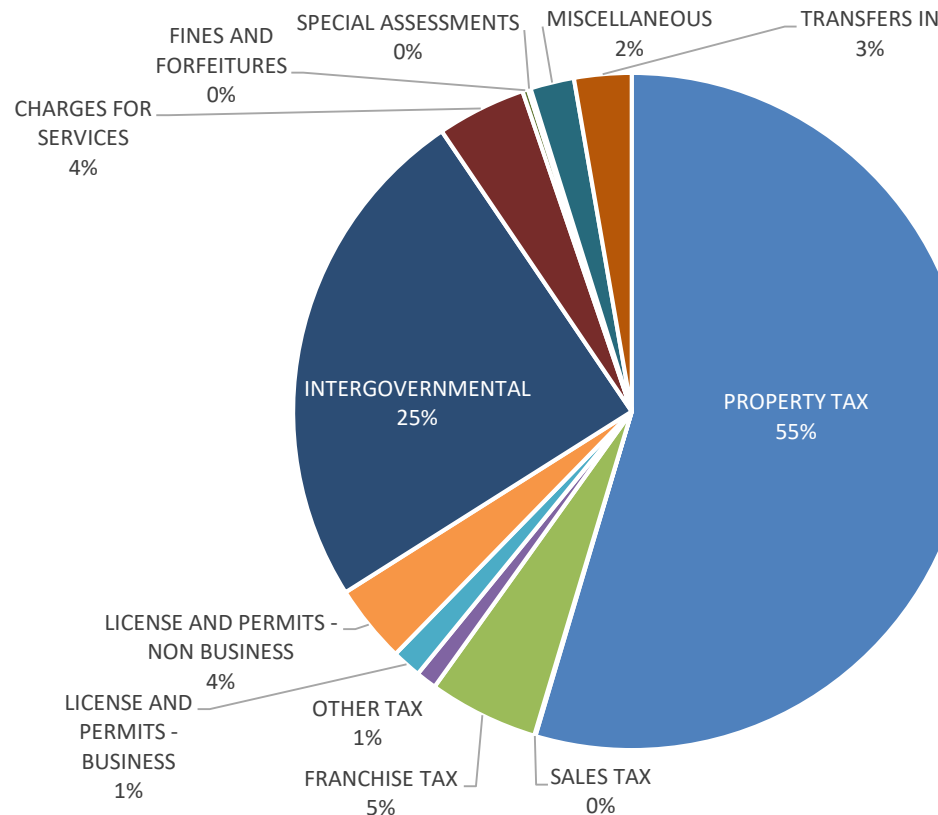
GENERAL FUND EXPENDITURES	2020 AMENDED	2021 PROPOSED	+/-	%+/-	NOTES
Personnel Services	5,041,490	5,238,531	197,040	4%	Health insurance and temp employees
Supplies	1,057,405	1,195,835	138,430	13%	
Services & Charges	2,454,144	1,568,305	(885,839)	-36%	Health insurance and temp employees
Capital Outlay	1,482,250	758,250	(724,000)	-49%	One-time advance of State-Aid in 2020
Area Agency Disbursements	244,814	284,850	40,036	16%	Health insurance and temp employees
Transfers	447,000	413,750	(33,250)	-7%	Decrease to capital facilities fund
EXPENDITURES (Total)	10,727,103	9,459,520	(1,267,583)	-12%	



2021 General Fund Revenue Overview

GENERAL FUND EXPENDITURES	2020 AMENDED	2021 PROPOSED	+/-	%+/-	NOTES
PROPERTY TAX	5,119,393	5,218,162	98,769	2%	Est. 1.6% new growth/ Rate reduction of 1.39%
SALES TAX	200	5,756	5,556	2778%	Swim facility sales tax
FRANCHISE TAX	574,000	501,000	(73,000)	-13%	Decrease in cable and electric fees collected
OTHER TAX	43,350	95,000	51,650	119%	Full year gambling tax revenue in 2021
LICENSE AND PERMITS - BUSINESS	132,870	134,295	1,425	1%	
LICENSE AND PERMITS - NON BUSINESS	357,450	357,350	(100)	0%	
INTERGOVERNMENTAL	4,202,661	2,340,411	(1,862,250)	-44%	Reduction of one-time funding from CARES Act and reduction in State-Aid from 2020
CHARGES FOR SERVICES	246,715	406,213	159,498	65%	Pool fees/concessions; room & shelter rentals
FINES AND FORFEITURES	16,500	26,000	9,500	58%	Court fine activity
SPECIAL ASSESSMENTS	13,800	12,200	(1,600)	-12%	
MISCELLANEOUS	(77,951)	200,156	278,107	-357%	Funding unreceived FEMA receivable
TRANSFERS IN	261,750	261,750	-	0%	
REVENUES (Total)	10,890,738	9,558,292	(1,332,446)	-12%	

2021 General Fund Revenue Overview



2021 Personnel Costs

- Mid year pay plan increases up to 3% for performance
- 4.0% increase in health insurance
- 2020 60.50 FTEs (includes current vacancies)
- 2020 60.50 FTEs



2021 Utility Fund Expenditure Overview

FUND	2020 AMENDED	2021 PROPOSED	+/-	%+/-	NOTES
Water	\$ 2,149,850	\$ 1,924,081	\$ (225,769)	-11%	Capital outlay decrease to save for future years
Wastewater	\$ 2,486,506	\$ 2,548,065	\$ 61,559	2%	Increased capital outlay
Solid Waste	\$ 813,500	\$ 826,441	\$ 12,941	2%	Spring and fall drop off
Recycling	\$ 530,034	\$ 526,401	\$ (3,633)	-1%	
Storm Water	\$ 1,135,661	\$ 447,504	\$ (688,157)	-61%	Northridge Ravine Project in 2020 completed

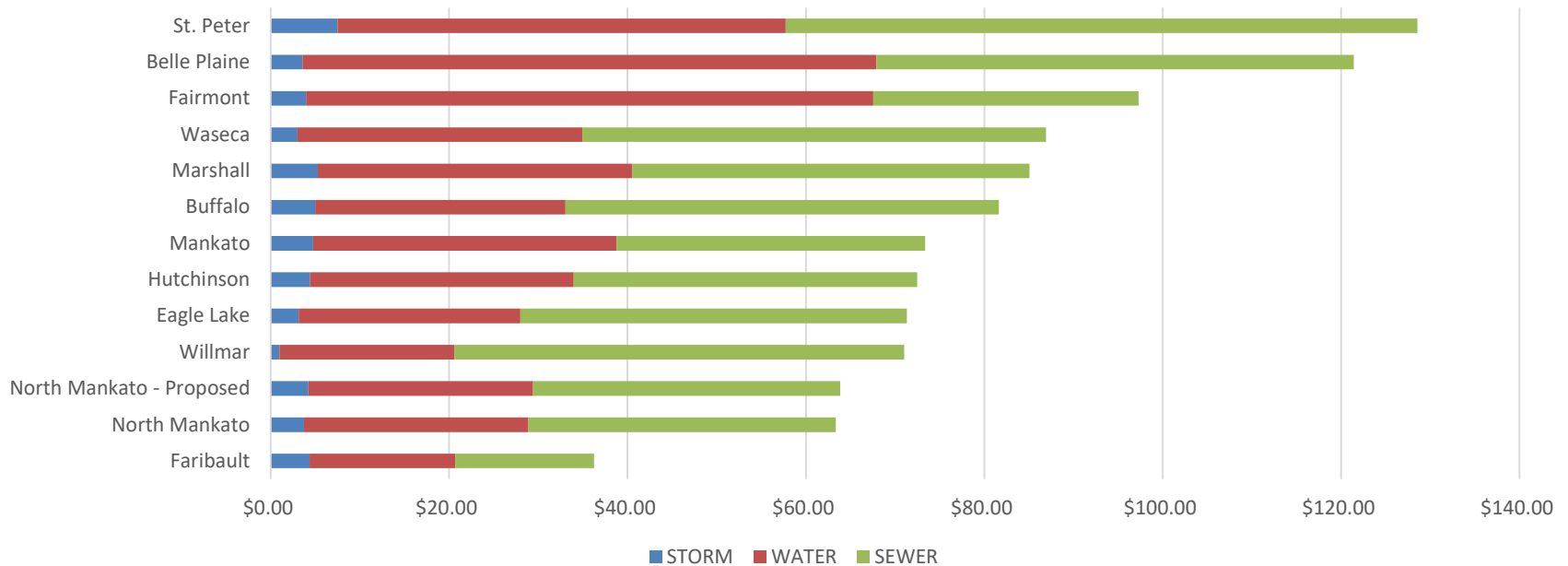
2021 Utility Fund Revenue Overview

FUND	2020 AMENDED	2021 PROPOSED	+/-	%+/-	NOTES
Water	\$ 2,106,000	\$ 2,089,100	\$ (16,900)	-1%	Water use trending down
Wastewater	\$ 2,514,810	\$ 2,566,100	\$ 51,290	2%	
Solid Waste	\$ 821,600	\$ 824,138	\$ 2,538	0%	
Recycling	\$ 501,500	\$ 542,900	\$ 41,400	8%	Rate increase
Storm Water	\$ 570,000	\$ 517,000	\$ (53,000)	-9%	\$0.50/month increase in 2021

2021 Utility Rate Overview

	Faribault	North Mankato	North Mankato - Proposed	Willmar	Eagle Lake	Hutchinson	Mankato	Buffalo	Marshall	Waseca	Fairmont	Belle Plaine	St. Peter
STORM	\$4.35	\$3.75	\$4.25	\$1.00	\$3.16	\$4.43	\$4.76	\$5.00	\$5.28	\$3.00	\$3.96	\$3.56	\$7.50
WATER	\$16.35	\$25.15	\$25.15	\$19.62	\$24.85	\$29.55	\$34.02	\$28.04	\$35.27	\$31.92	\$63.60	\$64.36	\$50.24
SEWER	\$15.54	\$34.46	\$34.46	\$50.40	\$43.30	\$38.51	\$34.57	\$48.60	\$44.53	\$52.01	\$29.73	\$53.49	\$70.80
TOTAL	\$36.24	\$63.36	\$63.86	\$71.02	\$71.31	\$72.49	\$73.34	\$81.64	\$85.08	\$86.93	\$97.29	\$121.41	\$128.54

Utility Rates for Comparable Cities



2021 Utility Rate Overview

Garbage and Recycling Rates

City	30/35 gallon	60/65 gallon	90/95 gallon	Notes
Buffalo	\$ 8.99	\$ 14.99	\$ 22.99	Spring and fall clean up extra to residents
Mankato	\$ 11.67	\$ 16.97	\$ 26.52	
Eagle Lake		\$ 18.30		Only one size for garbage
North Mankato	\$ 16.00	\$ 21.00	\$ 26.00	
Le Sueur	\$ 13.50	\$ 20.56	\$ 24.23	Spring and fall clean up extra to residents
Proposed North Mankato	\$ 17.00	\$ 22.00	\$ 27.00	
St. Peter		\$ 21.23	\$ 24.22	
Hutchinson	\$ 20.12	\$ 29.02	\$ 39.92	Includes composting container

2021 Special Funds Expenditures

BUDGET SUMMARY FOR FY 2021					
EXPENDITURES BY FUND					
Fund	2020 Amended	2021 Proposed	+/-	%+/-	Notes
Debt Service Fund	\$ 2,787,269	\$ 2,804,355	\$ 17,086	1%	
Local Option Sales Tax	\$ 593,503	\$ 299,850	\$ (293,653)	-49%	Fulfillment of debt service obligation
Capital Facilities & Equipment Fund	\$ 136,148	\$ 458,594	\$ 322,446	237%	Mower, loader, general, fire, civil defense
Construction Funds	\$ 2,351,000	\$ 1,500,000	\$ (851,000)	-36%	2021 CIP projects on hold until July
Port Authority - General Fund	\$ 85,520	\$ 94,590	\$ 9,070	11%	Professional services; transfer to Local RLF
Joint Economic Development Fund	\$ 67,000	\$ 62,000	\$ (5,000)	-7%	Decrease in property taxes and misc.
Federal Revolving Loan	\$ -	\$ -	\$ -		
Local Revolving Loan	\$ 29,100	\$ 29,100	\$ -	0%	Northside Revivals program
TIF 8 - Marigold	\$ 70,000	\$ 75,683	\$ 5,683	8%	To reflect 2019 figures
TIF 14 - Webster Avenue	\$ 11,595	\$ 11,194	\$ (401)	-3%	
TIF 2 - Webster Avenue (FX Fusion)	\$ 6,182	\$ 6,916	\$ 734	12%	
TIF 18 - LJP	\$ 79,468	\$ 79,468	\$ -	0%	
TIF 20 - Ziegler	\$ 87,089	\$ 87,089	\$ -	0%	To reflect 2019 figures
TIF 1-19 422 Belgrade	\$ 33,215	\$ 32,615	\$ (600)	-2%	
TIF 19 - Lindsay Windows	\$ 20,670	\$ 21,307	\$ 637	3%	To reflect 2019 figures
TIF 23 - D&K Powder Coating	\$ 37,000	\$ 66,140	\$ 29,140	79%	
TIF 24 - Birchwood Cottages	\$ 30,108	\$ 39,028	\$ 8,920	30%	2020 First year of TIF - est.
TIF 25 - Blue Star Power Systems	\$ 95,168	\$ 48,740	\$ (46,428)	-49%	2020 First year of TIF - est.
Caswell Sports Fund-Caswell Park	\$ 223,257	\$ 494,288	\$ 271,031	121%	Return to Full seasons and concessions
Caswell Sports Fund-Caswell Park North	\$ 41,870	\$ 52,835	\$ 10,965	26%	Return to Full seasons and concessions
Charitable Gaming	\$ 17,000	\$ 20,700	\$ 3,700	22%	Additional requests
Library Endowment	\$ 45,000	\$ 53,250	\$ 8,250	18%	Increased programming costs

2020 Special Funds Revenues

BUDGET SUMMARY FOR FY 2021					
REVENUES BY FUND					
Fund	2020 Amended	2021 Proposed	+/-	%+/-	Notes
Debt Service Fund	\$ 3,217,911	\$ 2,651,458	\$ (566,453)	-18%	Expiration of sales tax transfer and reduced deferred assessment estimates
Local Option Sales Tax	\$ 600,000	\$ 600,000	\$ -	0%	
Capital Facilities & Equipment Fund	\$ 457,500	\$ 413,500	\$ (44,000)	-10%	
Construction Funds	\$ 2,251,000	\$ 1,500,000	\$ (751,000)	-33%	No budgeted project in 2021 to be reviewed in July
Port Authority - General Fund	\$ 98,223	\$ 92,088	\$ (6,135)	-6%	
Joint Economic Development Fund	\$ 162,275	\$ 11,594	\$ (150,681)	-93%	Less anticipated land sales
Federal Revolving Loan	\$ 29,676	\$ 27,599	\$ (2,077)	-7%	Retirement of debt
Local Revolving Loan	\$ 1,546	\$ 2,620	\$ 1,074	69%	Port GF transfer
TIF 8 - Marigold	\$ 70,000	\$ 75,683	\$ 5,683	8%	To reflect 2019 figures
TIF 14 - Webster Avenue	\$ 22,616	\$ -	\$ (22,616)	-100%	No collections in 2020 due to County error
TIF 2 - Webster Avenue (FX Fusion)	\$ 6,182	\$ 6,916	\$ 734	12%	
TIF 18 - LJP	\$ 79,468	\$ 79,468	\$ -	0%	
TIF 20 - Ziegler	\$ 87,089	\$ 87,089	\$ -	0%	To reflect 2019 figures
TIF 1-19 422 Belgrade	\$ 29,460	\$ 32,058	\$ 2,598	9%	
TIF 19 - Lindsay Windows	\$ 20,670	\$ 21,307	\$ 637	3%	
TIF 23 - D&K Powder Coating	\$ 37,000	\$ 66,140	\$ 29,140	79%	
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TIF 25 - Blue Star Power Systems	\$ 95,168	\$ 48,740	\$ (46,428)	-49%	TIF less than projected
Caswell Sports	\$ 305,636	\$ 560,887	\$ 255,251	84%	Return to Full seasons and concessions
Charitable Gaming	\$ 32,000	\$ 32,067	\$ 67	0%	
Library Endowment	\$ 47,300	\$ 53,250	\$ 5,950	13%	Additional city contribution for programming

2020 Total Budget

BUDGET SUMMARY FOR FY 2021

REVENUES OVER/(UNDER) EXPENDITURES

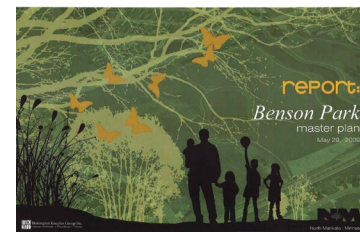
	2021 REVENUES	2021 EXPENDITURES	+/-	Notes
TOTAL ALL FUNDS	\$ 22,499,022	\$ 22,069,755	\$ 429,267	

CIP Policy

- Purpose of the CIP
 - CIP is a flexible planning tool to be reviewed and updated on an annual basis with plans for the next five years
 - Major projects and equipment over \$15,000
 - Incorporates needs and future goals from planning documents such as the comp plan
 - first year are capital budget, last 4 years are for future planning and consideration
 - Goal – Minimize fluctuations in expenses and create orderly replacement of facilities, infrastructure, and equipment

2021-2025 CIP

- 2020-2024 – \$29.2 Million
- 2021-2025 – \$32.4 Million: +\$3.2 Million
 - \$.22 Million – increase in equipment
 - (\$0.53) Million – decrease in Pavement management
 - (\$0.33) Million – decrease in Park improvements
 - (\$0.30) Million – decrease in water projects
 - \$0.12 Million – increase in sewer funding
 - \$4.01 Million – increase in in projects (Caswell Park improvements)



2021-2025 Equipment/Facilities

Project or Activity	2020-2024	2021-2025	Variance
Loader	175,000	175,000	-
Loader Snow Blower Attachment	160,000	160,000	-
Excavator	200,000	200,000	-
General Equipment - Trucks, Skid loaders, Mowers, etc.	209,000	500,000	291,000
Police Cruiser	295,740	287,600	(8,140)
Squad Cameras	-	-	-
Police Radios	25,000	95,470	70,470
Police Evidence Room Heat	3,000	3,000	-
Sirens - Upgrade (from 2012), Plant #2, Expansion, City Shop	27,000	27,000	-
Tandem Dump Truck with Plow, Wing and Sander (3)	270,000	140,000	(130,000)
Roller (2)	-	270,000	270,000
Fire Engine	110,000	-	(110,000)
Replace roof on Station #2	90,000	110,000	20,000
Replace HVAC units at Station #2	72,000	90,000	18,000
Breathing Air Compressor & Cascade Bottles	40,000	72,000	32,000
Overhaul Air Pack/Work Room	-	40,000	40,000
Exhaust Capture System	7,500	-	(7,500)
Overhaul Community Room Kitchen	50,000	7,500	(42,500)
Replace overhead doors at Station #2 (5 Doors: 4 in front and one in back)	30,000	50,000	20,000
Fire Pumper	-	30,000	30,000
Mower Replacement	90,000	-	(90,000)
Bluff Park Overlook	75,000	-	(75,000)
Library Bookdrop Off Station	6,000	-	(6,000)
Facility Improvements - City Hall	60,000	-	(60,000)
Facility Improvements - General	-	-	-
Computers	3,000	-	(3,000)
Caswell Parking Lot Improvements	140,000	-	(140,000)
Sub-Total Cash / Capital Facilities & Equipment Replacement	2,138,240	2,353,570	215,330

2021 Equipment & Facilities Replacement

- New for 2021-2025
 - Increasing the general equipment allocation +291,000
 - Police radios +70,000
 - Tandem truck purchased
 - Rollers
 - Fire engine moved to future
 - Fire station improvements
 - Facility improvements held for future discussion

2021-2025 Debt Expenditures

Project or Activity	Strategic Program Area	2020 FORECAST	2021 FORECAST	2022 FORECAST	2023 FORECAST	2024 FORECAST	2025 FORECAST	Estimated 5 year costs
Caswell Park Improvements	Recreation		4,000,000					4,000,000
Caswell Indoor Recreation - City Portion	Recreation			5,500,000				5,500,000
Safe Routes to School - Dakota Meadows	Infrastructure	825,332						-
Ravine Improvements	Infrastructure	-			1,000,000		1,150,000	2,150,000
Harrison Ave. (Cross to Range)	Infrastructure		650,000					650,000
Monroe Ave. (Center to Range)	Infrastructure	1,136,435						-
Garfield Ave. (Center to Range)	Infrastructure			1,300,000				1,300,000
McKinley Ave. (300 Block)	Infrastructure				625,000			625,000
McKinley Ave. (400 Block)	Infrastructure				625,000			625,000
McKinley Ave. (500 Block)	Infrastructure				650,000			650,000
Cross St. (Monroe to Webster)	Infrastructure					1,706,250		1,706,250
Sherman St. (South to Garfield)	Infrastructure						1,750,000	1,750,000
Belgrade Ave. Improvements (lights, charging station, ped crossing)	Infrastructure		425,000					425,000
Quincy St. (McKinley to Webster)	Infrastructure							-
Page Ave. (Center to Range)	Infrastructure			1,300,000				1,300,000
Howard Dr./Lor Ray Dr. Roundabout - City Portion	Infrastructure				500,000			500,000
Cliff Ct.	Infrastructure		600,000					600,000
Clare Ct.	Infrastructure							-
Clare Dr.	Infrastructure							-
Marvin Blvd	Infrastructure							-
Valerie Lane (Marvin to Cliff)	Infrastructure					750,000		750,000
Wheeler Ave (300 Block)	Infrastructure					625,000		625,000
Countryside Dr. Improvements	Infrastructure	1,944,400						-
Lor Ray Dr. & Township RD Improvements	Infrastructure							-
PW Building	Infrastructure							-
Sub-Total Bonds		3,906,167	5,675,000	8,100,000	3,400,000	3,081,250	2,900,000	23,156,250

Sales Tax Project

- Citizens and Legislature approved sales tax extension
- Legislature approved \$2.0 in bonding toward Caswell Park Improvements
- \$5.0-\$8.0 Million in sales tax funding capacity currently available
- Continue to pursue State appropriation for Caswell indoor recreation facility

2021 Parks Plan

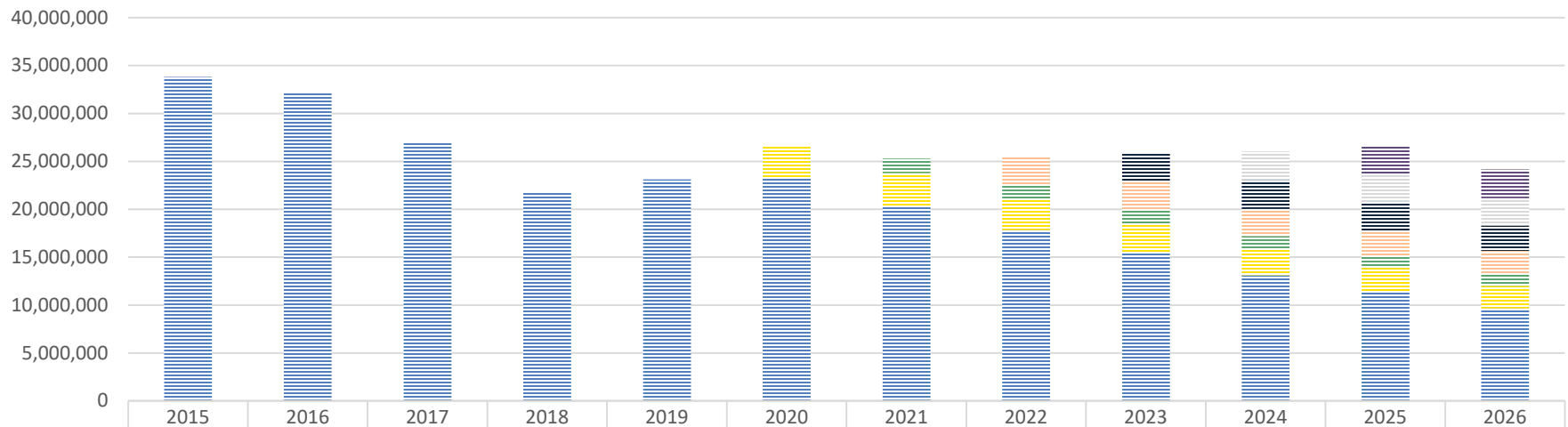
- Smaller park amenity replacements (Rocking toys, digging toys, etc.)
- Langness Park improvements
- Walter S. Farm trail
- Park sign replacements
- Replace baseball backstops at King Arthur & Walter S. Farm
- Spring Lake Park hockey rink repairs
- Wheeler Park structure and warming house repairs
- Resurface Tower and Forest Heights tennis courts
- Resurface Spring Lake Park basketball court
- Various other small projects
- Budget of \$213,500 for parks capital improvements

2021 Streets Plan

- Mill and Overlay Streets:
 - Valerie Lane
 - Marvin Blvd.
 - Nottingham Dr. from James to end of 2020 mill and overlay project
 - Cliff Dr. from Marie to Clare
 - Sharon from James to Collette
 - Collette Dr. from Sharon Dr. to North end
 - Clare Dr. from Roe Crest to Clare Ct
 - Marie Ct. from Marie to Cul-de-sac
 - Two alleys
- Budget of \$561,000 for streets plan

Debt Analysis

Existing Debt & Future Debt of \$3.0 Million/Annually



	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
2025A								-	-	-	3,000,000	3,000,000
2024A								-	-	3,000,000	3,000,000	2,835,000
2023A								-	3,000,000	3,000,000	2,835,000	2,665,000
2022A								3,000,000	3,000,000	2,835,000	2,665,000	2,490,000
2021A							1,500,000	1,500,000	1,417,500	1,332,500	1,245,000	1,155,000
2020A - \$3.4MM						3,400,000	3,400,000	3,200,000	2,985,000	2,770,000	2,550,000	2,330,000
Original Existing	33,835,662	32,213,109	27,082,802	21,812,322	23,131,300	23,323,300	20,385,300	17,831,200	15,500,900	13,104,600	11,332,100	9,678,600

What's Next

- **Final Budget Adoption**
 - December 21, 2020 as part of the Regular City Council Meeting
- **Property Value Questions**
 - Nicollet County Assessor (507) 934-7060
- **North Mankato Budget and Tax Levy Questions**
 - Kevin McCann, Finance Director (507) 625-4141
 - kmccann@northmankato.com

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
Teresa Rome	Paver	\$75.00
Total		\$75.00

Adopted by the City Council this 7th day of December 2020.

Mayor

City Clerk

RESOLUTION DECLARING COSTS TO BE ASSESSED
FOR MUNICIPAL CHARGES

WHEREAS, pursuant to Section 50.04 (H) of the North Mankato City Code providing that delinquent utility charges constitute a lien upon the premises served; and

WHEREAS, pursuant to Section 90.142 (A) of the North Mankato City Code providing that the unpaid snow removal charges constitute a lien upon the premises served; and

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

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

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, that the following costs shall be assessed against such property in the amount and terms as specified on Exhibit A of this resolution.

Adopted by the City Council this 7th day of December 2020.

Mayor

ATTEST:

City Clerk

2020 A/R Invoices to be sent to Nicollet County for certification

Letter Date	Name	Mailing address	Property address	City, State, Zip	Inv #	Inv Date	Inv Amt	Date Due	Reason	Parcel Nbr	Legal Description
8/16/2019	Scott Doyscher	1797 Leona Dr	1797 Leona Dr	North Mankato, MN 56003	18	3/19/19	42.00	4/19/19	Meter Installation	18.463.0330	Block 4 Lot 13 SubdivisionCd 18463 SubdivisionName BURNETT'S RAVINE RIDGE 3
1/28/2020	Paul & Patricia Newman	2217 North Ridge Dr	2217 North Ridge Dr	North Mankato, MN 56003	80	10/30/19	226.25	2/7/20	Meter, Installation & NSF Charge	18.669.0220	Block 2 Lot 4 SubdivisionCd 18669 SubdivisionName NO RIDGE ESTATES #4
9/17/2020	Jeff Steinbach	1006 River Dr N	1261 Lake St	North Mankato, MN 56003	INV01394	10/21/19	400.00	11/21/19	Curb Box repairs	18.267.0010	Block 1 Lot 1 SubdivisionCd 18267 SubdivisionName STEINBACH SUBD #2
9/17/2020	Troy Donahue / Creekview Properties	PO Box 297, Bettendorf, IA 52722	2236 Fairbanks Dr	North Mankato, MN 56003	INV01439	11/27/19	1207.50	12/27/19	Restoration work	18.172.0390	Block 5 Lot 15 SubdivisionCd 18172 SubdivisionName NORTH GATE NO 2
9/17/2020	James Campbell	1320 N Sierra Bonita Ave #311, Los Angeles, CA 90046	707 Sherman St	North Mankato, MN 56003	INV01658	4/15/20	250.00	5/15/20	Snow & Ice Removal	18.798.0190	MAP #21 12 251 020 RECORD # 11943;40897;52896;71174; LOT 19
9/17/2020	Ayub Arabeto	202 Christensen St	202 Christensen	North Mankato, MN 56003	INV01661	4/15/20	250.00	5/15/20	Snow Removal	18.803.0710	Block 12 Lot 13 SubdivisionCd 18803 SubdivisionName SUBD OF BLK 7
9/17/2020	Josh & April Kaumans	400 Forest Heights Dr	400 Forest Heights Dr	North Mankato, MN 56003	INV01668	4/15/20	125.00	5/15/20	Snow Removal	18.834.0530	Block 3 Lot 21 SubdivisionCd 18834 SubdivisionName TURTLE SUBD
9/17/2020	Shane Wilson	831 South Ave	831 South Ave	North Mankato, MN 56003	INV01673	4/15/20	125.00	5/15/20	Snow Removal	18.767.0080	Lot N100' OF LOT 11 SubdivisionCd 18767 SubdivisionName HENRY ROBEL'S ADD
10/14/2020	Jenna Ahlberg	2091 Lancelot Ln	2091 Lancelot Ln	North Mankato, MN 56003	104	1/29/20	323.45	2/28/20	Meter, Installation & Callout	18.950.4315	MAKE: SCHULT YEAR: 2000 SIZE: 28 X 54 SERIAL # 297391 LOT 2091 LANCELOT LN AVALON
10/22/2020	Brian Mechler	303 Belgrade Ave	303 Belgrade Ave	North Mankato, MN 56003	INV01858	10/6/20	659.20	10/21/20	Removal of code violation items	18.685.0630	Block 5 Lot W 50' OF N 70' OF LOT 1 SubdivisionCd 18685 SubdivisionName ORIGINAL PLAT

3566.40

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

NOTICE IS HEREBY GIVEN that the City Council of the City of North Mankato, Minnesota, will meet in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, North Mankato, Minnesota at 7 p.m. on the 21st day of December 2020, to hold a public hearing to provide an opportunity for the public to provide input on the adequacy of the City's Stormwater Pollution Prevention Program (SWPPP).

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

Due to the COVID-19 outbreak, the hearing location will be closed to the public. However, the City has modified the hearing process to ensure that the public is able to monitor the hearing and submit public comment.

The public hearing will be broadcast live on Charter Channel 180, or Consolidated Communications Channel 8.

Public comment may be submitted to the city council via the following methods:

- 1) Written comments/questions may be submitted in writing prior to the public hearing by any of the following methods.
 - a) By email. Submit your comments/questions to aprilv@northmankato.com no later than 5:00 p.m. on Monday, December 21, 2020.
 - b) By mail. Submit your comments/questions by mailing to 1001 Belgrade Avenue, North Mankato, MN 56003. Questions/Comments must be received no later than 5:00 p.m. on Monday, December 21, 2020.
 - c) By physical delivery. Deliver your comments/question by delivering them to the Drop Box at City Hall at 1001 Belgrade Avenue, North Mankato, MN, no later than 3:00 pm on Monday, December 21, 2020.
- 2) Live comment during the public hearing via telephone. Residents desiring to make public comments by telephone during the public hearing must request to be placed on the public hearing agenda. You may do so by calling City Hall (507) 625-4141, emailing aprilv@northmankato.com. Please call 507-214-0517 and enter participant code 965994. Each resident will be given 3 minutes to make his/her comment.

Dated this 7th day of December 2020

April Van Genderen
City Clerk
City of North Mankato

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the City Council of the City of North Mankato will hold a public hearing on Monday, December 21, 2020, commencing at 7:00 p.m. in the Council Chambers of the North Mankato Municipal Building, North Mankato, MN to consider adopting an Ordinance Amending City Code Chapter 110 for the purposes of regulating the use of mobile Food Trucks/Vendors within the City of North Mankato. A copy of the proposed Ordinance is available upon request by contacting 507-625-4141.

Due to the COVID-19 outbreak, the hearing location will be closed to the public. However, the City has modified the hearing process to ensure that the public is able to monitor the hearing and submit public comment.

The public hearing will be broadcast live on Charter Channel 180, or Consolidated Communications Channel 8.

Public comment may be submitted to the city council via the following methods:

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Dated this 7th day of December, 2020.

April Van Genderen
City Clerk
City of North Mankato

Draft Mobile Food Unit Ordinance

Subd. 1. **Purpose.** The purpose of this Section is to establish standards to ensure that mobile food units/vendors as defined herein are appropriately located, licensed and inspected, do not impede vehicular access, traffic flow or circulation, or create public safety hazards.

Subd. 2. **General Regulations:**

A. **Definitions.** For the purposes of this Section, the following definitions shall apply:

1. Mobile Food Unit and Mobile Food Unit/Vendor shall be defined as any self-propelled vehicle or fully contained trailer, licensed by the State of Minnesota to operate on public streets and roadways, which vends food (either pre-packaged or prepared in the unit) at retail for immediate consumption by the customer, and who are licensed by the State of Minnesota Department of Agriculture and/or Department of Health and/or the Brown-Nicollet County Environmental Health Department, and the City of North Mankato as a Mobile Food Unit.
2. Vend or vending shall be defined as the process of the transfer of a food product from the unit operator to a customer. Vending begins when the unit initially stops in a location at which customers can access the unit and continues until the unit leaves that location.

B. **Applicability.** Notwithstanding any contrary provision of any City ordinance, regulation, or rule, mobile food units/vendors shall be licensed and located as provided in this ordinance:

1. Licenses required. Within the City of North Mankato, no person shall vend from a mobile food unit without first having obtained a license to do so from the City.
2. Fees. The fee for an annual license shall be established from time-to-time by the City Council and shall entitle the operator to vend from one such unit for one year from the date on which the license is issued. The license shall be displayed on or within the unit, visible from the outside of the unit, whenever the unit is vending.
3. Other Licenses Required. Applicants must provide evidence of current licensing of the unit by the Minnesota Department of Agriculture, the Minnesota Department of Health and/or Brown-Nicollet Environmental Health as appropriate.
4. Insurance. Applicants must provide evidence of liability insurance in which the City is named coinsured which shall provide a limit of coverage as established from time-to-time by the City Council for both bodily injury and for property damage. Written notice of cancellation of such insurance must be given to the City not less than thirty (30) days prior to actual cancellation.
5. Restrictions on Vending Activity:
 - a. Mobile food units/vendors are prohibited from vending activity within 500 feet of the nearest property line of any business in the city holding a food-service license issued by the Brown-Nicollet County Environmental Health Department.
 - b. Mobile food units/vendors are prohibited from vending activities within 500 feet of a community event for which the City has issued a Special Event Permit, unless they are specifically authorized by the event sponsor to participate in the event. The terms of the Special Event Permit shall apply.
 - c. Mobile food units/vendors are prohibited from vending activities within 500 feet of the Caswell Park Sports Facility or Spring Lake Park Regional Swim Facility unless authorized by the City Administrator or his/her designee.
 - d. Mobile food units/vendors are allowed to vend on private property or public streets between the hours of 8:00 a.m. to 10:00 p.m. on all days of the week in the central business district and commercial and industrial zoned properties. If a mobile food unit is on private property within the central business district and commercial and

- industrial zoned properties, permission must be granted by the landowner to vend.
- e. No mobile food unit can operate in a residential zoned district unless authorized by the City Administrator or his designee under a Special Event Permit.
 - f. Mobile food units/vendors shall collect and remit all applicable licenses, fees, and taxes of the City of North Mankato, Nicollet County, and the State of Minnesota. This includes but is not limited to North Mankato's local option sales and use tax and North Mankato's food and beverage tax.

6. Exemptions on Restrictions:

- a. Business owners holding a food-service license with the Brown-Nicollet County Environmental Health Department may operate a mobile food unit owned by the business owner on their property, within 500 feet of another food-service license holding establishment in North Mankato, for the number of days allowed by the Brown-Nicollet County Environmental Health Department and during the business's normal hours of operation.
- b. Breweries and Wineries licensed by the Minnesota Department of Public Safety are exempt from locating a food truck within 500 feet of a business holding a food-service license issued by the Brown-Nicollet County Environmental Health Department.
- c. Mobile food units which are vending under a Special Event Permit issued by the City are allowed to operate under that Special Event Permit as authorized by the organizers/managers of the event, at the location of, and for the duration of the event. Special event organizers are responsible for obtaining proof of all applicable food truck licenses from the State of Minnesota and the Brown-Nicollet County Environmental Health Department.

7. Location or placement:

- a. On public streets, no unit shall occupy more than two (2) parking spaces
- b. The unit shall vend only from the side of the vehicle away from moving traffic and pedestrian walkways of no less than six (6) feet shall be maintained on the service side of the unit.
- c. In no case shall a unit vend while occupying a traffic lane, parked on a sidewalk, parked on a pedestrian crossing location, or in any location which obstructs or impedes vehicle or pedestrian traffic.
- d. The unit shall not vend to any person standing in the traveled portion of any public roadway.
- e. On public streets, no unit shall vend within sixty (60) feet of the intersection of two or more public streets, nor within thirty (30) feet of a driveway which enters onto a public street.
- f. Units shall not be stored in a residential zoning district.
- g. There shall be no overnight parking of food trucks on the public right of way.
- h. No unit shall vend while the unit is in motion.
- i. Connection of the unit to public utilities is not permitted.

8. Dimensions. No mobile food unit shall exceed 40' feet in length (overall length for a self-propelled vehicle; trailer length including the towing vehicle for self-contained trailers) or ten (10) feet in height.

9. Signs and Appurtenances:

- a. Mobile food units/vendors shall not employ or utilize any signs that are not attached directly to the vehicle/trailer. Signs may not project above the unit, nor more than six (6) inches from the side of the unit. No flashing, strobing or

intermittent lighting is allowed.

- b. No external seating shall be provided or utilized except as may be provided by the owner, manager, or agent of any private property on which the unit may be properly located.
- c. Any generator used by the unit must be self-contained within or on the unit, screened from view, and operate at no more than 70 decibels.
- d. While vending, the operator may not call attention to the unit by crying out, blowing a horn, ringing a bell, or playing music or other sounds discernible beyond the unit. Amplified sound is not permitted outside of the unit.
- e. Waste receptacle(s) must be provided by the unit operator and the vending site must be cleaned of all litter and garbage generated by the unit and customers before the unit leaves the location.

Subd. 3. **Enforcement.** Any violation of this Section, including but not limited to the vending operation of a mobile food unit within the City without a license issued pursuant to this Section, shall be a misdemeanor punishable by up to a \$1000.00 fine and/or ninety (90) days in jail.

SECTION II. This Ordinance shall be in full force and effect from and after its passage and publication.

ADOPTED by the City Council of the City of North Mankato this ____ day of ____, 2020

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 10F	Dept: Administration	Council Meeting Date: 12/7/20																											
TITLE OF ISSUE: Consider Resolution Prorating Liquor Licenses for Time Closed Due to State Mandated Bar Closures During the COVID-19 Pandemic																													
BACKGROUND AND SUPPLEMENTAL INFORMATION: On July 20, 2020, the North Mankato City Council responded to Governor's Order 20-04, which closed bars and restaurants for 11 weeks by prorating liquor licenses for the duration of the closure. On November 20, 2020, under Governor's Order 20-99, bars and restaurants were closed for 4 weeks. The proposed resolution prorates liquor licenses for the 4 week closure and provides for continued proration of licenses if the closure continues under Governor's orders.																													
<i>If additional space is required, attach a separate sheet</i>																													
REQUESTED COUNCIL ACTION: Adopt Resolution Prorating Liquor Licenses for Time Closed Due to State Mandated Bar Closures During the COVID-19 Pandemic.																													
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Oachs</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Whitlock</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Norland	_____	_____	Oachs	_____	_____	Whitlock	_____	_____	Steiner	_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) _____ _____ _____ _____ _____	Resolution	Ordinance	Contract	Minutes	Map	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Resolution	Ordinance	Contract	Minutes	Map																									
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<input type="checkbox"/> Workshop <input checked="" type="checkbox"/> Regular Meeting <input type="checkbox"/> Special Meeting	<input type="checkbox"/> Refer to: _____ <input type="checkbox"/> Table until: _____ <input type="checkbox"/> Other: _____																												

RESOLUTION NO. 95-20

RESOLUTION PRORATING EXISTING ON-SALE LIQUOR LICENSES FOR TIME
CLOSED DUE TO STATE MANDATED BAR AND RESTAURANT CLOSURES DURING
THE COVID-19 PANDEMIC

WHEREAS, on November 19, 2020, the Governor's Executive Order 20-99 temporarily closed bars and restaurants to on-premise customers; and

WHEREAS the order will close bars and restaurants for four weeks creating a significant economic impact; and

WHEREAS, the closure has significantly impacted the economic vitality of local bars and restaurants; and

WHEREAS, the City of North Mankato recognizes the economic impact the Governor's order caused to local bars and restaurants.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, that;

1. The city of North Mankato will prorate on-sale, Sunday on-sale, on-sale club, and Tap-Room on-sale liquor licenses.
2. The City of North Mankato will base the proration on four weeks of missed sales.
3. The City of North Mankato will continue to prorate liquor licenses in response to continued State Mandated Closures
4. The City of North Mankato will refund all existing qualified liquor licenses.

Adopted by the City Council this 7th day of December 2020.

Mayor

ATTEST:

City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 10G	Dept: City Clerk	Council Meeting Date: 12/7/20																																																				
TITLE OF ISSUE: License Renewals for 2021.																																																						
BACKGROUND AND SUPPLEMENTAL INFORMATION: Attached is a memo listing the liquor license renewals including on-sale liquor, off-sale liquor, club on-sale liquor, pints-on-premise and off-sale intoxicating (growler). The Police Chief has reviewed these licenses and recommends approval and issuance of the 2021 licenses. All property taxes are current on all liquor license premises. Other licenses to be renewed include soft drink, cigarette, mechanical amusement devices, cabaret, refuse haulers, mobile home park, 3.2 beer off-sale and taxi.																																																						
<i>If additional space is required, attach a separate sheet</i>																																																						
REQUESTED COUNCIL ACTION: Approve license renewals for 2021.																																																						
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Whitlock</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Oachs</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Whitlock	_____	_____	Steiner	_____	_____	Norland	_____	_____	Oachs	_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td colspan="2" style="text-align: center;">Other (specify) _____</td> <td colspan="3" style="text-align: center;">Memo _____</td> </tr> <tr><td colspan="5"> </td></tr> <tr><td colspan="5"> </td></tr> <tr><td colspan="5"> </td></tr> <tr><td colspan="5"> </td></tr> </table>	Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other (specify) _____		Memo _____																						
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MEMORANDUM

TO: Honorable Mayor and City Council

FROM: April Van Genderen, City Clerk

DATE: December 7, 2020

SUBJECT: Liquor License Renewals

This year the following listing of liquor license applications are presented for renewal. The Police Department recommends approval and issuance of the renewal applications for 2021. I have verified that all property taxes are current on all liquor license premises.

ON-SALE LIQUOR (*INCLUDES SUNDAY)

- *Nakato Bar & Grill, Inc., d/b/a Nakato Bar & Grill, 253 Belgrade Avenue
- *Big Dog Restaurants, Inc. d/b/a Big Dog Sports Café, 1712 Commerce Drive
- *O2 LLC, d/b/a Spinners Bar, 301 Belgrade Avenue
- *Dino's Gourmet Pizzeria, 239 Belgrade Avenue
- *J.T.S. Enterprise Inc. d/b/a Roadhouse 169, 1006 N. River Drive
- *Circle Inn, of North Mankato, 232 Belgrade Avenue

OFF-SALE LIQUOR

Nakato Bar & Grill, Inc., d/b/a Nakato Bar & Grill, 253 Belgrade Avenue
Dembouski, Inc., d/b/a M.G.M. Liquor Warehouse, 1755 Commerce Drive
BL Worldwide Investments, Inc., d/b/a PJ's Liquor Emporium, 407 1/2 Belgrade Avenue
Lor Ray Drive Enterprise, d/b/a Range Street Liquor, 1105 Range Street
Circle Inn of North Mankato, 232 Belgrade Avenue

CLUB ON-SALE LIQUOR (*INCLUDES SUNDAY)

- *American Legion Post 518, 256 Belgrade Avenue

PINTS-ON-PREMISE AND OFF-SALE INTOXICATING (GROWLER) (*INCLUDES SUNDAY AND SUNDAY OFF-SALE)

- *Mankato Brewery, LLC d/b/a Mankato Brewery, 1119 Center Street

2021 LICENSE RENEWALS

Included is a list of all licenses to be renewed for 2021. Staff would recommend approval and issuance of all licenses, conditioned upon receipt of appropriate insurance certificates and license fees.

SOFT DRINK

American Legion Post 518, 256 Belgrade Avenue
Nakato Bar & Grill, Inc., d/b/a Nakato Bar & Grill, 253 Belgrade Avenue
Walgreen, 1705 Commerce Drive

Dembouski, Inc., d/b/a M.G.M. Liquor Warehouse, 1755 Commerce Drive
BL Worldwide Investments, Inc., d/b/a PJ's Liquor Emporium, 407 Belgrade Avenue
Northern Tier Retail LLC, d/b/a Speedway 201 Webster Avenue
Big Dog Restaurants, Inc. d/b/a Big Dog Sports Café, 1712 Commerce Drive
Sub Line Corporation, d/b/a Subway, 1102 N. River Drive
Sub Line Corporation, d/b/a Subway, 1750 Commerce Drive
Casey's General Stores, Inc., 1375 Lookout Drive
Freyberg Management, d/b/a Shell on LorRay, 1711 Commerce Drive
Duehring Enterprises, d/b/a Culver's, 1680 Commerce Drive
O2 LLC, d/b/a Spinners Bar, 301 Belgrade Avenue
Dino's Gourmet Pizzeria, 239 Belgrade Avenue
Hunan Garden, 408 Belgrade Avenue
Steindl Busines Development Inc. d/b/a Erbert & Gerbert's Sandwich Shop
J.T.S. Enterprise Inc. d/b/a Roadhouse 169, 1006 N. River Drive
Kwik Trip, Inc. d/b/a Kwik Trip #615, 1740 Commerce Drive
New Great Wall, Inc. d/b/a New Great Wall, 1814 Commerce Drive
Mankato Brewery, LLC d/b/a Mankato Brewery, 1119 Center Street
Lor Ray Drive Enterprise, d/b/a Range Street Liquor, 1105 Range Street
Curiosi-Tea House, 1745 Commerce Drive
Circle Inn of North Mankato, 232 Belgrade Avenue
Neutral Grounds, 229 Belgrade Avenue

CIGARETTE

Dembouski, Inc., d/b/a M.G.M. Liquor Warehouse, 1755 Commerce Drive
BL Worldwide Investments, Inc., d/b/a PJ's Liquor Emporium, 407 Belgrade Avenue
Northern Tier Retail LLC, d/b/a Speedway 201 Webster Avenue
Casey's General Stores, Inc., 1375 Lookout Drive
Freyberg Management, d/b/a Shell on LorRay, 1711 LorRay Drive
Walgreen, 1705 Commerce Drive
Kwik Trip, Inc. d/b/a Kwik Trip #615, 1740 Commerce Drive
Tip Top Tobacco, LLC, 1710 Commerce Drive Suite 130

3.2 BEER OFF-SALE

Kwik Trip, Inc. d/b/a Kwik Trip #615, 1740 Commerce Drive
Northern Tier Retail LLC, d/b/a Speedway 201 Webster Avenue

MECHANICAL AMUSEMENT DEVICES

Nakato Bar & Grill, Inc., d/b/a Nakato Bar & Grill, 253 Belgrade Avenue
Big Dog Restaurants, Inc., d/b/a Big Dog Sports Café, 1712 Commerce Drive
O2 LLC, d/b/a Spinners Bar, 301 Belgrade Avenue
Circle Inn of North Mankato, 232 Belgrade Avenue
American Legion, 256 Belgrade Avenue
J.T.S. Enterprise, Inc., d/b/a/ 169 Roadhouse, 1006 North River Drive

REFUSE HAULERS

Hansen Sanitation, 34426 470th Street, Kasota, MN 56050

Waste Management, P.O. Box 336, Mankato, MN 56002
LJP Enterprises, Inc., 31745 410th Street, St. Peter, MN 56082
West Central Sanitation, P.O. Box 796, 4089 Abbott Drive, Willmar, MN 56201

CABARET (LIVE MUSIC)

O2 LLC, d/b/a Spinners Bar, 301 Belgrade Avenue
American Legion Post 518, 256 Belgrade Avenue
Nakato Bar & Grill, Inc., d/b/a Nakato Bar & Grill, 253 Belgrade Avenue
Mankato Brewery, LLC d/b/a Mankato Brewery, 1119 Center Street
Circle Inn of North Mankato, 232 Belgrade Avenue

MOBILE HOME PARK LICENSES

Cal-Am Properties, d/b/a Avalon Estates, 2101 Excalibur Road
Cal-Am Properties, d/b/a Camelot Estates, 1935 Lor Ray Drive

RESOLUTION SETTING COUNCIL MEETING DATES
FOR YEAR 2021

WHEREAS, the City Council of the City of North Mankato meets on the first and third Monday of each month; and

WHEREAS, since certain federal holidays fall on these appointed meeting dates;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, that the following meetings will be held on the dates listed:

Second January meeting -	Tuesday, January 19, 2021
Second February meeting -	Tuesday, February 16, 2021
First July meeting-	Tuesday, July 6, 2021
First September meeting-	Tuesday, September 7, 2021

Adopted by the City Council this 7th day of December 2020.

Mayor

City Clerk

A RESOLUTION DESIGNATING THE POLLING PLACES FOR 2021

WHEREAS, The City of North Mankato, Minnesota, pursuant to Minnesota Statute §204B.16 POLLING PLACES; DESIGNATION is required each year to designate by resolution a polling place for each election precinct.

NOW, THEREFORE, be it resolved by the City Council of the City of North Mankato, Minnesota as follows:

Precinct 1	St. Paul's Lutheran Church 304 Monroe Avenue
Precinct 2	Holy Rosary School 546 Grant Avenue
Precinct 3	Municipal Building, Council Chambers 1001 Belgrade Avenue
Precinct 4	River Ridge Evangelical Church 350 Carol Court
Precinct 5	Peace Lutheran Church 2090 Commerce Drive
Precinct 6	Fire Station No. 2 1825 Howard Drive
Precinct 7	Fire Station No. 2 1825 Howard Drive

Adopted by the City Council of the City of North Mankato, County of Nicollet, State of Minnesota, this the 7th day of December 2020.

Mayor

ATTEST

APPOINTMENTS TO BE MADE DECEMBER 7, 2020

1. Appoint BILLY STEINER as Acting Mayor.
2. Reappoint NICK MEYER and JASON BEAL to the Planning Commission for a 4-year term through 2024.
3. Appoint JODI ERICKSON to the Traffic and Safety Committee for a 1-year term.
4. Reappoint CRAIG HANSON to the Board of Appeal and Equalization for a 3-year term through 2023.
5. Reappoint DUANE OLENIUS to the Port Authority Commission for a 6-year term.
6. Reappoint LEON BEMBENEK and JENNIFER DRGANC to the Housing and Redevelopment Association Board for a 3-year term.
7. Reappoint JANE YOUNGE to the North Mankato Taylor Library Board for 3-year term through 2023.
8. Appoint BOLTON & MENK as Consulting Civil Engineer.
9. Appoint NORTHLAND SECURITIES, INC. as Bond Consultant.
10. Appoint ABDO, EICK & MEYERS as Auditor.
11. Appoint DUANE RADER as Weed Inspector.

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 12A	Dept: Community Dev.	Council Meeting Date: 12/7/20																												
TITLE OF ISSUE: Consider A Resolution of the North Mankato City Council in the Matter of a Nuisance Property Located at 229 Allan Avenue, North Mankato Owned by Edward R. Borchardt and Ann M. Borchardt.																														
BACKGROUND AND SUPPLEMENTAL INFORMATION: Attorney Chris Kennedy and Community Development Director Fischer will review the conditions of 229 Allan Avenue and review the public hearing held on December 7, 2020.																														
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REQUESTED COUNCIL ACTION: Adopt A Resolution of the North Mankato City Council in the Matter of a Nuisance Property Located at 229 Allan Avenue, North Mankato Owned by Edward R. Borchardt and Ann M. Borchardt.																														
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**A RESOLUTION OF THE NORTH MANKATO CITY COUNCIL IN THE MATTER OF A NUISANCE PROPERTY
LOCATED AT 229 ALLAN AVENUE, NORTH MANKATO OWNED BY EDWARD R. BORCHARDT AND ANN
M. BORCHARDT**

WHEREAS, Edward R. Borchardt and Ann Borchardt are the owners of a building located at 229 Allan Avenue, North Mankato, MN 56003, Minnesota, more specifically described as follows:

Lot 170 Langness Heights Subdivision

AND WHEREAS, the City Council of the City of North Mankato held a hearing on this matter on December 7, 2020, at which time Police Chief Gullickson and Community Development Director Fischer appeared and testified on behalf of the City and Attorney Karl Friedrichs appeared on behalf of the property owner;

AND WHEREAS, the City Council of the City of North Mankato and the staff of the City of North Mankato have received numerous reports relating to the condition of the described premises, including the infestation of the premises by plants, animals, and birds;

AND WHEREAS, the City Council of the City of North Mankato makes the following:

FINDINGS

1. That 229 Allan Avenue, North Mankato, Minnesota legally described as Lot 170 Langness Heights, subdivision is owned and maintained by Edward R. Borchardt and Ann Borchardt;
2. That the property is maintained in a manner that permits a rank growth of vegetation;
3. That the rank growth of vegetation offers a habitat for rodents and other animals;
4. That the rank growth of vegetation is unsightly;
5. That the rank growth of vegetation is a public health concern
6. That the rank growth of vegetation is maintained in a manner that unreasonably annoys a considerable number of the members of the public.
7. That correspondence with the property owner has not resulted in an abatement of the conditions.

NOW, THEREFORE BE IT RESOLVED, pursuant to Minnesota Statutes, and the North Mankato City Code that the property:

1. Contains a rank growth of vegetation;
2. That the rank growth of vegetation unreasonably annoys a considerable number of members of the public and is being maintained in violation of North Mankato City Code Sections 92.16, 90.095 and 156.054 (14(e))

Based upon said findings, the City Council of the City of North Mankato orders:

1. The Mayor and City Administrator shall cause the Resolution to be served upon the owner at the most recent known address: 229 Allan Avenue, North Mankato, Minnesota.

2. The Owners or interested parties shall, within twenty (20) days of service, abate the rank growth of vegetation and bring the property into compliance with the North Mankato city Code and State Ordinances.
3. If the property is not brought into compliance within this time period, the City Administrator and City Staff shall take such corrective action that is necessary to bring the property into compliance.
4. A motion for summary enforcement of this order will be made to the District Court of Nicollet County unless corrective action is taken as provided above.

Adopted this 7th day of December, 2020.

Mayor

ATTEST:

City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 12B	Dept: City Engineer	Council Meeting Date: 12/7/20																																																						
TITLE OF ISSUE: Consider Resolution Receiving Feasibility Report and Calling Hearing for Project No. 19-05 ABCDEF 2021 Harrison Avenue Improvement and Project No. 20-04 ABCDEF 2021 Cliff Court Improvement.																																																								
BACKGROUND AND SUPPLEMENTAL INFORMATION: City Engineer Sarff will provide an overview of both projects and answer any questions concerning the process.																																																								
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REQUESTED COUNCIL ACTION: Adopt Resolution Receiving Feasibility Report and Calling Hearing for Project No. 19-05 ABCDEF 2021 Harrison Avenue Improvement and Project No. 20-04 ABCDEF 2021 Cliff Court Improvement.																																																								
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RESOLUTION NO. 99-20

RESOLUTION RECEIVING FEASIBILITY REPORT
AND CALLING HEARING FOR PROJECT NO. 19-05 ABCDEF 2021 HARRISON AVENUE
IMPROVEMENT PROJECT AND PROJECT NO. 20-04 ABCDEF 2021 CLIFF COURT
IMPROVEMENT PROJECT

WHEREAS, pursuant to resolution of the Council adopted November 16, 2020, a feasibility report has been prepared by Bolton & Menk, Inc., with reference to proposed improvements including sanitary sewer improvements, watermain improvements, storm sewer improvements, street improvements, sidewalk improvements, turf establishment/erosion control, and other related improvements to Project No. 19-05 ABCDEF 300 Block Harrison Avenue; and

WHEREAS, pursuant to resolution of the Council adopted November 16, 2020, a feasibility report has been prepared by Bolton & Menk, Inc., with reference to proposed improvements including sanitary sewer improvements, watermain improvements, storm sewer improvements, street improvements, street lighting, turf establishment/erosion control, and other related improvements to Project No. 20-04 ABCDEF Cliff Court Improvement; and

WHEREAS, the report, received by Council on December 7, 2020, provides information regarding whether the proposed improvements are 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 Harrison Avenue Project No. 19-05 ABCDEF 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 \$663,500.
2. The council will consider the improvement of Cliff Court Project No. 20-05 ABCDEF 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 \$718,300.
3. A public hearing shall be held on such proposed improvement on the 21st day of December 2020, in the council chambers of City Hall at 7:00 p.m., and the clerk shall give mailed and published a notice of such hearing and improvement as required by law.

Adopted by the City Council this 7th day of December 2020.

Mayor

ATTEST:

City Clerk

Preliminary Engineering Report Presentation



**Harrison Avenue Street &
Utility Improvement Project**
City Project No. 19-05 ABCDEF



**Cliff Court Street & Utility
Improvement Project**
City Project No. 20-04 ABCDE



December 7, 2020

1

1

Project Location/Background



- Project Areas:
 - Street and utility improvements on Harrison Avenue from Cross Street to Range Street (300 block)
 - Street and utility improvements on Cliff Court from Cliff Drive to the end of the cul-de-sac
- Included in City's Capital Improvement Plan for 2021
- Preliminary Engineering Report authorized by Council on November 16th



2

2

Harrison Avenue – Existing Conditions



3

3

Cliff Court – Existing Conditions



4

4

Sanitary Sewer



- Existing Conditions:
 - Harrison Avenue – over 65 years old; Cliff Court over 50 years old
 - Existing 8" clay pipe
 - Less than minimum slope
 - Tree roots, offset joints, evidence of groundwater infiltration
- Proposed Improvements
 - New 8" PVC pipe on Harrison Avenue and Cliff Court with watertight joints
 - Replace manholes with new precast concrete manholes:
 - New castings
 - Water-tight joints in manhole sections
 - Replace existing services from sewer main to ROW with new pipe
 - Property owner's responsibility to replace service line from ROW to house if deficient
 - No improvements to existing 21" trunk sewer on Cross Street – lining and manhole rehabilitation in future



5

5

Watermain



- Existing Conditions:
 - Harrison Avenue – over 65 years old; Cliff Court over 50 years old
 - Existing 6" cast iron pipe
 - Harrison Avenue - no significant history of breaks, but beyond expected design life
 - Cliff Court – numerous watermain breaks
 - Services – copper or galvanized
- Proposed Improvements:
 - Harrison Avenue - new 6" PVC watermain pipe
 - Cliff Court – new 8" PVC watermain
 - Hydrants on Harrison replaced in 1993– leave in place
 - Replace hydrants on Cliff Court with new
 - New valves & fittings at all appropriate locations and spacing
 - Replace existing service lines within street right-of-way with 1" diameter plastic piping
 - Property owner's responsibility to replace service line from ROW to house if deficient
 - New auto-reading water meters will be installed on all residences



6

6

Storm Sewer



- Existing Conditions:
 - Harrison Avenue:
 - No existing storm sewer
 - Surface drainage to Cross Street intersection
 - Slope in existing gutters is less than desirable and settlement of curb and street – results in isolated ponding
 - Cliff Court:
 - Existing inlets at the low point in the street - collect the storm water runoff from the entire length of Cliff Court
 - Existing storm sewer from Allen Drive connects to storm sewer system on Cliff Court
 - Storm sewer outlet runs south from Cliff Court into ravine – pipe has separated and several significant washouts
 - Existing storm sewer is deficient in both capacity and condition



7

7

Storm Sewer



- Proposed Improvements
 - Harrison Avenue:
 - Construct three sets of inlets between Cross Street and Range Street
 - New storm sewer pipes - 12" to 15" in diameter
 - New storm sewer manholes to provide access for maintenance and cleaning
 - Cliff Court:
 - Construct new inlets on Cliff Court - low point & intermediate points
 - New storm sewer pipes and manholes: 12" to 24" in diameter
 - Reconnect existing storm sewer from Allen Avenue
 - Extend storm sewer system to Cliff Drive – provides for future extension on Cliff Drive
 - Replace existing storm sewer outlet:
 - Extend to bottom of ravine
 - Repair slope failures and erosion
 - Provide outlet stabilization to minimize future erosion
 - Both systems designed to accommodate 10-year design runoff
 - Provide outlets for sump pumps in front yard area for both streets



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Harrison Avenue – Proposed Utility Improvements



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Cliff Court – Proposed Utility Improvements



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Existing Street and Surface



- Harrison Avenue – over 65 years old; Cliff Court over 50 years old
- Existing bituminous (blacktop) street with curb and gutter both sides
- Bituminous pavement and curb in fair to poor condition
- Existing street width:
 - Harrison Avenue – 30 feet
 - Cliff Court – 34 feet
- Harrison Avenue sidewalk:
 - Existing 5-foot wide sidewalk on both sides
 - Some of sidewalk has been replaced recently – good condition
 - Older sidewalk in poor condition
- Cliff Court – no sidewalk



11

11

Harrison Avenue and Cliff Court Proposed Street and Surface Improvements



- Reconstruct existing street with new bituminous pavement and curb and gutter
- Proposed width – same as existing
- Continue to allow parking on both sides
- Sidewalk:
 - Harrison Avenue - new 5' wide sidewalk on both sides
 - Cliff Court – no sidewalk proposed
- New concrete driveway aprons
- Proposed pavement section
 - 4 inches bituminous surfacing
 - 15 inches aggregate base class 6
 - Geogrid (if required)
- Perforated subsurface drains on both sides of street
- New street lights
- Restore all disturbed residential turf areas with seed



12

12

Harrison Avenue – Proposed Street Improvements



13

13

Cliff Court – Proposed Street Improvements



14

14

Boulevard Trees



- 19 existing boulevard trees on Harrison Avenue
- Many trees are very large and in some cases the base of the trunks fills the entire boulevard area
- Many of the existing sidewalk deficiencies are being caused by tree roots
- Removal of most, if not all, of the existing trees is recommended
- Property owners will be offered new trees to replace those removed – to be installed behind sidewalk
- No boulevard trees on Cliff Court



15

15

Harrison Avenue Trees



Harrison Avenue Trees

Address	Species	Size	Proposed Action	Comments
819 Range Street	Maple	18"	Possibly leave in place and protect	Close to new water service; Low hanging branches
819 Range Street	Maple	18"	Possibly leave in place and protect.	Close to driveway apron – excavation on three sides.
819 Range Street	Maple	38"	Remove	Too large for boulevard
819 Range Street	Maple	30"	Remove	Too large for boulevard
323 Harrison Avenue	Maple	10"	Remove	Will be damages by new sewer/water services
331 Harrison Avenue	Maple	20"	Remove	Close to driveway apron – excavation on three sides.
345 Harrison Avenue	Maple	24"	Remove	Services interfering
345 Harrison Avenue	Maple	24"	Remove	Unhealthy tree
336 Harrison Avenue	Maple	28"	Remove	Will be damages by new sewer/water services
336 Harrison Avenue	Maple	28"	Remove	Close to driveway apron – excavation on three sides.
332 Harrison Avenue	Ash	32"	Remove	Remove all ash trees.
328 Harrison Avenue	Ash	30"	Remove	Remove all ash trees.
328 Harrison Avenue	Ash	24"	Remove	Remove all ash trees.
324 Harrison Avenue	Ash	40"	Remove	Remove all ash trees.
320 Harrison Avenue	Ash	24"	Remove	Remove all ash trees.
320 Harrison Avenue	Maple	34"	Remove	Too large for boulevard; Roots on top of sidewalk
316 Harrison Avenue	Ash	24"	Remove	Remove all ash trees.
823 Range Street	Maple	24"	Remove	Roots raising sidewalk
823 Range Street	Maple	24"	Possibly leave in place and protect	

16

16

Pedestrian and Bicycle Accommodations



- North Mankato City Council adopted Complete Streets Policy in 2016:
 - Pedestrian and bicycle travel to be considered in preliminary design stage on street reconstruction projects
 - Pedestrian accommodations - sidewalks (one side or both sides) or off-street multi-use trails
 - Bicycle accommodations - designated on-street bike lanes, shared driving/bicycle lanes, or off-street multi-use trails
- Pedestrian Accommodations:
 - Harrison Avenue:
 - Existing sidewalks on both sides of Harrison Avenue
 - Sidewalk to be reconstructed to meet ADA standards for accessibility
 - Construction of accessible sidewalks on both sides of the street conforms to the City's Complete Streets guidelines for pedestrian access
 - Cliff Court:
 - Dead end street that provides access to 8 single family residences
 - No sidewalk recommended
- Bicycle Accommodations:
 - Harrison Avenue and Cliff Court not on existing or proposed designated bicycle system routes
 - Narrow width of the right-of-way and the narrow street width
 - Parking on both sides
 - Addition of on street or off-street bicycle lanes in not recommended with this project



17

17

Estimated Project Costs



Item	Estimated Cost	
	Harrison Avenue	Cliff Court
Street and Surface Improvements/Street Lights	\$418,200	\$349,700
Storm Sewer	\$64,900	\$172,500
Sanitary Sewer Mainline and Services	\$78,900	\$84,300
Watermain Mainline and Services	\$101,500	\$111,800
TOTAL:	\$663,500	\$718,300

- Estimated costs include allowances for contingencies, administrative, engineering and financing costs



18

18

Assessments



- Assessment policy:
 - Sanitary Sewer and Water Services– 100% Assessable
 - Balance of Project Costs (Street Reconstruction, Sanitary Sewer, Watermain, Storm Sewer, Street Lights) – 40% Assessable, 60% City Cost
- Assessment Rates based on Estimated project Costs:
 - Sanitary Sewer Main Line (40%): \$1,200 to \$3,200 per connection
 - Sanitary Sewer Services (100%): \$1,400 per connection
 - Watermain Mainline (40%): \$1,400 to \$4,000 per connection
 - Water Services (100%): \$2,300 to \$2,400 per connection
 - Street & Surface/Storm Sewer/Street Lights (40%): \$164 to \$190 per foot
- Calculated assessments: approx. \$5,700 to approx.\$59,000



19

19

Assessment Cap



- In general, residential lots in lower North Mankato are smaller than upper North Mankato
- City Council has taken into consideration the relative lot sizes when determining the assessment cap on past projects
- Harrison Avenue:
 - Avg. assessable lot width is 53' – approx. same as on recent projects in lower North Mankato
 - Assessment cap for 2020 street and utility reconstruction projects = \$7,000
 - Due to increases in construction cost and property values, recommend that Council consider an increase \$7,500/lot
- Cliff Court:
 - Avg. assessable lot width is 135'
 - Last reconstruction project in upper North Mankato was Roe Crest Drive in 2016 – avg. assessable lot width was 98'
 - Assessment cap used on the Roe Crest project = \$8,000
 - Due to larger lot size and increases in construction cost and property values, recommend that Council consider an increase \$9,000/lot



20

20

Proposed Schedule



Date	Task
December 7, 2020	Resolution Receiving Report and Calling for Hearing on Improvements
Week of December 14, 2020	Neighborhood Meeting
December 21, 2020	Improvement Hearing
February 16, 2021	Open Bids
April 5, 2021	Assessment Hearing, Resolution Adopting Assessment and Resolution Awarding Contract
Early May	Begin Construction (Approx.)
Late August	End Construction (Approx.)



21

21

Questions/Discussion



22

22

Preliminary Engineering Report

2021 Street & Utility Improvement Projects

City of North Mankato, Minnesota

December 2020

**Harrison Avenue Street &
Utility Improvement Project**
City Project No. 19-05 ABCDEF



**Cliff Court Street & Utility
Improvement Project**
City Project No. 20-04 ABCDE



Certification

Preliminary Engineering Report for 2021 Improvement Projects:

**Harrison Avenue Street & Utility Improvement Project
City Project No. 19-05 ABCDEF**

**Cliff Court Street & Utility Improvement Project
City Project No. 20-04 ABCDE**

**City of North Mankato, Minnesota
December 2020**

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.



By:

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

Date:

December 2, 2020

Table of Contents

I.	Background and Scope.....	1
II.	Sanitary Sewer	1
	A. Existing Conditions	1
	B. Proposed Improvements.....	2
III.	Watermain	2
	A. Existing Conditions	2
	B. Proposed Improvements.....	3
IV.	Storm Sewer.....	3
	A. Existing Conditions	3
	B. Proposed Improvements.....	4
V.	Street and Surface.....	5
	A. Existing Conditions	5
	B. Proposed Improvements.....	5
VI.	Boulevard Trees	6
VII.	Other Utilities.....	7
VIII.	Pedestrian and Bicycle Accommodations	7
IX.	Right-of-Way and Easements.....	8
X.	Approvals/Permits	8
XI.	Project Cost Estimate and Financing.....	8
XII.	Proposed Project Schedule	10
XIII.	Conclusion and Recommendations.....	10

Appendix

- Appendix A: Harrison Avenue Exhibits
- Appendix B: Cliff Court Exhibits
- Appendix C: Harrison Avenue Photos
- Appendix D: Cliff Court and Ravine Photos

I. Background and Scope

In accordance with Minnesota Statutes, Chapter 429, the North Mankato City Council has authorized the preparation of a Preliminary Engineering Report to define the scope and determine the feasibility of infrastructure improvements in the following areas within the City:

- Street and utility improvements on Harrison Avenue from Cross Street to Range Street
- Street and utility improvements on Cliff Court from Cliff Drive to the end of the cul-de-sac

The specific objectives of this Preliminary Engineering Report are to:

- Evaluate the need for the projects
- Determine the necessary improvements
- Provide information on the estimated costs for the proposed projects
- Determine the project schedule
- Determine the feasibility of the proposed projects.

II. Sanitary Sewer

A. Existing Conditions

The existing sanitary sewer on Harrison Avenue between Range Street and Cross Street is an 8-inch pipe that was originally constructed in the mid-1950's. 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 east to west and connects into the existing 21-inch diameter trunk sanitary sewer on Cross Street that was constructed in the 1960's. The original construction documents show that portions of the existing pipes on Harrison Avenue were constructed at less than minimum slope. A segment of the existing sanitary sewer on this block of Harrison Avenue collapsed during the heavy rains and flooding in 2018 and a spot repair was completed by a contractor hired by the City.

The existing sanitary 8-inch diameter sanitary sewer on Cliff Court was originally constructed in the late 1960's. The sanitary sewer starts at a manhole in the cul-de-sac and flows northeast to Cliff Drive. This sanitary sewer connects to a manhole located at the intersection of Cliff Court and Cliff Drive and the 8-inch sanitary sewer then continues south on Cliff Drive. The existing sanitary sewer on Cliff Court varies in depth from approximately 3 feet in the cul-de-sac to approximately 11 feet at Cliff Drive. Due to the shallow depth of the sanitary sewer on Cliff Court, a portion of the existing pipe consists of insulated pipe. The existing pipe in the deeper sections consists of vitrified clay pipe (VCP). The sanitary sewers on Cliff Court, Cliff Drive and in the pipe system downstream are all constructed at minimum grades, so no additional depth can be obtained without the construction of a lift station.

Video inspections of the sanitary sewers on Harrison Avenue and Cliff Court reveal that they are in fair to poor condition due to offset joints, sags, and other deficiencies. Calcium build ups at the joints were also observed, evidence of groundwater infiltration into the sanitary sewer system. Since the services were installed the same time as the mainline, the services are expected to be in the same fair to poor condition.

The existing sanitary sewer system for Harrison Avenue is shown on Figure 1 in Appendix A. The existing sanitary sewer system for Cliff Court is shown on Figure 1 in Appendix B.

B. Proposed Improvements

Given the age and condition of the sanitary sewers on Harrison Avenue and Cliff Court, the replacement of the existing sanitary sewer system with new improvements is recommended. The new sanitary sewer pipe will consist of 8-inch diameter PVC pipes and the new manholes will be constructed using precast concrete with gasketed joints. The new pipe will be constructed at the 0.4% minimum grade required by the Minnesota Pollution Control Agency (MPCA) for an 8-inch diameter pipe to maintain self-cleaning velocities. The existing 21-inch sanitary sewer on Cross Street is scheduled for improvement by lining the existing pipe and rehabilitating the existing manholes within the foreseeable future. The existing 8-inch sanitary sewer on Cliff Drive is also scheduled for replacement within the next several years. As such, no improvements to those sewer systems are proposed with this project.

As stated previously, the existing sanitary sewer on Cliff Court is very shallow. Due to the constraints of the existing topography and the depths of the existing downstream sanitary sewer system, the only means possible for providing additional sanitary sewer depth would be the construction of a lift station near the end of the cul-de-sac. Considering the cost of constructing and operating a lift station and the limited number of properties that would be served, the lift station option is not recommended. It is proposed that the shallow portions of new sanitary sewer on Cliff Court that may be subject to freezing be constructed using insulated pipe. The existing sanitary sewer pipes in areas with adequate depth to prevent freezing would be replaced with new 8-inch PVC pipe.

New 4-inch sanitary service pipe will be constructed to the right-of-way line for each residence. Existing service lines that may be subject to freezing will be replaced using insulated pipe. It is recommended that the service pipe from the right-of-way line to each home be inspected during construction. If it is determined that a service line is deteriorated and is a potential source of infiltration into the city's wastewater collection system, the property owner may be required to hire a contractor to replace the service line located on private property.

A tracer wire system with proper grounding and access points will be provided for all new sanitary sewer mainline and services.

The proposed sanitary sewer system improvements for Harrison Avenue are shown on Figure 2 in Appendix A. The proposed sanitary sewer system improvements for Cliff Court are shown on Figure 2 in Appendix B.

III. Watermain

A. Existing Conditions

The existing water distribution system on Harrison Avenue was constructed in the early 1950's and the water distribution system on Cliff Court was constructed in the late 1960's. Both systems consist of 6-inch diameter cast iron watermain pipe. While there have not been significant problems with breaks and leaks on Harrison Avenue, the 65-year old pipe is beyond its expected life. The watermain on Cliff Court has experienced numerous breaks in recent years and is in need of replacement.

The existing watermain on Range Street and the existing watermain on Harrison Avenue between Center Street and Cross Street were replaced in 1993. Six-inch diameter ductile iron watermain were stubbed out on the ends of both Harrison Avenue with the 1993 project.

As stated previously, the watermain on Cliff Court has experienced numerous breaks in recent years and is in need of replacement. The existing watermain at the south end of Cliff Court is connected to the 6-inch watermain on Allen Avenue via a 6-inch watermain loop that runs between 114 Cliff Court and 226 Allen Avenue.

Since the water services on both streets 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 system for Harrison Avenue is shown on Figure 1 in Appendix A. The existing watermain system for Cliff Court is shown on Figure 1 in Appendix B.

B. Proposed Improvements

It is recommended that the existing watermain on Harrison Avenue be replaced with new 6-inch diameter PVC watermain pipe. The 6-inch diameter pipe is recommended since the existing watermain stubs at the ends of both Harrison Avenue are relatively new 6-inch ductile iron pipe. The existing hydrants at Cross Street and Range Street that were replaced in 1993 are in good condition and will not be replaced with this project.

It is recommended that the existing watermain on Cliff Court be replaced with new 8-inch diameter PVC watermain pipe. The replacement of the existing watermain loop extending from Cliff Court and Allen Avenue is not recommended at this time. Although the existing watermain on both ends of Cliff Court are currently 6 inches in diameter, they are also over 50 years old. It is anticipated that the watermain on Cliff Drive and Allen Avenue will eventually be replaced with 8-inch diameter watermain when those streets are reconstructed in the future, so the proposed 8-inch diameter watermain on Cliff Court will be the first step in improving the water pressure and fire flow for this area of the water distribution system.

New valves will be provided at appropriate locations to facilitate pressure testing of the new watermain and to allow for isolating segments for repairs and maintenance in the future. New plastic water service pipe will be constructed to the right-of-way for each home, and isolation valves will be installed on each service line. 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.

A tracer wire system with proper grounding and access points will be provided for all new watermain and water services. The existing water meters on all existing residences being served by the new water system will be replaced with auto-reading meters as part of the project.

The proposed watermain improvements for Harrison Avenue are shown on Figure 2 in Appendix A. The proposed watermain improvements for Cliff Court are shown on Figure 2 in Appendix B.

IV. Storm Sewer

A. Existing Conditions

Currently, there is no storm sewer in the 300 block of Harrison Avenue. The existing street surface slopes from Range Street to Cross Street and surface runoff is collected at existing catch basins at 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 sewer system on Cliff Court includes several inlets at the low point in the street located approximately 250 feet north of the cul-de-sac. These inlets collect the storm water runoff from the entire length of Cliff Court and the adjacent areas. An existing 12-inch diameter storm sewer that extends from the south end of Allen Drive through an easement between 114 and 225 Cliff Court also connects into the existing inlets on Cliff Court. The existing storm sewer system on Cliff Court is connected to a storm sewer that runs through an easement between 117 and 121 Cliff Court and into a ravine to the south of Cliff Court. The existing pipe in the ravine has pulled apart at numerous locations and leakage has exposed the pipe and caused extensive washouts.

A portion of Cliff Drive north of Cliff Court drains to the south and onto Cliff Court. The storm water runoff from this portion of Cliff Court and the adjacent areas flows to the existing storm sewer system and outlet on Cliff Court. The high point in this segment of Cliff Drive is located approximately midway between Cliff Court and Marie Lane, and the northerly portion of the street drains to Marie Lane. There is no existing storm sewer on Cliff Drive between Cliff Court and Marie Lane and all storm water runoff currently surface drains through in the gutters.

The existing storm sewer system for Harrison Avenue is shown on Figure 1 in Appendix A. The existing storm sewer system for Cliff Court is shown on Figure 1 in Appendix B. Photos showing the existing storm sewer pipe and the washouts in the ravine south of Cliff Court are provided in Appendix D.

B. Proposed Improvements

It is recommended that new storm sewer be installed in order to improve on the existing surface drainage for Harrison Avenue and Cliff Court.

The proposed storm sewer improvements on Harrison Avenue will consist of the construction of three sets of inlets. The new catch basins will connect to new manholes and new storm sewer will flow to the existing storm sewer system on Cross Street. It is anticipated that most of the pavement, curb, and storm sewer in the Harrison Avenue/Cross Street intersection will be removed with the sanitary sewer construction. As such, the removal and replacement of the existing storm sewer inlets in those intersections is also proposed.

The proposed storm sewer improvements on Cliff Court will include the construction of new inlets at the low point in the street. New inlets will also be added at intermediate points between the cul-de-sac and Cliff Court to intercept stormwater flow to prevent flooding at the low point. The storm sewer system will consist of pipes ranging from 12 inches to 24 inches in diameter. Manholes will be located at appropriate intervals to provide access for maintenance and cleaning. The existing storm sewer outlet from Allen Avenue will be connected into the new storm sewer system.

The extension of the storm sewer system to the intersection of Cliff Drive is proposed with this project to allow for the future extension of the storm sewer north on Cliff Drive. The storm sewer system will be designed to accommodate a 10-year storm event for the contributing drainage area on Cliff Court and oversized to accommodate the future drainage from Cliff Drive and adjacent areas.

A new storm sewer outlet will be constructed within the existing easement from Cliff Court into the ravine to the south. The outlet pipe will be extended to a new manhole structure located near the bottom of the ravine and a storm sewer will be extended from the manhole

structure to the bottom of the ravine, where the existing eroded areas will be stabilized and slope protection and armoring will be installed to prevent future erosion. Other eroded areas along the ravine slope will also be filled and stabilized.

The new storm sewer systems will be designed to accommodate the runoff from a 10-year storm event. In areas where the foundation drains or sump pumps do not discharge into the ravine, sump pump drains will be provided in the front yards along both Harrison Avenue and Cliff Court.

The proposed storm sewer system improvements for Harrison Avenue are shown on Figure 2 in Appendix A. The proposed storm sewer system improvements for Cliff Court are shown on Figure 2 in Appendix B.

V. Street and Surface

A. Existing Conditions

Harrison Avenue was originally constructed approximately 65 years ago and Cliff Court was constructed approximately 53 years ago. The bituminous pavement, curb and gutter, and concrete driveway aprons on both streets are in fair to poor condition. The existing street on Harrison Avenue is approximately 30 feet wide with curb and gutter on both sides and has a 50-foot right of way. Cliff Court also has bituminous pavement with curb and gutter on both sides, but is approximately 34 feet wide and has a 60-foot right-of-way. The existing pavement on Cliff Court has extensive patching due to the numerous watermain breaks that have been repaired over the years. Harrison Avenue has also been patched due to utility issues, most recently the sanitary sewer collapse in 2018.

Harrison Avenue has existing 5-foot wide sidewalks on both sides of the street. Most of the sidewalk is deficient and several areas present safety hazards to pedestrians using the sidewalk. Some of the sidewalks have been replaced in recent years and are in good condition. 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.

There are no existing sidewalks on Cliff Court.

The existing street system for Harrison Avenue is shown on Figure 1 in Appendix A. The existing street system for Harrison Avenue is shown on Figure 1 in Appendix B. Photos of the existing street and sidewalks Harrison Avenue and Cliff Court are provided in Appendices C and D respectively.

B. Proposed Improvements

It is proposed that both Harrison Avenue and Cliff Court be reconstructed at the same width as the existing streets - approximately 30 feet on Harrison Avenue and approximately 34 feet on Cliff Court. The new streets 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 surfacing, 14 inches of Class 6 aggregate base, 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 on Harrison Avenue will be replaced with new 5-foot wide sidewalks. 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 with the project. The new sidewalks will meet Americans with Disabilities Act (ADA) standards for accessibility.

No sidewalk is proposed on Cliff Court.

Boulevards will be restored with topsoil and seed in all disturbed areas. New residential street lights will also be installed on both street segments with the project. It is anticipated that the street light design will be the same as those used on recent residential reconstruction projects. The location of the new street lights will be determined during the final design stage.

The proposed street and surface improvements for Harrison Avenue are shown on Figure 3 in Appendix A. The proposed street and surface improvements for Cliff Court are shown on Figure 3 in Appendix B.

VI. Boulevard Trees

There are 19 existing boulevard trees along the 300 block of Harrison 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.

There are no existing boulevard trees on Cliff Court.

Due to the narrow boulevards in this block of Harrison Avenue, the roots of the existing trees on 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, if not all, 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 and/or cause injury. The following is an inventory of the existing trees on Harrison Avenue and a summary of the recommendations as to which trees should be removed, and which trees might possibly be left in place and protected:

Address	Species	Size	Proposed Action	Comments
819 Range Street	Maple	18"	Possibly leave in place and protect	Close to new water service; Low hanging branches
819 Range Street	Maple	18"	Possibly leave in place and protect.	Close to driveway apron – excavation on three sides.
819 Range Street	Maple	38"	Remove	Too large for boulevard
819 Range Street	Maple	30"	Remove	Too large for boulevard
323 Harrison Avenue	Maple	10"	Remove	Will be damages by new sewer/water services
331 Harrison Avenue	Maple	20"	Remove	Close to driveway apron – excavation on three sides.
345 Harrison Avenue	Maple	24"	Remove	Services interfering

Address	Species	Size	Proposed Action	Comments
345 Harrison Avenue	Maple	24"	Remove	Unhealthy tree
336 Harrison Avenue	Maple	28"	Remove	Will be damages by new sewer/water services
336 Harrison Avenue	Maple	28"	Remove	Close to driveway apron – excavation on three sides.
332 Harrison Avenue	Ash	32"	Remove	Remove all ash trees.
328 Harrison Avenue	Ash	30"	Remove	Remove all ash trees.
328 Harrison Avenue	Ash	24"	Remove	Remove all ash trees.
324 Harrison Avenue	Ash	40"	Remove	Remove all ash trees.
320 Harrison Avenue	Ash	24"	Remove	Remove all ash trees.
320 Harrison Avenue	Maple	34"	Remove	Too large for boulevard; Roots on top of sidewalk
316 Harrison Avenue	Ash	24"	Remove	Remove all ash trees.
823 Range Street	Maple	24"	Remove	Roots raising sidewalk
823 Range Street	Maple	24"	Possibly leave in place and protect	

VII. Other Utilities

Other non-municipal owned utilities are present in the rights-of-way on both streets. These include natural gas, electric, telephone and cable TV. The location and extent of existing non-municipal owned utilities will be verified using the Gopher One Call system.

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 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.

VIII. Pedestrian and Bicycle Accommodations

In 2016, the North Mankato City Council adopted a Complete Streets Policy directing that an examination of accommodations for pedestrian and bicycle travel be conducted 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.

Harrison Avenue has existing sidewalks on both sides and, as mentioned previously, the sidewalk on both sides will be reconstructed at approximately the same width as existing. The reconstructed sidewalks will meet ADA standards for accessibility. The construction of accessible sidewalks on both sides of Harrison Avenue conforms to the City's Complete Streets guidelines for pedestrian

access.

Cliff Court does not have existing sidewalk on either side of the street. However, Cliff Court is a dead end street with only eight single family residences (excluding corner lots adjacent to Cliff Drive), and has very low volumes of vehicular, bicycle and pedestrian traffic. As such, it is recommended that no new sidewalk be constructed on Cliff Court.

The segments of Harrison Avenue and Cliff Court being considered in this report are not on City of North Mankato's existing or proposed designated bicycle system routes. Given the narrow width of the right-of-way on Harrison Avenue and the fact that Cliff Court is a dead end street, the addition of on-street or off-street bicycle lanes is not considered to be feasible or necessary.

IX. Right-of-Way and Easements

To the extent possible, the project will be designed to limit construction of the proposed improvements to within the existing rights-of-way. Minor disturbances to private property may be necessary during construction of sidewalks, driveways, and sewer and/or water services. Therefore, we recommend that temporary construction easements be obtained along the project frontage where required to accommodate these minor disturbances.

X. 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 for Watermain Construction

XI. Project Cost Estimate and Financing

The estimated project costs are summarized in the following table.

Item	Estimated Cost	
	Harrison Avenue	Cliff Court
Street and Surface Improvements/Street Lights	\$418,200	\$349,700
Storm Sewer	\$64,900	\$172,500
Sanitary Sewer Mainline and Services	\$78,900	\$84,300
Watermain Mainline and Services	\$101,500	\$111,800
TOTAL:	\$663,500	\$718,300

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:

- Street Reconstruction, Sidewalks, Driveways, Sanitary Sewer, Watermain, Storm Sewer, Street Lights: 40% Assessable, 60% City Cost
- Sanitary Sewer Services: 100% Assessable
- Water 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 range of unit costs for the assessable items for Harrison Avenue and Cliff Court:

- Sanitary Sewer Main Line (40%): \$1,200 to \$3,200 per connection
- Sanitary Sewer Services (100%): \$1,400 per connection
- Watermain Mainline (40%): \$1,400 to \$4,000 per connection
- Water Services (100%): \$2,300 to \$2,400 per connection
- Street & Surface/Storm Sewer/Street Lights (40%): \$164 to \$190 per foot

The calculated total estimated assessment for the residential properties ranges from approximately \$5,700 to approximately \$59,000. Most of 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 to a more reasonable amount. In general, the residential lots in lower North Mankato are smaller than those in upper North Mankato. In the past, the City Council has taken into consideration the relative lot sizes when determining the assessment cap for a given project.

The average assessable lot width on Harrison Avenue is approximately 53 feet, approximately the same as on recent reconstruction projects in lower North Mankato. The assessment cap used for the 2020 street and utility reconstruction projects (Monroe Avenue and Countryside Drive) was \$7,000. In consideration of increases in construction costs and property values, it is recommended that the City Council consider an increase to residential assessment cap for the Harrison Avenue properties to \$7,500/lot.

The average assessable lot width on Cliff Court is approximately 135 feet. This is greater than the average lot width of approximately 98 feet on Roe Crest Drive, the last reconstruction project in upper North Mankato. The assessment cap used on the Roe Crest Reconstruction Project in 2016 was \$8,000. In consideration of the larger average lot sizes on Cliff Court, increases in construction costs and increases in property values since 2016, it is recommended that the City Council consider an increase to residential assessment cap for the Cliff Court properties to \$9,000/lot.

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.

XII. Proposed Project Schedule

The following is the proposed schedule for the project.

Date	Task
December 7, 2020	Resolution Receiving Report and Calling for Hearing on Improvements
Week of December 14, 2020	Neighborhood Meeting
December 21, 2020	Improvement Hearing
February 16, 2021	Open Bids
April 5, 2021	Assessment Hearing
April 5, 2021	Resolution Adopting Assessment and Resolution Awarding Contract
Early May	Begin Construction (Approx.)
Late August	End Construction (Approx.)

XIII. Conclusion and Recommendations

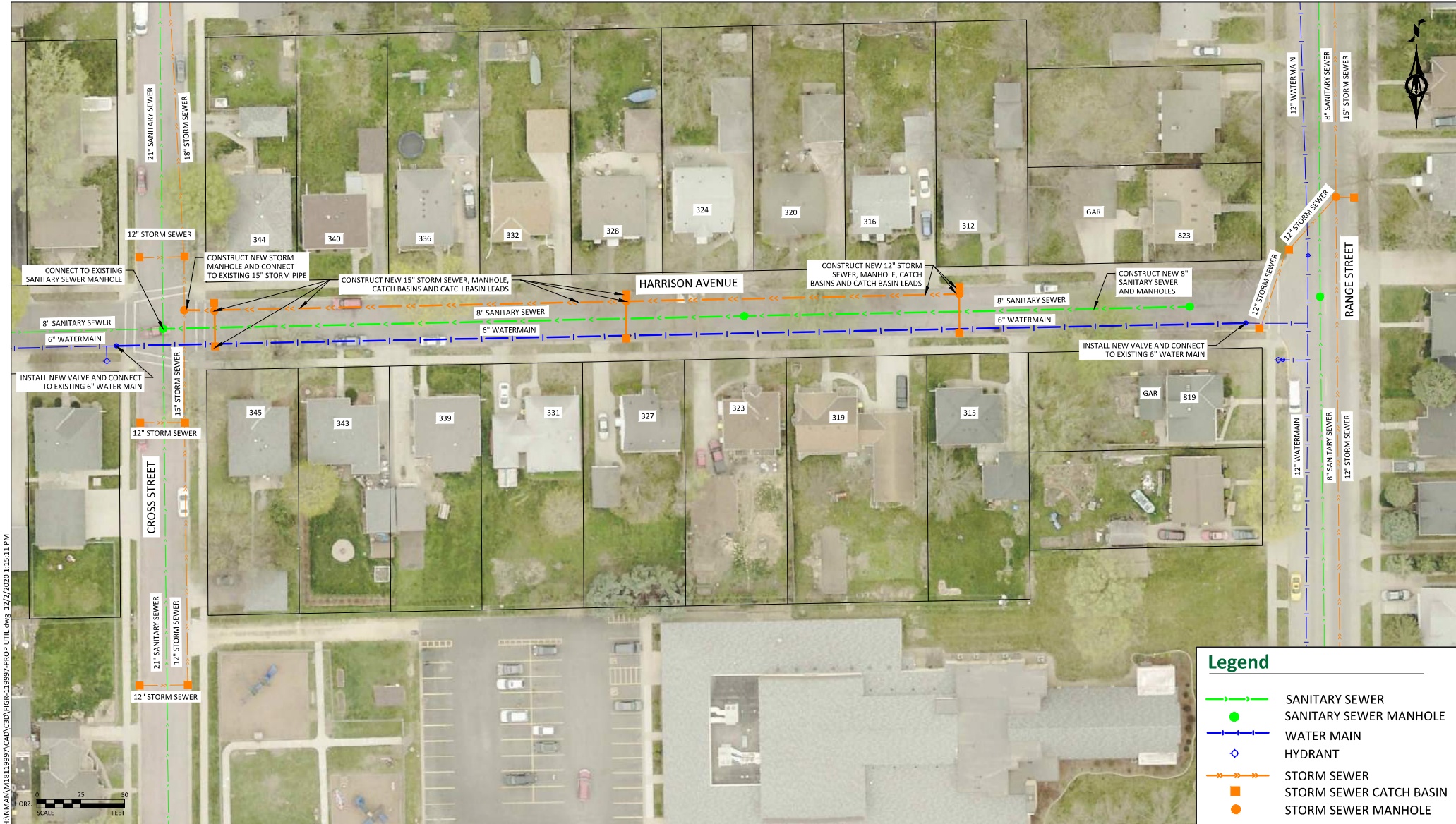
The existing street/surface improvements and utilities on Harrison Avenue and Cliff Court are deteriorated and in need of repair. If the infrastructure is not replaced, maintenance costs will continue to rise as further deterioration occurs, and the infrastructure will ultimately fail. We recommend proceeding with the sanitary sewer, watermain, storm sewer and street and surface improvements outlined in this report.

From an engineering standpoint, the improvements recommended in this report are 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.

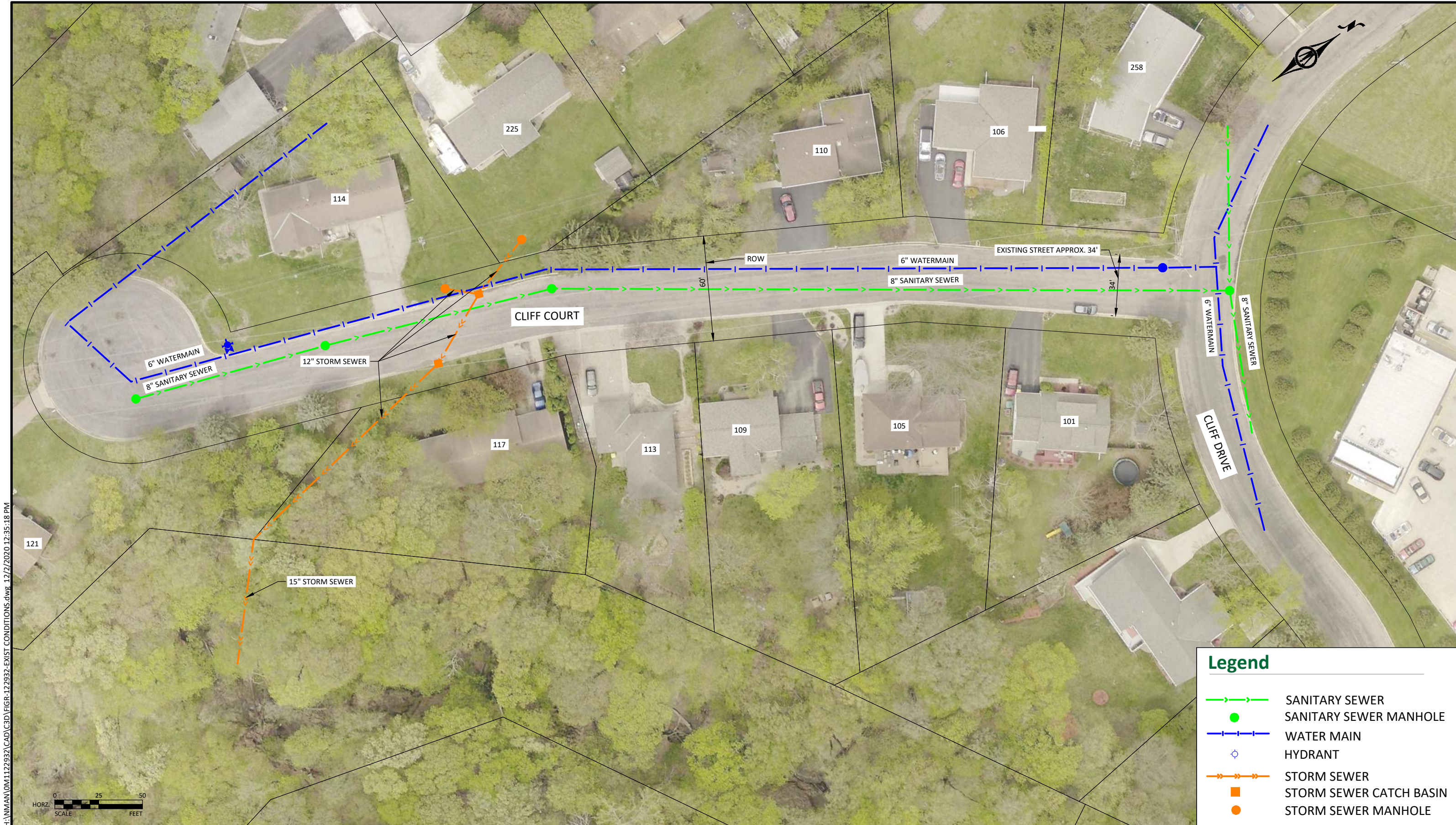
Appendix A: Harrison Avenue Exhibits





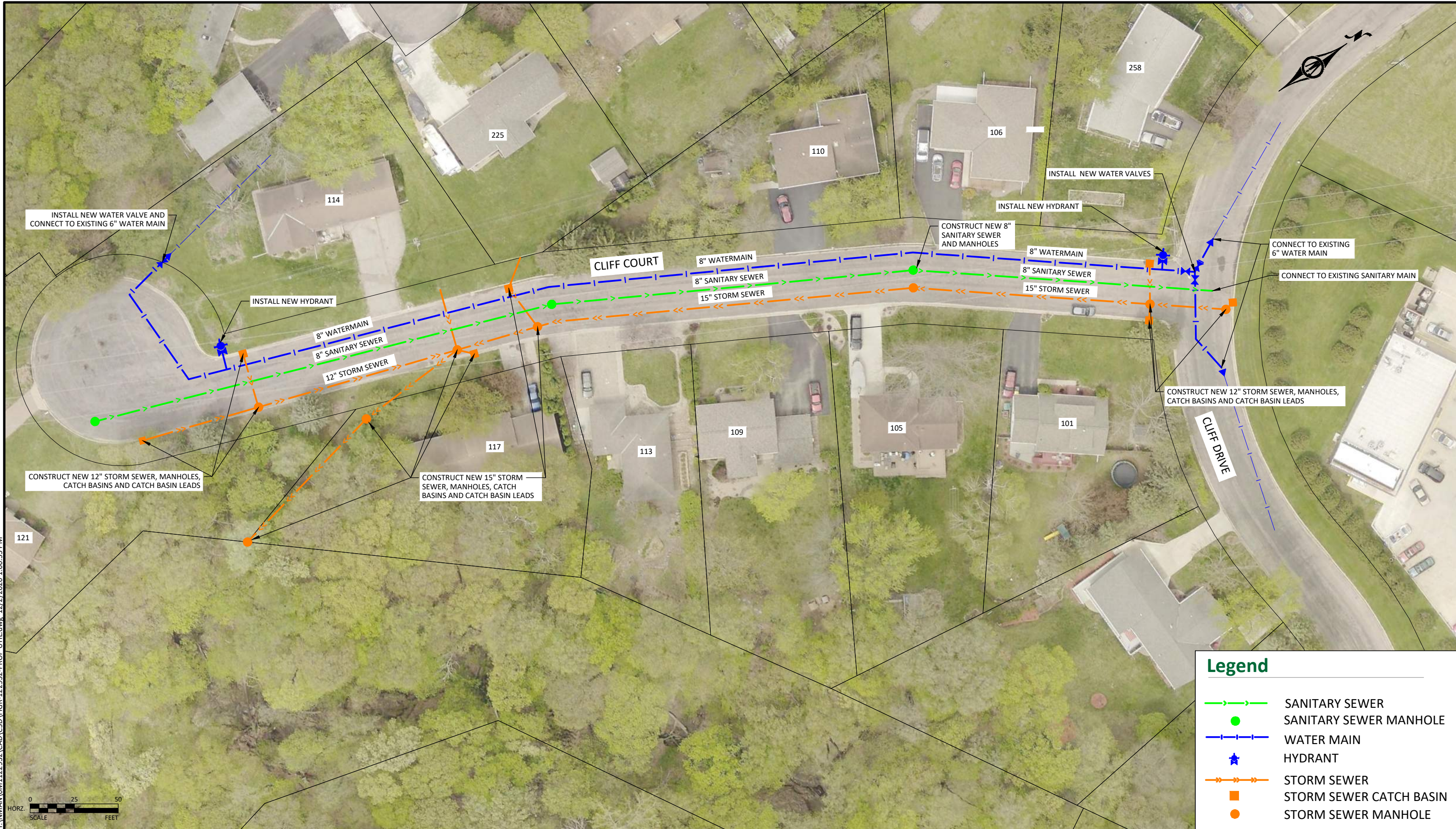


Appendix B: Cliff Court Exhibits



Legend

	SANITARY SEWER
	SANITARY SEWER MANHOLE
	WATER MAIN
	HYDRANT
	STORM SEWER
	STORM SEWER CATCH BASIN
	STORM SEWER MANHOLE





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Appendix C: Harrison Avenue Photos





Appendix D: Cliff Court and Ravine Photos









CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 12C	Dept: Community Dev.	Council Meeting Date: 12/7/20																												
TITLE OF ISSUE: Receive Request to Amend City Code Off-Street Parking Requirements and Consider the Planning Commission's Recommendation.																														
BACKGROUND AND SUPPLEMENTAL INFORMATION: Please review the attached Planning Commission Report.																														
<i>If additional space is required, attach a separate sheet</i>																														
REQUESTED COUNCIL ACTION: Consider Request to Amend City Code Off-Street Parking Requirements and Consider the Planning Commission's Recommendation.																														
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Oachs</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Whitlock</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Steiner	_____	_____	Norland	_____	_____	Oachs	_____	_____	Whitlock	_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) Report _____ _____ _____ _____ _____		Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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REQUEST TO AMEND CITY CODE OFF STREET PARKING REQUIREMENTS

THE CITY OF NORTH MANKATO

SUBJECT: Request to amend City Code off-street parking regulations

APPLICANT: Select Management, LLC

LOCATION: -

EXISTING ZONING: -

DATE OF HEARING: November 12, 2020

DATE OF REPORT: November 3, 2020

REPORTED BY: Mike Fischer, Community Development Director

APPLICATION SUBMITTED

Request to amend City Code off-street parking regulations

COMMENT

Attached as Exhibit A is a request from Select Management, LLC to amend City Code section 156.053, Off-Street Parking and Loading. Specifically, the minimum number of off-street parking spaces required for multi-family dwellings. According to the City Code, the following table is used to determine the minimum number of required off-street parking for residential uses:

Use	Spaces Required
Single family	2 per dwelling unit
Two family	2 per dwelling unit
Elderly housing	0.5 per dwelling unit
Multiple family	2 per dwelling unit
Mobile homes	2 per dwelling unit

For multiple family dwellings (apartments), the minimum number of off-street parking spaces required is 2 per dwelling unit. For example, a 10-unit apartment building would require a minimum of 20 off-street parking spaces.

As stated in Exhibit A, the applicant is proposing to construct a 117 unit apartment building. The layout is shown on Exhibit B. According to the City Code, a minimum of 234 off-street parking spaces would be required. Due to the

fact the building will consist of a combination of 81 one bedroom and 36 two bedroom units, the applicant is requesting a reduction of the required number of spaces from two per unit to one per bedroom. Based on this request, the total number of off-street parking spaces needed would be 153.

As shown on Exhibit B, a total of 205 off-street parking space are shown. This calculates to 1.75 spaces per dwelling unit.

As shown on Exhibit C, the proposed apartment building would be located on vacant property at the intersection of Marie Lane and Tower Boulevard. As this location is near Hoover Elementary School, there are a number of buses using Marie Lane and Tower Boulevard to go to and from Hoover School when in session. Additionally, there are a number of elementary aged students which use the existing sidewalks on Marie and Tower to walk or bike to Hoover Elementary. As part of a Safe Routes to School route, the sidewalk along the north side of Marie Lane will be widened to provide better student access to Hoover School. Currently, on-street parking is permitted on both sides of Marie and Tower.

For public safety and snow plowing, the City believes that adequate off-street parking should be required for multi-family dwellings to not encourage the on-street parking of vehicles.

Attached as Exhibit D is a survey of other cities off-street parking requirements for multi-family dwellings

RECOMMENDATION

Staff does not recommend approval of the request to reduce off-street parking requirements for multi-family dwellings

October 22, 2020

City of North Mankato
1001 Belgrade Avenue
North Mankato, MN 56003

Re: Request to change City Code Parking Requirements

To: North Mankato Planning Commission & City Council,

Select Management LLC is requesting to amend City Code section 156.053 Off Street Parking and Loading, in regards to the number of off-street parking spaces required for multiple family dwellings. Our request is to reduce the required number of parking stalls from 2 parking stalls per unit to 1 parking stall per bedroom.

We're looking to develop a 3-story 117 unit apartment complex in North Mankato at the corner of Tower Boulevard and Marie Lane. The building will consist of (81) one bedroom units and (36) two bedroom units. If we followed the current City Code requirements, we would need to provide a total of 234 parking stalls. If City Code section 156.053 was changed to follow our request, we would need to provide 153 stalls for our proposed building. With our proposed building having more one bedroom units, we believe the current City Code requirement for 2 off-street parking stalls per unit is too excessive. We believe our request for (1) parking stall per bedroom provides a more realistic occupancy of the building, without having to spend the cost for larger parking lots that might never get filled. If our request is approved, we believe this will provide more opportunity for developers to develop properties and maximize the size of their buildings, while still providing adequate parking for the people living there.

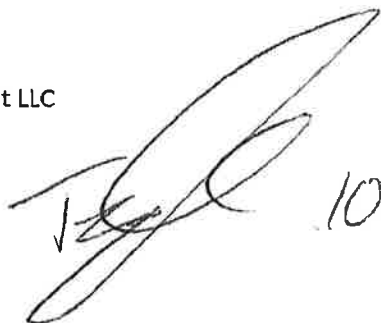
Select Management LLC currently has a purchase agreement in place for this property and is looking to close on the property before January of 2021.

Enclosed you'll find a preliminary site plan of the property that shows a total of 205 parking stalls, which is still 52 stalls more than what the building would require if City Code section 156.053 was changed per our request. Removing those 52 extra stalls could allow us to create more green space that could be utilized by our tenants.

Thank you for reviewing our request, and please let me know if you have any questions or need any more information.

Sincerely,

Tyler Wenner
Select Management LLC



10-22-2020



- Legend**
- City Limits
 - Medians
 - Roadways
 - Parcels (7-1-2020)
 - Lakes & Ponds
 - Minnesota River
 - Nman_cty19_3inch.sid
 - Red: Band_1
 - Green: Band_2
 - Blue: Band_3



Map Name

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



0 527 Feet

© Bolton & Menk, Inc. - Web GIS 11/4/2020 1:04 PM

City	Parking Spaces Per Dwelling Unit	Notes
<i>New Ulm</i>	1.5	
<i>Mankato</i>	2	
<i>Saint Peter</i>	1.5	Multiple family with four or more units
<i>Eagle Lake</i>	2	
<i>Faribault</i>		<ul style="list-style-type: none"> • 1-bedroom unit or less: 1 per unit • 2-bedroom or larger unit: 2 per unit
<i>Owatonna</i>		<ul style="list-style-type: none"> • Studio and one bedroom require one stall per unit and; • Two bedroom and greater require a minimum of two stalls per unit;
<i>Austin</i>	2.25	• Multiple Dwellings, consisting of three or more units: 2.25 parking spaces for each dwelling
<i>Albert Lea</i>	1.5	