The background features a line graph with several data points connected by a dark line, set against a backdrop of overlapping geometric shapes in various shades of blue and green. The overall aesthetic is modern and professional.

May 2021

DEPARTMENT REPORT

City of North Mankato

1001 Belgrade Avenue
North Mankato, MN 56003
(507) 625-4141
www.northmankato.com

**NORTH
MANKATO** 
MINNESOTA

TABLE OF CONTENTS

- ADMINISTRATION, PORT AUTHORITY & CITY COUNCIL.... 3
- CITY CLERK- BUSINESS PERMITS & LICENSING..... 4
- PUBLIC INFORMATION..... 6
- NORTH MANKATO TAYLOR LIBRARY..... 9
- COMMUNITY DEVELOPMENT..... 13
- SWIM FACILITY..... 18
- FIRE DEPARTMENT..... 19
- POLICE DEPARTMENT..... 25
- STREET DEPARTMENT..... 29
- PARKS DEPARTMENT..... 31
- CASWELL SPORTS..... 33
- PARKS AND REC..... 36
- WATER & SEWER DEPARTMENT..... 37
- FINANCE DEPARTMENT..... 47
- TRANSIT REPORTS 54

ADMINISTRATION, PORT AUTHORITY & CITY COUNCIL

- Council Adopted Ordinance Annexing Land Located in Belgrade Township, Nicollet County Minnesota
- Council Adopted Resolution Receiving Donation from Mankato Area Softball Association and Accepting Terms of the Agreement
- Council Adopted Resolution Accepting Bids Caswell North Soccer Complex Field Reconstruction City Project
- Council Held Public Hearing for and Adopted Resolution Vacating Utility Easement
- Council Adopted Resolution Authorizing the Award of a Professional Services Contract with ISG for the Caswell Park Fieldhouse Design
- Council Adopted Ordinance Zoning Part of Section 2 as R-1, One-Family Development
- Council Approved Preliminary and Final Plat of Trail's West Estates No. 2
- Council Approved Preliminary and Final Plat of the Water's North No. 2
- Council Adopted Resolution Approving MN/DOT Contract Cooperative Landscaping Agreement and Authorize the City Administrator to Execute the Agreement
- Council Approved Solar Garden Subscription with Nokomis Energy, LLC
- Held Weekly North Mankato Business Association Meetings
- Performed an Interview with KEYC Regarding the Webster Ave. Area Draft Plan
- Attended kick-off practice for the Caswell Youth Soccer Program
- Attended CCU Advisory Meeting
- Attended MCM Recognition & Membership Committee Meeting
- Filmed May Community Update
- Conference Call with Office of Congressman Jim Hagedorn regarding Opportunity Zone
- Attended SWMHP Meeting regarding Affordable Housing Project
- Attended YMCA Strategic Planning Meeting & Retreat
- Recorded KTOE Talk of the Town
- Led GMG Young Professionals' Mentor Lunch
- Attended North Kato Magazine team meeting
- Attended Cities, School and Chamber meeting
- Attended Mike Fischer's graduation from the GMG Leadership Institute
- Participated in GMG Board Meeting
- Hosted Spring Lake Park Hockey Board Replacement Project Meeting
- Attended ASA Operating Agreement Meeting
- Attended City Center Partnership Board Meeting
- Conference Call with GMG & Office of Congressman Jim Hagedorn

CITY CLERK- BUSINESS PERMITS & LICENSING

PERMITS AND LICENSES SUMMARY						
	YEARLY GOAL	THIS MONTH	LAST MONTH	LAST YEAR	YEARLY TOTAL	% YEARLY GOAL
Permits and Licenses						
Burn Permits	3	0	0	0	1	33%
Band Shell Rentals	20	2	4	0	9	45%
Peddler Permits	5	1	0	0	3	60%
Parade Permit	45	2	1	0	5	11%
Audio Permit	45	3	3	2	14	31%
Block Party Permits	8	2	0	0	2	25%
Temporary Intoxicating On-Sale Liquor	4	0	0	0	0	0%
Temporary 3.2 Liquor	2	0	0	0	0	0%
Seasonal Extension of Permitted Non Enclosed Area	4	0	0	0	0	0%
Assessment Searches	400	47	45	61	223	56%
On-Sale Intoxicating Liquor	7	1	0	0	8	114%
Sunday On-Sale Intoxicating Liquor	7	1	0	0	8	114%
Club On-Sale	1	0	0	0	1	100%
Wine License	0	1	0	0	1	NA
On-Sale 3.2 Liquor	1	1	0	0	1	100%
Off-Sale 3.2 Liquor	2	0	0	0	2	100%
Brewer Off-Sale Growler/Sunday	1	0	0	0	1	100%
Tap Room On-Sale	1	0	0	0	1	100%
Consumption and Display	1	0	0	0	0	0%
Tobacco License	8	0	0	0	8	100%
Cabaret License	5	0	0	0	5	100%
Soft Drink License	22	2	0	0	24	109%
Off-Sale Intoxicating	5	0	0	0	5	100%

CITY CLERK- BUSINESS PERMITS & LICENSING

City Clerk Activities for May:

- City Council Meetings-May 3 and 17
- Wrote minutes and prepared packets
- Worked with Department heads to hire seasonal employees
- Farmers' Market Meetings
- Updated the website
- Worked with applicants for mobile food unit permits
- Department Head Meetings
- Attended Zencity meetings
- Attended Pollinator planning meeting
- Property Insurance Meeting with Jay Weir
- Attended HRA Meeting
- Attended Library Board Meeting
- Helped plan and attend the Cinco de Mayo Event for Hy-Life Workers
- Attended a loss control meeting with the League of Minnesota Cities
- Attended grand opening of the Comfort Inn and Suites

PUBLIC INFORMATION

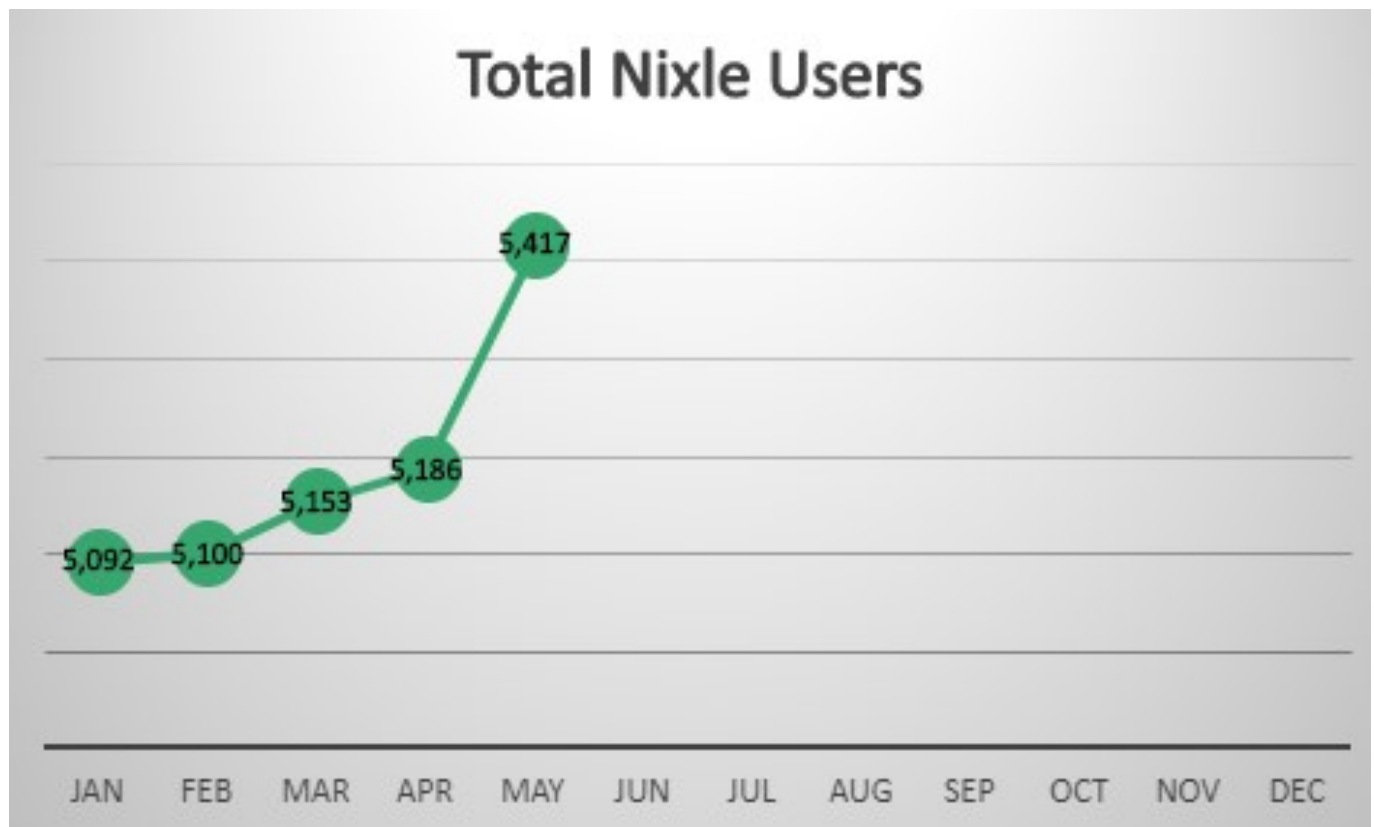
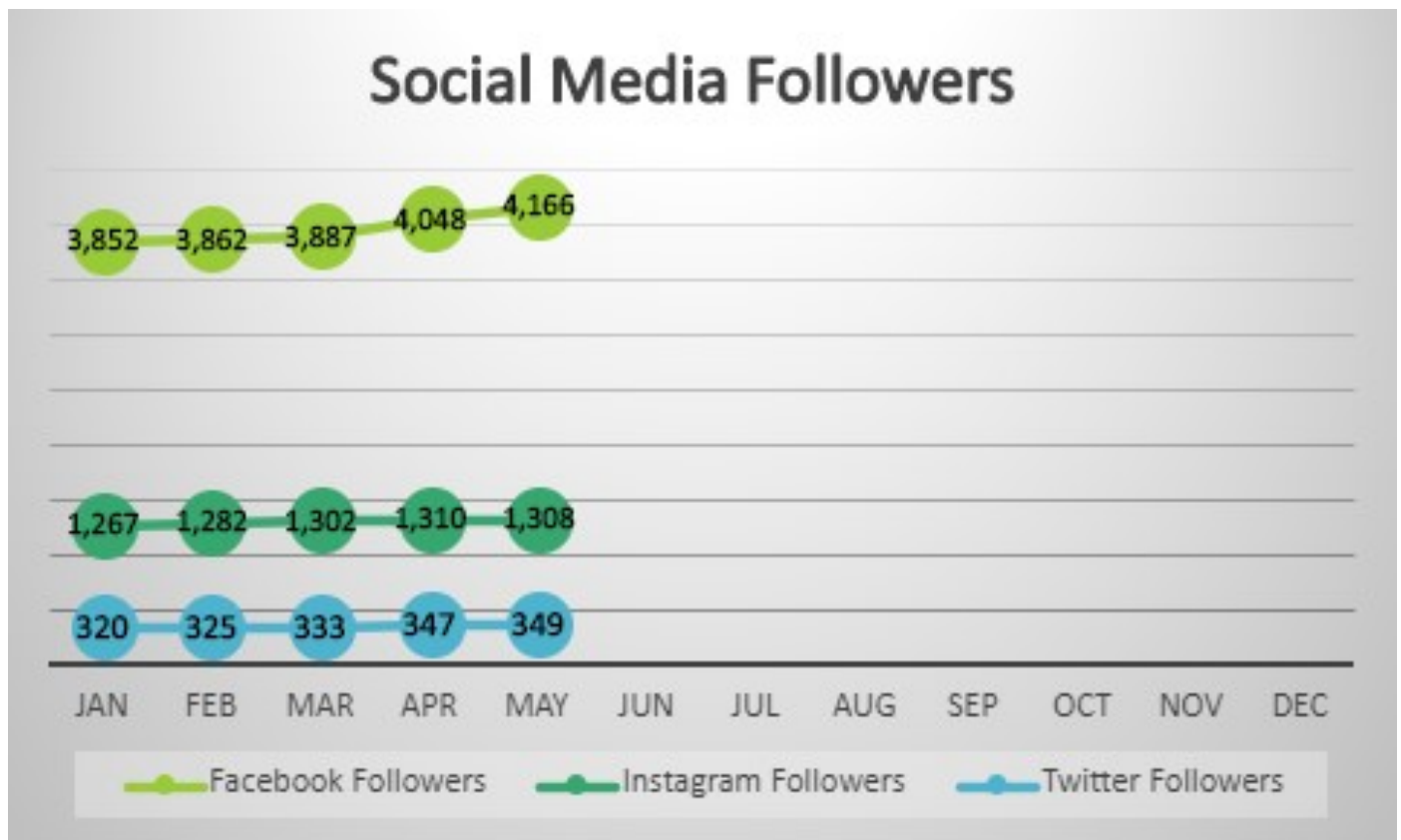
PUBLIC INFORMATION						
	YEARLY GOAL	THIS MONTH	LAST MONTH	LAST YEAR	YEARLY TOTAL	% YEARLY GOAL
SOCIAL MEDIA						
Facebook Posts	525	37	37	51	163	31%
Facebook Likes	4,200	3,945	3,921	3,460	3,945	94%
Facebook Followers	4,500	4,166	4,048	3,559	4,166	93%
Facebook Impressions/Reach	575,000	79,377	236,148	109,591	407,675	71%
Instagram Posts	525	31	34	42	148	28%
Instagram Followers	1,500	1,308	1,310	1,081	1,310	87%
Instagram Impressions/Reach	100,000	9,440	9,100	6,581	44,646	45%
Twitter Posts	525	31	32	49	153	29%
Twitter Followers	440	349	347	257	349	79%
Twitter Impressions/Reach	112,000	8,945	54,200	13,500	89,207	80%
City E-Newsletters Sent	52	4	5	5	22	42%
City E-Newsletters Subscribers	1,350	1,389	1,353	1,130	1,389	103%
Videos	36	1	3	2	27	75%
Events Attended	48	10	7	5	39	81%
PSA/News Releases	84	4	4	10	14	17%
CITY NOTIFICATIONS						
Nixle Messages - Library	12	0	0	0	0	0%
Nixle Messages - Pool	12	1	0	0	1	8%
Nixle Messages - Caswell	12	2	0	0	2	17%
Nixle Messages - Street	12	1	0	1	1	8%
Nixle Messages - Community Events	12	0	0	1	3	25%
Nixle Messages - Emergency Alerts	12	0	0	2	0	0%
New Nixle Sign Ups	1,400	231	33	75	351	25%
Total Nixle Users	5,600	5,417	5,186	4,179	5,417	97%

PUBLIC INFORMATION

Activities for May:

- Social Media Highlights: North Mankato Police Department Casting with a Cop event, Webster Ave Draft Plan Feedback Wanted, Farmers' Market Vendor Announcements, Spring 2021 North Kato Magazine Issue, New Blue-bird Houses at Bluff and Benson Park, Photos of Youth Soccer Kick-Off Practice, National Police Week, Looking for Volunteer Flower Planters, PSA: James Drive Closed for Pavement Project, Caswell Pepper Dog, Thank you to Pioneer Bank Volunteers, Swim Facility Passes Available for Pick-up, PSA: Mask Mandate Lifted, PSA: North Mankato Fun Days Reimagined and Scheduled for July 2021, May Community Update, Thank you to Volunteer Flower Planters, Fish Caught at Spring Lake Park, Bookin' on Belgrade Map & photos of event, Swim Facility Opening, Taylor Library Summer Reading Kick-Off event: Wild Things
- Council Meetings: May 3, 17
- Weekly NM Business Association Zoom Meetings: May 3, 10, 17, 24
- Photographed Caswell Sports Youth Soccer Kick-off Practice
- Filmed May Community Update
- Took Photos at the Swim Facility for Sponsorship Package
- Attended GMG Young Professionals' Mentor Lunch with Tricia Duncan
- Bi-weekly zoom call with Zencity: May 12, 19
- Farmers' Market Meetings: May 12, 25
- Attend Nutrition Program Training for Farmers' Market: May 25
- Photographed Mt. Olive Tournament at Caswell Park
- Photographed Volunteer Flower Planters
- Photographed Street Work on Harrison Ave.
- Photographed new Youth Football uniforms
- Photographed Volunteer Pioneer Bank Employees Cleaning Benson Park
- Attended Webster Ave. Open House
- Hosted North Kato Magazine Team Meeting
- Co-Hosted Cinco de Mayo Celebration for HyLife Employees with HyLife
- Attended & Photographed Comfort Inn & Suites Ribbon Cutting

PUBLIC INFORMATION



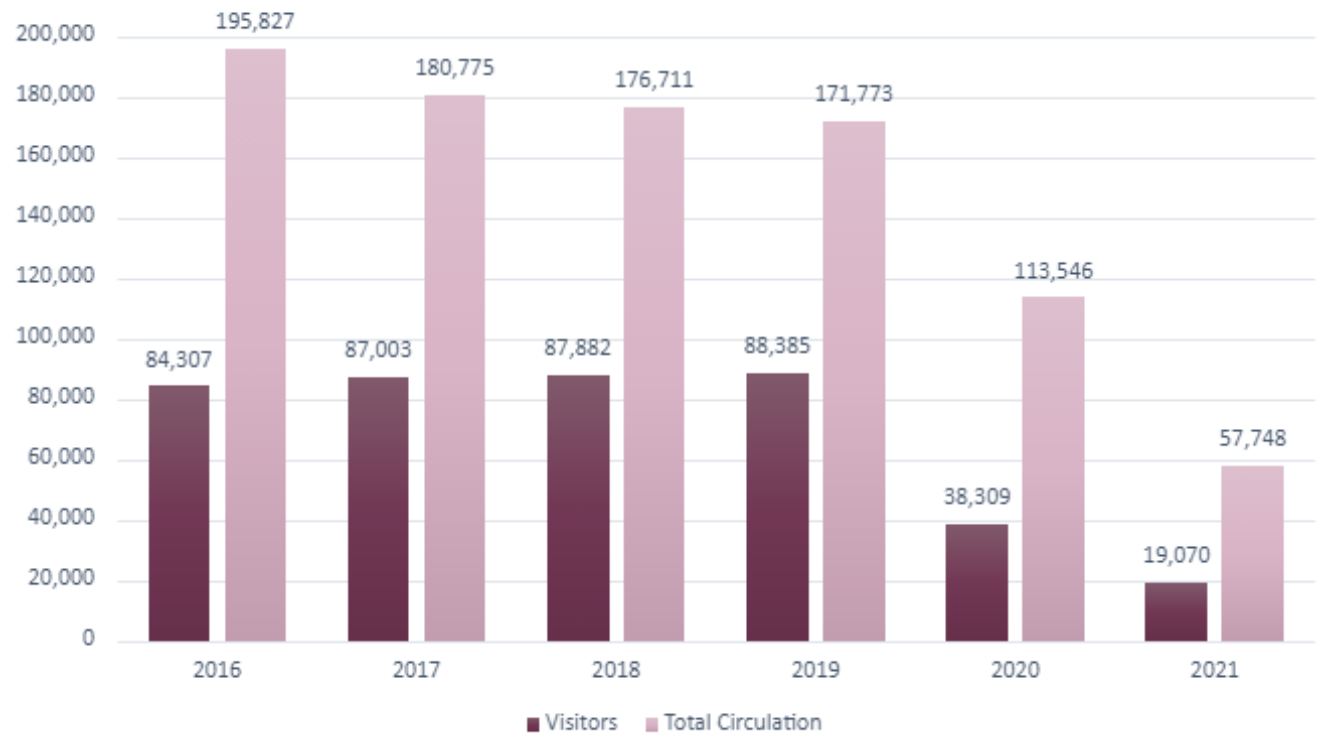
NORTH MANKATO TAYLOR LIBRARY

TAYLOR LIBRARY SUMMARY

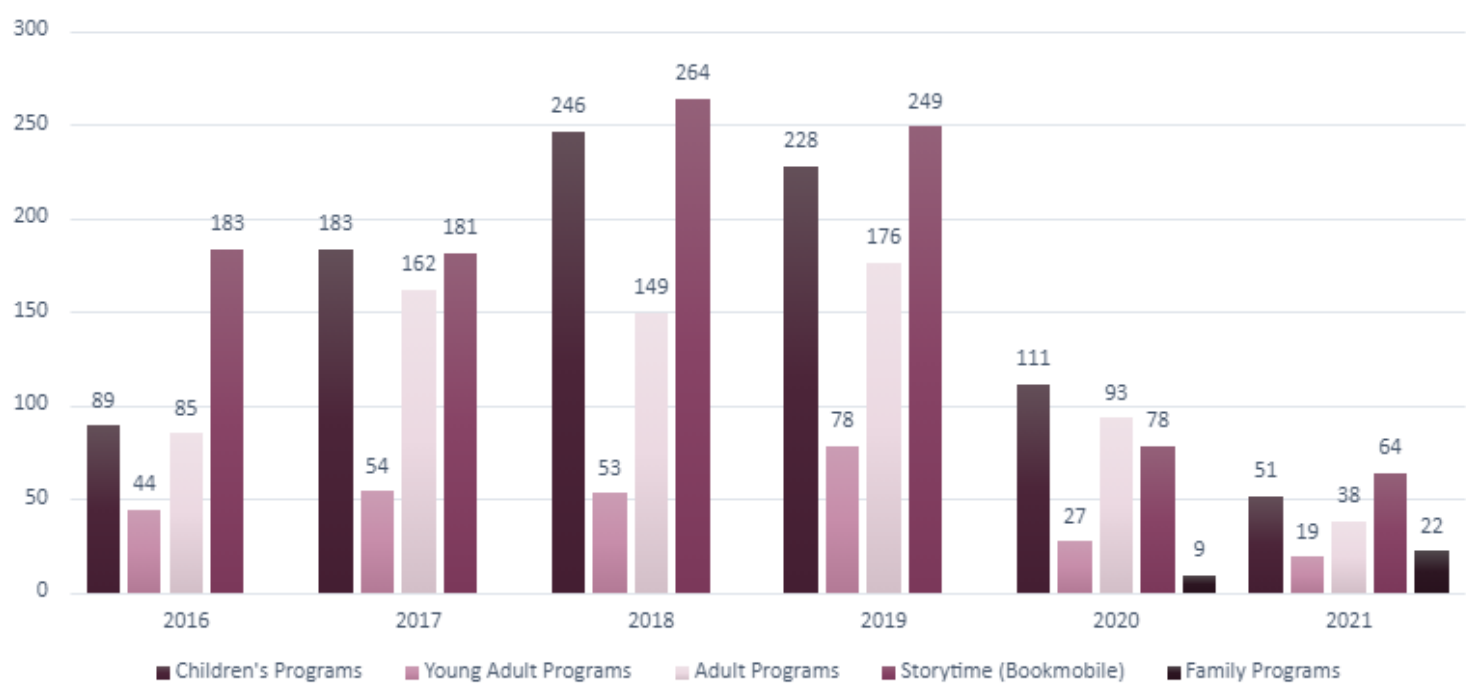
	YEARLY GOAL	THIS MONTH	LAST MONTH	LAST YEAR	YEARLY TOTAL	% YEARLY GOAL
Visitors	88,000	4,200	3,852	0	19,070	22%
Interlibrary Loans	1,504	115	106	0	524	35%
Interlibrary loan requests outside North Mankato	729	90	71	0	360	49%
Interlibrary loan requests from BEC	452	25	35	0	164	36%
Bookmobile Stops	900	52	67	0	294	33%
Bookmobile Attendance	10,500	489	699	0	3,040	29%
Circulation						
Library	153,065	8,428	8,926	1,282	42,781	28%
Overdrive eBook	14,006	1,361	1,297	1,553	7,104	51%
Bookmobile	18,238	747	1,308	148	5,405	30%
Hoopla	9,540	452	426	737	2,458	26%
Audio Books	2,308	232	219	353	1,297	56%
Movies	805	32	36	52	165	20%
TV Shows	422	13	11	40	52	12%
Music	571	10	5	34	63	11%
eBooks	870	134	133	220	764	88%
Comics	175	31	22	38	117	67%
Total Circulation	200,000	10,988	11,957	3,720	57,748	29%
Collections						
Library	5,743	523	516	307	2,455	43%
Overdrive eBook	681	42	114	87	430	63%
Bookmobile	856	88	36	69	259	30%
Discarded	-1,000	-283	-39	0	-918	92%
Total Collection Development	6,279	370	627	463	2,226	35%
Programs						
Children's Programs	250	9	12	5	51	20%
Young Adult Programs	95	4	6	1	19	20%
Adult Programs	200	9	8	3	38	19%
Family Programs	20	18	17	0	64	320%
Storytime (Bookmobile)	265	3	2	3	22	8%
Total Programs	830	40	43	12	194	23%
Program Attendance						
Children's Program Attendance	5,000	305	494	51	1,677	34%
Young Adult Program Attendance	1,000	82	38	20	257	26%
Adult Program Attendance	2,000	187	140	132	919	46%
Family Program Attendance	5,000	189	76	0	390	8%
Storytime Attendance	3,200	311	238	81	1,081	34%
Total Program Attendance	16,200	1,074	986	284	4,324	27%

NORTH MANKATO TAYLOR LIBRARY

Visitors vs Total Circulation



Library Programs



NORTH MANKATO TAYLOR LIBRARY

North Mankato Taylor Library Highlights

May 2021

Circulation

- Library circulation was 8,428
- 4,200 people came into the library this month.
- Overdrive eBook circulation 1,361 with 22 new users added.
- Bookmobile circulation was 747.
- Approximately 500 people got on the Bookmobile in May.
- Hoopla use was great again this month, with 452 checkouts. Circulation was as follows: 232 audiobooks, 32 movies, 13 TV shows, 10 music CDs, 134 ebooks, 31 comics.
- We interlibrary loaned 115 books in May.

Connections

- We hosted our annual Bookin' on Belgrade. We were so happy to see all the families again. We had over 100 people run/walk.
- We are working on Art Splash that will be hosted on June 19th, and Summer Reading will kick off on June 5th.
- Our You've Been Booked program is going very well. We did 100 boxes in May.
- Take home kits continue to be a success with all library patrons. We gave out 270 kits last month.
- We added 46 new patrons to our library system this month.
- The Bookmobile made 52 stops in May and did 18 story times.

NORTH MANKATO TAYLOR LIBRARY

North Mankato Taylor Library Programs May 2021

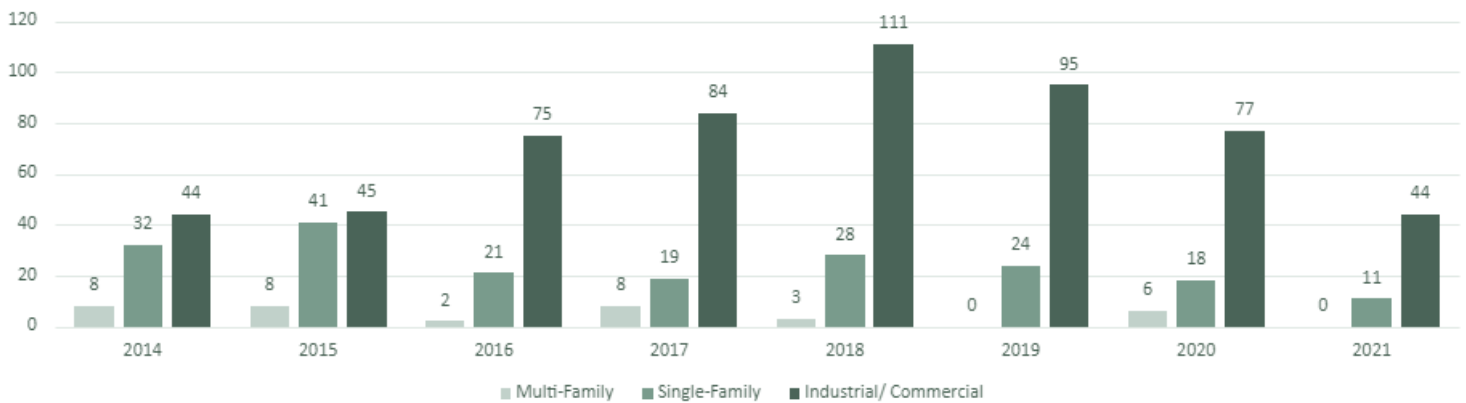
<u>Children's</u>	<u>Participants</u>
Take home kits (8)	270
You've Been Booked	35
TOTAL	305
<u>Young Adult</u>	
Tween DIY	32
You've been Booked/Tween	10
You've been Booked/Junior	10
Break in Bags	30
TOTAL	82
<u>Family</u>	
Scavenger Hunt	20
Keychains	50
Bookin on Belgrade	119
TOTAL	189
<u>Adult</u>	
Afternoon Book Club	11
Wine and Words Book Club	10
Adult Craft Night	70
You've been Booked	59
Hand Craft Series (4)	34
Evening book club	3
TOTAL	187
<u>Bookmobile</u>	
Daycare Story Times (18)	311
TOTAL	311

COMMUNITY DEVELOPMENT

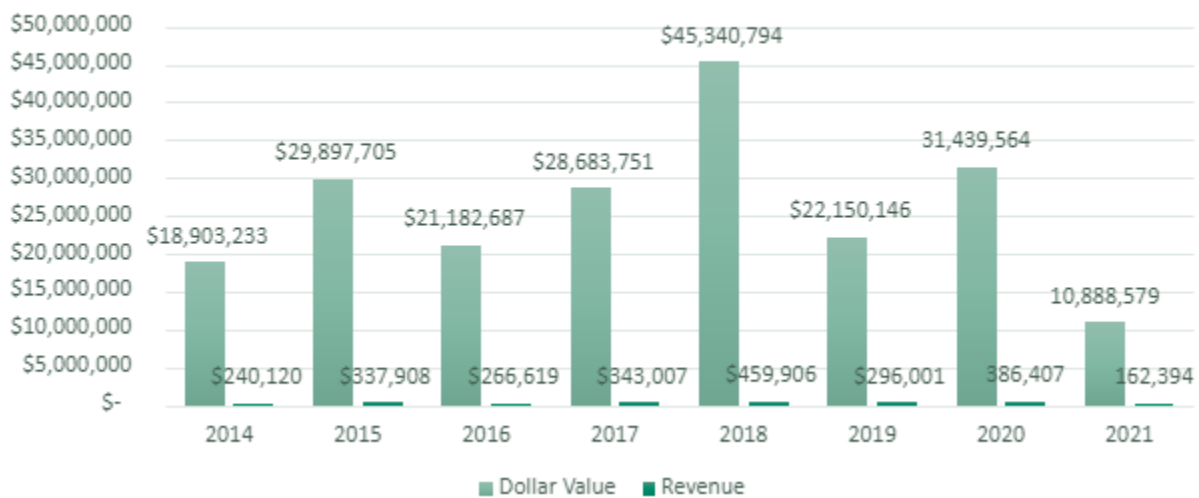
COMMUNITY DEVELOPMENT SUMMARY						
	YEARLY GOAL	THIS MONTH	LAST MONTH	LAST YEAR	YEARLY TOTAL	% YEARLY GOAL
Issued Building Permits						
Multi-Family	6	0	0	0	0	0%
Duplex	0	0	0	0	0	
Town Homes	0	0	0	0	0	
Twin Homes	0	0	0	0	0	
Apt/ Assisted Living	0	0	0	0	0	
Single-Family	25	3	0	3	11	44%
Mobile Homes	15	0	0	0	16	107%
Residential (Garages, Roofing, Siding, Remodel, etc.)	1,100	138	165	138	535	49%
Other (Signs, Demolition, etc.)	30	1	2	1	8	27%
Industrial/ Commercial	100	6	10	9	44	44%
Number of Permits	1,276	148	177	151	614	48%
Number of Units	105	3	0	3	29	28%
Number of Online Permits	425	45	42	0	180	42%
Dollar Value	\$ 30,000,000	\$ 2,439,771	\$ 3,048,069	\$ 5,906,243	\$ 10,888,579	36%
Revenue	\$ 385,000	\$ 35,640	\$ 46,134	\$ 59,098	\$ 162,394	42%
Rental Licenses Issued	700	2	5	2	629	90%
Rental Inspections - Fire Dept.	0	0	0	0	0	
Rental Inspections - Staff	100	9	9	5	51	51%
Inspections Conducted	2,500	57	88	237	364	15%
Inflow and Infiltration Inspections	200	15	14	18	74	37%
Plan Reviews Completed	250	19	21	20	109	44%
Code Letters Sent	75	4	1	6	20	27%
Code Cases Closed	75	6	5	3	20	27%
Planning Studies Underway	5	5	6	4	6	120%
Zoning Clanges	3	0	0	0	1	33%
Annexation Requests	1	0	0	1	3	300%
CUP Requests	0	0	0	0	0	0%
PUD Requests	0	0	0	0	0	0%

COMMUNITY DEVELOPMENT

Issued Building Permits



Dollar Value vs. Revenue



Building Permits

- To date, 614 building permits have been issued for remodeling and new construction projects. The following is a summary of the new residential units permitted to date:
 Single Family Homes – 11
 Manufactured Homes in Camelot - 16
 Townhomes –
 Apartments –
 Assisted Living –

Issued Building Permits - Year to Date Report

	<u>Single Family</u>	<u>Duplex</u>	<u>Twin Homes</u>	<u>Townhome Condos</u>	<u>Additional TH Permits</u>	<u>Apt./ Asst. Living</u>	<u>Garages</u>	<u>Industry Commercial</u>	<u>Mobile Homes</u>	<u>Other</u>	<u>Residential Remodel</u>	<u>Totals</u>
2021 - Thru May												
Number of Permits	11	0	0	0	0	0	0	44	16	8	535	614
Number of Units	11	0	0	0	0	0	0	0	16	0	0	27
Dollar Value	\$ 3,189,700.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,250,894.10	\$ 328,000.00	\$ 93,011.00	\$ 4,026,973.75	\$ 10,888,578.85
Revenue	\$ 27,553.68	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 43,512.22	\$ 5,941.28	\$ 1,407.36	\$ 83,979.33	\$ 162,393.87

Issued Building Permits - Year to Date Report

	<u>Single Family</u>	<u>Duplex</u>	<u>Twin Homes</u>	<u>Townhome Condos</u>	<u>Apt./ Asst. Living</u>	<u>Garages</u>	<u>Industry Commercial</u>	<u>Other</u>	<u>Residential Remodel</u>	<u>Totals</u>
ESTIMATED 2021										
Number of Permits	28	-	-	8	3	-	90	17	1180	1326
Number of Units	28	-	-	35	199	-	0	0	0	262
Dollar Value	\$ 6,800,000	\$ -	\$ -	\$ 7,000,000	\$ 19,000,000	\$ -	\$ 8,000,000	\$ 24,500	\$ 7,800,000	\$ 48,624,500
Revenue	\$ 74,800	\$ -	\$ -	\$ 77,000	\$ 209,000	\$ -	\$ 83,000	\$ 700	\$ 140,000	\$ 584,500

COMMUNITY DEVELOPMENT

Activities Beginning May 1

Attended City Council meetings

Attended Planning Commission meeting

Participated in weekly department head meetings

Participated in weekly business meetings

Participated in GMG Leadership program

Attended Planning Commission meeting

Continued work on:

- Webster Avenue plan

- Comp Plan

- Housing Study

Attended City Art committee meeting

Attended 169 Corridor PMT meeting

Attended MAPO TAC meeting

Attended MAPO Policy Board meeting

Researched DEED brownfield programs

Worked on Taylor Library Strategic Plan

Continued work on City Recreational Programming app

Continued work on area building permit history

Met with SW MN Housing Partnership

Met with Arnolds Implement on transportation issue

Attended City Center Partnership meeting

Attended bicycle task force meeting

Mapping for Blues, native plantings, and youth football/soccer

Attended Comfort Inn grand opening

Met with Hagadorn's office for Opportunity Zones

Attended SCBDN meeting

Attended School District Facilities meeting

Met with commercial developer

Ranked UPWP applications

Attended ZenCity coordination meeting

COMMUNITY DEVELOPMENT

Activities Beginning May 1

Held Webster Avenue Open Houses

Coordination with SHIP on trail signage

Worked on building permit summary document

Opened 4 code enforcement case and closed 6 (all open cases below)

1044 Oak Terrace – boat on grass

1046 Oak Terrace – trailer in side yard

SWIM FACILITY

Swim Facility Department Summary						
	YEARLY GOAL	THIS MONTH	LAST MONTH	LAST YEAR	YEARLY TOTAL	% YEARLY GOAL
Passes						
Resident Family Passes	400	95	35	1	286	72%
Non Resident Family Passes	200	62	28	-2	185	93%
Resident Single Passes	30	8	0	0	14	47%
Non Resident Single Passes	15	1	0	0	5	33%
Resident 55+ Pass	10	4	2	0	11	110%
Non Resident 55+ Pass	10	0	0	0	3	30%
Babysitter/Additional Members	200	79	29	0	187	94%
Punch Passes	400	38	11	1	59	15%
Total Visitors	35,000	672	0	0	672	2%
		0	0	0	0	
Donations						
Sponsorships	\$ 30,000	\$ 2,600	\$ -	\$ -	\$ 5,100	17%
Adopt A Family Donations	\$ 2,500	\$ 70	\$ 560	\$ -	\$ 1,013	41%
Connecting Kids	50	30	18	0	61	122%
		0	0	0	0	
Events						
Special Events	10	0	0	0	0	0%
Birthday Party Packages	30	6	4	0	10	33%
Pool Rentals	3	3	0	0	3	100%
Swim Lessons Offered	200	0	0	0	0	0%
Swim Lesson Sign Ups	1,000	154	149	5	650	65%
Fitness Lessons Offered	20	0	0	0	0	0%
Fitness Lesson Sign Ups	100	0	0	0	0	0%
		0	0	0	0	
Pool Operations						
Days Open	101	1	0	0	1	1%
Lifeguards	40	16	26	0	44	110%
		0	0	0	0	
Other						
Concessions	\$ 109,375	\$ -	\$ -	\$ -	\$ -	0%
Alcohol	\$ 8,000	\$ -	\$ -	\$ -	\$ -	0%
Warming House Rentals	20	0	0	0	1	5%
Swim Banners Purchased	15	3	0	0	3	20%
Overall Revenues	\$ 356,268.00	\$ 40,405.00	\$ 19,240.00	\$ 62.00	\$ 121,869.00	34%
Overall Expenses	\$ 331,797.00	\$ 29,911.62	\$ 11,025.76	\$ 14,066.19	\$ 50,178.05	15%

FIRE DEPARTMENT

FIRE DEPARTMENT SUMMARY						
	5 YEAR TOTAL AVG.	THIS MONTH	LAST MONTH	LAST YEAR	YEARLY TOTAL	% 5 YEAR AVG.
Total Calls	123	16	17	13	63	51%
Mutual Aid	12	0	0	2	3	25%
Average Response Time	0:06	0:04	0:04	0:06	0:05	82%
Average Call Duration	0:57	0:49	0:34	1:15	0:46	81%
Average # Responders	16	16	17	16	16	97%
Attendance at Business Meeting	336	32	33	31	166	49%
Attendance at Officer Meeting	110	10	11	12	58	53%
Total Trainings	18	2	2	2	10	56%
Total Attendance at Trainings	368	44	34	34	179	49%



5/2/2021	Alarm system sounded due to malfunction
5/2/2021	Local alarm system, malicious false alarm
5/5/2021	Gas leak (natural gas or LPG)
5/5/2021	Gas leak (natural gas or LPG)
5/10/2021	Gas leak (natural gas or LPG)
5/10/2021	Alarm system activation, no fire - unintentional
5/11/2021	Carbon monoxide incident
5/11/2021	Brush or brush-and-grass mixture fire
5/13/2021	Smoke detector activation, no fire - unintentional
5/14/2021	Gas leak (natural gas or LPG)
5/17/2021	Grass fire
5/18/2021	Alarm system activation, no fire - unintentional
5/18/2021	Carbon monoxide detector activation, no CO
5/24/2021	Gas leak (natural gas or LPG)
5/26/2021	Alarm system activation, no fire - unintentional
5/29/2021	Alarm system activation, no fire - unintentional

FIRE DEPARTMENT

North Mankato Firefighters Relief Association

May 6, 2021

Call to order

Minutes of the Relief Association Regular Meeting held on April 1, 2021 at 1830 hours. President Greg Thate called the meeting to order.

Roll call

34 present, 0 absent.

Approval of Minutes

Minutes of the April Regular meeting were approved. Motioned by Dave Verschelde / 2nd Mike Fasnacht to approve minutes. Motioned carried unanimously.

Benefit Increase

An increase from \$3500.00 to \$4000.00 per service year was approved by the City of North Mankato. This goes into effect June 1st, 2021

TR Letter

Wrapping up last minute details
Need current picture of fire fighters

Equipment Fund

Moving towards a 60/40 investment balance

Motions

Greg Thate motioned for \$5500.00 for the Ram Air Gear Dryer, 2nd by Joshua Tiesler. Motioned failed.

Bills

Check #	Paid to the order of:	For:	Amount
	Tim Senne	Creeper	\$64.26
	Amazon	Relief Computer (RAM)	\$40.46

Motioned by Greg Schumacher/ 2nd by Jordan Carver pay bills. Motion carried.

Motion to adjourn regular meeting by Dave Verschelde / 2nd by Jay Hewlett, motion carried unanimously. Meeting adjourned 2000.

Meeting minutes submitted by Relief Secretary Tom Eesley

FIRE DEPARTMENT

North Mankato Fire Department
Regular Meeting Minutes
5/6/2021

Call to order

Chief Giefer called to order the May regular meeting of the North Mankato Fire Department at 18:30 hours on Thursday, May 5th, 2021 via zoom in North Mankato.

Pledge of allegiance and Roll call

32 present and 2 absent

Absent

Stromquist, Streeter

Present

Barrett, Bobholz, Bruning, Carver, Cummiskey, Eesley, Fasnacht, Faugstad, Freitag, Giefer, Hewlett, Hoffman, Inman, Johnson, Olson, Penner, Rauchman, Ruch, Schumacher, Senne, Slater, Sletten, Starkson, Stoltenberg, Stransky (19:35), Stuve, Thate, Tiesler, VanEps, Verschelde, Walrath, Zwaschka

Minutes

Schumacher motioned to approve the April 2021 regular meeting minutes as emailed, second by Carver. Motion passed unanimously.

Standard Operating Guidelines

None to cover

Chief Giefer

Hours form circulated via online link.

Goals for 2021

Incident Pre-Plans - Knox Box maintenance and updates. 54 of 80 covered.

Rope equipment moved to 85

Covid 19 – outdoor events no mask or distancing requirements. No closing curfew. Indoor gathering increased to 50

June NMFD business meeting in person

Masks not required outside of building and apparatus

Donation projects

Ice water rescue equipment

Cordless power tool set is purchased

Low angle rescue

Rope gloves to be ordered.

iPaws alerts

Blasted message to way more recipients than needed

Switching to Code Red to broadcast message

New firefighters needed for fall. Go talk to prospective candidates. Giefer will utilize Anna from North Mankato City offices.\

Capital expenditure - New compressor and new 6000 lb pressure air bottles to be installed this year.

Assistant Chief Zwaschka

Large diameter hose arrived

Preplans, GIS students will do locations of knox boxes.

Wash machine have soap and sanitizer dispensers attached. Read directions

New Gear has arrived - all but Tom has tried their gear on.

Muffler on generator on 46 – Still waiting on reordered muffler. Flexible muffler mount the issue.

May 19th - Average of average will be calculated for the 2nd quarter.

FIRE DEPARTMENT

Training Officer VanEps / Assistant Training Officer Stoltenberg

Regular Training – hose testing. Truck assignments will be created.

Optional training – SCBA drills with powerpoint.

Looking for ideas of what to purchase for training to use up training dollars from MBFTE.

Underwriters Laboratory has some classes that are available – training report required.

Public Education Officer Streeter (not present)

Safety Officer Hoffman

Wild fires – stay away from smoke and hydrate

Station 1 Captain Schumacher

Schumacher to send a list of remaining repairs to Giefer.

Station Captain Sletten

Watch Batteries in SCBA – make sure they are charged.

Extractor sale – must go out for bid. So Granada will have to bid.

Fire calls

18 fire calls, 0 air truck, 1 CO calls and 0 not required call were read by Asst. Chief Zwaschka

Committee chair updates

Nothing to report

Old business

Gear dryer needs to be returned or purchased. Dryer is to be returned.

New Business

Mankato West Grad Party, Friday June 4th held at Spring lake till 12:30 AM – volunteers needed

Adjournment

Motion to adjourn by Verschelde, second by Hewlett, motion carried unanimously. Meeting adjourned at 20:00 hours.

Minutes submitted by Fasnacht

FIRE DEPARTMENT

North Mankato Fire Department

Officer Meeting Minutes

5/13/2021

Call to order

Chief Giefer called to order the May officer meeting of the North Mankato Fire Department at 18:30 hours on Thursday, May 13th at fire station 2 in North Mankato.

Roll call

11 present, 2 absent

Fasnacht, Zwaschka, VanEps, Schumacher, Rauchman, Thate, Hoffman, Geifer, Stoltenberg, Tiesler, Bobholz,

Minutes

Meeting minutes were approved as emailed.

Scheduled officer training or business tour

None scheduled

Standard Operating Guidelines

Nothing to discuss tonight – General discussion on Gas Leaks. Question was asked if NMFD could bill the companies responsible for the leak. Too many variables to decide.

Chief Giefer

Goals for 2021

Development of Pre-Plans

Knox Box Maintenance

55 out of 80 are complete

GIS students are maintaining coordinates for knox boxes.

Truck 85 Conversion

Succession Planning.

Anna brown – Assisting with recruitment through social media.

MSFDA has some options – Hoffman to forward info to Giefer

Covid Update – changes may be coming pending governor's announcements

Nicollet county chiefs meeting on Tuesday May 18th

Assistant Chief Zwaschka

New LDH being assembled – use during hose testing to test it.

LDH should probably have a 100 foot section first then a 50 foot instead of the other way around.

Oil being changed in hose testing machine

Ice machine sediment cleaner needs to be used

Grass rig hose needs to be put away properly.

Turnout gear all dispersed. Excess gear needs to be liquidated.

New recruit test needs to be reviewed

Station Captain Schumacher

Minimum driver training to be scheduled for Slater and Johnson since they have a history of driving heavy vehicles

Station Captain Sletten (not present)

Back up camera on E45 needs to be repaired.

Stoltenberg to look into rubber gear straps to use on T85.

Training Officer VanEps

Regular training – Hose testing – Bobholz E46, Thate E45, Fasnacht L64.

Fasnacht to get hose testing paper.

Optional training – SCBA drills – Training smoke needed.

Underwriter online training - excellent

FIRE DEPARTMENT

Safety Officer Hoffman

Nothing to report

Asst. TO/Trustee Stoltenberg

Stoltenberg to look into a go bag for 401 and 402. This would be for multiple types of scenarios.

Stoltenberg also getting tethers for inflatable ice rescue equipment.

Lieutenant\Secretary Fasnacht

Nothing to report

Lieutenant Bobholz

Questions firefighter participation in a potential relief association fund raiser. Giefer is willing to allow it as long as it is clearly documented that proceeds go to the relief association.

Lieutenant Thate

Nothing to Share

Trustee Bruning (not present)

Trustee Rauchman

Attendance documentation needs to be completed.

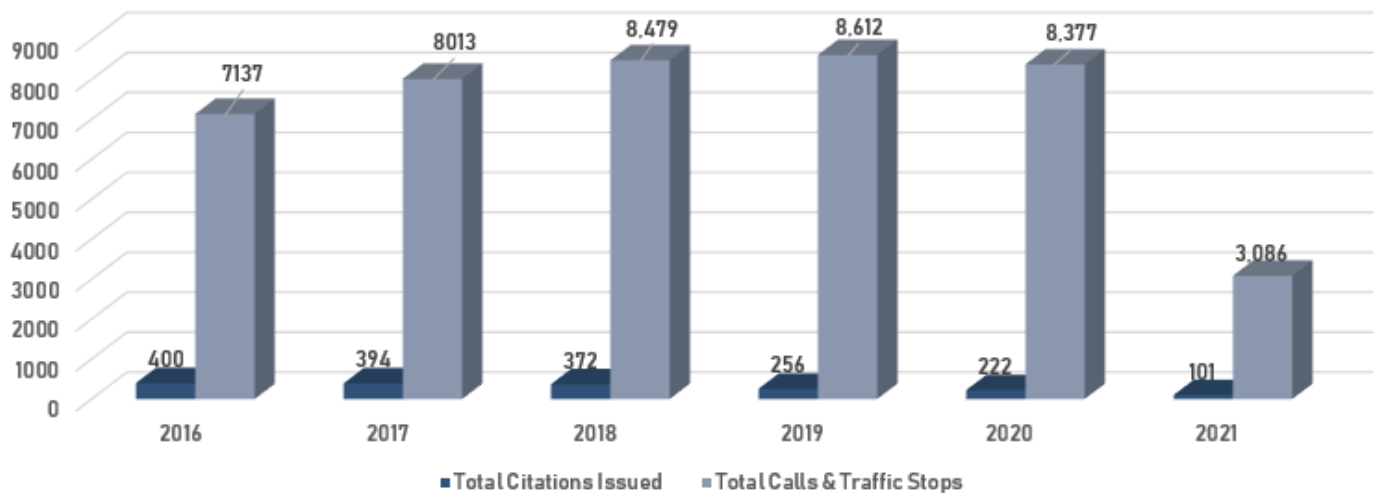
Trustee Tiesler

Nothing to share

Meeting adjourned at 19:50 - Minutes submitted by Fasnacht

POLICE DEPARTMENT

POLICE DEPARTMENT SUMMARY						
	2020 BENCHMARK	THIS MONTH	LAST MONTH	LAST YEAR	2021 TOTAL	% 2020 BENCHMARK
Total Citations Issued	222	16	20	12	101	45%
Total Calls & Traffic Stops	8,377	668	621	602	3,086	37%
Average Emergency Response Time	3	5	4	2	4	146%
Part One Crimes	147	16	13	12	67	46%
Part One Crimes Rate	0.09%	0.12%	0.10%	0.09%	0.10%	109%
Part Two Crimes	471	19	16	45	103	22%
Part Two CrimesRate	0.29%	0.14%	0.12%	0.33%	0.15%	52%
Total Crimes	618	35	29	57	170	28%
Total CrimesRate	0.38%	0.26%	0.21%	0.42%	0.25%	66%
Part One Crimes (Most severe) include: Rape, Robbery, Assault, Burglary, Theft, Arson, etc. Part Two Crimes include: Fraud, Vandalism, Embezzlement, DUI, and all other offenses.						



POLICE DEPARTMENT

TYPE	TOTAL
Records	87
Medical	73
Traffic stops	56
Suspicious Circumstance	49
Agency Assist	36
Animal Complaint	29
Public Assist	24
Welfare Check	21
Fire	17
911 Verification	16
Adult/Child Protection Reports	16
Theft/Larceny (A) 23	15
Alarm	14
General Order/Special Details	14
Accident	13
Noise Complaint	13
Predatory Offender Registration	13
Traffic Complaints	13
Disturbance	11
Found Property	11
Domestic	9
Information Only	9
Parking Complaint	9
Civil Issue	8
Extra Patrol Request	8
Missing Person/Runaway JV	7
Property Destruction/Damage/Vandalism (A) 290	7

Motorist Assist	6
Permits	6
Sign or Light Repair/Roadway Obstruction	6
Assault (A) 13	5
Burglary/Breaking & Entering (A) 220	4
Hospice Notice	4
Ordinance Violation	4
Lost Property	3
Narcotics (A) 35	3
Neighbor/Neighborhood Issues	3
Other Criminal Offenses (B) 90z	3
Public Education/Public Relations	3
Residence Check Requests	3
Solicitor/SCAM Complaints	3
Court Order Violation OFP/HRO/DANCO (B) 90z	2
TipLine/Tip info	2
Arson (A) 200	1
Compliance Checks	1
Drunkenness (B) 90E	1
Fraud (A) 26	1
Medication Drop Box Disposal	1
Search Warrants	1
Traffic Violations - F/GM (999)	1
Trespass of Real Property (B) 90J	1
TZD	1
Warrant service/attempts	1
TOTAL	668

MAY	2016	2017	2018	2019	2020	2021
CALLS FOR SERVICE	683	769	763	780	602	668
YEAR TO DATE TOTAL	2881	3267	3294	3556	3362	3087

Offenses and Clearances by Classification

Offense Classification	Offenses Reported or Known	Offenses Unfounded	Total Actual Offenses	Crime Rate per 100,000	Cleared by Arrest or Exceptional Means	Cleared Involving only Under 18 Years Old
Murder & Nonnegligent Manslaughter	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0
Rape						
Completed	0	0	0	0	0	0
Attempted	0	0	0	0	0	0
Totals	0	0	0	0	0	0
Robbery						
Firearm	0	0	0	0	0	0
Knife or Cutting Instrument	0	0	0	0	0	0
Other Weapon	0	0	0	0	0	0
Strong Arm (hands, fist, feet, etc.)	0	0	0	0	0	0
Totals	0	0	0	0	0	0
Assault						
Firearm	0	0	0	0	0	0
Knife or Cutting Instrument	0	0	0	0	0	0
Other Weapon	0	0	0	0	0	0
Hands, Fist, Feet, etc. (aggravated injury)	0	0	0	0	0	0
Totals	0	0	0	0	0	0
Burglary						
Forcible Entry	0	0	0	0	0	0
Unlawful Entry (no force)	1	0	1	7	1	0
Attempted Forcible Entry	0	0	0	0	0	0
Totals	1	0	1	7	1	0
Larceny-theft	14	0	14	100	1	1
Motor Vehicle Theft						
Autos	0	0	0	0	0	0
Trucks & Buses	0	0	0	0	0	0
Other Vehicles	0	0	0	0	0	0
Totals	0	0	0	0	0	0
Arson	1	0	1	7	0	0
Human Trafficking - Commercial Sex Acts	0	0	0	0	0	0
Human Trafficking - Involuntary Servitude	0	0	0	0	0	0
Part I Totals	16	0	16	114	2	1
Part II Offenses						
Other Assaults (simple, not aggravated)	5	0	5	36	2	0
Forgery & Counterfeiting	0	0	0	0	0	0
Fraud	2	0	2	14	0	0
Embezzlement	0	0	0	0	0	0
Stolen Property (buy, receive, possess)	0	0	0	0	0	0
Vandalism	7	0	7	50	1	0
Weapons (carry, possess, etc.)	0	0	0	0	0	0
Prostitution & Commercialized Vice	0	0	0	0	0	0
Sex Offenses (except Rape & Prostitution)	0	0	0	0	0	0
Drug Abuse Violations	2	0	2	14	2	1
Gambling	0	0	0	0	0	0
Family & Children	0	0	0	0	0	0
Driving Under the Influence	0	0	0	0	0	0
Liquor Laws	0	0	0	0	0	0
Drunkenness - MN statute repealed 1971	0	0	0	0	0	0
Disorderly Conduct	0	0	0	0	0	0
Vagrancy	0	0	0	0	0	0
All Other Offenses (except traffic)	3	0	3	21	3	2
Suspicion - not a crime in MN	0	0	0	0	0	0
Part II Totals	19	0	19	136	8	3
Curfew & Loitering (persons under 18)	0	0	0	0	0	0
Runaways (persons under 18)	0	0	0	0	0	0
Grand Totals	35	0	35	250	10	4

May 2021 Community Events/Public Education

DATE	TOPIC	LOCATION/ORGANIZATION	OFFICER
5/1	Girls on the Run Event	Spring Lake Park / YMCA	Reserve Unit
5/1	Motorcycle Awareness Parade	ABATE	Reserve Unit
5/1	Park Patrol	City Parks	Reserve Unit
5/2	Park Patrol	City Parks	Reserve Unit
5/7	Park Patrol	City Parks	Reserve Unit
5/8	Park Patrol	City Parks	Reserve Unit
5/9	Park Patrol	City Parks	Reserve Unit
5/14	Park Patrol	City Parks	Reserve Unit
5/15	Park Patrol	City Parks	Reserve Unit
5/16	Park Patrol	City Parks	Reserve Unit
5/21	Park Patrol	City Parks	Reserve Unit
5/22	Park Patrol	City Parks	Reserve Unit
5/22	Bookin' on Belgrade	Businesses on Belgrade	Reserve Unit/701/708
5/23	Park Patrol	City Parks	Reserve Unit
5/28	Park Patrol	City Parks	Reserve Unit
5/29	Park Patrol	City Parks	Reserve Unit
5/30	Park Patrol	City Parks	Reserve Unit

May 2021 School Patrols

South Central College	3	Hoover Elementary	3
Dakota Meadows Middle School	4	Bridges Community School	3
Futures School	0	Monroe Elementary	7
TOTAL SCHOOL PATROLS: 20			

May 2021 Use of Force Instances

Case Number	Incident	Date	Resistance Type
21102444	Medical	5/1/21	Active resistance
21102701	Assist Other Agency	5/13/21	Compliant

May 2021 Compliments/Complaints

- 0 complaints received.
- Chief Gullickson was approached by a citizen and was given a customized law enforcement appreciation coin as a token of thanks for the service the agency provides. The inscription reads "God Bless our Police Officers, Keep them safe both day and night, Give them Strength and Courage, to enforce all that is right"
- The agency received a \$20.00 dollar donation from a citizen that was used to buy refreshments for the officers.
- The agency received a handmade thank you card from a youngster to express their appreciation for what we do.
 - We received a gift of cookies and a gift of cupcakes as tokens of thanks.

STREET DEPARTMENT

STREET DEPARTMENT SUMMARY						
	YEARLY GOAL	THIS MONTH	LAST MONTH	LAST YEAR	YEARLY TOTAL	% YEARLY GOAL
Units						
Rain/Wind Storm Cleanup (Events)	12	0	0	0	0	0%
Storm Sewer Main Breaks/ Repairs (Events)	10	0	0	0	0	0%
Sanitary Sewer Main Breaks/Repairs (Events)	10	0	0	0	1	10%
Water Main Breaks/ Repairs (Events)	5	0	0	1	1	20%
Sewer Jetting (Linear Feet)	50,000	1,200	350	9,800	26,041	52%
Sewer Televising (Linear Feet)	100,000	3,650	0	12,000	38,330	38%
Structure Inspections (EA)	500	0	0	0	0	0%
Concrete curb repair (Linear Feet)	750	32	0	0	32	4%
Snow Removal (Events)	16	0	0	0	8	50%
Sanding and Pre-Treatment (Events)	24	0	0	0	3	13%
Crack Sealing (lbs)	12,000	0	10,000	0	13,000	108%
Seal Coating and Fog Sealing (Lane Miles)	12	0	0	0	0	0%
Patching/ Asphalt (Tons)	750	47	5	138	52	7%
Mill and Overlay (Lane Miles)	12	6	0	5	6	50%
Street Sweepings Hauled (Tons)	450	29	0	0	29	6%
Tree Trimming (EA)	100	14	0	0	0	0%
Grass/Leaves/Brush Hauled (Tons)	4,000	0	0	0	0	0%
Recycling (Tons)	1,750	110	127	144	577	33%
Organics Recycling (Tons)	96	8	8	8	40	42%
Solid Waste (Tons)	3,400	257	296	304	1,290	38%
Spring Clean Up and Fall Drop Off (Tons)	450	241	57	341	298	66%
Street Signs Fixed (Straightened, Painted, Replaced)	500	4	4	63	36	7%

Street Projects for May:

- 691 Hours of milling and support of mill and overlay projects
- 173 hours patching asphalt, 47 tons of asphalt patch used
- 62 hours of crosswalk and curb painting

STREET DEPARTMENT

STREET DEPARTMENT SUMMARY						
	YEARLY GOAL	THIS MONTH	LAST MONTH	LAST YEAR	YEARLY TOTAL	% YEARLY GOAL
Hours of Regular Service and Maintenance						
Rain/Wind Storm Clean Up	200	0	0	0	0	0%
MS 4 & Ravaine Maintenance	1000	0	0	32	24	2%
Storm Sewer Maintenance (Catch Basins, Inlets, Etc.)	450	27	14	0	52	12%
Sanitary Sewer Breaks/Repairs	450	8	19	0	27	6%
Sewer Jetting and Televising	1000	20	79	182	513	51%
Storm Sewer Main Breaks/ Repairs	450	0	2	0	19	4%
Water Main Breaks/Repairs	600	0	0	10	82	14%
Crack Sealing	280	0	513	0	665	238%
Seal Coating	650	0	0	0	0	0%
Mill & Overlay Support (Underdrain, Elevation Adj., Etc)	1000	691	32	683	723	72%
Patching/ Asphalt	4000	173	47	255	237	6%
Street Sweeping	960	16	60	28	264	28%
Concrete curb repair	500	19	67	0	94	19%
Snow Removal	3500	0	0	0	726	21%
Sanding & Pre-Treatment of Roads	350	2	0	0	30	9%
Manhole/Structure Inspections (Sanitary and Storm Sewer)	150	9	0	0	11	7%
Manhole/Structure Maintenance (Sanitary and Storm Sewer)	200	2	0	0	2	1%
Sign Repair & Installation	500	11	2	136	42	8%
Crosswalks/ Curbs Painted	500	62	0	52	67	13%
Flags & Banners	250	27	0	33	71	28%
Festivals (Fun Days, Blues, Bier, Bells, Misc.)	500	6	0	0	6	1%
Christmas Decoration	250	0	0	0	34	14%
Employee Trainings	400	75	0	0	100	25%
Clean and Maintain City Buildings	500	36	11	10	193	39%
Shop (Street Crew Helping in Equipment Shop)	1000	23	39	121	799	80%
Help Other Departments	400	33	233	21	657	164%
Special Projects	500	4	56	8	71	14%
Resident Call Outs	150	0	1	0	4	3%
Tree Trimming	300	28	0	0	0	0%
Leaf Collection	640	0	0	0	0	0%
Grass/Brush Hauled	40	2	0	0	2	5%
Spring Clean Up and Fall Drop Off	960	65	120	161	185	19%

PARKS DEPARTMENT

PARKS DEPARTMENT SUMMARY

	YEARLY GOAL	THIS MONTH	LAST MONTH	LAST YEAR	YEARLY TOTAL	% YEARLY GOAL
Units						
Greenway Inspections (EA)	75	21	0	0	21	28%
Greenway Sprayed (EA)	25	7	0	0	7	28%
Greenway Mowing and Trimming (EA)	25	0	0	0	0	0%
Weed Inspections - Parks (EA)	63	21	0	21	21	33%
Weed Spraying Parks - EA (21 parks, 1 Application each Fall Season)	42	21	0	21	21	50%
Mowing - Acres (230 Acres mowed 1 Time per Week for 20 Weeks)	4,600	695	126	620	821	18%
Trimming - Acres (230 Acres trimmed every other week for 20 week	2,300	48	0	205	48	2%
Tree Inspections (EA)	150	12	10	14	42	28%
Resident Call Outs (EA)	150	0	1	12	5	3%
Playground Inspections	40	1	0	0	26	65%
Playground Upgrades Completed	10	0	0	0	0	0%
Park Building and Structure Repairs/Painting	7	1	0	0	1	14%
Blvd and Park Trees Planted (By Contractor or staff)	30	29	12	0	41	137%
Trees Trimmed	750	11	12	0	81	11%
Trees Removed (All Trees Excluding Ash)	200	0	0	0	15	8%
Ash Trees Removed	35	0	5	0	15	43%

Park projects in May:

- Plant city wide flowers, 122 hours of staff time plus volunteers.
- 695 acres mowed using 278 hours of staff time.
- 48 acres trimmed using 60 hours of staff time.
- 30 hours spraying parks and greenways for noxious weeds.
- 29 Blvd. trees planted.

PARKS DEPARTMENT

PARKS DEPARTMENT SUMMARY						
	YEARLY GOAL	THIS MONTH	LAST MONTH	LAST YEAR	YEARLY TOTAL	% YEARLY GOAL
Hours of Regular Service and Maintenance						
Playground Inspections & Repairs (20 playgrounds, 2 hours per inspection)	40	1	18	0	53	133%
Playground Upgrades Completed	100	0	0	0	0	0%
Park Building and Structure Repairs/Painting	400	34	0	3	34	9%
Park Rounds (Opening Bathrooms, Garbage, Cleaning)	1,248	104	95	91	389	31%
Court Maintenance (Volleyball, Tennis, Basketball, Pickleball, Baseball)	500	85	30	1	128	26%
Flowers & Planters (May to Oct)	500	122	25	102	150	30%
Tree Inventory	240	0	3	0	3	1%
Tree Removal (All Excluding Ash Trees)	500	0	0	0	116	23%
Ash Tree Removal	175	0	17	0	105	60%
Tree Trimming	480	13	13	0	110	23%
Tree Inspections	250	10	12	17	45	18%
Buckthorn Management	640	0	0	0	0	0%
Rink Cleanup and Flooding	720	0	0	0	515	71%
Rinks Zamboni	60	0	0	0	121	202%
Snow Removal (trails, sidewalks, alleys, parking lots, etc.)	700	0	0	0	378	54%
Winterize and Spring Start-Up (Bathrooms, Irrigation, Drinking Fountains)	400	0	0	1	40	10%
Christmas Decorations	160	0	0	0	29	18%
Festivals (Fun Days, Blues, Bier, Misc.)	600	0	0	0	0	0%
Caswell Sporting Events	2,500	152	171	0	463	19%
Helping Other Departments	150	25	19	104	97	64%
Resident Call Outs	150	0	1	15	4	3%
Training	700	47	3	0	115	16%
Special Projects (Bluff Park Drain Tile, Pavers, Fountains, Pond Treatments)	400	65	88	85	182	45%
Hours of Greenway Management						
Greenway Inspections (Ponds and Outlots)	32	4	0	0	4	13%
Greenway Sprayed (Ponds and Outlots)	80	12	0	0	12	15%
Greenway Mowing and Trimming (Ponds and Outlots)	80	0	0	0	0	0%
Hours of Parks Management (May to October)						
Weed Inspections (Parks, Boulevards, Roundabouts, Trails)	50	6	0	21	6	12%
Weed Spraying (Parks, Boulevards, Roundabouts, Trails)	120	18	0	50	18	15%
Mowing (Parks, Boulevards, Roundabouts, Trails)	3,000	278	94	209	372	12%
Trimming (Parks, Boulevards, Roundabouts, Trails)	1,000	60	0	77	60	6%
Prairie Management and Maintenance (Burning, Spraying, Mowing, etc.)	80	0	0	24	0	0%

CASWELL SPORTS

CASWELL DEPARTMENT SUMMARY

	YEARLY GOAL	THIS MONTH	LAST MONTH	LAST YEAR	YEARLY TOTAL	% YEARLY GOAL
Tournaments						
Quantity of Tournaments Played	22	2	1	0	3	14%
In State Teams	300	37	8	0	45	15%
Out of State Teams	300	1	0	0	1	0%
Total Teams	600	38	8	0	46	8%
Local Visitors	18000	1256	484	0	1740	10%
Out of Town Visitors	11000	605	0	0	605	6%
Total Visitors	19000	1861	484	0	2345	12%
Concession Items Sold	55000	3586	318	0	3904	7%
Alcohol Sales	\$ 8,000	\$ 189	\$ -	\$ -	\$ 189	2%
Sponsorship Revenue	\$ 31,200	\$ (700)	\$ 2,100	\$ (700)	\$ 29,900	96%
Estimated Number of Hotel Rooms	4000	457	0	0	457	11%
Economic Impact	\$ 7,000,000	\$ 359,644	\$ 46,391	\$ -	\$ 406,035	6%
Teams/Programs						
Summer Softball Teams	108	-	2	-	98	91%
Fall Softball Teams	25	-	-	-	-	0%
Volleyball Teams	92	-	3	-	88	96%
Tennis Programs	50	-	28	-	70	140%
Tennis Flex League	25	1	-	-	1	4%
Website Management						
Website Hits	27,000	7,438	4,597	1,663	15,358	57%
Page Views	75,000	32,551	19,765	4,557	60,998	81%
Other						
Banners Purchased	6	2	8	1	32	533%
Number of Caswell Advisory Meetings	2	0	0	0	0	0%
Total Revenue	\$ 375,195	\$ 11,010	\$ 5,268	\$ 18,611	\$ 55,113	15%
Total Expenditures	\$ 488,319	\$ 38,303	\$ 13,584	\$ 6,044	\$ 120,669	25%

CASWELL SPORTS — SOCCER

CASWELL NORTH DEPARTMENT SUMMARY

	YEARLY GOAL	THIS MONTH	LAST MONTH	LAST YEAR	YEARLY TOTAL	% YEARLY GOAL
Tournaments						
Quantity of Tournaments Played	1	0	0	0	0	0%
In State Teams	180	47	0	0	47	26%
Out of State Teams	0	0	0	0	0	0%
Total Teams	180	47	0	0	47	26%
Local Visitors	9,000	1,081	-	-	1,081	12%
Out of Town Visitors	-	-	-	-	-	0%
Total Visitors	9,000	1,081	-	-	1,081	12%
Economic Impact	\$ 1,500,000	\$ 18,976	\$ -	\$ -	\$ 18,976	1%
Other						
Total Revenue	\$ 52,300	\$ -	\$ -	\$ -	\$ -	0%
Total Expenditures	\$ 50,652	\$ 5,976	\$ 4,450	\$ 3,823	\$ 17,907	35%

Caswell Information for May:

- Hosted Mankato Cougar Invite, and Mankato Peppers May Madness Tournaments
- Youth soccer ended with 70 participants
- June we will be hosting 32 participants for junior tennis camps and 57 for junior golf clinics.
- High School Section Playoff will start the first week of June with state taking place June 15th and 16

CASWELL SPORTS — FOOTBALL

FOOTBALL SUMMARY						
	YEARLY GOAL	THIS MONTH	LAST MONTH	LAST YEAR	YEARLY TOTAL	% YEARLY GOAL
Players						
Players Pre-K to K	100	6	6	NA	12	12%
Players 1st Grade	100	7	11	NA	18	18%
Players 2nd Grade	100	4	6	NA	11	0%
Players 3rd Grade	125	5	12	NA	17	14%
Players 4ths Grade	150	13	18	NA	31	21%
Players 5th Grade	175	9	10	NA	19	0%
Players 6th Grade	175	8	6	NA	14	8%
Total Players	925	52	69	NA	122	13%
Revenue						
Registrations	\$ 116,250	8500	8100	NA	16675	14%
Sponsorships	\$ 21,000	0	29925	NA	31050	148%
Donations	\$ 18,000	0	6000	NA	6224	35%
Other	\$ -	0	0	NA	0	0%
Total Revenue	\$ 155,250	8500	44025	NA	53949	35%
Expenses						
Total Expenditures	\$ 143,300	\$ 28,342.00	\$ 5,838.85	NA	\$75,856.88	53%
Other						
Banners Purchased	10	10	13	NA	24	240%
Number of Games	144	0	0	NA	0	0%
Total Teams	48	0	0	NA	0	0%

All new uniforms and equipment are in and ready for the 2021 season. All sponsorship financial commitments for this year have been collected. Registrations have been open since April and have had 175 sign up towards our goal of 800. Things will start getting busier in July. All is looking good at this point.

PARKS AND REC

PARKS AND REC SUMMARY						
	YEARLY GOAL	THIS MONTH	LAST MONTH	LAST YEAR	YEARLY TOTAL	% YEARLY GOAL
Tennis						
Revenue	\$ 4,000.00	\$ 300.00	\$ 1,845.00	NA	4615	115%
Expense	\$ 3,000.00	\$ 369.34	\$ 55.73	NA	496	17%
Volleyball						
Revenue	\$ 26,400.00	\$ 930.00	\$16,369.96	NA	27072	103%
Expense	\$ 11,500.00	\$ 489.33	\$ 1,302.70	NA	2555	22%
Soccer						
Revenue	\$ -	\$ 345.00	\$ 2,760.00	NA	4315	0%
Expense	\$ -	\$ 317.77	\$ 1,163.35	NA	1536	0%
T-Ball						
Revenue	\$ -	\$ 715.00	\$ 1,780.00	NA	2820	0%
Expense	\$ -	\$ 25.68	\$ 23.56	NA	596	0%
Softball						
Revenue	\$ 69,185.00	\$ 5,195.00	\$32,475.03	NA	58898	85%
Expense	\$ 30,615.00	\$ 2,558.20	\$ 2,657.21	NA	12190	40%
Golf						
Revenue	\$ -	\$ 1,985.00	\$ 3,740.00	NA	6235	0%
Expense	\$ -	\$ 90.15	\$ 112.95	NA	2900	0%

WATER & SEWER DEPARTMENT

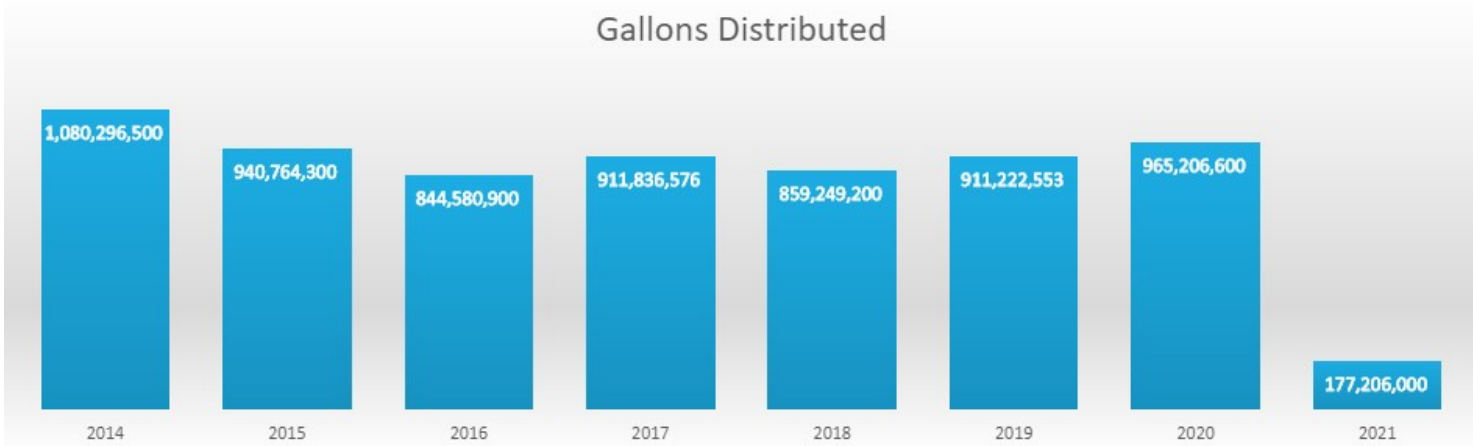
WATER DEPARTMENT SUMMARY						
	2021 YEARLY GOAL	THIS MONTH	LAST MONTH	LAST YEAR	2021 YEARLY TOTAL	% YEARLY TOTAL of YEARLY GOAL
Water Units (Gallons)						
Gallons Pumped from Well #5	400,000	0	691,500	0	726,600	182%
Gallons Pumped from Well #6	125,000,000	13,113,000	11,606,000	10,443,000	54,104,000	43%
Gallons Pumped from Well #7	170,000,000	12,507,000	8,299,000	12,346,000	46,431,000	27%
Gallons Pumped from Well #8	100,000,000	6,982,000	11,810,000	5,647,000	41,597,000	42%
Gallons Pumped from Well #9	100,000,000	11,365,000	8,735,000	11,760,000	39,623,000	40%
Total	495,400,000	43,967,000	41,141,500	40,196,000	182,481,600	37%
Gallons Distributed from Plant #1	130,000,000	11,489,000	10,333,000	10,011,000	48,258,000	37%
Gallons Distributed from Plant #2	320,000,000	31,651,000	28,868,000	29,257,000	128,948,000	40%
Total	450,000,000	43,140,000	39,201,000	39,268,000	177,206,000	39%
Water Usage Tracking						
Residential (5/8"-11/4")	220,656,696	17,696,443	17,281,511	18,767,767	88,113,643	40%
Residential & Commercial 11/2"-3"	39,294,960	3,578,810	3,360,710	2,058,170	17,764,330	45%
Commercial 5/8"-11/4"	19,907,400	1,974,020	1,681,350	1,393,000	8,636,080	43%
Commercial 4"-6"	7,087,233	223,640	220,330	224,910	1,004,900	14%
Residential and Commercial Outside Meters	54,597,418	1,587,890	94,910	1,096,250	2,142,070	4%
Rural Water (5/8"-11/4")	963,960	4,900	4,700	63,750	74,890	8%
Rural 1 1/2"-3"	92,945	89,160	45,480	2,200	231,950	250%
Multiple Dwelling Unit Rate per Unit	33,568,429	2,982,460	3,090,390	2,740,140	14,568,440	43%
Total Gallons Billed	376,169,041	28,137,323	25,779,381	26,346,187	132,536,303	35%
City Used Water - Non-Billable		2,360,075	1,931,212	5,743,676	9,113,198	
Unaccountable Water		770,500	770,500	770,500	3,852,500	
Non-Revenue Percentage of Water		0	0	0	0	
Lift Station Pumping Hours						
Lift Station #1 - Oak Terrace	165	12	14	16	70	43%
Lift Station #2 - Marvin Boulevard	450	40	57	55	249	55%
Lift Station #3 - Carol Court	520	40	52	54	211	40%
Lift Station #4 - Marie Lane	1,200	86	99	118	454	38%
Lift Station #5 - NorthRidge Drive	800	63	67	78	332	42%
Lift Station #6 - Aspen Lane	375	32	37	36	159	42%
Lift Station #7 - Howard Drive	700	50	47	50	243	35%
Lift Station #8 - Parks Edge	175	15	16	14	77	44%
Lift Station #9 - Reserve	100	10	10	12	45	45%
Lift Station #10 - Golf Course	50	6	11	10	26	52%
Total	4,535	353	409	442	1,866	41%
Lift Station Flow (Gallons)						
Main Lift #1	425,000,000	0	2,000	47,982,000	40,006,000	9%
Main Lift #2	100,000,000	37,749,000	40,417,000	0	148,839,000	149%
	525,000,000	37,749,000	40,419,000	47,982,000	188,845,000	36%
Storm Water Pumping Hours						
Storm Water Station #001 - Sherman Corp Station	600	5	7	34	48	8%
Storm Water Station #002 - Wheeler Corp Station	150	1	4	6	29	19%
Total	750	6	11	40	77	10%

WATER & SEWER DEPARTMENT

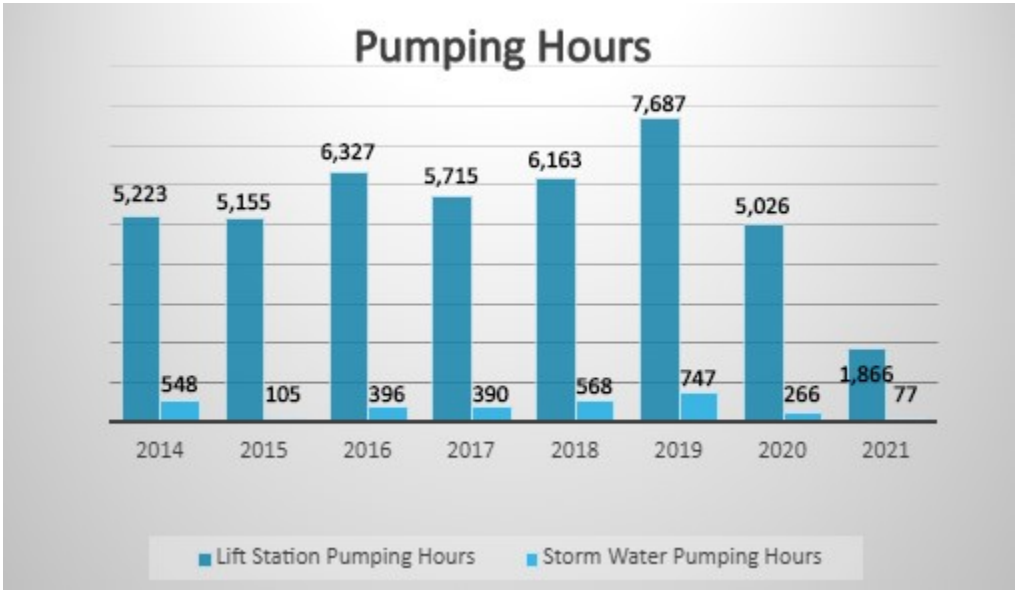
WATER DEPARTMENT SUMMARY						
	2021 YEARLY GOAL	THIS MONTH	LAST MONTH	LAST YEAR	2021 YEARLY TOTAL	% YEARLY TOTAL of YEARLY GOAL
Mankato Meter Total Flow (MGD)						
Minimum	1.1	0.989	1.151	1.239	0.926	84%
Maximum	2.3	1.420	1.624	2.410	4.236	184%
Average	1.6	1.220	1.348	1.557	1.335	83%
Total	485.16	37.810	40.450	48.254	202.128	42%
River Levels						
High River Level		7	9	16	7	
Low River Level		5	7	8	4	
Hours						
Rounds	1,836	65	69	81	340	18%
Locates and Locate Meets	234	102	104	124	275	117%
Training	60	20	0	0	38	63%
Equipment Maintenance	612	11	23	25	255	42%
Building Maintenance	0	8	21	18	98	0%
Equipment Repairs	0	0	0	0	0	0%
Cleaning and Maintaining Wet Wells and Lift Stations	402	11	33	23	183	46%
Flushing	0	0	146	0	148	0%
Shut-offs	324	13	10	0	64	20%
Administrative	732	7	10	15	51	7%
Helping Other Departments	24	55	20	13	152	633%
Festivals	0	0	0	0	0	0%
Call-outs	282	31	18	21	81	29%
Stormwater Corp Station	684	0	0	12	33	5%
Backwash	204	8	10	12	40	20%
Fire Hydrant Repairs	258	13	0	30	26	10%
Christmas Lights	0	0	0	0	7	0%
Tree Trimming	0	0	0	0	0	0%
Snow Removal	726	0	0	0	32	4%
Mainbreak, Valve Repairs, Curb Box Repairs	138	0	0	21	101	73%
Sampling	252	3	5	3	17	7%
Chemical Treatments	78	3	1	17	8	10%
Inventory Supplies	144	0	0	0	12	8%
Water Tower Maintenance	0	1	0	5	3	0%
Mowing and Trimming	0	24	0	85	24	0%
Winterize	0	0	0	0	0	0%
Miscellaneous Projects	0	13	10	12	78	0%
Total	6,990	384	475	513	2,062	29%
Units						
Locates (EA)	2500	255	317	372	734	29%
Water Mains Flushed (Lineal Feet)	285,000	0	142,000	0	142,000	50%
Hydrants Flushed (EA)	1,500	0	717	0	720	48%
Valves Exercised (EA)	250	5	9	0	14	6%
Corp Station Gate Open/Close (EA)	24	0	0	0	6	25%
Main Breaks Repaired (EA)	12	0	0	1	1	8%
Curb Boxes Located (Shut off)	375	37	20	0	147	39%

WATER & SEWER DEPARTMENT

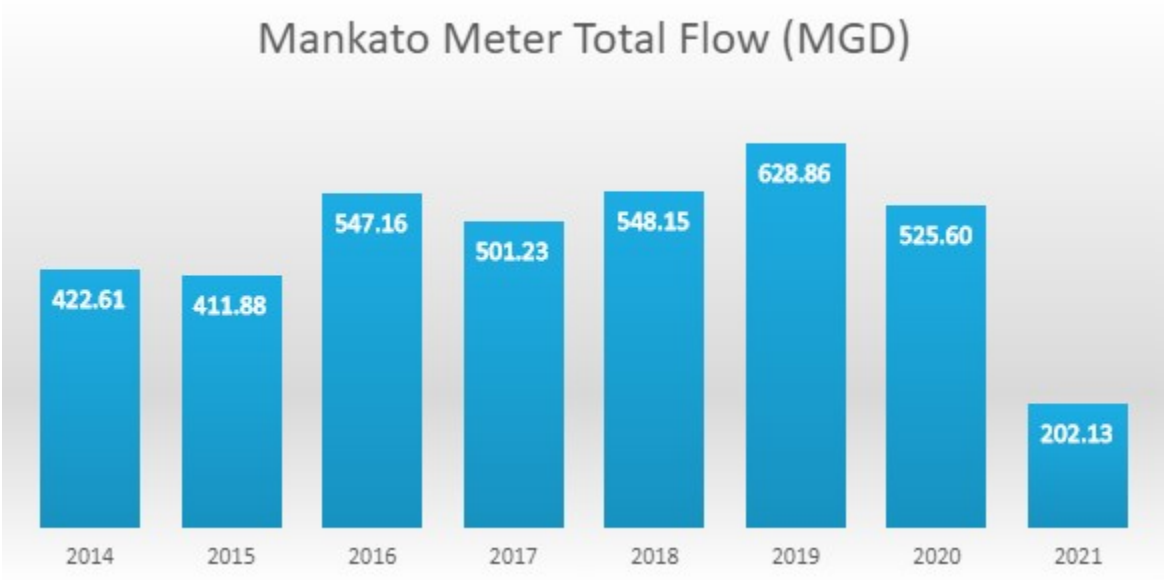
Gallons Distributed



Pumping Hours



Mankato Meter Total Flow (MGD)



GARBAGE UTILITY BILL BREAKDOWN

\$ Billed		Annual			
Garbage Sizes	Cost per Month	\$ Billed 2018	\$ Billed 2019	\$ Billed 2020	\$ Billed 2021 YTD
35 Gallons	\$9.00	\$ 91,278.00	\$ 95,994.00	\$ 98,505.00	\$ 40,950.00
65 Gallon	\$14.00	\$ 538,972.00	\$ 541,184.00	\$ 542,094.00	\$ 226,534.00
95 Gallon	\$19.00	\$ 126,046.00	\$ 130,226.00	\$ 136,952.00	\$ 58,824.00
Total:		\$ 756,296.00	\$ 767,404.00	\$ 777,551.00	\$ 326,308.00

Number of Carts Billed		Annual			
Garbage Sizes	Cost per Month	# Carts Billed 2018	# Carts Billed 2019	# Carts Billed 2020	# Carts Billed 2021 YTD
35 Gallons	\$9.00	10,142	10,666	10,945	4,550
65 Gallon	\$14.00	38,498	38,656	38,721	16,181
95 Gallon	\$19.00	6,634	6,854	7,208	3,096
Total:		55,274	56,176	56,874	23,827

2021											
January	February	March	April	May	June	July	August	September	October	November	December
\$ 8,154.00	\$ 8,154.00	\$ 8,190.00	\$ 8,217.00	\$ 8,235.00							
\$ 45,262.00	\$ 45,304.00	\$ 45,290.00	\$ 45,332.00	\$ 45,346.00							
\$ 11,761.00	\$ 11,799.00	\$ 11,723.00	\$ 11,704.00	\$ 11,837.00							
\$ 65,177.00	\$ 65,257.00	\$ 65,203.00	\$ 65,253.00	\$ 65,418.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2021											
January	February	March	April	May	June	July	August	September	October	November	December
906	906	910	913	915							
3,233	3,236	3,235	3,238	3,239							
619	621	617	616	623							
4,758	4,763	4,762	4,767	4,777	-	-	-	-	-	-	-

RECYCLE UTILITY BILL BREAKDOWN

\$ Billed				Annual			
Recycle Sizes	Cost per Month	As of 1/1/21		\$ Billed 2018	\$ Billed 2019	\$ Billed 2020	\$ Billed 2021 YTD
35 Gallons	\$7.00	\$8.00		\$ 47,565.00	\$ 47,579.00	\$ 47,488.00	\$ 18,472.00
65 Gallon	\$7.00	\$8.00		\$ 98,070.00	\$ 99,365.00	\$ 101,493.00	\$ 39,136.00
95 Gallon	\$7.00	\$8.00		\$ 240,947.00	\$ 242,837.00	\$ 245,056.00	\$ 93,680.00
Number of Carts Billed **				Annual			
Recycle Sizes	Cost per Month	As of 1/1/21		# Carts Billed 2018	# Carts Billed 2019	# Carts Billed 2020	# Carts Billed 2021 YTD
35 Gallons	\$7.00	\$8.00		6795	6797	6784	2309
65 Gallon	\$7.00	\$8.00		14010	14195	14499	4892
95 Gallon	\$7.00	\$8.00		34421	34691	35008	11710

January	February	March	April	May	June	July	August	September	October	November	December
\$ 4,608.00	\$ 4,608.00	\$ 4,624.00	\$ 4,632.00								
\$ 9,760.00	\$ 9,776.00	\$ 9,792.00	\$ 9,808.00								
\$ 23,416.00	\$ 23,424.00	\$ 23,408.00	\$ 23,432.00								
January	February	March	April	May	June	July	August	September	October	November	December
576	576	578	579								
1220	1222	1224	1226								
2927	2928	2926	2929								

WATER UTILITY BILL BREAKDOWN

# of Gallons Billed			Annual			
Water Rates	Minimum Bill	Cost Per 1,000 Gallons	2018 Gallons Billed	2019 Gallons Billed	2020 Gallons Billed	2021 Gallons Billed YTD
Residential (5/8"-11/4")	\$8.00-effective 1/1/17	\$3.43	205,685,129	194,650,356	220,202,702	88,113,643
Residential & Commercial 1 1/2"-3"	\$41.26-effective 1/1/17	\$3.43	41,159,650	46,160,040	40,079,310	16,877,190
Commercial 5/8"-11/4"	\$8.00-effective 1/1/17	\$3.43	20,528,180	20,446,080	19,946,470	8,636,080
Commercial 4"-6"	\$41.26-effective 1/1/17	\$3.43	3,412,950	3,411,450	6,700,490	1,004,900
Residential and Commercial Outside Meters	\$0.00	\$4.35	34,082,312	30,755,320	50,450,293	2,142,070
Rural Water (5/8"-11/4")	\$13.00-effective 1/1/17	\$4.43	913,880	901,620	938,100	74,890
Rural 1 1/2"-3"	\$46.26-effective 1/1/17	\$6.12	156,480	134,500	87,700	231,950
Multiple Dwelling Unit Rate per Unit	\$5.00	n/a	31,617,170	32,358,830	33,634,550	14,568,440

# of Properties Billed			Annual			
Water Rates	Minimum Bill	Cost Per 1,000 Gallons	2018 # Billed	2019 # Billed	2020 # Billed	2021 YTD
Residential (5/8"-11/4")	\$8.00-effective 1/1/17	\$3.43	58,745	59,248	59,769	25,115
Residential & Commercial 1 1/2"-3"	\$41.26-effective 1/1/17	\$3.43	823	865	865	366
Commercial 5/8"-11/4"	\$8.00-effective 1/1/17	\$3.43	1,990	1,969	1,934	801
Commercial 4"-6"	\$41.26-effective 1/1/17	\$3.43	60	50	47	15
Residential and Commercial Outside Meters	\$0.00	\$4.35	22,271	22,570	22,982	9,641
Rural Water (5/8"-11/4")	\$13.00-effective 1/1/17	\$4.43	205	212	214	88
Rural 1 1/2"-3"	\$46.26-effective 1/1/17	\$6.12	16	12	12	5
Multiple Dwelling Unit Rate per Unit	\$5.00	n/a	906	912	912	380

Average usage by class			Average Usage by Customer by Class			
Water Rates	Minimum Bill	Cost Per 1,000 Gallons	2018	2019	2020	2021 YTD
Residential (5/8"-11/4")	\$8.00-effective 1/1/17	\$3.43	3,501	3,285	3,684	3,508
Residential & Commercial 1 1/2"-3"	\$41.26-effective 1/1/17	\$3.43	50,012	53,364	46,334	46,113
Commercial 5/8"-11/4"	\$8.00-effective 1/1/17	\$3.43	10,316	10,384	10,314	10,782
Commercial 4"-6"	\$41.26-effective 1/1/17	\$3.43	56,883	68,229	142,564	66,993
Residential and Commercial Outside Meters	\$0.00	\$4.35	1,530	1,363	2,195	222
Rural Water (5/8"-11/4")	\$13.00-effective 1/1/17	\$4.43	4,458	4,253	4,384	851
Rural 1 1/2"-3"	\$46.26-effective 1/1/17	\$6.12	9,780	11,208	7,308	46,390
Multiple Dwelling Unit Rate per Unit	\$5.00	n/a	34,898	35,481	36,880	38,338

WATER UTILITY BILL BREAKDOWN

2021											
January	February	March	April	May	June	July	August	September	October	November	December
17,798,564	18,318,177	17,018,948	17,281,511	17,696,443							
3,171,790	3,356,190	3,409,690	3,360,710	3,578,810							
1,685,350	1,660,270	1,635,090	1,681,350	1,974,020							
190,250	191,800	178,880	220,330	223,640							
296,600	82,710	79,960	94,910	1,587,890							
62,890	1,700	700	4,700	4,900							
1,800	49,700	45,810	45,480	89,160							
2,957,900	2,840,970	2,696,720	3,090,390	2,982,460							
2021											
January	February	March	April	May	June	July	August	September	October	November	December
5,020	5,009	5,018	5,037	5,031							
73	73	73	73	74							
160	160	160	160	161							
3	3	3	3	3							
1,920	1,913	1,922	1,938	1,948							
17	17	17	19	18							
1	1	1	1	1							
76	76	76	76	76							

2021											
January	February	March	April	May	June	July	August	September	October	November	December
3,546	3,657	3,392	3,431	3,517							
43,449	45,975	46,708	46,037	48,362							
10,533	10,377	10,219	10,508	12,261							
63,417	63,933	59,627	73,443	74,547							
154	43	42	49	815							
3,699	100	41	247	272							
1,800	49,700	45,810	45,480	89,160							
38,920	37,381	35,483	40,663	39,243							

SEWER UTILITY BILL BREAKDOWN

Number of Accounts Billed				Annual (# of Accounts)			
Sewer Rates	Minimum Bill	Cost Per 1,000 Gallons	Description	2018	2019	2020	2021 YTD
0 Gal. to 2,250 Gal.	\$15.00 2018 & 2019 \$17.00-effective 1/1/20		# of Res/Comm Accounts paying base ONLY	19787	20818	16689	8847
2,251 Gal. and over cost per 1,000		\$6.35	# of Res/Comm accounts paying over base charge	41681	41283	35492	17525
Rural-0 Gal. to 2,250 Gal	\$17.00-effective 1/1/20		# of Rural accounts paying base only	89	83	66	32
Rural-2,251 Gal. and over cost per 1,000		\$7.45	# of Rural accounts paying over base charge	127	134	113	60

Amount Billed				Annual (\$)			
Sewer Rates	Minimum Bill	Cost Per 1,000 Gallons	Description	\$ Billed 2018	\$ Billed 2019	\$ Billed 2020	\$ Billed 2021 YTD
Comm & Res 0 Gal. to 2,250 Gal.	\$15.00 2018 & 2019 \$17.00-effective 1/1/20		Amount billed to Res/Comm Accounts paying base ONLY	\$ 296,805.00	\$ 312,270.00	\$ 283,713.00	\$ 150,399.00
2,251 Gal. and over cost per 1,000		\$6.35	Amount billed to Res/Comm accounts paying over base charge	\$ 1,798,763.33	\$ 1,818,391.14	\$ 1,643,099.46	\$ 809,483.07
Rural-0 Gal. to 2,250 Gal	\$17.00-effective 1/1/20		Amount billed to Rural accounts paying base ONLY	\$ 1,335.00	\$ 1,245.00	\$ 1,105.00	\$ 544.00
Rural-2,251 Gal. and over cost per 1,000		\$7.45	Amount billed to Rural accounts paying over base charge	\$ 5,836.99	\$ 5,866.02	\$ 5,350.30	\$ 1,772.30
Total							

Gallons Billed				Annual (gallons)			
Sewer Rates	Minimum Bill	Cost Per 1,000 Gallons	Description	2018	2019	2020	2021 YTD
Comm & Res 0 Gal. to 2,250 Gal.	\$15.00 2018 & 2019 \$17.00-effective 1/1/20		Residential/Commercial Billed under min.	9,372,036 119,696,390 21,540 424,231 129,514,197			
2,251 Gal. and over cost per 1,000		\$6.35	Residential/Commercial Billed over min.				
Rural-0 Gal. to 2,250 Gal	\$17.00-effective 1/1/20		Rural Billed under min				
Rural-2,251 Gal. and over cost per 1,000		\$7.45	Rural Billed over min.				
Total							

SEWER UTILITY BILL BREAKDOWN

2021											
January	February	March	April	May	June	July	August	September	October	November	December
1758	1708	1869	1786	1726							
3518	3572	3398	3478	3559							
6	7	5	8	6							
12	11	14	10	13							
5294	5298	5286	5282	5304	0	0	0	0	0	0	0
2021											
January	February	March	April	May	June	July	August	September	October	November	December
\$ 29,886.00	\$ 29,036.00	\$ 31,773.00	\$ 30,362.00	\$29,342.00							
\$ 162,627.71	\$ 165,558.13	\$ 155,787.97	\$ 159,161.81	\$ 166,347.45							
\$ 102.00	\$ 119.00	\$ 85.00	\$ 136.00	\$ 102.00							
\$ 434.22	\$ 359.09	\$ 33.64	\$ 288.31	\$ 657.04							
\$ 193,049.93	\$ 195,072.22	\$ 187,679.61	\$ 189,948.12	\$ 196,448.49	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

2021											
January	February	March	April	May	June	July	August	September	October	November	December
1,672,213	1,835,415	1,869,840	2,031,942	1,962,626							
24,047,961	24,491,012	23,022,028	23,519,219	24,616,170							
4,990	1,850	1,710	7,100	5,890							
57,900	195,681	44,100	38,380	88,170							
25,783,064	26,523,958	24,937,678	25,596,641	26,672,856	0.00	0.00	0.00	0.00	0.00	0.00	0.00

WATER & SEWER DEPARTMENT

Water Projects for May 2021

- 255 locate tickets using 101 hours of staff time.
- Auto water meter conversion up to 8% of all meters. 576 out of 7,336.
- 37 water shut-offs.
- Water distribution up 10% from April of 2021 and up 10% from May of 2020.

FINANCE DEPARTMENT

Finance Department Summary						
	YEARLY GOAL	THIS MONTH	LAST MONTH	LAST YEAR	YEARLY TOTAL	% YEARLY GOAL
Cash and Investments	\$ 9,100,000	\$ 10,378,341	\$ 11,025,612	\$ 6,877,541	\$ 11,011,772	121%
Existing Loans (dollar amount)	\$ 1,000,000	\$ 637,935	\$ 640,727	\$ 1,017,609	\$ 646,994	65%
Hotel/Motel Tax	\$ 35,000	\$ -	\$ -	\$ 1,631	\$ 2,420	7%
Food & Beverage Tax	\$ 45,000	\$ 3,461	\$ 3,721	\$ 1,032	\$ 10,362	23%
Local Option Sales Tax	\$ 600,000	\$ 66,713	\$ 51,649	\$ 48,939	\$ 225,630	38%
Employment Information/ Payroll						
Health Benefit Enrollment	48	49	49	52	48	101%
Total Number of Pay Periods	26	2	2	2	10	38%
Timecards Processed	2450	174	155	150	755	31%
Accounts Payable & Receivable						
Accounts Payable (# Invoices)	10000	793	536	743	3,364	34%
Accounts Receivable (# Invoices)	450	35	84	26	265	59%
Cash Reciepts Processed	51,000	4,131	4,320	3,793	20,889	41%
Utility Billing & Meters						
# Utility Bills Mailed Out	65,000	5,455	5,473	5,426	27,287	42%
# Utility Bills Emailed Out	400	37	-	-	37	9%
Late Payment Notices Sent	na		100			N/A
Late Reading Notices Sent	na		88			N/A
Auto Pay Enrollment	120	17	17	0	116	97%
Water Meters Issued (New)	100	4	18	0	28	28%
Water Meters Replaced	100	10	13	11	46	46%
Waiting List for Meters	0	3	2	5	2	N/A
Meters Yet to Be Replaced	0	6,840	6,852	5	6840	N/A
Mail Items Processed	15,000	755	1,108	11	4,886	33%
Rate Class Water Revenue	\$ 1,850,000	\$ 150,856	\$ 140,719	\$ 7,387	\$ 712,954	39%
Rate Class Sewer Revenue	\$ 2,544,000	\$ 218,487	\$ 214,281	\$ 1,003	\$ 1,061,995	42%
Rate Class Recycling Revenue	\$ 429,000	\$ 37,967	\$ 37,852	\$ 142,054	\$ 188,208	44%
Rate Class Storm Revenue	\$ 452,000	\$ 38,052	\$ 38,018	\$ 206,305	\$ 190,017	42%
Rate Class Solid Waste Revenue	\$ 750,000	\$ 64,267	\$ 64,098	\$ 32,927	\$ 318,887	43%

FINANCE DEPARTMENT

Finance Department Summary

	YEARLY GOAL	THIS MONTH	LAST MONTH	LAST YEAR	YEARLY TOTAL	% YEARLY GOAL
Garbage						
Garbage Carts (Swapped & New)	180	18	17	63,506	83	46%
Billed By City - Garbage 35G	11000	915	913	913	4,550	41%
Billed By City - Garbage 65G	39000	3,239	3,238	3,228	16,181	41%
Billed By City - Garbage 95G	7200	623	621	590	3,101	43%
Billed By City - Valet Service	50	4	4	4	22	44%
Billed By West Central - Garbage 35G	11100	925	921	918	4,592	41%
Billed By West Central - Garbage 65G	38200	3,185	3,184	3,178	15,920	42%
Billed By West Central - Garbage 95G	7500	650	650	623	3,243	43%
Billed By West Central - Valet Service	60	4	4	4	22	37%
Bag Tags Issued	350	35	9	-	97	28%
Bag Tags Billed By West Central	350	35	9	-	97	28%
Recycling						
Billed By City - Recycle	55000	4,618	4,615	4,570	23,041	42%
Billed By City - Valet Service	50	4	4	4	20	40%
Billed By West Central - Recycle 35G	7000	580	579	575	2,889	41%
Billed By West Central - Recycle 65G	14500	1,229	1,226	1,207	6,121	42%
Billed By West Central - Recycle 95G	35000	2,931	2,929	2,917	14,641	42%
Billed By West Central - Valet Service	60	4	4	4	20	33%
Licenses, Permits & Rentals						
Dog Licenses (# Issued)	220	14	10	4	80	36%
Audio Permits (# Issued)	30	5	3	0	21	70%
Community Room Rentals	50	1	4	2	13	26%
Park Reservations	80	28	43	2	93	116%
Transportation						
Fixed Route	13000	521	449	572	2,751	21%
Mobility	1500	195	264	49	967	64%
Flex Route Rides	1000	223	220	-	-	0%
Ruby Rides	4800	350	345	-	1,639	34%
Times "Fast" Electric Charger Used	100	-	8	5	29	29%
Times "Slow" Electric Charger Used	250	-	-	18	30	12%
Revenue from Electric Charger	\$ 1,000.00	\$ -	\$ 47.40	43	\$ 349.78	35%
Solar Power						
Total Savings	\$ 15,000.00	\$ -	\$ 5,241.78	\$1,241.40	\$ 7,914.94	53%

To: John Harrenstein, City Administrator
From: Kevin McCann, Finance Director
Subject: May Monthly Financial Report
Date: June 23, 2021
Cc:

The following financial report offers a year-to-date overview of the financial activities of North Mankato through the end of May. The monthly financial summary includes all city funds within the City of North Mankato. The monthly financial summary includes budget to actual comparisons of expenditures and revenues with projected changes in cash balances for each fund. This analysis highlights certain funds to identify overall trends and how the city is adhering to the budget as the year progresses. With the audit completed, the beginning cash balances have been updated.

Expenditures

With May ending, we are 42% through the year. Total spending for the entire City is 34% of budget. For the **General Fund**, overall spending is 41% for the year. Certain departments above 42% include **City Attorney** due to expenses related to the Borchardt litigation. **Transfers Out** due to the \$750,000 transfer to the Caswell Softball Complex Project. The General Fund will be reimbursed as part of an upcoming bond issuance.

Certain departments under 42% include **Fire** due to the firefighter pay issued later in the year. **Streets** due to the timing of street maintenance activities that occur in the summer. **Parks** due to the timing of the majority of park maintenance activities that occur in the summer. **Public Access** due to the timing of the quarterly payments for the service. **Non-Departmental** due to budgeted expenses that are not planned until the summer.

Caswell Fund activity didn't start to pick up until the end of April.

New funds were created for youth **Football** and the **Swim Facility**. **Football** includes the purchase of the jerseys, down payment on new helmets, and payroll. **Swim Facility** has had minimal expenditure activity until opening Memorial Weekend. Season pass and swimming revenue lessons have been coming in since the winter.

Library Endowment has minimal activity until the spring when activity picks up again.

Local Option Sales Tax Fund consists of transfers to the sales tax debt service fund that are made monthly.

Port Authority General Fund includes member pay, legal expenses for loan documents, audit fees, REDA dues, and budgeted debt service transfers.

Capital Facilities and Equipment Replacement Fund includes a new parks mower for \$98,367, new police radios for \$26,457, turf seeder for \$14,968, and squad car equipment for \$9,622.

Joint Economic Development Funds includes the first half of property tax payments for Port Authority land in the North Port Industrial Park. If there are no land sales in 2021, transfers may be needed from other funds to maintain a positive cash balance.

TIF District Funds includes decertifying TIF districts, TIF payments, and budgeted transfers.

Debt Service Funds most debt service payments are made in February and August.

Construction Funds include the Harrison Ave. and Cliff Court street projects and Caswell Park Improvements for 2021 and wrapping up old projects including Monroe Ave., Dakota Meadows Safe Routes to School/Howard Dr., and Countryside Dr. from 2020 and Commerce Dr. from 2019. There has been minimal activity in the construction funds until late May.

Charitable Gambling includes all 2021 donations made at the beginning of the year.

Revenues

Overall revenue for the entire City is at 20% of the budget. Revenues for the **General Fund** are 8% for the year. As you are aware, the City's two main sources of funding: property taxes and local government aid (LGA) come twice per year. We receive the first half of taxes in June and the first half of LGA in July. We receive the second half payments for each of these in December.

Port Authority General Fund and TIF District revenue comes in two payments in June and December.

Utility Funds

Overall, **expenditures** for the utility funds are on pace to be within budget.

In general, utility fund **revenues** are tracking to be at or slightly above budget. **Storm Water** includes a \$255,000 FEMA reimbursement for the 2019 spring flooding repairs.

Projects

The active projects are shown on the second page of the financial report.

CITY OF NORTH MANKATO 2021 BUDGET MONITORING 31-May-21 42%														
% of Year														
		EXPENDITURES				REVENUES				NET	CASH			
Fund #	Budgeted Funds	2021 AMENDED Budget	2021 Actual Expenditures	Difference	% Exp. Budget Expended	2021 AMENDED Budget	2021 Actual Revenues	Difference	% Rev. Budget Collected	Revenues Over/(Under) Expenditures	2021 Beginning Cash Balance	2021 Projected Year End Cash Balance	% of Actual Expenditures	Beginning vs. Ending Cash Balance
	Program Type Revenues													
	Franchise Taxes - Benco					\$ 110,000	\$ 36,787	\$ (73,213)	33%					
	Franchise Taxes - CenterPoint					\$ 104,000	\$ 26,869	\$ (77,131)	26%					
	Franchise Taxes - Charter					\$ 125,000	\$ 38,488	\$ (86,512)	31%					
	Franchise Taxes - Consolidated					\$ 37,000	\$ -	\$ (37,000)	0%					
	Franchise Taxes - Xcel					\$ 125,000	\$ 31,488	\$ (93,512)	25%					
	Property & Other Taxes					\$ 5,313,162	\$ 23,624	\$ (5,289,538)	0%					
	Special Assessments					\$ 12,200	\$ -	\$ (12,200)	0%					
	License & Permits					\$ 476,295	\$ 174,683	\$ (301,612)	37%					
	Intergovernmental					\$ 2,340,411	\$ 125,012	\$ (2,215,399)	5%					
	Charges for Services					\$ 159,037	\$ 79,259	\$ (79,778)	50%					
	Fines & Forfeits					\$ 26,000	\$ 7,004	\$ (18,996)	27%					
	Miscellaneous					\$ 102,170	\$ 78,551	\$ (23,619)	77%					
	Proprietary Revenue					\$ 5,000	\$ -	\$ (5,000)	0%					
	Other Financing Sources					\$ 266,750	\$ 109,063	\$ (157,687)	41%					
101	General Fund by Department													
	Legislative	\$ 53,701	\$ 19,452	\$ 34,249	36%									
	General Government	\$ 699,191	\$ 277,109	\$ 422,082	40%									
	Attorney	\$ 115,816	\$ 61,865	\$ 53,951	53%									
	Police	\$ 2,181,989	\$ 796,277	\$ 1,385,712	36%									
	Fire	\$ 361,457	\$ 64,170	\$ 297,287	18%									
	Streets	\$ 1,998,112	\$ 545,248	\$ 1,452,864	27%									
	Maintenance & Equipment	\$ 299,940	\$ 101,182	\$ 198,758	34%									
	Street Lighting	\$ 375,488	\$ 116,909	\$ 258,579	31%									
	Parks	\$ 889,255	\$ 259,680	\$ 629,575	29%									
	Library	\$ 612,682	\$ 227,334	\$ 385,348	37%									
	Bookmobile	\$ 103,229	\$ 34,760	\$ 68,469	34%									
	Community Development	\$ 629,563	\$ 214,377	\$ 415,186	34%									
	Public Access	\$ 54,800	\$ 11,625	\$ 43,175	21%									
	Non-Departmental	\$ 74,500	\$ 18,530	\$ 55,970	25%									
	Area Agency Disbursements	\$ 230,250	\$ 84,917	\$ 145,333	37%									
	Transfers Out	\$ 423,750	\$ 922,396	\$ (498,646)	218%									
	General Fund Totals	\$ 9,103,723	\$ 3,755,831	\$ 5,347,892	41%	\$ 9,202,025	\$ 730,829	\$ (8,471,196)	8%	\$ (3,025,001)	\$ 3,762,341	\$ 3,860,643	42.4%	\$ 98,302
201	Caswell Sports	\$ 547,123	\$ 158,864	\$ 388,259	29%	\$ 560,887	\$ 210,759	\$ (350,128)	38%	\$ 51,896	\$ 70,279	\$ 84,043	15.4%	\$ 13,764
202	Football	\$ 113,533	\$ 75,932	\$ 37,601	67%	\$ 114,500	\$ 53,949	\$ (60,551)	47%	\$ (21,983)	\$ 100,000	\$ 100,967	88.9%	\$ 967
203	Swim Facility	\$ 365,797	\$ 50,506	\$ 315,291	14%	\$ 366,268	\$ 121,533	\$ (244,735)	33%	\$ 71,027	\$ -	\$ 471	0.1%	\$ 471
213	Library Endowment	\$ 53,250	\$ 11,551	\$ 41,699	22%	\$ 53,250	\$ 21,349	\$ (31,901)	40%	\$ 9,798	\$ 59,563	\$ 59,563	111.9%	\$ -
221	Local Option Sales Tax Fund	\$ 299,850	\$ 143,349	\$ 156,501	48%	\$ 600,000	\$ 225,630	\$ (374,370)	38%	\$ 82,281	\$ 337,226	\$ 637,376	212.6%	\$ 300,150
228	Port Authority General Fund	\$ 94,590	\$ 41,707	\$ 52,883	44%	\$ 92,088	\$ -	\$ (92,088)	0%	\$ (41,707)	\$ 132,506	\$ 130,004	137.4%	\$ (2,502)
229	Port Authority Federal Revolving F	\$ -	\$ 175	\$ (175)		\$ 27,599	\$ 10,730	\$ (16,869)	39%	\$ 10,555	\$ 1,070,262	\$ 1,097,861		\$ 27,599
230	Capital Facilities and Equipment R	\$ 458,594	\$ 149,414	\$ 309,180	33%	\$ 413,500	\$ 181,458	\$ (232,042)	44%	\$ 32,044	\$ 399,433	\$ 354,339	77.3%	\$ (45,094)
234	Port Authority Local Revolving Loa	\$ 29,100	\$ -	\$ 29,100	0%	\$ 2,619	\$ 557	\$ (2,062)	21%	\$ 557	\$ 57,189	\$ 30,708	105.5%	\$ (26,481)
240	Joint Economic Development Fund	\$ 62,000	\$ 16,638	\$ 45,362	27%	\$ 11,594	\$ 12,358	\$ 764	107%	\$ (4,280)	\$ 3,997	\$ (46,409)	-74.9%	\$ (50,406)
250-263	TIF Funds	\$ 468,180	\$ 102,967	\$ 365,213	22%	\$ 456,429	\$ -	\$ (456,429)	0%	\$ (102,967)	\$ 324,730	\$ 312,979	66.9%	\$ (11,751)
300s	Debt Service Funds	\$ 2,787,269	\$ 1,761,313	\$ 1,025,956	63%	\$ 3,217,911	\$ 209,796	\$ (3,008,115)	7%	\$ (1,551,517)	\$ 2,394,394	\$ 2,825,036	101.4%	\$ 430,642
400s	Construction Funds	\$ 2,351,000	\$ (106,799)	\$ 2,457,799	-5%	\$ 2,351,000	\$ -	\$ (2,351,000)	0%	\$ 106,799	\$ 739,330	\$ 739,330	31.4%	\$ -
601	Water Utility	\$ 1,924,082	\$ 482,875	\$ 1,441,207	25%	\$ 2,089,100	\$ 805,811	\$ (1,283,289)	39%	\$ 322,935	\$ 955,621	\$ 1,120,639	58.2%	\$ 165,018
602	Sewer Utility	\$ 2,548,065	\$ 494,772	\$ 2,053,293	19%	\$ 2,566,100	\$ 1,075,623	\$ (1,490,477)	42%	\$ 580,852	\$ 1,362,249	\$ 1,380,284	54.2%	\$ 18,035
603	Recycling	\$ 526,401	\$ 223,433	\$ 302,968	42%	\$ 542,900	\$ 236,907	\$ (305,993)	44%	\$ 13,474	\$ 122,031	\$ 138,530	26.3%	\$ 16,499
604	Storm Water	\$ 447,504	\$ 101,963	\$ 345,541	23%	\$ 517,000	\$ 485,516	\$ (31,484)	94%	\$ 383,553	\$ -	\$ 383,553	85.7%	\$ 383,553
651	Solid Waste	\$ 826,441	\$ 262,166	\$ 564,275	32%	\$ 824,138	\$ 350,386	\$ (473,752)	43%	\$ 88,220	\$ 10,589	\$ 8,286	1.0%	\$ (2,303)
863	Drug Task Force			\$ -			\$ -	\$ -		\$ -	\$ 229	\$ 229		\$ -
864	Charitable Gambling	\$ 20,700	\$ 22,500	\$ (1,800)	109%	\$ 32,067	\$ 21,295	\$ (10,772)	66%	\$ (1,205)	\$ 64,815	\$ 76,182	368.0%	\$ 11,367
865	Tactical Response	\$ -	\$ 39,826	\$ (39,826)			\$ 24,000	\$ 24,000		\$ (15,826)	\$ 20,523	\$ 20,523		\$ -
	Total Non 101 Fund	\$ 13,444,149	\$ 3,906,713	\$ 9,537,436	29%	\$ 14,358,182	\$ 3,872,176	\$ (10,486,006)	27%	\$ (34,537)	\$ 8,124,966	\$ 9,353,057	69.6%	\$ 1,228,090
	Grand Totals	\$ 22,547,872	\$ 7,662,543	\$ 14,497,069	34%	\$ 23,560,207	\$ 4,603,005	\$ (18,607,074)	20%	\$ (3,059,538)	\$ 11,887,307	\$ 13,213,700	58.6%	\$ 1,327,830

	North Mankato Bank Balances													
	January 2021	February 2021	March 2021	April 2021	May 2021	June 2021	July 2021	August 2021	September 2021	October 2021	November 2021	December 2021	YTD Interest	Est. Total Interest
Frandsen Bank Checking	\$322,659	\$357,419	\$328,860	\$330,118	\$323,412								\$26	\$63
Frandsen Bank Investment	\$69,212	\$69,215	\$69,217	\$69,219	\$69,221								\$11	\$27
Frandsen Bank MII Select	\$17,474	\$14,397	\$11,890	\$11,266	\$12,267								\$1	\$1
Frandsen ICS Sweep Account	\$4,026,085	\$1,776,132	\$1,476,176	\$2,226,228	\$1,576,279								\$298	\$715
Oppenheimer Investment	\$724,985	\$724,650	\$725,420	\$726,676	\$726,676								-\$4,647	\$0
Pioneer Bank - ICS	\$1,054,690	\$1,060,737	\$1,066,803	\$1,072,867	\$1,078,990								\$1,081	\$2,594
Pioneer Bank - Revolving Loan	\$250,054	\$250,049	\$250,054	\$250,052	\$250,054								\$259	\$621
Pioneer Bank Checking	\$6,004,055	\$6,005,206	\$6,006,481	\$6,007,716	\$6,008,991								\$6,211	\$14,906
RBC Wealth Management	\$330,774	\$330,069	\$332,146	\$331,469	\$332,451								\$971	\$1,200
	\$12,799,988	\$10,587,874	\$10,267,047	\$11,025,612	\$10,378,341	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,210	\$20,127
	January 2020	February 2020	March 2020	April 2020	May 2020	June 2020	July 2020	August 2020	September 2020	October 2020	November 2020	December 2020	YTD Interest	Est. Total Interest
Frandsen Bank Checking	\$365,330	\$323,669	\$384,299	\$313,500	\$343,443	\$330,450	\$345,029	\$358,863	\$338,985	\$330,731	\$366,424	\$345,601	\$65	\$65
Frandsen Bank Investment	\$69,167	\$69,173	\$69,170	\$69,176	\$69,182	\$69,189	\$69,195	\$137,195	\$69,203	\$69,205	\$69,208	\$69,210	\$79	\$79
Frandsen Bank MII Select	\$20,897	\$15,132	\$12,848	\$12,933	\$13,678	\$14,420	\$16,347	\$19,197	\$19,871	\$21,201	\$19,263	\$22,706	\$2	\$2
Frandsen ICS Sweep Account	\$6,870,850	\$4,776,572	\$4,554,091	\$4,517,469	\$4,367,864	\$6,668,060	\$7,968,381	\$6,868,700	\$7,119,024	\$6,269,197	\$375,896	\$4,275,981	\$19,818	\$19,818
Oppenheimer Investment	\$713,667	\$714,980	\$718,139	\$722,110	\$722,830	\$723,580	\$723,748	\$723,926	\$724,034	\$724,046	\$724,086	\$724,923	\$12,510	\$12,510
4M Money Market Fund	\$3,681	\$3,684	\$0										\$9	\$9
Pioneer Bank - ICS	\$747,689	\$754,862	\$763,785	\$773,273	\$779,281	\$786,870	\$794,465	\$802,063	\$809,657	\$817,256	\$826,436	\$832,455	\$4,228	\$4,228
Pioneer Bank - Revolving Loan	\$250,373	\$250,349	\$250,373	\$250,052	\$250,054	\$250,052	\$250,054	\$250,054	\$250,052	\$250,054	\$250,052	\$250,054	\$1,562	\$1,562
Pioneer Bank Checking									\$2,000,177	\$2,000,602	\$6,001,506	\$6,002,780	\$2,781	\$2,781
RBC Wealth Management	\$319,699	\$320,893	\$324,102	\$327,630	\$331,210	\$330,657	\$330,172	\$331,094	\$331,874	\$331,241	\$332,101	\$331,480	\$11,747	\$11,747
	\$9,361,354	\$7,229,314	\$7,076,806	\$6,986,145	\$6,877,541	\$9,173,279	\$10,497,391	\$9,491,092	\$11,662,878	\$10,813,533	\$8,964,972	\$12,855,191	\$52,800	\$52,800

North Mankato Bank Interest														
	January 2021	February 2021	March 2021	April 2021	May 2021	June 2021	July 2021	August 2021	September 2021	October 2021	November 2021	December 2021	YTD Interest	Est. Total Interest
Frandsen Bank Checking	\$ 5.13	\$ 4.84	\$ 5.97	\$ 5.24	\$ 4.93								\$ 26.11	\$63
Frandsen Bank Investment	\$ 2.20	\$ 2.12	\$ 2.50	\$ 2.28	\$ 2.12								\$ 11.22	\$27
Frandsen Bank MII Select	\$ 0.17	\$ 0.12	\$ 0.12	\$ 0.09	\$ 0.09								\$ 0.59	\$1
Frandsen ICS Sweep Account	\$ 104.01	\$ 46.13	\$ 43.97	\$ 52.66	\$ 51.23								\$ 298.00	\$715
Oppenheimer Investment	\$ 61.95	\$ (334.98)	\$ (5,630.57)	\$ 1,256.65	\$ -								\$ (4,646.95)	\$0
Pioneer Bank - ICS	\$ 202.79	\$ 203.15	\$ 226.17	\$ 220.12	\$ 228.73								\$ 1,080.96	\$2,594
Pioneer Bank - Revolving Loan	\$ 53.08	\$ 47.95	\$ 53.08	\$ 51.37	\$ 53.08								\$ 258.56	\$621
Pioneer Bank Checking	\$ 1,274.56	\$ 1,151	\$ 1,275	\$ 1,234	\$ 1,276								\$ 6,210.92	\$14,906
RBC Wealth Management	\$ (705.84)	\$ (704.84)	\$ 2,077.44	\$ (677.42)	\$ 981.64								\$ 970.98	\$1,200
	\$998.05	\$415.95	-\$1,946.24	\$2,145.20	\$2,597.43	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,210.39	\$20,127.26
	January 2020	February 2020	March 2020	April 2020	May 2020	June 2020	July 2020	August 2020	September 2020	October 2020	November 2020	December 2020	YTD Interest	Est. Total Interest
Frandsen Bank Checking	\$ 5.48	\$ 4.97	\$ 5.75	\$ 5.26	\$ 5.10	\$ 5.72	\$ 5.35	\$ 5.55	\$ 5.36	\$ 5.32	\$ 5.52	\$ 5.37	\$ 64.75	\$65
Frandsen Bank Investment	\$ 6.46	\$ 5.84	\$ 6.67	\$ 6.25	\$ 6.05	\$ 6.67	\$ 6.46	\$ 9.86	\$ 17.96	\$ 2.28	\$ 2.35	\$ 2.35	\$ 79.20	\$79
Frandsen Bank MII Select	\$ 0.19	\$ 0.13	\$ 0.12	\$ 0.10	\$ 0.11	\$ 0.12	\$ 0.13	\$ 0.15	\$ 0.16	\$ 0.17	\$ 0.17	\$ 0.18	\$ 1.73	\$2
Frandsen ICS Sweep Account	\$ 9,400.82	\$ 5,721.94	\$ 2,408.65	\$ 377.83	\$ 394.87	\$ 196.45	\$ 321.19	\$ 318.66	\$ 324.28	\$ 172.81	\$ 95.03	\$ 85.54	\$ 19,818.07	\$19,818
Oppenheimer Investment	\$ 1,253.92	\$ 1,312.69	\$ 3,156.85	\$ 3,973.60	\$ 719.45	\$ 750.11	\$ 168.01	\$ 177.85	\$ 108.44	\$ 12.18	\$ 39.66	\$ 837.09	\$ 12,509.85	\$12,510
4M Money Market Fund	\$ 5.23	\$ 3.79	\$ -										\$ 9.02	\$9
Pioneer Bank - ICS	\$ 1,104.75	\$ 1,046.48	\$ 569.33	\$ 158.11	\$ 165.08	\$ 161.29	\$ 168.38	\$ 169.78	\$ 165.98	\$ 173.19	\$ 168.82	\$ 176.43	\$ 4,227.62	\$4,228
Pioneer Bank - Revolving Loan	\$ 371.58	\$ 347.60	\$ 371.58	\$ 51.37	\$ 53.08	\$ 51.37	\$ 53.08	\$ 53.08	\$ 51.37	\$ 53.08	\$ 51.37	\$ 53.08	\$ 1,561.64	\$1,562
Pioneer Bank Checking									\$ 178.08	\$ 424.69	\$ 904.23	\$ 1,274.29	\$2,781	\$2,781
RBC Wealth Management	\$ (33.51)	\$ 1,193.76	\$ 3,208.95	\$ 3,528.12	\$ 3,579.67	\$ (552.86)	\$ (485.00)	\$ 922.16	\$ 779.66	\$ (632.84)	\$ 860.52	\$ (621.84)	\$ 11,746.79	\$11,747
	\$12,114.92	\$9,637.20	\$9,727.90	\$8,100.64	\$4,923.41	\$618.87	\$237.60	\$1,657.09	\$1,631.29	\$210.88	\$2,127.67	\$1,812.49	\$52,799.96	\$52,800

NORTH MANKATO STATS 2017 - 2021

2021

	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTALS
FIXED ROUTE RIDERSHIP	925	398	458	449	521								2,751
FIXED ROUTE HOURS	220.00	90.00	103.50	99.00	90.00								602.50
MOBILITY RIDERSHIP	107	157	244	264	195								967
MOBILITY HOURS	53.5	78.5	122	132	97.5								483.50
FLEX RIDERSHIP	0	179	251	220	223								873.00
FLEX HOURS	0	120	138	132	121.25								511.25

2020

	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTALS
FIXED ROUTE RIDERSHIP	1,471	1,393	1,004	605	572	669	859	728	1,147	1,371	1,119	1,071	12,009
FIXED ROUTE HOURS	242	220	242	242	220	242	253	231	231	242	220	242	2,827.00
MOBILITY RIDERSHIP	157	173	124	52	49	49	89	93	124	134	127	108	1,279
MOBILITY HOURS	78.5	86.5	62	26	24.5	24.5	44.5	46.5	62	67	63.5	54	639.50

2019

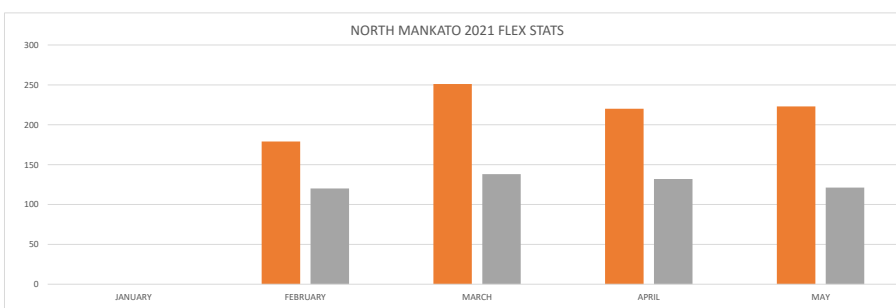
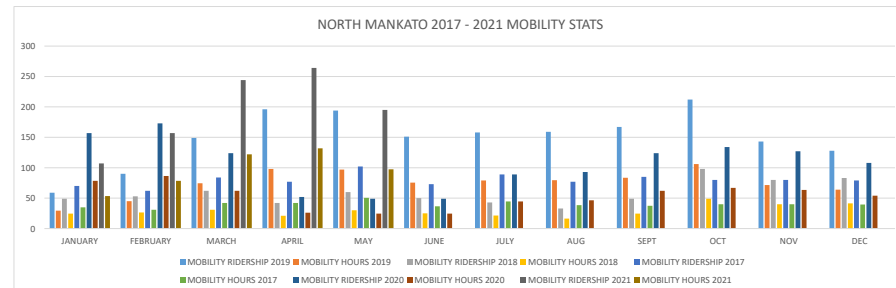
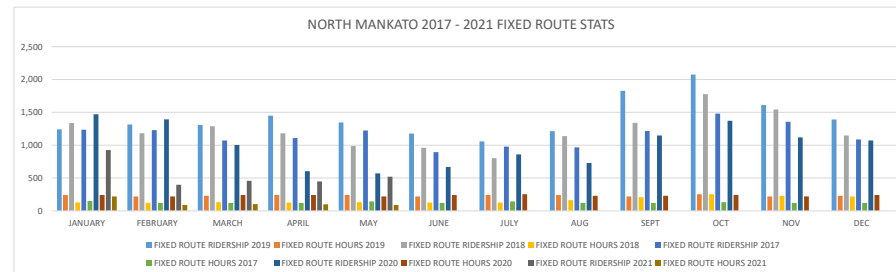
	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTALS
FIXED ROUTE RIDERSHIP	1,242	1,316	1,308	1,450	1,346	1,177	1,058	1,214	1,827	2,075	1,611	1,391	17,015
FIXED ROUTE HOURS	242	220	231	242	242	220	242	242	220	253	220	231	2,805.00
MOBILITY RIDERSHIP	59	90	149	196	194	151	158	159	167	212	143	128	1,806
MOBILITY HOURS	29.5	45	74.5	98	97	75.5	79	79.5	83.5	106	71.5	64	903.00

2018

	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTALS
FIXED ROUTE RIDERSHIP	1,337	1,181	1,289	1,181	987	960	803	1,139	1,340	1,778	1,544	1,147	14,686
FIXED ROUTE HOURS	129	120	132	126	132	126	126	163	209	253	231	220	1,966.50
MOBILITY RIDERSHIP	49	53	62	42	60	50	43	33	49	98	80	83	702
MOBILITY HOURS	24.5	26.5	31	21	30	25	21.5	16.5	24.5	49	40	41.5	351.00

2017

	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTALS
FIXED ROUTE RIDERSHIP	1,235	1,229	1,072	1,109	1,223	894	978	967	1,217	1,481	1,356	1,087	13,848
FIXED ROUTE HOURS	150	120	120	120	144	120	144	120	120	132	120	120	1,530.00
MOBILITY RIDERSHIP	70	62	84	77	102	73	89	77	85	80	80	79	958
MOBILITY HOURS	35	31	42	42	50.5	36.5	44.5	38.5	37.5	40	40	39.5	477.00





NORTH MANKATO MUNICIPAL SERVICE – MAY 2021

PROJECT SUMMARY

REPORT DATE	PROJECT NAME	PREPARED BY
June 5, 2021	Municipal Transportation	Jeff Ericson

STATUS SUMMARY

Operations were normal for the month.

36 unique users took trips that qualified for this plan (+11)

350 qualifying trips were taken by those users (+5)

1 trip was cancelled by driver with passenger no-show

0 trips were cancelled for unknown reason by passenger and is not included in total.

1 trip was mis-entered by dispatch, which resulted in a missed pickup. Lead driver was contacted and passenger was picked up 20 minutes late.

PROJECT OVERVIEW

TASK	% DONE	DUE DATE	DRIVER	NOTES
Hiring	0	6/15/2021		Looking for regional manager
Report Update	75	6/5/2021		Heatmap done, distribution histogram.

BUDGET OVERVIEW

CATEGORY	SPENT	% OF TOTAL	ON TRACK?	NOTES
350 Tier one trips completed				
Marketing	0			Will launch with new mobile app launch

RISK AND ISSUE HISTORY

ISSUE

ASSIGNED TO

DATE

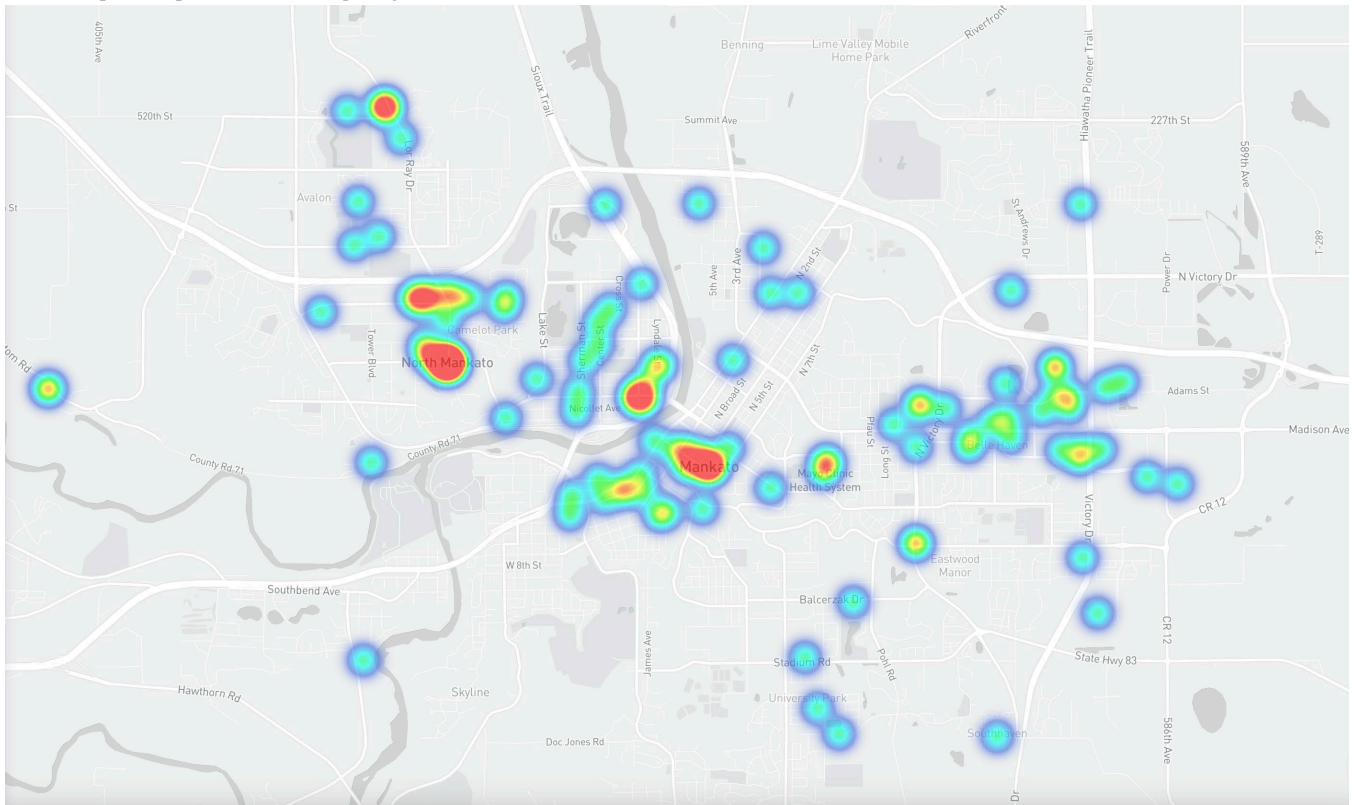
Trip mis-entered

Driver ratings – none collected this month.

*Updated report will include more granular data including average wait time and maximum wait times.

DATA

Heat Map of trips taken during May 2021



Trip Histogram

