



AGENDA

**Mankato City Council
Regular Meeting
October 27, 2025 - 6 p.m.
IGC - Mankato Room**

1. **Call Meeting to Order**

Roll Call

Pledge of Allegiance

2. **Approval of Agenda**

3. **Approval of Minutes**

Regular Meeting of October 14, 2025

4. **Public Open Forum (15 Minutes)**

The public may address the Council on any topic, with the condition that they may not speak on the same item later in the meeting. Speakers are encouraged to register with the City Clerk prior to the start of the meeting, and are limited to three minutes.

5. **Consent Calendar**

NOTE: All items listed under the Consent Calendar will be enacted by one motion. There will be no separate discussion of these items. If a Council Member wishes to discuss any of these items, they may ask that the item be removed from the Consent Calendar. Removed item(s) will be discussed and acted upon by separate motion.

- A. Motion approving off sale intoxicating liquor license to Shree Laxmi Properties LLC, DBA Rush Smokes & Liquor, 2112 Hoffman Road.
- B. Motion approving appointment to the Heritage Preservation Commission.
- C. Resolution petitioning District Court for a new appointment to fill a vacancy on the City of Mankato's Charter Commission pursuant to Minn. Stat. 410.05.
- D. Resolution accepting funding from the Spark Good Local Partnership Grant Program.

- E. Motion authorizing the release of a Request for Qualifications and approving the Selection Committee for the Airport Tower Construction Manager at Risk.
- F. Resolutions authorizing the City Manager to enter into an amended Subdivision Agreement, including cost participation for the construction of City infrastructure and to enter into an agreement with ISG to provide construction engineering services for the Hoffman Road Extension for Mesenbrink Subdivision; Improvement Project 11134.
- G. Resolution authorizing the City Manager to apply for a Source Water Protection Grant for water quality testing.
- H. Set November 10, 2025, as the date of the public hearing to review a rezoning of the subject parcel from T, Transition, to B-3, Highway Business District (901 South Victory Drive), by request of APX.
- I. Set November 24, 2025, as the date of public hearing for Capital Improvement Projects:
 - 11192; Belleview Avenue, Jayro Court and Riverview Street Improvements
 - 11193; 2026 Resurfacing

6. **Public Hearings**

- A. Ordinance amending Chapter 16 related to Traffic and Vehicles, adding Article VII on Unattended, Unauthorized, and Abandoned Vehicles, and motion approving summary publication.

7. **Council Business**

- A. Resolution considering bids on Capital Improvement Project 10884; Kern Bridge.

8. **Reports and Miscellaneous Business**

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Work Session, November 3, 2025, 6 p.m., Minnesota River Room

Regular Council Meeting, November 10, 2025, 6 p.m., Mankato Room (with EDA to follow if needed)

Regular Council Meeting, November 24, 2025, 6 p.m., Mankato Room (with Work Session to follow)

9. **Adjournment**

City Council Regular Meeting

Meeting Date: 10/27/2025

Title: Minutes

Submitted By: Renae Kopischke, City Clerk

Agenda Item:

Regular Meeting of October 14, 2025

Attachments

Minutes



MINUTES

**Mankato City Council
Regular Meeting
October 14, 2025 - 6 p.m.
IGC - Mankato Room**

1. **Call Meeting to Order**

Roll Call

Members Present: Dennis Dieken, Michael McLaughlin, Jenn Melby-Kelley, Jessica Hatanpa, Kevin Mettler, Mike Laven, and Mayor Najwa Massad.

Staff Present: City Manager Susan Arntz, Interim City Engineer Cory Bienfang, Community Development Director Mark Konz, and City Clerk Renae Kopischke.

Pledge of Allegiance

2. **Approval of Agenda**

Ms. Hatanpa moved and Mr. Mettler seconded a motion to approve the agenda as written. The motion carried unanimously.

3. **Approval of Minutes**

Mr. Dieken moved and Ms. Hatanpa seconded a motion to approve the minutes of the Regular Meeting of September 22, 2025, as written. The motion carried unanimously.

4. **Public Open Forum (15 Minutes)**

Madison Coleman, Roosevelt Circle, commented on the concerns with flavored tobacco products and how they are designed to appeal to and target youth, which leads to a lifetime of addiction. She mentioned that she was a part of Nicotine Free Greater Mankato and added that they will continue to work throughout the community on the awareness and effects of flavored tobacco. She felt that an increase in fees was a small step and encouraged the Council to continue to address flavored tobacco and its role in youth nicotine addiction.

5. **Consent Calendar**

NOTE: All items listed under the Consent Calendar will be enacted by one motion. There will be no separate discussion of these items. If a Council Member wishes to discuss any of these items, they may ask that the item be removed from the Consent Calendar. Removed item(s) will be discussed and acted upon by separate motion.

Mr. Laven moved and Ms. Hatanpa seconded a motion to approve the Consent Calendar as written. With all members voting in favor, the motion carried.

- A. Motion approving a new appointment to the Planning Commission.
- B. Motion authorizing reinstatement of the rental license at 447/449 North 6th Street.
- C. Motion approving change orders for All Seasons Arena.
- D. Resolution authorizing the City Manager to enter into an agreement for continuation of insurance coverage through the League of Minnesota Cities Insurance Trust (LMCIT) and authorizing that the City does not waive statutory limits on Municipal Tort Liability.
- E. Resolutions amending the Fee Schedule related to Animal Impound and Boarding Fees and Tobacco License Fees.
- F. Resolution authorizing application for Spark Good Local Partnership Grant Program.
- G. Resolution authorizing the City Manager to apply for the Building Official Training (BOT) Municipal Grant program from the Construction Codes and Licensing Division (CCLD) of the Minnesota Department of Labor and Industry (DLI).
- H. Resolution requesting Decertification of Tax Increment District No. 19-6 (121 Power Drive); Johnson Outdoors.
- I. Resolution requesting Decertification of Tax Increment District No. 34-1 (3 Civic Center Plaza); Neubau.
- J. Report on project and motion approving Change Orders 1-2 for Capital Improvement Project 11084; Victory Drive Signal and Lighting Improvement Project.

- K. Report on project and motion approving Change Orders 1-2 for Improvement Project 11188; Bassett Drive Extension (BCA) Project.
- L. Resolution approving Petition and Waiver Agreement for Utility Services on 8th Avenue.
- M. Resolution declaring adequacy of petitions, waiving hearings and adoption of Final Assessments on Capital Improvement Project 11132; 2025 Miscellaneous Assessments.
- N. Resolution adopting the Mankato Transit System Procurement Policy 2025 Update.
- O. Resolution setting the date of hearing for proposed assessment for Capital Improvement Project 11084; Victory Drive Signal and Lighting Improvements Project.
- P. Set October 27, 2025, as the date of the public hearing on an Ordinance amending Chapter 16 related to Traffic and Vehicles, adding Article VII on Unattended, Unauthorized, and Abandoned Vehicles.
- Q. Set November 10, 2025, as the date of the public hearing to review the Hilltop Planning Study; by request of the City of Mankato.

6. **Planning Commission**

- A. Mr. Konz reported that Rolls Royce is requesting a conditional use permit to allow unenclosed storage in the Planned Industrial (PI) Zoning District, as well as a conditional use permit for the installation of exterior fluid and fuel storage tanks on the property located at 304 Lundin Boulevard; by request of ISG.

Mr. Konz noted that the site was previously utilized as a multi-tenant industrial facility, and with one tenant relocating, the applicant intends to occupy the entire building. He stated that the unenclosed storage area will be located along the western portion of the site with the building being used for the assembly of low-power range (LPR) engine-generator sets, marketed under the “mtu, A Rolls-Royce Solution” brand.

Mr. Konz indicated that under the Mankato City Code, unenclosed storage of materials, products, and equipment is permitted in the PI District with the issuance of a conditional use permit, provided that the proposal complies with the standards established in Chapter 10, Article X, Division 2.

Ms. Melby-Kelley moved and Mr. Mettler seconded a motion to approve the Resolution approving a Conditional Use Permit to allow unenclosed storage of materials, products, equipment and exterior fluid/fuel storage tanks in the PI, Planned Industrial District (304 Lundin Blvd). The motion carried unanimously.

- B. Mr. Konz stated that the applicant is currently requesting approval of a wetland replacement plan, a conditional use permit to allow grouped housing project, and a final plat review of the Victory Ridge subdivision (Outlot B, Kearney Addition No. 2); by request of Bolton and Menk.

Mr. Konz reported that the final plat proposes the creation of a one-lot, one-block subdivision encompassing approximately 14.83 acres. He noted that the property has been evaluated for woodlands, shoreland, and wetlands. He added that the applicant has shifted the development to minimize impacts on the wooded areas and the shoreland areas and mentioned that the wetlands will be reviewed in conjunction with the final plat.

Mr. Konz explained that the site plans for the Victory Ridge Subdivision illustrate a grouped housing development consisting of four apartment buildings with a total of 180 residential units. He indicated that supporting site improvements include four garages, on-site parking, and associated residential amenities. He commented that the property is currently zoned O-R, Office Residential, where grouped housing projects are classified as conditional uses.

Mr. Konz stated that to reduce the development envelope of the project area, the applicant has modified their parking layout by reducing the requirement from 2 stalls to 1.5 stalls per unit. He explained that with a total of 180 residential units, 270 off-street parking stalls must be provided on site, and 365 parking stalls are proposed, at a rate of over 2 stalls per unit. He commented that site access is proposed from Dublin Road and will be required to conform to the city's engineering and access management standards. He noted that the applicant had submitted a traffic study, and it was determined that a dedicated left turn signal at the intersection of Adams Street and Victory Drive could be beneficial during peak hours. He added that the functionality of the signal will be evaluated for adding a left-turn signal and the applicant will be required to cost-participate with any enhancements to the signal.

Brief discussion on the traffic signal and the bluff line as far as any sediment or erosion concerns. Mr. Konz commented on an analysis and the location of the development being moved to the south and west. It was noted that the housing would be at market rate rents.

Mr. Dieken moved and Mr. McLaughlin seconded a motion to approve the Resolutions approving a Final Plat review of Victory Ridge Apartments, and a Conditional Use Permit to allow a grouped housing project and a wetland sequencing and replacement in the O-R, Office Residential District (Outlot B, Kearney Addition No. 2). The motion carried unanimously.

- C. Mr. Konz indicated that American Builders and Contractors, Supply Co Inc, with permission of the property owner, is requesting a conditional use permit to allow unenclosed storage of materials, products and equipment, including wholesale building materials in the PI, Planned Industrial, zoning district (2205 7th Avenue); by request of American Builders and Contractors, Supply Co. Inc.

Mr. Konz noted that the applicant is proposing to use the property as a construction material supply business, which is proposed to have an outside storage area for materials. He commented that the proposal depicts the outside storage of materials to the east of the building with overstock items being stored adjacent to the building, and shingles on the eastern side of the parking lot.

Mr. Konz mentioned that the Mankato City Code allows unenclosed storage of materials, products, and equipment in the PI, Planned Industrial Zoning District through the issuance of a Conditional Use Permit, provided the use conforms to Chapter 10, Article X, Division 2.

Mr. Konz stated that ABC Supply Co. Inc. is a large wholesale distributor of roofing supplies as well as siding, windows, and other select exterior and interior building products, tools, and related supplies. He added that exterior storage materials will primarily include asphalt shingles, roofing insulation and accessories, solar panels, siding, stucco, windows and doors, rain gutters, and decking and railing.

Mr. Dieken moved and Mr. Laven seconded a motion to approve the Resolution approving a Conditional Use Permit to allow unenclosed storage of wholesale building materials, products and equipment in the PI, Planned Industrial District (2205 7th Avenue). The motion carried unanimously.

- D. Mr. Konz stated that the applicant is seeking a conditional use permit to allow recreational cheerleading and tumbling training use in the M-1, Light Industrial, zoning district (1021 Elevate Lane); by request of Power Athletics. He commented that according to the narrative and business plan, the facility will provide recreational and competitive training for cheerleading and tumbling. He provided a schedule and added that the location will be used for training purposes only as competitions, tournaments or other functions that involve spectators are not planned

for the location. He added that the use of an industrial space provides the needed safe areas with open floors and high ceilings being ideal for the proposed recreational operation.

Mr. Konz noted that the narrative states that classes will be scheduled in blocks, with groups of athletes arriving and departing in predictable patterns, at staggered schedules. He mentioned that the nature of the training ensures staggered traffic flow rather than continuous high-volume traffic and that the business will not generate outdoor activity, excessive noise, emissions, or storage needs beyond the building footprint. He stated that in addition to group classes for all levels, the business plan outlines that other service offerings will include competitive teams, private lessons, specialty clinics, birthday parties, and gym rental as other teams or groups can rent the gym whether it be for practices or private parties such as school teams.

Mr. Konz reported that the applicant intends to occupy a tenant space within an existing structure located in an M-1, Light Industrial, zoning district, and the building's existing tenants are Babe Plumbing, APX Storage, ECS Shop, as well as a current vacant tenant space. He explained that because of the mix of industrial uses and their potential operational components such as trucks, trailers, heavy equipment and the use that potentially involves young children, the submission of a traffic management plan at the time of building permit submission is included as a recommended condition.

Ms. Hatanpa moved and Mr. Mettler seconded a motion to approve the Resolution approving a Conditional Use Permit to allow an athletic facility for sports instruction in the M-1, Light Industrial District (1021 Elevate Lane). The motion carried unanimously.

7. Public Hearings

- A. Mr. Bienfang stated that this was a final assessment hearing for Council to consider adoption of the final assessments by resolution for Capital Improvements Projects:

- 11005; Victory Drive - Phase 1
- 11057; Germania Park - Phase 4
- 11058; North Belmont Drive
- 11125; 2025 Petition Alley
- 11131; 2025 Resurfacing, Miscellaneous Sidewalks & Alley Improvements

He indicated that a preliminary assessment hearing was conducted for projects 11005, 11057 and 11058 on February 12, 2024, and there were no objections, and the projects were ordered, and the preliminary assessment rolls adopted. He noted that the city's past practice has been

to conduct a second final assessment hearing using the actual costs of the project and send a notice to property owners to account for any changes in the assessment from what was approved at the preliminary assessment hearing. He mentioned that the changes between the preliminary and final roll primarily result from one of three reasons: additional work on private property being requested/petitioned; the actual costs of the sewer and water services; and the actual cost of the driveway approach/apron construction within the project area.

Mr. Bienfang further explained that as part of all reconstruction projects, if a property has a sewer and water service located within the project area, the service is replaced from the main to the right of way whether it is code compliant or not. He stated that if it was determined to be code compliant by field inspection prior to construction, no assessment is charged against the property. Sewer and water services are estimated as a lump sum cost as part of the preliminary assessment, then revised to match the bid contract price for the final assessment. He reviewed where there were changes regarding service costs.

Mr. Bienfang reported that an improvement hearing was conducted for the above projects 11125 and 11131 on February 24, 2025, and there were no objections, and the projects were ordered, declared to be assessed and preparation of the proposed assessments were ordered. He mentioned that the city's past practice has been to conduct the final assessment hearing for resurfacing type projects the same calendar year as construction based on the actual costs of the project and send a notice to property owners of the final assessment amount.

Mr. Bienfang provided an overview of the process and related timelines and procedures for noticing for hearings. He commented that the proposed assessment notice was published in the Free Press on September 25, 2025, and the proposed final assessment notices were mailed to property owners on September 24, 2025, for all the projects. He stated that property owners were informed of the amount to be assessed against each parcel, that the council may adopt the assessment roll at the hearing, the right of the property owner to prepay the entire assessment, as well as deferral and repayment options. He added that also included was information related to the process for appealing, and he summarized the process per state law.

Mr. Bienfang indicated that at the time of this report, the City Clerk had received one letter (which is included in the packet) of objection from Grace Baptist Church.

Mr. McLaughlin asked about the increase of 26% and wondered if it was usual to have that amount of an increase. Mr. Bienfang commented that he was familiar with the assessment and how it was amended from the as-build cost to the final and noted the underestimate of the as bid.

Brief discussion on the properties that were off and why the costs fluctuated.

Mayor Massad opened the public hearing on Capital Improvement Project 11005; Victory Drive – Phase 1.

Greg Milbraith, 2024 Hoffman Road, mentioned his concerns about the amount of the assessment. He provided a summary of the actions since 2023, and how he was misinformed. He wondered how a homeowner was to budget correctly based on the situation. He added that his yard was used as a staging area and how his yard is no longer the same. He stated that he brought in black dirt as the city/county brought in sand/rock which will not work to grow grass. He noted that a final walk-through was not conducted.

Ms. Arntz summarized the process and mentioned how the driveway apron had been missed. It was noted that Blue Earth County held the contract for the work.

Mayor Massad closed the public hearing.

Mr. Laven moved and Ms. Hatanpa seconded a motion to approve the Resolution adopting assessments on Improvement 11005, amending the assessment amount for parcel 01.09.17.431.023 from a total final assessment of \$8,664.64 to \$6,286.74 (driveway approach). The motion carried unanimously.

Mayor Massad opened the public hearing on Capital Improvement Project 11057; Germania Park – Phase 4.

Mark Willie, Mankato, representing Grace Baptist Church, commented on the reconstruction and how the church property, which includes a school and athletic field, is being assessed considerably more than what is actually being improved. He stated that they understood that they needed to receive the final assessment to react. He mentioned how the property was left after the work was conducted and how it was not left as it was before.

Mayor Massad closed the public hearing.

Brief discussion on the three charges for Grace Baptist Church.

Ms. Arntz explained how the Council changed the policy in 2024 that would allow for a special benefit analysis before the bid is awarded. She explained the process and suggested that, if the Council wished, they could request a special benefit analysis.

Ms. Hatanpa moved and Mr. Dieken seconded a motion to approve the Resolution adopting assessments on Improvement 11057; Germania Park – Phase 4, removing the three parcels for Grace Baptist Church (01.09.06.186.005, 01.09.06.186.006, and 01.09.06.328.001) to conduct a special benefit analysis; and removing the pending deferral for 2021 6th Avenue (01.09.06.329.002). The motion carried unanimously.

Mayor Massad opened the public hearing on Capital Improvement Project 11058; North Belmont Drive. There being no one wishing to speak, Mayor Massad closed the public hearing.

Mr. Laven moved and Mr. Mettler seconded a motion to approve the Resolution adopting assessments on Improvement 11058; North Belmont Drive. The motion carried unanimously.

Mayor Massad opened the public hearing on Capital Improvement Project; 11125; 2025 Petition Alley. There being no one wishing to speak, Mayor Massad closed the public hearing.

Ms. Hatanpa moved and Mr. McLaughlin seconded a motion to approve the Resolution adopting assessments on Improvement 11125; 2025 Petition Alley. The motion carried unanimously.

Mayor Massad opened the public hearing on Capital Improvement Project; 11131; 2025 Resurfacing, Miscellaneous Sidewalks & Alley Improvements. There being no one wishing to speak, Mayor Massad closed the public hearing.

Mr. Dieken moved and Mr. McLaughlin seconded a motion to approve the Resolution adopting assessments on Improvement 11131; 2025 Resurfacing, Miscellaneous Sidewalks & Alley Improvements. The motion carried unanimously.

- B. Mr. Konz reported that on July 14, 2025, the Council approved the preliminary plat of the Good Counsel Subdivision, which encompasses a portion of Outlot C of the School Sisters of Notre Dame Subdivision, subject to several conditions intended to ensure conformance with city standards and policies.

Mr. Konz explained that the conditions of approval included the submission of a hydraulic report in compliance with the grading manual, which has been provided for review with the final plat. He noted that a subdivision agreement was also required for any associated public improvements, and the applicant has submitted cost estimates and civil design plans to facilitate preparation of this agreement. He indicated that because no public stormwater will utilize the proposed ponds, they will be privately owned and maintained. He commented that residential

lighting within the subdivision must meet city standards and will be reviewed at the time of building permit application. He mentioned the required dedication of necessary easements and rights-of-way which have been provided on the final plat. He touched on stormwater management, utilities and access.

Mr. Konz indicated that the applicant is requesting approval of the final plat for Good Counsel Meadows, which consists of two blocks and four outlots. Block 1 contains eight lots, each approximately 0.15 acres (6,535 square feet) in size, while Block 2 contains three lots: Lots 1 and 2 at 0.37 acres each, and Lot 3 at 0.84 acres. Standard easements are identified throughout the plat and the proposed land use for all lots is single-family residential development.

Mr. Konz stated that the final plat reflects modifications to the outlots with Outlot A being dedicated to the City of Mankato, as utilities are located within this portion of the subdivision. He noted that the applicant intends to request access across Outlot A for a private road that will connect to Outlot B. He mentioned that an easement agreement will be executed to address access rights, as well as provisions for maintenance, repair, reconstruction, snow removal, and liability. He commented that Outlot B will function as the private drive serving the subdivision and will be privately owned and maintained by the applicant or successors in title.

Mayor Massad opened the public hearing. There being no one wishing to speak, Mayor Massad closed the public hearing.

Mr. Dieken moved and Mr. McLaughlin seconded a motion to approve the Resolution vacating a portion of Ruth Street and the Resolution approving the Final Plat of Good Counsel Meadows (Ruth Street between Outlots B and C, School Sisters of Notre Dame Subdivision). The motion carried unanimously.

- C. Mr. Konz reported that on September 22, 2025, the Council approved the annexation, final plat, and conditional use permit for AJK Mankato Holdings, LLC. He commented that the development proposal depicted areas for future self-storage buildings (Phase 2), a 36,400 square-foot warehouse with office and showroom space for Rickway Carpet, and an 1,800 square-foot building identified as trash storage.

Mr. Konz stated that the request is the rezoning of the subject property from T-Transition (previously AG in Mankato Township) to M-1, Light Industrial. The subject property is described as that part of the easterly 20 acres of the Northeast Quarter of the Northeast Quarter and the North Half of the Southeast Quarter of the Northeast Quarter, all in Section 3, Township 108, Range 26, Blue Earth County, Minnesota, lying westerly of the railroad right of way.

Mr. Konz indicated that the request is consistent with the adopted Land Use Plan and the zoning of adjacent parcels to the south, and it is intended to accommodate the proposed future development of storage units, including the Rickway Carpet warehouse, office, and showroom.

Mayor Massad opened the public hearing. There being no one wishing to speak, Mayor Massad closed the public hearing.

Mr. Dieken moved and Ms. Hatanpa seconded a motion to approve the Ordinance rezoning property from Agriculture Transition to M-1, Light Industrial (Blue Earth County PID R430903200005). The motion carried unanimously.

- D. Mr. Konz stated that the applicant, Lori Schlueter, is requesting a variance from the Mankato City Code to increase the allowable maximum ground coverage from 30% to 37%, for a total lot coverage of 1,358 square feet in the R-2, one-and-two family dwelling district; and a variance to decrease the required corner side yard setback from 15 feet to 8.5 feet (307 Mound Avenue).

Ms. Konz indicated that the variance is being requested to allow for the construction of a new, 22' X 25' detached garage. He noted that the garage will be in approximately the same location as the existing garage on the property, which will be demolished as it is in a blighted condition. He mentioned that the new garage will be larger to accommodate vehicles and storage.

He commented that access to the proposed detached garage will continue to come from the Irving Street right-of-way, located to the East of the subject property as 307 Mound Avenue is the only property that currently is or has historically utilized this right-of-way for parking and driving purposes. He reported that in 1941, what was effectively a private driveway access, was constructed off Mound Ave to serve 307 Mound Avenue within the unimproved Irving Street right-of-way. He explained that due to the exclusive private use of the Irving Street right-of-way by 307 Mound Avenue and the necessity of the utilization of the right-of-way to access the garage, a License to Encroach must be obtained and held by the property owner. He added that the License to Encroach shall be required as long as 307 Mound Ave wishes to utilize the public right-of-way for private driveway purposes. He pointed out that at such time that the Irving Street right-of-way is improved, modified, or vacated, the property owner of 307 Mound Ave shall be a willing petitioner to said improvements.

Mr. Konz summarized the practical difficulties analysis for the proposed variances. He noted that the property owners of 135 Hubbell Avenue provided a letter to the city stating that they have no concerns with the proposed variance. He added that an administrative hearing was held on September 24, 2025, regarding the variances and no additional comments were submitted.

Mayor Massad opened the public hearing.

Lori (and Kayla) Schlueter, 307 Mound Avenue, commented on how difficult the process has been with obtaining a license to encroach. She noted that the garage was a single stall and was in poor condition. She mentioned the Irving Street right-of-way and how nobody knew it was a street.

Mayor Massad closed the public hearing.

Discussion on the requirements for the license to encroach.

Ms. Hatanpa moved and Mr. Laven seconded a motion to approve the Resolution approving variances to increase the allowable maximum ground coverage from 30% to 37% and to decrease the required corner side yard setback from 15' to 8.5' in the R-2, one-and-two family dwelling district; (307 Mound Avenue), with the elimination of condition #3 related to the private usage of the public right-of-way, identified as "Irving Street". The motion carried unanimously.

- E. Mr. Konz stated that due to a technical issue, this item was republished for tonight's public hearing. He indicated that as part of Mankato's Strategic Plan and Housing Needs Analysis, the Economic Development Authority (EDA) directed staff to refine the city's development processes to better support community growth and address housing needs and recommended drafting an ordinance to amend the code to reduce the parking requirements from 2 parking stalls per unit to 1.5 parking stalls per unit.

Mr. Konz cited the American Planning Association Planning Advisory Service's "Planning Standards" document, which states, "Much recent parking literature argues that excessive parking supply discourages alternative modes of transportation, reduces density, increases the cost of development, creates an uninviting built environment, and degrades the natural environment." He noted that parking requirements for multifamily housing have been raised in several recent proposals, with applicants citing reduced car ownership, greater transit access, and changing resident needs.

Mr. Konz explained that the Mankato City code currently reduces parking for uses in the Central Business District—Fringe (reduces parking by half) and Central Business District (does not require parking). He indicated that during the review of conditional use permits, the Council may adjust the parking requirements if it is determined an increase is required. He added that the Council had previously required additional parking based on the number of bedrooms in an apartment unit rather than the standard two parking stalls per unit.

Mr. Konz reported that the Planning Commission held significant discussion related to the proposed amendment that focused on whether it would be more appropriate to base the parking on the number of bedrooms rather than requiring 1.5 parking stalls per unit. Additional discussion was held related to guest parking. He stated that ultimately, the Planning Commission recommended the proposed parking change from 2 parking stalls to 1.5 parking stalls.

Mr. Konz concluded that based on a review of other communities, staff recommend reducing the requirement for apartment buildings to 1.5 stalls per unit. This adjustment would align with best practices and provide several benefits: more efficient land use, reduced stormwater runoff, lower development costs, and increased housing supply.

Mayor Massad opened the public hearing. There being no one wishing to speak, Mayor Massad closed the public hearing.

Mr. McLaughlin moved and Mr. Mettler seconded a motion approving the Ordinance amending Section 10-1630 and Section 7-88 Number 4 reducing parking requirements for multiple-family dwellings from 2 parking spaces to 1.5 parking spaces per unit and motion approving summary publication. The motion carried unanimously.

8. **Council Business**

Brief discussion on right-of-way encroachment and roadway standards.

9. **Reports and Miscellaneous Business**

View all city committee meetings by clicking on our [City Calendar](#)

Regular Council Meeting, October 27, 2025, 6 p.m., Mankato Room (with Work Session to follow)

Work Session, November 3, 2025, 6 p.m., Minnesota River Room

Regular Council Meeting, November 10, 2025, 6 p.m., Mankato Room (with EDA to follow if needed)

10. **Adjournment**

There being no further business, Ms. Hatanpa moved and Mr. McLaughlin seconded a motion to adjourn. With all members voting in favor, the meeting adjourned at 7:54 p.m.

Minutes Approved.

Mayor Massad

ATTEST:

Renae Kopischke
City Clerk



AGENDA RECOMMENDATION

City Council Regular Meeting

5. A.

Meeting Date: 10/27/2025

Agenda Item:

Motion approving off sale intoxicating liquor license to Shree Laxmi Properties LLC, DBA Rush Smokes & Liquor, 2112 Hoffman Road.

Recommendation/Action(s):

Motion approving application upon submittal of the Certificate of Insurance.

Summary:

A new off-sale intoxicating liquor license application has been submitted to the City of Mankato by Hetal Patel on behalf of Shree Laxmi Properties LLC, DBA Rush Smokes & Liquor, 2112 Hoffman Road.

Taxes and insurance are current for this premise. A background investigation of all persons and premises named in the application reveals nothing that would preclude issuance of this license. A license fee of \$280 and a \$780 investigation fee will be set for deposit in the city's general fund.



AGENDA RECOMMENDATION

City Council Regular Meeting

5. B.

Meeting Date: 10/27/2025

Agenda Item:

Motion approving appointment to the Heritage Preservation Commission.

Recommendation/Action(s):

Motion approving appointment.

Summary:

Motion approving the appointment of Jeffry Kagermeier to the Heritage Preservation Commission due to a recent vacancy. The appointment will replace Mary Murry, whose term is set to expire on June 30, 2026.



AGENDA RECOMMENDATION

City Council Regular Meeting

5. C.

Meeting Date: 10/27/2025

Agenda Item:

Resolution petitioning District Court for a new appointment to fill a vacancy on the City of Mankato's Charter Commission pursuant to Minn. Stat. 410.05.

Recommendation/Action(s):

Adoption of the attached resolution.

Summary:

The City of Mankato is a Home Rule Charter City with an adopted charter. As part of the Charter, the city is required to have a Charter Commission. The District Court in Blue Earth County, acting through its chief judge, is the appointing authority for members to the city's Charter Commission, pursuant to Minn. Stat. 410.05. The Charter Commission currently has a vacancy. Minn. Stat. 410.05, Subd. 3, allows the City Council to submit to the Court the names of eligible nominees which the District Court may consider in making appointments to the Charter Commission. The Commission must be comprised of not less than seven, and not more than fifteen members. It is recommended that Jessica Potter replace the term of Juliann Dandu (who no longer resides in Mankato) commencing upon court appointment and expiring on June 30, 2028.

Staff recommends adoption of the resolution. Upon adoption, the City Clerk will send notice of the recommendation to the District Court for consideration.

Attachments

Resolution

**RESOLUTION PETITIONING DISTRICT COURT FOR APPOINTMENTS TO FILL
VACANCIES ON CHARTER COMMISSION PURSUANT TO MINN. STAT. 410.05**

WHEREAS, the City of Mankato is a Home Rule Charter City with an adopted Charter; and

WHEREAS, the District Court in Blue Earth County, acting through its chief judge, appointed a Charter Commission for the City of Mankato pursuant to Minn. Stat. §410.05, subd 1; and

WHEREAS, the Charter Commission of the City of Mankato currently has vacancies; and

WHEREAS, Minn. Stat. §410.05, subd. 2 provides that vacancies in the Commission shall be filled by appointment of the chief judge for the specified terms; and

WHEREAS, Minn. Stat. § 410.05, subd 3 allows the City Council to submit to the Court the names of the eligible nominees which the District Court may consider in making appointments to the Charter Commission; and

WHEREAS, the commission shall be composed of not less than seven members, and not more than fifteen members, each of whom are a qualified voter of the City.

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

1. The Mankato City Council deems it in the best interest of the city to petition the District Court to fill the current vacancy on the Mankato Charter Commission.
2. In accordance with Minn. Stat. §410.05, the City of Mankato respectfully requests appointment of the following Charter Commission Members:

NAME	TERM
Jessica Potter	Appointment to replace the term of Juliann Dandu expiring on June 30, 2028

3. This appointment will bring membership of the Mankato Charter Commission to a total of seven Commissioners which fall within State Statute.

This resolution shall become effective upon its adoption.

Dated this 27th day of October 2025.

Najwa Massad, Mayor

ATTEST: _____
Renae Kopischke, City Clerk



AGENDA RECOMMENDATION

City Council Regular Meeting

5. D.

Meeting Date: 10/27/2025

Agenda Item:

Resolution accepting funding from the Spark Good Local Partnership Grant Program.

Recommendation/Action(s):

Adoption of the attached resolution.

Summary:

The Mankato Department of Public Safety has been awarded \$3,000 in funding from the Spark Good Local Partnership Grant. The purpose of the grant is to support a partnership with Mankato Walmart to help fund the annual Shop with a Hero event that occurs in December.

Attachments

Resolution

**RESOLUTION RECEIVING GRANT FUNDING FROM SPARK GOOD LOCAL
PARTNERSHIP GRANT PROGRAM**

WHEREAS, the Mankato Department of Public Safety has applied for a grant to participate in the Spark Good Local Partnership Grant; and

WHEREAS, the purpose of the grant is to support partnership with Mankato Walmart to support funding for the annual Shop with a Hero Event; and

WHEREAS, the City of Mankato has been awarded \$3,000 from Spark Good Local Partnership to support the event occurring each December; and

WHEREAS, the Mankato Department of Public Safety annually coordinates to identify families in need of support for this funding.

NOW, THEREFORE BE IT RESOLVED by the City Council for the City of Mankato that the City Manager or her designee is hereby authorized to receive the \$3,000 grant funding from the Spark Good Local Partnership Grant Program to be distributed through the Mankato Department of Public Safety for the annual Shop with a Hero event hosted at the City of Mankato Walmart store.

This Resolution shall become effective upon its passage and without further publication.

Dated this 27th day of October 2025.

Najwa Massad, Mayor

Attest:

Rena Kopischke, City Clerk



AGENDA RECOMMENDATION

Consent Calendar 5. E.

City Council Regular Meeting

Meeting Date: 10/27/2025

Agenda Item:

Motion authorizing the release of a Request for Qualifications and approving the Selection Committee for the Airport Tower Construction Manager at Risk.

Recommendation/Action(s):

Motion authorizing the release of a Request for Qualifications and approving the Selection Committee for the Airport Tower Construction Manager at Risk.

Summary:

Staff and Design Team met and confirmed the value of using a Construction Manager at Risk (CMaR) at this point in the design phase, versus the traditional design-bid-build method for construction of the Airport Control Tower.

Predesign Cost is anticipated at \$60,000. There is approximately \$37,000 in contingency funds included in the Design and Engineering Agreement with EXP because the proposal was developed using the traditional design-bid-build method. All predesign costs are grant eligible and will be included in the request for construction funding.

Minnesota Statute 471.463 authorizes municipalities to select a Construction Manager to manage the construction process, including but not limited to responsibility for the price, schedule, and workmanship of the construction performed.

The CMaR is selected using a two-step competitive proposal.

Step One: Sponsor and design firm prepare a Request for Qualifications with preliminary project information and use qualifications-based criteria to rank and shortlist the top firms. Between 2 and 5 firms will be shortlisted.

Step Two: More detailed design information is provided to the short-listed firms who reply with price information for various items such as, profit/contractor fee, insurance, bonding and general conditions. Authorization to release the Request for Proposal is tentatively

scheduled for November 24, 2025.

The recommended Selection Committee includes:

- Acting Director of Public Works (Construction Experience)
- Construction and Facilities Director (Construction Experience)
- Associate Director Transportation Planning Services
- EXP (Professional Architectural and Engineering Services)

Attachments

Request for Qualification (Draft)

1. Introduction

The City of Mankato, Minnesota (“CITY”) is requesting Statements of Qualifications from interested construction contractors for the Mankato Regional Airport (MKT). It is the intent of the CITY to select and negotiate with one prime airport construction manager at risk for the duration of the project identified below (or 5 years, with ability to extend).

This Request for Qualification is for Construction Manager at Risk services of an Airport Traffic Control Tower under the Federal Contract Tower Program at the Mankato Regional Airport. The project team consists of the design team EXP, the City of Mankato, and the CMaR who provides a Guaranteed Maximum Price (GMP) for the project. The CITY reserves the right to modify this approach at any time. Should the approach or delivery method change, the selected CMaR firm may be excluded as a construction contractor due to involvement in design.

2. Procedures for Submitting Qualifications

To facilitate an equitable review process, submissions should conform to the following format: Paper regardless of size is one page. Double sided printing is two pages. Letter of Introduction is limited to two pages, and the Statement of Qualifications is limited to twenty pages for a total of 22 pages. The complete package, which includes the project team members, resumes, and references, has no page limit.

Letter of Introduction (2-page limit)

Statement of Qualifications (20-page limit)

- Experience of the Firm: Describe your firm’s recent relevant experience and qualifications to provide the services requested, specifically Construction Manager at Risk services. Bidders who have experience with airport construction are preferred and may or may not score higher. Reference the experience working with the Minnesota Department of Transportation (MnDOT) and Federal Aviation Administration (FAA) regulations and procedures.
- Experience and Approach: Provide experience and firm’s approach to the projects identified in the scope of work section of this document.
- Knowledge of Airport: Describe knowledge and understanding of the Mankato Regional Airport.
- Other Supporting Data: Include other information relevant to the selection process.

Project Team (No page limit) Identify team members and responsibilities. Provide a brief resume for each, outlining credentials and experience. If project team includes subcontractors or individuals from other firms, provide a brief description of the firm.

References (No page limit) Provide three (3) airport references by name and contact information familiar with the quality of work similar in nature as the projects identified in the scope of work section of this document.

Submission documents must be received at the address no later than 3:00 p.m. central standard time November 14, 2025. Submissions not received by the deadline may not be considered.

Documents include one (1) complete original, marked “ORIGINAL”; ten (10) complete copies of the original; and other related documentation required by this RFQ as well as one (1) electronic copy (USB drive).

Submit qualifications documents in a sealed envelope marked:

“RFQ Airport Construction Manager at Risk Services”

Addressed to:

Intergovernmental Center
10 Civic Center Plaza
Post Office Box 3368
Mankato, MN 56002-3368

Questions concerning this RFQ shall be submitted to Shawn Schloesser via email on or before November 4, 2025.

Shawn Schloesser, Associate Director Transportation Planning Services
sschloesser@mankatomn.gov

3. Timeline of Events

Release of Request for Qualifications	October 28, 2025
Deadline for Questions	November 4, 2025
Answers to Questions	November 6, 2025
Qualifications Documents Due	3:00 pm November 14, 2025
Review and Ranking of Submissions	November 18, 2025
Selection of Short List (2-5 proposers)	November 20, 2025
<i>Short List receives Request for Proposals</i>	<i>November 25, 2025</i>
<i>Pre-Bid Meeting</i>	<i>December 4</i>
<i>Proposals Due</i>	<i>December 22</i>
<i>Selection Announced</i>	<i>January 13</i>

4. Evaluating the Desired Qualifications

Evaluation and award will be conducted in an open, competitive, and objective manner in accordance with Minnesota Statute 471.463 and the City of Mankato Financial Management Policies, adopted by Council May 22, 2023, addressing procurement policies using the scoring method below.

Qualifications of the Firm and Key Personnel (20 points): Preference to firms with recent experience in airport projects similar to those identified in the scope of work section of this document and airports similar in size to the Mankato Regional Airport.

Experience with State and Federal Grant Programs (20 points): Preference to project teams whose members have a demonstrated working relationship with the MnDOT Office of Aeronautics and the FAA Minneapolis Airports District Office and possess an understanding of Airport Improvement Program regulations and procedures.

Approach to Projects (20 points): Preference to firms that demonstrate a clear understanding and familiarity with the pending projects and an approach that establishes a strategy, timeline, or schedule for completing projects identified in the scope of work section of this document.

Experience on Comparable Projects (15 points): Preference to firms who have experience and demonstrated quality performance on projects similar to those identified in the scope of work section of this document.

Knowledge of Airport (15 points): Preference to firms who demonstrate an understanding and knowledge of the Mankato Regional Airport.

Provided favorable References of similar size and scope airports (10 points) Preference to firms that provide favorable references from airports with similar projects in size and scope to those of the Mankato Regional Airport.

5. Proposed Terms and Conditions

The length of this Construction Manager Agreement will be for the duration of the project, or five (5) year term from the date of contract execution. The CITY has the option to extend the contract for an additional year(s), as needed to complete the required scope of work.

All firms are responsible for costs associated with the preparation of materials in response to this RFQ, the CITY assumes no responsibility for any such costs.

Contract terms will be based on AIA Document A133 2019, Standard Form of Agreement between the Owner and Construction Manager as Constructor where the basis of payment is the Cost of Work Plus a Fee with a GMP.

6. Project Schedule

Professional Architectural and Engineering Services were initiated on February 11, 2025, with EXP U.S. Services Inc. with a contingency based upon funding availability.

EXP anticipates the following project schedule:

Full Design Contract Award	February 10, 2025
Concept Design Complete	March 24, 2025
10%/PPD Submittal	May 23, 2025
<i>Delay due to funds exhaustion</i>	<i>July 18, 2025 – September 19, 2025</i>
45% Submittal	October 3, 2025
70% Submittal	December 5, 2025
100% Submittal	February 13, 2026
Final Submittal	April 3, 2026
Construction	2026-2027
FAA Operational Readiness Inspection no later than April 19, 2029	

7. Budget Limits

The overall approximate cost of the project, including construction costs, design fees, soft costs, contingencies, FAA reviews and coordination, and equipment is \$28.1 million dollars.

Mankato applied for the Federal Fiscal Year 2025 Notice of Funding Opportunity for the Airport Terminal Program and was not awarded funds. When the Federal Fiscal Year 2026 Notice of

Funding is announced, Mankato will apply. The duration of the contract will remain consistent throughout the project, regardless of size or timing of funding.

8. Insurance Requirements

Before beginning work on a contract, the Contractor must submit to the CITY, and obtain the CITY's approval, a certificate of insurance. This certificate shall be composed of a Standard Form C.I.I.I.-701 or an ACORD 25 Form. The certificate of insurance shall list the CITY as the policies additional insured and shall be maintained at all times throughout the life of the contract and provide for the following minimum coverage.

- Comprehensive General Liability: \$1,000,000.00 per occurrence; \$2,000,000 aggregate
- Automobile Liability for All Automobiles: \$1,000,000.00 combined single limit
- Workman's Compensation: Statutory Amounts

The insurance cancellation language should state that the company will provide the CITY with 30 days' written notice of cancellation (including this requirement in bid specifications if applicable).

9. Performance and Payment Bonds

Each separate proposal shall be accompanied by a bid bond, certified check, or other specified acceptable collateral, in the amount equivalent to 5% of the bid price specified in the proposal form. Such bond, check, or collateral, shall be made payable to the City of Mankato.

10. Information Available as Public Records

Surveys, Soil Reports, and Environmental Studies, are available at the Intergovernmental Center, 10 Civic Center Plaza, Mankato MN 56001 by calling (507) 387-8600 to make arrangements.

11. Advertising

The project advertisement documents can be found at the city of Mankato's website under Bids and Requests for Proposals.

<https://www.mankatomn.gov/about-mankato/business/bids-and-request-for-proposals>

12. Scope of Services

The CMaR will be expected to provide the following services, although a final decision on the scope of work will be made during the contract negotiations.

Pre-Construction Services

- Develop a Construction Management plan including cost and time parameters, protocol, and a complete management information system.
- Project Budget
 - Be responsible for budget management in cooperation with input from the CITY and project design team. Provide continual monitoring of budget from design through implementation.
 - Develop comprehensive quantitative cost estimates for construction document phase. Estimates should align with the anticipated bid package structure and be phased according to the project's funding tranches.

- Provide value engineering and constructability reviews of the contract documents
- Provide a Guaranteed Maximum Price (GMP) for the project at the 95% design phase. CMaR will be required to engage subcontractors to solicit pricing for the main trade work. GMP must be submitted to the City of Mankato at the 100% design submittal for final approval.
- Prepare, implement, and maintain contracts, purchase orders, insurance certificates and bonds with all sub-contractors and suppliers
- Prepare, submit, and coordinate city and building permitting documents including but not limited to all Buy American requirements.
- CMaR is responsible for meeting Buy American provisions. In the event the contractor cannot source American-made materials and equipment without significant impact to the project, the contractor will submit Buy American waiver documents to the CITY and FAA for review and approval once the subcontractor bids are done and materials are known.
- Assist and/or lead tracking and submission of Minnesota B3 required items to obtain certification. Contractor to provide input during the design phase in collaboration with the design team.

Construction Services

- Provide comprehensive construction phase administration including on-going full-time site supervision, coordination, project management and inspection of work
- Obtain approvals from regulatory agencies
- Establish and maintain a project financial status reporting system
- Monitor and enforce the construction schedule
- Develop and maintain submittals, shop drawings, samples and change directive logs. Indicate any electronic or web-based project management systems your firm provides for these processes
- Analyze, negotiate, and process change orders and other change directives
- Prepare project construction reports, minutes, and schedules
- Develop and implement a quality assurance plan
- Maintain record document set
- Assist in punch list preparation, substantial completion, and final completion inspection
- Review, make recommendations and process contractor payment applications
- Monitor contractor safety programs
- Managing prevailing wage reporting
- Assist in grant and sustainability/B3 reporting

Post-Construction Services

- Assist in reviewing and preparing all close-out documents including warranties, operating and maintenance manuals; schedule and coordinate training of systems components with the CITY

- Manage transfer of building operation to the CITY
- Monitor and follow up on any warranty issues throughout the one-year warranty period

Project Closeout

- Include all basic services rendered after the completion of a construction contract and final inspections, punch list and a report of the completed project for FAA submission. Include as-builts built drawings (prepared from contractor's redlines), summary of material testing, change orders, grant amendment, final financial summary, and obtain release of liens from all contractors.
- Obtain all contractors and subcontractors Form IC134 (Contractor Affidavit) and submit to Minnesota Department of Revenue for certification to receive final payment.

General

Compliance with Airport Construction Standard (AC 150/5370-10H) General Provisions

- Section 10 – Definition of Terms
- Section 20 – Proposal Requirements and Conditions
- Section 30 – Award and Execution of Contract
- Section 40 – Scope of Work
- Section 50 – Control of Work
- Section 60 – Control of Materials
- Section 70 – Legal Regulations and Responsibility to Public
- Section 80 – Execution and Progress
- Section 90 – Measurement and Payment

Comply with current FAA Airport Improvement Program federal contract provisions. Incorporate any updates to the provisions during the life of the project.

- Access to Records and Reports
- Affirmative Action Requirement
- Breach of Contract Terms
- Buy American Preference
- Civil Rights – General
- Civil Rights – Title VI Assurance
- Clean Air and Water Pollution Control
- Contract Workhours and Safety Standards Act Requirements
- Copeland "Anti-Kickback" Act
- Davis-Bacon Requirements
- Debarment and Suspension
- Disadvantaged Business Enterprise
- Distracted Driving
- Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment
- Drug Free Workplace Requirements
- Equal Employment Opportunity (EEO)
- Federal Fair Labor Standards Act (Federal Minimum Wage)
- Lobbying and Influencing Federal Employees
- Prohibition of Segregated Facilities
- Occupational Safety and Health Act of 1970
- Procurement of Recovered Materials

- Right to Inventions
- Seismic Safety
- Tax Delinquency and Felony Convictions
- Termination of Contract
- Trade Restriction Certification
- Veteran's Preference
- Domestic Preferences for Procurements



AGENDA RECOMMENDATION

Consent Calendar 5. F.

City Council Regular Meeting

Meeting Date: 10/27/2025

Agenda Item:

Resolutions authorizing the City Manager to enter into an amended Subdivision Agreement, including cost participation for the construction of City infrastructure and to enter into an agreement with ISG to provide construction engineering services for the Hoffman Road Extension for Mesenbrink Subdivision; Improvement Project 11134.

Recommendation/Action(s):

Adoption of attached resolutions.

Summary:

On December 9, 2024, the City Council approved a Resolution of Final Plat for the Subdivision known as Mesenbrink Subdivision. An attachment to the council and a condition of the approval was the requirement for execution of a subdivision agreement known as Mesenbrink Subdivision between Mesenbrink Construction and Engineering, Inc. and the City of Mankato. The purpose of the subdivision agreement is to provide for the construction of improvements required to provide public improvements to the Subdivision, and to address costs associated with utility and road extensions. A subdivision agreement has been executed, but an amendment is required to define the public improvements within Hoffman Road and, more specifically, the city costs associated with the proposed trunk utility oversizing.

During preliminary and final design of the proposed Hoffman Road Extension project, studies were completed to analyze the utility needs of not only the proposed development, but the potential service area beyond the extent of the Mesenbrink Subdivision. Based on these studies, the recommendation was made for the proposed utilities constructed within the new extension of Hoffman Road to be oversized in order to provide additional flow capacity for future development beyond just the immediate Mesenbrink Development. Typical practice is for the cost associated with this oversizing to be the responsibility of the city with the understanding that the oversizing cost is most

economical when completed as part of the initial installation. Furthermore, the city's intent will be to recoup the costs of this oversizing as part of payment for water and sanitary sewer connection fees required by future subdivisions.

In order to facilitate the construction of Hoffman Road for Mesenbrink Subdivision, staff recommend authorizing the City Manager to amend the subdivision agreement and to enter cost participation for construction of oversized City infrastructure not to exceed \$500,000.

At the time of this report, the contractor had secured all necessary permits required to proceed with construction except for the City of Mankato Land Disturbance permit. The contractor is actively working with city staff with the goal of starting work relating to erosion control and rough grading immediately. Construction of the new underground utilities is anticipated to begin shortly thereafter. The work relating to Hoffman Road is expected to be substantially complete by the end of 2026. Final completion is expected in early 2027.

In order to facilitate the construction of this project, staff recommends authorizing the City Manager to enter into a professional services agreement with ISG for construction services and subconsultant Braun Intertec for material testing services for the Hoffman Road Extension for Mesenbrink Subdivision project in the amount of \$215,500. As outlined in the Subdivision Agreement, the payment for this work is the responsibility of the developer and billed to the Subdivider in the amount of the actual costs incurred.

Attachments

Resolution Mesenbrink Subd Agmt
Resolution - Construction Services
Executed Subdividers Agreement
Sanitary and Water Memo
Sanitary Sewer Memo - Hoffman
DRAFT City Cost
Mesenbrink Subdivision Overview
Professional Construction Services Proposal

**RESOLUTION AUTHORIZING THE CITY MANAGER TO AMEND THE MESENBRINK
SUBDIVISION AGREEMENT INCLUDING COST PARTICIPATION IN THE
OVERSIZING OF UTILITIES IN THE MESENBRINK SUBDIVISION**

WHEREAS, the City Council approved the final plat of Mesenbrink Subdivision on December 9, 2024; and

WHEREAS, the City Council authorized the City Manager to enter into a subdivision agreement for the purposes of constructing City infrastructure; and

WHEREAS, the plans submitted with the final plat and subdivision approvals address the size of sanitary sewer and water mains within the Subdivision; and

WHEREAS, the developer of Mesenbrink Subdivision submitted an irrevocable letter of credit for city infrastructure within the subdivision including the oversizing of the sanitary sewer and water mains; and

WHEREAS, the City Engineer has reviewed the plans and cost estimates and determined the amount to be a reasonable cost and less than if the City were to contract separately to complete the work; and

WHEREAS, the City Engineer has determined the City's share for not to exceed for cost participation is \$500,000, and

WHEREAS, future subdivisions connecting to the sanitary sewer and water mains will be required to pay water connection fees and sanitary sewer connection fees based on Residential Equivalent Units (REUs) to offset the costs associated with the oversizing of city infrastructure.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF
MANKATO, MINNESOTA:**

The City Manager is hereby authorized to amend the subdivision agreement and to enter cost participation for construction of City infrastructure not to exceed \$500,000.

Adopted by the council this 27th day of October 2025.

Najwa Massad
Mayor

ATTEST: _____

Renae Kopischke, MMC
City Clerk

**RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AGREEMENT
WITH ISG FOR CONSTRUCTION SERVICES FOR THE HOFFMAN ROAD
EXTENSION FOR MESENBRINK SUBDIVISION; IMPROVEMENT PROJECT 11134**

WHEREAS, ISG has completed construction services previously for the City of Mankato; and

WHEREAS, a proposal for construction services including subconsultant Braun Intertec for materials testing has been prepared by ISG for services required to construct the project; and

WHEREAS, professional services, such as those provided by doctors, engineers, lawyers, architects, accountants, and other services requiring technical, scientific, or professional training are exceptions to competitive bidding requirements in accordance with Minnesota State Statutes 471.345, Uniform Municipal Contracting Law; and

WHEREAS, the City of Mankato and ISG have agreed to the terms and conditions by which ISG will provide construction services for the project; and

WHEREAS, ISG and Braun Intertec have agreed to the terms and conditions by which Braun Intertec will provide construction services for the project.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF
MANKATO, MINNESOTA:**

That the City Manager is hereby authorized and directed to retain ISG for construction services for the Hoffman Road Extension for Mesenbrink Subdivision; Improvement Project 11134 and negotiate the contract in an amount not to exceed \$215,500.00.

Adopted by the council this 27th day of October, 2025.

Mayor

ATTEST: _____
Rena Kopischke
City Clerk

original given to Developer 10/14/25 for
recording

Drafted by:

City of Mankato
Department of Community Development
10 Civic Center Plaza
Mankato, MN 56001

Subdivider Copy _____
Engineering File Copy ☒ _____
City Clerk Copy _____

**CITY OF MANKATO
SUBDIVISION AGREEMENT FOR PUBLIC IMPROVEMENTS
FOR MESENBRINK SUBDIVISION
CITY PROJECT NUMBER 11134**

This Agreement is made and entered into the day and year set forth hereinafter, by and between Mesenbrink Construction and Engineering Inc. hereinafter called the "Subdivider" and the City of Mankato, a municipal corporation, in the State of Minnesota, hereinafter called the "City".

RECITALS

The Subdivider is the owner of a certain subdivision known as Mesenbrink Subdivision, which is in the City of Mankato, Blue Earth County, State of Minnesota (the "Subdivision").

Chapter 11 of the Municipal Code of the City of Mankato, as amended, requires the Subdivider to enter into an agreement with the City to provide for the construction of improvements required to provide public improvements to the Subdivision, and to provide for a method to secure the conforming construction of the improvements.

NOW THEREFORE IT IS HEREBY AGREED AS FOLLOWS:

1. The Subdivider hereby agrees to construct and complete, within one (1) year of the date this agreement is executed, the on-site public improvements itemized in Exhibit "A" and Exhibit "C" attached hereto and upon completion and acceptance by the City shall provide a warranty bond in effect for one (1) year from completion. Upon approved of the City Engineer, the completion date may be extended upon request of the Subdivider, provided there is substantial progress on the construction of the public improvements.
2. Construction plans for the required improvements, conforming in all respects to the standards of the City and the applicable ordinances, shall be prepared by a professional engineer who is registered in the State of Minnesota and said plans shall contain their seal. Such plans together with the quantity of construction items listing and special provisions specifications shall be submitted by the Subdivider to the City Engineer for approval.

The Subdivider warrants that the construction plans conform in all respects to the standards of the City and the applicable ordinances. The Subdivider, to the satisfaction and approval of the City Engineer, shall correct any substandard condition that is found in the construction plans. Any additional costs resulting from corrections shall be the responsibility of the Subdivider.

3. Prior to construction of the public improvements, the Subdivider shall provide the City Engineer with a listing of qualifications and references, applicable to public improvement projects, for the construction contractor selected by the Subdivider to construct the public improvements and for any other contractors or sub-contractors that Subdivider intends to have work on this project. The City Engineer and City Manager reserve the right to review and approve all construction contractors undertaking the installation of public improvements.
4. The Subdivider shall be responsible for securing the necessary construction storm water permit from the Minnesota Pollution Control Agency (MPCA) for the On-Site Improvements listed in Exhibit "A" and Exhibit "C" and all grading and construction activity within the Subdivision. A site preparation and grading permit from the City shall be required prior to commencement of the private work and evidence of securing the MPCA storm water permit shall be presented at the time of permit application.
5. The Subdivider shall proceed with the required on-site public improvements after the submitted construction plans are approved by the City Engineer and a site preparation and grading permit is obtained from the City of Mankato. The on-site public improvements listed in Exhibit "A" and Exhibit "C" shall be completed and certified within one (1) year of the execution of this agreement, unless otherwise approved by the City Engineer.
6. The City Engineer shall inspect the on-site public improvements listed in Exhibit "A" and Exhibit "C" with assistance of the design engineer employed by the Subdivider. Upon final completion of the work, the City Engineer shall require the Subdivider to submit contract documentation and certified as-built drawings. The costs associated with inspection, construction, oversight, administration, construction engineering and final certification along with any costs for legal or contingent actions shall be in detail summarized and billed to the Subdivider (see parts 7 and 8 below).
7. That the Subdivider, before commencing work and any signatures indicating the City's approval of the plat are affixed to the plat, shall pay to the City cash security in the amount of **\$4,098,140.48** which amount represents the estimated project cost for the public on-site improvements listed in Exhibit "A" and Exhibit "C" plus a 10 percent contingency and 4 percent additive. At the Subdivider's option, a letter of credit or deposit account in the total amount as calculated above may be accepted, provided the letter of credit or deposit account is administered by an FDIC affiliated financial institution solely for payment of the public improvements and are in favor of the City of Mankato under this Agreement. At such time the Subdivider submits a contract amount for the construction costs, the City Engineer may authorize a reduction of the cash security to reflect the contracted amount.

The letter of credit shall be in force for the duration of the construction of the public improvements and shall only be released by the City upon completion of the public improvements, submittal of lien waivers for all work performed associated with the public improvements, acceptance of the public improvements by the City, and payment to the City of any inspection or other fees.

For a deposit account, the Subdivider will periodically submit requests to City Engineer for payment of or release of funds to the contractor that is constructing the public improvements. The source of the payments will be from the cash security deposited by the Subdivider, provided the City Engineer first inspects and approves the installation of the improvements subject to the payment request. The Subdivider shall submit lien waivers for the payments made on the Subdivider's behalf.

The City agrees to process the payment requests as detailed above provided the payments requests are to the Subdivider who in turn will reimburse contractors and collect lien waivers for the payment. All lien waivers shall be collected by the Subdivider and submitted to the City prior to subsequent payments and prior to the City accepting the improvements.

8. If the Subdivider fails to complete the on-site public improvements listed in Exhibit "A" and Exhibit "C" in accordance with this agreement, the Subdivider shall be declared in default of this agreement and the City may undertake all necessary work to complete or correct the project in conformance with this agreement and the City shall use the cash security, deposited in accordance with part 7 of this agreement to recover any costs incurred by the City in completing or correcting said project.

The City may use the cash security deposited in accordance with part 7 to reimburse itself for all costs associated with inspecting and certifying the improvements lists in Exhibit "A" and "C" should the Subdivider fail to pay the fees within 30-days of being billed by the City.

If cash or other securities submitted to the City fail to recover all costs incurred by the City, the City is hereby granted the right and privilege to declare such amounts expended to be due and payable as liquidated damages in full, and the City may immediately bring legal action against the Subdivider to collect such sums and the Subdivider shall be personally responsible for payment of such sums. The City also reserves the right to levy specially assessments in order to recover costs and the Subdivider hereby consents to said special assessments.

9. If costs are specially assessed, the Subdivider will pay the current improvements bond rate plus 2% per annum interest on all special assessments following date of certification of assessments by the City Council. On bond rates over 12%, the rate shall be limited in accordance with state statutes.

10. In the event that City must levy special assessments to recover costs, pursuant to Minn. Stat. § 462.3531, Subdivider waives its rights to appeal under Section 429.081 any special assessments imposed on the Subdivision by the City for the public improvements itemized in Exhibit "A" and Exhibit "C" in the amount of estimated in Exhibit "A". If the costs of the special assessments imposed exceed the estimated amounts in Exhibit "A", Subdivider also waives its rights of appeal under Section 429.081 of the increased special assessment costs if: (1) the increases are a result of requests made by the Subdivider or property owner; or, (2) the increases are otherwise approved by the Subdivider or property owner in a subsequent written document. Subdivider's waiver of its rights to appeal under Section 429.081 herein will be incorporated into any supplemental subdivision agreement executed by the parties.
11. At the time the Subdivider makes any sale, conveyance, or assignment of any parcel in the subdivision prior to the completion, acceptance by the City, the Subdivider shall submit to the City a notarized copy of a concurrence document. The concurrence document shall state that the assignee acknowledges that they have seen and accepted the terms of this agreement. In a form and substance acceptable to the City and the document shall be recorded.
12. In the event that a suit or action is brought to enforce the terms of this agreement, the prevailing party shall be entitled to recover reasonable attorney fees in an amount to be fixed by the Court.
13. Standards for Subdivision Maintenance During Development. The following provisions shall apply to the subdivision during the term of development. The provisions shall be binding upon the Subdivider, their heirs and assigns, contractors, and purchasers:
 - a) Dirt and debris within public right-of-ways, and drainage and utility easements, resulting from construction shall be cleared by the end of each day. The Subdivider and/or its assigns shall be responsible for all necessary street and storm drain, line, and inlet maintenance including street sweeping, pipe cleaning, ditch cleaning and pond dredging, resulting from the accumulation of said dirt and debris, until all Certificates of Occupancy are issued.
 - b) Construction material and equipment for private development activities shall not be stored on public rights-of-way nor obstruct required fire lanes.
 - c) Warning signs shall be placed directing attention to detours when hazards develop in streets to prevent the public from traveling on same. If and when the streets become impassable, such streets shall be barricaded and closed. The Subdivider shall maintain a smooth, hard driving surface and adequate drainage on all temporary streets.
 - d) Lots within in the subdivision shall be maintained in conformance with the Mankato City Code. Private lots and abutting boulevards shall be seeded or sodded with approved ground cover and mowed in conformance with Section 6.04, Subdivision 10 of the Mankato City Code. This provision shall constitute the required notice as stipulated in

Section 6.04, Subdivision 11 and the City may abate the nuisance immediately upon identification.

The Subdivider may make provision to plant agricultural crops on vacant lots; however, the frontage of the lot for a width of 10 feet shall be mowed and the side and rear property lines abutting developed lots shall be mowed for a width of 6 feet. In all cases the abutting boulevard shall be mowed and maintained per City standards. If agricultural crops are planted, the Subdivider shall inform the City of the planting and harvest plan.

e) Spoil piles of fill, construction debris, and other debris shall not be stored on vacant lots for more than 7-days.

f) All construction debris and refuse shall be stored within a container as required by Section 9.13, Subdivision 2 of the Mankato City Code. This provision shall constitute the required notice as stipulated in Section 9.13, Subdivision 5 and the City may abate the nuisance immediately upon identification.

g) The Subdivider's design engineer shall inspect and certify private grading and drainage improvements during construction activities within the Subdivision. Final certifications and as-built drawings shall be made available to the City prior to the issuance of Certificates of Occupancy in the subdivision.

The Subdivider, their heirs and assigns shall be responsible for maintaining the private lot grading and drainage improvements in conformance with the approved plans and shall enter into agreements with the City consenting to City inspection of drainage improvements and consent to assessment for the failure to make the necessary repairs that are ordered by the City.

A violation of this Section shall result in the City undertaking any and all necessary work to correct the violation and the Subdivider and/or violator shall be billed for the City's work to correct the violation. Any unpaid bills for work shall be assessed to the Subdivider or the property on which the violation exists or is associated.

14. Street lighting and signage shall be installed by the Subdivider to the specifications and requirements of the City of Mankato. A lighting plan shall be submitted to the City Engineer for review and approval. The cost of street light installation shall be the responsibility of the Subdivider. If streetlighting and signage are private and shall be privately maintained.
15. Any storm water or drainage lines installed on the private lots or private common areas for the purpose of providing drainage to private property shall be deemed private improvements for which the private property owners are responsible for installing, maintaining, repairing, and replacing. The installation of the storm water and drainage lines on the lots is not part of the public improvements subject to this agreement. If private storm water or drainage lines are installed, the Subdivider, their heirs and assigns, shall obtain all necessary permits from the City of Mankato and also enter into private

agreements for the installation, maintenance, repair, and replacement of said lines and submit copies of said agreements to the City.

16. The Subdivider agrees to conform to all conditions of amended preliminary plat approvals as adopted by Mankato City Council on April 8, 2024, and December 9, 2024.
17. A portion of the Hoffman Road right-of-way shall be dedicated to the City for public storm water management. The applicant shall delineate and sign wetland and public water setback areas. The city will provide the sign template and signs should be located a maximum of every 50' along the boundary between the private development lots and the wetland.
18. The following additional exhibits, attached hereto, are made a part hereof by reference:
 - Exhibit "A" Estimated Cost of Public Improvements
 - Exhibit "B" Copy of Final Plat
 - Exhibit "C" Estimate Submitted by Subdivider
 - Exhibit "D" Subdivision Improvements
19. The Subdivider agrees to petition for the full access improvement of the intersection of CSAH 12 and Hoffman Drive. The Subdivider shall be responsible for the intersection improvement.
20. The Subdivider will not be responsible for connection fees due to the property being assessed as part of the Hoffman Road Extension project.
21. That, in the event of presently unforeseen circumstances brought about by causes beyond the control of the Subdivider or the City, which makes the development of the Subdivision impractical or impossible prior to the expenditure of any monies by the City or Subdivider for the construction of the improvements listed in Exhibit "A" and Exhibit "C", this agreement shall be voided, and the deposit of the Subdivider shall be refunded or released to the Subdivider.
22. The Subdivider shall pay to the City, at the time this Agreement is executed, cash in the amount of \$176,193 (based on \$159,303 for 98.59 acres of residential development and \$16,890 for 5.63 acre of commercial development) which represents the payment-in-lieu of park land dedication.
23. General Provisions.
 - (a) Entire Agreement. The entire agreement of the parties has been set forth in this Agreement and there are no representations, warranties or agreements between the parties except as set forth in this Agreement. Subdivider agrees that the City, its agents and employees, shall not be liable for any representations, warranties or agreements not

contained in this Agreement and that if any such representations, warranties or agreements have been made, they are wholly unauthorized and not binding upon the City.

Subdivider expressly waives any claims for damages or for rescission because of any representations, warranties or agreements made by the City, its agents or employees, other than as contained in this Agreement. All prior agreements, written or oral, concerning the subject matter of this Agreement are cancelled and superseded.

(b) Modifications in Writing. Neither this Agreement nor any of the provisions of this Agreement may be changed, waived, discharged or terminated except by an instrument in writing signed by the party against whom such enforcement of the change, waiver, discharge or termination is sought.

(c) Binding Effect and Assignment. This Agreement shall continue to bind and inure to the benefit of the parties and their respective representatives, heirs, successors and assigns.

(d) Severability of Provisions. It is intended each provision of this Agreement shall be viewed as separate and divisible, and in the event that any provision shall be held to be invalid, the remaining provisions shall continue to be in full force and effect.

(e) Governing Law. This Agreement and its construction, interpretation, and enforcement and the rights of the parties shall be determined under, governed by and construed in accordance with the internal laws of the State of Minnesota, without regard to principles of conflict of law. Each of the parties agrees that all actions or proceedings arising in connection with this Agreement shall be tried and litigated, at the sole option of City, in any court in which the City shall initiate legal or equitable proceedings and which has subject matter jurisdiction over the matter in controversy.

(f) Further Acts. Each party to this Agreement agrees to perform any further acts and deliver any documents as may be reasonably necessary to carry out the provisions of this Agreement.

(g) Recordation. The City shall record a copy of this Agreement, or a memorandum thereof, in the office of the Blue Earth County Recorder.

(h) Counterparts. This Agreement may be executed in multiple counterparts, each of which shall be an original and facsimile signatures shall be treated as originals; however, in no event shall the Agreement be deemed fully executed without the signatures of all parties.

IN WITNESS WHEREOF, the parties have hereunto set their hands this _____ day of _____, 2025

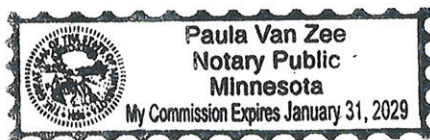
SUBDIVIDER: Mesenbrink Construction and Engineering Inc.


John Mesenbrink, Manager

NOTARY'S CERTIFICATE

STATE OF MINNESOTA)
) SS
COUNTY OF Blue Earth)

On this 14 day of October, 2025, before me a Notary Public within and for said County personally appeared John Mesenbrink known by me to be the persons named in the foregoing instrument and who did acknowledge the same to be their free act and deed.




Notary Public

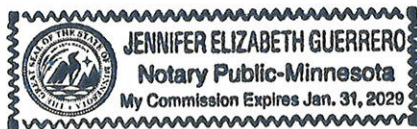


EXHIBIT "A"

- I. Cost of Public Improvements – Project Number #####: Construction of Streets, sidewalks, boulevard trees, storm water management ponds, water main and services, sanitary sewer main and services, and storm drain – see Exhibit "C".

CONSTRUCTION SUBTOTAL:	\$3,594,840.48
CONTINGENCIES (10%)	\$ 359,500.00
ENGINEERING (4%)	\$ 143,800.00
ESTIMATED PROJECT TOTAL	\$4,098,140.48

NOTES:

- 1) Basis for 4% contract cost additive:
 - a) City Engineering – letting, inspection, staking estimated @ 4%, charged at two times payroll actual cost and fringe benefits.
- 2) Approved equivalent street surfacing section includes subgrade corrections as required to bring grade to 100% soil factor.
- 3) Final costs will be based on extension of unit prices, bid times, actual materials, and labor expended during construction.
- 4) Project Costs based on estimate submitted by Subdivider's design engineer (Exhibit "C"). The Subdivider to the satisfaction and approval of the City Engineer shall correct any substandard condition that is found in the construction plans. Any additional costs resulting from corrections shall be the responsibility of the Subdivider.

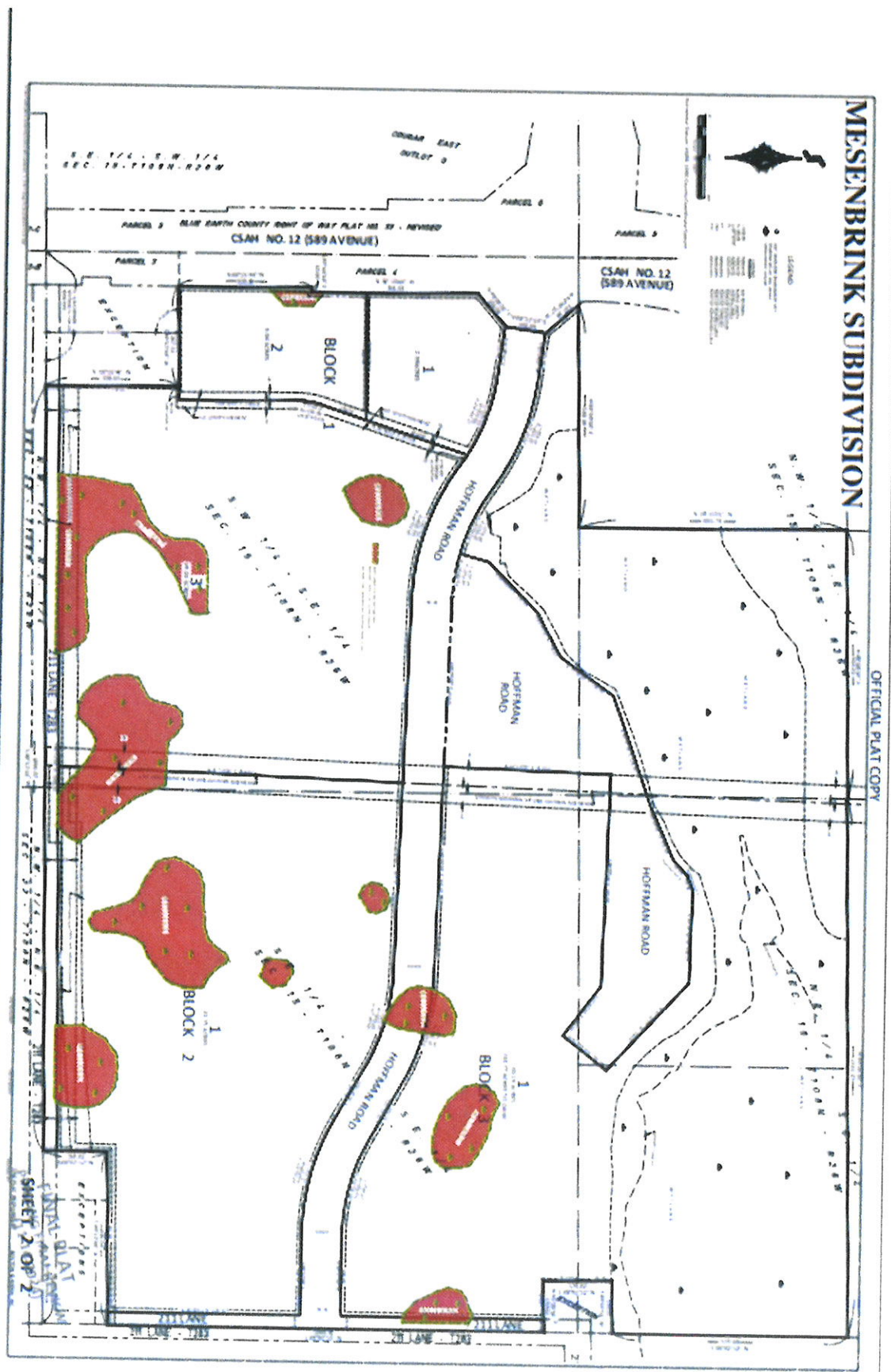


EXHIBIT "C"



COST ESTIMATE MESENBRINK SUBDIVISION - MANKATO, MINNESOTA BMM Project No.: 0M1.128460

Item No.	MOQ	Item	Notes	Estimated Quantity	Unit	Unit Price	Amount
1	2021 501	MOBILIZATION		1	LS	\$140,049.00	\$140,049.00
2	2104 502	REMOVE STREET LIGHT FIXTURE		2	EA	\$300.00	\$600.00
3	2104 503	REMOVE CURB AND GUTTER		310	LF	\$3.55	\$1,100.50
4	2104 504	REMOVE BITUMINOUS PAVEMENT		950	SY	\$4.50	\$4,275.00
5	2105 507	POND EXCAVATION (PI)	(1) (5)	25300	CY	\$4.40	\$111,320.00
6	2105 507	TOPSOIL STRIP (EV) (PI)	(2)	30000	CY	\$4.40	\$132,000.00
7	2105 507	COMMON EXCAVATION (EV) (PI)		2150	CY	\$4.40	\$9,460.00
8	2105 507	SELECT GRANULAR BORROW (CV) (PI)	(3) (5)	5100	CY	\$26.45	\$135,217.50
9	2105 504	GEOGRID		17200	SY	\$1.45	\$24,940.00
10	2106 507	COMMON EMBANKMENT (CV) (PI)	(4)	23000	CY	\$4.40	\$101,200.00
11	2211 509	AGGREGATE BASE, CLASS 5 (CV) (PI)		7200	CY	\$36.55	\$264,960.00
12	2360 504	TYPE SP 12.5 WEAR CRS MIX (3:1) 3" THICK (TEMPORARY CUL-DE-SAC)		960	SY	\$14.35	\$13,764.00
13	2360 504	TYPE SP 12.5 WEAR CRS MIX (3:1) 3" THICK (STREET WEAR COURSE)		12600	SY	\$7.55	\$95,130.00
14	2360 504	TYPE SP 12.5 NON WEAR CRS MIX (3:1) 1.5" THICK (STANDARD DUTY SECTION)		11625	SY	\$6.25	\$72,656.25
15	2360 504	TYPE SP 12.5 NON WEAR CRS MIX (3:1) 2" THICK (2 LIFTS) (HEAVY DUTY SECTION)		13925	SY	\$8.40	\$116,970.00
16	2501 502	15" RC PIPE APRON		1	EA	\$810.00	\$810.00
17	2501 502	24" RC PIPE APRON		1	EA	\$960.00	\$960.00
18	2501 502	30" RC PIPE APRON		4	EA	\$2,100.00	\$8,400.00
19	2501 502	36" RC PIPE APRON		2	EA	\$1,835.00	\$3,670.00
20	2501 502	48" RC PIPE APRON		1	EA	\$2,600.00	\$2,600.00
21	2501 502	51" X 31" RC ARCH PIPE APRON		1	EA	\$2,400.00	\$2,400.00
22	2502 503	6" PERFORATED PVC PIPE DRAIN, SDR 35		5400	LF	\$14.95	\$80,930.00
23	2502 502	6" PVC PIPE DRAIN CLEAN-OUT		20	EA	\$400.75	\$8,015.00
24	2503 503	8" PVC PIPE SEWER (SANITARY)		368	LF	\$96.00	\$35,248.00
25	2503 503	15" PVC PIPE SEWER (SANITARY)		2578	LF	\$142.30	\$366,792.00
26	2503 503	18" PVC PIPE SEWER (SANITARY)		25	LF	\$193.60	\$4,840.00
27	2503 503	12" RC PIPE SEWER DESIGN 3006		10	LF	\$61.40	\$614.00
28	2503 503	15" RC PIPE SEWER DESIGN 3006		419	LF	\$53.40	\$22,458.60
29	2503 503	18" RC PIPE SEWER DESIGN 3006		44	LF	\$70.10	\$3,084.40
30	2503 503	24" RC PIPE SEWER DESIGN 3006		308	LF	\$79.50	\$24,486.00
31	2503 503	30" RC PIPE SEWER DESIGN 3006		916	LF	\$100.25	\$91,829.00
32	2503 503	36" RC PIPE SEWER DESIGN 3006		252	LF	\$133.60	\$33,667.20
33	2503 503	48" RC PIPE SEWER DESIGN 3006		136	LF	\$216.35	\$29,402.60
34	2503 503	51" X 31" RC ARCH PIPE		299	LF	\$213.40	\$63,806.60
35	2503 602	CONNECT TO EXISTING SANITARY SEWER		1	EA	\$12,126.00	\$12,126.00
36	2503 602	CONNECT TO EXISTING STORM SEWER		1	EA	\$1,300.00	\$1,300.00
37	2503 603	12" PIPE SEWER (STORM)		101	LF	\$48.05	\$4,853.05
38	2503 603	15" PIPE SEWER (STORM)		148	LF	\$52.15	\$7,718.20
39	2503 603	18" PIPE SEWER (STORM)		52	LF	\$56.40	\$2,932.80
40	2503 603	24" PIPE SEWER (STORM)		40	LF	\$80.60	\$3,224.00
41	2503 603	30" PIPE SEWER (STORM)		77	LF	\$111.25	\$8,566.25
42	2503 603	36" PIPE SEWER (STORM)		453	LF	\$98.90	\$44,796.40
43	2504 602	CONNECT TO EXISTING WATER MAIN		1	EA	\$1,500.00	\$1,500.00
44	2504 602	8" GATE VALVE & BOX		4	EA	\$2,355.65	\$9,422.60
45	2504 602	12" GATE VALVE & BOX		6	EA	\$3,823.30	\$22,939.80
46	2504 602	18" GATE VALVE & BOX		4	EA	\$6,038.15	\$24,152.60
47	2504 602	HYDRANT		4	EA	\$6,901.20	\$27,604.80
48	2504 603	8" PVC WATERMAIN		98	LF	\$54.90	\$5,380.20
49	2504 603	12" PVC WATERMAIN		389	LF	\$62.40	\$24,273.60
50	2504 603	18" PVC WATERMAIN		278	LF	\$75.45	\$20,975.10
51	2504 608	WATERMAIN FITTINGS		2100	LB	\$15.00	\$31,500.00
52	2506 503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 4007		338.1	LF	\$446.15	\$150,843.32
53	2506 503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020		18.5	LF	\$496.80	\$9,180.80
54	2506 503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020		29.4	LF	\$727.10	\$21,386.74
55	2506 503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 72-4020		15.9	LF	\$975.30	\$15,506.27
56	2506 503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 84-4020		14.7	LF	\$1,440.10	\$21,169.47
57	2506 503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 96-4022		13.9	LF	\$554.95	\$7,712.80
58	2506 503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 90-4022		33.4	LF	\$661.10	\$22,080.74
59	2506 503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 72-4022		6.2	LF	\$1,154.45	\$7,167.59
60	2506 602	CONSTRUCT DRAINAGE STRUCTURE MANKATO STD. 3		9	EA	\$2,496.75	\$22,470.75
61	2506 602	CONSTRUCT DRAINAGE STRUCTURE SPECIAL 1		1	EA	\$10,872.70	\$10,872.70
62	2506 602	SANITARY SEWER CASTING ASSEMBLY		13	EA	\$1,223.95	\$15,911.35
63	2506 602	STORM SEWER CASTING ASSEMBLY		27	EA	\$796.35	\$21,501.45
64	2506 602	INTERNAL CHIMNEY SEAL (SANITARY)		13	EA	\$504.25	\$6,555.25
65	2506 603	CONSTRUCT 3" OUTSIDE DROP		82.4	LF	\$894.10	\$73,711.84
66	2511 507	RANDOM RIPRAP CLASS IIIA		383	SY	\$3.15	\$1,206.45
67	2521 518	3" BITUMINOUS WALK		212.75	SY	\$7.38	\$1,571.25
68	2521 518	4" CONCRETE WALK		12760	SY	\$7.38	\$94,084.80
69	2521 518	6" CONCRETE WALK		2225	SY	\$9.21	\$20,492.25
70	2531 503	CONCRETE CURB & GUTTER DESIGN 8418		990	LF	\$19.73	\$19,532.70
71	2531 503	CONCRETE CURB & GUTTER DESIGN 8434		325	LF	\$21.60	\$7,020.00
72	2531 503	CONCRETE CURB & GUTTER DESIGN 8418		4850	LF	\$18.72	\$90,892.00
73	2531 504	4" CONCRETE MEDIAN		710	SY	\$70.62	\$50,146.20
74	2531 504	8" CONCRETE DRIVEWAY		455	SY	\$83.27	\$38,087.85
75	2531 618	TRUNCATED DOME		268	SY	\$69.45	\$18,612.60
76	2540 602	BOLLARD		4	EA	\$750.00	\$3,000.00
77	2545 502	LIGHTING UNIT TYPE E		14	EA	\$1,625.00	\$22,750.00

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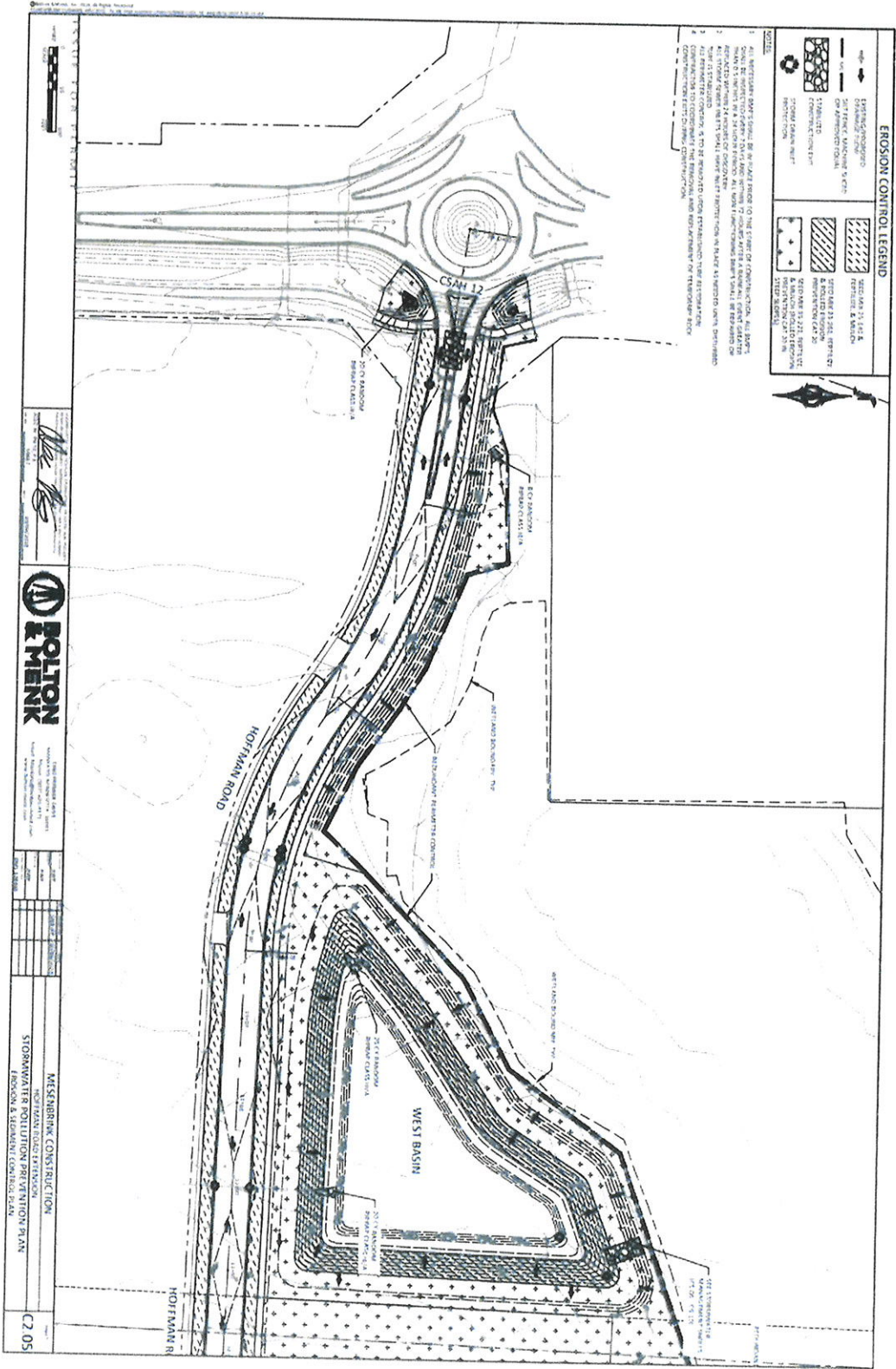


COST ESTIMATE
MESENBRINK SUBDIVISION - MANKATO, MINNESOTA
BMR Project No.: 0M1.128460

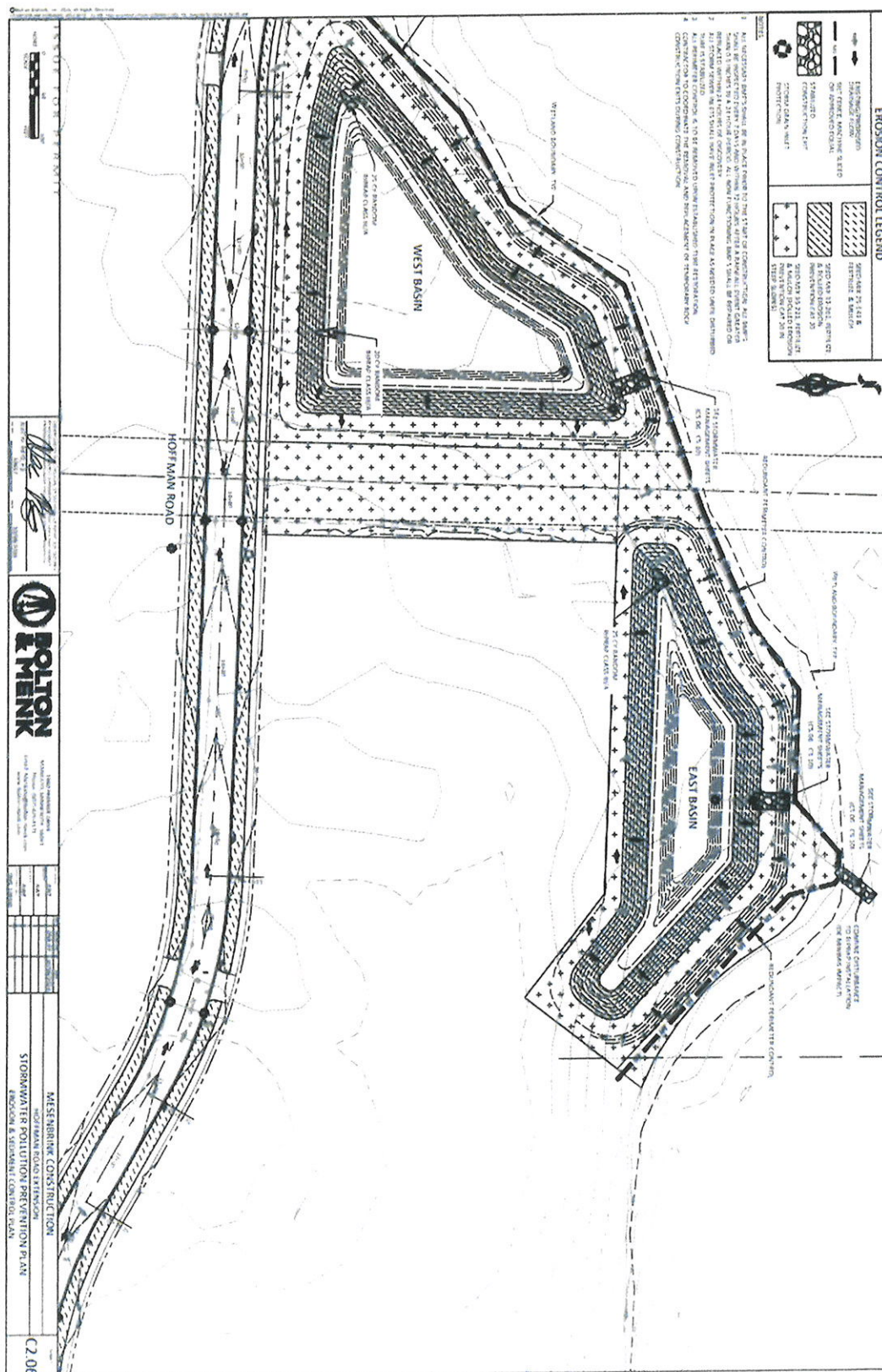
Item No.	MinDOT Item No.	Item	Notes	Estimated Quantity	Unit	Unit Price	Amount
78	2545.502	LIGHTING UNIT TYPE SPECIAL		3	EA	\$5,875.00	\$17,325.00
79	2545.502	LUMINAIRE (LED)		20	EA	\$436.00	\$8,720.00
80	2545.502	LIGHT FOUNDATION DESIGN STEEL E		17	EA	\$900.00	\$15,300.00
81	2545.502	INSTALL LIGHTING SERVICE CABINET (MANKATO 100 AMP)		1	EA	\$7,775.00	\$7,775.00
82	2545.502	EQUIPMENT PAD		1	EA	\$150.00	\$150.00
83	2545.503	2" NON-METALLIC CONDUIT		2555	LF	\$6.10	\$15,585.00
84	2545.503	UNDERGROUND WIRE 1/0 #6 INS. GR		7665	LF	\$1.70	\$13,030.50
85	2545.503	GROUNDWIRE 1/0 #6 INS. GR		2555	LF	\$1.90	\$4,854.50
86	2563.601	ELECTRICAL GROUND		9	EA	\$1.00	\$9.00
87	2564.502	TRAFFIC CONTROL		1	EA	\$7,300.00	\$7,300.00
88	2564.518	OBJECT MARKER		3	EA	\$150.00	\$450.00
89	2564.518	SIGN PANELS TYPE C		130	SF	\$85.00	\$11,050.00
90	2564.518	SIGN PANELS TYPE SPECIAL		1	EA	\$1,750.00	\$1,750.00
91	2571.524	TRANSFORMER AND SERVICE EQUIPMENT (DESIGN BY OTHERS)		1	EA	\$0.00	\$0.00
92	2571.524	DECIDUOUS TREE 2" CAL S&B - BICOLOR OAK		28	TREE	\$536.00	\$14,980.00
93	2571.524	DECIDUOUS TREE 2" CAL S&B - DISCOVERY SUM		27	TREE	\$536.00	\$14,445.00
94	2571.524	DECIDUOUS TREE 2" CAL S&B - HACKBERRY		23	TREE	\$536.00	\$12,305.00
95	2571.524	DECIDUOUS TREE 2" CAL S&B - HONEY LOCUST		26	TREE	\$536.00	\$13,910.00
96	2573.501	STORM DRAIN INLET PROTECTION		24	EA	\$175.00	\$4,200.00
97	2573.501	STABILIZED CONSTRUCTION EXIT		1	EA	\$1,000.00	\$1,000.00
98	2574.508	BILT FENCE TYPE 1MS		4800	LF	\$1.95	\$9,360.00
99	2575.504	FERTILIZER TYPE 3		2580	LB	\$0.95	\$2,451.00
100	2575.504	ROLLED EROSION PREVENTION CATEGORY 20		15000	SY	\$1.55	\$23,250.00
101	2575.505	SEEDING		8.8	AC	\$500.00	\$4,300.00
102	2575.508	SEED MIXTURE 25-141		200	LB	\$3.60	\$720.00
103	2575.508	SEED MIXTURE 35-261		100	LB	\$21.50	\$2,150.00
104	2575.508	SEED MIXTURE 35-221		265	LB	\$19.45	\$5,154.25
105	2582.503	HYDRAULIC MULCH MATREX		19000	LB	\$0.88	\$16,720.00
106	2582.503	4" SOLID LINE PAINT (WR)		4790	LF	\$0.56	\$2,660.00
107	2582.503	8" SOLID LINE PAINT (WR)		1765	LF	\$0.84	\$1,482.60
108	2582.503	24" SOLID LINE PAINT (WR)		160	LF	\$6.00	\$960.00
109	2582.503	4" BROKEN LINE PAINT (WR)		1150	LF	\$0.56	\$644.00
110	2582.503	8" BROKEN LINE PAINT (WR)		50	LF	\$0.84	\$42.00
111	2582.503	4" DOUBLE SOLID LINE PAINT (WR)		400	LF	\$1.12	\$448.00
112	2582.503	12" DOTTED LINE PREFORM PAINT		39	LF	\$4.00	\$156.00
113	2582.518	PAVEMENT MESSAGE PREFORM PAINT		16	EA	\$200.00	\$3,200.00
114	2582.518	CROSSWALK PREFORM PAINT		468	SF	\$7.50	\$3,510.00
TOTAL ESTIMATED CONSTRUCTION SUBTOTAL:							\$4,996,840.40
CONTINGENCIES (10%):							\$559,500.00
CONSTRUCTION ENGINEERING (CITY OF MANKATO) (4%):							\$243,800.00
TOTAL ESTIMATED PROJECT COST:							\$4,996,140.40

- NOTES:
- (1) TOTAL EXCAVATED VOLUME INCLUDING TOPSOIL
 - (2) ESTIMATED QUANTITY ASSUMES 2-FEET OF TOPSOIL REMOVAL OVER ALL PROPOSED RIGHT OF WAY. EXCESS TOPSOIL TO REMAIN WITHIN THE SUBDIVIDED LOTS; LOCATION TO BE COORDINATED WITH OWNER
 - (3) ESTIMATED QUANTITY - EXCAVATION IN THE RIGHT OF WAY BELOW THE ASSUMED 2-FEET OF TOPSOIL STRIPPING, DOES NOT INCLUDE PIPE AND MANHOLE SPOILS
 - (4) ESTIMATED QUANTITY - RAW FILL VOLUME WITH THE ASSUMED 2-FEET OF TOPSOIL REMOVED, SUITABLE EXCAVATED MATERIAL CAN BE USED DEPENDENT ON APPLICATION
 - (5) ALL MATERIAL TO STAY WITHIN SUBDIVISION TO BE USED FOR RIGHT OF WAY COMMON EMBANKMENT OR WITHIN THE SUBDIVIDED LOTS; LOCATION TO BE COORDINATED WITH OWNER
 - (6) PLACEHOLDER BID ITEM AND AMOUNT IN EVENT THAT 18" SANITARY SEWER IS REQUIRED AT THE CONNECTION POINT

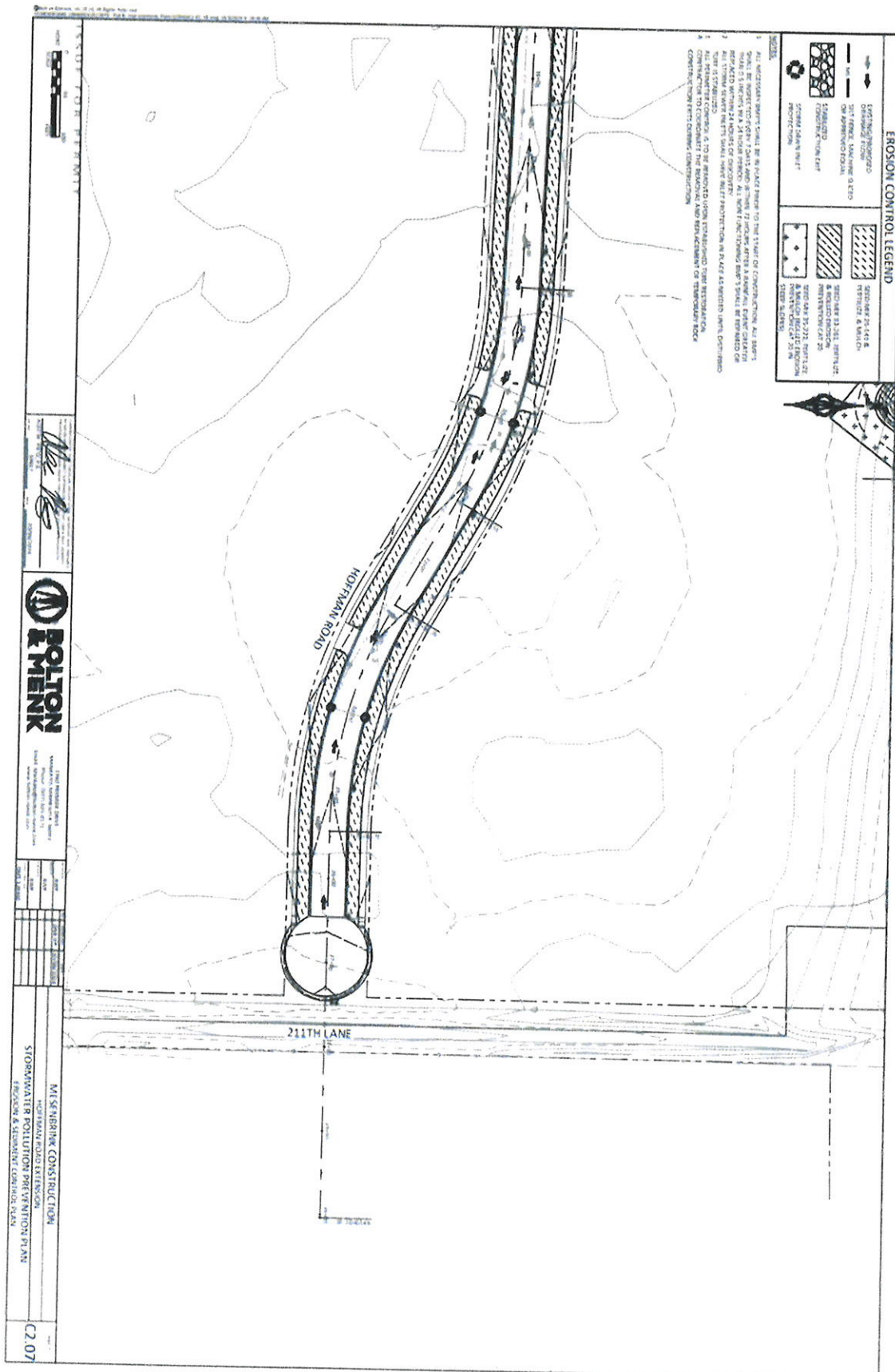
EXHIBIT "D"



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Real People. Real Solutions.

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

SANITARY SEWER FLOWS

Date: February 20, 2024
To: Michael McCarty, P.E.; City of Mankato
From: Alec W. Pietz, P.E.; Senior Project Engineer
Subject: Mesenbrink Development – Sanitary Sewer Analysis
BMI Project No.: OM1.128460

This memorandum is prepared as a record for anticipated wastewater daily and peak flows contributing to sanitary sewer dubbed “Hoffman Road Trunk Sewer”. The development primarily consists of a mixture of apartments, retail, and single family housing. The table below shows the total anticipated flows from the development:

OVERALL DEVELOPMENT					
UNIT TYPE	NUMBER OF UNITS	ADF PER CAPITA (GPD)	OCCUPANCY	FLOW (GAL/DAY)	PEAK FLOW (GPM X4)
CONVENIENCE STORE & CAR WASH	1	4500	1	4500	12.5
APARTMENTS	671	100	2.7	181170	503.3
COMMUNITY BUILDING	1	1000	1	1000	2.8
SINGLE FAMILY	106	100	3	31800	88.3
RETAIL STORES	8	200	1	1600	4.4
TOTAL OVERALL DEVELOPMENT				220070	611.3

Four connections are proposed from private development to the Hoffman Road Trunk Sewer within the proposed subdivision and are noted on an accompanying figure submitted with the preliminary plat documents. The first connection, “Sanitary Connection 1” includes apartment buildings, a community building, a convenience store and car wash, and retail stores. The table below describes the anticipated flows:

SANITARY CONNECTION 1					
UNIT TYPE	NUMBER OF UNITS	ADF PER CAPITA (GPD)	OCCUPANCY	FLOW (GAL/DAY)	PEAK FLOW (GPM X4)
CONVENIENCE STORE & CAR WASH	1	4500	1	4500	12.5
APARTMENTS	411	100	2.7	110970	308.3
COMMUNITY BUILDING	1	1000	1	1000	2.8
RETAIL STORES	8	200	1	1600	4.4
TOTAL SANITARY CONNECTION 1				118070	328.0



**BOLTON
& MENK**

Real People. Real Solutions.

1960 Premier Drive
Mankato, MN 56001-5900

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

Date: September 26, 2023
To: Michael McCarty, P.E.; City of Mankato
From: Alec W. Pietz, P.E.; Senior Project Engineer
Subject: Mesenbrink Development
Water System Modeling Memo
BMI Project No.: 0M1.128460

Dear Michael,

The City of Mankato's water distribution system model was analyzed on August 9, 2022, with the inclusion of anticipated watermain routing for the Mesenbrink Development. This modeling was done in tandem with the Groh Farm Subd. No. 2 and therefore, on a previously conceived layout than what is being submitted for the Mesenbrink Preliminary Plat. Ultimately, the water demand and layout are in the same vein of what was previously proposed, so we anticipate negligible changes in what was modeled. Results are displayed in the table below.

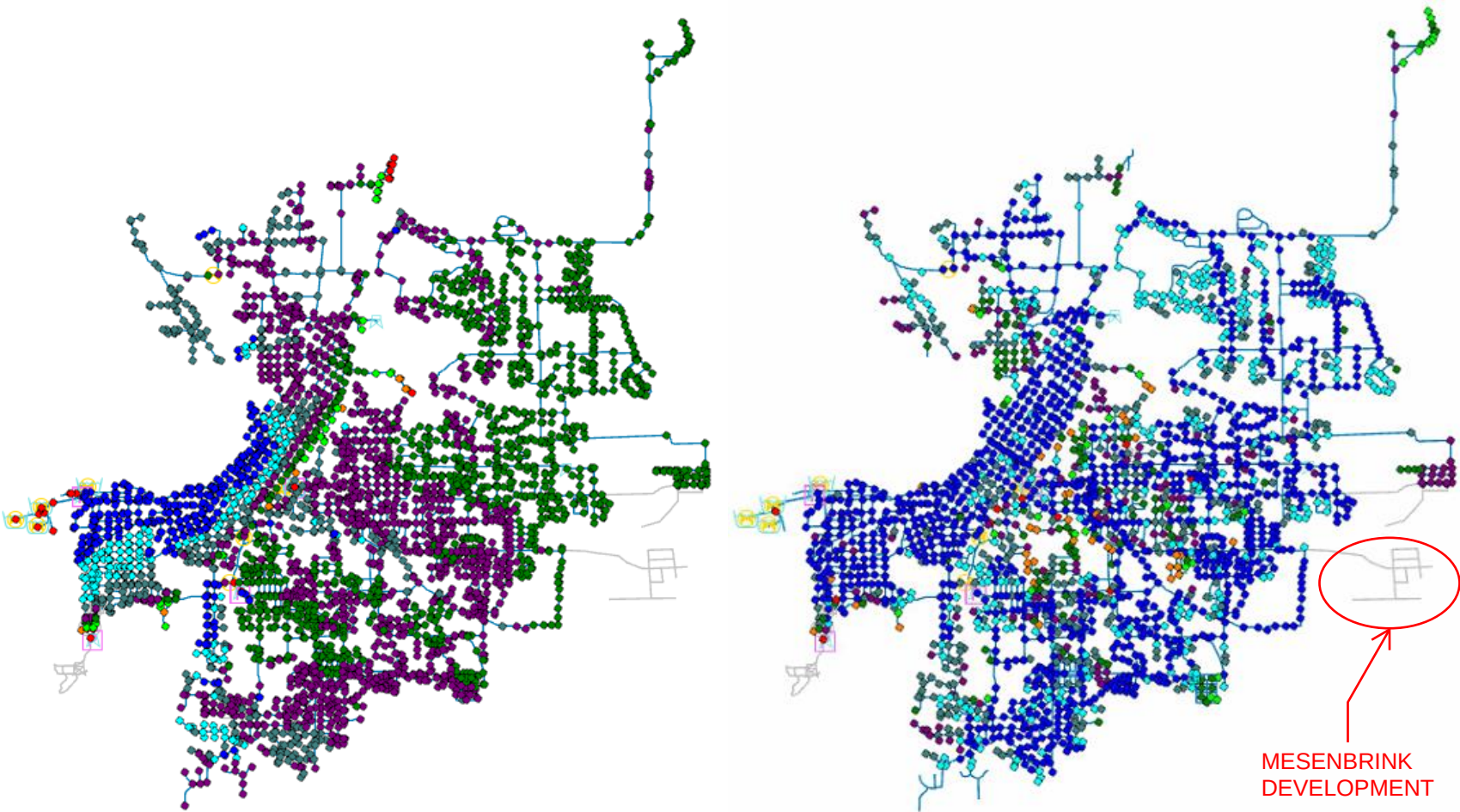
Mesenbrink Development Available Fire Flow Results	
Minimum Fire Flow	1,000 gpm
Average Fire Flow	2,100 gpm
Maximum Fire Flow	3,500 gpm

Results show that the minimum recommended residential fire flow of 1,000 gpm per the MN Fire Code is met. Figures are provided showing the existing and proposed water systems.

Please let me know if you have any questions or concerns.

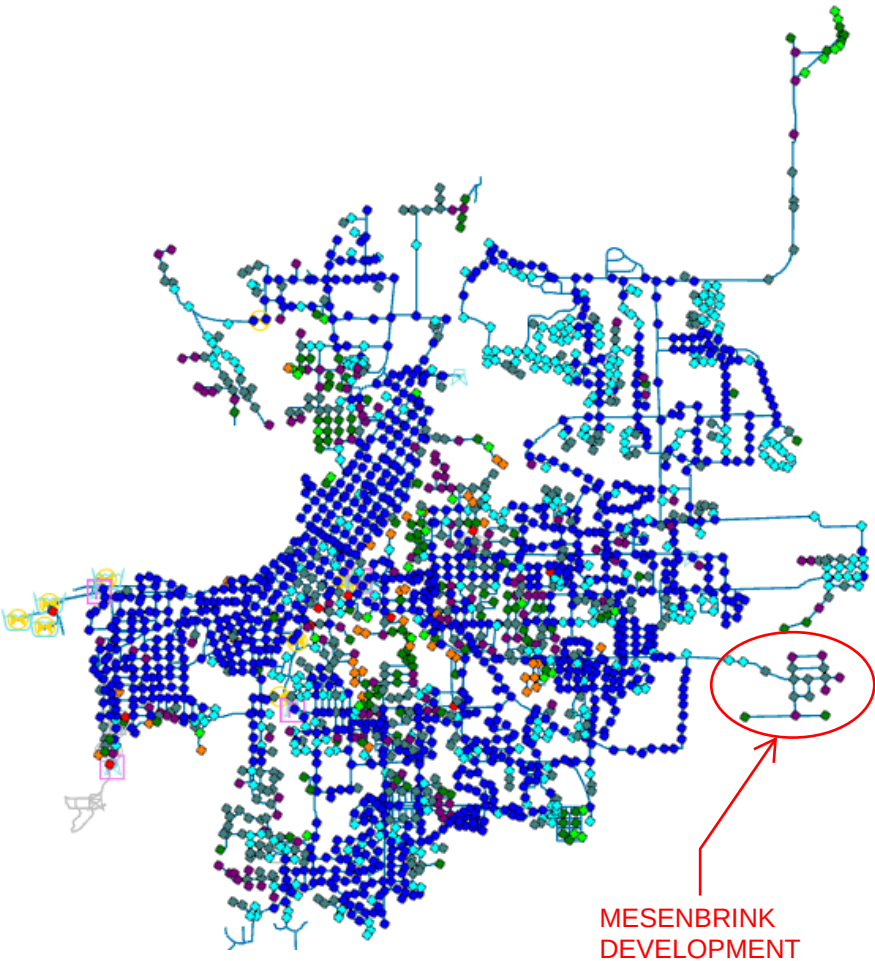
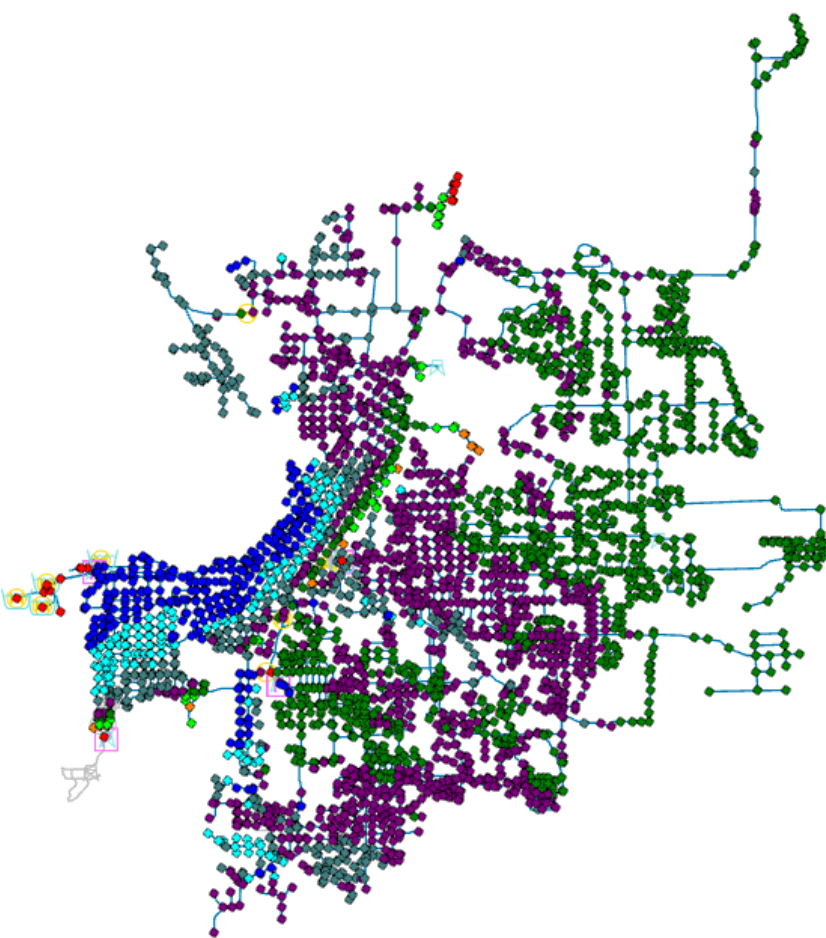
MDD – Existing System

Color Coding Legend - Pressure (psi)		Color Coding Legend - Fire Flow Available (gpm)	
	Less than 30		Less than 500
	30 - 40		500-800
	40 - 50		800-1000
	50 - 60		1000 - 1500
	60 - 70		1500-2000
	70 - 80		2000 - 3000
	80 - 90		3000 - 4000
	90 - 100		4000 - 5000



MDD – Existing System + Proposed Developments

Color Coding Legend - Pressure (psi)		Color Coding Legend - Fire Flow Available (gpm)	
	Less than 30		Less than 500
	30 - 40		500-800
	40 - 50		800-1000
	50 - 60		1000 - 1500
	60 - 70		1500-2000
	70 - 80		2000 - 3000
	80 - 90		3000 - 4000
	90 - 100		4000 - 5000



Sanitary Connection 2 includes apartments:

SANITARY CONNECTION 2					
UNIT TYPE	NUMBER OF UNITS	ADF PER CAPITA (GPD)	OCCUPANCY	FLOW (GAL/DAY)	PEAK FLOW (GPM X4)
APARTMENTS	260	100	2.7	70200	195.0
TOTAL SANITARY CONNECTION 2				70200	195.0

Sanitary Connection 3 includes single family homes on the south side of Hoffman Road:

SANITARY CONNECTION 3					
UNIT TYPE	NUMBER OF UNITS	ADF PER CAPITA (GPD)	OCCUPANCY	FLOW (GAL/DAY)	PEAK FLOW (GPM X4)
SINGLE FAMILY	72	100	3	21600	60.0
TOTAL SANITARY CONNECTION 3				21600	60.0

And Sanitary Connection 4 includes single family homes on the north side of Hoffman Road:

SANITARY CONNECTION 4					
UNIT TYPE	NUMBER OF UNITS	ADF PER CAPITA (GPD)	OCCUPANCY	FLOW (GAL/DAY)	PEAK FLOW (GPM X4)
SINGLE FAMILY	34	100	3	10200	28.3
TOTAL SANITARY CONNECTION 4				10200	28.3

Please review and feel free to reach out with any questions or comments to Alec Pietz, P.E. at Alec.Pietz@bolton-menk.com or 507-625-4171 ext. 3310.



Real People. Real Solutions.

111 Washington Avenue South
Suite 650
Minneapolis, MN 55401

Phone: (612) 416-0220
Bolton-Menk.com

March 26th, 2025

RE: Hoffman Road Sanitary Sewer and Watermain Extension
Mesenbrink Construction
Project No.: 0M1.128460

Project Background

Mesenbrink Construction is proposing a mixed-use development as part of the Hoffman Road Sanitary Sewer and Watermain Extension project in Mankato, MN. The project will include the extension of the sanitary sewer system with Hoffman Road from CSAH 12 to 211th lane, approximately halfway to 594th Avenue. The extension will immediately service approximately 69 acres of the proposed development.

One of the main purposes of this localized sewershed study is to amend a portion of the 2008 Mankato Sanitary Sewer Master Plan, which has since become largely out of date through numerous developments and sewer trunkline installations over almost two decades. The subject sanitary trunkline was originally intended to progress northeast along what is now CSAH 12 to service portions of the Groh Farm Subdivision(s) and some still unannexed property. The Groh Farm Subdivision is adequately serviced by a trunkline originating from Adams Street and the unannexed property has access to smaller localized sanitary systems. The logical path forward for the subject trunkline is to progress eastward with the extension of Hoffman Road and to serve additional property beyond the current project limits. The current Mankato Land Use Map, last updated in 2022, is referenced but some deviations are assumed in this study to be more realistic with actual anticipated development and to properly analyze the sanitary capacity.

Existing Conditions

The sanitary sewer is currently extended to County Road 12 along Hoffman Road. At the roundabout, the sanitary sewer will extend east to serve new development. The trunk pipe size along Hoffman Road is an 18" pipe and is relatively deep. The city wishes to elevate that pipe to manage construction costs and the depth of future services. The Sanitary Sewer Master Plan (2008) defines the anticipated future service areas. However, modifications to the regional sewershed have been made to align with the extension of Hoffman Road and its potential service limits and to better reflect changes that have occurred over time due to other developments.

Within the future development delineation, there are approximately 47 acres of scattered wetlands which are assumed to remain as their existing land use and will not be developed in the future. A 55-acre solar farm and its access road located off 594th Avenue will assume to be redeveloped in this study to provide conservative pipe sizing for the proposed sanitary sewer.

Proposed Developments

The development along Hoffman Road, just east of County Road 12, is currently being proposed. It will include 44 acres of single family residential, 22 acres of high density residential, and 3 acres of commercial area. Sewer services within the development area will tie into the regional sanitary sewer trunk line along Hoffman Road. Refer to Exhibit 2 for a map describing the proposed and future sewer service area.

The future developments served by the sanitary sewer are split into two areas by a low-lying wetland. Its land use is proposed to be low density residential and mixed-use based on the city's land use map (2022, see Exhibit 1). Sewersheds were delineated, assuming only gravitational flow, to the identified leads in the proposed development and the assumed connection point for any future developments. If areas outside of this sewershed require future service, then lift stations may be required and an upsize to proposed pipe in Hoffman Road and its future extension.

The 55-acre solar farm is assumed to be redeveloped with primarily single family residential and 5-acre area of mixed-use development.

Pipe Capacity Analysis

Modeling was completed using the Autodesk Storm and Sanitary Analysis (SSA) with peak flows determined by area and projected land use. Low density residential peak flows estimate 2.5 people per household with an average flow of 100 gallons per day (gpd) per person, for a total of 250 gpd per residential lot. Future development areas with projected low density residential land use will assume ¼ acre lots. See Table 1 for assigned values of the peak flow rate assumptions for the proposed development and Table 2 for the future development area.

Table 1. Summary of Assumed Peak Flow Rates

Land Use	Peak Flow Rate
Low Density Residential	250 gpd/lot
High Density Residential	2,700 gdp/acre
Commercial	1,000 gdp/acre

Table 2. Summary of Assumed Future Discharge per Land Use

Land Use	Area	Peak Flow Rate	Baseflow Discharge
Eastern Future Gravity Service			
Low Density Residential	325 acres	1,000 gpd/acre	325,000 gpd
Mixed-Use	97 acres	1,500 gdp/acre	145,500 gpd
Wetlands	44 acres	0 gdp/acre	0 gpd
Total	456 acres	-	470,500 gpd
Northern Future Gravity Service			
Low Density Residential	43 acres	1,000 gpd/acre	43,000 gpd
Total	506 acres	-	456,000 gpd

Name: Hoffman Road Sanitary Sewer and Watermain Extension

Date: 3/26/2025

Page: 3

The proposed sanitary sewer is primarily 15-inches in diameter with an 18-inch pipe connecting the proposed sewer to the existing network. The sewer is buried 25-35 feet at a consistent slope of 0.15 percent at the top of the run and 0.20 percent near the end of the run. The last two pipes in the proposed network are graded to connect the proposed pipe to the lower, existing sanitary sewer's elevation, thus generally have a larger slope.

Pipe sizes are designed to meet the proposed and future baseflow discharge with an applied peaking factor based on average pipe flows. The limiting peaking factor for the proposed sewer is 3.2, meaning the proposed network can handle 3.2 times the baseflow rate, see calculations in Exhibit 3. A typical safety factor is 3, therefore the proposed sewer has the capacity to carry the proposed and expected future flows.

Please contact me if you have any questions or need additional information at 651.724.0404 or Timothy.Olson@bolton-menk.com.

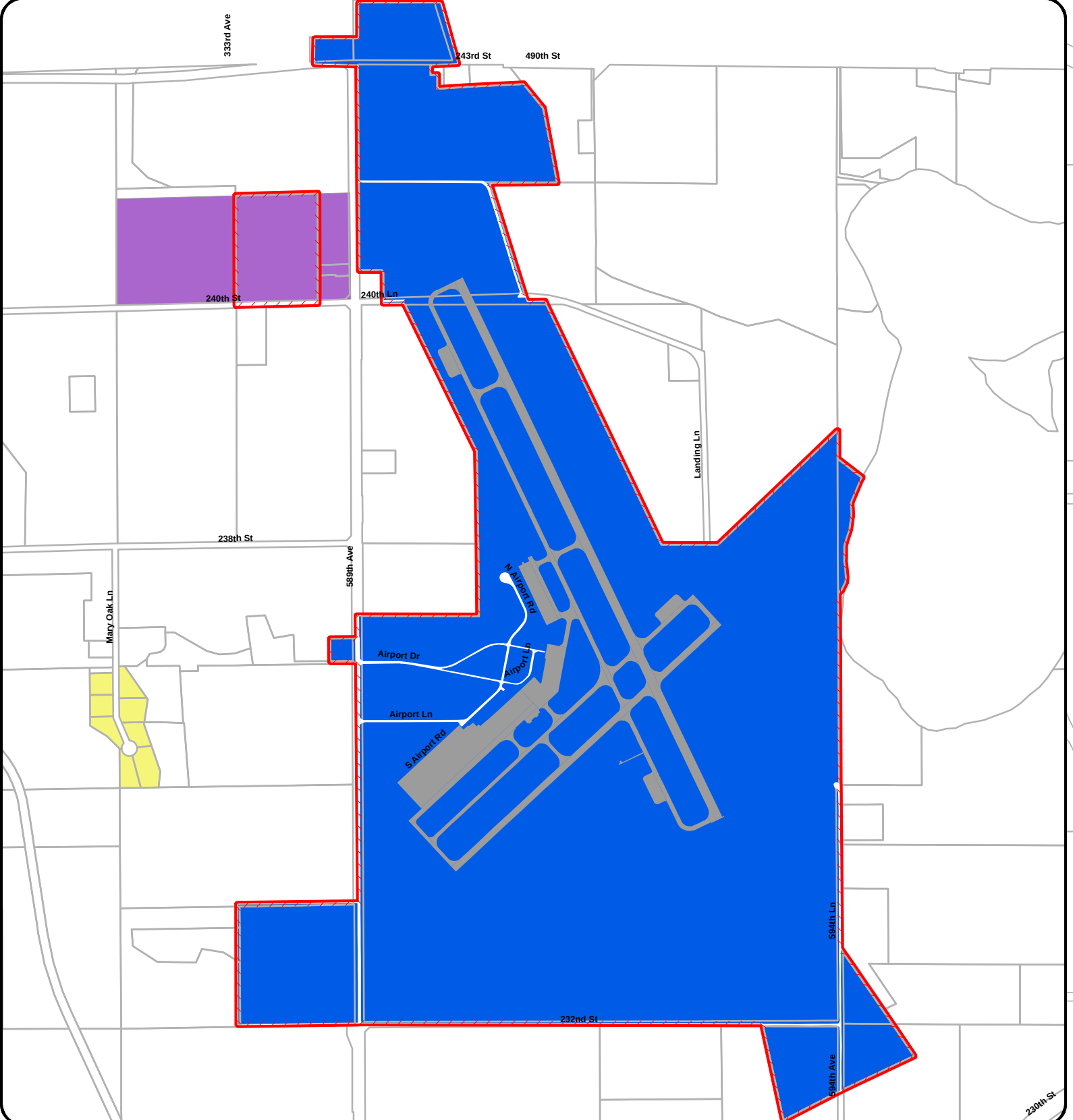
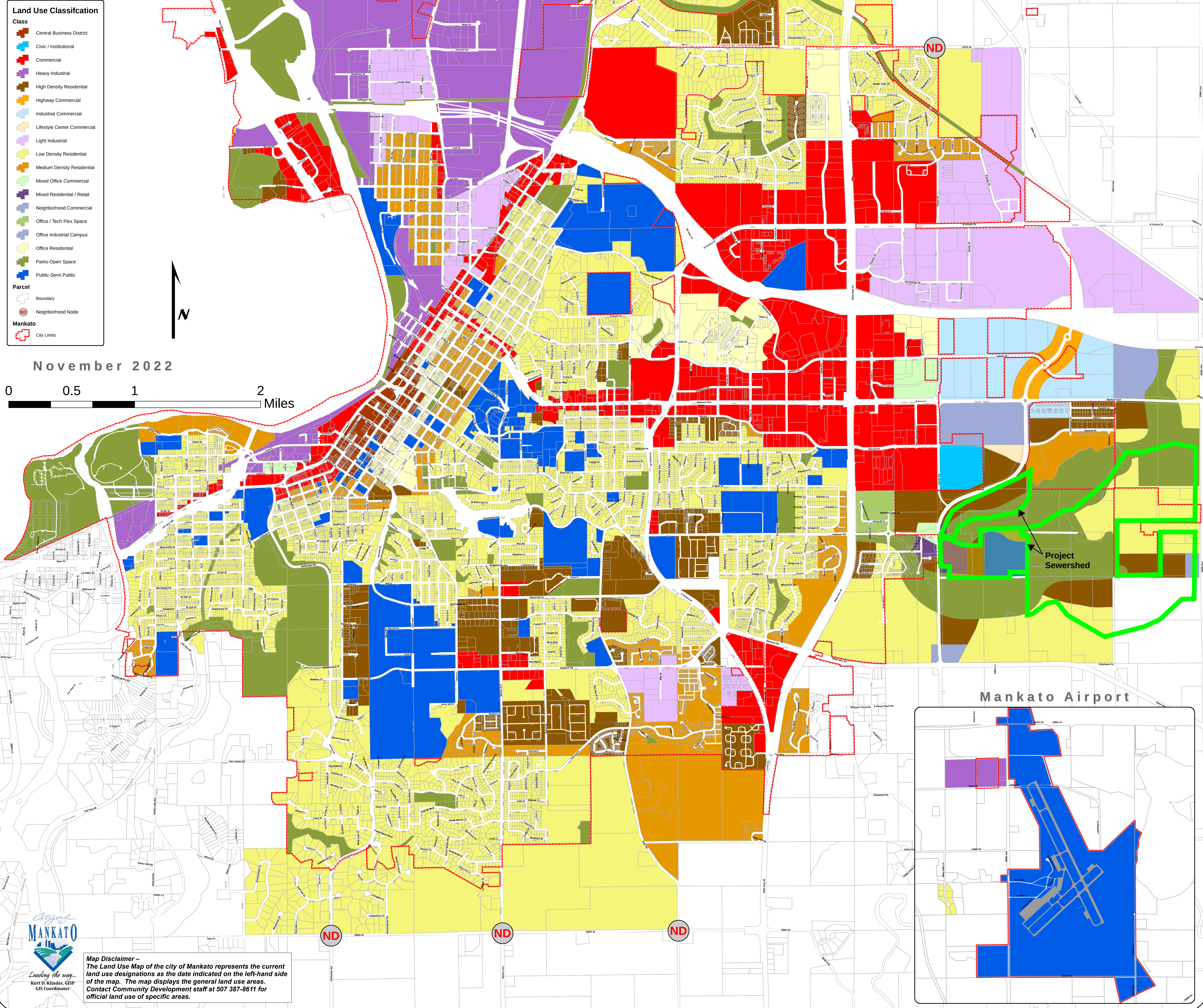
Sincerely,

Bolton & Menk, Inc.

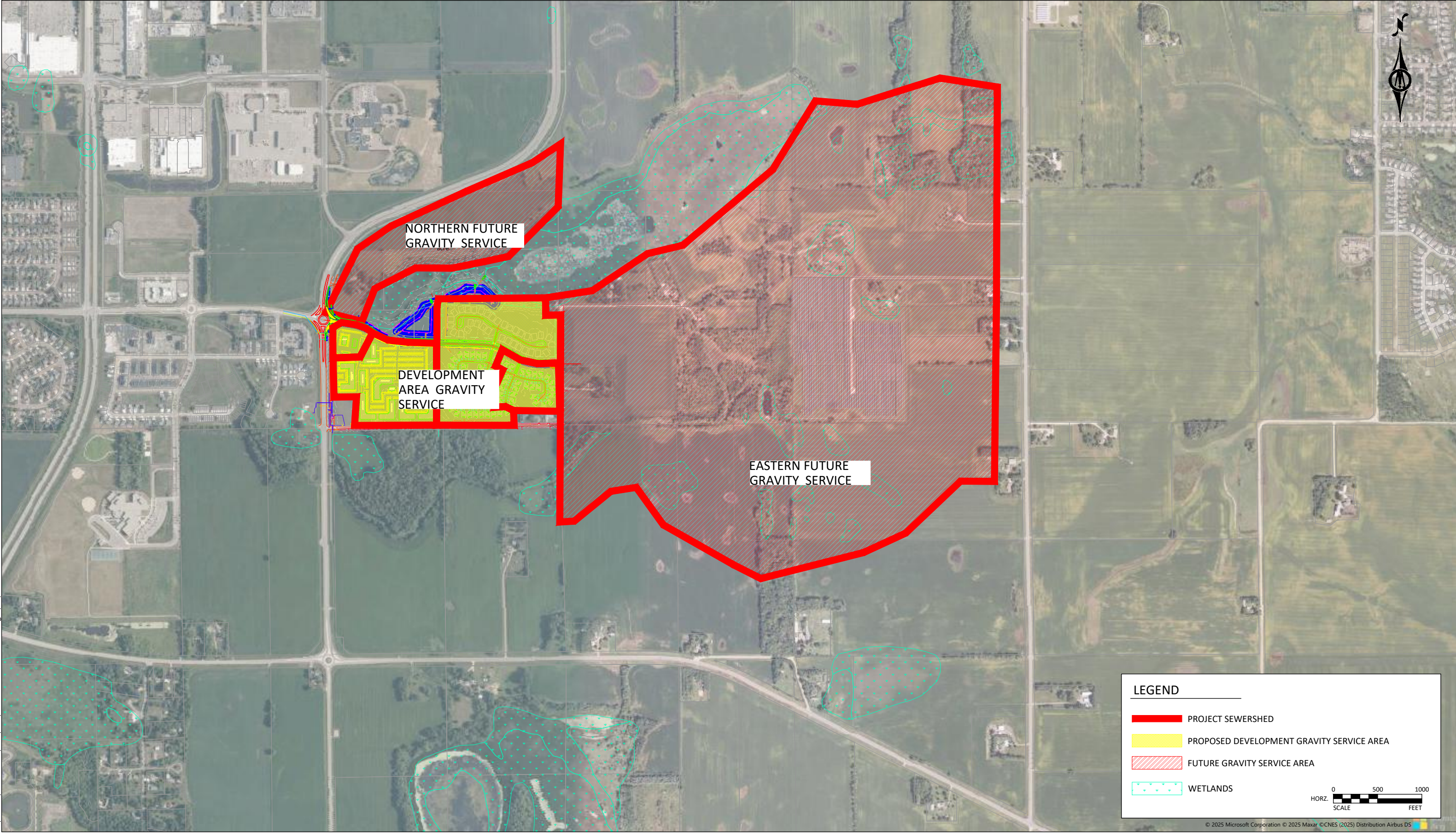
A handwritten signature in black ink, appearing to read "Timothy J. Olson", with a stylized flourish at the end.

Timothy J. Olson, PE, CFM
Water Resource Project Manager

City of Mankato Land Use Plan



Map Disclaimer –
The Land Use Map of the city of Mankato represents the current land use designations as the date indicated on the left-hand side of the map. The map displays the general land use areas. Contact Community Development staff at 507 387-8611 for official land use of specific areas.



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Exhibit 3: Proposed Peaking Factor

Node ID #		Base Flow		Size	Slope	Capacity		Peaking Factor	Peak Flow	
From	To	(gpm)	(MGD)	(in)	(%)	(gpm)	(MGD)		(gpm)	(MGD)
S-1	EX SAN	417.64	0.60	18	0.12	1634.58	2.35	3.91	1,635	2.35
S-2	S-1	389.48	0.56	15	3.24	5222.45	7.52	13.41	5,222	7.52
S-3	S-2	389.52	0.56	15	0.20	1307.76	1.88	3.36	1,308	1.88
S-4	S-3	390.91	0.56	15	0.20	1299.32	1.87	3.32	1,299	1.87
S-5	S-4	391.64	0.56	15	0.20	1306.91	1.88	3.34	1,307	1.88
S-6	S-5	350.91	0.51	15	0.15	1122.48	1.62	3.20	1,122	1.62
S-7	S-6	350.76	0.51	15	0.15	1123.22	1.62	3.20	1,123	1.62
S-8	S-7	351.32	0.51	15	0.15	1123.09	1.62	3.20	1,123	1.62
S-9	S-8	335.91	0.48	15	0.15	1124.11	1.62	3.35	1,124	1.62
S-10	S-9	336.08	0.48	15	0.15	1122.84	1.62	3.34	1,123	1.62
S-11	S-10	331.84	0.48	15	0.15	1123.92	1.62	3.39	1,124	1.62
S-12	S-11	332.82	0.48	15	0.15	1122.54	1.62	3.37	1,123	1.62
S-13	S-12	327.03	0.47	15	0.15	1122.92	1.62	3.43	1,123	1.62

WATERMAIN & SANITARY OVERSIZING (TRUNKLINE) CITY OF MANKATO COST PARTICIPATION



HOFFMAN ROAD EXTENSION FOR MESENBRINK SUBDIVISION - MANKATO, MINNESOTA

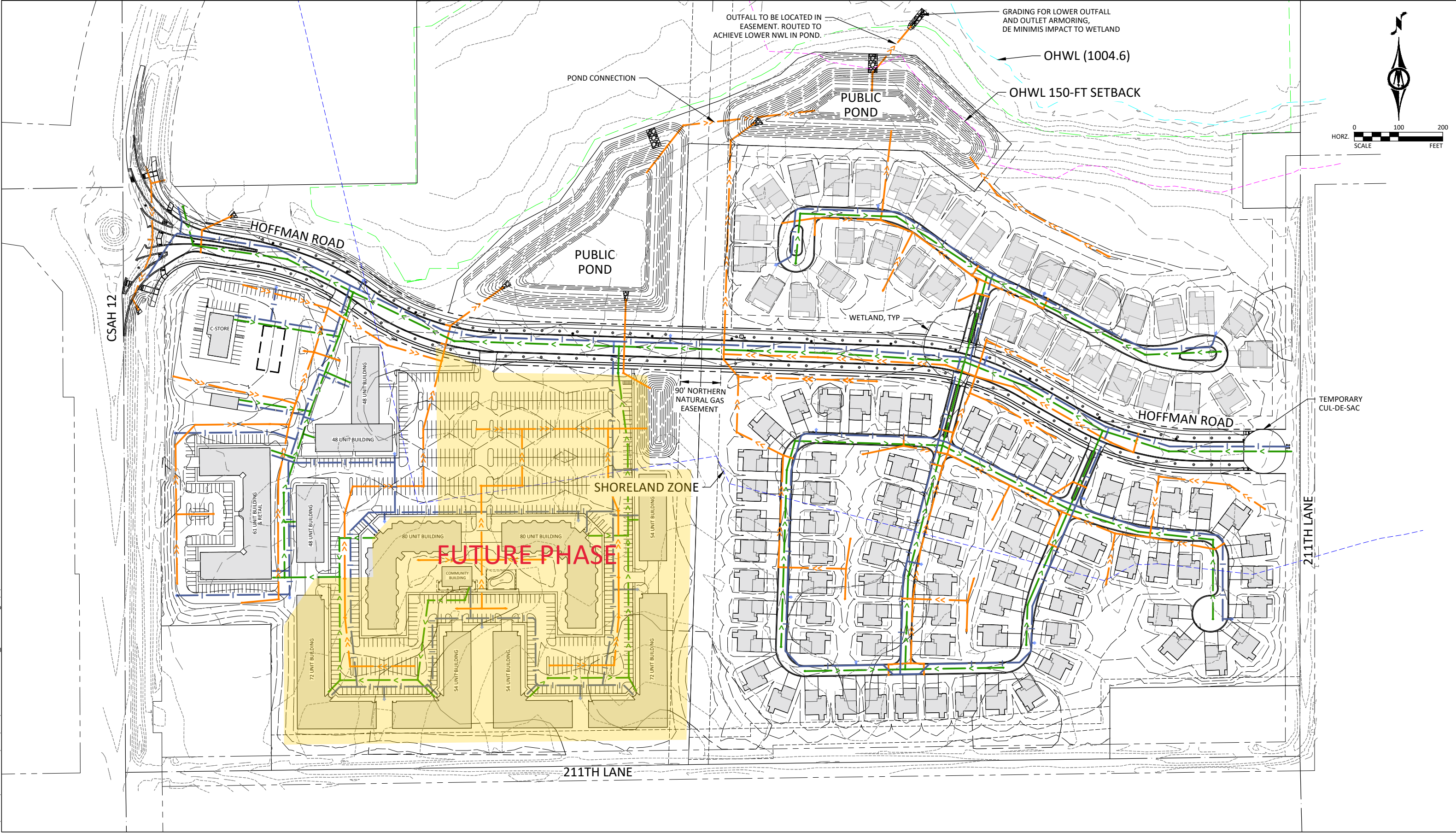
BMI Project No. 0M1.128460 and City Project No. 11134

Item No.	MnDOT Item No.	Item	Notes	Unit	Oversized Design (Proposed Construction)	No Oversizing (Subdivision Needs Only)	Difference (City Responsibility)
					Amount	Amount	Amount
1	2021.501	MOBILIZATION		LS	\$52,621.00	\$41,131.00	\$11,490.00
2	2503.503	8" PVC PIPE SEWER (SANITARY)		LF	\$41,472.00	\$117,293.75	(\$75,821.75)
3	2503.503	10" PVC PIPE SEWER (SANITARY)		LF	\$0.00	\$94,762.50	(\$94,762.50)
4	2503.503	15" PVC PIPE SEWER (SANITARY)		LF	\$371,614.00	\$0.00	\$371,614.00
5	2503.503	18" PVC PIPE SEWER (SANITARY)	(1)	LF	\$4,840.00	\$4,840.00	\$0.00
6	2503.602	CONNECT TO EXISTING SANITARY SEWER		EA	\$12,126.90	\$12,126.90	\$0.00
7	2504.602	CONNECT TO EXISTING WATER MAIN		EA	\$1,500.00	\$1,500.00	\$0.00
8	2504.602	6" GATE VALVE & BOX		EA	\$9,422.60	\$9,422.60	\$0.00
9	2504.602	8" GATE VALVE & BOX		EA	\$21,739.80	\$32,609.70	(\$10,869.90)
10	2504.602	12" GATE VALVE & BOX		EA	\$24,156.60	\$0.00	\$24,156.60
11	2504.602	HYDRANT		EA	\$26,404.80	\$26,404.80	\$0.00
12	2504.603	6" PVC WATERMAIN		LF	\$3,616.80	\$3,616.80	\$0.00
13	2504.603	8" PVC WATERMAIN		LF	\$28,454.40	\$194,438.40	(\$165,984.00)
14	2504.603	12" PVC WATERMAIN		LF	\$206,053.95	\$0.00	\$206,053.95
15	2504.608	WATERMAIN FITTINGS		LB	\$32,550.00	\$20,150.00	\$12,400.00
16	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 4007		LF	\$152,404.84	\$102,792.96	\$49,611.88
17	2506.602	SANITARY SEWER CASTING ASSEMBLY		EA	\$15,911.35	\$14,687.40	\$1,223.95
18	2506.603	CONSTRUCT 8" OUTSIDE DROP		LF	\$58,921.19	\$0.00	\$58,921.19

	OVERSIZED	NO OVERSIZING	CITY
TOTAL ESTIMATED CONSTRUCTION SUBTOTAL:	\$1,063,810.23	\$675,776.81	\$388,033.42

*Note - red costs indicate negative cost

CITY COST PARTICIPATION	
	\$388,033.42
CONTINGENCIES (10%):	\$38,804.00
CONSTRUCTION ENGINEERING (CITY OF MANKATO) (4%):	\$15,522.00
SANITARY SEWERSHED STUDY:	\$20,000.00
UTILITY DESIGN COST SHARE (WATERMAIN):	\$15,500.00
TOTAL CITY COST PARTICIPATION:	\$477,859.42



October 17, 2025

Cory Bienfang, PE

Interim City Engineer

City of Mankato
10 Civic Center Plaza
Mankato, MN 56001

507.387.8634
CBienfang@mankatomn.gov

**RE: Professional Construction Services Proposal for
Hoffman Road Extension**
Mankato, Minnesota

ISG

Cory,

As the City of Mankato proceeds with construction of the Hoffman Road Extension project, I & S Group, Inc. (ISG) stands eager and ready to assist as your local and dedicated partner. ISG understands that this project includes extending Hoffman Road to the east of the 586th Avenue (County Road 12) roundabout by approximately 2,600 feet. This work includes the installation of sanitary sewer, watermain, storm sewer, stormwater ponds, street, lighting, sidewalk, and a multi-use trail. We recognize that construction will begin in 2025 and continue into the 2026 construction season.

ISG is committed to delivering excellence through the collective expertise of our multi-disciplinary team. With this collaborative approach, we will provide the following scope of services to meet your project needs.

SCOPE OF SERVICES

Construction Administration

ISG will review shop drawings and submittals, review and recommend approvals for change orders and payment requests, coordinate and attend weekly site meetings, and complete project close-out activities, including a site walk-through and preparation of a final punchlist. Site visits and observations requested by the City will be provided on an hourly time and materials (T+M) basis.

Construction Observation

ISG will provide full-time construction observation of the extension's public infrastructure, including water main, sanitary sewer, storm sewer, and street construction. This will include ongoing documentation through photography and written field report narratives of critical construction processes, testing activities and results, and general progress.

Construction Materials Testing

Project materials testing will be performed by Braun Intertec, following the requirements of the City of Mankato and project specifications. This includes testing for aggregate base, concrete curbs, sidewalks, driveways, and asphalt paving.

ASSUMPTIONS

The proposed scope and fee includes the following assumptions:

- 28 weeks of construction
 - 2025: 8 weeks of construction
Late October to mid-December
 - 2026: 19 weeks of construction through substantial completion
April through mid-August
 - 2027: 1 week of project close out
Final wearing course paving and punchlist work, if required
- 4 hours of construction administration per week
- 40 hours of construction observation per week

The estimated construction duration is based on the Contractor's proposed schedule, as provided at the preconstruction meeting.

COMPENSATION

ISG proposes to provide the scope of work described within this proposal for compensation in accordance with the following schedule. Anticipated reimbursable expenses such as travel time, mileage, and printing costs are included.

Service	Cost
Construction Administration	T+M, Est. \$26,000
Construction Observation	T+M, Est. \$162,500
Construction Materials Testing	T+M, Est. \$27,000
Estimated Total	\$215,500

ADDITIONAL SERVICES

ISG's goal for this proposal, like its services, is to be flexible in meeting the requirements of this project. Upon request, ISG can provide a subsequent proposal to assist with additional professional design and construction phase services needed to support this project as it moves forward.

ISG appreciates the opportunity to provide a solution tailored to the needs of the City of Mankato. Upon acceptance, please sign the acknowledgment box and return a copy of the proposal to our office. We look forward to providing you with responsive service, a collaborative experience, and timely delivery.

Sincerely,



Kyle Renneke, PE

Civil Engineer

Applicable Contract

The General Terms and Conditions applicable to this Proposal are available at the link below and are hereby accepted and incorporated herein by reference. Upon acceptance of this Proposal, the parties can proceed with the project based on this signed Proposal, per its General Terms and Conditions, or for more complex projects, ISG, at its discretion, will prepare and require the use of an AIA or EJCDC Contract that will govern the project. ISG's compensation does not include sales or use taxes. Additional information can be found in our General Terms and Conditions.

bit.ly/termsconditions_isg



Acknowledgment of Acceptance

This proposal is valid for 30 days.

Accepted this _____ day of _____, 2025.

Company (Print): _____

Name (Print): _____

Title (Print): _____

Signature: _____



AGENDA RECOMMENDATION

City Council Regular Meeting

5. G.

Meeting Date: 10/27/2025

Agenda Item:

Resolution authorizing the City Manager to apply for a Source Water Protection Grant for water quality testing.

Recommendation/Action(s):

Adoption of the attached resolution.

Summary:

The Minnesota Department of Health (MDH) has published applications for Source Water Protection (SWP) grants. These grants are funded by the Clean Water Fund appropriations approved by the Minnesota legislature and are administered through the Drinking Water Protection Section of MDH. The fundamental goal of MDH's source water protection plan is to provide long-term, sustainable management of drinking water sources. Staff have identified a grant that would assist in the continued monitoring of water used by the City of Mankato.

The City of Mankato is eligible for these grant opportunities since it maintains a current wellhead protection plan and a surface water protection plan, both approved by MDH. Specifically, the work being performed falls under the surface water intake protection plan. These implementation activities are the continued surface water monitoring in the greater watershed. The monitoring is done for contaminants that may be in the water, such as nitrates, chlorides, phosphates, and suspended solids.

The grant is a Source Water Implementation Grant. This grant is a non-matching grant and awards up to \$15,000. The deadline for the grant is November 13, 2025. If awarded, staff recommend that the use of funds provided by the grant pay for sampling of all source water wells, multiple stages of treatment, and the finished water. This is sampling done on an annual basis to provide long-term data.

Attachments

Resolution

**RESOLUTION AUTHORIZING THE CITY MANAGER TO APPLY FOR A SOURCE WATER
PROTECTION GRANT FOR WATER QUALITY TESTING**

WHEREAS, the Minnesota Department of Health is offering a grant for Source Water Protection, and

WHEREAS, the City of Mankato has an approved surface water intake protection plan, and an approved wellhead protection plan meeting the eligibility requirements for the grants, and

WHEREAS, these grant funds can be used to continue to maintain a high level of surface water testing to ensure quality domestic drinking water production.

NOW THEREFORE, BE IT RESOLVED by the Council for the City of Mankato, Minnesota, that the City Manager is authorized to submit grant application to the Minnesota Department of Health for the on-going testing of surface water sources for the City of Mankato.

This resolution shall become effective upon its adoption.

Passed this 27th day of October 2025.

Najwa Massad, Mayor

ATTEST: _____
Rena Kopischke, City Clerk



AGENDA RECOMMENDATION

Consent Calendar 5. H.

City Council Regular Meeting

Meeting Date: 10/27/2025

Agenda Item:

Set November 10, 2025, as the date of the public hearing to review a rezoning of the subject parcel from T, Transition, to B-3, Highway Business District (901 South Victory Drive), by request of APX.

Recommendation/Action(s):

Set November 10, 2025, as the date of public hearing.

Summary:

APX Construction Group, with permission of the owner, is requesting to set the date of hearing for the rezoning of the subject parcel from T, Transition, to B-3, Highway Business. In addition to the rezoning, the preliminary plat review of Evenson Subdivision and annexation.

The subject parcels are located at 901 S. Victory Drive and are generally described as being located in the East ½ of the Northwest ¼, Section 21, Township 108 N, Range 26 W, lying south of Highway 83 and east of Highway 22, excluding Stanley Subdivision, Blue Earth County. The Blue Earth County parcel identification number is R430921177001.

Rezoning

The subject site is currently located in Mankato Township, and the applicant has requested annexation of said parcel. Upon annexation, the parcel will be given a temporary zoning classification of T, Transition.

With this request, the applicant is seeking the permanent City of Mankato zoning classification of the parcel as B-3, Highway Commercial. The B-3 district is designed and intended to provide for automobile-oriented commercial developments within the vicinity of streets with functional classifications of either arterials or major collectors. Such commercial developments are generally characterized by large parking areas. The district also encourages a broad range of business and light industrial activities.

Permitted uses within the district include a wide range of commercial uses. Conditional uses within the B-3 also include a range of uses, including the recently amended ordinance to include multifamily housing. As noted previously, the applicant will be required to obtain a conditional use permit in order to implement their concept plan.

The rezoning request is consistent with the underlying land use classification of the parcel, which is "commercial". The parcels located directly to the east and south of the subject site also have an underlying land use designation of "commercial". The use of the properties in the immediate vicinity to the east, while still located in the township, is commercial in nature. A building supply company and an automobile sales business is located to the east of the subject parcel.

Preliminary Plat

The preliminary plat of Evenson Subdivision depicts a new one-lot, one-block subdivision that encompasses 3.89 acres.

Standard easements are shown on the north, south and east sides of the plat. The applicant has indicated that there may not be sufficient room on the westerly side for an easement based on the proposed location of the structure. A recommended condition is included herein that is in conjunction with the submission of the final plat.

The plat contains two wetland areas, one on the western side of the parcel and one on the eastern side of the parcel, and an easement is shown to represent the required 16.5' wetland setback around each of the wetland areas. The applicant will be required to submit a No Loss request with the submission of the final plat to ensure that the existing wetlands will not be impacted by the proposed project, or if there are impacts proposed, the appropriate application will be required.

The concept plans for the site show a new grouped housing project that has two multifamily apartment buildings. Each building is proposed to contain 36 units for a total of a 72-unit development. The applicant will be required to submit a conditional use permit and a certificate of design compliance for the proposal at the subject location. During the review process for the conditional use permit and certificate of design compliance, components applicable to those requests will be reviewed, including the details of the proposed internal recreational amenities, finishes, etc.

Additional reviews for the proposed development will include the final plat review, conditional use permit, and certificate of design compliance.

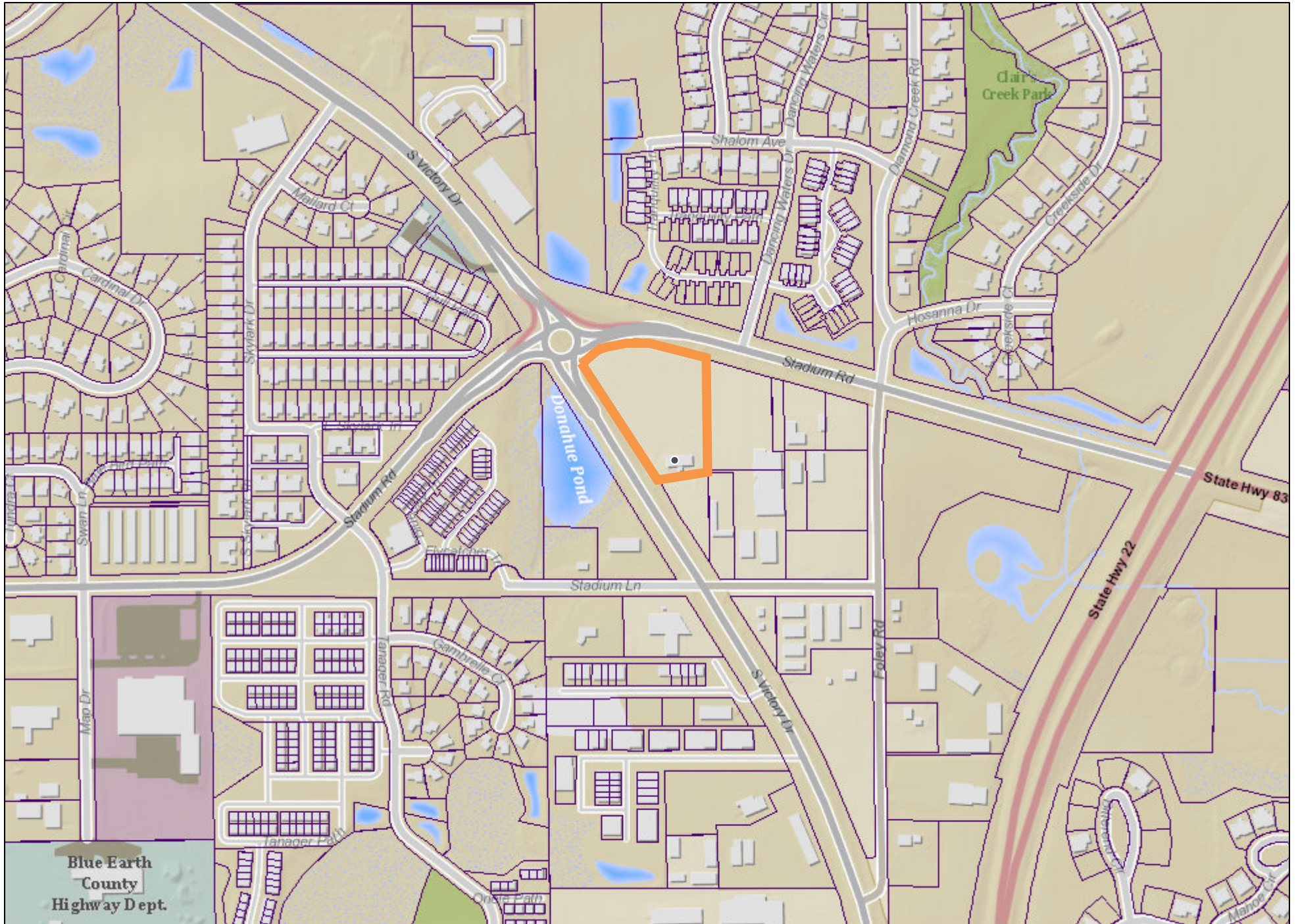
Attachments

General Location Map

Aerial

Preliminary Plat

General Location Map

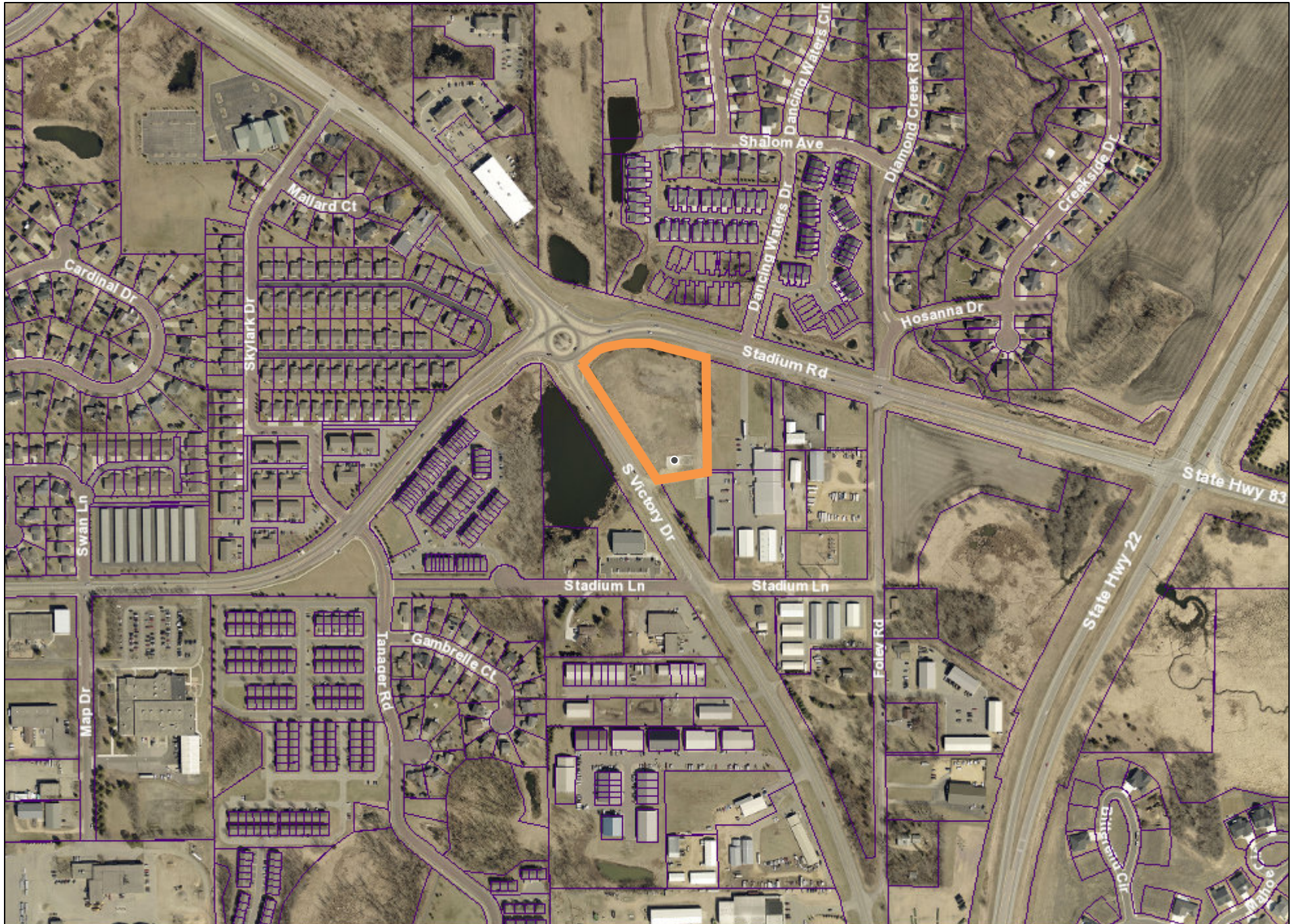


Date: September 2025

Author:

This information is to be used for reference purposes only. The City of Mankato does not guarantee accuracy of the material contained herein and is not responsible for misuser misinterpretation.

Aerial Map



Date: September 2025

Author:

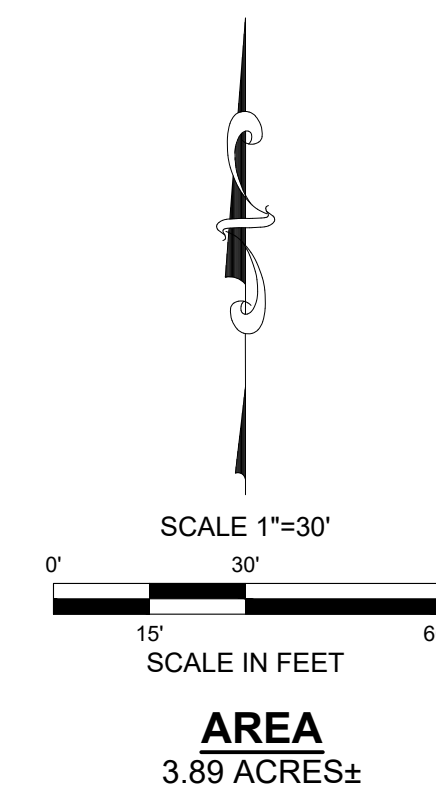
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EVENSON SUBDIVISION

IN EAST 1/2 NW1/4 SECTION 21-T108N-R26W LYING SOUTH OF HWY 83
& EAST OF HWY 22 EXCLUDING STANLEY SUBDIVISION
BLUE EARTH COUNTY, MINNESOTA

LEGEND

- | | | | |
|----------|-----------------------------------|---|--------------------|
| ○ | = 5/8" X 16" iron stake monument | ⊞ | = Sign |
| ● | = Iron stake monument-Found | ⊞ | = Sign-Handicap |
| — W — | = Water Main | ⊞ | = Light Pole |
| — S — | = Sanitary Sewer | ⊞ | = Power Pole |
| — << — | = Storm Sewer | ⊞ | = Guy Anchor |
| — G — | = Gas Main | ⊞ | = Fire hydrant |
| — UT — | = Underground Telephone | ⊞ | = Water Main Valve |
| — OT — | = Overhead Telephone | ⊞ | = Fire Sprinkler |
| — FO — | = Fiber-Optics | ⊞ | = Cleanout |
| — UE — | = Underground Electric | ⊞ | = Culvert |
| — OE — | = Overhead Electric | ⊞ | = Gas Main Valve |
| — X — | = Chain Link Fence | ⊞ | = Catch Basin |
| ⊞ | = Control Access | ⊞ | = Manholes |
| ⊞ | = Gate Post | | |
| ⊞ | = Bollards | | |
| ⊞ | = Electric Meter | | |
| ⊞ | = Gas Meter | | |
| ⊞ | = Fiber-Optics Box | | |
| ⊞ | = Telephone Pedestal | | |
| ⊞ | = Light Tower | | |
| ⊞ | = Silt Fence | | |
| F&I | = Furnish & Install | | |
| — 1272 — | = Existing Elevation Contour Line | | |
| — 1272 — | = Proposed Elevation Contour Line | | |
-
- | | |
|-----------|----------------------|
| 1271.23 | = Spot Elevation |
| RM1270.89 | = Rim Elevation |
| FL1262.34 | = Line Elevation |
| ⊞ | = Concrete Surface |
| ⊞ | = Bituminous Surface |
| ⊞ | = Gravel Surface |
| ⊞ | = Pavement Elevation |



JONES, HAUGH & SMITH INC.
CONSULTING ENGINEERS & LAND SURVEYORS
515 SOUTH WASHINGTON AVENUE ALBERT LEA,
MINNESOTA 56007
SEPTEMBER 2025



AGENDA RECOMMENDATION

Consent Calendar 5. I.

City Council Regular Meeting

Meeting Date: 10/27/2025

Agenda Item:

Set November 24, 2025, as the date of public hearing for Capital Improvement Projects:

- 11192; Belleview Avenue, Jayro Court and Riverview Street Improvements
- 11193; 2026 Resurfacing

Recommendation/Action(s):

Adoption of attached resolutions.

Summary:

Engineering is ready to proceed with Capital Improvement Projects: 11192; Belleview Avenue, Jayro Court and Riverview Street Improvements; and 11193; 2026 Resurfacing (E Main St from Hannah St to Victory Dr, Dolph Reservoir access road, and miscellaneous sidewalk improvements), as scheduled in the 2026 Community Investment Plan, below is a tentative schedule of events related to these projects.

11192 Project Schedule (Belleview Avenue, Jayro Court, Riverview Street):

6/9/2025	Resolution ordering preparation of a feasibility report.	
9/11/2025	Public informational meeting.	
10/27/2025	Resolution calling for a hearing on improvement.	
11/24/2025	Project improvement hearing. Resolution receiving report, ordering improvement, preparation of plans & specifications, and authorizing advertisement for bids (preliminary assessment roll in the report).	
2/26/2026	Advertise for bid.	
3/20/2026	Open bids.	
4/13/2026	Award bid.	
May-June 2026	Pre-construction public informational meeting.	
June 2026	Begin construction.	
Fall 2026	Construction is substantially complete.	
June-July 2027	Final lift of pavement (final completion).	
September 2027	Resolution declaring costs to be assessed and calling for an assessment hearing. Prepare the final assessment roll.	

October 2027	Assessment hearing. Resolution adopting assessment.
November 2027	Certify the assessment roll to the county auditor.

11193 Project Schedule (2026 Resurfacing):

6/9/2025	Resolution ordering preparation of a feasibility report.
10/7/2025	Public informational meeting.
10/27/2025	Resolution calling for a hearing on improvement.
11/24/2025	Project improvement hearing. Resolution receiving report, ordering improvement, preparation of plans & specifications, and authorizing advertisement for bids (preliminary assessment roll in the report).
February 2026	MnDOT state aid submittals.
3/12/2026	Advertise for bid.
4/3/2026	Open bids.
5/12/2026	Award bid.
May-June 2026	Pre-construction public informational meeting.
June 2026	Begin construction.
Fall 2026	Construction is substantially complete.
September 2027	Resolution declaring costs to be assessed and calling for an assessment hearing. Prepare the final assessment roll.
October 2027	Assessment hearing. Resolution adopting assessment.
November 2027	Certify the assessment roll to the county auditor.

Staff recommends setting November 24, 2025, as the date of the improvement hearing for this project. The estimated costs and funding sources for the project are as follows:

11192; Belleview Avenue, Jayro Court & Riverview Street Improvements:

ITEM	COST
Street and Landscaping Construction (1)	\$644,725.00
Stormwater Pollution Prevention	\$14,910.00
Storm Drainage Construction	\$256,050.00
Sanitary Sewer Construction	\$183,300.00
Watermain Construction	\$172,994.00
TOTAL CONSTRUCTION	\$1,271,979.00
Construction Contingency	\$127,200.00
Administration	\$83,950.00
Engineering	\$139,920.00
TOTAL PROJECT COST	\$1,623,049.00

Notes: Includes final wear course bituminous paving

FUNDING SOURCE	AMOUNT	PERCENT
Special Assessments	\$676,720.00	41%
Stormwater Revenue	\$301,115.00	19%
Sewer Revenue	\$215,561.00	13%
Water Revenue	\$203,441.00	13%
General Obligation Bonds	\$226,212.00	14%
TOTAL FUNDS	\$1,623,049.00	100.00%

11193; 2026 Resurfacing:

		Cost	
ITEM	Main Street	Misc. Sidewalks	Dolph Reservoir
Street and Landscaping Construction (1)	\$1,586,700.00	\$70,000.00	\$93,430.00
Stormwater Pollution Prevention	\$37,400.00		\$15,500.00
Storm Drainage Construction	\$95,400.00		\$15,900.00
Sanitary Sewer Construction	\$41,600.00		\$0.00
Watermain Construction	\$25,600.00		\$0.00
TOTAL CONSTRUCTION	\$1,786,700.00	\$70,000.00	\$124,830.00
Construction Contingency	\$178,670.00	\$7,000.00	\$12,483.00
Administration	\$117,922.20	\$4,620.00	\$8,238.78
Engineering	\$196,537.00	\$7,700.00	\$13,731.30
TOTAL PROJECT COST	\$2,279,829.00	\$89,320.00	\$159,283.00
OVERALL PROJECT COST	\$2,528,432.00		

Notes: Includes final wear course bituminous paving

	Main Street	
FUNDING SOURCE	AMOUNT	PERCENT
Special Assessments	\$476,729.00	20.9%
Municipal State Aid	\$600,000.00	26.3%
Sewer Revenue	\$48,922.00	2.1%
Water Revenue	\$30,106.00	1.3%
Stormwater Revenue	\$112,190.00	4.9%
General Obligation Bonds	\$1,011,882.00	44.4%
TOTAL FUNDS	\$2,279,829.00	100.0%

	Miscellaneous Sidewalks	
FUNDING SOURCE	AMOUNT	PERCENT
Special Assessments	\$12,000.00	13.4%
General Obligation Bonds	\$77,320.00	86.6%
TOTAL FUNDS	\$89,320.00	100.0%

	Dolph Reservoir Road	
FUNDING SOURCE	AMOUNT	PERCENT
Water Revenue	\$159,283.00	100.00%
TOTAL FUNDS	\$159,283.00	100.00%

Setting the date of hearing is the first step in the process of performing an improvement with special assessments. Projects that have special assessments are initiated either through property owner petition, or as in the case of these projects, by council. The council ordered the feasibility reports for these projects in June 2025.

The feasibility report provides the background of the project, details on the proposed improvements, the cost of the improvements and the method and amount of proposed special assessments. This report is received by the council during the public hearing on the feasibility of the project. The hearing allows all interested persons to provide testimony to the council on the project for council deliberations prior to ordering the project. Should the council find the project feasible, a resolution is passed ordering preparation of plans and specifications, and authorizing advertisement for bids. A property owner informational meeting has been held for both projects, and notice will be provided to assessed property owners of the improvement hearing.

The law sets out discrete timelines and procedures for challenging a city's special assessment. For the most part, objections must be raised at or before the assessment hearing. Only those who object at this stage may proceed to appeal an assessment to the district court. Further, these provisions for appeals to the district court are the exclusive method of appeal from a special assessment levied under the local improvement code.

No one can formally object to, or appeal, the amount of an assessment unless the property owner signs a written objection and files it with the city clerk prior to the assessment hearing or presents it to the presiding officer at the hearing. Property owners are informed of this requirement in the mailed notice.

If the council orders the improvement, the next step in the process is advertising and opening bids based on plans and specifications prepared by engineering personnel. Once bids are opened, they are presented to the council for consideration.

The final assessment hearing is one year after construction is substantially complete. This allows time for any additional assessment items that property owners may choose to add to their assessment (i.e. driveway or service construction on private property).

Assessments are payable over 5, 10, or 15 years, depending on the amount of the assessment. Deferrals are available for property owners who are over 65 years of age, retired by disability, or called to active duty in which paying the assessment would represent a hardship. Interest does accrue on deferred assessments.

Attachments

11192 - Resolution

11193 - Resolution

**RESOLUTION CALLING FOR HEARING ON
IMPROVEMENT NUMBER 11192 WITHOUT PETITION**

WHEREAS, it is proposed to improve:

- Belleview Avenue from Woodshire Drive to Swiss Street, Jayro Court from Belleview Avenue to its northern terminus and Riverview Street from Belleview Avenue to its northern terminus

By installing sanitary sewer, domestic water, storm sewer, curb and gutter, aggregate base, bituminous surfacing, sewer and water services, signage, and to assess the benefitted property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MANKATO,
MINNESOTA:**

A public hearing shall be held on such proposed improvement on the 24th day of November, 2025, in the Council Chambers of the Intergovernmental Center in Mankato, Minnesota at 6:00 p.m. and the City Engineer shall give mailed and published notice of such hearing and improvement as required by law.

This resolution shall become effective upon its adoption.

Passed this 27th day of October, 2025.

Najwa Massad
Mayor

ATTEST: _____
Renaë Kopischke
City Clerk

**RESOLUTION CALLING FOR HEARING ON
IMPROVEMENT NUMBER 11193 WITHOUT PETITION**

WHEREAS, it is proposed to improve:

- E. Main Street from Hannah Street to Victory Drive
- Miscellaneous Sidewalks

By installing storm sewer, curb and gutter, aggregate base, pavement reclamation, bituminous surfacing, concrete sidewalks, signage, striping, and to assess the benefitted property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MANKATO,
MINNESOTA:**

A public hearing shall be held on such proposed improvement on the 24th day of November, 2025, in the Council Chambers of the Intergovernmental Center in Mankato, Minnesota at 6:00 p.m. and the City Engineer shall give mailed and published notice of such hearing and improvement as required by law.

This resolution shall become effective upon its adoption.

Passed this 27th day of October, 2025.

Najwa Massad
Mayor

ATTEST: _____
Renae Kopischke
City Clerk



AGENDA RECOMMENDATION

City Council Regular Meeting

6. A.

Meeting Date: 10/27/2025

Agenda Item:

Ordinance amending Chapter 16 related to Traffic and Vehicles, adding Article VII on Unattended, Unauthorized, and Abandoned Vehicles, and motion approving summary publication.

Recommendation/Action(s):

Adoption of the attached ordinance and motion approving summary publication.

Summary:

Recently, the city completed a full recodification of the City Code and during the review, the Code Attorney noted that further review was needed on the section related to unattended, unauthorized, and abandoned vehicles. With this, the section was omitted and has since been reviewed by city staff in conjunction with the State Statute, and it is requested that Article VII be added to Chapter 16 relating to Traffic and Vehicles.

Attachments

Ordinance

**ORDINANCE AMENDING CHAPTER 16 RELATED TO TRAFFIC AND VEHICLES; ADDING
ARTICLE VII. UNATTENDED, UNAUTHORIZED, AND ABANDONED VEHICLES**

WHEREAS, during the full recodification of the Mankato City Code it was indicated by the Code Attorney that further review was needed related to unattended, unauthorized, and abandoned vehicles; and

WHEREAS, the section has been reviewed by city staff and in conjunction with State Statute and is requested to be added to Chapter 16 relating to Traffic and Vehicles.

NOW THEREFORE BE IT ORDAINED by the City Council for the City of Mankato that Mankato City Code, Chapter 16, Article VII, relating to unattended, unauthorized, and abandoned vehicle be and hereby is adopted as follows:

ARTICLE VII. UNATTENDED, UNAUTHORIZED, AND ABANDONED VEHICLES

Sec. 16-190. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Abandoned vehicle means a motor vehicle that has remained illegally for a period of more than 48 hours on public property illegally or lacking vital component parts, or has remained for a period of more than 48 hours on private property without the consent of the person in control of such property or in an inoperable condition such that it has no substantial potential further use consistent with its usual functions unless it is kept in an enclosed garage or storage building, or a motor vehicle voluntarily surrendered by its owner to and accepted by a unit of government or its agent. Vehicles on the premises of junk yards and automobile graveyards which are defined and maintained in accordance with M.S.A. § 161.242 or which are licensed and maintained in accordance with local laws and zoning regulations shall not be considered abandoned motor vehicles within the meaning of this definition.

Junk vehicle means a vehicle that:

- (1) Is three years old or older;
- (2) Is extensively damaged, with the damage including such things as broken or missing wheels, motor, drive train, or transmission;
- (3) Is apparently inoperable;
- (4) Does not have a valid, current registration plate; and
- (5) Has an approximate fair market value equal only to the approximate value of the scrap in it.

Vital component parts means those parts of a motor vehicle that are essential to the mechanical functioning of the vehicle, including, but not limited to, the motor, drive train, and wheels.

Sec. 16-191. Unlawful parking or storage.

- (a) No person shall cause or permit the parking, keeping or storage for more than two hours of any bus, camper, or truck, or other similar vehicles for the purpose of repair, replacement or exchange of parts or any other maintenance work thereon, in or on any public street, alley, road, highway, parking lot, parking structure, park or other public property or premises in or on any private lands or premises unless such vehicles on any such private lands are within an enclosed building.

- (b) No person shall cause or permit the parking, keeping or storage for more than 24 hours of any tractor, semi-trailer, racing or junk cars or other similar vehicles, in or on any public street, alley, road, highway, parking lot, parking structure, park or other public property or premises in or on any private lands or premises unless such vehicles on any such private lands are within an enclosed building.

Sec. 16-192. Notice.

When an impounded vehicle is taken into custody, the city or impound lot operator taking it into custody shall give written notice of the taking within five days, excluding Saturdays, Sundays, and legal holidays to the registered vehicle owner and any lienholders.

The notice shall: set forth the date and place of the taking; provide the year, make, model, and serial number of the impounded vehicle, if such information can be reasonably obtained, and place where the vehicle is being held; inform the owner and lienholders of their right to reclaim the vehicle under Sec. 16-193; state that failure of the owner or lienholders to exercise their right to reclaim the vehicle and contents shall be deemed a waiver by them of all right, title, and interest in the vehicle and contents and a consent to the sale of the vehicle and contents at a public auction pursuant to Sec. 16-194.

The notice shall be sent by mail to the registered owner, if any, of the impounded vehicle and to all readily identifiable lienholders of record. If it is impossible to determine with reasonable certainty the identity and address of the registered owner and all lien holders, the notice shall be published once in a newspaper of general circulation in the area where the motor vehicle was abandoned. Published notices may be grouped together for convenience and economy.

Sec. 16-193. Right to reclaim.

- (a) The owner or any lienholder of a motor vehicle shall have the right to reclaim such vehicle from the towing contractor upon payment of the towing, impoundment, storage, clerical and administrative fees as provided in the city fee schedule and the furnishing of proof of insurance within 15 days after the date of the notice required by Sec. 16-192.
- (b) Nothing in this article shall be construed to impair any lien of a garagekeeper under the laws of this state, or the right of a lienholder to foreclose. For the purposes of this section, the term "garagekeeper" is an operator of a parking place or establishment, an operator of a motor vehicle storage facility, or an operator of an establishment for the servicing, repair, or maintenance of motor vehicles.

Sec. 16-194. Sale of unclaimed vehicles.

- (a) An abandoned motor vehicle or vehicle constituting a public nuisance taken into custody and not reclaimed shall be sold to the highest bidder at public auction or sale, following reasonable published notice thereof. The purchaser shall be given a receipt which shall be sufficient title to dispose of the vehicle. The receipt shall also entitle the purchaser to register the vehicle and receive a certificate of title, free and clear of all liens and claims of ownership.
- (b) Abandoned motor vehicles not sold pursuant to paragraph (a) shall be disposed of.
- (c) From the proceeds of the sale of any vehicle constituting a public nuisance or an abandoned motor vehicle, the towing contractor shall receive the cost of towing, preserving and storing the vehicle as stated in the towing contract. The city shall reimburse itself for all notice and publication costs incurred pursuant to this article and clerical and administrative expenses stated in the towing contract. Any remainder from the proceeds of a sale shall be held for the owner of the vehicle or entitled lienholder for 90 days and then shall be deposited in the general fund of the city treasury.

This Ordinance shall, in accordance with the provisions of Section 2.14 and 5.06 of the Mankato City Charter, become effective thirty (30) days after publication of notice of its adoption.

Adopted this _____ day of October 2025.

Najwa Massad
Mayor

Attest: _____
Rena Kopischke, MMC
City Clerk



AGENDA RECOMMENDATION

City Council Regular Meeting

7. A.

Meeting Date: 10/27/2025

Agenda Item:

Resolution considering bids on Capital Improvement Project 10884; Kern Bridge.

Recommendation/Action(s):

Adoption of the attached resolution.

Summary:

Bids were for this project on September 19, 2025. The following three bids were received:

Bidder	Bid Amount
Redstone Construction, LLC	\$8,381,848.34
Lunda Construction Co.	\$8,820,855.98
Kraemer North America, LLC	\$9,176,920.21
Engineer's Estimate	\$7,283,709.20

The low bid from Redstone Construction, LLC of \$8,381,848.34 is 15% higher than the Engineer's estimate. A full bid tabulation is attached.

A summary of project costs and identified funding at various stages of project development is attached. The total anticipated project cost is currently \$10,516,004 and includes a 5% construction contingency. This amount exceeds the funding identified in July 2025 when final plans were completed. Since the bid opening, staff has been working with MnDOT to identify additional funding sources. MnDOT has committed to allocating additional Federal funds to cover (including the previously awarded Federal grant to the City) 80% of the construction cost. The remainder of project costs are proposed to be covered by a previously awarded State grant and other local sources as shown in the attached funding summary. The current funding split is 75% Federal/State and 25% Local for the total project.

It is recommended that the City Council approve the attached resolution accepting the low bid from Redstone Construction, LLC in the amount of \$8,381,848.34.

If approved, staff will work with Redstone Construction to explore potential reductions in scope or changes in construction methods that could further reduce overall construction costs, which would be brought to the City Council at a later date for consideration. If approved, construction would likely begin in early December and be substantially completed late in 2026 or early 2027.

Attachments

Resolution

Project Costs and Funding

RESOLUTION ACCEPTING BID ON IMPROVEMENT NUMBER 10884

WHEREAS, pursuant to an advertisement for bids for Improvement Number 10884, Kern Bridge; and that three bids were received, opened, and tabulated according to the law, and the following bids were received complying with the advertisement:

Redstone Construction, LLC	\$8,381,848.34
Lunda Construction Co.	\$8,820,855.98
Kraemer North America, LLC	\$9,176,920.21

WHEREAS, it appears Redstone Construction, LLC is the lowest responsible bidder with a bid of \$8,381,848.34,

WHEREAS, the Engineer's Estimate for this project was \$7,283,709.20,

WHEREAS, it is in the best interest of the City to award the bid I the total bid amount of \$8,381,848.34,

WHEREAS, the City Council authorizes the restricted funds within the Parks Capital Fund in the amount of \$580,000 to be recategorized as unassigned.

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

1. The City Manager hereby is hereby authorized and directed to enter into a contract with Redstone Construction, LLC in the name of the City of Mankato for Capital Improvement Project 10884, the Kern Bridge, for a total amount of \$8,381,848.34.
2. The City Manager is authorized to execute any necessary changes to this contract in accordance with Section 2-8 of the Mankato City Code. The resolution shall become effective upon its adoption.
3. Authorization of the City Manager to utilize \$580,000 of unassigned Parks Capital Fund balance as a funding source.

Passed this 27th day of October, 2025.

Najwa Massad
Mayor

ATTEST: _____

Renae Kopischke
City Clerk

Kern Bridge Project Costs and Funding (City Project 10884)

10/21/2025

ITEM	Feasibility 6/24	Final Plans 7/25	Bid Award
Bridge and Trail Construction	\$6,517,154	\$7,296,009	\$8,381,848
TOTAL CONSTRUCTION	\$6,517,154	\$7,296,009	\$8,381,848
Construction Contingency	\$651,715	\$364,800	\$419,092
Engineering	\$1,121,076	\$1,715,064	\$1,715,064
TOTAL PROJECT COST	\$8,289,945	\$9,375,874	\$10,516,004

SOURCE			
Federal Funds	\$4,743,338	\$4,743,338	\$4,743,338
Federal Freight Funds			\$1,962,140
State Trail Grant	\$1,216,456	\$1,216,456	\$1,216,456
Sales Tax	\$900,000	\$1,155,603	\$1,155,603
Parks Capital		\$830,325	\$1,438,467
TOTAL FUNDS	\$6,859,794	\$7,945,722	\$10,516,004