

Pursuant to due call and notice thereof, a Council Workshop of the North Mankato City Council was held in the Council Chambers of the Municipal Building on November 14, 2011. Mayor Dehen called the meeting to order at 6 p.m. The following were present for the meeting: Mayor Dehen, Council Members Norland, Steiner, Schindle and Freyberg, Administrator Sande, Finance Director Thorne and City Clerk Gehrke.

### **Continuation of 2012 Budget Discussion**

Administrator Sande distributed a letter from Senator Kathy Sheran recapping the impact of the Legislature removing the Market Value Homestead Credit.

Administrator Sande presented the report from the Sports Institute outlining the research they conducted regarding selling advertisements at Caswell Park to enhance revenues. The report concluded that approximately 6-8 signs would be sold in the first year with a projected profit of \$4,000. Council Member Schindle stated because of the large number of people visiting Caswell Park, he believes we could sell more advertising.

Administrator Sande reported staff has prepared a list of proposed budget adjustments which are included in three sections. Section 3 totals \$60,000 and is a list of budget reductions that were prepared by the departments in response to the Council's request. Section 2 lists the budget reductions drawn from the original list submitted by the staff and total \$147,000. Section 1 includes Council Member Freyberg's net reductions in the amount of \$11,700. He reviewed each section in detail reporting that crossing guards, Twin Rivers Council for the Arts, Summit Center and Mass Transit were not reduced. The recommendation for the swim facility is to reduce pool hours and staff.

Council Member Schindle questioned the limited savings of \$5,000 in snow removal by calling snow emergencies. Some discussion was held regarding the price of diesel fuel and gasoline. Council Member Norland asked if the library is comfortable dropping summer reading by \$3,500. Administrator Sande reported the Library Director provided an additional list of cuts because of the decrease in funding to the Library from Nicollet County. Administrator Sande reported *Friends of the Library* may step up to help with the summer reading program. Administrator Sande reported that all changes are predicated on a 7.5% levy level. Mayor Dehen reported that \$9,000 could be added back into the total amount cut from the proposed budget and still remain at the 7.5% levy level.

Council Member Freyberg stated it was important to know why he used the 2011 Budget to consider the cuts he made. He reported he believes it is important to compare actuals versus projections. Administrator Sande stated the October 31, 2011 reports have been completed and will be made available to the Council. Mayor Dehen asked staff to go through the budget line item by line item to discern if cuts could be made in other areas.

Administrator Sande recapped the list of proposed revenue enhancements reporting license fees, building permit fees and street lighting user fees were not proposed at this time. Possible revenue enhancements listed were signage at Caswell Park, increase in the rental fees and increases in the park shelter rental and community room rental, for a total proposed increase

in revenue of \$16,000. He reported the proviso is that no one knows what to expect from the State Budget on June 30, 2012.

Mayor Dehen stated he felt we should keep the levy level at 7.5%. Council Member Schindle stated he would not be opposed to making additional cuts. Council Member Steiner stated he felt the budget was very close to its final form. Council Member Norland thanked the staff for their work on the budget.

Signage at Caswell Park will be listed as an agenda item at the next Council meeting. A report of the attendance at Caswell Park will be made available for this meeting.

Administrator Sande reported the City of North Mankato received the James Farrell award from ASA for hosting four the highest rated tournaments in 2011.

Council Member Freyberg asked about the amount of the reserves that was used to balance the 2011 Budget. Administrator Sande report of the \$738,000 reduction in the 2011 Budget, half of that amount came from reserves. He also reported 2011 has been a good year for building permits.

A Council Budget Workshop was set for 6 p.m. on Monday, November 21, 2011.

There being no further business, the Council Workshop was adjourned at 6:34 p.m.

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Mayor

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City Clerk

Pursuant to due call and notice thereof, a Council Workshop of the North Mankato City Council was held in the Council Chambers of the Municipal Building on November 21, 2011. Mayor Dehen called the meeting to order at 6 p.m. The following were present for the meeting: Mayor Dehen, Council Members Freyberg, Schindle, Steiner and Norland, Administrator Sande, Finance Director Thorne and City Clerk Gehrke.

**Report on Caswell Park Activity**

Administrator Sande reported on Caswell Park activity for 2011. Lynette Peterson has recapped the tournaments held in 2011 and the total number of teams participating. A number of the teams do not charge at the gate; however, MAYBA, MAGFA and the Girls State Fast Pitch Tournaments are always large draws. There will be more MAGFA tournaments in 2012. They recently returned from the ASA National Conference and were awarded the Boys and Men's Fastpitch Tournaments and the Girls' Slow Pitch Nationals for 2013. We were fortunate to receive the James Farrell Award for hosting four of the highest rated tournaments in 2011. Council Member Schindle asked if costs were broken down for attending the conference and asked for a report outlining the cost of the out-of-state travel, employee overtime and other costs of attending. Council Member Schindle asked how many employees are working the ASA tournaments. Administrator Sande reported one full-time employee and six seasonal employees work the tournaments, except for the very large tournaments when additional staff is needed.

**Continuation of 2012 Budget Discussion**

Council Member Freyberg asked how it is in the next 40 days that we will use up 24 percent of the budget. Currently we are at \$4,475,000 of a projected \$5,549,000. Administrator Sande reported all fire salaries of approximately \$100,000 have not been paid plus there is a lag of 30-60 days for costs already incurred but expenses not paid out. At year end there will be accrued payroll expenses. Through 10 months of the budget we should be at 83 percent of the budget, and we are just under 79 percent. He reported we are angling for some savings to allow for the State cuts. He also reported we are a modified accrual basis. Council Member Norland wants the newsletter to be restored to four times a year since a number of people do not have computers. She believes that having a newsletter only twice a year will not keep the residents informed. She would like the summer reading program restored. Council Member Steiner agreed with restoring both of these items. Additional discussion was held about the newsletter, reducing the size of the newsletter and publishing it in black and white instead of color.

Council Member Freyberg stated that another police officer should be hired. He believes that it is unwise to bank on other communities for backup and that at least two police officers should be scheduled at all times for the safety of the police officers and the citizens. He reported that the Council needs to look at their priorities as a government. Some discussion was held about the staffing of Nicollet County. Administrator Sande reported the Police Chief has been requesting the hiring of an additional police officer for two years. He suggested hiring the police officer at July 1<sup>st</sup> to save costs. Mayor Dehen suggested using savings from 2011 to hire the officer. Administrator Sande reported final numbers would not be available until the end of the year, however, items could be moved around after the final levy number is set. Mayor Dehen asked if the Council was comfortable raising the fees and being in alignment with the City of Mankato, pursuing signage at Caswell, increasing the rental fees for community rooms and park

shelters and moving the purchase of the Varda alarm to 2011. The Council confirmed their agreement.

Council Member Norland suggested assembling an email delivery list for the newsletter. Administrator Sande reported the website update will go into effect on or about December 1, 2011 and residents will still be able to sign up to receive the newsletter electronically. Mayor Dehen also suggested that sign-up be made available for snow emergency notification.

Administrator Sande reported staff added two items to the revenues. One was a 5 percent increase to building permits and plan review fees. He spoke with Mankato and they are contemplating a change in their building permit fees of 5-10 percent. He also reported in a review of the current equipment certificate fund sufficient money was available to purchase the Varda alarm this year and taking this out of the proposed 2012 Budget. Those two items totaled \$16,900 in adjustments. Mayor Dehen reported in order to maintain the 7.5% levy as our maximum, a reduction of \$225,007 is necessary. Staff compiled a list of revenues and reductions totaling \$251,600 leaving \$26,000 for adjustments. Council Member Norland reported the street lighting user fee would pay for the officer. Council Member Schindle stated this user fee would be an additional tax.

Discussion was held about the ads placed in the City newsletter. Administrator Sande reported the ads are free to businesses, one issue the lower businesses and the next issue the hilltop businesses. The Council suggested polling the businesses and asking them if they would support paying for the ads.

Council Member Freyberg asked that mass transit be reviewed and look at more efficient routes to lower the cost. Administrator Sande reported the Council made a commitment in July for mass transit in 2012. Mayor Dehen asked staff to inform Mankato that the Council is looking at making the system more efficient.

The Council directed staff to come up with a final budget for approval at the December 5, 2011 Council meeting and look at adding a police officer as quickly as possible.

### **Five-Year Capital Improvement Plan, 2012-2016**

Administrator Sande reported there are a minimum number of items for 2012 in the Five-Year Capital Improvement Plan. He reported that much of the equipment acquired would be from equipment certificates. He reported discussions have been held with Nicollet County to purchase a chip spreader jointly with them. The City's chip spreader is a 1973 model and the County's chip spreader is a 1969 model. A new chip spreader would speed with the process, putting less rock down. Administrator Sande reported that once an agreement with Nicollet County is in place it will come before the Council for approval.

Council Member Norland stated she believes that by delaying projects such as the street department building roof, equipment replacement, the repair of RoeCrest Drive and the Municipal Building HVAC system, we are just kicking the can down the road, and that holding the tax levy low prevents the City from doing the necessary maintenance.



Council Member Schindle stated he noted a series of shelters scheduled in the CIP for neighborhood parks and he doesn't believe picnic shelters should be a priority at this time.

Council Member Freyberg asked that a separate Council workshop be scheduled to discuss the Five-Year Capital Improvement Plan. A Council Budget Workshop to discuss the Five-Year Capital Improvement Plan and finalize the budget was set for 6 p.m. on Monday, December 5, 2011.

There being no further business, the Council Workshop was adjourned at 6:58 p.m.

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Mayor

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City Clerk

Pursuant to due call and notice thereof, a regular meeting of the North Mankato City Council was held in the Council Chambers of the Municipal Building on November 21, 2011. Mayor Dehen called the meeting to order at 7 p.m. asking that everyone join in the Pledge of Allegiance. The following were present for the meeting, Mayor Dehen, Council Members Norland, Schindle, Freyberg and Steiner, Administrator Sande, Finance Director Thorne, City Attorney Kennedy, Engineer Malm, Planner Fischer and City Clerk Gehrke.

**Approval of Agenda**

There were no changes to the agenda as presented.

**Approval of Minutes**

**Council Member Freyberg moved, seconded by Council Member Schindle to approve the minutes of the Council meeting of November 7, 2011. Vote on the motion: Norland, Schindle, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.**

**Correspondence**

**Thank-You Letter from VINE for Support of Summit Center**

The Mayor read a letter from VINE Executive Director Pam Determan thanking the City for their continued support of the Summit Center.

**Open the Meeting to the Public for the First Time**

**Kim Spears, 916 South Avenue**

Kim Spears, 916 South Avenue, appeared before the Council to voice his concerns about the article by Council Member Norland published in the *Free Press* as it related to the failure of the grocery store. He also voiced concern about the Port Authority Commission expanding the criteria for CBD grants. Mayor Dehen stated the Port Authority Commission is focused on the facades and lighting for businesses especially as related to the rear entrances. Mr. Spears inquired about the need for an engineer to prepare feasibility reports for Project No. 11-06D, Lookout Drive Right Turn Lane, and Project No. 11-07D, Lookout Drive Signal. Administrator Sande reported it is necessary for a Civil Engineer to prepare feasibility reports and Bolton & Menk is the contract engineer for the City of North Mankato. Mr. Spears also asked for clarification of the snow emergency ordinance and requested that the following be in the minutes: "During a snow emergency, no motor vehicle shall be left parked on any street or public way in the City. Once the street has been cleared curb-to-curb, vehicles may be parked on that street." Mr. Spear questioned three items on the list of bills. He stated he does not understand the need for book bags for the library. He also voiced that mass transit should be struck from the budget.

**Phil Henry, 1300 Noretta Drive**

Phil Henry, 1300 Noretta Drive, appeared before the Council and asked why the Port Authority Commission meetings are not held in the evenings. Mayor Dehen reported that several meetings have been held in the evening with no change in the attendance. Mr. Henry stated he believed the meetings were held in the mornings so that business could be conducted in private. Administrator Sande reported that Port Authority Commission meetings are televised and also available on the City's website. Mr. Henry stated the Port Authority Commission is a dog and pony show.

**Consent Agenda**

**Council Member Freyberg moved, seconded by Council Member Steiner, to approve the Consent Agenda which includes:**

1. Parade Permit for 5K Fun Run "Gobble Wobble" at Benson Park, Thursday, November 24, 2011 from 8 a.m. to 9:30 a.m.

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

## **Staff Reports**

### **City Planner**

#### **Minutes of November 10, 2011 Planning Commission Meeting**

The Council accepted the minutes of the November 10, 2011 Planning Commission meeting.

#### **V-2-11, Variance Request to Increase the Maximum Allowable Signage from 125 square feet to 414 square feet and to Increase the Maximum Height of a Pylon Sign from 30 feet to 55 feet at 2265 Howard Drive West**

Planner Fischer presented a variance request from Allstate Peterbilt to increase the maximum allowable signage from 125 square feet to 414 square feet, increase the maximum height of a pylon sign from 30 feet to 55 feet and increase the maximum size of any sign from 150 square feet to 360 square feet. He indicated the applicant is currently constructing a new sales and service facility at the end of Howard Drive West adjacent to the future Highway 14/CSAH 41 interchange project. Representatives for Peterbilt were in attendance at the meeting. Council Member Schindle stated the future Highway 14 bridge deck will create visibility limitations for the applicant. The Planning Commission reviewed and recommended approval of V-2-11 with the total signage not to exceed 414 square feet. **Council Member Schindle moved, seconded by Council Member Freyberg, to approve the variance request to increase the maximum total signage not to exceed 414 square feet and increase the height of the pylon sign from 30 feet to 55 feet at 2265 Howard Drive. Vote on the motion: Norland, Schindle, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.**

## **Sign Code Review**

Planner Fischer reported the Planning Commission reviewed the Sign Ordinance relating to directional signs and recommended the following changes to the City Sign Ordinance:

### Zoning District

B-1, B-2, B-3, OR-1 and CBD

### Maximum Size

6 square feet

I-1, M-1 and M-2

Buildings over 25,000 sq. ft. – 10 sq. ft.

Buildings under 25,000 sq. ft. – 6 sq. ft.

**Council Member Norland moved, seconded by Council Member Steiner, to approve the changes to the City Sign Ordinance as recommended by the Planning Commission. Vote on the motion: Norland, Schindle, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.**

## **Central Business District Parking Options**

Planner Fischer presented a preliminary concept plan for future parking improvements in the Central Business District. Recently 20 parking spots along Nicollet Avenue were completed in right-of-way property; however, any additional parking spots in the Central Business District will require an investment in other properties for parking. The City Engineer and staff will continue to work on parking plans for the Central Business District.

**City Administrator****Set Public Hearing for MS4 (Municipal Separate Storm Sewer System) Permit for 7 p.m. on Monday, December 19, 2011**

Administrator Sande reported as part of the MS4 requirements it is necessary to hold an annual public meeting to receive comments or questions about the City's Storm Water Pollution Prevention Plan, stormwater management, or erosion and sediment control practices. **Council Member Freyberg moved, seconded by Council Member Norland, to set an MS4 Permit public meeting for 7 p.m. on Monday, December 19, 2011. Vote on the motion: Norland, Schindle, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.**

**Res. No. 66-11 Approving Minnesota Department of Transportation Agreement No. 99911**

Administrator Sande presented MnDOT Agreement No. 99911 which authorizes the Minnesota Department of Transportation to act as the agent for the City in the acceptance of federal aid. This is an update of a previous agreement. Upon receipt of the federal funds, MnDOT reimburses the City for authorized project expenditures. **Council Member Steiner moved, seconded by Council Member Norland, to adopt Resolution No. 66-11 Approving Minnesota Department of Transportation Agreement No. 99911. Vote on the Resolution: Norland, Schindle, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.**

**Agreement for Professional Services with Bolton & Menk**

Administrator Sande reviewed the agreement with MnDOT District 7 to allow the City's consulting engineer, Bolton & Menk, to provide certain services in preparation for the construction of T.H. 14/ CSAH 41 Project for the amount of \$236,610. The City will pay Bolton & Menk as invoiced for the project and submit the invoices to MnDOT District 7 for reimbursement. **Council Member Steiner moved, seconded by Council Member Norland, to approve the Agreement for Professional Services with Bolton & Menk. Vote on the motion: Norland, Schindle, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.**

**Charitable Gambling Fund Distribution**

Administrator Sande presented recommendations for disbursement of the 10% charitable gambling funds for 2011. A total of \$14,798 is available for distribution. The following disbursements were recommended: Echo Food Shelf - \$1,000; YMCA Youth in Government - \$500; Lancers Band - \$500; Holiday Sharing Tree - \$500; LEEP - \$500; West, East, Loyola Graduation Parties - \$500; Boy Scouts of America Troop 29 - \$500; Girl Scouts of America (local projects only) - \$500; School District 77 student activities - \$500; Community Services Summer Parks Programs - \$500; STRIVE (River Valley Foundation) - \$2,000; YMCA Big Brother, Big Sister - \$500; Toys for Tots - \$500; South Central College Foundation - \$1,200; North Mankato Elementary P.T.O. - \$1,000; Dakota Meadows Middle School Public Achievement Program - \$500; Children's Museum of Southern Minnesota - \$1,000; Santa Anonymous - \$500; MAGFA - \$500; MNMYF Football - \$500; Mankato United Soccer - \$500; and Mankato Area LaCrosse Program - \$500, for a total of \$14,700. **Council Member Schindle moved, seconded by Council Member Norland, to approve the disbursement of 10% charitable gambling funds as recommended. Vote on the motion: Norland, Schindle, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.**

**Authorize Marketing Effort for Signage at Caswell Park**

As discussed at the Council Workshop of November 14, 2011, Administrator Sande presented the request authorizing staff to initiate a marketing effort for advertising signage at Caswell Park. He stated the report should be completed by the end of the first quarter of 2012. **Council Member Norland moved, seconded by Council Member Steiner, to authorize the staff to initiate a**

marketing effort for advertising signage at Caswell Park. Vote on the motion: Norland, Schindle, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.

**Finance Director**

**Res. No. 67-11 Declaring Costs to be Assessed for Municipal Charges – 345 Harrison Avenue**

Finance Director Thorne presented Resolution No. 67-11 for costs to be assessed in the amount of \$111.07 for repairs at 345 Harrison Avenue. Council Member Norland moved, seconded by Council Member Steiner, to adopt Resolution No. 67-11 Declaring Costs to be Assessed for Municipal Charges for 345 Harrison Avenue. Vote on the motion: Norland, Schindle, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.

**City Engineer**

**Res. No. 68-11 Ordering Feasibility Report for Project No. 11-06D, Lookout Drive Right Turn Lane**

Engineer Malm presented a concept drawing of the proposed right turn lane for traffic exiting north on Lookout Drive. Council Member Norland moved, seconded by Council Member Steiner, to adopt Resolution No. 68-11 Ordering Feasibility Report for Project No. 11-06D, Lookout Drive Right Turn Lane. Vote on the Resolution: Norland, Schindle, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.

**Res. No. 69-11 Ordering Feasibility Report for Project No. 11-07D, Lookout Drive Signal**

Council Member Steiner moved, seconded by Council Member Norland, to adopt Resolution No. 69-11 Ordering Feasibility Report for Project No. 11-07D, Lookout Drive Signal. Vote on the Resolution: Norland, Schindle, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.

**Update of Projects**

Engineer Malm reported the plans for the T.H. 14/CSAH 41 Interchange Project will be completed by January 2012 with the bid letting to be held in March 2012. He reported that geotechnical engineers have discovered some areas that could allow for some savings in the project. Administrator Sande asked what the plates show on settlement of the City project in this area. Engineer Malm reported the embankment is supposed to settle 2 feet; however, to date the embankment has settled only 7/10's. The geotechnical engineers have warned us that settlement can happen quickly. Engineer Malm reported some surcharge material will remain through 2012 except for the east end of Howard to allow for completing the permanent Peterbilt access.

Mayor Dehen reported the T.H. 14 Project east of Waseca was halted until spring because they ran out of flash.

**Report from Council Members**

**Council Member Schindle**

**Traffic & Safety Committee Meeting Minutes of November 16, 2011**

Council Member Schindle presented the November 16, 2011 Traffic & Safety Committee meeting minutes reporting that based on tenant concerns regarding the seasonal no parking regulations approved by the City Council in February 2011, the Traffic & Safety Committee reviewed this item at the request of the City Council. The Traffic & Safety Committee re-affirmed that Pleasant View Drive is a major thoroughfare that is faced with public safety concerns during the winter months due to the large amount of on-street parking. The Committee believes that some landlords may have the ability to create additional off-street parking and stressed the importance of tenant use of garages for off-street

parking and not the storage of materials. The Traffic & Safety Committee recommended the removal of the current seasonal no parking restriction on Pleasant View Drive and recommends that all property owners evaluate the ability to create additional off-street parking spaces to accommodate visitors. Mayor Dehen asked staff to look at available space for parking and make recommendations to the owners. **Council Member Schindle moved, seconded by Council Member Steiner, to approve the recommendations of the Traffic & Safety Committee to remove the no parking restrictions on Pleasant View Drive. Vote on the motion: Norland Schindle, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.**

Council Member Schindle presented the recommendation of the Traffic & Safety Committee to implement no changes to the Snow Emergency Ordinance, which in part allows for vehicles parked on the streets during a snow emergency to be ticketed and towed. The Council requested notification of a snow emergency be placed on the City website [www.northmankato.com](http://www.northmankato.com), in the utility bill and announced in the media. The new website will allow for residents to sign up for notification of a snow emergency. **Council Member Schindle moved, seconded by Council Member Norland, to approve the recommendations of the Traffic & Safety Committee of no changes to the existing Snow Emergency Ordinance noting that once snow has been cleared from the street curb-to-curb, vehicles may be parked on the street. Vote on the motion: Norland, Schindle, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.**

#### **Report from Mayor**

Mayor Dehen reported he attended the re-dedication of the World War I marker at Sibley Park which will tie into the veterans memorial walk linking all the war memorial markers in Mankato and North Mankato.

The Mayor reported he received a letter regarding the North Mankato Post Office notifying us that a decision should be made by January 2012.

The Mayor encouraged residents to lock the doors of their homes and cars and keep valuables out of site. He also encouraged anyone viewing suspicious activity to call 911 and report it. Council Member Schindle stated that motion detection lights work.

The Mayor announced he received an invitation from *Today in America* hosted by Terry Bradshaw and broadcast on the FOX business channel to feature the City of North Mankato as a hidden gem. The cost for our participation would be \$19,000. This item will be referred to the North Mankato Port Authority.

The Mayor announced that the next "Coffee with the Council" would be held in January 2012.

The Mayor reviewed the proposed property tax statements that were recently received. He stated the maximum levy for North Mankato is 7.5 percent although because of the change in Market Value Homestead Credit, the tax statement reflects a larger percentage.

#### **Open the Meeting to the Public for the Second Time Adrienne Watts, 1667 Pleasant View Drive**

Adrienne Watts, 1667 Pleasant View Drive, appeared before the Council and referenced the letter she wrote to the Mayor regarding the seasonal no parking signs on Pleasant View Drive. She stated she was in favor of the seasonal "No Parking" signs because the significant narrowing of the street during the winter months, the parked cars, large traffic volume and the height of the snow banks

makes exiting/entering driveways hazardous. She also requested a "No Parking" sign on the no parking side of the street between the "STOP" sign and the first driveway entrance stating that cars park in this area even though it is the no parking side of the street. She urged the Council to consider a permanent no parking restriction on both sides of the street around the curve. Council Member Schindle asked that a Traffic & Safety Committee meeting be set to review no parking on the portion of Pleasant View Drive between North Ridge Drive and Restless Court.

**Phil Henry, 1300 Noretta Drive**

Phil Henry, 1300 Noretta Drive, appeared before the Council and apologized for his earlier remark about the Port Authority Commission.

**Jim Whitlock, 332 Belgrade Avenue**

Jim Whitlock, 332 Belgrade Avenue, appeared before the Council and asked if North Mankato and Mankato will coordinate calling of snow emergencies. Administrator Sande reported North Mankato will try to coordinate efforts with Mankato. Mayor Dehen asked staff to broadcast messages when a snow emergency is called.

**Bills and Appropriations**

**Council Member Steiner moved, seconded by Council Member Norland, to approve all bills and appropriations in the amount of \$208,590.47. Vote on the motion: Norland, Schindle, Freyberg, Steiner and Dehen, aye; no nays. Motion carried.**

There being no further business, the meeting was adjourned at 8:06 p.m.

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Mayor

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City Clerk



MARINE CORPS RESERVE



November 29, 2011

Dear Honorable Mayor, City Council and City of North  
Mankato,

On behalf of the United States Marine Corps Reserve, the  
Mankato Toys for Tots program and the 3,100 children we  
anticipate serving this year here in the Blue Earth and Nicollet  
county area, we give a heartfelt thank you for the generous  
monetary donation you have made to our program.

Blessings to all of you in the New Year!

Bernard D. Thompson

Mankato Toys for Tots Coordinator





# ROTARY CLUB OF NORTH MANKATO

*Service Above Self*

November 28, 2011

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

Dear North Mankato City Council:

On behalf of the North Mankato Rotary Club, I want to extend to each of you my deepest gratitude and appreciation for the distribution of charitable gambling funds in the amount of \$2,000.00 for Strive/Rotary.

Sincerely,

A handwritten signature in blue ink, appearing to read "Andrew M. Tatge". The signature is stylized with long, sweeping strokes.

Andrew M. Tatge  
North Mankato Rotary Club President  
[atatge@gislason.com](mailto:atatge@gislason.com)

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #8A	Dept: Finance	Council Meeting Date: 12/5/11																											
<b>TITLE OF ISSUE: Public Hearing - 2012 Budget</b>																													
<b>BACKGROUND AND SUPPLEMENTAL INFORMATION:</b> <p>Enclosed in your packet you will find drafts of the approving resolutions for the 2011 tax levy collectible in 2012 for the 2012 budget for all funds of the City and a resolution approving the Capital Improvement Plan for 2012 through 2016. The numbers as presented incorporate all previously discussed adjustments to revenues and expenditures.</p> <p>The proposed levy of \$5,152,123 is an increase of 7.02% over the prior year. The proposed General Fund Budget is in the amount of \$5,592,040 which is a decrease of 7/10 of one percent from the current year. The Finance Director will make a PowerPoint presentation on the proposed budget.</p> <p>As directed by the Council, the staff and the personnel committee have been reviewing other areas for possible budget adjustments. By offering an early retirement incentive for employees who qualify under the PERA rule of 90, we believe that additional budget savings in the amount of \$80,000 for 2012 can be achieved. The vacancies created by those retirements would be left unfilled for the 2012 budget year providing the resources necessary to add a Police Officer. Due to the budget uncertainties at the state level, the Council may wish to consider deferring hiring of the officer until July 1, 2012. However, should the Council so decide, funds would be available to accomplish the hiring earlier in the year.</p> <p>The retirement incentive would be in the form of employer provided health insurance to the retiree from date of retirement until age 65 eligibility for Medicare. I anticipate that two employees would choose to retire based on this incentive.</p> <p style="text-align: right;"><i>If additional space is required, attach a separate sheet</i></p>																													
<b>REQUESTED COUNCIL ACTION: Public Hearing</b>																													
<b>For Clerk's Use:</b>  Motion By: _____ Second By: _____  Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Schindle</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Schindle	_____	_____	Freyberg	_____	_____	Steiner	_____	_____	Norland	_____	_____	Dehen	<b>SUPPORTING DOCUMENTS ATTACHED</b>  <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> <p>Other (specify) _____</p> <p>_____</p> <p>_____</p> <p>_____</p>	Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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_____	_____	Steiner																											
_____	_____	Norland																											
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Resolution	Ordinance	Contract	Minutes	Map																									
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City of North Mankato  
Budget Hearing  
Monday, December 5, 2011  
7:00 P.M.

# CITY OF NORTH MANKATO

## PAYABLE 2012

### LEVY CALCULATION

	2012 Proposed Levy	2011 Final Levy	Percent Increase
General Fund	\$3,103,154	\$2,656,357	
Special Revenue Funds			
Library Fund	\$419,405	\$436,745	
Bookmobile Fund	\$39,831	\$12,045	
Community Development	\$15,978	\$15,978	
Parkland Fund	\$0	\$8,500	
Flood Control Fund	\$6,000	\$6,000	
Contingency Fund	\$50,000	\$55,000	
Port Authority Fund	\$65,000	\$65,000	
Debt Service Funds	\$1,430,015	\$1,525,843	
Trust and Agency Funds			
Firemen's Relief Fund	\$22,740	\$32,686	
Total Levy	\$5,152,123	\$4,814,154	7.02%

CITY OF NORTH MANKATO  
TOTAL BUDGET - ALL FUNDS

	2012 Proposed Budget	2011 Final Budget
General Fund	\$5,592,040	\$5,631,531
Special Revenue Funds	\$2,493,434	\$2,620,963
Debt Service Funds	\$3,413,740	\$4,225,039
Capital Project Funds	\$4,086,285	\$2,606,245
Trust and Agency Funds	\$337,780	\$392,496
Enterprise Funds	\$5,994,368	\$5,249,354
	<u>\$21,917,647</u>	<u>\$20,725,628</u>

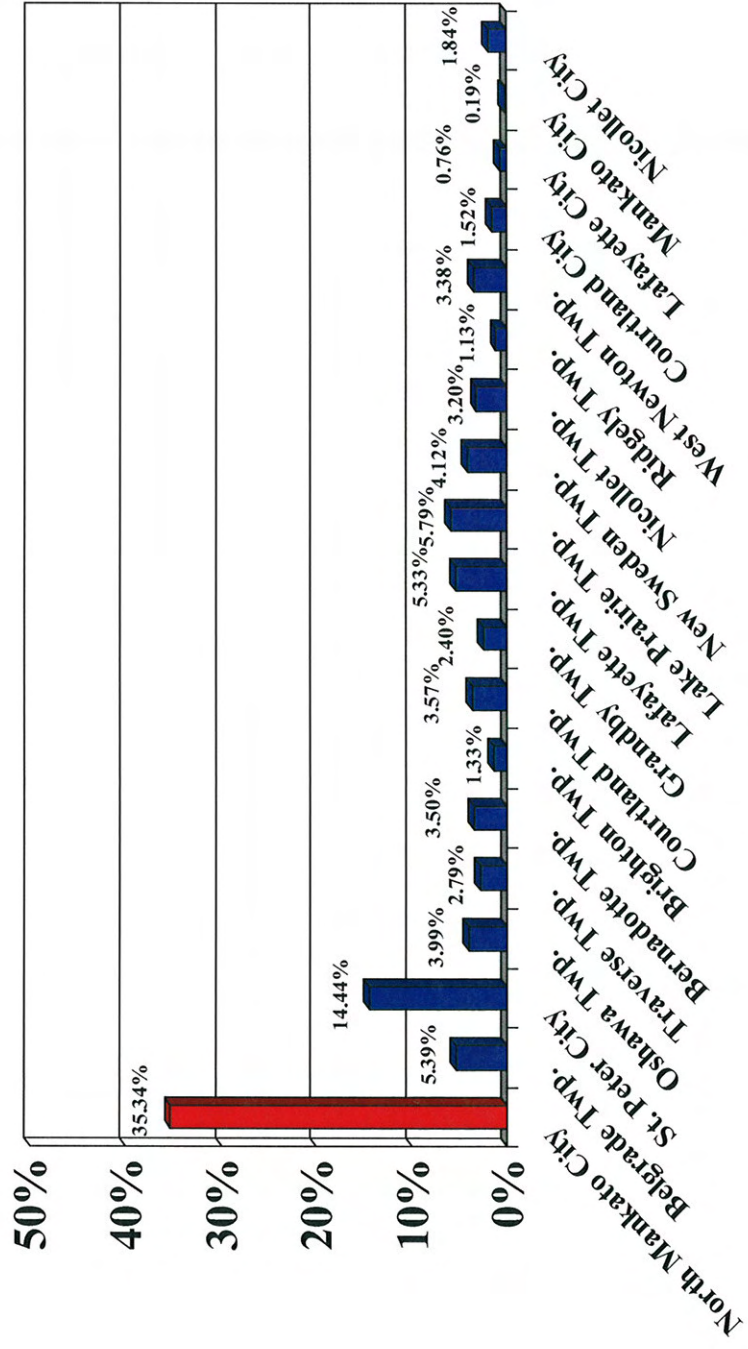
## 2011 GENERAL FUND BUDGET

<u>Expenditures</u>	<u>2012 Proposed Budget</u>	<u>2011 Final Budget</u>	<u>Percent Incr./ (Decr.)</u>
General Government	\$966,540	\$1,002,340	
Public Safety	\$1,990,300	\$1,970,080	
Public Works	\$1,702,335	\$1,695,290	
Culture - Recreation	\$832,365	\$856,320	
Mass Transit	\$53,500	\$52,500	
Unallocated	<u>\$47,000</u>	<u>\$55,001</u>	
Total	<u>\$5,592,040</u>	<u>\$5,631,531</u>	-0.70%



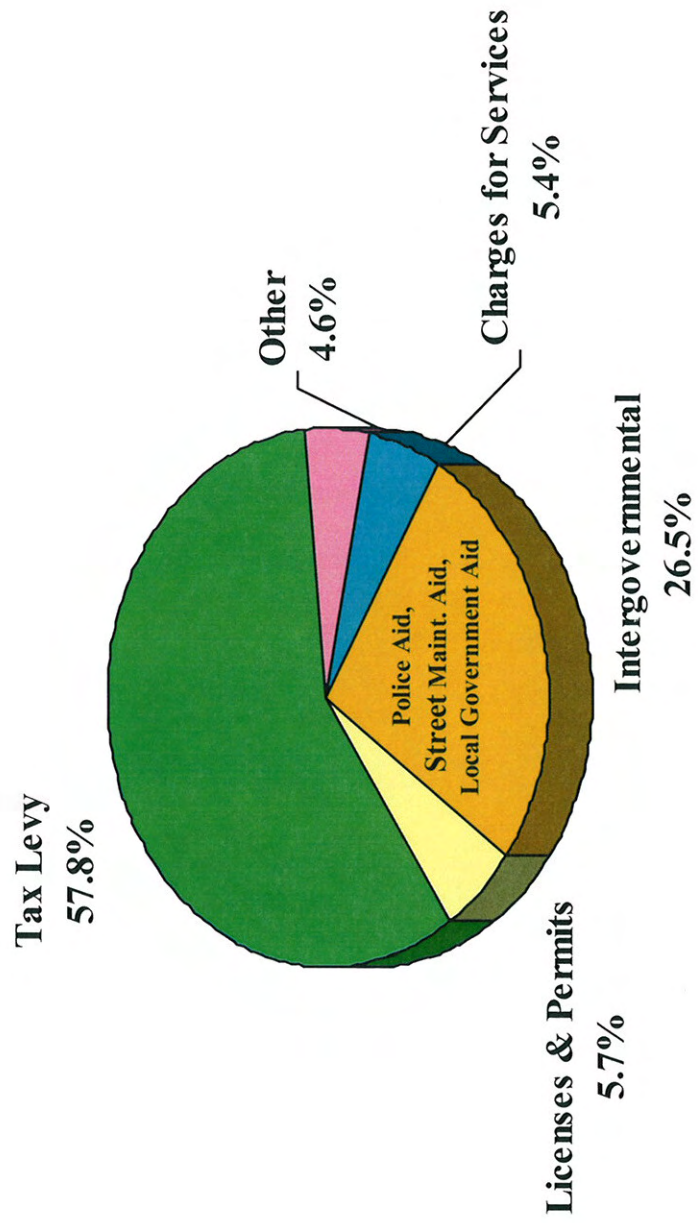
# 2011 Nicollet County Taxable Tax Capacity

## By Government Units



# CITY OF NORTH MANKATO

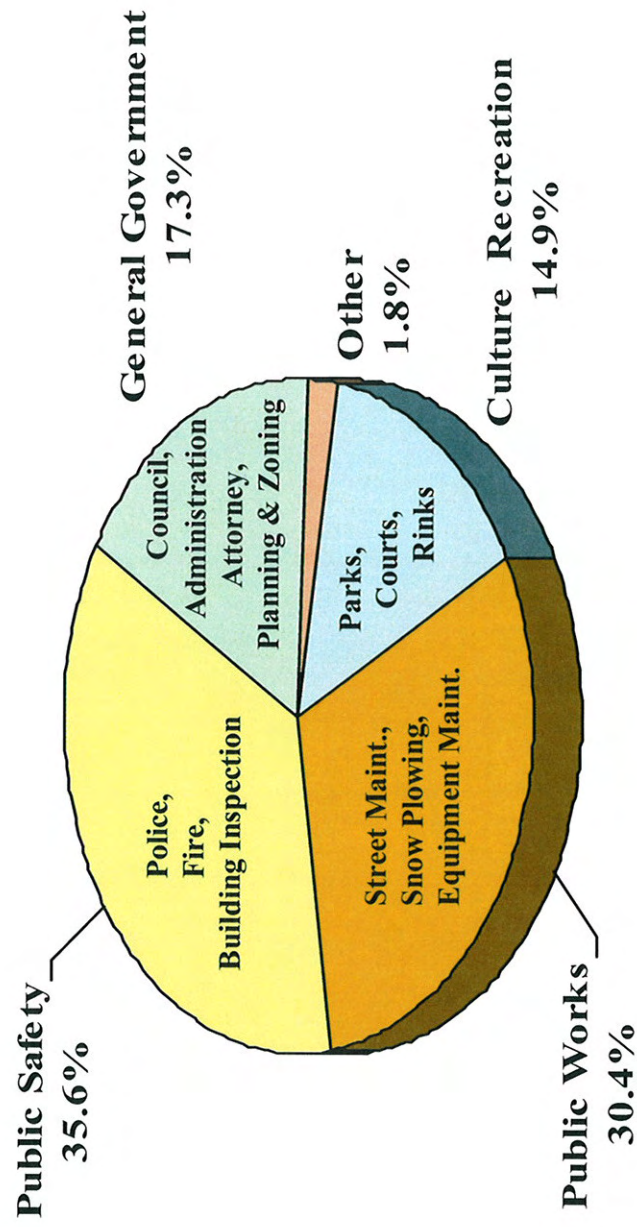
## 2012 GENERAL FUND REVENUE BUDGET





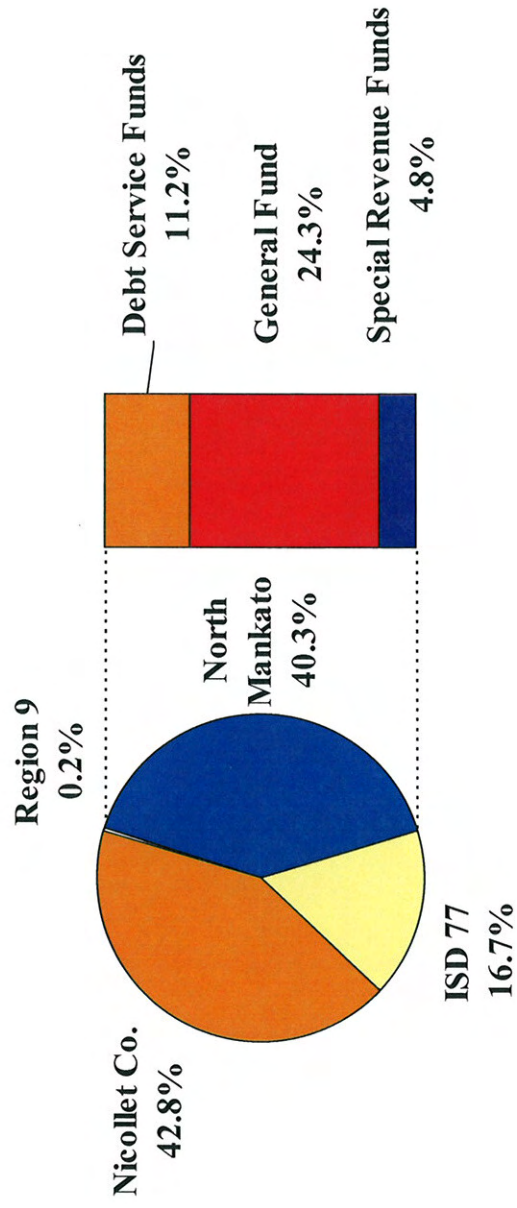
# CITY OF NORTH MANKATO

## 2012 GENERAL FUND EXPENDITURE BUDGET



# NORTH MANKATO

## 2012 PROPERTY TAX DISTRIBUTION



CITY OF NORTH MANKATO  
2012 BUDGET

Percentage Increase in Tax Levy

Levy Year	Collection Year	Levy	(Decrease) \$ Increase	(Decrease) % Increase
2011	2012	\$5,152,123	\$337,969	7.02 %
2010	2011	4,814,154	-	<b>0.00</b>
2009	2010	4,814,154	140,075	<b>3.00</b>
2008	2009	4,674,079	70,510	<b>1.53</b>
2007	2008	4,603,569	384,819	9.12
2006	2007	4,218,750	73,800	1.88
2006	2007 LGA Levy Back		220,531	5.62
2005	2006	3,924,419	0	0.00
2004	2005	3,924,419	5,398	0.16
2004	2005 Levy Back		455,232	13.36
	2005 Co. Auditor Abatement Levy		57,187	1.68
2003	2004	3,406,602	81,745	2.83
2003	2004 60% Levy Back		435,668	15.08
2002	2003	2,889,189	234,595	8.84

CITY OF NORTH MANKATO  
2012 BUDGET

Percentage Increase in General Fund Budget

<u>Year</u>	<u>Budget</u>	<u>\$ Change</u>	<u>% Change</u>
2012	\$ 5,592,040	\$ (39,491)	-0.70%
2011	5,631,531	318,881	6.00%
2010	5,312,650	(235,255)	-4.24%
2009	5,547,905	106,910	1.96%
2008	5,440,995	427,150	8.52%
2007	5,013,845	127,677	2.61%
2006	4,886,168	346,833	7.64%
2005	4,539,335	145,411	3.31%
2004	4,393,924	(212,646)	-4.62%
2003	4,606,570	181,221	4.10%
2002	4,425,349	277,529	6.69%

CITY OF NORTH MANKATO  
2012 BUDGET

Percentage Increase in Consumer Price Index

	U.S.		Mpls./ St. Paul		Annual Population Growth	North Mankato Budget Change	
		%		%			%
2011	3.52	%	3.04	%		(0.70)	%
2010	1.24	%	1.66	%		6.00	%
2009	2.72	%	3.02	%		(4.24)	%
2008	0.09	%	(0.32)	%		1.96	%
2007	4.08	%	3.80	%		8.52	%
2006	2.54	%	1.69	%		2.61	%
2005	3.42	%	3.21	%		7.64	%
2004	3.26	%	3.03	%		(1.46)	%
2003	1.88	%	1.65	%			
2002	2.38	%	2.09	%		4.10	%
10-Year Average	2.54	%	2.26	%	1.30%	2.46	%

CITY OF NORTH MANKATO, MINNESOTA  
PROPERTY TAX RATES - DIRECT AND OVERLAPPING GOVERNMENTS  
LAST TEN FISCAL YEARS

Fiscal Year	General Fund	Special Revenue Funds	Debt Service Funds	City Totals	Independent School District #77	Nicollet County	Region 9 Development Commission	Total Rate
2003	19.425	4.614	13.197	37.236	14.572	51.533	0.270	103.611
2004	22.633	4.278	12.977	39.888	13.301	49.102	0.251	102.542
2005	24.463	4.255	13.744	42.462	12.184	48.391	0.243	103.280
2006	23.162	4.967	13.117	41.246	13.672	48.577	0.226	103.721
2007	25.502	5.052	12.713	43.267	15.175	48.835	0.211	107.488
2008	26.246	5.511	12.746	44.503	13.318	49.943	0.199	107.963
2009	26.524	5.007	13.050	44.581	17.637	51.351	0.191	113.760
2010	26.097	5.654	13.875	45.626	19.604	51.871	0.185	117.286
2011	25.065	5.963	14.397	45.425	19.115	52.793	0.187	117.520
2012 est.	30.421	6.066	14.021	50.508	20.954	53.495	0.189	125.146

# City of North Mankato

## Tax Estimate Comparison

### 2011 vs. 2012 with Exclusion

	Taxes Payable 2011	Old System* Taxes Payable 2012	New System** Taxes Payable 2012
Market Value - Residential	\$100,000	\$100,000	\$100,000
Market Value Exclusion			(\$28,240)
Taxable Market Value			\$71,760
Tax Capacity Value	\$1,000	\$1,000	\$718
Tax Capacity Rate – City	45.425%	47.380%	50.508%
Gross Tax – City Share	\$454	\$474	\$362
Market Value Homestead Credit	(\$107)	(\$107)	
Net Tax – City Share	\$347	\$367	\$362
Increase in City Share		\$20	\$15
Percent Change		5.77%	4.37%



# City of North Mankato

## Tax Estimate Comparison

### 2011 vs. 2012 with Exclusion

	Taxes Payable 2011	Old System* Taxes Payable 2012	New System** Taxes Payable 2012
Market Value - Residential	\$150,000	\$150,000	\$150,000
Market Value Exclusion			(\$23,740)
Taxable Market Value			\$126,260
Tax Capacity Value	\$1,500	\$1,500	\$1,263
Tax Capacity Rate – City	45.425%	47.380%	50.508%
Gross Tax – City Share	\$681	\$711	\$638
Market Value Homestead Credit	(\$90)	(\$90)	
Net Tax – City Share	\$591	\$621	\$638
Increase in City Share		\$30	\$47
Percent Change		5.08%	7.96%



# City of North Mankato Tax Estimate Comparison 2011 vs. 2012 with Exclusion

	Taxes Payable 2011	Old System* Taxes Payable 2012	New System** Taxes Payable 2012
Market Value - Residential	\$200,000	\$200,000	\$200,000
Market Value Exclusion			(\$19,240)
Taxable Market Value			\$180,760
Tax Capacity Value	\$2,000	\$2,000	\$1,808
Tax Capacity Rate -- City	45.425%	47.380%	50.508%
Gross Tax -- City Share	\$909	\$948	\$913
Market Value Homestead Credit	(\$73)	(\$73)	
Net Tax -- City Share	\$836	\$875	\$913
Increase in City Share		\$39	\$77
Percent Change		4.66%	9.21%

# City of North Mankato

## Tax Estimate Comparison

### 2011 vs. 2012 with Exclusion

	Taxes Payable 2011	Old System* Taxes Payable 2012	New System** Taxes Payable 2012
Market Value - Residential	\$250,000	\$250,000	\$250,000
Market Value Exclusion			(\$14,740)
Taxable Market Value			\$235,260
Tax Capacity Value	\$2,500	\$2,500	\$2,353
Tax Capacity Rate – City	45.425%	47.380%	50.508%
Gross Tax – City Share	\$1,136	\$1,185	\$1,188
Market Value Homestead Credit	(\$56)	(\$56)	
Net Tax – City Share	\$1,080	\$1,129	\$1,188
Increase in City Share		\$49	\$108
Percent Change		4.54%	9.99%

# City of North Mankato

## Tax Estimate Comparison

### 2011 vs. 2012 with Exclusion

	Taxes Payable 2011	Old System* Taxes Payable 2012	New System** Taxes Payable 2012
Market Value - Residential	\$300,000	\$300,000	\$300,000
Market Value Exclusion			(\$10,240)
Taxable Market Value			\$289,760
Tax Capacity Value	\$3,000	\$3,000	\$2,898
Tax Capacity Rate – City	45.425%	47.380%	50.508%
Gross Tax – City Share	\$1,363	\$1,421	\$1,464
Market Value Homestead Credit	(\$39)	(\$39)	
Net Tax – City Share	\$1,324	\$1,382	\$1,464
Increase in City Share		\$58	\$140
Percent Change		4.38%	10.55%



City of North Mankato  
Budget Hearing  
Monday, December 5, 2011  
7:00 P.M.

RESOLUTION APPROVING THE GENERAL FUND BUDGET  
AND AUXILIARY FUND BUDGET  
FOR FISCAL YEAR 2012

BE IT RESOLVED by the City Council of the City of North Mankato, County of Nicollet, Minnesota, that the City Council approved the General Fund and Auxiliary Fund Budgets for the 2012 Fiscal Year as follows:

1.) General Fund

A.	General Government	\$ 966,540
B.	Public Safety	1,990,300
C.	Public Works	1,702,335
D.	Culture-Recreation	832,365
E.	Other Functions	<u>100,500</u>
TOTAL GENERAL FUND EXPENDITURES		\$ <u>5,592,040</u>

2.) Auxiliary Fund

A.	Special Revenue Funds	2,493,434
B.	Debt Service Funds	3,413,740
C.	Capital Project Funds	4,086,285
D.	Enterprise Funds	5,994,368
E.	Trust and Agency Funds	<u>337,780</u>
TOTAL AUXILIARY FUND EXPENDITURES		\$ <u>16,325,607</u>
TOTAL BUDGET ALL FUNDS		\$ <u>21,917,647</u>

BE IT FURTHER RESOLVED, that the City Council approved the Capital Improvement Plan as included in the 2012 Budget documents.

Adopted by the City Council this 19<sup>th</sup> day of December 2011.

\_\_\_\_\_  
Mayor

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

RESOLUTION APPROVING 2011 TAX LEVY, COLLECTIBLE IN 2012

BE IT RESOLVED by the City Council of the City of North Mankato, County of Nicollet, Minnesota, that the following sums of money be levied for the current year collectible in 2010, upon the taxable property in said City of North Mankato, for the following purposes:

General Fund	\$3,103,154	
Library Fund	419,405	
Bookmobile Fund	39,831	
Community Development	15,978	
Flood Control Fund	6,000	
Contingency Fund	50,000	
Port Authority Fund	65,000	
Firemen's Relief Fund	<u>22,740</u>	
		\$3,722,108
Bonded Indebtedness	<u>1,430,015</u>	
Total Budgeted Levy		<u>\$ 5,152,123</u>

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

"Provision has been made by the City for payment of \$301,297 as the City's contributory share to the Public Employees' Retirement Fund as provided for in Minnesota Statutes Annotated, Sections 353.01 et seq." No further levy is required for this purpose.

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

Adopted by the City Council this 19<sup>th</sup> day of December 2011.

\_\_\_\_\_  
Mayor

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

RESOLUTION APPROVING THE  
CAPITAL IMPROVEMENT PLAN COVERING PERIOD OF 2012-2016

WHEREAS, the City of North Mankato has prepared a Capital Improvement Plan covering the period of 2012 through 2016; and

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

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

WHEREAS, the North Mankato City Council duly held a public hearing on the Capital Improvement Plan at 7 p.m. on December 19, 2011; and

WHEREAS, public notice of this hearing was published in the *Mankato Free Press*;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, that the Capital Improvement Plan for the period of 2012 through 2016 is hereby approved.

Adopted by the City Council this 19<sup>th</sup> day of December 2011.

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Mayor

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City Clerk



# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #13A	Dept: Administration	Council Meeting Date: 12/5/11																																																
<b>TITLE OF ISSUE:</b> Set January 3, 2012 for bid opening on Materials and Rental Equipment for 2012																																																		
<b>BACKGROUND AND SUPPLEMENTAL INFORMATION:</b> Attached is the Notice to Bidders on materials and rental equipment to be bid and placed on file for the calendar year 2012.																																																		
<i>If additional space is required, attach a separate sheet</i>																																																		
<b>REQUESTED COUNCIL ACTION:</b> Set bid date for January 3, 2012 for Materials and Rental Equipment Bids for 2012.																																																		
<b>For Clerk's Use:</b>  Motion By: _____ Second By: _____  Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Schindle</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Schindle	_____	_____	Freyberg	_____	_____	Steiner	_____	_____	Norland	_____	_____	Dehen	<b>SUPPORTING DOCUMENTS ATTACHED</b>  <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td colspan="2" style="text-align: center;">Other (specify) _____</td> <td colspan="3" style="text-align: center;">Notice to Bidders _____</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) _____		Notice to Bidders _____			_____					_____					_____				
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MATERIALS AND RENTAL EQUIPMENT BIDS FOR 2012  
BIDS CLOSE JANUARY 3, 2012  
North Mankato, Minnesota

NOTICE TO BIDDERS

Bids will be received until 2:00 p.m. on January 3, 2012, by the City of North Mankato for the following:

1. Crushed rock – FOB price for each class per ton to include Class VII
2. Crushed gravel – FOB price for each class per ton
3. Pit-run sand – FOB price per ton
4. Engineered Sand – FOB price per ton
5. Screened gravel – FOB price for each class per ton
6. Riprap – FOB price for each class per ton
7. Materials for seal coating
8. CRS-2 Oil
9. CRS-2P Oil
10. CSS1-H Emulsion Oil
11. AE-150S Oil
12. Disposal of Waste Oil
13. 19/64 Chip Seal Rock – FOB
14. FA2 Class A Aggregate – FOB and Delivered
15. FA3 Class A Aggregate – FOB and Delivered
16. Ready mix concrete – per cubic yard delivered/per type (sidewalk, roadway, curb, high early)
17. Concrete Work:
  - 4" thick concrete walk per square ft  
Include 4" Class 5 aggregate base, excavation, removal from site and backfilling
  - 6" thick driveway/sidewalk section per square ft  
Include 6" Class 5 aggregate base, excavation, removal from site and backfilling
  - 7" thick concrete apron per square ft  
Standard plate  
Include 7" Class 5 aggregate base, excavation, removal from site and backfilling
18. Concrete Removal
  - Curb and gutter – LF
  - Slab concrete - SF
19. Per foot saw cutting
20. Hand formed curb and gutter per lineal foot – B6-12, B6-18, B6-24, S4-12, S4-18, S4-24
21. Machine laid curb and gutter per lineal foot – B6-12, B6-18, B6-24, S4-12, S4-18, S4-24
22. Asphalt patch back around concrete (per ton)
23. Asphalt patches by square foot for 2 inch, 3 inch, 4 inch, 7 inch and 8 inch thicknesses (min. 1 ½" wear course on top)
24. Hot mix asphalt – per ton FOB
25. Road salt - approximately 300 ton
26. Backhoes
27. Trackhoes
28. Single Axle, Tandem, Tri Axle, Quad Axle and Belly Dump Trucks
29. Loaders – A) Skid, B) Wheeled
30. Dozers
31. Scraper Earthmovers
32. Seal coat chip spreader
33. Paver - Asphalt
34. Rubber tire roller
35. Concrete saw
  - A. Hand held cut-off saw
  - B. Wheeled self-propelled
36. Distributor

- 37. Air compressor with jackhammer
- 38. Frostbreaker, Hydraulic
- 39. Frostbreaker, Pneumatic
- 40. Concrete/Rock Crushing with Operator – Cubic Yard or Ton
- 41. Labor Rate

Additional information from City Administrator, City of North Mankato, P.O. Box 2055, North Mankato, MN 56002. Bids close January 3, 2012.

- Please designate if rates include operator.  
w/o = with operator  
wo/o = without operator

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #13B	Dept: Administration	Council Meeting Date: 12/5/11																																																						
<b>TITLE OF ISSUE:</b> Set Public Hearing for 7 p.m. on Tuesday, January 17, 2012 for Revision of Code of Ordinances																																																								
<b>BACKGROUND AND SUPPLEMENTAL INFORMATION:</b> Attached is the Notice of Hearing to amend the North Mankato City Code to include all Ordinances adopted by the City Council in 2011 and other amendments to the Code as necessary.																																																								
<i>If additional space is required, attach a separate sheet</i>																																																								
<b>REQUESTED COUNCIL ACTION:</b> Set Public Hearing for Tuesday, January 17, 2012 at 7 p.m.																																																								
<b>For Clerk's Use:</b>  Motion By: _____ Second By: _____  <table style="width: 100%; border: none;"> <tr> <td style="width: 15%;">Vote Record:</td> <td style="width: 10%; text-align: center;">Aye</td> <td style="width: 10%; text-align: center;">Nay</td> <td style="width: 65%;"></td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Schindle</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Vote Record:	Aye	Nay			_____	_____	Schindle		_____	_____	Freyberg		_____	_____	Steiner		_____	_____	Norland		_____	_____	Dehen	<b>SUPPORTING DOCUMENTS ATTACHED</b>  <table style="width: 100%; border: none;"> <tr> <td style="width: 20%;">Resolution</td> <td style="width: 20%;">Ordinance</td> <td style="width: 20%;">Contract</td> <td style="width: 20%;">Minutes</td> <td style="width: 20%;">Map</td> </tr> <tr> <td style="text-align: center;"><input 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">Other (specify) _____</td> <td colspan="3">Notice of Public Hearing _____</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) _____		Notice of Public Hearing _____			_____					_____					_____				
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NOTICE OF PUBLIC HEARING  
TO AMEND NORTH MANKATO CITY CODE

NOTICE IS HEREBY GIVEN that the City Council of the City of North Mankato, Minnesota, will meet in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, North Mankato, Minnesota, at 7 p.m. on the 3<sup>rd</sup> day of January, 2012, to hold a public hearing to amend the City Code of North Mankato to include all Ordinances adopted by the City Council in 2011 and other amendments to the Code as necessary.

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

Dated this 5<sup>th</sup> day of December 2011.

Nancy Gehrke, CMC  
City Clerk  
City of North Mankato, Minnesota

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #13C	Dept: Administration	Council Meeting Date: 12/5/11																																																					
<b>TITLE OF ISSUE: Renewal of Annual Towing Contract</b>																																																							
<b>BACKGROUND AND SUPPLEMENTAL INFORMATION:</b> Based on bids taken by the City of Mankato, we are recommending your approval of the towing agreement with All American Towing. The term of the Agreement is from December 1, 2011 to November 30, 2013. The basic towing charge is \$54 which is a slight decrease from the current contract. A provision has been added under Section 17 of the Agreement to provide for an administrative fee in the amount of \$10 per tow to be collected by the company and remitted to the respective city. We propose to use those funds to offset any overtime or other City expenses incurred in the process of initiating the tows. Under the proposed contract, the provisions for towing operations in the two communities are the same.																																																							
<i>If additional space is required, attach a separate sheet</i>																																																							
<b>REQUESTED COUNCIL ACTION: Approve the Agreement</b>																																																							
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# **TOWING SERVICES AGREEMENT**

This agreement made and entered into by and between the cities of Mankato and North Mankato, municipal corporations duly organized and existing under the laws of the State of Minnesota, hereinafter referred to as the "City" or "Cities", and All American Towing, a corporation duly organized and existing under the laws of the State of Minnesota, hereinafter referred to as the "Company".

## **WITNESSETH:**

In consideration of the mutual undertaking and agreements hereinafter set forth, the Cities and the Company agree as follows:

### **1. SERVICES**

(a) The Company shall perform the towing and removal of impounded or illegally parked motor vehicles upon the request of the City Police or Department of Public Works for such services. Towing and removal of motor vehicles shall include storage (as set forth in Paragraph 6) of this Agreement, unless the Company is directed to take the towed vehicle to another location specified by the City.

(b) In the case of disabled vehicles where the police summon a tow truck pursuant to the vehicle owner's or possessor's request where the owner or possessor does not express a preference for the provider of towing service, the company shall be summoned.

### **2. HOURS**

The Company shall provide service twenty-four (24) hours a day and seven (7) days a week every day of the year, including holidays.

### **3. CITIES TOWING**

Nothing herein shall be deemed to apply to Cities' towing of their own vehicles.

### **4. RESPONSE TIME**

When summoned, the Company shall dispatch sufficient personnel and equipment within five (5) minutes from the time of notification by the Cities of the need for towing services and respond within twenty minutes. In the case of snow emergency towing the Company shall provide up to eight (8) tow trucks within one hour of notification.

### **5. EQUIPMENT**

The Company shall make up to ten (10) fully equipped towing trucks exclusively available to the cities of Mankato and North Mankato for towing services. The Company shall have equipment able to remove any motor vehicle from any city street. All



equipment shall be maintained in a safe operating condition to insure safe and efficient towing.

## 6. STORAGE

The Company shall provide storage for towed vehicles. Such storage shall be in a completely fenced security lot located within the corporate limits of the Cities. The Company shall be responsible for all stored vehicles and shall comply with all applicable ordinances, laws or regulations governing such storage. The location of the primary storage lot is at 465 Poplar Street in Mankato, the secondary storage lot is located at 100 D Street in Mankato. The Company shall notify the Cities of any changes or additions to the storage locations.

The City acknowledges and the Company agrees that their storage facilities are not currently in compliance with Mankato City Code Section 10.88. The Company will work with the Community Development Department to submit a conforming plan to bring the storage lots into compliance with the Code within 30-days of the execution of this contract. The Company agrees that they will bring the main storage lot, and the secondary storage lot, into full compliance with the Code within 6 months of the issuance of this contract. Failure to meet these requirements will render this contract null and void.

Further, the Company agrees that if it utilizes the secondary storage lot at any time prior to bringing this lot into compliance with City Code Section 10.88, the Company will staff security personnel in this lot 24 hours per day while there are cars in it.

## 7. PERMITS AND LICENSES

The Company shall obtain and maintain all licenses or permits required by a governmental body, including the Cities. The Company shall be responsible for all license fees. The Company shall observe and comply with all State, Federal and local laws and regulations governing the provision of towing and impoundment services.

## 8. INSURANCE

The Company will procure and maintain during the entire term of this Agreement, or any renewal or extension thereof, a public liability insurance policy with the Cities stated as named insured's to protect the Cities and the Company. Said policy shall also contain an endorsement for contractual liability coverage for the protection of the parties hereto under the indemnity and Hold Harmless provision of this Agreement. Said policy must be issued by an insurance company or companies authorized to do business in the State of Minnesota and licensed by the Department of Commerce thereof. Liability coverage shall be provided at all times therein of a minimum of Three Hundred Thousand (\$300,000.00) Dollars personal liability per person, per occurrence and a total of One Million (\$1,000,000.00) Dollars per occurrence. The Company, within thirty (30) days after executing this document, shall furnish a certificate of insurance indicating

compliance with the foregoing to the City Attorneys for their approval. The insurance policy or policies shall contain a clause that in the event any policy issued is cancelled for any reason, or any material changes are made therein, the City Clerks will be notified, in writing, by the insurer at least twenty (20) days before any cancellation or change takes effect. If the Company does not furnish the required certificates within thirty (30) days after execution of this Agreement, this Agreement shall become void. If insurance coverage required herein lapses, this Agreement shall become void as of the date no valid approved insurance policy is in effect. The Company shall maintain Worker's Compensation insurance in such form and amount as required by the laws of the State of Minnesota and certify the same to the City Clerks of both Cities.

#### 9. INDEMNITY AND HOLD HARMLESS

The Company does hereby agree that it will, at all times during the initial term of this agreement, or any extended term of this agreement, indemnify and hold harmless the Cities and its officers, agents, employees or representatives, against any and all liability, loss, charges, damages, costs, expenses or attorney's fees, which they may hereafter sustain, incur or be required to pay as a result of the willful or negligent act or omission of the Company or its employees, or resulting from the Company's failure to perform or observe any of the terms, covenants and conditions of this Agreement to be performed by the Company, or by reason of any person suffering injury, death or property loss or damage while on the premises of the storage lot(s) provided, however, that the provisions of this paragraph shall not apply to liabilities, losses, charges, costs, expenses, or attorney's fees caused or resulting from the acts or omissions of the Cities or any of the officers, employees, agents or representatives of the Cities, which may result in any person suffering personal injury, death or property loss or damage.

#### 10. NON-ASSIGNABILITY

This agreement shall not be assignable without the written consent of the Cities. Consent shall not be unreasonably withheld.

#### 11. PERSONNEL

The Company shall employ only competent and satisfactory personnel, and shall provide a sufficient number of employees to perform the services provided under the Contract Documents. The Company will supply a list of all current employees and any new employees, including full name and date of birth to the Cities. All drivers will be required to undergo a criminal history check and at minimum, an annual drivers' license check, before towing vehicles in either city.

#### 12. RECORDS

The Company shall maintain written records on all motor vehicles towed by the Company pursuant to this Agreement. Information on vehicles towed pursuant to this Agreement shall be recorded by the Company by make, license number and location,



date and time from which it was towed. These records shall be made available to the Cities for their inspection and shall be maintained as to each vehicle for one year after disposition of each vehicle. The Company agrees to complete State required law enforcement tow reports during snow emergencies.

### 13. STORAGE FEES

The first twenty-four (24) hours a vehicle is held shall be without charge. A charge of \$20.00 per day for outside storage, or fraction thereof, shall be imposed for each twenty-four (24) hours after the initial twenty-four (24) hour period. Inside storage will be charged at \$25.00 per day, Commercial Trucks or Motor homes will be charged at \$30.00 per day, and Long Term Storage will be \$5.00.

### 14. AVAILABILITY FOR REDEMPTION OF VEHICLES

During the time of declaration of a snow emergency and for a period of not less than twenty-four (24) hours following the end of the snow emergency the Company shall insure a person is on site at the main storage location and any other location(s) the Company may utilize. During other times the Company will insure a person is available within fifteen (15) minutes for response to release any vehicle. Company shall provide a single phone number for this purpose

### 15. TERM

This Agreement shall be for the term commencing December 1, 2011 and terminating November 30, 2013.

### 16. TOWING CHARGES

The Company shall charge, plus applicable sales tax for towing within the Cities' limits, the following rates based on accepted bid prices:

Towing:

Passenger cars, Wagons, SUV's, P/U Trucks, Vans, Motorcycles	\$ 54.00
Flatbed Tows	\$ 54.00
City impound evidence tows – 2 <sup>nd</sup> Tow N/C	\$ 54.00
Snow Emergency Tows	\$ 54.00
Accident Tows	\$ 110.00
Buses, Motor homes and Commercial Trucks	\$ 125.00
City Vehicle Tows	no charge

Other Services:

Rollover/Winching	\$ 125.00/hr
Service Call – Minimum	\$ 39.00
Basic clean-up of accident scenes	\$ included
Labor	\$ 125.00/hr
Providing vehicles for police and fire training purposes	no charge

The cost of towing and storage shall be paid by the owner of the vehicle. The Cities shall not be responsible for such charges unless the vehicle towed is ordered towed for seizure or evidence purposes and the vehicle is towed to the City's garage or other location specified by the City.

#### 17. ADMINISTRATIVE FEE AND TOWING REPORTS

The Company will provide the following reports to the City of Mankato Department of Public Safety:

Snow Emergency Report – Within 24 hours of the expiration of a snow emergency, the Company will provide a report listing the total number of vehicles towed from the city during the snow emergency.

Monthly Towing Report – By the 5<sup>th</sup> day of the following month, the Company will provide a report listing:

- The total number of vehicles towed the preceding month under this contract
- The make, model and color of the vehicles towed
- The license plate or vin number of the vehicles towed
- The date and time of each tow
- The location of origin of each tow
- The total number of vehicles released in the preceding month
- The total number of days of storage charged for each vehicle released

Administrative Fee – The Company agrees to collect, and remit to the City of Mankato Department of Public Safety on a monthly basis, an administrative fee of \$10.00 per tow for each vehicle towed and released by the Company. The fee is paid by the owner of the vehicle towed at the time of release, to offset the costs incurred by the City of Mankato associated with the towing, verification and release of said vehicle. The fee is collected and paid to the City only on vehicles that are released. If a vehicle is not reclaimed by its owner, the Company is not liable to pay the City the administrative fee.

#### 18. DISPOSAL OF UNCLAIMED TOWED VEHICLES

The Company, pursuant to State and local laws, will dispose of unclaimed vehicles. The Cities shall not be responsible for the cost of the towing or any accumulated storage charges. Proceeds on sales of unclaimed vehicles shall be retained by the Company. The Company shall comply fully with the requirements of Section 8.10,

Subd. 5, of the Mankato City Code and any corresponding section of the North Mankato City Code, relating to its obligation to notify the owner of the taking of a vehicle into storage by the Company. Copies of all such notices shall be furnished to the Police. In the event an owner consents to disposal of a vehicle by the Company in lieu of redemption, the Company shall have the owner execute a form to be prescribed by the City, releasing and transferring the vehicle to the Company.

#### 19. CHECKS FOR PAYMENT

If the Company accepts a check in payment for charges hereunder, it may charge an additional fee of \$2.00 for accepting payment by check. The Company shall in no manner be required to accept other than United States currency in payment of charges.

#### 20. ESCALATOR

The towing charge of \$54.00 set forth in paragraph 16 of this Agreement may be adjusted annually beginning on December 1, 2012 by the amount of the increase in the Consumer Price Index published by the U. S. Department of Labor, Bureau of Labor Statistics, Chicago, Illinois, listed for the North Central Region Urban Consumers for the preceding one (1) year period, September to September. That is, the towing rates may be increased by the percentage increases in the Consumer Price Index for the applicable period.

#### 21. AGREEMENT ADMINISTRATION

The Mankato Director of Public Safety, or his/her designee, shall be the Cities' authorized representative in all matters pertaining to the administration of the Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the dates given below.

Dated this

\_\_\_\_\_

CITY OF MANKATO

By \_\_\_\_\_  
Patrick Hentges  
City Manager

Dated this

\_\_\_\_\_

CITY OF NORTH MANKATO

By \_\_\_\_\_  
Wendell Sande  
City Administrator

Dated this

11/30/11

ALL AMERICAN TOWING

By Kent Reeves

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #13D	Dept: Administration	Council Meeting Date: 12/5/11
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**TITLE OF ISSUE:** Schools and Conferences

**BACKGROUND AND SUPPLEMENTAL INFORMATION:** Items 1 and 2 are Travel and Training requests for schools and conferences. The schools do not include out-of-state travel.

*If additional space is required, attach a separate sheet*

**REQUESTED COUNCIL ACTION:** Approve actual and necessary expenses

**For Clerk's Use:**  
  
 Motion By: \_\_\_\_\_  
 Second By: \_\_\_\_\_  
  
 Vote Record:
 

Aye	Nay	
_____	_____	Schindle
_____	_____	Freyberg
_____	_____	Steiner
_____	_____	Norland
_____	_____	Dehen

**SUPPORTING DOCUMENTS ATTACHED**  
  

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

Other (specify) \_\_\_\_\_ Travel & Training Request

<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: _____



Date: 11/30/11

CITY OF NORTH MANKATO  
Training and Travel Request

Department: Building Inspections

Names: Dave Knudson, Building Inspector

Number of Personnel Attending: 1

Event: 56th Annual Institute for Building Officials

Dates: Thursday January 12 & Friday January 13, 2012

Location: St. Paul, MN

Required Training for Certification/License: ☒ Yes ☐ No

What Certification/License is this training required for?

Building Official - Limited License

Description:



Date: 11/30/11

## CITY OF NORTH MANKATO Training and Travel Request

Department: Building Inspections

Names: Bruce Royer, Building Official

Dave Knudson, Building Inspector

Number of Personnel Attending: 2

Event: 2012 ICC Upper Great Plains Region III Educational Institute

Bruce Royer: Monday February 6 through Tuesday February 7, 2012

Dave Knudson: Monday February 6 through Friday February 10, 2012

Dates: \_\_\_\_\_

Location: Chaska, MN

Required Training for Certification/License: ☒ Yes ☐ No

What Certification/License is this training required for? \_\_\_\_\_

Building Official & Building Official - Limited Licenses

Description: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #14A	Dept: City Clerk	Council Meeting Date: 12/5/11
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**TITLE OF ISSUE:** License Renewals for 2012

**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, off-sale intoxicating (growler) and cabaret licenses. The Police Chief has reviewed these licenses and recommends approval and issuance of the 2012 licenses. All property taxes are current on all liquor license premises. Other licenses to be renewed include soft drink, cigarette, mechanical amusement devices, refuse haulers, mobile home park, 3.2 beer off-sale and taxi.

*If additional space is required, attach a separate sheet*

**REQUESTED COUNCIL ACTION:** Approve license renewals for 2012

**For Clerk's Use:**

Motion By: \_\_\_\_\_

Second By: \_\_\_\_\_

Vote Record:

Aye      Nay

		Schindle
		Freyberg
		Steiner
		Norland
		Dehen

**SUPPORTING DOCUMENTS ATTACHED**

Resolution    Ordinance    Contract    Minutes    Map

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☐
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Other (specify) \_\_\_\_\_

Memo \_\_\_\_\_

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☐ Workshop

☒ Regular Meeting

☐ Special Meeting

☐

Refer to: \_\_\_\_\_

☐

Table until: \_\_\_\_\_

☐

Other: \_\_\_\_\_



# MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Nancy Gehrke, City Clerk

DATE: December 1, 2011

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 2012. I have verified that all property taxes are current on all liquor license premises.

## ON-SALE LIQUOR (\*INCLUDES SUNDAY)

- \*DDD Motel Corporation, d/b/a Best Western, 1111 Range Street
- \*Mike's Place Inc., d/b/a Bobby Joe's Pub, 253 Belgrade Avenue
- \*Circle Inn, Inc., d/b/a Circle Inn Bar, 232 Belgrade Avenue
- \*Big Dog Restaurants, Inc. d/b/a Big Dog Sports Café, 1712 Commerce Drive
- \*Ange, Inc., 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
- \*Hott Shotts Bar & Grill, Inc. d/b/a Hott Shotts, 1750 Commerce Drive, Suite 103
- \*Plaza Garibaldi Authentic Mexican Restaurant Inc. d/b/a Plaza Garibaldi Mexican Restaurant, 1802 Commerce Drive
- \*Borders Las Fronteras, LLC d/b/a Borders Las Fronteras, 503 Belgrade Avenue

## OFF-SALE LIQUOR

- Mike's Place Inc., d/b/a Bobby Joe's Pub, 253 Belgrade Avenue
- Circle Inn, Inc., d/b/a Circle Inn Bar, 232 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
- Dino's Gourmet Pizzeria, 239 Belgrade Avenue

## CLUB ON-SALE LIQUOR (\*INCLUDES SUNDAY)

- \*American Legion Post 518, 256 Belgrade Avenue

## PINTS-ON-PREMISE AND OFF-SALE INTOXICATING (GROWLER)

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

## CABARET LICENSE

- Circle Inn, Inc., d/b/a Circle Inn Bar, 232 Belgrade Avenue
- Mike's Place Inc., d/b/a Bobby Joe's Pub, 253 Belgrade Avenue

## **2011 LICENSE RENEWALS**

Included is a list of all licenses to be renewed for 2012. 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  
DDD Motel Corporation, d/b/a Best Western, 1111 Range Street  
Mike's Place Inc., d/b/a Bobby Joe's Pub, 253 Belgrade Avenue  
Circle Inn, Inc., d/b/a Circle Inn Bar, 232 Belgrade Avenue  
Walgreens, 1705 Commerce Drive  
Dembouski, Inc., d/b/a M.G.M. Liquor Warehouse, 1755 Commerce Drive  
Perkins Restaurant, 1123 Range Street  
BL Worldwide Investments, Inc., d/b/a PJ's Liquor Emporium, 407 Belgrade Avenue  
Quik Stop Mankato, Inc., d/b/a SuperAmerica, 201 Webster Avenue  
BRHB, Inc., d/b/a Godfather's Pizza, 1765 Commerce Drive  
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  
Taco Johns, 1601 LorRay Drive  
Casey's General Stores, Inc., 1375 Lookout Drive  
LorRay Deli Mart, 1711 Commerce Drive  
Café Ambrosia, 1720 Commerce Drive  
Duehring Enterprises, d/b/a Culver's, 1680 Commerce Drive  
Ange, Inc., d/b/a Spinners Bar, 301 Belgrade Avenue  
Dino's Gourmet Pizzeria, 239 Belgrade Avenue  
Hunan Garden, 408 Belgrade Avenue  
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  
Hott Shotts Bar & Grill, Inc. d/b/a Hott Shotts, 1750 Commerce Drive, Suite 103  
Plaza Garibaldi Authentic Mexican Restaurant Inc. d/b/a Plaza Garibaldi Mexican Restaurant, 1802 Commerce Drive  
Borders Las Fronteras, LLC d/b/a Borders Las Fronteras, 503 Belgrade Avenue  
New Great Wall, 1814 Commerce Drive

### **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  
Quik Stop of Mankato, Inc., d/b/a SuperAmerica, 201 Webster Avenue  
Casey's General Stores, Inc., 1375 Lookout Drive  
LorRay Deli Mart, 1711 LorRay Drive  
Walgreens, 1705 Commerce Drive  
Kwik Trip Inc d/b/a Kwik Trip #615, 1740 Commerce Drive

### MECHANICAL AMUSEMENT DEVICES

DDD Motel Corporation, d/b/a Best Western, 1111 Range Street  
Mike's Place Inc., d/b/a Bobby Joe's Pub, 253 Belgrade Avenue  
Circle Inn, Inc., d/b/a Circle Inn Bar, 232 Belgrade Avenue  
BRHB, Inc., d/b/a Godfather's Pizza, 1765 Commerce Drive  
Big Dog Restaurants, Inc., d/b/a Big Dog Sports Café, 1712 Commerce Drive  
Ange, Inc., d/b/a Spinners Bar, 301 Belgrade Avenue  
J.T.S. Enterprise Inc. d/b/a Roadhouse 169, 1006 N. River Drive  
Hott Shotts Bar & Grill, Inc. d/b/a Hott Shotts, 1750 Commerce Drive, Suite 103

### REFUSE HAULERS

Hansen Sanitation, 34426 470<sup>th</sup> Street, Kasota, MN 56050  
Waste Management, P.O. Box 336, Mankato, MN 56002  
LJP Enterprises, Inc., 31745 410<sup>th</sup> Street, St. Peter, MN 56082

### MOBILE HOME PARK

Camelot Park of North Mankato, 1935 LorRay Drive  
RCL Holding Company, d/b/a Avalon Park, 2101 Excalibur Road

### 3.2 BEER OFF-SALE

Kwik Trip Inc d/b/a Kwik Trip #615, 1740 Commerce Drive

### TAXI

Kato Cab, 711-1/2 N. Riverfront Drive, Mankato, MN 56001  
Taxi Pros, 101 D. Street, Mankato, MN 56001  
VINE Faith in Action, 1618 Third Avenue, Mankato, MN 56001  
Blue Earth Taxi, 104 E. Vine Street, Mankato, MN 56001  
Mavs Taxi, 231 S. Victory Drive, Mankato, MN 56001

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #15A	Dept: Finance	Council Meeting Date: 12/5/11																											
<b>TITLE OF ISSUE:</b> Res. Approving Consent Assessment Agreement - 404 Monroe Avenue																													
<b>BACKGROUND AND SUPPLEMENTAL INFORMATION:</b> Attached is a resolution approving a consent assessment agreement for 404 Monroe Avenue to certify a delinquent utility bill to the 2012 property taxes in the amount of \$474.00.																													
<i>If additional space is required, attach a separate sheet</i>																													
<b>REQUESTED COUNCIL ACTION:</b> Adopt resolution																													
<b>For Clerk's Use:</b>  Motion By: _____ Second By: _____  Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Schindle</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Schindle	_____	_____	Freyberg	_____	_____	Steiner	_____	_____	Norland	_____	_____	Dehen	<b>SUPPORTING DOCUMENTS ATTACHED</b>  <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input 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) <u>Consent Assessment Agreement</u> _____ _____ _____	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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<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.

RESOLUTION APPROVING  
CONSENT ASSESSMENT AGREEMENT

WHEREAS, the City of North Mankato has, at the property owner's request, agreed to certify to the 2012 property taxes, the delinquent utility bill for the following described property:

Lot 16, Block 3, Auditor's Plat #3

404 Monroe Avenue

PIN #18.423.0620

Cost: \$474.00

WHEREAS, the property owner desires that the delinquent utility bill be made as a special assessment against the property; and

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

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

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

Adopted by the City Council this 5<sup>th</sup> day of December 2011.

\_\_\_\_\_  
Mayor

ATTEST:

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

## CONSENT ASSESSMENT AGREEMENT

This Agreement is made between the City of North Mankato (City) and Mandra M. Blume (Owner).

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

1. Owner's property is described as follows:  
404 Monroe Avenue  
PIN 18.423.0620  
Auditor's Plat #3, Lot 16, Block 3
2. Owner desires to certify delinquent utility balance to the 2012 tax rolls.
3. Owner desires to waive all of the procedures mandated by Chapter 429 of Minnesota Statutes and to consent to the imposition of an assessment directly upon the described property.
4. City is willing to certify delinquent utilities in consideration for the owner's consent to the assessments.


The parties therefore make the following agreement:

1. As a result of the delinquent utility, a special assessment shall be filed against owner's land in the amount of \$474.00. The assessment shall payable in equal installments extending over a period of one year and shall bear interest at the rate of 7.00% per annum from the date of this agreement. The City may transmit notice of this assessment to the County Auditor to be recorded against the affected property.

Adopted this 29 day of November, 2011

City of North Mankato

By:   
Its: Finance Director

  
11/29/11  
Property Owner

Addendum A  
Resolution Declaring Costs to be Assessed for Municipal Charges

Type Delinquent Utility - Consent Assessment  
Owner Mandra Blume  
404 Monroe Avenue  
North Mankato, MN 56002

Parcel #	Legal			Address	Amount
	Lot	Block	Subdivision		
18.423.0620	16	3	Auditor's Plat #3	404 Monroe Ave	\$474.00

\$474.00



# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #15B	Dept: Finance	Council Meeting Date: 12/5/11																												
<b>TITLE OF ISSUE:</b> Res. Approving Consent Assessment Agreement - 1712 Mary Lane																														
<b>BACKGROUND AND SUPPLEMENTAL INFORMATION:</b> Attached is a resolution approving a consent assessment agreement for 1712 Mary Lane to certify the costs of repairing a sewer line to the property taxes in the amount of \$9,138.47.																														
<i>If additional space is required, attach a separate sheet</i>																														
<b>REQUESTED COUNCIL ACTION:</b> Adopt resolution																														
<b>For Clerk's Use:</b>  Motion By: _____ Second By: _____  Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Schindle</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Schindle	_____	_____	Freyberg	_____	_____	Steiner	_____	_____	Norland	_____	_____	Dehen	<b>SUPPORTING DOCUMENTS ATTACHED</b>  <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input 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) <u>Consent Assessment Agreement</u> _____ _____ _____		Resolution	Ordinance	Contract	Minutes	Map	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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RESOLUTION NO.

RESOLUTION APPROVING  
CONSENT ASSESSMENT AGREEMENT

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

N 10' of Lot 4 and S 74' of Lot 5, Ridgeview Addition

1712 Mary Lane                      PIN #18.766.0050  
Cost: \$9,138.47

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

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

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

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

Adopted by the City Council this 5<sup>th</sup> day of December 2011.

\_\_\_\_\_  
Mayor

ATTEST:

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

## CONSENT ASSESSMENT AGREEMENT

This Agreement is made between the City of North Mankato (City) and Clarence A. Telshaw Jr. and Diane M Telshaw (Owner).

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

1. Owner's property is described as follows:  
1712 Mary Lane  
PIN 18.766.0050  
N 10' of Lot 4 and S. 74' or lot 5, Ridgeview Addition
2. Owner desires to install new sewer line to the property.
3. Owner desires to waive all of the procedures mandated by Chapter 429 of Minnesota Statutes and to consent to the imposition of an assessment directly upon the described property.
4. City is willing to install new sewer line in consideration for the owner's consent to the assessments.

The parties therefore make the following agreement:

1. As a result of the improvement, a special assessment shall be filed against owner's land in the amount of \$9,138.47. The assessment shall payable in equal installments extending over a period of ten years and shall bear interest at the rate of 7.00% per annum from the date of this agreement. The City may transmit notice of this assessment to the County Auditor to be recorded against the affected property.
2. Prior to transmitting notice of the assessment to the County Auditor, the City shall fully perform all necessary construction concerning the improvement.

Adopted this 15th day of September, 2011

City of North Mankato

By: 

Its: JENNIFER JENSEN

Clarence A. Telshaw  
Diane M. Telshaw  
Property Owner

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #15C	Dept: Finance	Council Meeting Date: 12/5/11																											
<b>TITLE OF ISSUE: Res. Declaring Costs to be Assessed for Municipal Charges - 1702 Candi Lane</b>																													
<b>BACKGROUND AND SUPPLEMENTAL INFORMATION: Attached is a resolution declaring costs to be assessed for municipal charges for curb box repair in the amount of \$1,388.40 for 1702 Candi Lane.</b>																													
<i>If additional space is required, attach a separate sheet</i>																													
<b>REQUESTED COUNCIL ACTION: Adopt resolution</b>																													
<b>For Clerk's Use:</b>  Motion By: _____ Second By: _____  Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Schindle</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Schindle	_____	_____	Freyberg	_____	_____	Steiner	_____	_____	Norland	_____	_____	Dehen	<b>SUPPORTING DOCUMENTS ATTACHED</b>  <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input 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 NO.

RESOLUTION DECLARING COSTS TO BE ASSESSED  
FOR MUNICIPAL CHARGES

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 specifically assessed against such property in the amount specified:

Type: 18203  
Parcel No.: 18.419.0010  
Legal: Lot 1, Block 1, Atwood-Smith Crestview  
Address: 1702 Candi Lane  
North Mankato, MN 56003

Owner: C. R. Davidson  
1702 Candi Lane  
North Mankato, MN 56003

Curb Box Repair - \$1,388.40

Adopted by the City Council this 5<sup>th</sup> day of December 2011.

\_\_\_\_\_  
Mayor

ATTEST:

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



City of North Mankato  
 Delinquent Invoice  
 Certification to Assessment Roll for One Year at 7%

Location	Description	Owner	PID	Legal Description	Amount
1702 Candi Lane	Curb box repair June 2011	Davidson, Charles R. & Georgia Ann Davidson	18.419.0010	Lot 1 Block 1, Atwood-Smith Crestview Addn. #2	1,388.40
					<u>1,388.40</u>

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #15D	Dept: Finance	Council Meeting Date: 12/5/11																											
<b>TITLE OF ISSUE: Res. Declaring Costs to be Assessed for Municipal Charges - 2049 Roe Crest Drive</b>																													
<b>BACKGROUND AND SUPPLEMENTAL INFORMATION: Attached is a resolution declaring costs to be assessed for municipal charges for curb box repair in the amount of \$570.00 for 2049 Roe Crest Drive.</b>																													
<i>If additional space is required, attach a separate sheet</i>																													
<b>REQUESTED COUNCIL ACTION: Adopt resolution</b>																													
<b>For Clerk's Use:</b>  Motion By: _____ Second By: _____  Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Schindle</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Schindle	_____	_____	Freyberg	_____	_____	Steiner	_____	_____	Norland	_____	_____	Dehen	<b>SUPPORTING DOCUMENTS ATTACHED</b>  <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input 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 NO.

RESOLUTION DECLARING COSTS TO BE ASSESSED  
FOR MUNICIPAL CHARGES

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 specifically assessed against such property in the amount specified:

Type: 18203  
Parcel No.: 18.769.0100  
Legal: Lot 10, Roe Crest Addition  
Address: 2049 Roe Crest Drive  
North Mankato, MN 56003

Owner: Ann Ripley  
2222 G. Vining Drive  
Woodbury, MN 55125

Curb Box Repair - \$570.00

Adopted by the City Council this 5<sup>th</sup> day of December 2011.

\_\_\_\_\_  
Mayor

ATTEST:

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

City of North Mankato  
 Delinquent Invoice  
 Certification to Assessment Roll for One Year at 7%

Location	Description	Owner	PID	Legal Description	Amount
2049 Roe Crest Drive	Curb box repair Aug 2011	Ripley, Ann F.	18.769.0100	Lot 10, Roe Crest Addition	570.00
					<hr/>
					570.00
					<hr/>

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #15E	Dept: Finance	Council Meeting Date: 12/5/11																											
<b>TITLE OF ISSUE: Res. Declaring Costs to be Assessed for Municipal Charges - 2158 Willow Trail</b>																													
<b>BACKGROUND AND SUPPLEMENTAL INFORMATION: Attached is a resolution declaring costs to be assessed for municipal charges for curb box repair in the amount of \$340.00 for 2158 Willow Trail.</b>																													
<i>If additional space is required, attach a separate sheet</i>																													
<b>REQUESTED COUNCIL ACTION: Adopt resolution</b>																													
<b>For Clerk's Use:</b>  Motion By: _____ Second By: _____  Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Schindle</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Schindle	_____	_____	Freyberg	_____	_____	Steiner	_____	_____	Norland	_____	_____	Dehen	<b>SUPPORTING DOCUMENTS ATTACHED</b>  <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input 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"/>
Aye	Nay																												
_____	_____	Schindle																											
_____	_____	Freyberg																											
_____	_____	Steiner																											
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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.

RESOLUTION DECLARING COSTS TO BE ASSESSED  
FOR MUNICIPAL CHARGES

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 specifically assessed against such property in the amount specified:

Type: 18203  
Parcel No.: 18.083.0260  
Legal: Lot 26, Block 1 & Und 1/62 int in CE (Lot 63), GPH Subdivision  
Address: 2158 Willow Trail  
North Mankato, MN 56003

Owner: Renee Anderson  
2221 North Ridge Drive  
North Mankato, MN 56003

Curb Box Repair - \$340.00

Adopted by the City Council this 5<sup>th</sup> day of December 2011.

\_\_\_\_\_  
Mayor

ATTEST:

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

City of North Mankato

Delinquent Invoice

Certification to Assessment Roll for One Year at 7%

Location	Description	Owner	PID	Legal Description	Amount
2158 Willow Trail		Anderson,			
	Curb box repair	Robert P &			
	June 2011	Monica R.			
		Anderson	18.083.0260	Lot 26, Block 1 & Und 1/62 int in CE (Lot 63), GPH Subdivision	340.00
					<hr/>
					340.00
					<hr/>

## *MEMORANDUM*

TO: Traffic & Safety Committee  
FROM: Michael Fischer, City Planner  
DATE: November 28, 2011  
SUBJECT: December Traffic & Safety Committee Meeting

The next meeting of the Traffic & Safety Committee has been scheduled for Friday, December 2, 2011 at 9 a.m. in the Municipal Building Conference Room. Below is the meeting agenda:

### AGENDA

1. Request for installation of "No Parking" signs on section of the 1600 Block of Pleasant View Drive, a request from Adrienne Watts.

1. Attached is a request from Adrienne Watts of 1667 Pleasant View Drive for an additional no parking sign on Pleasant View Drive and to install no parking signs on a portion of the 1600 Block of Pleasant View Drive.

Ms. Watts made this request at the November 21, 2011 City Council meeting. While the additional no parking sign will be installed near the intersection of Pleasant View Drive and North Ridge Drive, the Council requested the Traffic & Safety Committee review the request for a no parking sign on the east side of Pleasant View Drive as proposed.

As shown on the attached map, there is currently no parking on the west side of Pleasant View Drive from North Ridge Drive to Restless Court. Due to visibility issues, the applicant is proposing a no parking area on the east side of Pleasant View Drive as well.



**Watts, Adrienne**

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**Subject:** FW: Traffic and Safety Committee Meeting

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**From:** Watts, Adrienne

**Sent:** Monday, November 28, 2011 10:22 AM

**To:** 'Michael Fischer'

**Subject:** RE: Traffic and Safety Committee Meeting

Thank you for your email Mike. Sorry for the delay in responding, but I've been out of town.

I would like the committee to consider the following:

1. Placement of an additional "No Parking Sign" on the no parking side of the street between the corner of Pleasant View \Drive/Northridge Drive and the first driveway entrance (1679 Pleasant View Drive). This is already no parking, but the 1<sup>st</sup> sign is placed at #1671 so there's a small stretch at the beginning of the block that's ambiguous and where parking is occurring. The first sign isn't really visible from the corner area because of the boulevard trees.
2. Placing seasonal "No Parking Between Signs", or better yet permanent no parking between signs, around the curve on Pleasant View Drive. This is on the Lloyd side of the street, across from the mailbox station. I'm proposing the no parking area stretch from the Lloyd driveway entrance to just past the curve in the road (from about 1642-1650). There's a large pine tree on the Lloyd property at the driveway entrance that blocks site lines around the curve, in addition to parked cars narrowing the street. This area of the street narrows significantly during the winter months.

When looking at the sat photo of the area it doesn't appear that the curve is particularly significant, but the mailbox station, trees, traffic volume, and parked cars do present a hazard through the curve.

I'm happy to attend the meeting if I'm in town. Let me know when you think it will be. Otherwise, I hope this email details the information needed to consider the request. Thank you.

**Adrienne M. Watts**

Vice President

Senior Compliance Consultant

WBR IRT Risk Management & Compliance

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# 1667 Pleasant View Dr, North Mankato, MN 56003 Directions,



mapquest.com

File Edit View Favorites Tools Help

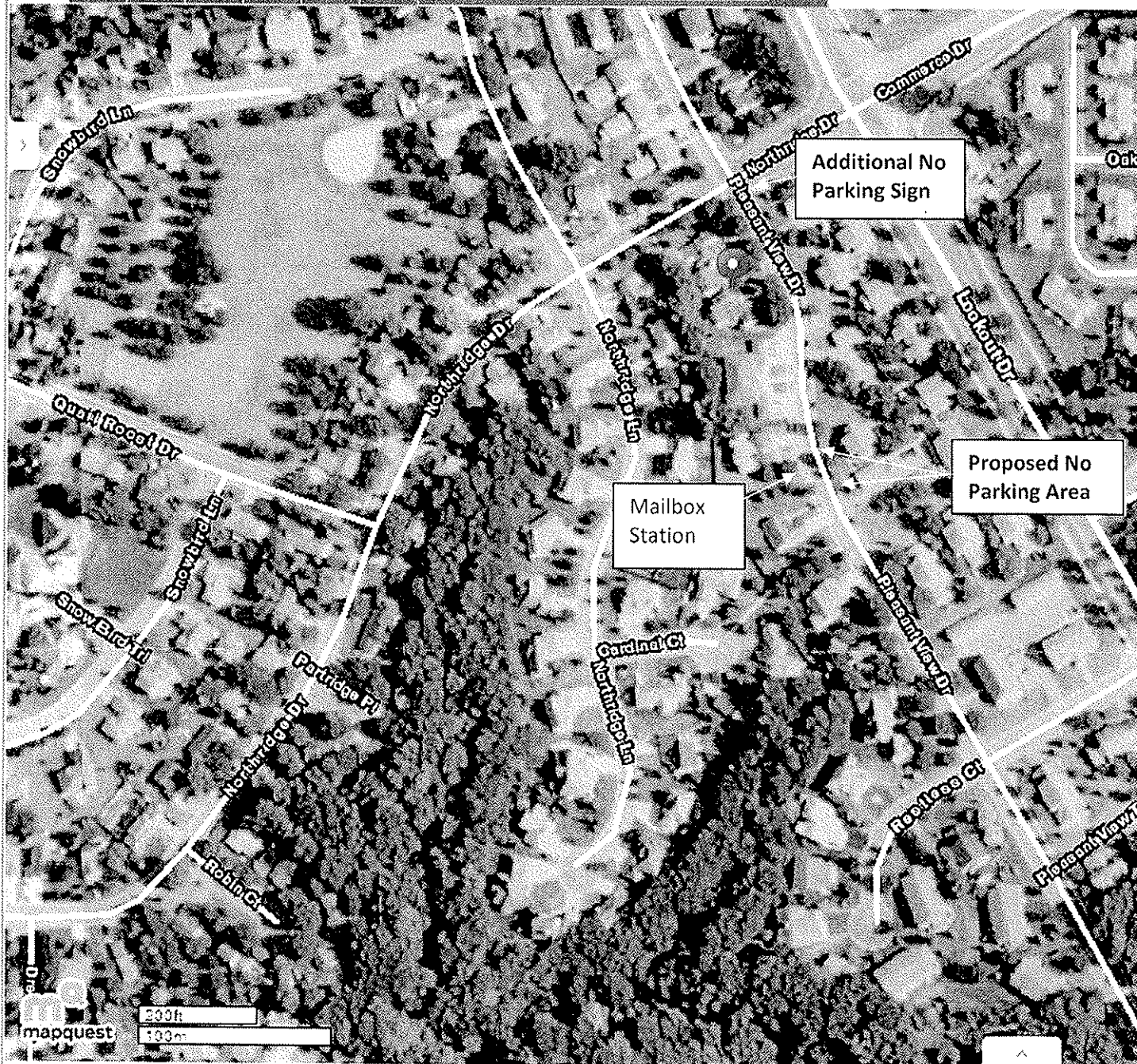
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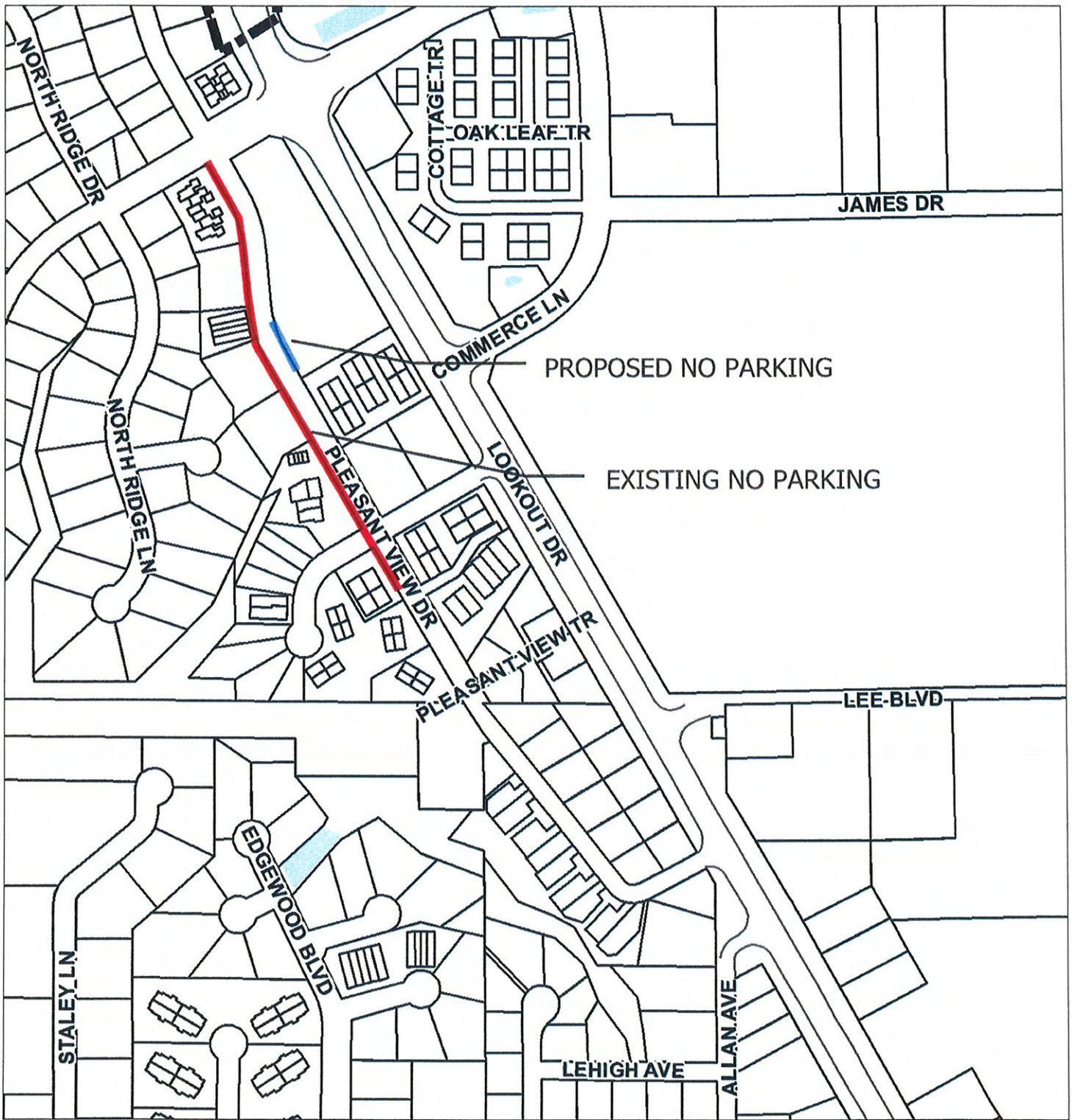
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1667 Pleasant View Dr, North Man...

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Map Name



RESOLUTION NO.

RESOLUTION MAKING APPOINTMENT TO  
NORTH MANKATO PORT AUTHORITY COMMISSION

WHEREAS, the North Mankato Port Authority Commission is composed of seven members; and

WHEREAS, there exists a vacancy on the Port Authority Commission; and

WHEREAS, it is necessary to appoint an individual to fill the term for this vacancy;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, to appoint Duane Olenius to fill the term on the Port Authority Commission effective January 1, 2012 through December 31, 2015.

Adopted by the City Council this 5<sup>th</sup> day of December 2011.

\_\_\_\_\_  
Mayor

ATTEST:

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

CLAIM REPORT  
BILLS PAID AFTER THE COUNCIL MEETING OF NOVEMBER 21, 2011  
END OF MONTH

70479	Void	Void	(\$591.11)
70516	Cline, Danny	replace payroll notice of deposit	\$860.20
70517	Hickory Tech	telephone bill-All Depts.	\$467.46
70518	John Deere Financial	equipment parts-Mun Bldg & Street Depts.	\$386.80
70519	LJP Waste & Recycle	transportation charges-Sanitation	\$577.80
70520	Madison National Life Insurance	life insurance for December	\$591.91
70521	Navitor	business cards-Library & Bookmobile	\$47.66
70522	Sprint	PCS connection card data plan-Police & Public Access	\$159.96
70523	Boy Scout Troop #29	recipient of 10% gambling funds	\$500.00
70524	Children's Museum of Southern MN	recipient of 10% gambling funds	\$1,000.00
70525	Community Education & Recreation	recipient of 10% gambling funds	\$500.00
70526	Echo Food Shelf	recipient of 10% gambling funds	\$1,000.00
70527	Girl Scouts of Mankato	recipient of 10% gambling funds	\$500.00
70528	High School Graduation Celebration	recipient of 10% gambling funds	\$500.00
70529	Holiday Sharing Tree	recipient of 10% gambling funds	\$500.00
70530	LEEP	recipient of 10% gambling funds	\$500.00
70531	MAGFA Softball	recipient of 10% gambling funds	\$500.00
70532	MNMYF Football	recipient of 10% gambling funds	\$500.00
70533	Mankato Area 77 Lancers	recipient of 10% gambling funds	\$500.00
70534	Mankato Area LaCrosse Program	recipient of 10% gambling funds	\$500.00
70535	Mankato Area Public School District 77	recipient of 10% gambling funds	\$2,000.00
70536	Mankato United Soccer Club	recipient of 10% gambling funds	\$500.00
70537	River Valley Foundation	recipient of 10% gambling funds	\$2,000.00
70538	Santa Anonymous	recipient of 10% gambling funds	\$500.00
70539	South Central College Foundation	recipient of 10% gambling funds	\$1,200.00
70540	Toys for Tots	recipient of 10% gambling funds	\$500.00
70541	Xcel Energy	electric bill-All Depts.	\$19,185.19
70542	YMCA Big Brother, Big Sister	recipient of 10% gambling funds	\$500.00
70543	YMCA Youth in Government	recipient of 10% gambling funds	\$500.00
70544	Affinity Plus Fed Credit Union	employee payroll deductions	\$192.62
70545	ICMA Retirement Trust - 457	employee payroll deductions	\$4,453.85
70546	ICMA Retirement Trust - Roth IRA	employee payroll deductions	\$380.77
70547	MN Valley Fed Credit Union	employee payroll deductions	\$60.51
70548	Davidson, Dan	buy funds-Task Force	\$5,335.00
70549	Hickory Tech	telephone & internet bill-All Depts.	\$3,662.18
Total			<u>\$50,470.80</u>

## CLAIMS CONTINUED

General	\$19,704.84
Library	\$801.61
Bookmobile	\$23.83
Community Development	\$100.00
Water	\$4,700.79
Sewer	\$2,198.44
Sanitary Collection	\$1,446.52
Storm Water	\$817.89
Public Access	\$641.88
Minnesota River Valley Drug Task Force	\$5,335.00
10% Gambling Contribution Fund	<u>\$14,700.00</u>
Total	<u><u>\$50,470.80</u></u>



PORT AUTHORITY INVOICES  
BILLS PAID AFTER THE COUNCIL MEETING OF NOVEMBER 21, 2011  
END OF MONTH

None to report

List of Port Authority Bills in the Amount of \$0.00

Council Meeting of December 5, 2011

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Mayor Mark Dehen

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Council Member Bill Schindle

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Council Member Diane Norland

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Council Member William Steiner

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Council Member Robert Freyberg

List of Bills in the Amount of \$50,470.80

Council Meeting of December 5, 2011

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Mayor Mark Dehen

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Council Member Bill Schindle

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Council Member Diane Norland

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Council Member William Steiner

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Council Member Robert Freyberg

CLAIM REPORT  
FOR REGULAR COUNCIL MEETING OF DECEMBER 5, 2011

Albright, James	police reserve stipend-Police Dept.	\$600.00
Ameripride Services	gloves, mats, uniform & towel service-All Depts.	\$678.93
AmLawn	mowing charges-Park Dept.	\$1,469.43
Anderson, Steven	police reserve stipend-Police Dept.	\$400.00
Apt Machining & Fabricating, Inc.	equipment parts-Park Dept.	\$72.00
Arnold's of North Mankato	equipment parts-Park Dept.	\$43.87
Association of Training Officers of MN	registration fees for training-Task Force	\$600.00
Audio Editions	audio books-Library	\$306.73
Baker & Taylor	books-Library & Bookmobile	\$25.04
Batteries Plus	supplies-Street & Sewer Depts.	\$56.69
Benco Electric Cooperative	electric bill-All Depts.	\$23,121.80
Better Housekeeping Vacuums	vacuum-Library	\$459.95
Blue Earth County	salary & telephone bill-Task Force	\$11,302.60
Bogenschutz, Anthony	police reserve stipend-Police Dept.	\$200.00
Bolton & Menk, Inc.	engineering fees-Local Option Sales Tax & 11 Const	\$21,981.50
C & S Supply Co., Inc.	equipment parts & supplies-Street, Park & Water	\$137.12
Caretakers of Mankato	snow removal-Public Access	\$57.60
Cargill, Inc.	road salt-Street Dept.	\$3,759.51
Catco Parts Service	equipment parts-Street, Park & Bookmobile	\$464.81
CenterPoint Energy	gas bill-All Depts.	\$2,409.43
Central Concrete	concrete sealer-Park Dept.	\$117.04
Computer Technology Solutions	computer repair-Finance	\$112.74
Corporate Graphics Commercial	envelopes-Mun Bldg	\$968.52
Crysteel Truck Equipment	equipment parts-Street Dept.	\$43.44
D'Aigle, Joseph	police reserve stipend-Police Dept.	\$400.00
DEMCO, Inc.	supplies-Library	\$384.32
Display Sales	bulbs for holiday decorations-Contingency	\$1,335.75
Dittmer, Lori	refund for lost audio book-Library	\$63.00
Doran, Heather	mileage-Public Access	\$366.20
Express Services	temporary crossing guards & employees-Pol & Str	\$3,573.54
Ferrellgas	LP gas-Sanitation	\$327.69
Fritz, Alexis	police reserve stipend-Police Dept.	\$200.00
G & L Auto Supply	equipment parts & supplies-Street & Water Depts.	\$1,102.04
GreenCare	lawn maintenance-Public Access	\$167.94
Hansen Sanitation	refuse pickup-Sanitation	\$45,996.38

# CLAIMS CONTINUED

Hawkins, Inc.	chemicals-Water Dept.	\$2,167.90
Herber, Deborah	police reserve stipend-Police Dept.	\$600.00
Hermel, A.H. Company	hot chocolate & cappuccino-Library	\$75.26
Holmen, Milton Christopher	police reserve stipend-Police Dept.	\$600.00
Horvick, Inc.	equipment parts-Street Dept.	\$14.59
Ibberson, Terry	police reserve stipend-Police Dept.	\$600.00
Ingram Library Services	books-Library & Bookmobile	\$2,237.46
JT Services	bulbs & light poles-Local Option Sales Tax & Water	\$1,302.95
Jeane Thorne, Inc.	professional service-Task Force	\$1,232.00
Johnson, Joyce	police reserve stipend-Police Dept.	\$300.00
Judd, John	supplies-Task Force	\$249.92
Klompenhower, Eric	police reserve stipend-Police Dept.	\$900.00
LJP Enterprises, Inc.	trailer rent-Sanitation	\$600.00
LS Engineers, Inc.	professional service-Mun Bldg	\$650.00
Lager's of Mankato, Inc.	equipment parts-Water Dept.	\$106.30
Larkstur Engineering	equipment parts-Park Dept.	\$58.56
Lawson Products	supplies-Shop	\$44.34
Lloyd Lumber	equipment parts, supplies & trencher rental-All Depts.	\$600.16
Mankato Clinic	physical-Sanitation	\$110.98
Mankato Motor Company	equipment parts-Task Force	\$31.42
Mantronics Mailing Systems	rate change protection for postage scale-Wtr & Swr	\$295.29
McCabe, Dustin	police reserve stipend-Police Dept.	\$600.00
Menards-Mankato	supplies & lights holiday decorations-Str & Contingency	\$290.45
Miller Motors, Inc.	tires-Inspections & Street Depts.	\$1,200.14
Minnesota Department of Health	water connect fee-Water Dept.	\$7,466.00
Minnesota Dept. of Labor & Industry	inspection fees for air pressure tanks-All Depts.	\$110.00
Minnesota Dept. of Labor & Industry	application fee for training-Inspections	\$20.00
MN Dept Employment & Economic Dev	Thin Film grant repayment-Port Auth State Rev Loan	\$1,931.22
Minnesota State University-Mankato	work study student-Library	\$132.00
NAPA Auto Parts-Mankato	equipment parts-Street Dept.	\$18.01
New Ulm Quartzite Quarries	sand-Park Dept.	\$820.86
Nicollet County Auditor/Treasurer	inspection service-2011 Construction	\$7,570.97
North Central International	equipment parts-Street & Park Depts.	\$196.28
Northwest Lasers, Inc.	laser-2011 Construction	\$2,825.48
OverDrive, Inc.	downloadable ebooks & audio books-Library	\$953.49
Parrott, Matt & Sons	end of year tax forms-Finance	\$418.80
Pet Expo Distributor	aquatic service-Library	\$40.00
Petty Cash, Clara Thorne	petty cash items-All Depts.	\$104.48
Phillips, Kyle	supplies-Task Force	\$10.61
Quality Overhead Door Co., Inc.	repair overhead door-Street Dept.	\$789.00

# CLAIMS CONTINUED

R & R Tire	tire disposal-Sanitation	\$66.00
Red Feather Paper Co.	supplies-All Depts.	\$748.53
Retzlaff, Eric	police reserve stipend-Police Dept.	\$600.00
River Bend Business Products	copier maintenance & supplies-Bldg & Public Access	\$516.08
Ruch, Chad	police reserve stipend-Police Dept.	\$300.00
Sande, Wendell	car allowance for December-Admin	\$400.00
Scott, Kevin	police reserve stipend-Police Dept.	\$300.00
Shine-Way Janitorial Service, Inc.	clean carpet-Fire Dept.	\$214.75
Southern Minnesota Construction	aglime & sand-Park Dept.	\$732.92
Sports Institute	professional service-Comm Dev	\$1,200.00
Standard & Poor's	professional service for bonds	\$8,200.00
Staples Advantage	supplies-All Depts.	\$816.42
Streicher's	tactical holsters & vest carrier-Task Force	\$495.04
US Postal Service	postage-All Depts.	\$3,000.00
Vihstadt, James	police reserve stipend-Police Dept.	\$600.00
Vitale, Matthew	police reserve stipend-Police Dept.	\$600.00
WW Blacktopping, Inc.	asphalt-Street & Water Depts.	\$1,535.26
Wells Fargo Bank	administration fees for bonds	\$5,800.00
Werner Electric Supply	supplies-Shop	\$138.54
Your #1 Auto	equipment parts-Task Force	\$416.02
Total		<u>\$188,260.09</u>

# CLAIMS CONTINUED

General	\$46,152.22
Library	\$5,170.69
Bookmobile	\$202.15
Community Development	\$1,200.00
Local Option Sales Tax	\$1,267.94
Contingency	\$1,511.74
Port Authority State Revolving Loan Fund	\$1,931.22
Port Authority Tax Increment Project Fund	\$4,100.00
Bond Reserve	\$600.00
GO Improvement Bond of 2001	\$350.00
GO Improvement Bond of 2003	\$350.00
GO Improvement Bond of 2004	\$400.00
GO Improvement Bond of 2005	\$200.00
GO Improvement Bond of 2006	\$400.00
GO Refunding Bond of 2010	\$350.00
GO Port Authority Revenue Bonds of 1993A, 1994A, 1998A	\$1,100.00
Port Authority Tax Increment Bonds 2001	\$350.00
Local Option Sales Tax Construction	\$1,922.00
2011 Construction	\$34,555.95
Water	\$20,353.90
Sewer	\$2,048.43
Sanitary Collection	\$48,481.89
Storm Water	\$27.61
Public Access	\$896.74
Minnesota River Valley Drug Task Force	<u>\$14,337.61</u>
Total	<u><u>\$188,260.09</u></u>



PORT AUTHORITY INVOICES  
FOR REGULAR COUNCIL MEETING OF DECEMBER 5, 2011

MN Dept Employment & Economic Dev	Thin Film grant repayment-Port Auth State Rev Loan	\$1,931.22
Standard & Poor's	professional service-Port Auth Tax Increment	\$4,100.00
Wells Fargo Bank	admin fees-Port Auth Rev Bonds & TIF	<u>\$1,450.00</u>
Total		<u><u>\$7,481.22</u></u>

List of Port Authority Bills in the Amount of \$7,481.22

Council Meeting of December 5, 2011

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Mayor Mark Dehen

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Council Member Bill Schindle

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Council Member Diane Norland

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Council Member William Steiner

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Council Member Robert Freyberg

List of Bills in the Amount of \$188,260.09

Council Meeting of December 5, 2011

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Mayor Mark Dehen

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Council Member Bill Schindle

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Council Member Diane Norland

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Council Member William Steiner

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Council Member Robert Freyberg