

Pursuant to due call and notice thereof, a regular meeting of the North Mankato City Council was held in the Municipal Building Council Chambers on March 5, 2018. Mayor Dehen called the meeting to order at 7:00 p.m. asking that everyone join in the Pledge of Allegiance. The following were present for roll call: Mayor Dehen, Council Members Freyberg, Steiner, and Norland, City Administrator Harrenstein, Finance Director McCann, Attorney Kennedy, Community Development Director Fischer, and City Clerk Van Genderen. Absent: Council Member Whitlock and Public Works Director Swanson.

**Approval of Agenda**

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

**Approval of Council and Open Forum Meeting Minutes**

**Council Member Steiner moved, seconded by Council Member Norland, to approve the minutes of the Council and Open Forum meeting of February 20, 2018. Vote on the motion: Freyberg, Steiner, Norland and Dehen aye; no nays. Motion carried.**

**Public Hearing, Consider Amendment to City Code Section 155.50 (B) Ravine Dedication.**

Community Development Director Fischer reported currently when someone plats property adjacent to a ravine it is required to dedicate the property to the City for ravine maintenance purposes. A developer expressed concern that the regulation may affect ravine property appraisals and presented an ordinance change providing an option to use conservation easements to allow the private ownership of ravine property. The Planning Commission discussed the recommendation and reviewed examples of conservation easements, and reviewed the practices of other cities. The Planning Commission recommended the Ordinance change that would allow the use of conservation easements instead of a ravine dedication. Community Development Director Fischer read the current code into the record:

“City Code Section 155.50 (B) Ravine Dedication. The subdivider shall dedicate to the city that portion of all hillsides, ravines, and slopes of bluff lands below the ravine breakline as determined by the Building Official.”

Community Development Director Fischer then read the code as proposed into the record:

“City Code Section 155.50 (B) Ravine Dedication. The subdivider shall dedicate to the city that portion of all hillsides, ravines, and slopes of bluff lands below the ravine breakline as determined by the Building Official or record an easement approved by the City for the conservation and preservation of the terrain and vegetation.”

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

**Consent Agenda**

**Council Member Norland moved, seconded by Council Member Steiner, to approve the Consent Agenda which included:**

- A. Bills and Appropriations.

- B. Approved Park and Audio Permit for Southern Minnesota Autism Coalition's WALKdo 2018, at Spring Lake Park on April 28, 2018, from 8:00 a.m. to 2:00 p.m.
- C. Approved Parade Permit for Southern Minnesota Autism Coalition's WALKdo 2018, 5K on April 28, 2018, at Spring Lake Park from 8:00 a.m. to 2:00 p.m.
- D. Approved Concession Permit for Southern Minnesota Autism Coalition's WALKdo 2018, on April 28, 2018, at Spring Lake Park from 8:00 a.m. to 2:00 p.m.
- E. Approved Large Group Park Permit for Monroe Elementary PTO's Monroe Color Run on May 5, 2018, from 6:30 a.m. to 11:00 a.m. at Spring Lake Park.
- F. Approved Parade Permit for Monroe Elementary PTO's Monroe Color Run on May 5, 2018, from 6:30 a.m. to 11:00 a.m. at Spring Lake Park.
- G. Approved Audio Permit for Feeding Our Community Partners, Beer Brats and Bourbon for Backpack event on Thursday, June 14, 2018, from 6:30 p.m. to 10:30 p.m. at 2120 Howard Drive West.
- H. Approved Large Group and Audio Permit for YWCA's 10<sup>th</sup> Annual Girls on the Run 5K on April 21, 2018, from 6:00 a.m. to 1:00 p.m. at Spring Lake Park.
- I. Res. No. 23-18 Approving Design & Wine's Application for Consumption and Display (Set Up) Permit.
- J. Authorized City Administrator to Approve Service Agreement with Jaguar Communications and Authorize the Update of the Wiring in City Hall.
- K. Res. No. 24-18 Approving Consent Assessment Agreement for 1763 Orchid Drive South.
- L. Accepted Property Owner Petition to Annex 2.38 Acres into the City of North Mankato and Set a Public Hearing for 7:00 p.m. on April 16, 2018.

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

### **Public Comments Concerning Business Items on the Agenda**

Tom Hagen, 927 Lake Street, appeared before Council and requested Council table Agenda Item #10B Consider Resolution Regarding Wildlife Management.

Stefanie Jaquette, 509 Wheeler Avenue, appeared before Council and stated she did not see a downside to having a deer count and gathering the data.

Barb Church, 102 Wheeler Avenue, appeared before Council and stated if the Council proceeds with a survey concerning automatic read water meters there should be more ways than just electronic to answer the survey. Ms. Church said the Council should consider a deer count.

Lucy Lowry, 2263 Northridge Drive, appeared before Council and stated she believed Council should involve residents in solving their issues.

### **Business Items**

**Ordinance No. 100, Fourth Series an Ordinance of the City of North Mankato, Minnesota, Amending North Mankato City Code, Title XV Land Usage Chapter 155.50 (B) Ravine Dedication.**

Attorney Kennedy stated the Planning Commission held a lot of discussion concerning the use of a conservation easement or dedication and determined there would be little to no difference between the two, the property just remains in the property owner's name. **Council Member Freyberg moved, seconded by Council Member Norland to adopt Ordinance No. 100, Fourth Series an Ordinance of the City of North Mankato Minnesota, Amending North Mankato City Code, Title XV Land Usage Chapter 155.50 (B) Ravine Dedication. Vote on the motion: Freyberg, Steiner, Norland and Dehen aye; no nays. Motion carried.**

**Res. No. 25-18 Regarding Wildlife Management.**

Attorney Kennedy stated the resolution does not say a deer hunt will not occur, it simply says at this time a deer hunt will not occur and the Parks Department and Green Space Advisory Committee will consult with the DNR to monitor the deer population. He stated it was clear that the City would continue to observe and monitor the deer population. Council Member Steiner indicated he believed the City should wait until Parks Foreman Jason Lobitz had additional time to monitor the deer population before stating there would not be a deer hunt. Mayor Dehen noted the resolution indicates a deer hunt will not occur at this time and that monitoring will continue. **Council Member Norland moved, seconded by Council Member Freyberg to adopt Res. No. 25-18 Regarding Wildlife Management. Vote on the motion: Freyberg, Norland, and Dehen aye; Steiner nay. Motion carried.**

**Receive Update on Automatic Read Meters.**

Bolton & Menk Engineer Herman Dharmarajah appeared before Council and reviewed information concerning the proposed use of Automated Meter Reading (AMR) and Advanced Metering Infrastructure (AMI). He stated discussions were still being held with possible suppliers so a total cost was not available but an estimation would be \$4.00 a month per meter for a total of 3 million dollars. Engineer Dharmarajah stated there were approximately 5285 customers billed monthly and about 25% submit water meter readings online. He indicated about 20% pay a late fee of \$3 a month for not submitting a meter reading online which results in an additional \$35,000 a year in revenue for the City. Engineer Dharmarajah reviewed water usage in the City and the area utility rates for local selected cities, and North Mankato had the second to the lowest total utility bill. He reviewed potential problems with the current system which included prolonged leak detection, tampering, inaccurate meter readings, billing issues and lost revenue due to inaccurate meters. Engineer Dharmarajah reported possible benefits include fast and efficient data collection, more accurate and precise measurement of water consumption, leak detection capabilities, and low ongoing maintenance costs. The system would also minimize the need to access customer property to read meters or shut off meters and improve operational efficiency and enhance customer service. Engineer Dharmarajah reviewed proposed methods for data collection noting that the system may not allow 100% reading by radio due to the terrain. Engineer Dharmarajah stated the next proposed step would be to survey North Mankato Residents through the monthly utility bill. City Administrator Harrenstein said Finance Director McCann and Engineer Dharmarajah had looked into grants but have not identified any available grants. He stated the proposed changes were brought up by residents and this would not necessarily be for operational efficiency, rather, the thrust would be customer preference. Attorney Kennedy requested clarification on the coverage. Engineer Dharmarajah reported due to the terrain it may not be possible to pull readings from all of the houses and once the houses were identified staff would need to go out with handheld devices to collect the missing data. Council Member Freyberg stated the City should proceed with the survey of the citizens. Mayor Dehen stated Council would not be under obligation to continue it would just gather data.

**Review 2019 Budget & Proposed 2019-2028 CIP Schedule.**

Finance Director McCann reviewed the proposed Bluff Park Trail which would reestablish the trail from Mary Lane to Lake Street. The existing trail is partially covered by debris and vegetation, finishing this trail was identified as one of the top projects during the North Kato Ideas Questionnaire. The project would include retaining walls, stormwater diversion, and lighting. The estimated project as proposed would be \$215,710. Finance Director McCann stated that although the project is small in scope regarding debt financing, it is large regarding the \$350,000 of general fund park improvement

funding set aside in the yearly budget. City Administrator Harrenstein requested clarification on the cost of the lighting. City Engineer Dan Sarff reported the lighting was estimated at \$85,000 and it would not be required and could be eliminated. City Administrator Harrenstein stated the total cost without lighting would be \$130,000. City Council expressed interest in completing the project.

**City Administrator and Staff Comments**

None.

**Mayor and Council Comments**

Council Member Freyberg presented a PowerPoint showing spring flora in Bluff Park and Benson Park in 2017. He reviewed early spring flowers blooming and maple saplings sprouting up. He also showed pictures of flowerbeds in his backyard with a mixture of perennials growing inside a deer fence due to a deer trail in his backyard. He encouraged the public to visit Bluff Park in the spring.

Council Member Norland presented a summary report on the 2007 Parks and Green Spaces Committee. She reviewed the mission and indicated Public Works has been incorporating the ideas into their work in the parks and green spaces. Council Member Norland stated she also reviewed the Parks Plan developed in 2014 and 2015 indicating the new planning included resident participation, with the Greenway Committee developing from that planning. She reported that Parks Superintendent Duane Rader presented a comprehensive review of the work the Parks staff and volunteers have completed in the past years which includes developing groups to help guide specific projects. Council Member Norland reported there would be a group developing for the neighborhood surrounding Wheeler Park. She summarized by stating she did not see a reason to institute a Parks Board. Council Member Norland invited citizens who had ideas or concerns to visit the City Council Open Forum. She also stated if anyone was interested in working with the Parks crew to contact Parks Superintendent Duane Rader.

Mayor Dehen reported he received a thank you note from Boy Scout Troup 29 for the City's donation.

There being no further business, on a motion by Council Member Steiner, seconded by Council Member Norland, the meeting adjourned at 7:58 p.m.

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Mayor

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City Clerk



Pursuant to due call and notice thereof, a Council Open Forum of the North Mankato City Council was held in the Municipal Building Council Chambers on March 5, 2018. Mayor Dehen called the meeting to order at 8:03 p.m. The following were present for roll call: Mayor Dehen, Council Members Freyberg, Steiner, and Norland, and City Clerk Van Genderen. Absent: Council Member Whitlock.

**Open Forum**

Mayor Dehen welcomed the citizens to the Open Forum and noted the forum would be limited to 15 minutes and each speaker to 3-minutes.

Tom Hagen, 927 Lake Street, thanked Council Member Freyberg for his presentation on the spring flora in Bluff Park and Benson Park. He indicated that his ravine did not look like that and requested a deer count. Council Member Norland stated a deer count would cost somewhere around \$700 an hour for the helicopter. Council Member Freyberg noted that during a visit to Mr. Hagen's property a few years ago he noted it was a perfect habitat for deer.

Stefanie Jaquette, 509 Wheeler Avenue, requested information on if the City Council would be completing an 18-month study of the rental density cap. She indicated she wanted information on if the cap was increasing rental property prices as this was important to many people. Mayor Dehen reported volunteer firefighters were being trained to conduct inspections of rental properties to ensure living conditions and building codes were being met by all rentals.

Council Members discussed the T21 Ordinance that was passed on February 5, 2018, the discussion centered around Council action considering the City of Mankato did not pass a similar ordinance. Council Member Norland stated she would like to publish the Ordinance and enforce the changes. Mayor Dehen indicated he would want to leave the Ordinance on the books but not implement it. Council Member Freyberg stated he was torn because the agreement in the Intergovernmental Committee was that if one City did not pass the Ordinance, the other City would not move forward. Council Member Steiner said he did not believe this should be municipal law; rather it should be a State law. Mayor Dehen indicated the topic would be visited at the next Council Meeting.

Mayor Dehen closed the Open Forum at 8:15 p.m.

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Mayor

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City Clerk



CITY OF NORTH MANKATO

OFFICE OF THE MAYOR

# Proclamation

WHEREAS: The Minnesota Small Business Development Centers' (SBDC) mission is to help businesses start, grow and succeed; and

WHEREAS: Small businesses are the lifeblood of the Minnesota economy; and

WHEREAS: In 2017 the South Central Region SBDC provided 4,200 professional consulting hours at no cost to 400 entrepreneurs and businesses; and its client businesses created 32 new businesses and accessed \$20 million in new capital investment; and

WHEREAS: America's SBDCs are hosting the second annual SBDC Day on March 21, 2018 -- a national movement to share the small business success stories and notable impact SBDCs have fostered in communities nationwide;

NOW, THEREFORE, I, MARK DEHEN, do hereby proclaim Wednesday, March 21, 2018 as SBDC DAY in North Mankato, Minnesota.

Mark Dehen  
Mayor North Mankato, Minnesota



NOTICE OF PUBLIC HEARING  
PROJECT NO. 17-06 ABCDE Marie Lane Extension Project

Notice is hereby given that the City Council of North Mankato will meet in the Council Chambers of the City Hall at 7:00 p.m. on March 19, 2018, to consider the making of Improvement No. 17-06 ABCDE, an improvement on Marie Lane from Ivy Lane to a point approximately 450 feet west of Ivy Lane, pursuant to Minn. Stat. §429.011 to 429.111. The estimated cost of the improvement is \$241,900. A reasonable estimate of the impact of the assessment will be available at the hearing. Such persons as desire to be heard with reference to the proposed improvement will be heard at this meeting.

/s/April Van Genderen  
City Clerk

Published in the Free Press on March 9 and March 16, 2018.

## Improvement Hearing

Marie Lane Extension Project  
Project 17-06 ABCDE

**BOLTON & MENK**  
Real People. Real Solutions.  
March 19, 2018

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## Project Location/Background

- Preliminary and final plat of Nature View Subdivision No. 2:
  - Approved at February 10<sup>th</sup> Planning Commission Meeting
  - On the agenda for approval at February 20<sup>th</sup> City Council Meeting
- Proposed subdivision is located at west end of platted right of way of Marie Lane – approx. 450 feet west of Ivy Lane
- Council received Preliminary Engineering Report February 20<sup>th</sup> and set public hearing for March 19<sup>th</sup>

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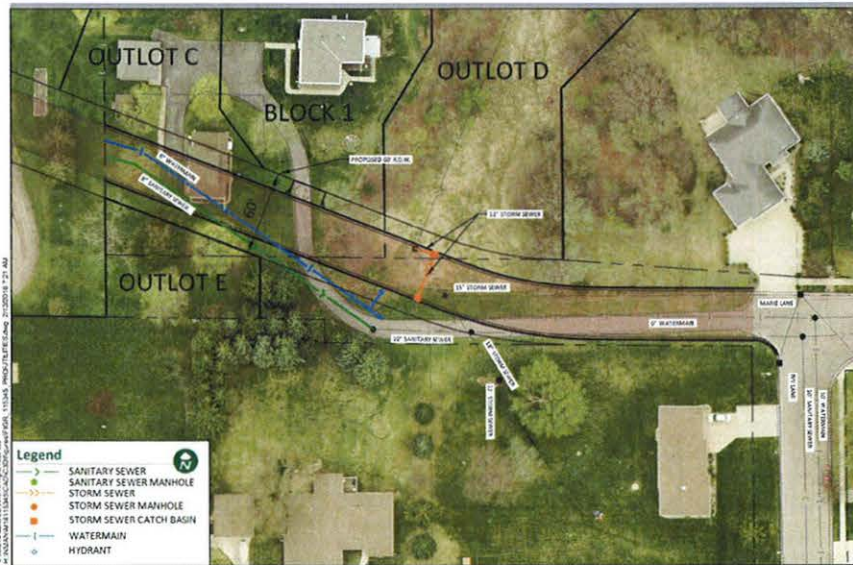
Sanitary Sewer, Watermain, and Storm Sewer Systems 

- Existing Conditions:
  - Sanitary sewer, watermain, and storm sewer in place from Ivy Lane to approximately 300 feet west of Ivy lane
  - Existing utilities were constructed in 1986 and are in good condition
- Proposed Improvements
  - Construct new sanitary sewer and watermain from where existing utilities end to east boundary of subdivision property (approximately 150 feet)
  - Sanitary sewer - new 8-inch diameter plastic pipe and new manholes
  - Watermain – new 6-inch diameter plastic pipe; replace valves and fittings
  - Extend sanitary sewer and water services within right-of-way to 612 Marie Lane
  - Storm sewer - modifications to existing and construction of new inlets

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MARIE LANE STREET EXTENSION  
CITY OF NORTH MANKATO

FIGURE 3 - PROPOSED UTILITIES  
FEBRUARY 13, 2018



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## Street and Surface



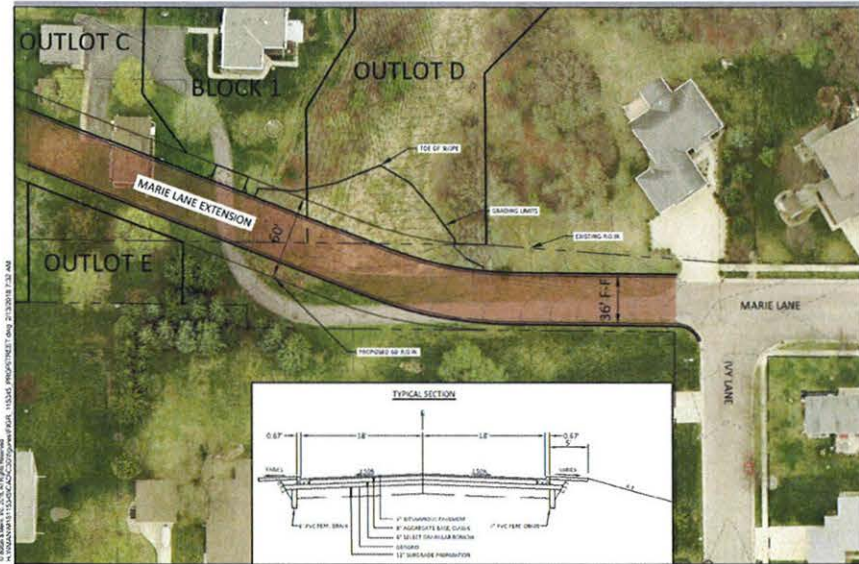
- Existing Conditions:
  - Existing street constructed in 1988
  - Existing 16-foot wide bituminous (blacktop) street
  - No curb and gutter both sides
  - Does not meet current City standards
- Proposed Improvements:
  - Reconstruct existing street with new bituminous pavement and curb and gutter
  - Proposed width – 36 feet from face of curb to face of curb
  - No sidewalk or bicycle lanes proposed – cul-de-sac street; serves only 11 lots
  - Will require fill in low area adjacent to ravine
  - New concrete driveway apron for 612 Marie Lane
  - Residential street bituminous pavement section
  - Restore all disturbed residential turf areas with seed

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MARIE LANE STREET EXTENSION  
CITY OF NORTH MANKATO

FIGURE 4 - PROPOSED STREET EXTENSION  
FEBRUARY 13, 2018



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## Estimated Project Costs



Item	Estimated Cost
Street	\$183,800
Storm Sewer	\$10,700
Sanitary Sewer	\$20,300
Watermain	\$27,000
<b>TOTAL</b>	<b>\$241,800</b>

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

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## Assessments



- Six parcels and four abutting property owners adjacent to the reconstructed Marie Lane
- Three parcels are owned by the City of North Mankato
- Two non-City parcels will have no increased value – already have street and utility access on Marie Lane or Parkview Court
- Parcel at 612 Marie Lane will receive benefit from portions of the street reconstruction and extension
- Total calculated assessment will exceed assessment cap
- Assessment cap:
  - \$8,000 assessment cap used on 2016 Roe Crest Drive Reconstruction Project
  - Proposed adjustments to assessment cap:
    - Adjustment (reduction) for smaller lot sizes at 612 Marie Lane vs. Roe Crest Drive
    - Adjustment (increase) based on construction cost index from 2016 to 2017
  - Proposed adjusted assessment cap for 612 Marie Lane - \$8,200

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## Conclusions and Recommendation



- Project is feasible, cost effective, and necessary, from an engineering standpoint
- Improvements can best be accomplished by letting competitive bids for the work.
- Consider attached resolution ordering improvement and preparation of plans and specifications.

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## Questions/Discussion





City of North Mankato, MN

# Claims List - Regular

By Vendor Name

Date Range: 3-19-18

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: APBNK-APBNK</b>						
00113	BAKER & TAYLOR	03/19/2018	Regular	0	16.59	88923
00117	BARCO MUNICIPAL PRODUCTS, INC.	03/19/2018	Regular	0	1,061.92	88924
00124	BAUER'S UPHOLSTERY	03/19/2018	Regular	0	250.00	88925
00133	BELGRADE TOWNSHIP TREASURER	03/06/2018	Regular	0	5,013.65	88915
00134	BELLKATO CORPORATION	03/19/2018	Regular	0	575.00	88926
02764	BLUE EARTH COMMUNITY LIBRARY	03/19/2018	Regular	0	197.54	88927
00221	CARGILL, INC.	03/19/2018	Regular	0	4,008.69	88928
02757	CINTAS	03/19/2018	Regular	0	158.12	88929
00255	CITY OF MANKATO	03/08/2018	Regular	0	30.00	88916
00255	CITY OF MANKATO	03/19/2018	Regular	0	55,378.27	88930
02275	DEM-CON MATERIALS & RECOVERY	03/19/2018	Regular	0	518.93	88931
00401	EXPRESS SERVICES, INC.	03/19/2018	Regular	0	1,150.86	88932
00404	FASTENAL COMPANY	03/19/2018	Regular	0	79.89	88933
00432	FLEETPRIDE	03/19/2018	Regular	0	525.05	88934
00447	FREE PRESS	03/19/2018	Regular	0	1,079.10	88935
00473	GENERATOR SYSTEM SERVICES, INC.	03/19/2018	Regular	0	2,489.77	88936
02276	GOLD CROSS EDUCATION CENTER	03/19/2018	Regular	0	600.00	88937
00519	HACH COMPANY	03/19/2018	Regular	0	243.36	88938
00560	HILDl, INC.	03/19/2018	Regular	0	2,200.00	88939
00591	HUNT, AMY	03/19/2018	Regular	0	120.00	88940
00593	HUTCH AUTO & TRUCK PARTS	03/19/2018	Regular	0	45.00	88941
00632	JAVENS MECHANICAL CONTRACTING CO.	03/19/2018	Regular	0	400.00	88942
02762	JENSEN, MICHELLE	03/02/2018	Regular	0	1,900.00	88914
00624	JM PROMOTIONS	03/19/2018	Regular	0	1,604.96	88943
00746	LAW ENFORCEMENT LABOR SERVICES, INC.	03/13/2018	Regular	0	637.00	88919
00754	LEAGUE OF MINNESOTA CITIES	03/19/2018	Regular	0	760.00	88944
00800	MADDEN, GALANTER, HANSEN, LLP	03/19/2018	Regular	0	2,479.19	88946
02110	MAKING FACES MANKATO	03/19/2018	Regular	0	100.00	88947
02110	MAKING FACES MANKATO	03/19/2018	Regular	0	400.00	88948
00819	MANKATO FORD, INC.	03/19/2018	Regular	0	118.81	88949
00847	MATHESON TRI-GAS, INC.	03/19/2018	Regular	0	110.56	88950
00920	MINNESOTA DEPARTMENT OF HEALTH	03/19/2018	Regular	0	23.00	88951
00920	MINNESOTA DEPARTMENT OF HEALTH	03/19/2018	Regular	0	23.00	88952
01018	NCPERS MINNESOTA-UNIT 662400	03/13/2018	Regular	0	160.00	88920
01063	NORTHERN SEWER EQUIPMENT CO., INC.	03/19/2018	Regular	0	179.40	88953
02277	PENGUIN RANDOM HOUSE LLC	03/19/2018	Regular	0	4,912.74	88954
01106	PETTY CASH	03/19/2018	Regular	0	65.38	88955
01133	POWERPLAN/RDO EQUIPMENT	03/19/2018	Regular	0	1,570.15	88956
01162	QUEST DIAGNOSTICS	03/19/2018	Regular	0	326.70	88957
02671	RYAN PLUMBING AND HEATING	03/19/2018	Regular	0	315.46	88958
02264	SPECIAL OPERATIONS TRAINING ASSOCIATION	03/19/2018	Regular	0	855.00	88959
01349	STONE & STEEL DESIGN, LLC	03/19/2018	Regular	0	187.56	88960
01371	TACTICAL SOLUTIONS	03/19/2018	Regular	0	209.00	88961
02756	TAPCO	03/19/2018	Regular	0	143.53	88962
01402	TIRE ASSOCIATES	03/19/2018	Regular	0	406.19	88963
01407	TOOL SALES COMPANY	03/19/2018	Regular	0	116.00	88964
01432	TWIN RIVERS COUNCIL FOR THE ARTS	03/19/2018	Regular	0	3,500.00	88965
01446	UNIVERSAL TRUCK EQUIPMENT, INC.	03/19/2018	Regular	0	380.45	88966
02765	VOIGT SMITH INNOVATIONS LLC	03/19/2018	Regular	0	2,200.00	88967
02282	WARD EINESS STRATEGIES	03/19/2018	Regular	0	2,000.00	88968
01504	WATCH GUARD VIDEO	03/19/2018	Regular	0	8,735.00	88969
01524	WERNER ELECTRIC SUPPLY	03/19/2018	Regular	0	48.66	88970
01525	WEST CENTRAL SANITATION, INC.	03/19/2018	Regular	0	27,036.87	88971
01557	XCEL ENERGY	03/19/2018	Regular	0	402.49	88972
00182	BOYER TRUCKS	03/13/2018	Bank Draft	0	96.56	DFT0001886
00241	CHARTER COMMUNICATIONS	03/08/2018	Bank Draft	0	496.84	DFT0001860
00263	CLAREY'S SAFETY EQUIPMENT, INC.	03/06/2018	Bank Draft	0	109.15	DFT0001850

02058	CONSOLIDATED COMMUNICATIONS	03/08/2018	Bank Draft	0	30.92	DFT0001861
02058	CONSOLIDATED COMMUNICATIONS	03/08/2018	Bank Draft	0	3,153.66	DFT0001862
02058	CONSOLIDATED COMMUNICATIONS	03/08/2018	Bank Draft	0	40.04	DFT0001863
02058	CONSOLIDATED COMMUNICATIONS	03/08/2018	Bank Draft	0	40.93	DFT0001864
02058	CONSOLIDATED COMMUNICATIONS	03/08/2018	Bank Draft	0	42.94	DFT0001865
02058	CONSOLIDATED COMMUNICATIONS	03/08/2018	Bank Draft	0	30.92	DFT0001866
02058	CONSOLIDATED COMMUNICATIONS	03/08/2018	Bank Draft	0	259.41	DFT0001867
00608	INGRAM LIBRARY SERVICES	03/14/2018	Bank Draft	0	905.23	DFT0001888
00733	LAKES GAS CO #10	03/15/2018	Bank Draft	0	79.80	DFT0001892
01117	PLUNKETT'S PEST CONTROL, INC.	03/14/2018	Bank Draft	0	118.14	DFT0001890
01335	STAPLES ADVANTAGE	02/09/2018	Bank Draft	0	51.66	DFT0001848
01335	STAPLES ADVANTAGE	03/05/2018	Bank Draft	0	388.93	DFT0001849
01335	STAPLES ADVANTAGE	03/13/2018	Bank Draft	0	218.72	DFT0001891
01337	STAR TRIBUNE	03/12/2018	Bank Draft	0	473.72	DFT0001873
01470	VERIZON WIRELESS	03/12/2018	Bank Draft	0	30.14	DFT0001874
01470	VERIZON WIRELESS	03/12/2018	Bank Draft	0	825.95	DFT0001875
02178	WASTE MANAGEMENT OF WI-MN	03/06/2018	Bank Draft	0	113.31	DFT0001851
00028	AFFORDABLE TOWING OF MANKATO, INC.	03/21/2018	EFT	0	40.00	688
00036	ALEX AIR APPARATUS, INC.	03/21/2018	EFT	0	2,237.50	689
00058	AMERICAN ENGINEERING TESTING, INC.	03/21/2018	EFT	0	2,803.18	690
02645	APT CNC, INC.	03/21/2018	EFT	0	80.00	691
00105	AUTO VALUE MANKATO	03/21/2018	EFT	0	506.98	692
00123	BATTERIES+BULBS	03/21/2018	EFT	0	84.94	693
00174	BOLTON & MENK, INC.	03/21/2018	EFT	0	50,955.50	694
00216	C & S SUPPLY CO, INC.	03/21/2018	EFT	0	13.24	695
00310	CRYSTEEL TRUCK EQUIPMENT, INC	03/21/2018	EFT	0	659.28	696
00343	DH ATHLETICS LLC	03/21/2018	EFT	0	6,729.37	697
00463	G & L AUTO SUPPLY, LLC	03/21/2018	EFT	0	174.55	698
00493	GOODWIN, TONY	03/21/2018	EFT	0	150.00	699
00538	HAWKINS, INC.	03/21/2018	EFT	0	289.05	700
00680	J.J. KELLER & ASSOCIATES, INC.	03/21/2018	EFT	0	738.00	701
00657	JT SERVICES	03/21/2018	EFT	0	776.00	702
00691	KENNEDY & KENNEDY LAW OFFICE	03/21/2018	EFT	0	9,044.34	703
00700	KLEIST, RANDY M.	03/21/2018	EFT	0	198.44	704
02523	KRAUSE, TOM	03/21/2018	EFT	0	85.02	705
00743	LARKSTUR ENGINEERING & SUPPLY, INC.	03/21/2018	EFT	0	81.42	706
00776	LLOYD LUMBER CO.	03/21/2018	EFT	0	408.99	707
00825	MANKATO MOTOR COMPANY	03/21/2018	EFT	0	2,807.31	708
00874	MENARDS-MANKATO	03/21/2018	EFT	0	60.44	709
00889	MIDWEST TAPE/HOOPLA	03/21/2018	EFT	0	840.32	710
00902	MINNESOTA IRON & METAL CO	03/21/2018	EFT	0	161.70	711
00910	MINNESOTA VALLEY TESTING LAB, INC.	03/21/2018	EFT	0	274.00	712
00956	MINNESOTA WASTE PROCESSING CO.	03/21/2018	EFT	0	17,784.05	713
01009	NAPA AUTO PARTS - MANKATO	03/21/2018	EFT	0	13.36	714
01036	NICOLLET COUNTY RECORDER/ABTRACTER	03/21/2018	EFT	0	138.00	715
01052	NORTH CENTRAL INTERNATIONAL	03/21/2018	EFT	0	428.54	716
02005	PANTHEON COMPUTERS	03/21/2018	EFT	0	5,657.75	717
01090	PARAGON PRINTING, MAILING & SPECIALTIES	03/21/2018	EFT	0	2,954.59	718
01160	QUALITY OVERHEAD DOOR CO, INC	03/21/2018	EFT	0	80.00	719
02747	RENT-N-SAVE	03/21/2018	EFT	0	160.00	720
01211	RIVER BEND BUSINESS PRODUCTS	03/21/2018	EFT	0	294.03	721
01263	SCHWICKERT'S TECTA AMERICA LLC	03/21/2018	EFT	0	2,150.00	722
02536	USAQUATICS, INC.	03/21/2018	EFT	0	16,302.66	723
01478	VIKING FIRE & SAFETY LLC	03/21/2018	EFT	0	13.90	724
01492	WACO SCAFFOLDING & SUPPLY CO.	03/21/2018	EFT	0	165.29	725
01563	ZARNOTH BRUSH WORKS, INC.	03/21/2018	EFT	0	448.00	726
02181	ETS CORPORATION	03/02/2018	Bank Draft	0	757.33	DFT0001871
02003	MINNESOTA DEPT OF REVENUE	03/02/2018	Bank Draft	0	7,543.00	DFT0001847
02766	SPROUT SOCIAL	03/07/2018	Bank Draft	0	98.33	DFT0001859
01477	VIKING ELECTRIC SUPPLY, INC.	03/06/2018	Bank Draft	0	171.09	DFT0001852
01477	VIKING ELECTRIC SUPPLY, INC.	03/08/2018	Bank Draft	0	122.60	DFT0001868
01477	VIKING ELECTRIC SUPPLY, INC.	03/12/2018	Bank Draft	0	59.92	DFT0001876
					281,097.82	119

**Authorization Signatures**

**All Council**

The above manual and regular claims lists for 3-19-18 are approved by:

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MARK DEHEN- MAYOR

---

DIANE NORLAND- COUNCIL MEMBER

---

WILLIAM STEINER- COUNCIL MEMBER

---

ROBERT FREYBERG- COUNCIL MEMBER

---

JAMES WHITLOCK- COUNCIL MEMBER





1001 Belgrade Ave., PO Box 2055  
 North Mankato, MN 56003  
 507-625-4141 Fax: 507-625-4252  
 www.northmankato.com

For Office Use Only

APPROVED \_\_\_\_\_

DENIED \_\_\_\_\_

PARK USE

AUDIO USE

### Application For PARADE PERMIT

#### REQUIRED INFORMATION:

- Application for Parade Permit
- Map of Parade Route
- \$35 Application Fee

*Thirty (30) days in advance of the parade date.*

Name of Applicant <u>Amy Jordan</u>	Address <u>127 S. 2nd St #200</u>	Phone <u>507-386-2186</u>	Email <u>amy@yweamankato.org</u>
Sponsoring Organization Name <u>YWCA Mankato</u>	Address <u>127 S 2nd St #200</u>	Phone <u>507-345-4629</u>	
Contact during event <u>Amy Jordan</u>		Phone <u>507-420-6562</u>	
Event Location <u>Spring Lake Park &amp; surrounding roads</u>	Date <u>4/21/18</u>	From <u>8:00 am</u>	Time To <u>11:30 am</u>
Occasion for Parade <u>10th Annual Girls on the Run 5k</u>			

Parade Description / Composition  
5k runners, walkers ~~age~~ of all ages

Estimated Number of Participants: 900 runners, 200 volunteers, +spectators

As duly authorized representative or agent of the parade sponsoring organization, I hereby make application for a permit to parade in the City of North Mankato, Minnesota. I hereby certify that, to the best of my knowledge, the above is an accurate and true description of the parade. I agree to execute the parade according to this permit and subject to the provisions and conditions which may be necessary to provide for the safety of parade participants and the orderly and safe movement of public traffic.

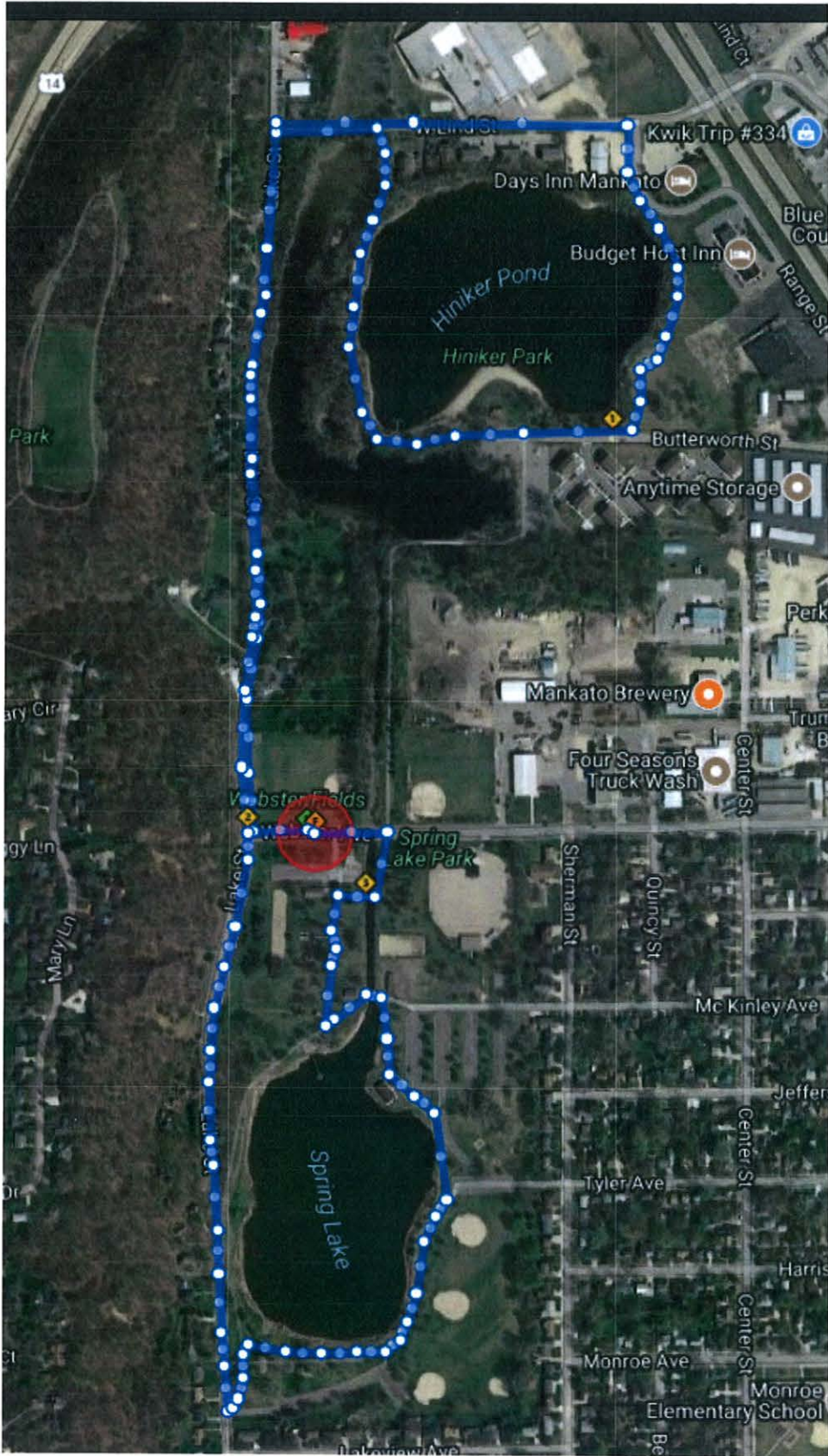
Amy Jordan 2/2/18  
 Applicant Date

Pursuant to Section 70.21 of the North Mankato City Code, I hereby authorize a parade permit for the applicant organization. This permit shall be valid only under the conditions recommended by the City of North Mankato and only for the date and time indicated.

[Signature] #701 02-12-18  
 Chief of Police Date

\_\_\_\_\_  
 Caswell Sports Director Date





## MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Mike Fischer, Community Development Director

DATE: March 7, 2018

SUBJECT: March Traffic & Safety Committee Meeting

On Wednesday, March 7, 2018, the Traffic & Safety Committee met to discuss an item of business. Traffic & Safety members present: Community Member Bill Borchardt, Police Chief Chris Boyer, Public Works Director Brad Swanson and Community Development Director Mike Fischer.

The following is a summary of the meeting:

### **1. Request to consider on-street parking restrictions**

Staff presented a request from David Viehweg of 515 Nicollet Avenue to consider a City Code amendment which limits the number of vehicles which can park on public streets to 2 per household. Staff noted that the applicant addressed the City Council regarding this issue in February of 2018. According to the applicant, the primary reason for the request is for safety purposes. The Traffic & Safety Committee discussed enforcement challenges and the effect an amendment would have on the entire City. Staff indicated that vehicle parking on streets presents no significant challenges for emergency vehicles or snow plows. Staff acknowledged there is no known similar citizen request ever made and that there is no other known City which restricts on street parking by household on a City wide basis. The Committee held additional discussion regarding expected resistance from the general public, effects on large families/visitors, use of public streets and properties with limited or no off street parking.

### Recommendation

The Traffic & Safety Committee recommends denial of the request to regulate on-street parking per household on public City streets



## MEMORANDUM

TO: Traffic & Safety Committee

FROM: Mike Fischer, Community Development Director

DATE: February 27, 2018

SUBJECT: March Traffic & Safety Committee Meeting

The next meeting of the Traffic & Safety Committee has been scheduled for Wednesday, March 7, 2018 at 9:00 a.m. in the Municipal Building Conference Room.

### AGENDA

1. A request to consider on-street parking restrictions, a request from David Viehweg

## **1. Request to consider on-street parking restrictions**

Attached is a written request from David Viehweg for the City to consider an ordinance change that limits the number of vehicles that can park on the street to 2 per household. Mr. Viehweg addressed the City Council in February of 2018 with this request and it was determined that it should be reviewed by the Traffic & Safety Committee. Currently, parking on public City streets is allowed but it is unlawful to park a vehicle on any street for a continuous period in excess of 24 hours.

Staff concerns for the proposed ordinance change include:

1. Enforcement/staff time commitment
2. Resistance from general public
3. Large families
4. Visitors
5. Some properties have 0 or limited off-street parking spaces
6. Posting of signs

While the applicant indicates that the primary reason for the request is safety related, staff questions the effectiveness of restricting on-street parking and the level of staffing needed to administer the restrictions on an annual basis.

### **RECOMMENDATION**

Based on the above listed concerns, staff recommends denial of the request.

## Michael Fischer

---

**From:** David Viehweg <dviehweg@abf.com>  
**Sent:** Thursday, February 15, 2018 1:09 PM  
**To:** michaelf@northmankato.com  
**Subject:** Request to have inclusion of ordinance limiting the number of autos per household to park on city streets.

Michael,

I addressed the city council at the meeting held on Feb. 06, 2018 regarding a concern I have about the number of automobiles per household allowed to park on city streets. I do not see that there is any regulation limiting the total number allowed to park on the city street other than the 24 hour rule. I have a number of concerns, and feel that the city should pass an ordinance that limits the number of automobiles to park on city streets per household to 2. Most residential neighborhoods each house would have space available for 2 autos in front of their house on the city street and almost all residential houses have off street parking in the rear off the alley accesses. There are many reasons to put a limit on the number of autos allowed some obvious some not.

The primary reason is safety. Emergency personnel access. The situation arises due to individuals parking wherever they stop the car, with no consideration of where they park or whom it might impact. With how they park blocking street access it would and does impede access to individuals homes which in emergency situations could create a serious situation. This situation is becomes even worse during winter months with snow banks and ice on the edges of the street. By imposing a limit cars would have the spacing available to not block any street access.

The city police ability to maneuver in emergency situations being restricted due to congestion on the streets

Snow and leaf removal. Reducing the number of autos on the street would only improve not only the speed at which this functions could be accomplished but also the efficiency. Reducing city labor cost, saving tax payer money and improving overall performance of the job being done.

Street repairs both scheduled and unscheduled would be more efficient and improved with less congestion.

Ease of commerce for delivery trucks to move around and access resident homes. IE FEDEX, UPS and USPS.

And resident safety for both biking, walking and driving. The reduction in congestion by removing additional automobiles would provide walkers, bikers and drivers space to move over and avoid other traffic.

I think city of North Mankato needs to consider passing an ordinance that would limit the number of on street autos allowed to park on city streets to 2. If town house associations can have an ordinance the limits the residents of town house associations to 2 why would the city not be able to provide safety to its residents by reducing the number allowed. I cannot see how this would have anything but a positive impact on the neighbor hoods and residents of North Mankato.

Thank You

David Viehweg  
[dviehweg@live.com](mailto:dviehweg@live.com)  
507-381-8852

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 repair/replacement of sewer line for the following described real estate:

1010 Cross Street  
PIN #18.557.1720  
BLOCK N 67' OF S 209' OF W 102' OF E 602' OF BLK 26 SUBDIVISIONCD 18557  
SUBDIVISIONNAME WENDEL HODAPP'S ADD  
Cost: \$17,205.37

WHEREAS, the property owner desires that the cost of the sewer line to the property 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 19<sup>th</sup> day of March 2018.

\_\_\_\_\_  
Mayor

ATTEST:

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

CONSENT ASSESSMENT AGREEMENT

This Agreement is made between the City of North Mankato (City) and Kenya Dehning (Owner).

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

1. Owner's property is described as follows:  
 1010 Cross Street  
 PIN #18.557.1720  
 BLOCK N 67' OF S 209' OF W 102' OF E 602' OF BLK 26 SUBDIVISIONCD 18557 SUBDIVISIONNAME  
 WENDEL HODAPP'S ADD
2. Owner replaced the 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 pay for the repair in consideration for the owner's consent to the assessment.

The parties therefore make the following agreement:

1. As a result of the improvement, a special assessment shall be filed against owner's land in the amount of \$17,205.37. The assessment shall be payable in equal installments extending over a period of ten (10) years and bear interest at the rate of 7.00% per annum from the date of this agreement. The City may transmit notice of this assessment to the County Auditor.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

City of North Mankato

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

Its: \_\_\_\_\_

  
 \_\_\_\_\_  
 Property Owner

\_\_\_\_\_  
 Property Owner



Mr. Rooter Plumbing of South Central  
 Minnesota  
 415 Truman St.  
 North Mankato, MN 56003

Invoice 53073288  
 Invoice Date 3/2/2018  
 Completed Date 3/2/2018  
 Technicians Luke Lowe  
 Tom Jore

**Billing Address**  
 Kenyra Dehning  
 1010 Cross Street  
 North Mankato, MN 56003 USA

**Customer PO**  
**Job Address**  
 Kenyra Dehning  
 1010 Cross Street  
 North Mankato, MN 56003  
 USA

**Description of Work**

Task #	Description	Quantity	Standard Price	Your Price	Your Total
B20	Advantage Plan Membership - 5 Years	1.00	\$0.00	\$0.00	\$0.00
C1225	Cable line thru Basement access to clear stoppage; plus Hydro Scrub™; and Total Drain Treatment (Main Line)	1.00	\$977.33	\$847.83	\$847.83
C14035	-Acquire Permit -Break 4" concrete up to 3' x 3' square -Dispose of concrete -Excavate soil to expose sewer pipe -Repair bad section of pipe/install two way clean out -Video inspect to insure no further issues -City inspection -Backfill soil and compact -Rough in concrete	1.00	\$2,522.54	\$2,193.52	\$2,193.52
C14029	Set up for lining 4" or 6" No prep work included -Acquire permit -Two guys on site -Install liner, no use of sewer for 12 hours -Install up to 5' of PVC to reconnect sewer -Video inspection to insure proper flow -City inspection	1.00	\$9,976.81	\$8,675.49	\$8,675.49
C14050	-Acquire Permit -Excavate up to 10' deep to expose sewer pipe -Cut out bad 4" 90 to 6" clay city stub in -Cut out bad 4" 90 where asbestos pipe was rerouted to change direction to city stub in -Replace pipe in between the two bad 90's from curb area to city connection -Install river rock under pipe to ensure connections do not shift -Video inspect line to insure no further issues -City inspection -Backfill and compact soil -includes asphalt poor back in spring	1.00	\$6,311.79	\$5,488.53	\$5,488.53

**Member Savings** \$2,583.10  
**Sub-Total** \$17,205.37  
**Tax** \$0.00  
**Total Due** \$17,205.37  
**Balance Due** \$17,205.37

Thank you for your business.

IMPORTANT NOTICE: You and your service professional are responsible for meeting the Terms and Conditions of this contract. If you sign this contract and you fail to meet the terms and conditions of this contract, you may lose legal ownership rights to your home. I agree that initial price quoted prior to the start of work does not include any additional or unforeseen tasks, nor materials which may be found to be necessary to complete repairs or replacements. I also agree to hold Mr. Rooter Plumbing® or its assigns harmless for parts deemed corroded, unusable or unreliable for completion of stated work to be done. I hereby authorize Mr. Rooter Plumbing® to perform proposed work and agree to all agreement conditions as displayed and further acknowledge that this invoice is due upon receipt. Independently owned and operated franchise. Amount to Authorize: \$0.00  
 2/19/2018

Acceptance of work performed: I find the service and materials performed & installed have been completed in accordance with this agreement. I agree to pay reasonable attorney fees, collection fees and court costs in the event of legal action pursuant to collection of amount due. Total Due: \$17,205.37

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item # 10G	Dept: Com. Development	Council Meeting Date: 3/19/18
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**TITLE OF ISSUE: Consider Setting Public Hearing for 7 pm on April 2, 2018, for Revision of Code of Ordinances.**

**BACKGROUND AND SUPPLEMENTAL INFORMATION:** Minnesota Statutes authorize the City to cause its ordinances to be revised, updated and compiled. The Ordinances adopted since the last codification on April 3, 2017, will be codified. Exhibit A outlines proposed revisions to the City Code of North Mankato.

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

**REQUESTED COUNCIL ACTION: Set Public Hearing for 7 p.m. on Monday April 2, 2018.**

**For Clerk's Use:**

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

Vote Record:

	Aye	Nay	
_____	_____	_____	Steiner
_____	_____	_____	Norland
_____	_____	_____	Freyberg
_____	_____	_____	Whitlock
_____	_____	_____	Dehen

**SUPPORTING DOCUMENTS ATTACHED**

Resolution	Ordinance	Contract	Minutes	Map
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify) _____		Notice of Public Hearing Exhibit A		
_____				
_____				
_____				

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

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

NOTICE OF PUBLIC HEARING  
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 2<sup>nd</sup> day of April 2018, to hold a public hearing to amend the City Code of North Mankato to include all Ordinances adopted by the City Council in 2017 and 2018 and other amendments to the Code as necessary.

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

Dated this 19<sup>th</sup> day of March 2018.

April Van Genderen  
City Clerk  
City of North Mankato, Minnesota



ORDINANCE NO. 102, FOURTH SERIES

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

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

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

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

**Section 2.** Ordinance Nos. 87, 88, 89, 90, 91, 92, 94, 95, 96, 97, 98, 99, 100, 101 and 102 Fourth Series, are incorporated into the revised Code of Ordinances;

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

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

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

Adopted by the City Council of the City of North Mankato this 2<sup>nd</sup> day of April 2018.

\_\_\_\_\_  
Mayor

ATTEST:

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

**§ 91.04 FARM ANIMALS.**

~~Farm animals shall only be kept in an agricultural district of the city, or on a residential lot of at least 10 acres in size provided that no animal shelter shall be within 300 feet of an adjoining piece of property. An exception shall be made to this section for those animals brought into the city as part of an operating zoo, veterinarian clinic, scientific research laboratory, or a licensed show or exhibition.~~

**(21) Farm animals.**

(a) Except in an RA zone, it is a public nuisance to keep farm livestock or fowl, such as cattle, horses, mules, donkeys, sheep, goats, hogs, chickens, ducks, geese, or any other animal generally described as a farm animal. The term "keep" means to house, protect, feed, own or otherwise care for the farm animal.

(b) If the owner or possessor of land is keeping animals constituting a public nuisance under this subdivision on the date such land is annexed into the city, then such nuisance shall be terminated within 4 1 years from the date of annexation of such land. However, if such use constitutes a significant threat to public health, then such use shall be immediately terminated without regard to the passage of such period of time.

**§ 156.052 NONCONFORMING USES.**

(A) *Nonconforming land.* A lawful use of land existing on the date of enactment of this chapter may be continued, but if discontinued for a period of 12 consecutive calendar months, it shall not hereafter be resumed and any future use of such land shall be in conformity with the provisions of this chapter. The use of land if changed from a nonconforming use, shall be in conformity with the provisions of the specific district in which it is located.

(B) *Nonconforming structure uses.* A lawful use of a structure existing on the date of enactment of this chapter may be continued, and such use may be extended throughout the building or changed to another nonconforming use permitted in the same district provided no structural alterations except those required by law, and no additions or enlargements, are made to such building. ~~Whenever the nonconforming use of a structure is changed to a use permitted in a more restricted district such use shall not thereafter be changed to a use permitted in a less restricted district. If a non-conforming structure is discontinued for a period of 12 consecutive calendar months, it shall not hereafter be resumed and any future use of the structure shall be in conformity with the provisions of the specific district in which it is located.~~

(C) *Restoration of structures.* When a structure being used for a non-conforming use is destroyed or damaged by fire, flood, wind, earthquake, explosion or other casualty, or by a public enemy to an extent exceeding 50% of its original value or, where a structure is destroyed or damaged to such an extent that its total demolition is required by existing or hereinafter adopted law or ordinance, or demolition is required to protect the public health or safety, any future structure or use shall conform to the provision of the specific district in which it is located.

(D) *Residential alteration.* Alterations may be made to a residential building containing nonconforming residential units when they will improve the livability of such units; provided, however, that they do not increase the number of dwelling units in the structure.

(E) *District changes.* The provisions of this section shall apply to any use that may become nonconforming due to a change in the classification of the district in which it is located.

(F) *Conditional uses.* Any use which is permitted in a district as a conditional use shall, upon its establishment, be considered a conforming use in that district, but subject to any requirements of a conditional use permit.

(G) *Nuisance.*

(1) *General.* No structure or use constituting a public nuisance pursuant to any section of the City Code or state law shall be allowed to continue as a nonconforming use under this section.

~~(2) *Farm animals.*~~

~~—(a) Except in an RA zone, it is a public nuisance to keep farm livestock or fowl, such as cattle, horses, mules, donkeys, sheep, goats, hogs, chickens, ducks, geese, or any other animal generally described as a farm animal. The term "keep" means to house, protect, feed, own or otherwise care for the farm animal.~~

~~—(b) If the owner or possessor of land is keeping animals constituting a public nuisance under this subdivision on the date such land is annexed into the city, then such nuisance shall be terminated within 4 years from the date of annexation of such land. However, if such use constitutes a significant threat to public health, then such use shall be immediately terminated without regard to the passage of such period of time.~~

(H) *Obstructions.* Any structure, any portion of which is on the effective date of this chapter situated unlawfully within a public street or alley or other public way or thoroughfare, is declared to be a nonconforming use, whether or not its use is otherwise in conformity with the regulations of the district in which said structure is located. Such portions of structures may be removed by the city through appropriate legal action.

(I) *Normal maintenance.* Maintenance of a building or other structure containing or used for a nonconforming use will be permitted when it includes necessary nonstructural repairs and incidental alterations which do not extend or intensify the non-conforming building or use. Nothing in this section shall prevent the placing of a structure in safe condition when said structure is declared unsafe by the city or other governmental authority.

(1975 Code, § 11.20) (Am. Ord. 70, passed 1-21-1986)

#### § 156.035 GENERALLY.

(LL) *Playhouses.* Permitted in any residential zoning district, subject to the following:

- (1) Maximum floor area shall not exceed 60 square feet.
- (2) Maximum height shall not exceed 5 feet.
- (3) Minimum setback is 5 feet from any rear or side property line.
- (4) Shall not be located within any front yard.
- (5) No more than 1 playhouse permitted on any lot.
- (6) Minimum setback is 5 feet from any ravine breakline.
- (7) Shall be located a minimum of ~~10~~5 feet from any main, accessory or utility building.

(Ord. 234, passed 12-1-2003; Am. Ord. 264, passed 11-21-2005; Am. Ord. 63, 4th Series, passed 1-5-2015) Penalty, see § [151.99](#)



§ 151.11 CONDUCT ON LICENSED PREMISES.

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

- (1) Anytime, day or night, that the premises are involved in any of the following:
  - (a) Unlicensed sale of intoxicating liquor or non-intoxicating malt beverages.
  - (b) Furnishing intoxicating liquor or non-intoxicating malt beverages by persons under the age of 21 years.
  - (c) Consumption of intoxicating liquor or non-intoxicating malt beverages by persons under the age of 21 years.
  - (d) Vice crimes.
  - (e) Sale or use of illegal drugs by any person on the premises.
  - (f) Storage of unlicensed or inoperable vehicles, trailers, boats, RVs and campers.
  - (g) Allowing grass or weeds to exceed 6 inches in height.
  - (h) Failure to remove ice or snow on adjacent sidewalks within 48 hours after snow or ice has ceased to fall.
  - (i) Parking of any vehicles in front yard areas, except permitted driveways.
  - (j) Failure to pay monthly utility bill by the due date.
  - (k) Failure to comply with Section 92.21 Building Maintenance and Appearance after notification by the City.
  - (l) Failure to make corrective State Building Code or City Code changes after notification by the City.

Formatted: Font: (Default) Times New Roman, 12 pt

§ 52.07 WATER METERS.

As part of the new construction of any new residential, commercial or industrial building, the use of 2 water meters is required. One water meter shall meter the inside water usage and 1 water meter shall meter the outside water usage. If there are no outside water connections, an outside water meter is not required. The outside meter shall meter water that is not being returned to the city sanitary sewer system. The meters become the property of the property owner who is responsible for all repair and maintenance.  
(Ord. 30, 4th Series, passed 1-4-2010)

150.08 SANITARY FACILITIES ON CONSTRUCTION SITES

Unless sanitary facilities are available on site, all construction sites shall have temporary facilities on site. The sanitary facilities shall be maintain in a clean and functional condition. Temporary facilities shall be removed upon completion of the construction project.

150.09 ON-SITE REFUSE CONTAINMENT

All construction and demolition contractors shall provide on-site refuse receptacles containers for loose debris, paper, building material waste and other refuse. Contents within the receptacles

shall be contained with a cover, netting or other means. The containers shall be emptied after being filled. All excess construction materials and soils shall be removed by the contractor upon completion of the construction project.

**§ 156.054 PERFORMANCE STANDARDS.**

- (9) *Fences.* Fences are a permitted use in any zoning district, subject to the following.
- (a) Fences shall not be located on any property line.
  - (b) In all residential zones, fences located in front yard setbacks may not exceed 3 feet in height, except as regulated in division (c) of this section. In all other yards, fences shall not exceed 6 feet in height and shall follow the unaltered natural terrain of the land.
  - (c) Where a lot is located at the intersection of 2 streets, fences shall be no higher than 3 feet for a distance equal to or greater than the front yard setback measured both directions from the corner property pin.
  - (d) Fences in ~~industrial~~commercial zoning districts shall not exceed 6 feet in height and shall follow the unaltered terrain of the land.
  - (e) Fences in industrial zoning districts shall not exceed 8 feet in height. No barbed wire shall be located less than 6 feet from the ground.
  - (f) All fences shall be constructed and maintained so as not to endanger life or property.
  - (g) Fences shall not interfere with traffic or pedestrian visibility.
  - (h) Above ground electrical fences shall only be permitted in industrial zoning districts and shall be installed to all applicable safety standards which apply.

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #10H	Department: Finance	Council Meeting Date: 3/19/18
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**TITLE OF ISSUE:** Consider Resolution to Amend Declaring the Official Intent of the City of North Mankato to Reimburse Certain Expenditures from the Proceeds of Bonds to be Issued by the City.

**BACKGROUND AND SUPPLEMENTAL INFORMATION:** The purpose of the Resolution is to ensure Spring Lake Park Swim Facility design costs can be reimbursed from bond proceeds. State law requires the resolution is passed before the issuance of the bond proceeds.

If additional space is required, attach a separate sheet

**REQUESTED COUNCIL ACTION:** Adopt Consider Resolution to Amend Declaring the Official Intent of the City of North Mankato to Reimburse Certain Expenditures from the Proceeds of Bonds to be Issued by the City.

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

Vote Record:

	Aye	Nay	
	_____	_____	Steiner
	_____	_____	Norland
	_____	_____	Freyberg
	_____	_____	Whitlock
	_____	_____	Dehen

**SUPPORTING DOCUMENTS ATTACHED**

Resolution	Ordinance	Contract	Minutes	Map
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Other (specify) _____				
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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: _____

**CITY OF NORTH MANKATO, MINNESOTA**

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION TO AMEND DECLARING THE OFFICIAL INTENT OF THE CITY OF  
NORTH MANKATO TO REIMBURSE CERTAIN EXPENDITURES FROM THE PROCEEDS  
OF BONDS TO BE ISSUED BY THE CITY**

**Approved by Resolution No. 36-17 on May 15, 2017**

WHEREAS, on May 15, 2017, the City Council (the "City Council") of the City of North Mankato, Minnesota (the "City") adopted Resolution No. 36-17 entitled "Declaring the Official Intent of the City of North Mankato to Reimburse Certain Expenditures from the Proceeds of Bonds to Be Issued by the City", the "Original Resolution"); and

WHEREAS, within the Original Resolution, the City Council authorized a reimbursement amount for the expenditures made for certain costs of a Project (as defined in the Original Resolution), from certain bonds to be an estimated maximum principal amount of \$2,250,000.

WHEREAS, it has been determined that the costs of the Project will be in an amount not to exceed \$3,800,000:

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of North Mankato as follows:

1. Amendment to Original Resolution. The City Council hereby amends paragraph 2. of the Original Resolution to read as follows: "2. The City reasonably expects to reimburse the expenditures made for certain costs of the Project from the proceeds of bonds in an estimated maximum principal amount of \$3,800,000. All reimbursed expenditures will be capital expenditures, costs of issuance of the bonds, or other expenditures eligible for reimbursement under Section 1.150-2(d)(3) of the Reimbursement Regulations."

2. Terms of Original Resolution. All other terms of the Original Resolution hereby remain in full force and effect.

Approved by the City Council of the City of North Mankato, Minnesota this \_\_\_\_ day of March, 2018.

\_\_\_\_\_  
Mayor

Attest:

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





ORDINANCE NO. 101, FOURTH SERIES  
AN ORDINANCE OF THE CITY OF NORTH MANAKTO, MINNESOTA  
AMENDING NORTH MANKATO CITY CODE, CHAPTER 156, ENTITLED "ZONING CODE",  
BY CHANGING THE ZONING DISTRICT MAP AND, BY ADOPTING BY REFERENCE NORTH  
MANKATO CITY CODE, CHAPTER 10 AND SECTION 10.99 WHICH,  
AMONG OTHER THINGS, CONTAIN PENALTY PROVISIONS

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

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

A. To Zone Part of Section 9-108-27, as R-1, One-Family Dwelling.

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

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

Adopted by the Council this 19<sup>th</sup> day of March 2018.

\_\_\_\_\_  
Mayor

ATTEST:

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

Z-1-18

A REQUEST FROM BURNETT'S LAND COMPANY, LLC

THE CITY OF NORTH MANKATO

SUBJECT: Z-1-18  
APPLICANT: Burnett Land Company, LLC  
LOCATION: Part of Section 9-108-27  
EXISTING ZONING: AG  
DATE OF HEARING: March 8, 2018  
DATE OF REPORT: February 28, 2018  
REPORTED BY: Mike Fischer, Community Development Director

APPLICATION SUBMITTED

Request to zone land being annexed into the City limits as R-1, One-Family Dwelling

COMMENT

The applicants are in the process of annexing 2.38 acres of land into the City limits to accommodate future single-family residential development. The location of the property is shown on Exhibit A. As shown on Exhibit B, the applicants are proposing to create eight (8) single-family residential lots on the west side of Raymond Drive. Therefore, it is necessary to provide a zoning classification based on the intended use of the property. As proposed, the applicants are requesting an R-1, One-Family Dwelling zoning classification for the 2.38 acres to become Burnett's Ravine Ridge No. 5.

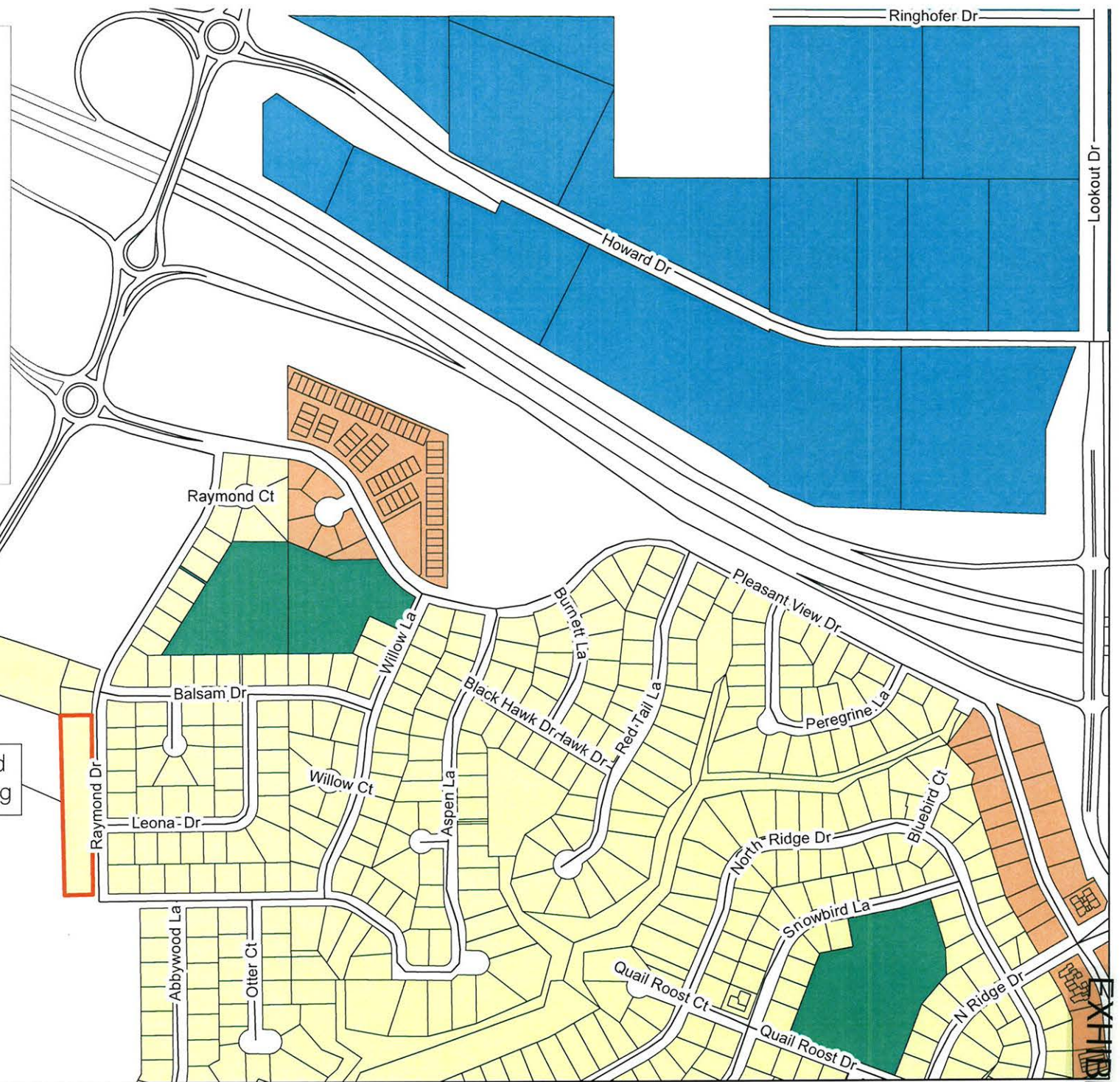
Attached as Exhibit C is the Future Land Use Map taken from the Comprehensive Plan. As shown, the guided land use for the property being annexed into the City limits is Low Density Residential which is consistent with R-1 zoning. As shown on Exhibit A, the proposed R-1 zoning is consistent with existing area zoning as well.

RECOMMENDATION

Staff recommends approval of Z-1-18 contingent upon successful annexation of the property

- R-A Residential Agricultural
- R-1 One Family Dwelling
- R-1S One Family Dwelling, Small Lot
- R-2 One and Two Family Dwelling
- R-3 Limited Multiple Dwelling
- R-3A Medium Density Residential
- R-4 Multiple Dwelling
- OR-1 Office-Residential
- CBD Central Business District
- B-1 Neighborhood Business
- B-2 Community Business
- B-3 General Commercial
- I-1 Planned Industrial
- M-1 Light Industry
- M-2 Heavy Industry
- TUD Transitional Unzoned District
- P-1 Public Use

Proposed  
R-1 Zoning

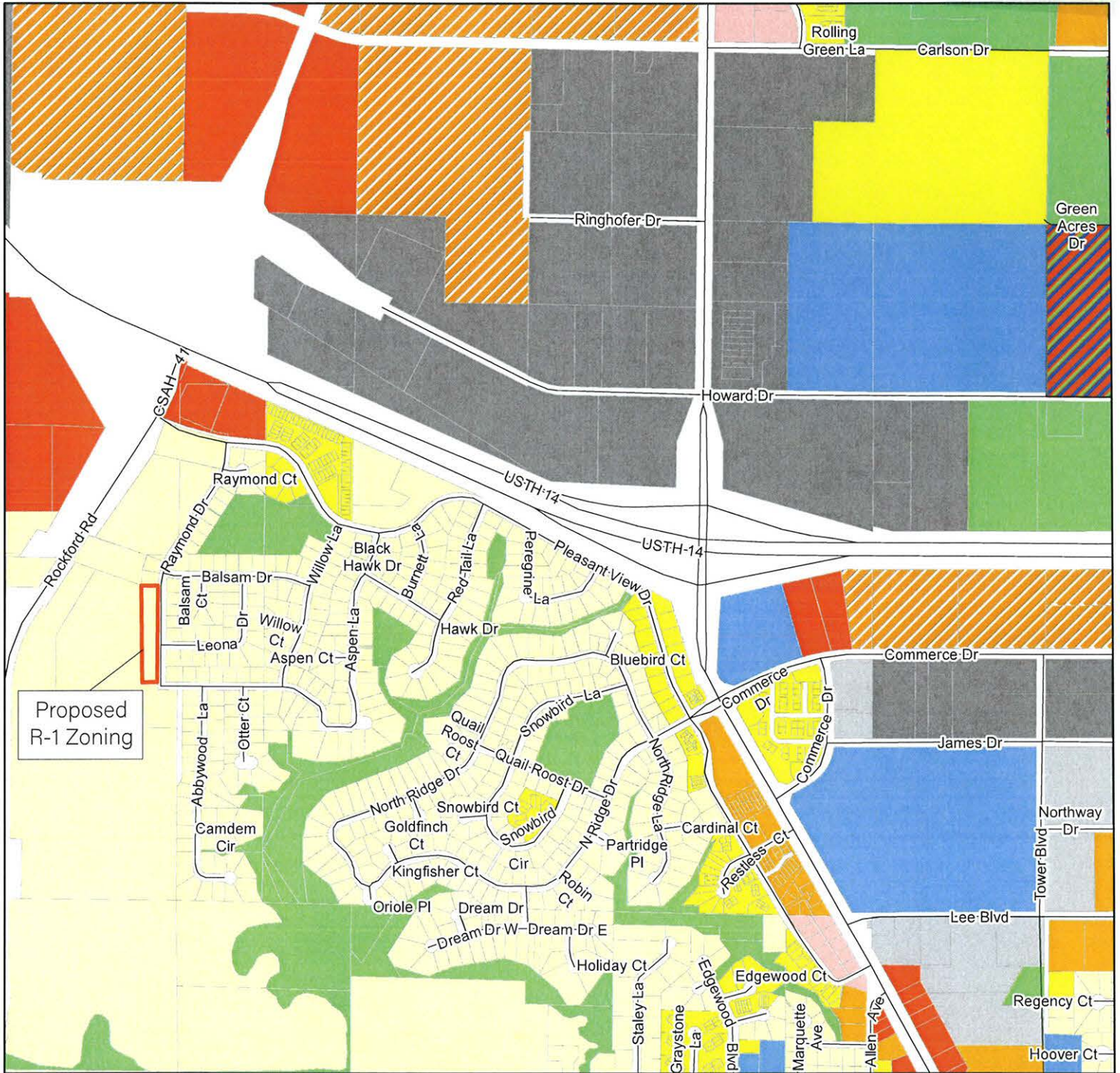


### City of North Mankato Zoning Map









Proposed R-1 Zoning



1 inch = 1,041.67 feet

**Future Land Use**

- Central Redevelopment District
- Central Business District
- General Commercial
- Neighborhood Commercial
- Commercial/Industrial Mixed Use
- Heavy Industrial
- Light Industrial
- High Density Residential
- Medium Density Residential
- Low Density Residential
- Low Density Residential / Institutional
- Institutional
- Open Space/Park
- Right of way

**Figure 3-2: Future Land Use**  
North Mankato Comprehensive Plan





February 23, 2018

Dear Resident:

This letter serves as notice that the City has received a request from Burnett Land Company to provide a zoning classification of R-1, One-Family Dwelling for property which is being annexed into the City limits. Attached is a map showing the location of the zoning request. The zoning request would accommodate the development of new single family residential lots on the west side of Raymond Drive as shown on the attached Burnett's Ravine Ridge No. 5 plat.

The zoning and platting requests will be considered by the Planning Commission on Thursday, March 8, 2018 and by the City Council on Monday, March 19, 2018. Both meetings begin at 7:00 p.m. in the Municipal Building Council Chambers located at 1001 Belgrade Avenue.

As a nearby property owner you have the opportunity to comment on these requests. You may send written comments to my attention by March 8, 2018 or appear at either or both meetings.

Sincerely,

THE CITY OF NORTH MANKATO

Mike Fischer  
Community Development Director

Enclosures



Brent J. & Jessica L. Busch  
15 Balsam Court  
North Mankato, MN 56003

Patrick H & Allison L Burmeister  
2318 Balsam Drive  
North Mankato, MN 56003

Cody & Rachel Walth  
11 Balsam Court  
North Mankato, MN 56003

Susan M. Bianchi-Olson &  
Jason B. Olson  
2326 Balsam Drive  
North Mankato, MN 56003

Jason B. & Jessica A. Severin  
1784 Raymond Drive  
North Mankato, MN 56003

Jeffrey & Karla Giesen  
2303 Abbywood Lane  
North Mankato, MN 56003

Randall S. & Sarah J. King  
1795 Raymond Drive  
North Mankato, MN 56003

Adam & Heather Huiras  
19 Otter Court  
North Mankato, MN 56003

Cory S. & Angela L. James  
2322 Balsam Drive  
North Mankato, MN 56003

Jeffrey M. & Leann R. Mages  
2320 Aspen Lane  
North Mankato, MN 56003

James & Shannon Gullickson  
53036 Rockford Road  
North Mankato, MN 56003

Shawn T. & Julie A. Morgan  
1799 Raymond Drive  
North Mankato, MN 56003

Loren & Elizabeth M.  
Van Groothest  
2316 Aspen Lane  
North Mankato, MN 56003

Daniel C. & Andrea J. Forster  
19 Balsam Court  
North Mankato, MN 56003

Howard G. & Jill F. Putz  
2307 Abbywood Lane  
North Mankato, MN 56003

Jerome & Rachel Qualley  
1788 Raymond Drive  
North Mankato, MN 56003

Timothy R. Wenner  
46187 Red Oak Drive  
Nicollet, MN 56074

Kyle R. & Jodie D. Ward  
1780 Raymond Drive  
North Mankato, MN 56003

Ryan A. & Sarah J. Marti  
1769 Leona Drive  
North Mankato, MN 56003

John R. & Jessica L. Hoffman  
1754 Leona Drive  
North Mankato, MN 56003

Samuel J. & Jessica M. Lawrence  
2311 Abbywood Lane  
North Mankato, MN 56003

Richard A. & Andrea Foster  
1762 Leona Drive  
North Mankato, MN 56003



Application for  
REZONING

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

LEGAL DESCRIPTION OF PROPERTY:

Lot # \_\_\_\_\_ Block # \_\_\_\_\_

Subdivision Burnett's Ravine Ridge No. 5 Address \_\_\_\_\_

APPLICANT:

Name Burnett Land Company, LLC Address 53042 Rockford Road Phone \_\_\_\_\_

PROPERTY OWNER (If Other Than Applicant):

North Mankato, MN 56003

Name \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

CURRENT ZONING: Ag      CURRENT USE OF PROPERTY: Agriculture

PROPOSED ZONING: R-1, One-Family Dwelling

REASON ZONING CHANGE NEEDED: Property annexed into City limits for residential development.

REQUEST PREVIOUSLY CONSIDERED? Yes \_\_\_\_\_ No X If Yes, date \_\_\_\_\_

Comments:

SUPPORTING DOCUMENTS:

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

FEES: Application Fee      \$ 95.00

Notice Charge # 22 @ \$ 2.00 = \$ 44.00

Total Fee      \$ 139.00      Receipt # \_\_\_\_\_

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

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Pursuant to the requirements of Chapter 156 of the North Mankato City Code, this application was received by me or my duly designated representative on February 22, 2018, and I hereby certify that this application meets all the necessary application requirements.

Signature of Zoning Administrator \_\_\_\_\_ Date \_\_\_\_\_

PLANNING COMMISSION ACTION:      Date March 8, 2018

\_\_\_\_\_ Approved      Additional Conditions:

\_\_\_\_\_ Denied      Reason:

CITY COUNCIL ACTION:      Date March 19, 2018

\_\_\_\_\_ Approved      Additional Conditions:

\_\_\_\_\_ Denied      Reason:

OTHER COMMENTS

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

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

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

\_\_\_\_\_  
City Clerk, City of North Mankato



PRELIMINARY & FINAL PLAT OF BURNETT'S RAVINE RIDGE NO. 5  
A REQUEST FROM BURNETT LAND COMPANY, LLC

THE CITY OF NORTH MANKATO

SUBJECT: Preliminary & Final Plat of Burnett's Ravine Ridge No. 5

APPLICANT: Burnett Land Company, LLC

LOCATION: Part of Section 9-108-27

EXISTING ZONING: Proposed R-1, One-Family Dwelling

DATE OF HEARING: March 8, 2018

DATE OF REPORT: February 28, 2018

REPORTED BY: Mike Fischer, Community Development Director

APPLICATION SUBMITTED

Request for Preliminary and Final platting consideration of Burnett's Ravine Ridge No. 5

COMMENT

The applicants are in the process of annexing 2.38 acres of land into the City limits to accommodate future single-family residential development. The location of the property is shown on Exhibit A. As shown on Exhibit B, the Preliminary Plat of Burnett's Ravine Ridge No. 5 consists of eight (8) single-family residential lots along the west side of Raymond Drive. Also shown is a concept layout of future residential lots to the west of Burnett's Ravine Ridge No. 5 including the extension of Aspen Lane to intersect with CSAH 41 (Rockford Road). The Final Plat is shown on Exhibit C.

The applicants requested an R-1 zoning classification for the 2.38 acres of land being annexed into the City limits to be platted as Burnett's Ravine Ridge No. 5. According to the City Code, the minimum lot size requirements within R-1 zoning districts is as follows:

Lot width	90 feet
Lot depth	100 feet
Lot size	9,000 square feet

All proposed lots within Burnett's Ravine Ridge No. 5 meet or exceed the minimum lot size requirements.

The proposed use of the property as low density residential is consistent with the Future Land Use map shown on Exhibit D.

RECOMMENDATION

Staff recommends approval of the Preliminary & Final Plat Burnett's Ravine Ridge No. 5 contingent upon successful annexation of the property





**Legend**

-  City Limits
-  Medians
-  Roadways
-  Parcels (5-24-2016)
-  Lakes & Ponds
-  Minnesota River



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



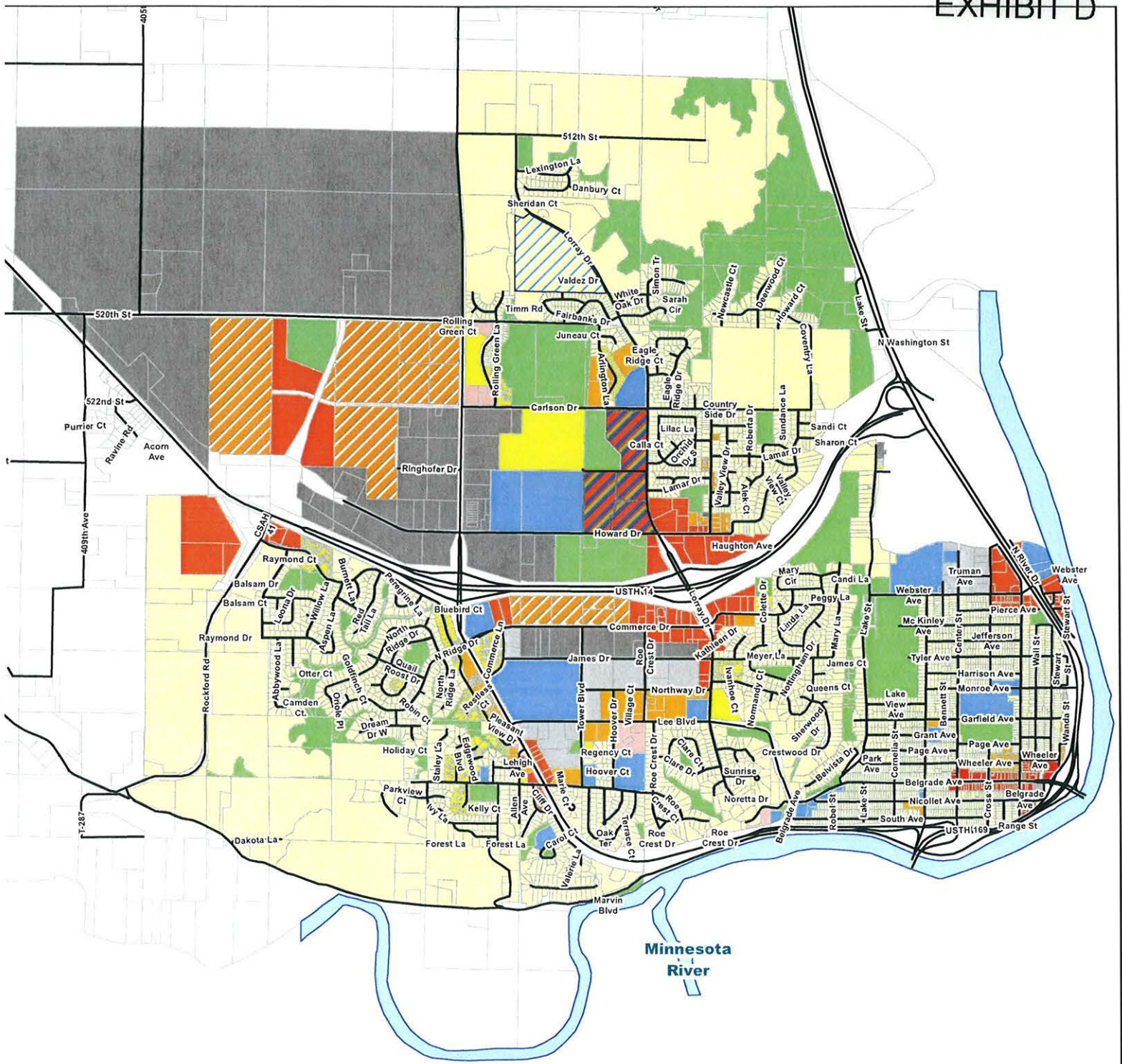
**BOLTON & MENK**

Real People. Real Solutions.









**Future Land Use**

- Central Redevelopment District
- Central Business District
- General Commercial
- Neighborhood Commercial
- Commercial/Industrial Mixed Use
- Heavy Industrial
- Light Industrial
- High Density Residential
- Medium Density Residential
- Low Density Residential
- Low Density Residential / Institutional
- Institutional
- Open Space/Park
- Right of way



1 inch = 2,900 feet



**Figure 3-2: Future Land Use**  
North Mankato Comprehensive Plan



# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #12C	Department: Administration	Council Meeting Date: 3/19/18
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**TITLE OF ISSUE: Consider Resolution Accepting Bid for Project No. 17-04 Spring Lake Swim Facility from Global Specialty Contractors, Inc., for \$2,214,700.**

**BACKGROUND AND SUPPLEMENTAL INFORMATION:** On March 1, bids were received for improvements to the Spring Lake Park swim facility. One bid was received from Global Specialties. Based on follow up with other potential bidders, they indicated that there were a number of other swimming pool projects out for bid this spring and most of the other projects were in closer proximity to the other bidders than the North Mankato project. Additionally, due to the limited number of sand bottom swim facilities in existence, improvements to those types of facilities are perceived to be specialty-type work and most of the potential bidders do not have experience in that area. These reasons likely explain why only one bid was received.

The bid from Global Specialties was favorable and was \$2.2 million compared to the 2.7 million received last fall. Original estimates at the time of the first bid had been approximately \$1.8 million and following the redesign process we anticipated a budget of approximately \$2.25 million. A pre-award meeting was held with Global Specialties to review the details of the project and to confirm that they were aware of the project requirements and confident with their bid amount. Global Specialties has successfully completed many swimming pool projects throughout the Midwest and has experience on a number of sand bottom swim facilities. As such, staff believes that Global Specialties is qualified and capable of performing the work on this project.

Staff recommends that the resolution accepting the bid from Global Specialties be adopted at the March 19th City Council meeting. Herman Dharmarajah will be at the Council meeting to review this information and answer any questions from the City Council.

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

**REQUESTED COUNCIL ACTION: Accept Bid for Project No. 17-04 Spring Lake Swim Facility from Global Specialty Contractors, Inc., for \$2,214,700.**

<p>Motion By: _____</p> <p>Second By: _____</p> <p>Vote Record:</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;"></th> <th style="width: 15%;">Aye</th> <th style="width: 15%;">Nay</th> <th style="width: 55%;"></th> </tr> </thead> <tbody> <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>Freyberg</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Whitlock</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </tbody> </table>		Aye	Nay			_____	_____	Steiner		_____	_____	Norland		_____	_____	Freyberg		_____	_____	Whitlock		_____	_____	Dehen	<p style="text-align: center;"><b>SUPPORTING DOCUMENTS ATTACHED</b></p> <table style="width: 100%; border-collapse: collapse;"> <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="5">Other (specify) <u>Report</u></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) <u>Report</u>					_____					_____					_____				
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124 Bridge Avenue East, P.O. Box 86 Delano, MN 55328-0086 (763) 972-5897 fax (763) 972-5864 www.usaquaticsinc.com info@usaquaticsinc.com



**2018 Bid Recommendation  
Spring Lake Park Swim Pond Renovation &  
Upgrades  
City of North Mankato  
March 13, 2018**

On March 1, 2018 the City of North Mankato received the following bids for the renovation and upgrades of the Spring Lake Park Swim Pond:

<u>Bidder</u>	<u>Aquatics</u>	<u>General</u>	<u>Multi-Package</u>
Global Specialties	\$2,037,700	\$177,000	\$2,214,700

The bid was determined to be qualified and complete.

The budget for the project, as bid, is \$2,127,500 with a 4.5% contingency. The bid received is within the budget with the contingency amount.

USAquatics, Inc. recommends award of contract to Global Specialties for the Multi-Package option in the amount of \$2,214,700.00.



RESOLUTION NO.

RESOLUTION ACCEPTING BID  
PROJECT NO. 17-04 SPRING LAKE SWIM FACILITY

WHEREAS, pursuant to an advertisement for bids for the Spring Lake Swim Facility, bids were received, opened, and tabulated according to the law for the improvement of the Spring Lake Swim Facility.

AND WHEREAS the following bids were received complying with the advertisement:

<b>Bidder</b>	<b>Aquatics</b>	<b>General</b>	<b>Multi-Package</b>
Global Specialty Contractors, Inc	\$2,037,700	\$177,000	\$2,214,700

AND WHEREAS, it appears that Global Specialty Contractors, Inc., of Eagan, Minnesota is the lowest responsible bidder.

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

- 1) The mayor and clerk are hereby authorized and directed to enter into a contract with Global Specialty Contractors, Inc., of Eagan, Minnesota in the name of the City of North Mankato, Minnesota for the Spring Lake Swim Facility, according to the plans and specifications therefor approved by the city council and on file in the office of the city clerk.
- 2) The city clerk is hereby authorized and directed to return forthwith to all bidders the bid bond made with their bids, except that the bid bond of the successful bidder shall be retained until a contract has been signed.

Adopted by the City Council this 19<sup>th</sup> day of March 2018.

\_\_\_\_\_  
Mayor

ATTEST:

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

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #12D	Department: City Engineer	Council Meeting Date: 3/19/18
------------------	---------------------------	-------------------------------

**TITLE OF ISSUE: Consider Resolution Ordering Improvement and Preparation of Plans Project No. 17-06 ABCDE Marie Lane Reconstruction/Extension Project.**

**BACKGROUND AND SUPPLEMENTAL INFORMATION: The Public Hearing was held earlier in the evening. This resolution would order the improvement and the preparation of plans for Project No. 17-06 ABCDE Marie Lane Reconstruction/Extension Project.**

If additional space is required, attach a separate sheet

**REQUESTED COUNCIL ACTION: Adopt Resolution Ordering Improvement and Preparation of Plans Project No. 17-06 ABCDE Marie Lane Reconstruction/Extension Project.**

Motion By: _____ Second By: _____  Vote Record:      Aye      Nay _____      _____      Steiner _____      _____      Norland _____      _____      Freyberg _____      _____      Whitlock _____      _____      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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<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: _____
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RESOLUTION NO.

RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF PLANS  
PROJECT NO. 17-06 ABCDE MARIE LANE RECONSTRUCTION/EXTENSION PROJECT

WHEREAS, a resolution of the City Council adopted the 20<sup>th</sup> day of February, 2018, fixed a date for a council hearing on proposed street and surface improvements, sanitary improvements, watermain improvements, and storm sewer improvements on Marie Lane from Ivy Lane to a point approximately 450 feet west of Ivy Lane, Project No. 17-06 ABCDE, and

WHEREAS, ten days' mailed notice and ten days' published notice of the hearing was given, and the hearing was held thereon on the 19<sup>th</sup> day of March, 2019, at which all persons desiring to be heard were given an opportunity to be heard thereon,

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

1. Such improvement is necessary, cost-effective, and feasible as detailed in the feasibility report.
2. Such improvement is hereby ordered as proposed in the council resolution adopted the 20<sup>th</sup> day of February, 2018.
3. The City Engineer shall prepare plans and specifications for the making of such improvement.
4. Such plans and specifications, a copy of which is on file in the City Clerk's office and made a part hereof, are hereby approved.

Adopted by the City Council this 19<sup>th</sup> day of March 2018.

\_\_\_\_\_  
Mayor

ATTEST:

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



RESOLUTION NO.

RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING  
ADVERTISEMENT FOR BIDS  
PROJECT NO. 17-06 ABCDE MARIE LANE RECONSTRUCTION/EXTENSION PROJECT

WHEREAS, pursuant to a resolution of the City Council adopted the 19<sup>th</sup> day of March, 2018, the City Engineer has prepared plans and specifications for street and surface improvements, sanitary improvements, watermain improvements, and storm sewer improvements on Marie Lane from Ivy Lane to a point approximately 450 feet west of Ivy Lane, Project No. 17-06 ABCDE, and has presented such plans and specifications to the council for approval.

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

1. Such plans and specifications, a copy of which is on file in the City Clerk's office and made a part hereof, are hereby approved.
2. The city clerk shall prepare and cause to be inserted in the official paper and on Quest Construction Data Network, an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for not less than three weeks, shall specify the work to be done, shall state that bids will be received by the clerk until 11:00 a.m. on April 10, 2018, at which time they will be publicly opened in the Council Chambers of the City Hall by the City Clerk and the City Engineer.
3. The bids will then be tabulated, and will be considered by the City Council at their regular meeting at 7:00 p.m. on April 16, 2018, in the Council Chambers of the City Hall. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the council on the issue of responsibility.
4. No bids will be considered unless sealed and filed with the clerk and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the clerk for five (5) percent of the amount of such bid.

Adopted by the City Council this 19<sup>th</sup> day of March 2018.

\_\_\_\_\_  
Mayor

ATTEST:

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





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Mankato, MN 56001-5900

Ph: (507) 625-4171  
Fax: (507) 625-4177  
Bolton-Menk.com

## MEMORANDUM

**Date:** March 14, 2018  
**To:** John Harrenstein, City Administrator  
**From:** Daniel R. Sarff, P.E., City Engineer  
**CC:** Brad Swanson, Public Works Director  
**Subject:** Marie Lane Reconstruction/Extension Project  
City Project No. 17-06 ABCDE  
BMI Project No. M18.115345

Plans and specifications have been prepared for the Marie Lane Reconstruction/Extension Project. The proposed improvements are essentially the same as that presented with the Preliminary Engineering Report. The following is a brief summary of the project details:

**Project Location:** Marie Lane from Ivy Lane to a point approximately 450 feet west of Ivy Lane

### Existing Conditions:

- Sanitary Sewer, Watermain, Storm Sewer:
  - Existing 10" diameter sanitary sewer and existing 6" watermain in place from Ivy Lane to a point approximately 300 feet west of Ivy Lane
  - Existing storm sewer at low point – drains to the ravine
  - Sanitary Sewer, watermain, and storm sewer were constructed in 1986 and are in good condition
- Street and Surface:
  - Existing street west of Ivy Lane is approximately 16 feet wide bituminous surface with no curb and gutter or driveway
  - Constructed in 1988
  - Existing street surface is in good condition, but does not meet City standards for width, curb and gutter, and pavement section.

### Proposed Improvements:

- Sanitary Sewer, Watermain, Storm Sewer:
  - Construct new sanitary sewer and watermain from where existing utilities end to east boundary of subdivision property (approximately 150 feet)
  - Sanitary sewer - new 8-inch diameter plastic pipe and new manholes
  - Watermain – new 6-inch diameter plastic pipe; replace valves and fittings
  - Extend sanitary sewer and water services within right-of-way to 612 Marie Lane
  - Storm sewer - modifications to existing and construction of new inlets
- Street and Surface:
  - Reconstruct existing street with new bituminous pavement and curb and gutter
  - Proposed width – 36 feet from face of curb to face of curb
  - No sidewalk or bicycle lanes proposed – cul-de-sac street serving only 10 lots
  - Will require fill in low area adjacent to ravine

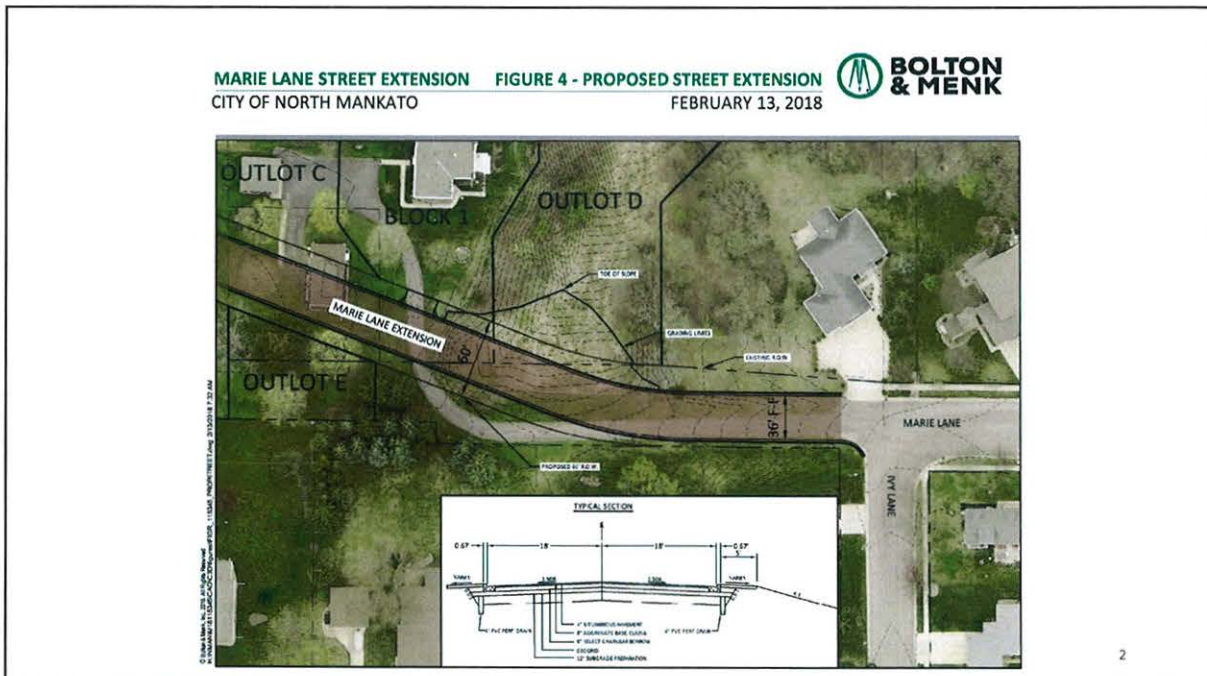
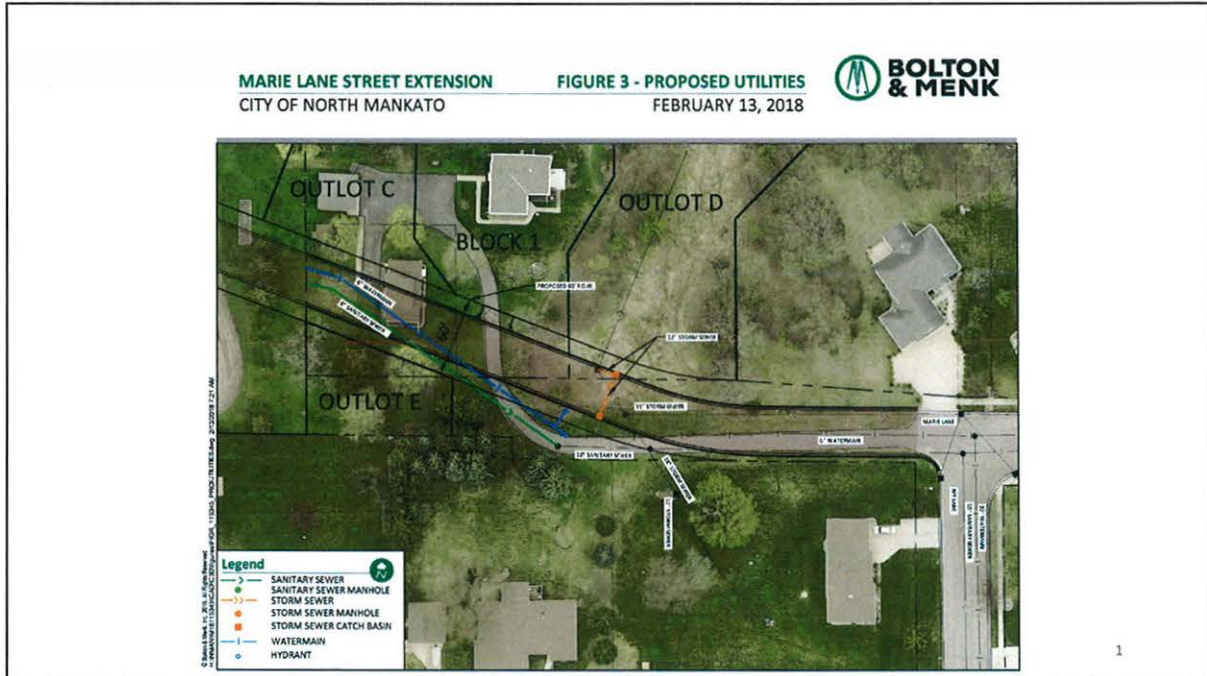
- New concrete driveway apron for 612 Marie Lane
- Residential street bituminous pavement section with perforated subsurface drains on both sides of street
- Restore all disturbed residential turf areas with seed

**Estimated Costs:**

• Street and Surface	\$183,800
• Storm Sewer System	\$10,700
• Sanitary Sewer System	\$20,300
• Watermain System	\$27,000
• TOTAL	\$241,800

Estimated costs shown above include allowances for contingencies, administrative, engineering and financing costs

**Recommended Action:** Adopt resolution approving plans and specifications and ordering advertisement for bids. Copy of resolution is included in Council Packet.







RESOLUTION NO.

RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING  
ADVERTISEMENT FOR BIDS  
PROJECT NO. 18-01 AB 2018 NORTHPORT INDUSTRIAL PARK UTILITY EXTENSION  
PROJECT

WHEREAS, the City Engineer has prepared plans and specifications for Project No. 18-01 AB, Northport Industrial Park Utility Extension Project, and

WHEREAS, the project includes utility extensions in the following areas:

- Sanitary sewer extension along Lookout Drive from Carlson Drive to Timm Road
- Sanitary sewer and watermain extension along Timm Road from Rockford Road to Lookout Drive
- Watermain extensions from Carlson Drive to Timm Road, and

WHEREAS, the City Engineer has presented such plans and specifications to the council for approval.

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

1. Such plans and specifications, a copy of which is on file in the City Clerk's office and made a part hereof, are hereby approved.
2. The city clerk shall prepare and cause to be inserted in the official paper and on Quest Construction Data Network, an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for not less than three weeks, shall specify the work to be done, shall state that bids will be received by the clerk until 11:00 a.m. on April 12, 2018, at which time they will be publicly opened in the Council Chambers of the City Hall by the City Clerk and the City Engineer.
3. The bids will then be tabulated, and will be considered by the City Council at their regular meeting at 7:00 p.m. on April 16, 2018, in the Council Chambers of the City Hall. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the council on the issue of responsibility.
4. No bids will be considered unless sealed and filed with the clerk and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the clerk for five (5) percent of the amount of such bid.

Adopted by the City Council this 19<sup>th</sup> day of March 2018.

\_\_\_\_\_  
Mayor

ATTEST:

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



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## MEMORANDUM

**Date:** March 14, 2018  
**To:** John Harrenstein, City Administrator  
**From:** Daniel R. Sarff, P.E., City Engineer  
**CC:** Brad Swanson, Public Works Director  
Michael Fischer, Community Development Director  
**Subject:** 2018 Northport Industrial Park Utility Extension Project  
City Project No. 18-01 AB  
BMI Project No. M18.115504

Earlier this year, the City of North Mankato received a grant through the Greater Minnesota Business Development Public Infrastructure Grant Program (BDPI) for the extension of sanitary sewer and watermain to provide service to the undeveloped lots in the Northport Industrial Park. The utility extensions will also provide water service and fire protection to the Blue Star Power Systems building as well as future industrial development sites north of Timm Road. The BDPI grant program is administered through the Department of Employee and Economic Development (DEED) and provides grant funding up to 50% of the construction cost. The attached drawing shows the location of the utility extensions and the approximate existing and future areas that will be served by the improvements.

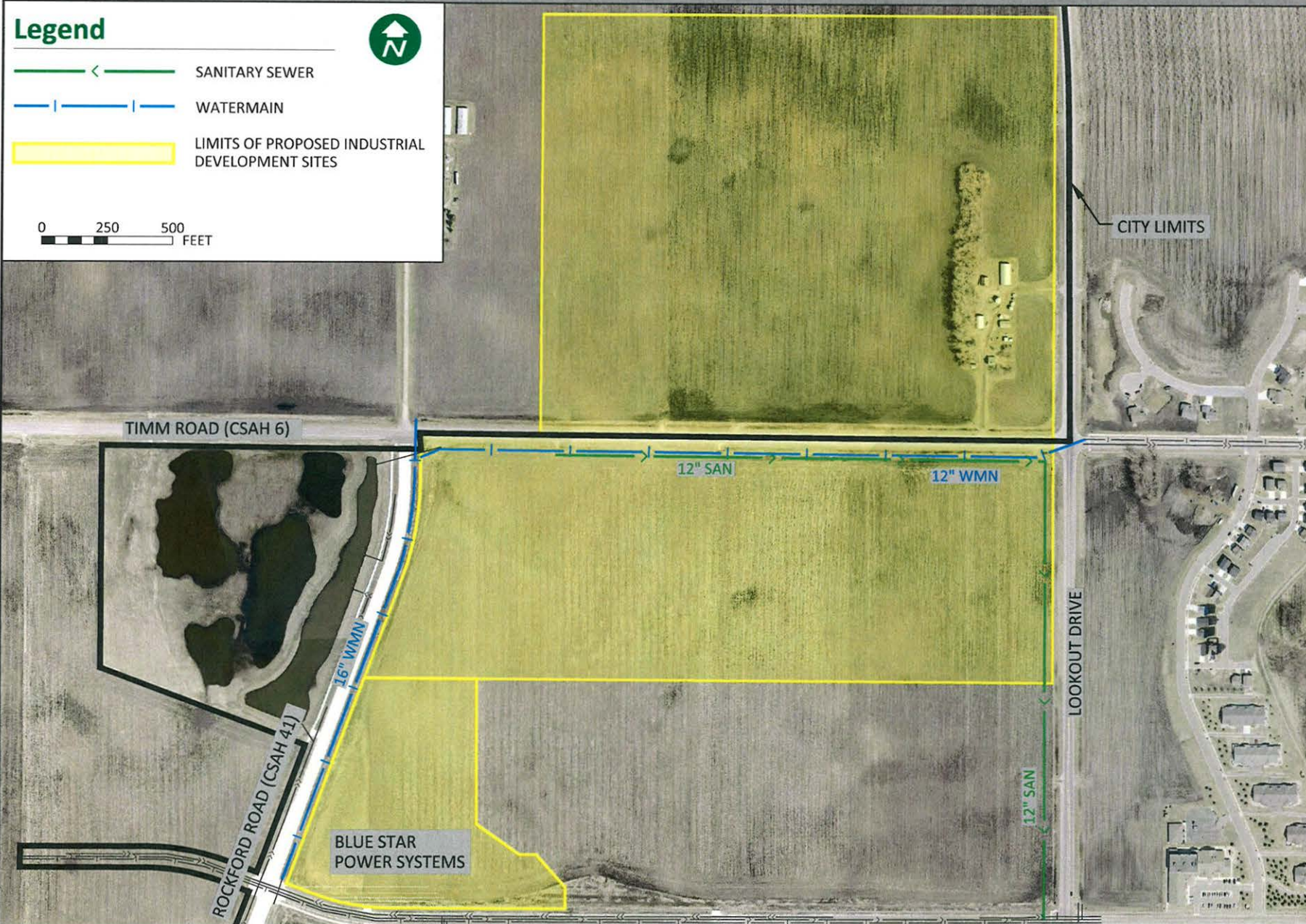
The following improvements are included in the project:

- Extension of a 12" diameter sanitary sewer along the west side of Lookout Drive from Carlson Drive to Timm Road
- Extension of a 12" diameter sanitary sewer and 12" diameter watermain along the south side of Timm Road from Rockford Road to Lookout Drive
- Extension of a 16" diameter watermain along the east side of Rockford Road from Carlson Drive to Timm Road.

The total estimated project cost is \$825,000. The amount of the BDPI is \$394,209 or up to 50% of the eligible project costs,

The plans and specifications have been prepared for the 2018 Northport Industrial Park Utility Extension Project. I recommend that the City Council adopt the resolution approving plans and specifications and ordering advertisement for bids. A copy of resolution is included in Council Packet.





H:\NMAN\18113124\Lookout Drive-Timm Road Utility Extensions\CAD\Utility Figure2.dwg 3/12/2018 2:20 PM





RESOLUTION NO.

RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING  
ADVERTISEMENT FOR BIDS  
PROJECT NO. 18-02 BLUFF PARK OVERLOOK PROJECT

WHEREAS, the City Engineer has prepared plans and specifications for Project No. 18-02, Bluff Park Overlook Project, and has presented such plans and specifications to the council for approval.

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

1. Such plans and specifications, a copy of which is on file in the City Clerk's office and made a part hereof, are hereby approved.
2. The city clerk shall prepare and cause to be inserted in the official paper and on Quest Construction Data Network, an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for not less than three weeks, shall specify the work to be done, shall state that bids will be received by the clerk until 11:00 a.m. on April 6, 2018, at which time they will be publicly opened in the Council Chambers of the City Hall by the City Clerk and the City Engineer.
3. The bids will then be tabulated, and will be considered by the City Council at their regular meeting at 7:00 p.m. on April 16, 2018, in the Council Chambers of the City Hall. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the council on the issue of responsibility.
4. No bids will be considered unless sealed and filed with the clerk and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the clerk for five (5) percent of the amount of such bid.

Adopted by the City Council this 19<sup>th</sup> day of March 2018.

\_\_\_\_\_  
Mayor

ATTEST:

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



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## MEMORANDUM

**Date:** March 12, 2018  
**To:** John Harrenstein, City Administrator  
**From:** Daniel R. Sarff, P.E., City Engineer *DRS*  
**CC:** Brad Swanson, Public Works Director  
**Subject:** Bluff Park Overlook Project  
City Project No. 18-02  
BMI Project No. M18.115670

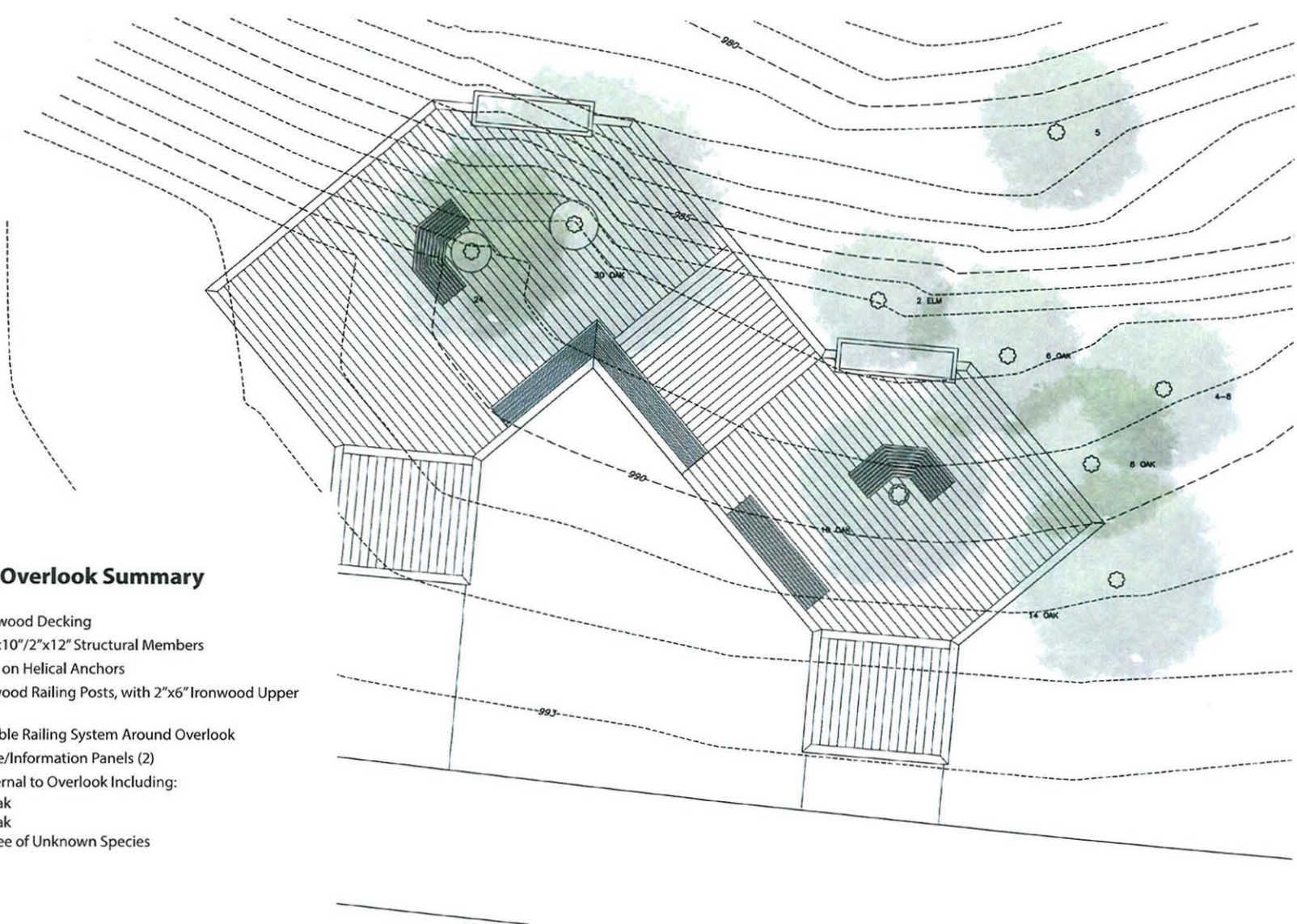
Bidding documents have been prepared for the Bluff Park Overlook Project. A plan view and a rendering of the overlook is attached. The overlook will be constructed adjacent to the existing bituminous trail in Bluff Park and will provide a vista of Hiniker Pond and the Minnesota River valley to the east. The following are the key features of the overlook:

- 2" x 6" ironwood decking
- Treated 2" x 10"/2" x 12" structural members
- 2" x 6" posts on pin-pier foundations
- 4" x 4" ironwood railing posts, with 2"x6" ironwood upper railing
- Vertical metal picket
- Three (3) trees internal to overlook including:
  - 10" oak
  - 30" oak
  - 24" basswood
- Benches adjacent to two of the trees and along inside railing
- Two (2) interpretive/information panels – final contact to be determined but the following are some ideas
  - North Panel: photo of the river valley in its original formation without buildings, roads, dikes etc. and aerial photography to demonstrate what man has done to make the valley useable to fit his needs (dike, changing the course, Hiniker pond, water towers, churches, roads, etc.).
  - South Panel: identification and description of wildlife (birds, etc.) and plants (trees, wild flowers, prairie grasses, etc.)
- Access between path and overlook will comply with Americans with Disabilities Act (ADA) requirements

The estimated construction cost of the overlook is \$85,000.

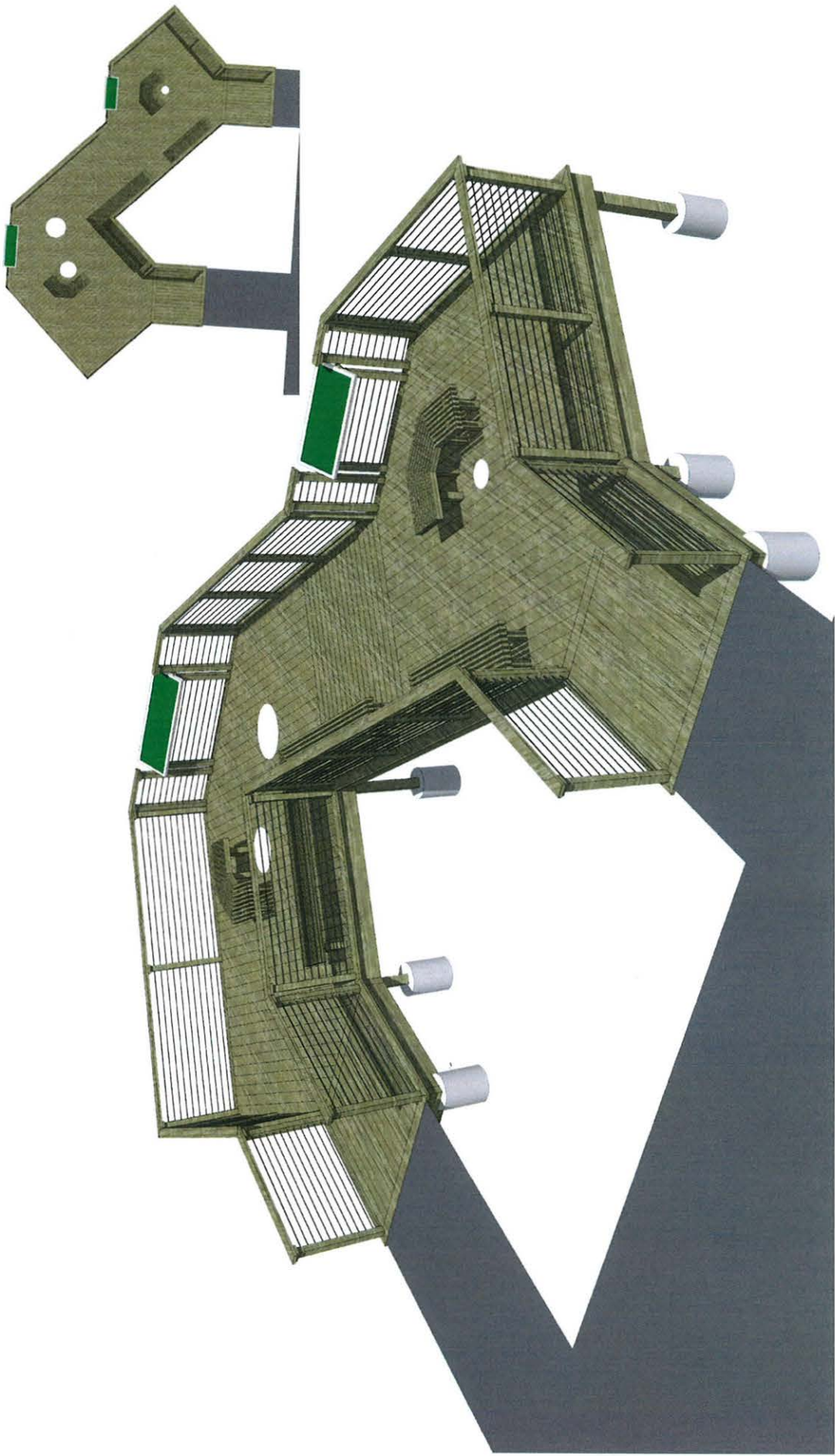
**Recommended Action:** Adopt resolution approving plans and specifications and ordering advertisement for bids. Copy of resolution is included in Council Packet.





**Bluff Park Overlook Summary**

- 2" x 6" Ironwood Decking
- Treated 2"x10"/2"x12" Structural Members
- 2"x6" Posts on Helical Anchors
- 4"x4" Ironwood Railing Posts, with 2"x6" Ironwood Upper Railing
- Tension Cable Railing System Around Overlook
- Interpretive/Information Panels (2)
- 3 Trees Internal to Overlook Including:
  - 10" Oak
  - 30" Oak
  - 24" Tree of Unknown Species



**BLUFF PARK OVERLOOK** CONCEPT RENDER



# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #12H	Department: City Engineer	Council Meeting Date: 3/19/18
------------------	---------------------------	-------------------------------

**TITLE OF ISSUE: Consider Resolution Requesting the Advance of Municipal State Aid Funds for Municipal Construction Projects.**

**BACKGROUND AND SUPPLEMENTAL INFORMATION: City Engineer Sarff will review the information concerning the Municipal State Aid Advance.**

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

**REQUESTED COUNCIL ACTION: Adopt Resolution Resolution Requesting the Advance of Municipal State Aid Funds for Municipal Construction Projects.**

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

Vote Record:

	Aye	Nay	
	_____	_____	Steiner
	_____	_____	Norland
	_____	_____	Freyberg
	_____	_____	Whitlock
	_____	_____	Dehen

**SUPPORTING DOCUMENTS ATTACHED**

Resolution	Ordinance	Contract	Minutes	Map
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify) _____				
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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 REQUESTING THE ADVANCE OF MUNICIPAL STATE AID FUNDS FOR MUNICIPAL CONSTRUCTION PROJECTS

WHEREAS, the Municipality of North Mankato implemented the Lookout Drive Improvement Project, a Municipal State Aid Project, in 2015 which requires State Aid funds to be expended in 2018 in excess of those available in its State Aid Construction Account, and

WHEREAS, said municipality is prepared to proceed with the construction of said project(s) through the use of an advance from the Municipal State Aid Street Fund to supplement the available funds in their State Aid Construction Account, and

WHEREAS, the advance is based on the following determination of estimated expenditures:

Account Balance as of 03/12/2018	(\$915,187.07)
Less estimated disbursements:	
Project # SP 150-116-009	\$60,408
Project # SP 150-070-001	\$85,602
2017 Bond Principle	\$205,000
2018 Bond Principle	\$210,000
Total Estimated Disbursements	\$561,010
Advance Amount (amount in excess of acct balance)	\$561,010

WHEREAS, repayment of the funds so advanced will be made in accordance with the provisions of Minnesota Statutes 162.14, Subd. 6 and Minnesota Rules, Chapter 8820.1500, Subp. 10b, and

WHEREAS, the Municipality acknowledges advance funds are released on a first-come-first-serve basis and this resolution does not guarantee the availability of funds

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA that the Commissioner of Transportation be and is hereby requested to approve this advance for financing approved Municipal State Aid Street Project(s) of the Municipality of North Mankato in an amount up to \$561,010. I hereby authorize repayments from subsequent accruals to the Municipal State Aid Street Construction Account of said Municipality from future year allocations until fully repaid.

Adopted by the City Council this 19th day of March 2018.

\_\_\_\_\_  
Mayor

Attest:

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

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #121	Department: City Engineer	Council Meeting Date: 3/19/18
------------------	---------------------------	-------------------------------

**TITLE OF ISSUE: Review Chapters Two, Three and Five of the Commerce Drive Redevelopment Plan.**

**BACKGROUND AND SUPPLEMENTAL INFORMATION: The City has contracted with Bolton & Menk to prepare a Commerce Drive Redevelopment Plan. The City Council will review all of the Chapters.**

If additional space is required, attach a separate sheet

**REQUESTED COUNCIL ACTION: Review and Comment on Commerce Drive Redevelopment Chapters Two, Three and Five.**

<p>Motion By: _____</p> <p>Second By: _____</p> <p>Vote Record:</p> <table style="width:100%; border: none;"> <tr> <td style="width:15%;"></td> <td style="width:15%; text-align: center;">Aye</td> <td style="width:15%; text-align: center;">Nay</td> <td style="width:55%;"></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>Freyberg</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Whitlock</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>		Aye	Nay			_____	_____	Steiner		_____	_____	Norland		_____	_____	Freyberg		_____	_____	Whitlock		_____	_____	Dehen	<p style="text-align: center;"><b>SUPPORTING DOCUMENTS ATTACHED</b></p> <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="5">Other (specify) <u>Chapters 2, 3, and 5</u></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) <u>Chapters 2, 3, and 5</u>					_____					_____					_____				
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TO: Planning Commission  
FROM: Mike Fischer, Community Development Director  
DATE: February 28, 2018  
SUBJECT: Commerce Drive Redevelopment Plan

The City has contracted with Bolton & Menk to prepare a Commerce Drive Redevelopment Plan. It is intended that the Planning Commission review each chapter. The plan will include the following chapters:

- I. Visioning
- II. History
- III. Housing
- IV. Transportation
- V. Parks and Trails
- VI. Economic Development
- VII. Area Design

Enclosed are the History, Housing, Transportation and Parks and Trails chapters of the plan for your review and comment. Other chapters will be brought to the Planning Commission in the future.



## I. HISTORY

Commerce Drive was constructed in segments throughout the 1970's (**Figure 1**). Its connections to US Trunk Highway (TH) 14 and TH 169 via Lookout Drive and Lor Ray Drive have made it a prime location for the industrial and general commercial uses that dominate the corridor today. Over the past four decades, the area surrounding Commerce Drive has developed from agricultural land north of North Mankato to industrial, commercial, recreational, and residential uses, surrounding a major US highway. This development includes major employment centers such as the Taylor Corporation, South Central College, Wis-Pak, Coloplast,



**Car Wash and Convenience Store; Constructed in 1990.**

Lindsey Windows, and other commercial or retail businesses. In addition, its proximity to the Northport Industrial Park and recreation facilities like Caswell Park led to increased activity along Commerce Drive and the surrounding area. The following is a timeline of the history of Commerce Drive from the 1970's to present day. **Figure 2** illustrates parcel development per decade along the corridor.

### *Pre-1970 to 1980*

**Figure 3** illustrates the planning area in 1973, prior to the construction of Commerce Drive. Before this photo was taken, South Central College had been established in its current location to the south, constructing its first three buildings in 1968. Around the same time, industrial uses such as Northland Beverages (now Wis-Pak) and Carlson Craft located in the area between Lookout Drive and Lor Ray Drive. The Commerce Drive corridor was constructed soon after and commercial uses, such as Lloyd Lumber, began to locate there. Multi-family residential began to develop east of Lor Ray Drive, which today marks a transition between low-density residential and commercial uses. Austin's Auto Repair was also constructed, the first of several commercial uses occupying the area adjacent to Lor Ray Drive along Commerce Drive.

### *1980 to 1990*

With TH 14 and Commerce Drive in place, other businesses began to locate on the corridor. Valley Bank (now Frandsen Bank) was constructed east of Lor Ray Drive, while other retail such as Marti's (currently occupied by the Big Dog Sports Café), C&N Sales, and Golden Heart Daycare were constructed west of Lor Ray Drive. Industrial facilities including Lindsay Windows, Thin Film, and Carlson Craft (a Taylor company) were also constructed in this timeframe.

In 1985, the Caswell Park recreational facility was constructed north of TH 14 and Commerce Drive. This likely contributed to increased activity and commercial development in and around Commerce Drive as those using the facility utilized area retail. **Figure 4** illustrates Commerce Drive in 1980.



**1990 to 2000**

Commercial development ramped up in the 1990's on the eastern portion of the corridor with the construction of a strip mall, a grocery store (later converted to a strip mall), Godfather's Pizza, Royal Lube & Wash (currently Express Care), and Burger King.

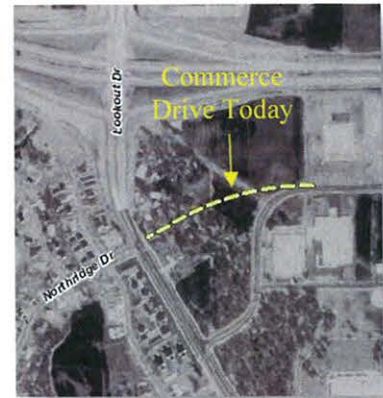
Construction began in 1998 on realignment of the western portion of Commerce Drive (**Figure 5**). This was done to better connect Lor Ray Drive and Lookout Drive, provide a connection to Northridge Drive, and open up land to be developed. Between 1998 and 1999, approximately 34 townhomes were constructed within the newly available land south of the new Commerce Drive alignment. **Figure 6** illustrates Commerce Drive in 1991.

**2000 to 2010**

This decade saw the further development of the western portion of the corridor including Peace Lutheran Church, North Mankato Mortuary, and Commerce Dental. Culver's, Kwik Trip, Walgreens, and a strip mall were also constructed in this timeframe making the eastern portion of the corridor much like it is today.

**2010 to Present**

Since 2010, a shopping center opened on the property east of the Big Dog Sports Café and the Kitchenmaster, Klooster, and Begalka CPAs located east of Lor Ray Drive. **Figure 7** is aerial photography from 2016 illustrating Commerce Drive today.

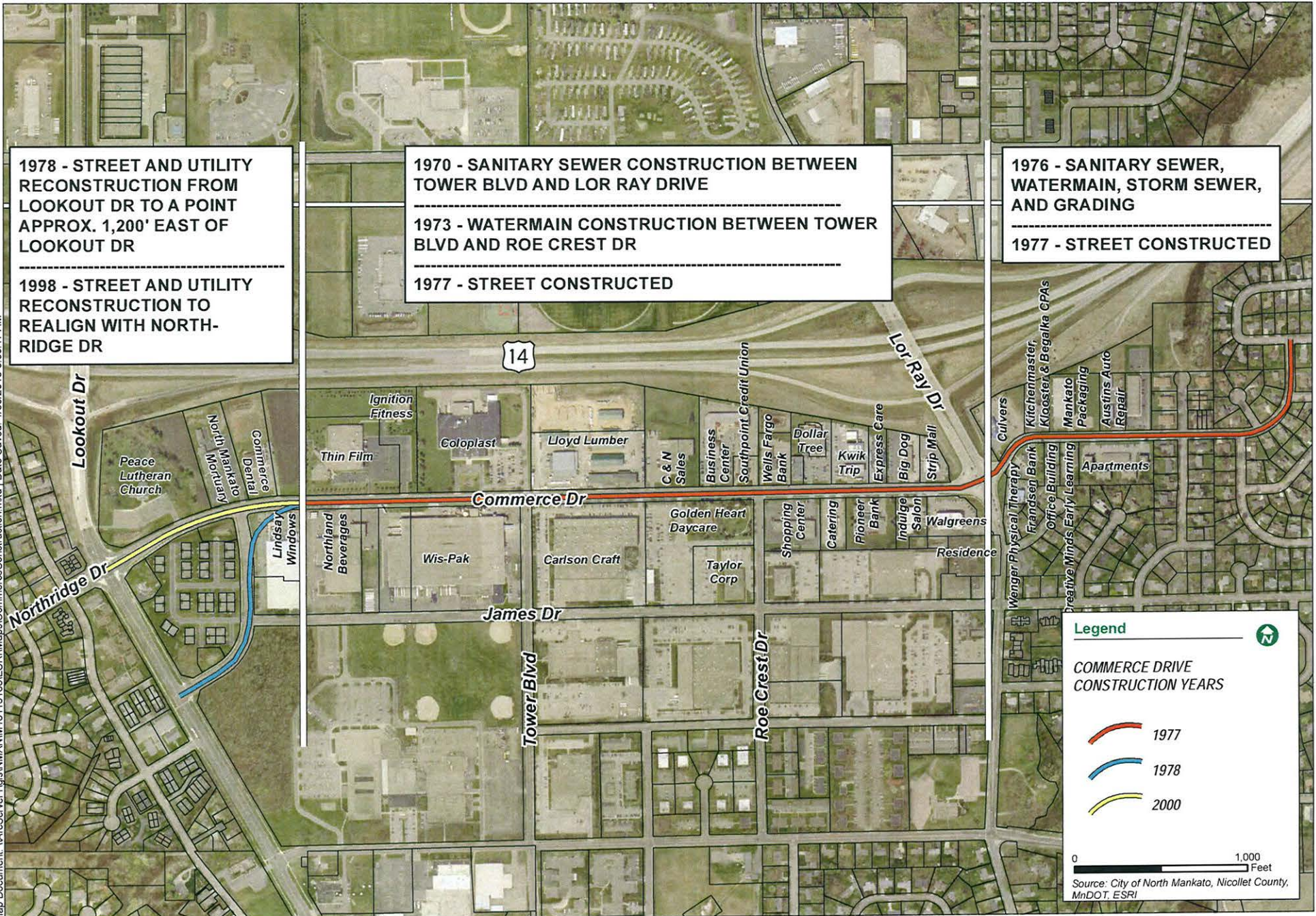


**Figure 5. Former Commerce Drive western alignment; south along Commerce Lane.**



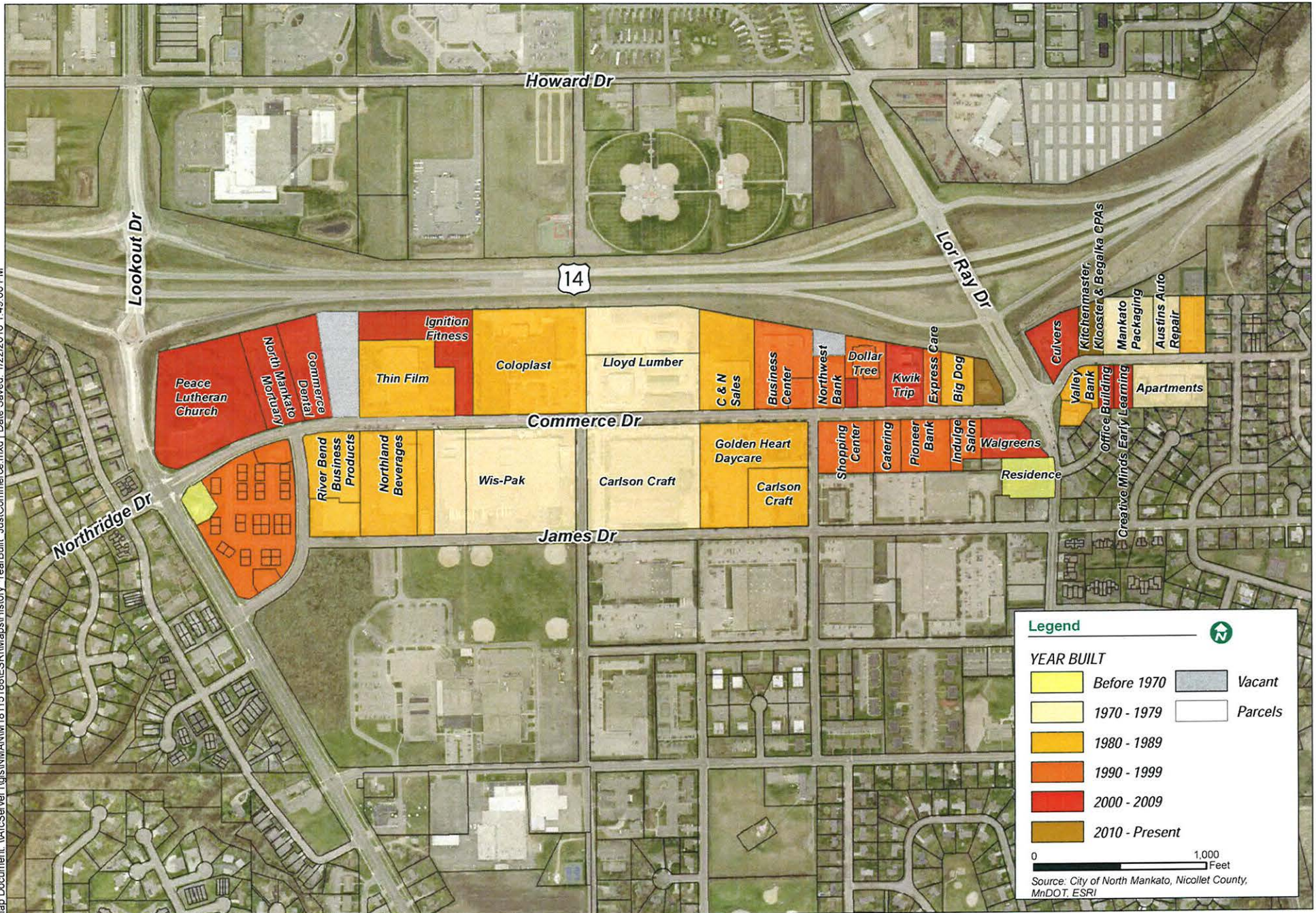
**Business Center Containing Video Magic and Godfather's Pizza; Constructed 1992.**





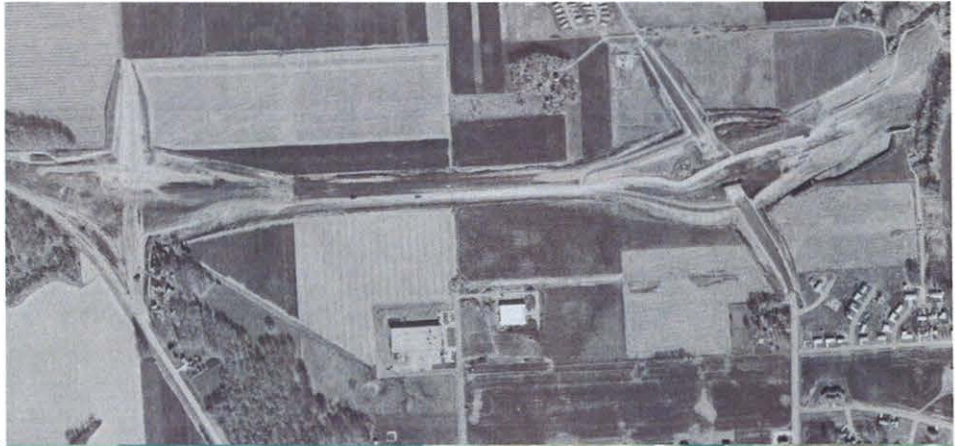
Map Document: \\ArcServer1\gis\NIM\NIM\_18115188\ESRI\Maps\CommerceConstruction.mxd | Date Saved: 1/30/2018 8:39:17 AM







**Figure 3. Area of the future Commerce Drive (1973) – Corridor doesn't exist. US TH 14 is being constructed. Industry is beginning to develop.**  
*Source: USGS Earth Explorer.*



**Figure 4. Commerce Drive (1980) - Original alignment** *Source: USGS Earth Explorer.*



**Figure 6. Commerce Drive (1991) - Significantly developed.** *Source: USGS Earth Explorer.*



**Figure 7. Commerce Drive Today – Realigned with Northridge Drive and almost fully developed carrying over 11,500 vehicles per day.** *Source: USGS, ESRI, Pictometry.*





## II. HOUSING

### Existing Housing

Residential housing exists east of the intersection of Commerce Drive with Lookout Drive and is comprised of approximately 35 patio homes. Multi-family housing is also located on Commerce Drive east of Lor Ray Drive, marking the edge of commercial development and providing a transition to a single-family residential neighborhood as Commerce extends east. The corridor services all housing units in Upper North Mankato as Commerce is the single retail/commercial area in the vicinity, with the exception of some businesses located in the area of Lookout Drive and Marie Lane. As such, it is one of the most important retail and service districts for residents in North Mankato.

In an attempt to understand the existing housing market in this area of North Mankato, select residential housing characteristics were collected from Nicollet County parcel data within the area encompassing Upper North Mankato (**Table 1**). Data show there are 2,503 single-family parcels and over 700 rental units within this area. City staff believes area rentals are highly desired and that most were occupied at the time this plan was developed.

A cursory search of available 2-bedroom rentals in the immediate area was completed to gain some indication of affordability and vacancy. Search results indicate a low availability of 2-bedroom apartments in the area; 25 apartments total were advertised as vacant at the time of plan development of which 18 were 2-bedroom units. This is 18 units out of the 719 rental units existing in Upper North Mankato. Available 2-bedroom apartments are seemingly affordable as well, with an average monthly rent of \$830.00 per month. Some internet sources<sup>1</sup> suggest that 2-bedroom apartments in the Mankato area cost an average of \$923.00 per month to rent, a cost difference of over \$90.00 per month.

The industrial environment, combined with many commercial uses on Commerce Drive, provides a major employment center for North Mankato residents. The local workforce undoubtedly relies on available, local housing. **Figure 8** illustrates existing land use in and around Commerce Drive. This provides a clear picture of area residential property density which offers several workforce housing options. Increased residential options on Commerce Drive would contribute to housing supply in the area.

**Figure 9** illustrates 5, 10, and 20-minute walking distances from the concentrated area of retail commercial on Commerce Drive. While few residents can reach the corridor within a 5-minute walk, many can within 10 and 20 minutes. **Table 2** shows select demographics for those residing within a 10 and 20-minute walking distance from existing retail on Commerce Drive. These numbers indicate that anywhere from 10% - 40% of those residing in Upper North Mankato can access the commercial district within a 10 – 20-minute walk respectively.

**Table 1. Select Residential Housing Characteristics within 1 mile of Commerce Drive.**

Residential Housing Characteristics - Upper North Mankato	
Description	Qty.
Low Density (Single-Family) Residential	2427
Medium Density (Multi-Family) Residential	379
High Density (Multi-Family) Residential	126
Approximate Number of Rental Units	719
Average Monthly Rent for 2-Bedroom Apartment	\$ 830.00

**Table 2. Demographics within 10 and 20 Minute Walking Distances from Commerce Drive Retail Commercial.**  
Source: ESRI Business Analyst Online (2018).

Demographic*	10 Minute Walking Distance			20 Minute Walking Distance			Upper North Mankato		
	2017	2022	Growth	2017	2022	Growth	2017	2022	Growth
Population	870	870	0.0%	3,850	3,900	1.3%	9,660	9,920	2.7%
Population 18+	700	680	-2.9%	3,030	3,045	0.5%	7,430	7,600	2.3%
Households	460	465	1.1%	1,770	1,800	1.7%	3,970	4,095	3.1%
Median Household Income	\$ 64,856	\$ 74,833	15.4%	\$ 59,600	\$ 66,700	11.9%	\$ 67,100	\$ 77,300	15.2%

<sup>1</sup> Rentjungle.com - <https://www.rentjungle.com/average-rent-in-mankato-mn-rent-trends/>



Despite few residents being within close walking distance, area workforce has the convenience of a small walk to access services. Also, students, faculty, and staff from the South Central College are within a 10 – 20-minute walk from the district which may indicate that some either walk or drive to Commerce Drive.

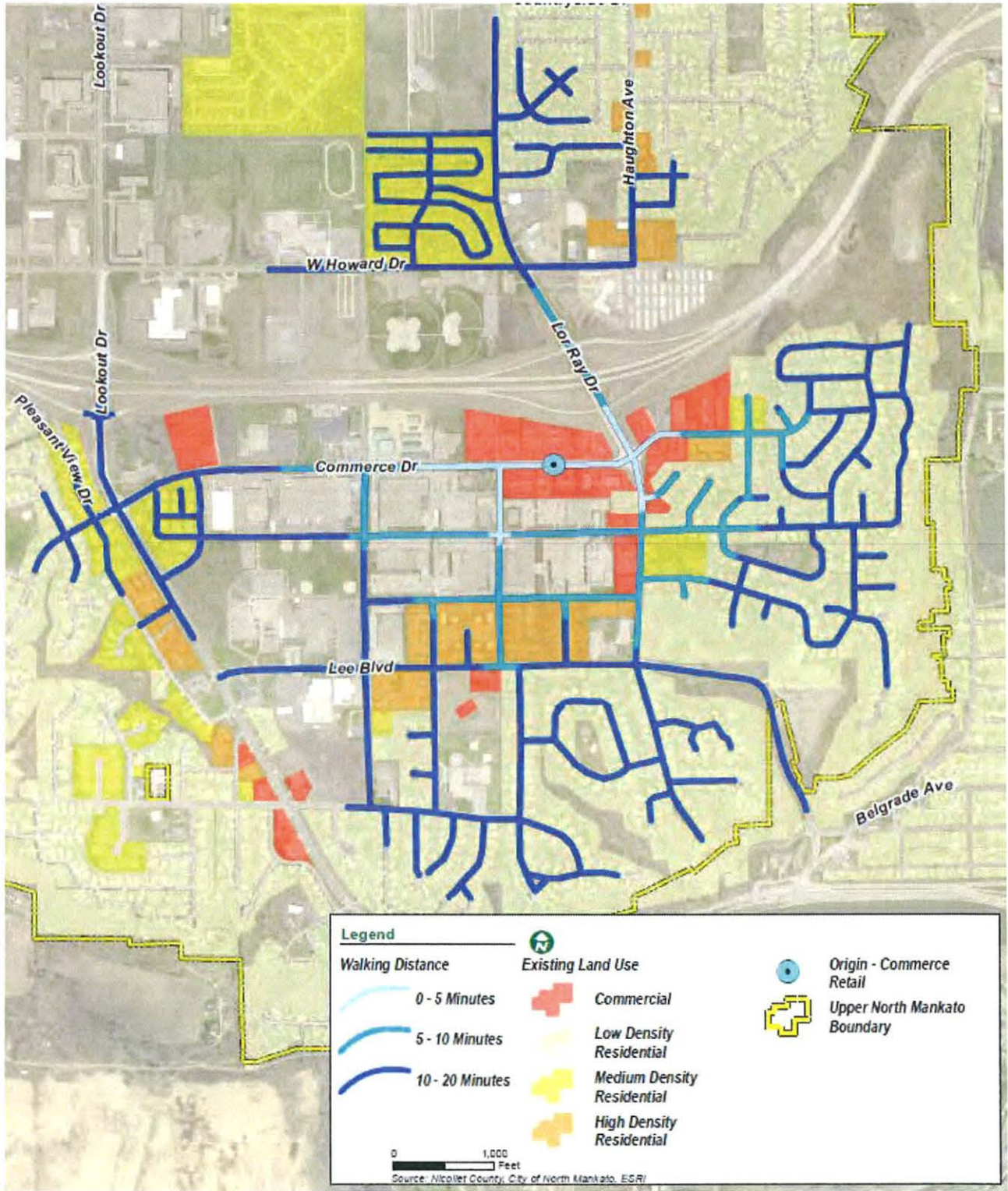
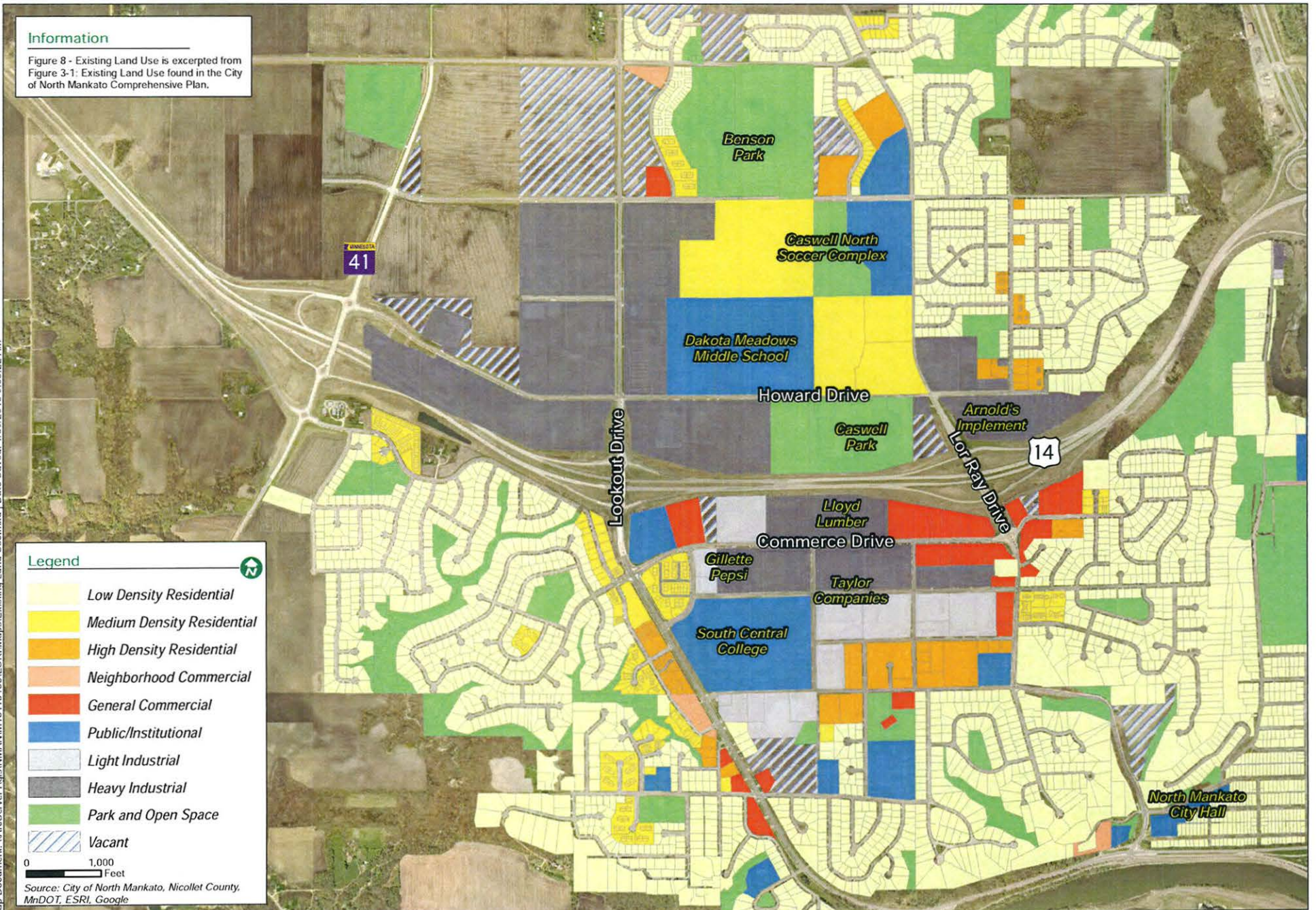


Figure 9. 5, 10, and 20-minute Walking Distances from the Commerce Drive Retail Commercial District.



**Information**

Figure 8 - Existing Land Use is excerpted from Figure 3-1: Existing Land Use found in the City of North Mankato Comprehensive Plan.



**Legend**

- Low Density Residential
- Medium Density Residential
- High Density Residential
- Neighborhood Commercial
- General Commercial
- Public/Institutional
- Light Industrial
- Heavy Industrial
- Park and Open Space
- Vacant

0 1,000 Feet

Source: City of North Mankato, Nicollet County, MnDOT, ESRI, Google



Similarly, most of Upper North Mankato can access Commerce Drive within a 5-minute drive time. Those within a 5-minute drive time are considered the most likely to access Commerce Drive on a regular basis. Data shows there are 9,334 people living among 3,890 households within 5-minute drive that are potentially accessing services the corridor conveniently offers. Similar to the growth in North Mankato as a whole, population and number of households in this area are expected to increase to 9,572 and 4,004 respectively over the next five years. Increased population means more people likely finding convenience in what Commerce Drive has to offer and accessing the corridor for services. Median household income is also expected to increase by 15.4% over the next five years for those within a 5-minute drive. Area residents will have increased means to take advantage of service related benefits offered on the corridor.

This data provides a general understanding of the population and number of households that feed the business district from both walking and driving perspectives. The data presented here provides a only a high level view of residential housing in the area. A more thorough housing study would need to be completed to gain a full understanding of housing supply, demand, and market conditions.

#### *Livability & Future Housing Opportunities*

The Future Land Use Plan (**Figure 10**) shows areas identified for growth of single and multi-family dwellings in Upper North Mankato. This growth will increase the number of people accessing retail and will provide more housing options as well. Options for developing residential properties on the corridor itself will require redevelopment of existing parcels because the corridor is essentially built-out. When discussed during visioning meetings, participants did not foresee the conversion of existing commercial or industrial uses for residential use and believed Commerce Drive primarily should continue to be a place where commercial, industrial and service related uses provide benefits to area residents. However, there still may be opportunities to include some housing units as part of mixed use projects. Redevelopment of existing buildings will provide opportunities to rethink how residential uses could be included on Commerce Drive in the future as well as increase the density of population to service businesses on the corridor.

Commerce Drive Business District offers a broad array of services that contributes to a highly livable environment by meeting a range of daily needs. Area residents have access to restaurants, a lumber and hardware store, a gas station with a convenience store, a pharmacy, a veterinary clinic, a fitness facility, banking, and other services, removing most need to travel elsewhere for day-to-day living needs. Commerce Drive is also nearby many recreational facilities including the Caswell Sports Complexes, Benson Park, Bluff Park, and the TH 14 Trail to name a few. In addition, the corridor is within walking distance of the South Central Community College and numerous employers. All of these characteristics make Commerce Drive a desirable place to reside.

A few properties along the corridor could be considered for future redevelopment that could include mixed-use buildings (see section X – Area Redevelopment). The vision for a mixed-use building is one that maintains a commercial presence on the ground floor while offering office space and/or residential units on the second or third floors. This provides one avenue for providing some multi-family housing options on the corridor that could be supported. Visioning participants did support this type of residential as an option moving forward, provided that mixed-use redevelopment takes place.



**Information**

Figure 10 - Future Land Use is excerpted from Figure 3-2: Existing Land Use found in the City of North Mankato Comprehensive Plan.

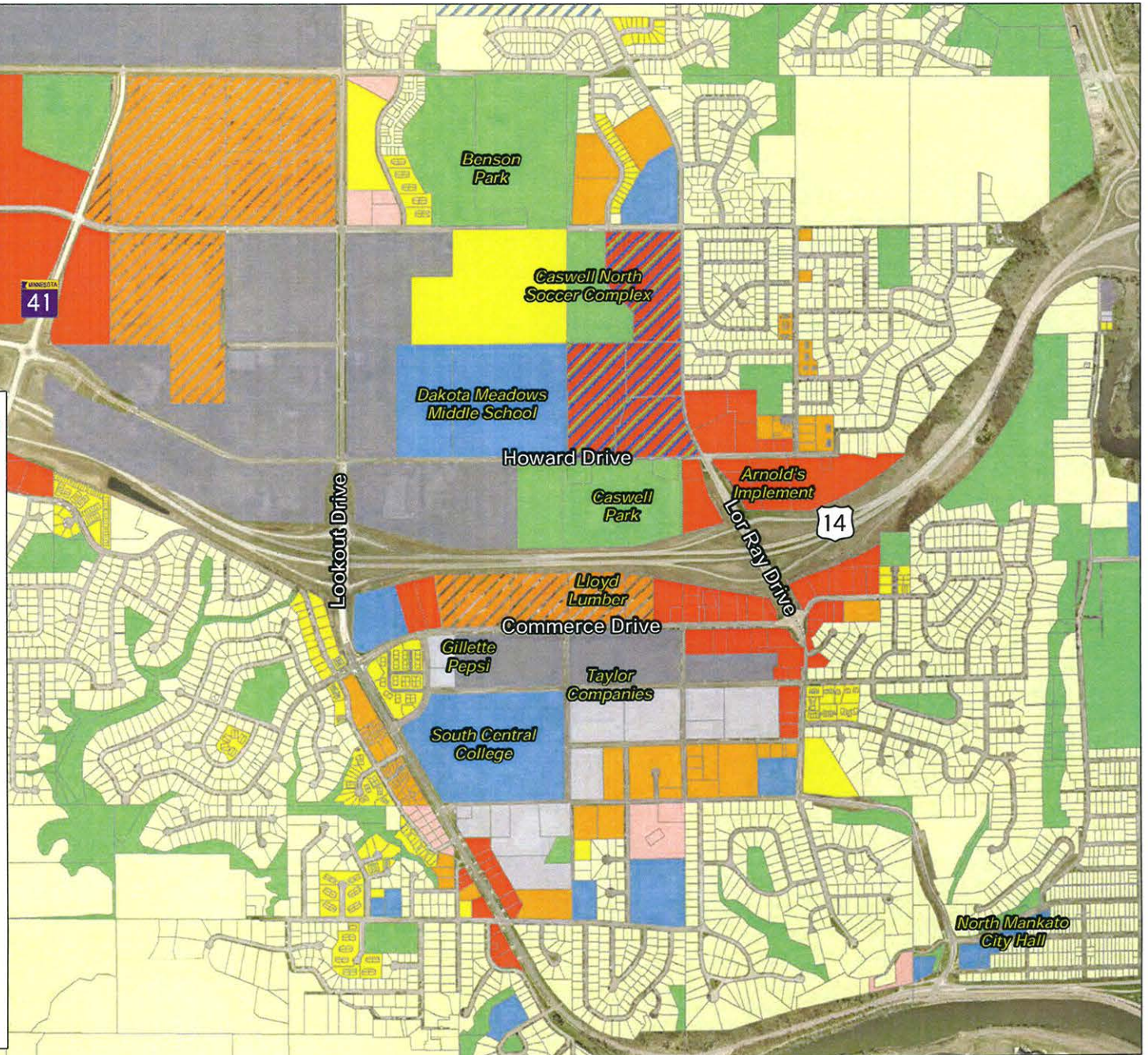
**Legend**

*Future Land Use*

- Central Redevelopment District
- Central Business District
- General Commercial
- Neighborhood Commercial
- Commercial/Industrial Mixed Use
- Heavy Industrial
- Light Industrial
- High Density Residential
- Medium Density Residential
- Low Density Residential
- Low Density Residential / Institutional
- Institutional
- Open Space/Park
- Right of way

0 1,000  
Feet

Source: City of North Mankato, Nicollet County, MnDOT, ESRI, Google





*Housing Goals, Objectives, and Policies*

**Goal 1.** Support opportunities to increase housing options on Commerce Drive as part of mixed use redevelopment.

**Objective 1.1:** Encourage property redevelopment concepts that include options for residential uses, to the extent consistent with existing zoning.

Policy 1.1.1: Incorporate redevelopment that includes mixed-use buildings with residential uses and ground floor commercial.

**Goal 2.** Support an environment along Commerce Drive that encourages a diverse range of retail and services to surrounding residents, employees, and students.

**Objective 2.1:** Identify and support opportunities for the corridor to attract more businesses providing services that make the area more livable.

Policy 2.1.1: Utilize economic incentives to leverage private investment and to encourage business growth and expansion.

Policy 2.1.2: Strengthen business relationships along the corridor and support collaboration around shared projects, events, and promotions.

**Goal 3.** Provide and enhance multimodal connections from area residential uses to the Commerce Drive Business District.

**Objective 3.1:** Ensure connections to the Commerce Drive Business District and surrounding recreational facilities and trails are safe and inviting for area residents, students, and workforce.

Policy 3.1.1: Consider options for enhancing connections from surrounding residential neighborhoods and locations such as South Central College that encourage students and residents to walk or bike to Commerce Drive retail.

**Objective 3.2:** Ensure area residential and recreational uses are connected to Commerce Drive.

Policy 3.2.1: Consider opportunities for locating a pedestrian bridge over TH 14 from Commerce Drive to the residential and recreational areas north of the corridor.

**Goal 4.** Provide attractive and desirable residential properties that are well designed.

**Objective 4.1:** Consider design that enhances visual character of the corridor.

Policy 4.1.1: Ensure structure design contains elements that visually enhance appearance and improve design characteristics along the corridor.

**Objective 4.2:** Ensure housing is maintained and well-kept.

Policy 4.2.1: Enforce the general maintenance of residential units in accordance with City Code to ensure properties are well-kept and in good repair.



## I. PARKS AND TRAILS

### A. Commerce Drive and Connections to Recreation

Commerce Drive is centrally located in Upper North Mankato. The corridor is also within walking distance or a short drive from several major recreational features in the City. Pedestrian and biking connections from the corridor to as many recreational features as possible are perceived to enhance the quality of life features of the corridor, including livability, as well as draw more customers to the area for local businesses. The purpose of this chapter is to highlight these potential connections and link the corridor to previous planning efforts undertaken by the City.

### B. Existing Parks and Trails

#### *Parks*

Fourteen of twenty-one (67%) parks, or 210 out of 290 (72%) acres of parkland, in the City of North Mankato are located in Upper North Mankato. The City is committed to providing parks and outdoor recreation opportunities to enhance the quality of life for residents. Parks within walking, biking, or driving distance from Commerce Drive include neighborhood mini parks, community parks and regional athletic complexes.

Caswell Park, the Caswell North Soccer Complex, Bluff Park, and Benson Park near Commerce Drive attract area residents with places to recreate or participate in regional sporting events. Businesses on Commerce Drive benefit from visitors to these amenities. These visitors will continue to increase as the City invests in existing and proposed facilities in the parks, trails, and recreation system.

#### *Trails*

There are currently 9.3 miles of trails in Upper North Mankato. Trails currently extend along Lookout Drive and Lor Ray Drive north of Commerce Drive. These trails provide ample connections between residential neighborhoods and area recreation including Benson Park, Caswell Park, Caswell North Soccer Complex, and trails outside of City limits such as on County Road (CR) 41, Rockford Road, that leads to Minnemishinona Falls at the junction of CR 41 with Judson Bottom Road.

#### 1. Previous Studies Overview

Short and long-range documents have been completed which provide some planning direction for parks and trails system needs in North Mankato.

##### *The City of North Mankato Comprehensive Plan (2015)*

According to the Comprehensive plan, the City's population is expected to increase which will likely bring increased interest in parks, trails, and indoor year-round recreation and programming. The Comprehensive Plan identifies the following recommendations relevant to parks and trails surrounding Commerce Drive:

- Figure 8-1. Park Plan identifies a future athletic complex expansion to the west side of Caswell Park.

#### **Parks in Upper North Mankato**

- Benson Park
- Bluff Park
- Caswell North Soccer Complex
- Caswell Park
- Forest Heights Park
- King Arthur Park
- Langness Playground
- Lee Blvd Rest Area
- North Ridge Park
- Pleasant View Park
- Reserve Park
- Roe Crest Park
- Tower Park
- Walter S. Farm Park

- A loop trail network with connections to key local destinations and to regional and state trails is recommended to meet recreation, active living, and non-vehicular transportation needs.
- During the planning process for major street and utility improvements on Commerce Drive, the City will evaluate the appropriateness of developing community and neighborhood trails with the improvements.

*The City of North Mankato Parks Plan (2015)*

The North Mankato Parks Plan outlines the City's commitment to parks and outdoor recreation, communicates the costs of maintaining the system, and communicates planned maintenance and infrastructure expenditures for the park system. The Parks Plan identifies the following recommendations relevant to parks and trails surrounding Commerce Drive:

- Identifies the Caswell Regional Sporting Complex as one of the premier softball complexes in the nation, hosting numerous state, regional, and national tournaments since 1987. Potential improvements include a future indoor recreational features and a pedestrian connection to Commerce Drive.
- Identifies Benson Park as a community and regional park developed to become a first-choice destination for families and children wanting a natural resource focused recreation experience with trail connection to the Caswell Regional Sporting Complex, the Caswell North Soccer Complex, and ultimately Commerce Drive.
- Identifies the need to enhance trails as part of a multimodal systems plan for connections throughout the City.

*The City of North Mankato Complete Streets Plan (2016)*

The Complete Streets Plan states that bicycle and pedestrian facilities shall be considered in street construction, reconstruction, and pavement maintenance projects undertaken by or on behalf of the City as appropriate. The plan illustrates how facilities should be designed and when to implement them. The Complete Streets Plan identifies the following recommendations relevant to parks and trails surrounding Commerce Drive:

- Bicycle facilities are planned on Commerce Drive.
- Trails on Howard Drive and the Dakota Meadows Middle School and Caswell North Soccer Complex properties connecting Howard Drive to Carlson Drive.
- A trail on Lor Ray Drive over TH 14 and south to Lee Boulevard.
- A trail on Lookout Drive south of Commerce Drive completing the connection to Lower North Mankato.

*Caswell Sports Future Master Plan*

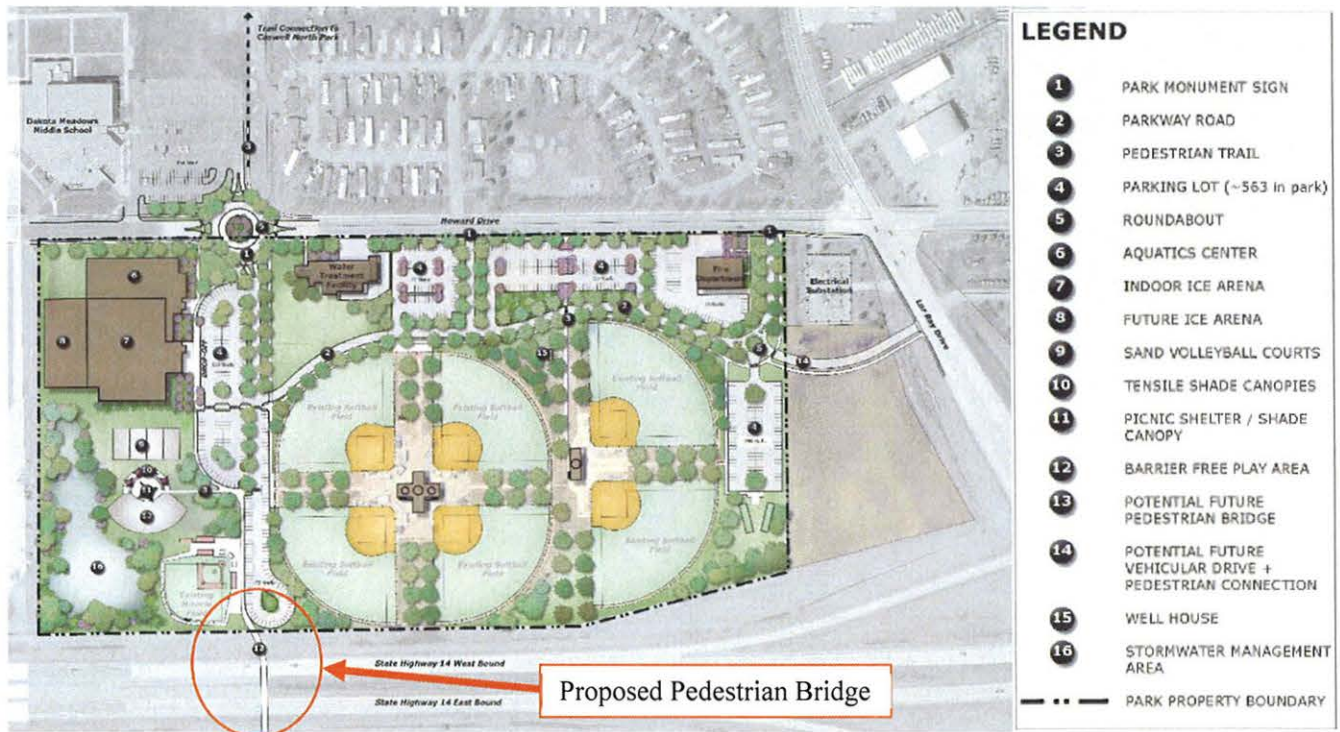
The Caswell Sports Future Master Plan was prepared by ISG as part of the 2016 Caswell Park Economic Benefit Analysis. The Plan illustrates planned athletic facilities on the mostly vacant parcel west of existing softball facilities at Caswell Park. Among the elements of this plan is a proposed pedestrian bridge over TH 14.

*Indoor Recreation Facility*

The City of North Mankato is planning the development of an indoor recreation facility located in the property west of Caswell Park that is immediately north of Commerce Drive across from Highway 14. Such a facility would increase the draw to the area providing opportunities for year-round tournaments and exercise opportunities for area



residents. Commerce Drive businesses are expected to benefit from increased athletic complexes north of TH 14. **Figure 18** illustrates the Caswell Sports Future Master Plan including the indoor recreation facilities planned for the location.



**Figure 18. Caswell Sports Future Master Plan and Planned North/South Connections Including a Proposed Pedestrian Bridge over TH 14. Source: Created by ISG for the 2016 Economic Benefit Analysis of Caswell Park.**

### C. Future Trails

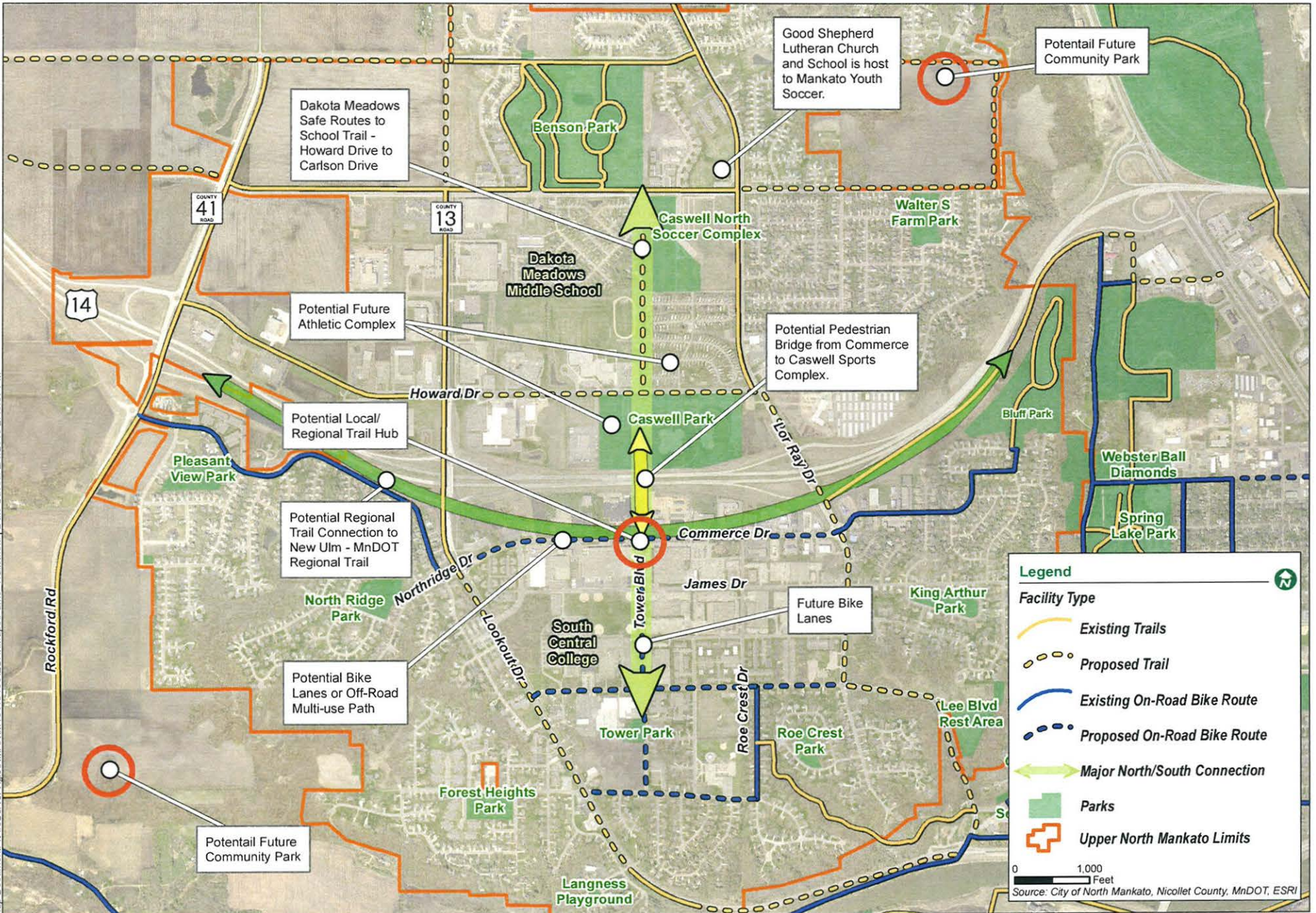
#### *South of TH 14*

Planned trails are illustrated in **Figure 17** for Lookout Drive and Lor Ray Drive that will enhance connections from Lower North Mankato to the Commerce Drive area. These trails would pass by numerous residential neighborhoods creating a safer, more inviting avenue for residents to travel on to access Commerce Drive services, for exercise, or to access surrounding recreation. Whether bike lanes, an off-street multiuse trail, or a separate pedestrian bridge is pursued, planned facilities on Commerce Drive will connect to these amenities. The Bluff Valley View was recently constructed providing recreation opportunities and a connection between Upper and Lower North Mankato. This ties into on-street bicycle facilities existing on Commerce Drive east of Lor Ray Drive and on Lake Street in Lower North Mankato. Planned facilities on Commerce Drive west of Lor Ray Drive will tie into this trail, further enhancing system range and connectivity.

#### *Over TH 14 and North*

As stated in the Comprehensive Plan, the City lacks north and south bicycle and pedestrian connections across TH 14 in some areas. The City's pursuit of a pedestrian bridge over TH 14 (illustrated in **Figure 18** and described in **Section X**) is a major key to a strong, north/south linkage in Upper North Mankato. With on-street bicycle facilities planned on Tower Boulevard and Safe Routes to School trails planned, one could travel seamlessly from Marie Lane in the south to Benson Park in the north and continue along those trails with access to existing facilities on CR 41 and planned facilities north. This route would take users past several recreation facilities including fields at South





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Central College, Caswell Park, Dakota Meadows fields, Caswell North Soccer Complex, Benson Park, and the Good Shepherd Lutheran Church and School fields.

*Future Regional Connections*

As mentioned previously, MnDOT has inquired with the City of North Mankato about the potential for locating a regional connection to New Ulm along TH 14. The City would like to divert this connection from TH 14 onto Commerce Drive. If implemented, this regional connection would strengthen the network in Upper North along with the case for a pedestrian bridge. Commerce Drive could become a hub for local and regional trail connections and strengthen its position as a destination. This would undoubtedly attract unique businesses and increase the draw to the corridor and area recreation.

*“...Commerce Drive could become a hub for local and regional trail connections and strengthen its position as a destination...”*

D. Parks and Trails, Goals, Objectives, and Policies

**Goal 1.** Expand parks, trails, and recreation facilities in close proximity to Commerce Drive.

**Objective 1.1:** Enhance parks and recreation facilities surrounding Commerce Drive

Policy 1.1.1: Pursue opportunities to build new athletic complexes north of TH 14 including an indoor facility to accommodate year-round recreation.

Policy 1.1.2: Continue to develop plans for additional community/regional parks in proximity to Commerce Drive to serve as area destinations.

**Objective 1.2:** Increase the number of trails surrounding Commerce Drive and ensure system connectivity to destinations.

Policy 1.2.1: Designate bike routes on Tower Boulevard, Lee Boulevard, and Marie Lane as identified in the Complete Streets Plan.

Policy 1.2.2: Construct on-street or off-street trails consistent with the Complete Streets Plan along Lookout Drive and Commerce Drive.

Policy 1.2.3: Complete a major north/south trail connection in Upper North Mankato by incorporating a pedestrian bridge over TH 14 between Commerce Drive and Caswell Park.

**Objective 1.3:** Foster local and regional trail connections.

Policy 1.3.1: Work with MnDOT to integrate future trail facilities on Commerce Drive and the TH 14 trail with a regional trail connection to New Ulm.

Policy 1.3.2: Establish Commerce Drive as a hub for local and regional trail connections.

## I. TRANSPORTATION

### A. Existing Traffic Conditions

Commerce Drive is a major roadway serving many uses that generate high volumes of both passenger vehicle and heavy truck traffic. The planning area consists of Commerce Drive from Lookout Drive to Collette Drive, just east of Lor Ray Drive. The segment between Lookout and Lor Ray Drive is a major collector roadway according to the Minnesota Department of Transportation's roadway functional classification.<sup>1</sup> This means the roadway equally serves access to properties and vehicle mobility while providing a connection from local roads to arterial roadways. Just under a mile in length, the major collector segment of Commerce Drive connects three local roadways including Commerce Lane, Tower Boulevard and Roe Crest Drive to two minor arterial roadways, Lookout Drive and Lor Ray Drive.

Commerce Drive is a critical link in the community providing necessary access to businesses and services that both North Mankato and the region depend on. Access to TH 14 at both ends of the corridor connects several large manufacturing companies important to the regional economy to the regional highway network, generating freight traffic statewide. Commercial retail creates a local draw to the area for daily living needs.

Opportunities have surfaced to reshape the future character of the Commerce Drive. Around the time this plan was developed, the City of North Mankato was awarded grant funding through the Surface Transportation Program (STP) for safety and capacity improvements along Commerce Drive and was pursuing other funding sources. Grant awards will assist with funding the reconstruction of Commerce Drive between Lookout Drive and Lor Ray Drive.

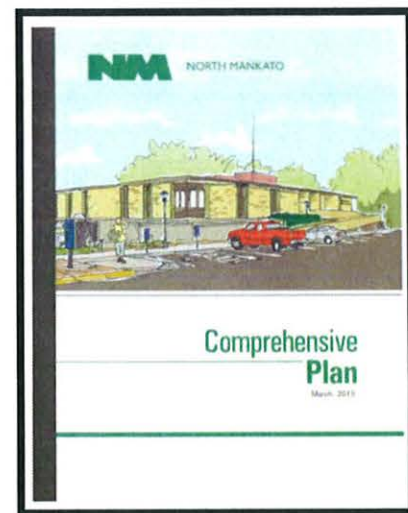
#### 1. Previous Studies Overview

Short and long-range planning documents have been completed which provide some direction for transportation system needs on Commerce Drive.

##### *The City of North Mankato Comprehensive Plan (2015)*

The North Mankato Comprehensive Plan states sidewalks and/or trails are recommended to be adjacent to all Major Collector roadways within North Mankato to accommodate pedestrian, bicycle, and other non-motorized travel in a safe and comfortable manner. This would be an 8-foot wide bituminous or concrete trail and/or 6-foot wide concrete sidewalk recommended on either side of the roadway. It also cites the Mankato Area Transportation and Planning Study (MATAPS) completed in 2011 which identified segment safety from Lookout Drive to Lor Ray Drive as an issue.

The Comprehensive Plan also provides access management guidance for major collector roadways in the City.



<sup>1</sup> Federal Highway Administration: Highway Functional Classification Concepts, Criteria and Procedures; [https://www.fhwa.dot.gov/planning/processes/statewide/related/highway\\_functional\\_classifications/](https://www.fhwa.dot.gov/planning/processes/statewide/related/highway_functional_classifications/)



*The Mankato/North Mankato Area Planning Organization (MAPO) 2045 Long-Range Transportation Plan (LRTP) (2015)*

The MAPO developed the 2045 LRTP in 2015 which provides a high-level overview of traffic operations throughout the MAPO area. It identifies Commerce Drive as functioning appropriately, only approaching capacity deficiencies in 2045. These deficiencies are only identified for the segment between Lor Ray Drive and Tower Boulevard.

*The City of North Mankato Complete Streets Plan and Policy (2016)*

The Complete Streets Plan and Policy was developed as a policy and design approach that guides streets to be planned, designed, operated, and maintained to enable safe, convenient and comfortable travel and access for users of all ages and abilities, regardless of mode of transportation. This plan proposes an on-road bike route on Commerce Drive that would connect to existing and proposed trails on adjacent roadways.

2. Traffic Operations

Commerce Drive has a three lane section with a center turn lane carrying nearly 11,500 vehicles per day (vpd) between Lor Ray Drive and Roe Crest Drive and 4,400 vpd between Roe Crest Drive and Lookout Drive to the west. Various factors drive traffic volumes on Commerce Drive including new development and redevelopment on and surrounding the corridor, traffic on adjacent TH 14, and citizen perceptions of safety and convenience, among others. The eastern half of the corridor draws far more vehicle traffic than does the western due to the heavy retail presence on the eastern end of the corridor. **Figure 11** illustrates existing traffic operations and safety issues on Commerce Drive.

Citizens and stakeholders repeatedly commented on safety in the eastern portion in the commercial zone. This included concerns raised about numerous access points between Lor Ray Drive as well as the number of large trucks traveling on Commerce Drive and how these conflict with pedestrian and bicycle safety along and across the corridor.

Another concern raised was traffic backups along Commerce Drive from the signal on Lor Ray Drive. Stakeholders suggested that conflicts between those turning to access properties and those waiting for the signal create heavy congestion and cause confusion at times along the corridor.

3. Crash History 2011 to 2015

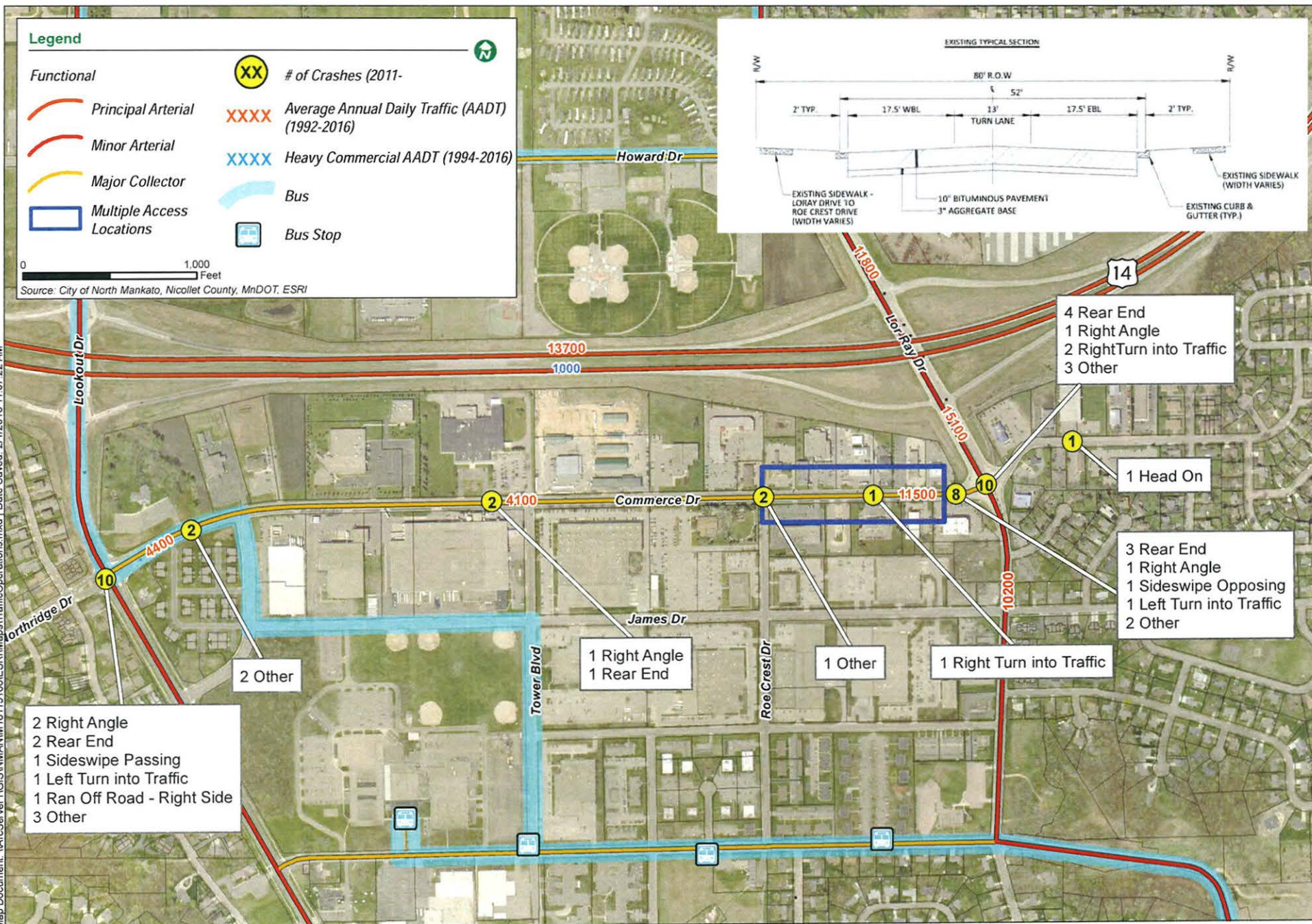
Crashes were observed from 2011 to 2015 using the Minnesota Crash Mapping Analysis Tool (MNCMAT). In total, there were 15 total crashes on Commerce Drive between Lookout Drive and Lor Ray Drive within this timeframe<sup>2</sup>. Most areas exhibited one or two crashes over five years and none of the crashes resulted in serious injury or death. Most crashes involved property damage only and few had minor injuries. There were no pedestrian or bicycle related crashes on the corridor. However, the location with the highest number of crashes is in the eastern portion of the corridor, in proximity to the Walgreens entrance near the Lor Ray Drive intersection, which exhibited eight crashes. This location is close in proximity to the area of congested access locations.

4. Access Inventory

There are 73 access points on Commerce Drive including two primary accesses (1.6 per mile), three secondary accesses (2.4 per mile), and 52 private accesses (42.2 per

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<sup>2</sup> Crash counts exclude the intersections of Commerce Drive with Lookout and Lor Ray Drive.





mile). The section of Commerce Drive between Roe Crest Drive and Lor Ray Drive exhibits several access locations in a small area and provides the primary area of concern with regards to access management. High traffic volumes combined with numerous access points in this location degrade safety and mobility. Many businesses have multiple accesses resulting in a high number of conflicting left-turn movements, driver confusion, and congestion impacting the Commerce Drive and Lor Ray Drive intersection. Participants in the visioning process agreed that the number of access points is excessive and associated issues may deter patrons from visiting area retail. It's important to understand allowable access counts and spacing to address these perceptions and provide alternatives.

The North Mankato Comprehensive Plan provides roadway access standards and access spacing guidelines for collector roadways<sup>3</sup>. According to this, a commercial/business property can have a maximum of two curb cuts at up to 36 feet wide each. Minimum distance between curb cuts is 20 feet and the minimum side yard driveway setback is 10 feet. The Comprehensive Plan also states that private access to major collector roadways is not permitted unless deemed necessary. It goes further to state access on major collectors should be limited to public street access and steps should be taken to redirect private access on major collectors to other local streets.

**Figure 12** illustrates primary, secondary and private access along Commerce Drive. Both primary and secondary access counts fall well above MAPO's recommendations for 9 to 19 accesses per mile along minor arterial roadways. Several properties along the corridor have the potential for side street access, which could help alleviate this situation. Future roadway projects should consider methods to minimize access points for increased mobility and safety. This could include shifting access to side streets, closing excess or unneeded access points, and combining for shared access to properties.



**Figure 12. Access Points on Commerce Drive. Accesses in the eastern commercial business district are numerous contributing to driver confusion and pedestrian and bicycle safety issues.**

## 5. Pedestrian and Bicycle Accommodations

Sidewalk is present along the entire southern side of Commerce Drive from Lookout Drive to Collette Drive. Sidewalk on the north begins at Roe Crest Drive and extends to the eastern edge of Culver's property. Stakeholders in the visioning process

<sup>3</sup> City of North Mankato Comprehensive Plan – Chapter 6: Transportation; pg. 60-63, *Access Management Guidelines*



suggested that the sidewalks carry many pedestrians on a daily basis. This includes children walking and biking during peak school times, workers accessing area restaurants for lunch, and area residents at all times accessing services or exercising. Crossing Commerce Drive as a pedestrian was a concern among participants as well. Some suggested that vehicles don't stop at the Roe Crest Drive pedestrian crossing and crossing anywhere on Commerce Drive is dangerous.

Bicycle facilities are currently absent along Commerce Drive. Facilities do extend west of Lookout Drive, through the North Ridge neighborhood as well as east of Lor Ray Drive to Bluff Park. Connections are planned on Commerce Drive between Lookout Drive and Lor Ray Drive and surrounding local roadway connections. The Complete Streets Plan identifies Commerce Drive to receive bike lanes on both sides of the roadway between Lor Ray Drive and Lookout Drive. **Figure 13** illustrates Pedestrian and bicycle considerations in Upper North Mankato.

6. Transit Routes

One route of the Mankato Area Transit System runs south along Lookout Drive and onto Commerce Drive then turns down Commerce Lane to James Drive and continues to Mankato. No bus stops are located on Commerce Drive, leaving the corridor underserved by transit.

7. Parking

No public parking or on-street parking exists on the corridor. However, properties are well served by large private parking lots, often shared by adjacent businesses, with ample space for patrons and employees to park.

B. Future Traffic

1. Traffic Growth

**Figure 14** illustrates average annual daily traffic (AADT) trends. AADT volumes have been collected on a four-year basis consistently since 1995 and have been increasing steadily. This growth is anticipated to continue. To provide some idea of anticipated growth in traffic volumes, annual growth rates were calculated beginning at 2003 and used to forecast for 2019. While data reaches back to 1995, various businesses located along the corridor in the late 1990's and the surrounding area experienced significant

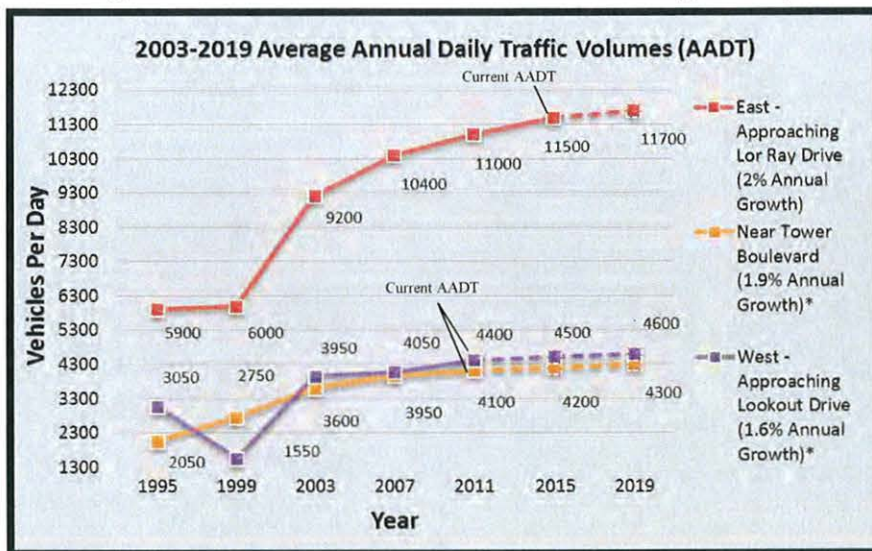
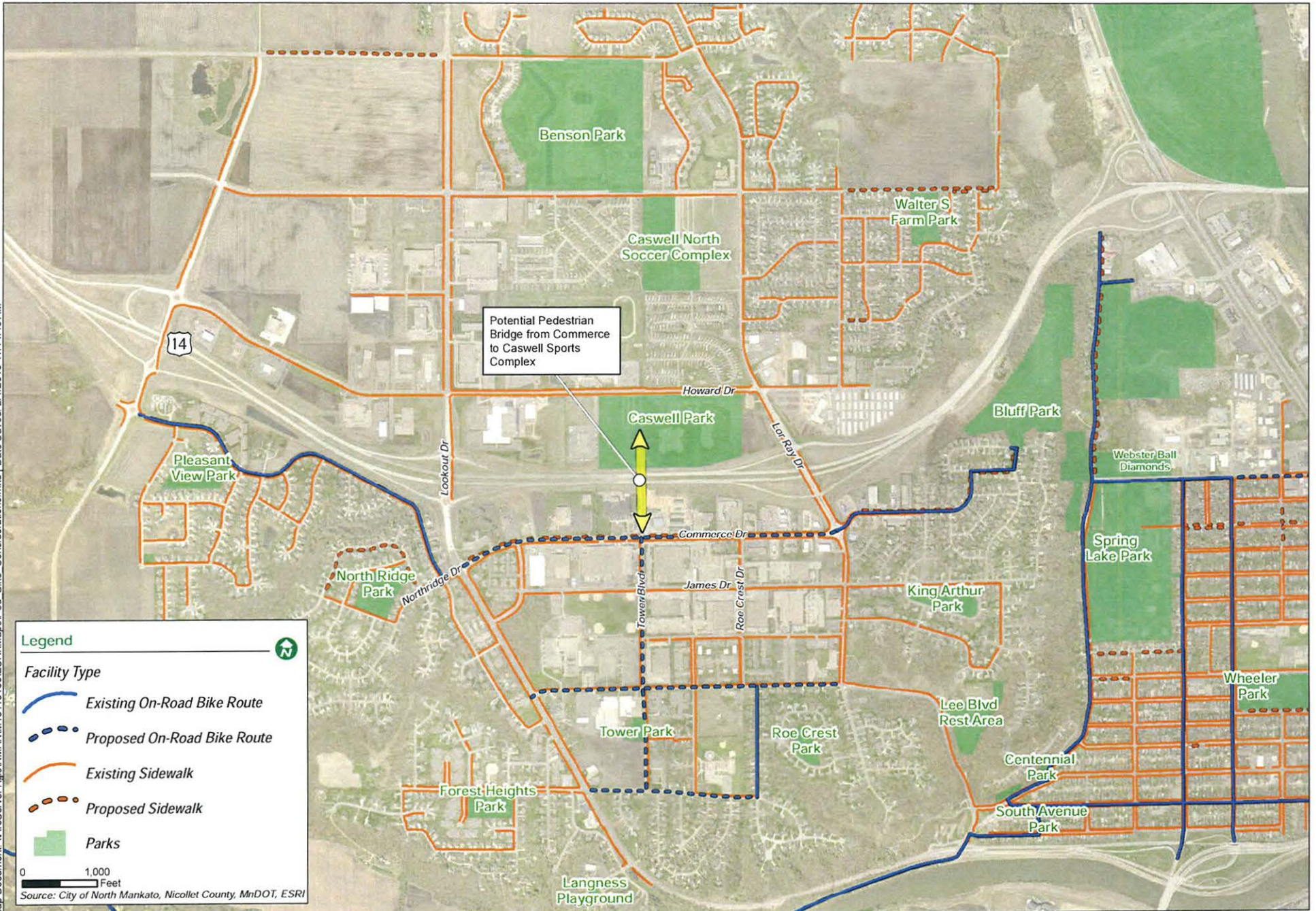


Figure 14. Average Annual Daily Traffic on Commerce Drive Forecasted to 2019.

\*No Data for 2015





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**Legend**

**Facility Type**

- Existing On-Road Bike Route
- Proposed On-Road Bike Route
- Existing Sidewalk
- Proposed Sidewalk
- Parks

0 1,000 Feet  
Source: City of North Mankato, Nicollet County, MnDOT, ESRI



residential growth causing traffic volumes to spike. Taking this into consideration, trends post 2003 provide a more appropriate data set from which to forecast.

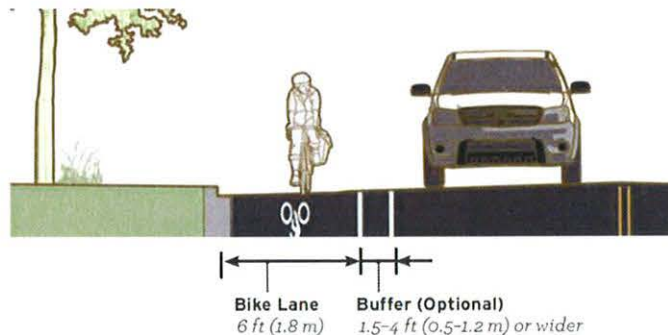
The MAPO 2045 LRTP provides existing and forecasted volumes only for a location in the middle of Commerce Drive near its intersection with Tower Boulevard which, according to the LRTP, has 2011 and 2020 volumes of 4,100 and 4,550 respectively. Though higher than the volume forecasted as part of this effort, this reinforces volumes are anticipated to continue trending upward.

Area redevelopment and increased access to nearby recreational facilities will also contribute to increased traffic volumes on Commerce Drive. **Section X** of this plan discusses potential redevelopment along Commerce Drive moving forward. This includes potential for mixed-use buildings which could increase commercial retail and add office and/or residential, likely increasing traffic on the corridor.

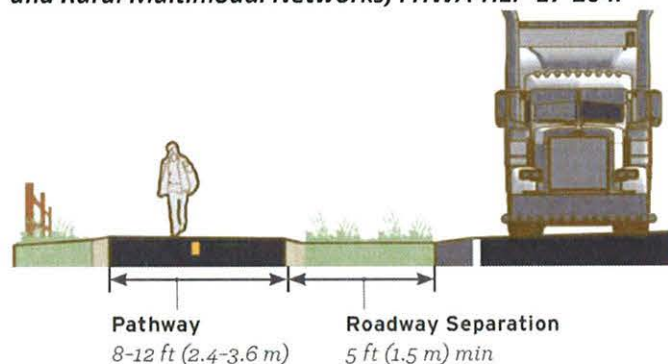
## 2. Commerce Drive Reconstruction Project

As mentioned, the section of Commerce Drive between Lookout Drive and Lor Ray Drive will be reconstructed in the coming years. This provides opportunities for the future of the corridor. A new street section will be restriped to provide one drive lane in each direction, a center turn-lane, and possible designated on-street bike lanes in both directions (**Figure 15**). If there is opposition to bike lanes, or if they are not warranted due to engineering constraints, an off-street multiuse trail will be considered (**Figure 16**). An off-street trail would remove bicyclists from high traffic volumes and provide a higher quality pedestrian/bicycling experience. The reconstruction will also

explore alternatives for access management changes to ensure mobility and safety along the corridor. Safety components of the project include replacement of deteriorating pavement exhibiting drainage issues and user hazards and improvements to access management. The mix of corridor users coupled with growing traffic numbers is a major safety concern for the city, especially bicyclists utilizing road shoulders.



**Figure 15.** Section illustrating on-street bike lane option for future roadway reconstruction. *Source: Small Town and Rural Multimodal Networks; FHWA-HEP-17-204.*



**Figure 16.** Section illustrating physically separated multi-use path option for future roadway reconstruction. *Source: Small Town and Rural Multimodal Networks; FHWA-HEP-17-204.*



### 3. Pedestrian and Bicycle Considerations

#### *On-street vs Off-street Pedestrian/Bicycle Facilities*

Bike lanes on Commerce Drive received mixed reviews among participants in the public process. Many supported the idea of having on-street facilities suggesting they are needed to accommodate those who currently ride on the shoulders of the corridor. Others expressed concern that on-street bike lanes would cause major safety issues. Most supported wider sidewalks on both sides of the road as an alternative that could accommodate both bicyclists and pedestrians simultaneously. This would provide off-street, multiuse facilities that are generally safer and more desirable than on-street lanes.

Prior to completion of this plan, MnDOT contacted North Mankato City staff to inform them of desires to create a regional trail connection along TH 14 to New Ulm. This regional trail facility has potential to locate along the existing TH 14 trail recently constructed by the City. A multiuse path along Commerce Drive could accommodate that regional connection bringing more pedestrian and bicycle traffic through the corridor.

#### *Pedestrian Crossings*

Crossing Commerce Drive as a pedestrian is perceived as dangerous. Methods could be incorporated to improve safety for pedestrian crossings along the corridor. Some options suitable for Commerce Drive include increased signage and roadway markings, median islands (Figure 17), and pedestrian flasher systems. Pedestrian crossing safety will need to be enhanced to achieve the pedestrian oriented streetscape desired by participants in the public process.



**Figure 17. Median island providing pedestrian refuge on a three-lane section with center turn-lane. Source:**

<https://www.pps.org/article/rightsizing-strategies-glossary>.

#### *Pedestrian Bridge*

The City is considering installing a pedestrian/bicycle bridge over TH 14 to provide a unique, off-street connection from Commerce Drive to recreation facilities and residential neighborhoods north of TH 14 including the Caswell Sports Complexes and other surrounding area recreation activities outlined in **Section X**. The addition of a pedestrian bridge would contribute to a pedestrian oriented atmosphere along the corridor. It would provide users an opportunity to cross the highway free of vehicle conflicts to access area retail. A bridge would also serve children walking to Dakota Meadows Middle School located on Howard Drive providing them with a safe facility on which to walk or bike to school. The bridge could also facilitate a major connection with the future, regional trail system sought after by MnDOT.

*Transportation Goals, Objectives, and Policies*

**Goal 1.** Improve traffic operations along the corridor

**Objective 1.1:** Define access solutions to decrease driver confusion and increase vehicle safety.

Policy 1.1.1: Shift access from Commerce Drive to local side streets where possible to comply with access management guidance from Chapter 6 of the Comprehensive Plan.

Policy 1.1.2: Explore opportunities to close excess access points in order to improve vehicle safety and mobility.

Policy 1.1.3: Consider combining access locations where feasible.

**Objective 1.2:** Reroute heavy truck traffic serving industrial uses away from the commercial district.

Policy 1.2.1: Work with Commerce Drive industry and area residents to understand the feasibility of rerouting heavy trucks currently accessing the corridor via Lor Ray Drive to Lookout Drive.

Policy 1.2.2: Work with MnDOT on options to integrate signage on TH 14 rerouting heavy trucks to Lookout Drive to access industry on the corridor.

**Goal 2.** Create a pedestrian and bicycle oriented environment.

**Objective 2.1:** Construct and enhance pedestrian and bicycle facilities along Commerce Drive.

Policy 2.1.1: Create wider sidewalks where possible on both sides of the corridor.

Policy 2.1.2: Provide on-street bike lanes or a multiuse path to accommodate both pedestrians and bicycles along the corridor as a component of any future roadway reconstruction.

**Objective 2.2:** Provide connections to area recreation facilities and regional trail systems.

Policy 2.2.1: Consider opportunities for locating a pedestrian bridge over TH 14 from Commerce Drive to the residential and recreational areas north of the corridor.

Policy 2.2.2: Work with MnDOT to locate a regional trail connection to New Ulm along Commerce Drive.

**Objective 2.3:** Increase pedestrian and bicycle safety along and across Commerce Drive.

Policy 2.3.1: Consider options to enhance pedestrian crossing safety on Commerce Drive using pedestrian refuge, signage, or traffic control devices to create driver awareness.

**Goal 3.** Increase public transportation options along the corridor.

**Objective 3.1:** Integrate a public transit route and transit stops along the corridor

Policy 3.1.1: Work with Mankato Public Transit Authority and the MAPO to integrate Commerce Drive into transit routes.

Policy 3.1.2: Consider optimal locations for transit stops along Commerce Drive.

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #12J	Department: Administration	Council Meeting Date: 3/19/18
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**TITLE OF ISSUE:** Review Decision to Adopt Ordinance No. 93 Fourth Series, An Ordinance of the City of North Mankato, Minnesota, Amending North Mankato City Code, Chapter 110, Entitled "General Business Regulations." Tobacco 21.

**BACKGROUND AND SUPPLEMENTAL INFORMATION:** On February 5, 2018, the North Mankato City Council passed Ordinance No. 93 raising the legal age to purchase tobacco products to 21. The process had been discussed at Intergovernmental Meetings between Mankato and North Mankato, where the decision was to only proceed with Tobacco 21 if both cities passed similar ordinances. At this time, Mankato has rejected a similar ordinance, and City Council must now decide if they will proceed with publishing and enforcing the ordinance or if they will rescind the ordinance.

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

**REQUESTED COUNCIL ACTION:** Council Determine to Either Rescind the Ordinance or Publish the Ordinance and Enforce.

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

Vote Record:

	Aye	Nay	
_____	_____	_____	Steiner
_____	_____	_____	Norland
_____	_____	_____	Freyberg
_____	_____	_____	Whitlock
_____	_____	_____	Dehen

**SUPPORTING DOCUMENTS ATTACHED**

Resolution	Ordinance	Contract	Minutes	Map
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify) _____				
_____				
_____				

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

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



ORDINANCE NO. 93, FOURTH SERIES  
AN ORDINANCE OF THE CITY OF NORTH MANKATO, MINNESOTA, AMENDING NORTH  
MANKATO CITY CODE, CHAPTER 110, ENTITLED "GENERAL BUSINESS REGULATIONS"

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

Section 1. The North Mankato City Code, Section 110.22, Tobacco is hereby amended by incorporating the following changes:

- (A) Definition. As used in this section, the term **Tobacco** means and includes tobacco in any form, including but not limited to, cigarettes, cigars, bagged, canned or packaged product. **Tobacco-related device** includes any electronic delivery devices and nicotine or lobelia delivery products.
  
- (B) License required. It is unlawful for any person, directly or indirectly, to keep for retail sale, sell at retail, or otherwise dispose of any tobacco or tobacco related devices in any form unless a license shall be first obtained from the City.
  
- (C) Restrictions.
  - (1) Separate licenses and stickers for each dispensing machine shall be issued for the sale of tobacco or a tobacco related devices at each fixed place of business, and no license shall be issued for a movable place of business.
  - (2) It is unlawful for any person to sell or give away any tobacco or tobacco related device in any form to any person under the age of twenty-one. Licensees shall verify by means of a government issued photographic identification that the person obtaining the tobacco or tobacco related device is over the age of twenty-one
  - (3) Smoking is prohibited in tobacco and electronic delivery device retail establishment. Smoking or using an electronic delivery device for the purpose of sampling tobacco, tobacco related products, nicotine or lobelia delivery devices shall be prohibited.
  - (4) The use of any electronic delivery device is prohibited anywhere smoking is prohibited by the Minnesota Clean Indoor Act. This section is intended to compliment the Minnesota Clean Indoor Act, M.S. §144.411 to 144.417, as amended from time to time. Nothing in the section authorizes smoking in any location where smoking is restricted by other applicable laws.

Section 2. After adoption, signing and attestation, this Ordinance shall be published once in the official newspaper of the City and shall be in effect on or after the date following such publication.

Adopted by the Council this 5<sup>th</sup> day of February 2018.

  
\_\_\_\_\_  
Mayor

ATTEST:  
  
\_\_\_\_\_  
City Clerk

**RESOLUTION NO. \_\_\_\_\_**

**WHEREAS**, the City of North Mankato, by a vote of 3-1, on the 5<sup>th</sup> day of February, 2018, did amend City Code Section 110.22 making it unlawful for any person to sell or give away any tobacco or tobacco-related device in any form to any person under the age of 21; and

**WHEREAS**, the City of North Mankato has 45 days to make said amended ordinance effective; and

**WHEREAS**, as of the date of this Council Meeting, the amended ordinance that was passed on the 5<sup>th</sup> day of February, 2018 has not been published; and

**WHEREAS**, the Council wishes to revoke approval of Ordinance No. 93, Fourth Series;

**NOW, THEREFORE** the City Council in and for the City of North Mankato resolves as follows:

1. That Ordinance No. 93, Fourth Series, titled "An Ordinance of the City of North Mankato, Minnesota, Amending North Mankato City Code, Chapter 110, entitled 'General Business Regulations'" passed by the City Council on the 5<sup>th</sup> day of February, 2018 but not yet published is hereby revoked.
2. That North Mankato City Code Chapter 110 shall remain in full force and effect as it was prior to adoption of Ordinance No. 93, Fourth Series.

Adopted by the Council this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Mayor

ATTEST:

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