

Pursuant to due call and notice thereof, a regular meeting of the North Mankato City Council was held in the Municipal Building Council Chambers on April 15, 2013. Mayor Dehen called the meeting to order at 7:00 p.m. asking that everyone join in the Pledge of Allegiance. The Mayor asked for a moment of silence for the victims of the Boston Marathon bombing which happened earlier in the day. The following were present for the meeting, Mayor Dehen, Council Members Spears, Steiner, Norland and Freyberg, City Administrator Harrenstein, Finance Director Thorne, City Clerk Gehrke, Attorney Kennedy, Engineer Malm and Planner Fischer.

Approval of Agenda

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

Approval of Minutes

Council Member Norland moved, seconded by Council Member Freyberg, to approve the minutes of the Council meeting of April 1, 2013. Vote on the motion: Spears, Norland, Freyberg and Dehen, aye; Steiner abstained; no nays. Motion carried.

Public Hearing, 7 p.m. – Consider Approval of the 2013 Community Development Block Grant (CDBG) Action Plan

The Mayor opened the public hearing to consider the 2013 Community Development Block Grant (CDBG) Action Plan. A notice of the public hearing was published in the official newspaper. Planner Fischer presented the 2013-2014 Action Plan for the use of our annual Community Development Block Grant (CDBG) funds. He reported as a HUD Entitlement Community, the City receives annual CDBG resources. The HUD Federal Resources available for projects and programs identified in the 2013 Action Plan is expected to be approximately \$55,600. As proposed in the 2013-2014 CDBG Action Plan, the following are the recommended projects for Council consideration: 1) Single-Family Housing Rehabilitation - \$39,480; 2) Comprehensive Plan - \$8,340; 3) Additional financial assistance to move existing home at 238 Nicollet Avenue to 202 Christensen Street including rehabilitation - \$5,000 and 4) Administration - \$2,780. Planner Fischer reported \$90,000 has been reserved from previous HUD funds for the 238 Nicollet Avenue project and the additional \$5,000 would fully fund the project. Council Member Spears asked if amendment to the HUD Consolidated Plan should be considered prior to acting on the 2013-2014 CDBG Action Plan. Administrator Harrenstein stated the HUD Consolidated Plan would not be amended if the 2013-2014 Action Plan was not approved by the Council. In response to a question, Planner Fischer reported the property at 238 Nicollet Avenue would be used for 17 parking spaces in the Central Business District. Phil Henry, 1300 Noretta Drive, asked how notice would be given to homeowners regarding the housing rehabilitation funds available. Mr. Henry stated notice could be given in the City newsletter. Planner Fischer reported notice would be given to homeowners through a marketing campaign at the North Mankato Taylor Library and other City buildings. He reported these are matching funds for improvements such as shingles, siding, windows and HVAC. With no one else appearing before the Council, the Mayor closed this portion of the meeting.

Open the Meeting to the Public for the First Time**Barb Church, 102 E. Wheeler Avenue**

Barb Church, 102 E. Wheeler Avenue, appeared before the Council and stated she attended the Planning Commission meeting of April 11, 2013. Ms. Church also spoke about the lack of transparency regarding projects and asked that the Port Authority packets be placed on the City's

website. She also noted that the 2010 City Council minutes were no longer available on the City's website.

Consent Agenda

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

- A. Bills and Appropriations.
- B. Audio and Large Group Permit for True Value Company Picnic, Spring Lake Park, Saturday, August 17, 2013 from 7 a.m. to 10 p.m.
- C. Audio and Large Group Permit for Nelson Wedding, Spring Lake Park, Saturday, July 20, 2013 from 8 a.m. to 10 p.m.

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

Business Items:

Consider Approving V-2-13, Variance Request to Reduce Ravine Breakline Building Setback, 1590 Sherwood Drive

Planner Fischer presented V-2-13, a variance request from Darlene Viessman to reduce the ravine breakline building setback from 25 feet to 9.4 feet at 1590 Sherwood Drive. He reported the applicant is proposing to demolish the existing home and rebuild a new home on the existing foundation. When the home was originally constructed, the ravine setback requirement was 10 feet and has since been changed by City Council action to 25 feet creating a non-conforming use. Council Member Freyberg stated it may be more detrimental to the ravine to remove the existing foundation. City Attorney Kennedy spoke about grandfathering and non-conforming uses including the rebuilding of structures destroyed by natural disasters or fires. He also recommended the Council be very precise in their reasoning if variances are granted on a case-by-case basis. Discussion was held regarding the purpose and intent of the ravine setback ordinance to avoid disturbance of the ravine and whether due to the location of the foundation which is currently in place, this makes it unique to the property. Max DeMars was present as the applicant's contractor to answer any questions. The Planning Commission reviewed the statutory criteria for granting variances and affirmed the criteria for granting variances within Minnesota Statute 462.357, Subd. 6 has been met. The Planning Commission recommended approval of V-2-13 whereby the new home could not be built closer than 21.6 feet and the deck 9.4 feet from the ravine breakline. **Council Member Norland moved, seconded by Council Member Steiner, to approve V-2-13, to reduce the ravine breakline building setback from 25 feet to 21.6 feet for the home and 9.4 feet for the deck at 1590 Sherwood Drive. Vote on the motion: Steiner, Norland, Freyberg and Dehen, aye; Spears nay. Motion carried.**

Consider Setting a Public Hearing to Amend HUD Consolidated Plan for 7 p.m. on Monday, May 6, 2013

Planner Fischer reported that as a Department of Housing and Urban Development (HUD) Entitlement Community, the City was required to submit a 2010-2014 Consolidated Plan. The Consolidated Plan is used as a guideline as to how the City will utilize Community Development Block Grant (CDBG) Funds. He reported that in the 2013-2014 HUD Action Plan, staff is recommending the use of CDBG Funds to assist in the development of a Comprehensive Plan. Since the use of funds for this purpose was not originally listed in the Consolidated Plan, it would be necessary to amend the Plan to include the use of CDBG Funds for comprehensive planning purposes. **Council Member Freyberg moved, seconded by Council Member Norland, to set a public**

hearing for 7 p.m. on Monday, May 6, 2013 to consider amendment to the HUD Consolidated Plan. Vote on the motion: Spears, Steiner, Norland, Freyberg and Dehen, aye; no nays. Motion carried.

Res. No. 28-13 Approving Plans and Specifications and Authorizing Advertisement for Bids for Project No. 07-02B, Water Tower No. 2 Interior Recoating

Engineer Malm reported at the January 22, 2013 meeting, the Council authorized preparation of plans and specifications for interior coating and repairs on Water Tower No. 2, which is located along Carlson Drive. He reported plans and specifications have been prepared for the project which will consist of replacing the coating on the interior of the tank and minor structural repairs on the tank interior. This project was included in the Capital Improvement Plan (CIP) for 2013. The estimated cost for the project is \$324,000 and is proposed to be funded from the Water Utility Enterprise Fund. Engineer Malm reported an alternate bid for 2013 construction will be included in the bid process to compare pricing. Administrator Harrenstein responded to questions and reported the utility rates are being reviewed and should support this improvement. The Administrator also noted that delaying the interior recoating could be more costly in the long term and it was his recommendation to proceed to bid opening. **Council Member Norland moved, seconded by Council Member Steiner, to adopt Resolution No. 28-13 Approving Plans and Specifications and Authorizing Advertisement for Bids for Project No. 07-02B, Water Tower No. 2 Interior Recoating. Vote on the Resolution: Spears, Steiner, Norland, Freyberg and Dehen, aye; no nays. Motion carried.**

Mayor and Council Comments

Council Member Norland

Council Member Norland reported she has finished the community read "Chasing Lincoln's Killer" and it was excellent.

Council Member Steiner reported that funding for the sculpture "Circle of Friends" has reached over \$9,000. He thanked everyone who has made a pledge to purchase the sculpture.

Council Member Freyberg asked for guidance from the Council regarding the funding mechanism for the needs assessment for the multi-sports complex. He reported the City of North Mankato's share of the needs assessment would be 21 percent of approximately \$8,000. Council Member Norland reminded the Council that civic center and sports facilities rarely make money. Council Member Spears stated he felt it was ill-advised for the City to participate in long-term planning for 2-3 activities. **Council Member Norland moved, seconded by Council Member Steiner, to authorize City participation in the needs study for a multi-sports complex. Vote on the motion: Steiner, Norland, Freyberg and Dehen, aye; Spears nay. Motion carried.**

Open the Meeting to the Public for the Second Time

Barbara Church, 102 E. Wheeler Avenue

Barbara Church, 102 E. Wheeler Avenue, appeared before the Council and asked about the drinking water in relation to the recoating of the interior of the water tower. She also thanked the City for putting the study on the City's website.

Phil Henry, 1300 Noretta Drive

Phil Henry, 1300 Noretta Drive, appeared before the Council and spoke of the \$1,570 bill on the April 1, 2013 claims to South Central College for firemen's training. He asked if the City is

getting a discount for this training because of the fire truck that was donated to South Central College. The Administrator will research this matter and report back to Mr. Henry.

There being no further business, the meeting was adjourned at 7:56 p.m. on a motion by Council Member Norland, seconded by Council Member Steiner. Vote on the motion: Spears, Steiner, Norland, Freyberg and Dehen, aye; no nays. Motion carried.

Mayor

City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 7A	Department: Com. Dev.	Council Meeting Date: 05/06/2013																												
TITLE OF ISSUE: Public Hearing, Consider Approval of 2013 Community Development Block Grant (CDBG) Action Plan																														
BACKGROUND AND SUPPLEMENTAL INFORMATION: At the April 15, 2013 City Council Meeting, a public hearing was held to consider the 2013 CDBG Action Plan. The proposed Action Plan included the following projects: <table style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <tr> <td style="padding: 2px 10px;">Single-Family Housing Rehabilitation</td> <td style="text-align: right; padding: 2px 10px;">\$39,480</td> </tr> <tr> <td style="padding: 2px 10px;">Comprehensive Plan</td> <td style="text-align: right; padding: 2px 10px;">\$8,340</td> </tr> <tr> <td style="padding: 2px 10px;">238 Nicollet Avenue</td> <td style="text-align: right; padding: 2px 10px;">\$5,000</td> </tr> <tr> <td style="padding: 2px 10px;">Administration</td> <td style="text-align: right; padding: 2px 10px;">\$2,780</td> </tr> <tr> <td></td> <td style="text-align: right; border-top: 1px solid black; padding: 2px 10px;">\$55,600</td> </tr> </table>			Single-Family Housing Rehabilitation	\$39,480	Comprehensive Plan	\$8,340	238 Nicollet Avenue	\$5,000	Administration	\$2,780		\$55,600																		
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<p>While the public hearing was held, the City Council never formally approved the Action Plan.</p> <p style="text-align: right; font-size: small;"><i>If additional space is required, attach a separate sheet</i></p>																														
REQUESTED COUNCIL ACTION: Consider Approval of 2013 CDBG Action Plan.																														
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border-collapse: collapse;"> <tr> <td style="padding: 0 10px;">Aye</td> <td style="padding: 0 10px;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Spears</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Norland	_____	_____	Spears	_____	_____	Freyberg	_____	_____	Steiner	_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center; width: 20%;">Resolution</td> <td style="text-align: center; width: 20%;">Ordinance</td> <td style="text-align: center; width: 20%;">Contract</td> <td style="text-align: center; width: 20%;">Minutes</td> <td style="text-align: center; width: 20%;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> <p>Other (specify) _____</p> <p>_____</p> <p>_____</p> <p>_____</p>		Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 7B	Department: Com. Dev.	Council Meeting Date: 05/06/13																											
TITLE OF ISSUE: Public Hearing, Consider Amending HUD Consolidated Plan																													
BACKGROUND AND SUPPLEMENTAL INFORMATION: In 2010, the City Council approved a 2010-2014 Consolidated Plan which listed various activities the City would use CDBG entitlement funds for. The City may use CDBG funds for comprehensive planning purposes; however, that activity was not included in the 2010-2014 Consolidated Plan. As staff is recommending the use of CDBG funds for comprehensive planning, it is necessary to amend the consolidated plan by adding comprehensive planning as an eligible project. Attached is the 2010-2014 Consolidated Plan which has been amended to include comprehensive planning as an eligible project.																													
<i>If additional space is required, attach a separate sheet</i>																													
REQUESTED COUNCIL ACTION: Consider Approval of Amendment to the 2010-2014 HUD Consolidated Plan.																													
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Spears</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Norland	_____	_____	Spears	_____	_____	Freyberg	_____	_____	Steiner	_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> <div style="margin-top: 10px;"> Other (specify) _____ Consolidated Plan <u>Hearing Notice, Amended HUD</u> </div>	Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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April 17, 2013
NOTICE OF PUBLIC
HEARING TO AMEND THE
HUD CONSOLIDATED PLAN
CITY OF NORTH MANKATO
NOTICE IS HEREBY GIVEN that
the City Council of the City of
North Mankato, Minnesota, will
meet in the Council Chambers of
the Municipal Building, 1001
Belgrade Avenue, North Mankato,
Minnesota, at 7 p.m. on the 6th day
of May, 2013, to hold a public hear-
ing to amend the HUD
Consolidated Plan.
Such persons as desire to be heard
with reference to this issue should
appear at this meeting.
Dated this 17th day of April 2013.
Nancy Gehrke, CMC
City Clerk
City of North
Mankato, Minnesota

AFFIDAVIT OF PUBLICATION

State of Minnesota, ss.
County of Blue Earth

James P. Santori, being duly sworn, on oath says
that he is the publisher or authorized agent and
employee of the publisher of the newspaper known
as The Free Press and The Land, and has full knowl-
edge of the facts which are stated below:

(A) The newspaper has complied with all of the
requirements constituting qualification as a legal
newspaper, as provided by Minnesota Statute
331.02, 331.06, and other applicable laws, as
amended.

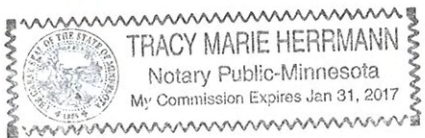
(B) The printed _____ Notice _____

which is attached was cut from the columns of said
newspaper, and was printed and published once
each week, for 1 successive weeks; it was first
published on Wednesday, the 17 day of
April, 2013, and was thereafter
printed and published on every Wednesday to
and including Wednesday, the 17 day
of April, 2013; and printed
below is a copy of the lower case alphabet from A to
Z, both inclusive, which is hereby acknowledged as
being the size and kind of type used in the composi-
tion and publication of the notice:

abcdefghijklmnopqrstuvwxyz
By: [Signature]
Publisher

Subscribed and sworn to before me on this 17
day of April, 2013.

[Signature]
Notary Public



NOTICE OF PUBLIC HEARING TO AMEND THE HUD CONSOLIDATED PLAN
CITY OF NORTH MANKATO

NOTICE IS HEREBY GIVEN that the City Council of the City of North Mankato, Minnesota, will meet in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, North Mankato, Minnesota, at 7 p.m. on the 6th day of May, 2013, to hold a public hearing to amend the HUD Consolidated Plan.

Such persons as desire to be heard with reference to this issue should appear at this meeting.

Dated this 17th day of April 2013.

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

City of North Mankato



Community Development Block Grant Program Five-Year Consolidated Plan 2010-2014

*Submitted to the Department of Housing and Urban Development (HUD)
May 25, 2010
(Proposed Amendment April 2013)*

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Action Plan
Certifications
Citizen Participation Plan
Executive Summary
Maps
Summary of Public Comments

1.0 Executive Summary

1.1 Introduction to Consolidated Plan

The Consolidated Plan for the City of North Mankato has been completed in consistency to the requirements set forth by the Department of Housing and Urban Development (HUD) in regard to the Community Development Block Grant (CDBG) Program.

The Consolidated Plan is a five-year planning document covering the years of 2010 through 2014. The plan identifies areas of need in regard to housing and community development and lays out how the City of North Mankato plans to utilize the CDBG entitlement funds to address these issues as set forth by HUD guidelines.

The Consolidated Plan consists of three assessment sections, a housing and homeless needs assessment, a housing market analysis, and a community needs assessment identifying the housing and community needs including that of the homeless and special populations. The Plan also includes a Strategic Plan which outlines the strategies and goals of the community to acknowledge and resolve the issues identified in the assessment sections. An Annual Action Plan is also included in the document which is one of five annual plans that outline how the federal CDBG entitlement funds will be allocated in FY 2010.

The contact persons regarding the Consolidated Plan are:

Michael Fischer

City Planner
City of North Mankato
1001 Belgrade Avenue
P.O. Box 2055
North Mankato, MN 56002-2055
Phone: (507) 625-4141
Email:
michaelf@northmankato.com

Steve Mork

Finance Director
City of North Mankato
1001 Belgrade Avenue
P.O. Box 2055
North Mankato, MN 56002-2055
Phone: (507) 625-4141
Email:
smork@northmankato.com

1.2 Lead Agency/Institutional Structure

The Community Development Department of the City of North Mankato is the lead agency for the development, implementation, and allocation of the Consolidated Plan and CDBG entitlement funds. They will be in charge with assistance from the Finance Department.

Many other city, county, and regional organizations that serve the North Mankato area are a part of the institutional structure and are involved in the process. Planning, implementing, and administering the CDBG program is an institutional wide effort involving the city council and administration, city departments, and planning and port authority commissions. Other organizations that are involved in addressing community development and housing needs include public housing service providers, health and social services agencies, state and local governments, and private businesses.

Coordination within this institutional structure is vital to developing and implementing the best plans and strategies possible to address the needs of the community. The City of North Mankato does its best to solicit involvement and input from the community organizations and will continue to develop strong relationships to implement its strategies and goals as defined by this plan.

1.3 Consultation

While preparing the Consolidated Plan, City staff contacted numerous citizens, groups, and organizations, both public and private, within the community and surrounding areas to gather information and insight into North Mankato's community development and housing needs.

The agencies consulted include:

- City of Mankato
- Greater Minnesota Housing Fund (GMHF)
- Habitat for Humanity
- Koppen Gardens Handicap and Senior Living Facility
- Minnesota Housing Finance Agency (MHFA)
- Nicollet County Social Services
- Northpoint Senior and Assisted Living Facility
- Oak Terrace Senior and Assisted Living Facility
- Open Door Health Center
- Partners for Affordable Housing
- Realtors Association of Southern Minnesota (RASM)
- Region 9
- Rural Aids Action Network (RAAN)
- South Central Minnesota Multi-County HRA (SCMNMCHRA)
- Southeast Minnesota Continuum of Care (SE MN CoC)
- Vine: Faith in Action
- Willow Point Senior and Assisted Living Facility

These agencies assisted by providing information, data, and input relating to the research conducted for the Consolidated Plan.

A copy of the Consolidated Plan upon completion will be submitted to the following government agencies:

- Nicollet County
- State of Minnesota
- HUD

1.4 Citizen Participation

It is important to solicit citizen input and participation in the process of making a document such as a Consolidated Plan. A Citizen Participation Plan was developed to describe and guide the process of gathering citizen input and cooperation during the development of the Consolidated Plan. This plan is attached as Appendix B.

A public meeting was held on April 5th, 2010 regarding the Five-Year Consolidated Plan for the City of North Mankato. The meeting was held in the Council Chambers of the Municipal Building. A notice of the meeting was published in the local newspaper on March 2nd, 2010. In an effort to broaden participation, an invitation to attend was sent to the following agencies:

- Greater Minnesota Housing Fund
- Habitat for Humanity
- Minnesota Housing Finance Agency
- Nicollet County Social Services
- Northpoint Senior and Assisted Living Facility
- Oak Terrace Senior and Assisted Living Facility
- Open Door Health Center
- Partners for Affordable Housing
- Region 9
- Rural Aids Action Network
- South Central Minnesota Multi-County HRA
- Vine: Faith in Action
- Willow Point Senior and Assisted Living Facility

A summary of the comments received and the City's responses can be found in the Summary of Public Comments attachment.

The City of North Mankato will hold a public meeting regarding the final appropriations of the entitlement funds prior to allotment. This hearing is to obtain citizen input, development needs, and provide a review of proposed activities. Copies of proposed use of funds will be available at the Municipal Building 15 days prior to submitting the plan to HUD. If the City of North Mankato proposes to use the CDBG entitlement funds for a new activity, an additional public hearing will be held.

A public hearing will be held during each program year once the Consolidated Plan has been adopted and approved by HUD to obtain citizen views and respond to proposals and questions. This meeting will be to address housing and community development needs, development of proposed activities, and review of program performance. A notice of the public hearing will be published in the *Mankato Free Press* newspaper at least (14) days prior to the meeting.

On April 5th, 2010 a draft copy of the Five-Year Consolidated Plan and Annual Plan was made available to the public for a 30-day comment period that ended on May 5th, 2010. A summary of the comments received and the City's responses can be found in the Summary of Public Comments attachment. The Five Year Consolidated Plan was available for review at the Municipal Building, Taylor Library, and on the City's website.

An executive summary of the Five-Year Consolidated Plan was also made available at the April 5th, 2010 public meeting and was also made available at the same locations listed above.

Note on Available Data

The data available for the preparation of North Mankato's Consolidated Plan was largely compiled from the 2000 Census and 2000 Comprehensive Housing Affordability Strategy (CHAS) data. This was the most relevant data available, but was nearly ten years old at the time. The American Community Survey was not able to be utilized due to the fact that it is available for geographic areas with populations of 20,000 or more. As the 2010 Census and other more relevant data become available, North Mankato will determine whether adjustments to the City's Strategic Plan are necessary.

2.0 HOUSING & HOMELESS NEEDS ASSESSMENT

2.1 Housing Needs

The City of North Mankato believes in promoting quality housing and meeting the affordable housing needs for North Mankato's residents. The goal of the community is to ensure the most effective investment of the resources available to help improve the overall housing condition of the community. The main sources used to identify North Mankato's housing needs were the 1990 and 2000 Census, HUD's 2000 Comprehensive Housing Affordability Strategy (CHAS) Data Report, and local data received through consultation and research from local public and private organizations.

The 2000 Census indicates that North Mankato has 5,046 households. Of them, 73.2% of all housing is owner-occupied and 26.8% is rental. In 1990, 72.7% of all housing was owner-occupied and 27.3% was rental. This represents a mere half percent decrease in owner-occupied housing from 1990-2000 and that the housing composition stayed relatively consistent.

In 2000, 18.3% of all households were cost burdened in North Mankato, which is comparable to the 18% seen in 1990. 6.5% of all households were severely cost burdened. Cost burden is defined as the fraction of a household's total gross income spent on housing costs. For renters, housing costs include rent paid by the tenant plus utilities. For owners, housing costs include mortgage payment, taxes, insurance, and utilities. A household is considered cost burdened if they are spending more than 30% of their gross income and severely cost burdened if they are spending more than 50% of their gross income on housing.

The projected housing needs and market analysis support North Mankato's housing priorities that will be addressed in the next five years. Housing activities include single-family housing rehabilitation, rental property rehabilitation, homeownership assistance, affordable housing development, redevelopment of blighted areas, neighborhood revitalization, and downtown redevelopment.

2.2 Housing Needs by Category

In order to assess the housing needs by category, a review of the 2000 HUD Comprehensive Housing Affordability Strategy (CHAS) Data Book was conducted. This analysis includes assessing the housing needs by household income, family size and type, and owner or rental occupied housing.

The housing needs discussion that follows pertains to the four income levels identified (extremely low income, low income, moderate income, middle income) and indicates the degree of burden that each level has due to housing costs. Data is reported by household as it relates to the median family income for North Mankato.

Needs for Income Levels for Rental and Homeowner Households

The housing problems statistic, which is defined as a household that is experiencing cost burden greater than 30% of annual income and/or overcrowding (1.01 or more persons per room) and/or without complete kitchen or plumbing facilities, was left out of the analysis for the reason of merely lacking relevance. In nearly every instance, the housing problem percentage was the same as the cost burden >30% percentage deducing to the fact that cost burden was the housing problem being experienced. There is simply no reason to display duplicate figures with a slightly different definition.

Definitions:

- **Elderly households:** 1 or 2 person household with either person 62 years old or older.
- **Cost Burden:** Cost burden is the fraction of a household's total gross income spent on housing costs. For renters, housing costs include rent paid by the tenant plus utilities. For owners, housing costs include mortgage payment, taxes, insurance, and utilities.
- **Median Family Income:** \$59,265

Total Households

Before analyzing each income level specifically, an overall analysis of the housing composition should be done to see which income level the majority of North Mankato's population falls in.

Table I				
Percent of Overall Owner and Rental Households by Income Level				
	Extremely Low Income (<30% MFI)	Low Income (31-50% of MFI)	Moderate Income (51-80% of MFI)	Middle Income (>80% MFI)
Percent of Total Rental Households	16%	15%	36%	32%
Percent of Total Owner-Occupied Households	4%	5%	17%	73%

It can be seen that the majority of the population is in the moderate to middle income level for both rental and owner-occupied housing. The majority of renters are in the moderate income level (36%) while the majority of home owners are in the middle income level (73%).

Renters: There are a total of 1,302 rental households which is 26.8% of the City's total housing units.

Table II					
Total Rental Households					
Household by Type and Income	Elderly (1 & 2 members)	Small Related (2 to 4 members)	Large Related (5 or more members)	All Other Households	Total Renters
Total Households	155	463	34	650	1,302
% Cost Burden >30	34.2%	20.1%	29.4%	17.7%	20.8
% Cost Burden >50	12.3%	8.4%	29.4%	7.7%	9.1

- The elderly renters are the most cost burdened group at the >30% of household income mark with 34.2% being cost burdened and large related families are close behind with 29.4%.
- Large related households are the most cost burdened group at the >50% of household income mark with 29.4% being cost burdened.
- The majority of renters fall in the small related and all other households categories though which are experiencing less cost burden than the other categories.

Owners: There are a total of 3,497 owner-occupied households which is 73.2% of the City's total housing units.

Table III					
Total Owner-Occupied Households					
Household by Type and Income	Elderly (1 & 2 members)	Small Related (2 to 4 members)	Large Related (5 or more members)	All Other Households	Total Owners
Total Households	732	1,905	334	526	3,497
% Cost Burden >30	17.3%	14.5%	13.5%	30%	17.3%
% Cost Burden >50	7.5%	3.4%	3%	11.2%	5.4%

- All other households is the most cost burdened group among owner-occupied households (30% are cost burdened >30% of household income and 11.2% are cost burdened >50% of household).

When comparing the total rental occupied housing to owner-occupied housing, it shows that rental housing is more likely to be cost burdened at both the >30% and >50% total gross household income levels as exhibited in Table IV.

Table IV Total Households			
Household by Type and Income	Total Renter	Total Owners	Total Households
Total Households	1,302	3,497	4,799
% Cost Burden >30	20.8%	17.3%	18.3%
% Cost Burden >50	9.1%	5.4%	6.4%

It is important to note that elderly have a limited and often times fixed income. Increases in costs such as property tax and utilities will adversely affect them. This can be true for small and large related families as well since they have the additional burden of carrying a mortgage and raising children.

Extremely Low Income Households (<30% Median Family Income)

Renters: About 16% of all rental households have extremely low incomes (214 out of 1,302).

Table V Extremely Low-Income Rental Households					
Household by Type and Income	Elderly (1 & 2 members)	Small Related (2 to 4 members)	Large Related (5 or more members)	All Other Households	Total Renters
Household Income <=30% MFI	50	84	10	70	214
% Cost Burden > 30%	70%	82.1%	100%	57.1%	72%
% Cost Burden > 50%	30%	46.4%	100%	57.1%	48.6%

- When examining this chart, it is important to note the “total renters” column. This shows that 72% of extremely low-income rental households are cost burdened at the >30% of gross household income level, and nearly half (48.6%) are cost burdened at the >50% of gross household income level.
- Large families are experiencing cost burden at 100% at all levels. This is somewhat offset by the fact that there are only 10 households in this category however.

Owners: Only 4% of all owner households have extremely low incomes (147 out of 3,497).

Table VI Extremely Low-Income Owner-Occupied Households					
Household by Type and Income	Elderly (1 & 2 members)	Small Related (2 to 4 members)	Large Related (5 or more members)	All Other Households	Total Owners
Household Income <=30% MFI	72	44	0	31	147
% Cost Burden > 30%	65.3%	100%	N/A	74.2%	77.6%
% Cost Burden > 50%	59.7%	54.5%	N/A	61.3%	58.5%

- 77.6% of all extremely low-income households spend more than 30% of their gross income on housing and 58.5% spend more than 50%.
- 100% of small extremely low-income families spend more than 30% of their gross household income on housing.

When comparing the extremely low-income owner-occupied to rental housing, it shows that the owner-occupied housing is experiencing higher cost burden at both levels. When examining all extremely low-income households, it can be seen that three out of four (75%) are cost burdened at the >30% gross income level and half (50%) are cost burdened at the >50% gross income level.

Table VII Total Extremely Low-Income Households			
Household by Type and Income	Total Renter	Total Owners	Total Households
Household Income <=30% MFI	214	147	361
% Cost Burden >30	72%	77.6%	74.2%
% Cost Burden >50	48.6%	58.5%	52.6%

Low-Income Households (31-50% of Median Family Income)

Renters: 15% of all rental households have low incomes (201 out of 1,302).

Table VIII					
Low-Income Rental Households					
Household by Type and Income	Elderly (1 & 2 members)	Small Related (2 to 4 members)	Large Related (5 or more members)	All Other Households	Total Renters
Household Income >30% to <=50% MFI	43	54	4	100	201
% Cost Burden > 30%	32.6%	25.9%	0%	45%	36.3%
% Cost Burden > 50%	9.3%	0%	0%	10%	7%

- All other households has the most housing stock (100, or 50%) of low income rental households and experiences the most cost burden (45% at the >30% gross income level).
- One out of three (36.3%) low-income rental households experience cost burden at the >30% of gross household income level.

Owners: Only about 5% of all owner-occupied households have low incomes (184 out of 3,497).

Table IX					
Low-Income Owner-Occupied Households					
Household by Type and Income	Elderly (1 & 2 members)	Small Related (2 to 4 members)	Large Related (5 or more members)	All Other Households	Total Owners
Household Income >30% to <=50% MFI	82	42	0	60	184
% Cost Burden > 30%	32.9%	90.5%	N/A	58.3%	54.3%
% Cost Burden > 50%	4.9%	35.7%	N/A	33.3%	21.2%

- Small families experience the most cost burden (90.5% spend more than 30% income) of the low-income households. They are also experiencing 35.7% cost burden at the >50% level
- More than half (54.3%) of all low-income owner-occupied housing are cost burdened at the >30% of gross income level.

For low-income households, owner-occupied houses are experiencing more cost burden with more than half (54.3%) at the >30% of gross income level. Nearly half (44.9%) of total low-income households are experiencing cost burden.

Table X Total Low-Income Households			
Household by Type and Income	Total Renter	Total Owners	Total Households
Household Income >30% to <=50% MFI	201	184	385
% Cost Burden >30	36.3%	54.3%	44.9%
% Cost Burden >50	7%	21.2%	13.8%

Moderate-Income Households (51-80% of Median Family Income)

Renters: 36% of all rental occupied housing has moderate incomes (473 out of 1,302).

Table XI Moderate-Income Rental Households					
Household by Type and Income	Elderly (1 & 2 members)	Small Related (2 to 4 members)	Large Related (5 or more members)	All Other Households	Total Renters
Household Income >50% to <=80% MFI	48	150	10	265	473
% Cost Burden > 30%	8.3%	6.7%	0%	11.3%	9.3%
% Cost Burden > 50%	0%	0%	0%	0%	0%

- All other rental households are the most cost burdened. 11.3% spend >30% of their income on housing.
- No moderate-income rental households have a cost burden of >50% of their income.
- An increase in rental households and a steep decline in cost burden are seen at this income level for rental housing.

Owners: 17% of all owner-occupied housing has moderate incomes (603 out of 3,497)

Table XII Moderate-Income Owner-Occupied Households					
Household by Type and Income	Elderly (1 & 2 members)	Small Related (2 to 4 members)	Large Related (5 or more members)	All Other Households	Total Owners
Household Income >50% to <=80% MFI	184	224	75	120	603
% Cost Burden > 30%	21.2%	44.2%	40%	33.3%	34.5%
% Cost Burden > 50%	2.2%	11.2%	13.3%	0%	6.5%

- Small and large families are the most cost burdened. Nearly half (44.2%) of small related moderate-income households are cost burden >30% of their gross income, and 40% of large related moderate-income households are also.

- 11.2% of small related and 13.3% of large related households experience a cost burden >50% of their income.

The middle-income level looks to be the turning point where rental housing cost burden drops significantly. Owner-occupied households are still realizing relatively high (34.5%) cost burden. This could be explained by the fact that owning a house is more expensive than renting and/or people are buying houses that are out of their price range. Of the total moderate-income households, still nearly one out of four (23.4%) are experiencing a cost burden of 30% or greater.

Table XIII			
Total Moderate-Income Households			
Household by Type and Income	Total Renter	Total Owners	Total Households
Household Income >50% to <=80% MFI	473	603	1,076
% Cost Burden >30	9.3%	34.5%	23.4%
% Cost Burden >50	0%	6.5%	3.6%

Middle-Income Households (Over 80% of Median Family Income)

Renters: 32% of all rental households have middle incomes (414 out of 1,302)

Table XIV					
Middle-Income Rental Households					
Household by Type and Income	Elderly (1 & 2 members)	Small Related (2 to 4 members)	Large Related (5 or more members)	All Other Households	Total Renters
Household Income >80% MFI	14	175	10	215	414
% Cost Burden > 30%	0%	0%	0%	0%	0%
% Cost Burden > 50%	0%	0%	0%	0%	0%

- There is no cost burden being realized for middle-income rental households.

Owners: 73% of all owner-occupied households have middle incomes (2,563 out of 3,497)

Table XV Middle-Income Owner-Occupied Households					
Household by Type and Income	Elderly (1 & 2 members)	Small Related (2 to 4 members)	Large Related (5 or more members)	All Other Households	Total Owners
Household Income >80% MFI	394	1,595	259	315	2,563
% Cost Burden > 30%	3.6%	6%	5.8%	19%	7.2%
% Cost Burden > 50%	1%	0%	0%	6.3%	0.9%

- All other households are the most cost burdened with 19% spending greater than 30% and 6.3% spending greater than 50% of their income.
- A steep decline in cost burden is seen here and the majority of owner-occupied housing falls in this income level (73%).

Very few are experiencing cost burden at the middle-income level. This is the point where owner-occupied households make a dramatic change for the better.

Table XVI Total Middle-Income Households			
Household by Type and Income	Total Renter	Total Owners	Total Households
Household Income >80% MFI	414	2,563	2,977
% Cost Burden >30	0%	7.2%	6.2%
% Cost Burden >50	0%	0.9%	0.8%

Discussion of Specific Housing Problems

When analyzing the overall housing condition of the City of North Mankato, it can be noticed that the City is doing quite well. As expected, the cost burden experienced declines with each increase in income level. Owner-occupied housing is actually more likely to be cost burdened than rental housing. This is consistent at every income level as well. It is important to note however that the large majority of home owners are in the middle-income level (73%) where a sharp decrease in cost burden is seen, while rental households are more dispersed throughout the income levels.

Summary of Estimated Housing Need

- The rate of home ownership has increased by two and one-half percent in North Mankato from 1990 to 2000.
- 68% of all renters have incomes at or below 80% of the median family income while only 27% of home owners do.
- Owner-occupied housing is more likely to be cost burdened than rental across every income level.
- The amount of cost burden increases as household income decreases.
- Owner-occupied households are mostly at the middle-income level (73%) while rental households are more evenly dispersed throughout all four income levels.

2.3 Homeless Needs

North Mankato is a part of the Southeast Minnesota Regional Continuum of Care (CoC). The SE MN CoC consists of 20 counties and 682,892 people according to the 2000 Census. Of the 483 cities and townships in the region, 443 have populations under 2,500, 17 have populations in excess of 5,000 and only three exceed 25,000. North Mankato has a population of 11,798 according to the 2000 census.

Members of the Southeast MN Continuum of Care range from local nonprofit organizations, representatives from local governments, housing developers, and formerly homeless individuals. The CoC networks focus is to increase the capacity and efficiency of the existing homeless service delivery system, to offer a complete continuum of prevention, outreach and assessment, to provide emergency shelter, transitional housing, permanent housing, to support services in all communities within the region and to develop, maintain and evaluate a comprehensive plan for coordinating and maximizing resources to end chronic and other homelessness. It is their mission to prevent, respond to, and help end homelessness in Southeastern Minnesota by coordinating services and maximizing resources.

The City of North Mankato and Mankato act very much as joint communities and their service areas often overlap. The following is a list of local area members of the Southeast Minnesota Continuum of Care:

- Blue Earth County Human Services
- Blue Earth County H.O.P.E.
- Committee Against Domestic Abuse (CADA)
- Mankato and Blue Earth County Housing Authorities
- Minnesota Assistance Council for Veterans
- Minnesota Valley Action Council (MVAC)
- Partners for Affordable Housing (PAH)
- South Central Minnesota Multi-County HRA
- Theresa House

The following is a listing the local homeless shelters in the area including their total number of beds, utilization rate, and a point-in-time homeless count:

Table XVII North Mankato/Mankato Area Homeless Services					
Organization Name	Program Name	Service Type	Point-in-Time Homeless Count	Total Number of Beds	Utilization Rate
Committee Against Domestic Abuse	CADA	Emergency Shelter	17	21	81%
Mankato Salvation Army	Seasonal Shelter (11/07-3/08)	Emergency Shelter	26	23	113%
Partners for Affordable Housing	Welcome Inn (Overnight)	Emergency Shelter	9	12	75%
Theresa House, Inc.	Theresa House Shelter	Emergency Shelter	13	18	72%
Partners for Affordable Housing	Welcome Home (THP)	Transitional Housing	20	20	100%
Theresa House	Theresa House Scattered Site Transitional Housing	Transitional Housing	13	31	42%
Mankato Economic Development Authority	Cherry Ridge (Under Development)	Permanent Supportive Housing	0	12	0%
Mankato Salvation Army	Maxfield Place	Permanent Supportive Housing	10	10	100%
MN Assistance Council for Veterans	Radichel Townhomes	Permanent Supportive Housing	11	11	100%
Partners for Affordable Housing	Liberty Homes and Apartments	Permanent Supportive Housing	30	30	100%
Partners for Affordable Housing	Rivertown Homes	Permanent Supportive Housing	31	44	70%
Partners for Affordable Housing	Rivertown Homes 2	Permanent Supportive Housing	41	46	89%
Health Connection	South Central Supportive Housing Initiative	Permanent Supportive Housing	103	103	100%

Data for Table XVII: North Mankato/Mankato Area Homeless Services was received from the Southeast Minnesota Continuum of Care. The point-in-time homeless count was conducted on January 28, 2009. All shelters are located in the City of Mankato but serve both communities.

The City of North Mankato understands the importance of helping extremely low- and low-income families who are at imminent risk of becoming homeless. The City will continue to analyze updated data, work with local organizations, and explore ways to help these families, households, and individuals.

2.4 Special Needs

Elderly Persons

There are a total of 1,137 persons 65 years and older which is 9.6% of the overall population according to the 2000 Census; 95 of which are 85 years or older, which is considered frail elderly, and constitutes for 8.3% of the total elderly population. In 1990, 924 people were 65 years or older which was 9% of the total population; 88 were 85 years or older which was 9.5% of the total elderly population. As you can see, the total elderly population grew .6% of the total population, but the frail elderly decreased .7% coming to the overall conclusion that the elderly population remained fairly stable.

2000 Census data also shows that 29.8% of elderly in North Mankato have some type of disability. In 1990, 18.7% of the elderly population had some type of disability. The significant increase can be attributed to elderly living longer. The elderly population is healthier and more active than ever before, and people are living longer thanks to modern medicine. This also means that we should expect the elderly population to begin to grow which in turn requires an increase in supportive facilities.

There are multiple assisted living and senior housing facilities for elderly and frail elderly with both independent and dependant living options in the City of North Mankato. They offer services such as 24-hour nursing care, health supervision, transportation, food services, and recreational and wellness activities. These facilities include:

Table XVIII				
North Mankato Senior and Assisted Living Facilities				
Complex	Address	Phone	# of Units	Type of Facility
Koppen Gardens	615 Nicollet Ave	(507) 388-3202	74	Handicap and Senior Housing
Northpoint	2135 LorRay Drive	(507) 344-0059	50	Senior and Assisted Living
Oak Terrace	1575 Hoover Drive	(507)387-2037	65	Senior and Assisted Living
Oak Terrace Apartments	1570 Tower Blvd.	(507) 387-2037	44	Handicap and Senior Housing
Willow Point	2148 Arlington Lane	(507) 344-0059	50	Senior and Assisted Living

Persons with Disabilities

Although the Census provides disability information, it should be used cautiously since individuals were allowed to select disability status in two questions as well as select multiple types of disabilities. The 2000 Census classifies disabilities as sensory, physical, mental, self-care, go-outside the home, and employment. Go-outside the home disabilities were not reported for persons under the age of 16. The 2000 Census is also not able to provide a breakdown by block group of the number of persons with disabilities living in poverty. While Census information can provide an approximation of the actual population, it is difficult to identify who this population is and what their needs might be. Disabled individuals, including disabled households, are more likely than the general population to have lower incomes and limited financial means.

2000 Census data shows that the City of North Mankato's population reported a total of 1,382 disabilities which is 12.6% of the total population. Physical disabilities were the most prevalent type reported. The 16 to 64 years old age group had 897 of the disabilities which is 65% of the total 1,382 disabilities in the City. The age group with the highest proportion of disabilities was the 65 years and over or elderly category. 29.8% of elderly, 7.7% of the 5 to 15 years old, and 11.2% of the 16 to 64 years old reported a disability. This shows the substantially higher chance of having a disability for elderly.

The following data was received from HUD displaying the disability by race/ethnicity in the City of North Mankato.

Table XIX							
North Mankato Disability by Race/Ethnicity							
PLACE NAME	TRACT	POP100	HU100	DISABLED	WHITE	BLACK	AIANA
North Mankato city	970300	0	0	0	0	0	0
North Mankato city	980200	0	0	0	0	0	0
North Mankato city	980500	8160	3415	804	729	0	0
North Mankato city	980600	3638	1631	434	422	12	0

There are many resources for persons with disabilities in the City of North Mankato. They include:

- Nicollet County Social Services
- Koppen Gardens Assisted Living Facility
- Northpoint Assisted Living Facility
- Oak Terrace Assisted Living Facility
- Willow Point Assisted Living Facility

Table XIX Cont. North Mankato Disability by Race/Ethnicity					
PLACE NAME	ASIAN	NHOPI	OTHER RACE	HISPANIC	NHISPANIC
North Mankato city	0	0	0	0	0
North Mankato city	0	0	0	0	0
North Mankato city	60	0	15	41	763
North Mankato city	0	0	0	0	434

The City of North Mankato will continue to monitor and evaluate the status of the disabled population in the City. By communicating with the above agencies, the City will assess the need and condition of the units and take action if needed.

Persons with HIV/AIDS

According to the Minnesota Department of Health, there were 6 people living with HIV/AIDS in Nicollet County in 2008. According to the Rural AIDS Action Network (RAAN) there are 3 more confirmed cases in 2009.

The Rural AIDS Action Network (RAAN) is the only organization that serves the HIV/AIDS population in rural Minnesota. The RAAN's mission is to organize, develop, and sustain caring communities of professionals and volunteers that serve and support persons living with, affected by, or at risk for HIV/AIDS in rural Minnesota.

The RAAN has an office in North Mankato and offers the following services: medical case management, free and confidential HIV testing, medical transportation assistance, health education/risk reduction, support groups, and professional training. This office services the entire Southern Minnesota area from South Dakota to Wisconsin. They work closely with area hospitals and clinics and have an infectious disease doctor at the ISJ clinic.

The availability of housing for those with HIV/AIDS in the City of North Mankato is not a seemingly imminent problem, or one that is predicted to be in the future. With such a low HIV/AIDS population, this is to be expected. This does not mean however the City will not continue to investigate and monitor the situation and explore ways that it can help these individuals when or if it is needed.

Racial/Ethnic Groups

Racial statistics are not directly comparable between the 1990 and 2000 Census. The 1990 Census only allowed for the selection of one race without offering the "Two or More Races" option, while the 2000 Census allowed for the selection of multiple races. The 2000 Census also separated the categories of American Indian/Alaska Native, Asian and Native Hawaiian/ Pacific Islander while the 1990 Census did not. While the data is not directly comparable, it still can be used to gain reasonable insight for racial comparison.

The U.S. Bureau of the Census defines the term "Hispanic" as "people whose origins are from Spain, the Spanish-speaking countries or Central or South America, the Caribbean, or those identifying themselves generally as Spanish, Spanish-American, etc. Origin can be viewed as ancestry, nationally, or country of birth of the person or person's parents or ancestors prior to their arrival to the United States. Spanish/Hispanic/Latino people may be of any race." The term "Minority" is used here to describe all races excluding white.

The racial composition of the City of North Mankato has remained consistent between 1990 and 2000 as can be seen by the following table:

Table XX					
North Mankato Population by Race					
	1990 Total	1990 Percent	2000 Total	2000 Percent	Percent Change 1990 – 2000
White	10,000	98.4%	11,381	96.5%	+12.2%
Black	22	0.2%	77	0.7%	+71.5%
American Indian or Alaska Native	14	0.1%	28	0.2%	+50%
Asian or Pacific Islander	86	0.8%	163	1.4%	+47.3%
Hispanic	104	1%	188	1.6%	+44.7%

The City population is predominately white which is consistent between the time periods of 1990 (98.4%) and 2000 (96.5%). It can be seen that the minority population is growing, but it still represents only a very small fraction of the population. They are growing at a faster rate than that of the majority white demographic.

An analysis of housing problems by race/ethnicity was conducted to identify any areas where there may be a disproportionately greater need. According to HUD, a disproportionate housing need exists when members of a particular racial/ethnic group is at least 10% higher than the percentage of person in the category as a whole. The following two tables (Table XX and Table XXI) exhibit areas where a disproportionate need exists in the City of North Mankato for both rental and owner-occupied housing. When analyzing the data, it must be noted that there is a rather small minority population in the City of North Mankato, and this may affect the statistics and be the reason for any surprising results or anomalies.

Table XXI Rental Housing Problems by Race/Ethnicity					
	Extremely Low Income (<30% MFI)	Low Income (31-50% of MFI)	Moderate Income (51-80% of MFI)	Middle Income (>80% MFI)	Total Households
Asia	100%	100%	0%	0%	50%
Black	0%	N/A	0%	0%	0%
Hispanic	N/A	0%	0%	100%	34.5%
Native American	N/A	N/A	N/A	N/A	N/A
White	70.3%	33%	11.7%	0%	20.6%
Total Population	72%	36.3%	11.4%	2.4%	22.4%

Disproportionate needs for rental housing problems are seen by renters who are either Asian or Hispanic. Asians exhibit greater need at the extremely low- (100%) and low-income (100%) levels as well as in total overall households (50%). Hispanic renters exhibit greater need at the middle-income (100%) and total households levels (34.5%).

Table XXII Owner-Occupied Housing Problems by Race/Ethnicity					
	Extremely Low Income (<30% MFI)	Low Income (31-50% of MFI)	Moderate Income (51-80% of MFI)	Middle Income (>80% MFI)	Total Households
Asia	100%	100%	0%	0%	38%
Black	0%	N/A	0%	55.6%	27.8%
Hispanic	N/A	0%	51.3%	77.8%	55.7%
Native American	N/A	N/A	N/A	0%	0%
White	73.7%	41.8%	23.4%	6.4%	17.8%
Total Population	75.3%	44.9%	24.3%	7%	19.1%

Disproportionate needs for owner-occupied housing are seen by Asian, Black, and Hispanic homeowners. Asians are experiencing 100% housing problems at the extremely low- and low-income levels once again. They have greater need in the total households category (38%) again as well. A greater need for Black homeowners is seen at the middle-income level (55.6%). Hispanics are experiencing greater need at the moderate- (51.3%) and middle- (77.8%) income levels as well as in overall total households (55.7%).

Persons below Poverty:

In 1999 there were 831 individuals or about 7% of the City's population living in poverty. In 1990 the poverty rate was 6.3% which shows a slight increase in the poverty rate from 1990 to 1999. 29% or 241 of the 831 individuals in poverty are younger than 18. 61% or 508 of the 831 individuals in poverty are between the ages of 18 and 65 and 9.8% or 82 individuals are 65 years or older.

In 1999, there were also 169 families that were below the poverty level. Of these 169 families, 141 of them had related children under the age of 18 and 101 had children below the age of 5. 112 or 66% of these families are a family with a female householder and no husband present.

2.5 Lead-Based Paint Hazard

Lead poisoning is a serious threat to children and is a leading environmental disease. Exposure can cause serious health problems that severely affect mental and physical development. In adults, high blood pressure, kidney problems, and difficulties conceiving and having children can result. Currently, nearly one million children have excessive levels of lead in their blood, and homes with lead-based paint are the primary source of poisoning.

Lead was a popular ingredient in paint until it was banned in 1978. Lead increased resistance to mildew and durability, enhanced color, and acted as a drying agent which is why it was used so prominently. Lead paint still continues to be a problem almost 30 years after it was banned due to its prevalence in older housing.

According to the 2000 Census, there are a total of 5,023 housing units located in North Mankato and 62% of which were built prior to 1979. The study *"Comprehensive and Workable Plan for the Abatement of Lead-Based Paint in Privately Owned Housing, Report to Congress, HUD, December 7, 1990"* states that 90% of homes built before 1940 contain lead-based paint, as do 80% of units between 1940 and 1959, and 62% of those built between 1960 and 1978. Using those statistics, the following table estimates the number of homes in North Mankato with lead-based paint.

Table XXIII			
Estimated Occurrence of Lead-Based Paint			
Year Built	Number of Units	Percentage of Units with Lead-Based Paint	Number of Lead-Based Units
Post 1980	1,897	0%	0
1960-1979	1,520	62%	942
1940-1959	776	80%	620
1939 or Earlier	830	90%	747
Total	5,023	46%	2,309

The estimated total number of housing units in North Mankato with lead-based paint is 2,309. That is 46% of the total housing units. It can be estimated that 41% or 946 of these households are of low to moderate incomes. These households are limited on their options to fix the problem due to their low and moderate incomes which emphasizes the importance of aiding the solution.

Recognizing that nearly half (46%) of the total housing units within the City have lead-based paint and that 41% of those are low- to moderate-income households, the City of North Mankato try to identify these households and address the issue. A higher priority is given to low- to moderate-income households because they are less likely to be able to afford fixing the hazard. As funding permits, the City will explore ways in reducing the amount of housing with lead-based paint hazards.

3.0 Housing Market Analysis

3.1 General Characteristics

Supply

According to the 2000 Census, there are a total of 4,799 housing units in the City of North Mankato. From 1990 to 2000, North Mankato increased its housing units by 1,116 or about 14%. Surrounding communities have experienced similar growth. For example, Mankato grew by 3,477 housing units or about 13%; Lake Crystal grew by 126 housing units or about 13%; Eagle Lake grew by 75 housing units or about 12%; and St. Peter grew by 260 housing units or about 9%. The state average growth was 11.8% and the national average was 13.3% from 1990 to 2000. This shows that the City of North Mankato, as well as much of the area, is growing faster than most of the state and about equal to the national average.

Of the 5,046 housing units in North Mankato, 3,473 (73.2%) are owner-occupied and 1,271 (26.8%) are rental units. According to the 2000 census, there are 302 vacant units; 12 of which are listed as seasonal, recreational, or occasional use. The City believes the number of vacant units is severely over counted and is not a pressing issue. The subject will continue to be explored.

Demand

The City of North Mankato has a very tight market for owner-occupied housing, but has a fairly loose rental market. According to the 2000 Census, the homeownership percentage for North Mankato is 73.2% with a vacancy rate of 1.4%. The rental housing percentage is 26.8% with a vacancy rate of 8.7%. There are a total of 5,046 housing units with an overall vacancy rate of 6%.

Generally a housing market with a 5% vacancy rate is considered healthy, where demand is balanced by supply. Less than 2% indicates a very tight market where too many households are competing for too few units.

In 1990, the overall vacancy rate was 2.7% with homeowner vacancy at 0.8% and rental vacancy rate at 4.7%. The statistics are fairly consistent between 1990 and 2000, with homeownership having a very tight and competitive market while the rental market has a higher vacancy rate. In 1990 however, the rental market was considered healthy, and by 2000 the vacancy has almost doubled creating an unhealthy market where there is more supply than demand. The opposite is seen in the owner-occupied housing where the supply is not meeting the demand.

Cost of Housing

The following segment presents information on the cost and affordability of housing in the City of North Mankato. Owner-occupied housing will be compared to rental units and an overall analysis will be done to state the overall affordability of housing for low-income residents.

Budget cuts have resulted in decreases in funding of the Housing Choice Voucher Program (Section 8). This provided low-income families a way to live in fair market units and only pay 30% of their income on housing with the program covering the difference. With funding decreases in this program, an increase in demand for affordable housing can be expected.

Single-Family Housing

According to the 2000 Census, the median value of an owner-occupied housing unit in the City of North Mankato is \$120,600. This is higher than the median value of owner-occupied units for Nicollet County (\$113,400) and lower than the State of Minnesota's average of \$122,400. It is substantially higher than the \$97,400 average seen in the neighboring City of Mankato as well. The low vacancy rate coupled with the higher cost of owner-occupied housing compared to the surrounding communities indicates there is a lack of single-family housing to meet demand.

The average owner-occupied housing unit's value went up 43% from 1990 to 2000, going from \$68,900 to \$120,600. This is similar to that of the surrounding communities as well as the state with Nicollet County's average going up 43% and the State of Minnesota's average going up 40%.

The Realtor Association of Southern Minnesota provided the following average home sales price statistics for the City of North Mankato from 2006-2008:

Table XXIV		
Average Home Sales Price 2006 – 20008		
<u>Year</u>	<u>Average Sales Price</u>	<u>Percent Change</u>
2006	\$181,871	N/A
2007	\$189,963	+4.3%
2008	\$174,653	-8.1%

From 1990 to 2000 the average owner-occupied housing unit went up an average of 4.3% per year. There has been a recent downfall in the housing market as exhibited by the table above. The City of North Mankato has not been affected by this housing market decline to the extent much of the state and country have been. There have been slightly higher amounts of foreclosures and housing prices have fallen in turn due to more houses being on the market and selling at a much lower rate than normal. This has created stress on the market and homeowners due to investments in housing depreciating rather than appreciating. It can be said that this has created a buyer's market and homeownership has become more affordable than in the recent past.

The 2000 Census shows that the average monthly owner cost for those with a mortgage in North Mankato is \$975. The State's average is \$1,044 and Nicollet County's is \$939. It is cheaper to own a house in North Mankato on average than the State, but within the county it is more expensive.

According to the 2000 Census, the median household income for the City of North Mankato was \$48,816. In 1990 it was \$32,073 equating to a 34% increase. The State saw a 34% increase as well and Nicollet County saw only a 21% increase. The average incomes in North Mankato are rising consistently with the state which cannot be said about the rest of the county.

The following chart compares the median household income to the average owner-occupied housing unit value from 1990 to 2000:

Table XXV Housing versus Income Change 1990 – 2000		
	Median Value Owner-Occupied Unit	Median Household Income
1990	\$68,900	\$32,073
2000	\$120,600	\$48,816
% Change	+43%	+34%

The cost of owner-occupied housing is rising at a dramatically higher rate than that of median household incomes. The median value of an owner-occupied unit increased on average 4.3% per year through the ten-year period while the median household income only went up an average of 3.4% per year. The gap between housing prices and incomes negatively affects affordability. This is amplified for low-income and elderly persons since they have fewer housing and employment options.

The U.S. Department of Housing and Urban Development (HUD) defines housing affordability as paying no more than 30% of a household's gross income towards housing. The average household income according to the 2000 Census for North Mankato is \$48,816 or about \$4,068 monthly providing for a monthly house payment of \$1,220. The 2000 Census says that the average monthly owner cost for those with a mortgage in North Mankato is \$975. The average household income can support a \$1,220 house payment per month while the average monthly owner cost is \$975. Most households in North Mankato can afford an average home. Nearly all low- to moderate-income households cannot however.

The following table illustrates what would be an affordable monthly payment for households of the four main income levels. This is based upon HUD's definition of housing affordability of paying no more than 30% of a household's gross income towards housing. The median family income is \$59,265 in North Mankato.

Table XXVI		
Affordable Monthly House Payments for Low to Moderate Incomes		
	Annual Family Income	Affordable Monthly Payment (30% of income)
Extremely Low Income <30% of the MFI	\$0 - \$17,780	\$0 - \$445
Low Income 30-50% of the MFI	\$17,780 - \$29,633	\$445 - \$741
Moderate Income 50-80% of the MFI	\$29,633 - \$47,412	\$741 - \$1,186
Middle Income >80% of the MFI	\$47,412 or greater	\$1,186 or greater

The extremely low- and low-income households cannot afford the \$975 average owner cost for those with a mortgage in the City and only about half of the moderate income families can. This represents an obvious affordability gap for the average home for the extremely low-, low-, and moderate-income populations.

Rental Housing

According to the 2000 Census, the average gross rent for the City of North Mankato is \$511. This is higher than that of Nicollet County's average of \$488 but lower than that of the State's average of \$566. Comparing that to the average monthly owner cost for those with a mortgage of \$975, it shows that on average a renter pays \$464 or about 48% less than an average owner.

The average gross rent in 1990 was \$356 showing an increase of 31% from 1990 to 2000. This shows that rents increased 10% less than that of single-family housing and 3% less than the median-household income.

By analyzing the previous chart, it can be seen that the \$551 average gross rent falls in the middle of the low-income bracket for an affordable monthly payment. All extremely low-income and a majority of low-income households cannot afford to have \$551 per month dedicated to housing. Even so, rental payments are found to be far more affordable than mortgage payments for the average citizen.

Overall

The housing market in the City of North Mankato is growing faster than the state average and slightly faster than the national average. The single-family housing market is tight with very few vacancies, while the rental market is loose with higher than desired amounts of vacancies. The cost of single-family housing is rising much faster than the average income of the City while the average rent rose slightly less. This exhibits the tight single-family housing and loose rental markets.

3.2 Housing Condition

Using Census data, the overall condition of North Mankato's housing stock can be analyzed by examining the age of the housing stock and units lacking indoor plumbing and/or kitchens. This provides insight into what issues are the leading causes of substandard housing.

Definitions

Standard Housing Condition – Housing which in initial construction quality and current condition is safe, fit for human occupancy, and is structurally sound according to the Section §92.21 of the North Mankato City Code.

Substandard Housing Condition but Suitable for Rehabilitation – A unit is suitable for rehabilitation if it can be brought into standard condition by expending less than 50% of its after rehabilitation value

Age of Housing Stock

The average lifespan of a house, according to the U.S. Department of Housing and Urban Development (HUD), is 40-50 years without significant annual maintenance. Of the total 5,023 housing units in North Mankato, 2,156 or 43% were built prior to 1970 making them greater than 40 years old. 1,606 housing units were built prior to 1960 which means 32% of the housing stock is over 50 years old. This is exhibited by the following chart:

Table XXVII Age of Housing Stock				
YEAR STRUCTURE BUILT	Number of Housing Units	Percent of Housing Units	Percent of Overall Housing Units (beginning at 2000)	Percent of Overall Housing Units (beginning at 1939)
1999 to March 2000	415	8.3	8.3	100
1995 to 1998	304	6.1	14.4	91.6
1990 to 1994	359	7.1	21.5	85.5
1980 to 1989	819	16.3	37.8	78.4
1970 to 1979	970	19.3	57.1	62.1
1960 to 1969	550	10.9	68	42.8
1940 to 1959	776	15.4	83.4	31.9
1939 or earlier	830	16.5	100	16.5

Older housing stock requires more maintenance and the owner incurs higher costs. Without the maintenance, the units will become substandard and renovations will be required to keep them livable and compliant with city building codes.

Units Lacking Indoor Plumbing and/or Kitchens

The Census Bureau defines complete plumbing facilities as hot and cold piped water, a bathtub or shower, and a flush toilet, and a complete kitchen as a sink with piped water, a range or cook top and oven, and a refrigerator. Units that are missing any of these items are considered substandard.

In 1990, there were 11 units lacking full kitchens and 11 units lacking complete plumbing facilities. These units may be the same 11 units or they may be separate. In 2000, there were 20 units lacking full kitchens and 19 lacking full plumbing. Once again these may or may not be the same units, but some overlap can be expected. According to Census data, there were 3,939 total housing units in 1990 and 5,023 in 2000. This shows a 21.5% increase in housing units between 1990 and 2000. While the number of units lacking plumbing and kitchens doubled, it still represents a minute proportion of the overall housing stock.

Housing Market Analysis Summary

The following points are the key issues that were discussed throughout this section:

- The City of North Mankato, as well as the surrounding communities, is growing slightly faster than the State average.
- The owner-occupied housing unit vacancy rate continues to be very low while the rental vacancy rate has risen above what would be considered a healthy market.
- Housing demand is strong for single-family homes.
- The median value of an owner-occupied unit is rising faster at 4.3% than the median household income at 3.4%.
- The average household income is able to afford the average home price.
- Low- to moderate- income households struggle to afford owning or renting, but renting is the more affordable option of the two.
- The overall housing stock is old and maintenance will be required to keep them from becoming substandard, which means owners will sustain higher housing costs.

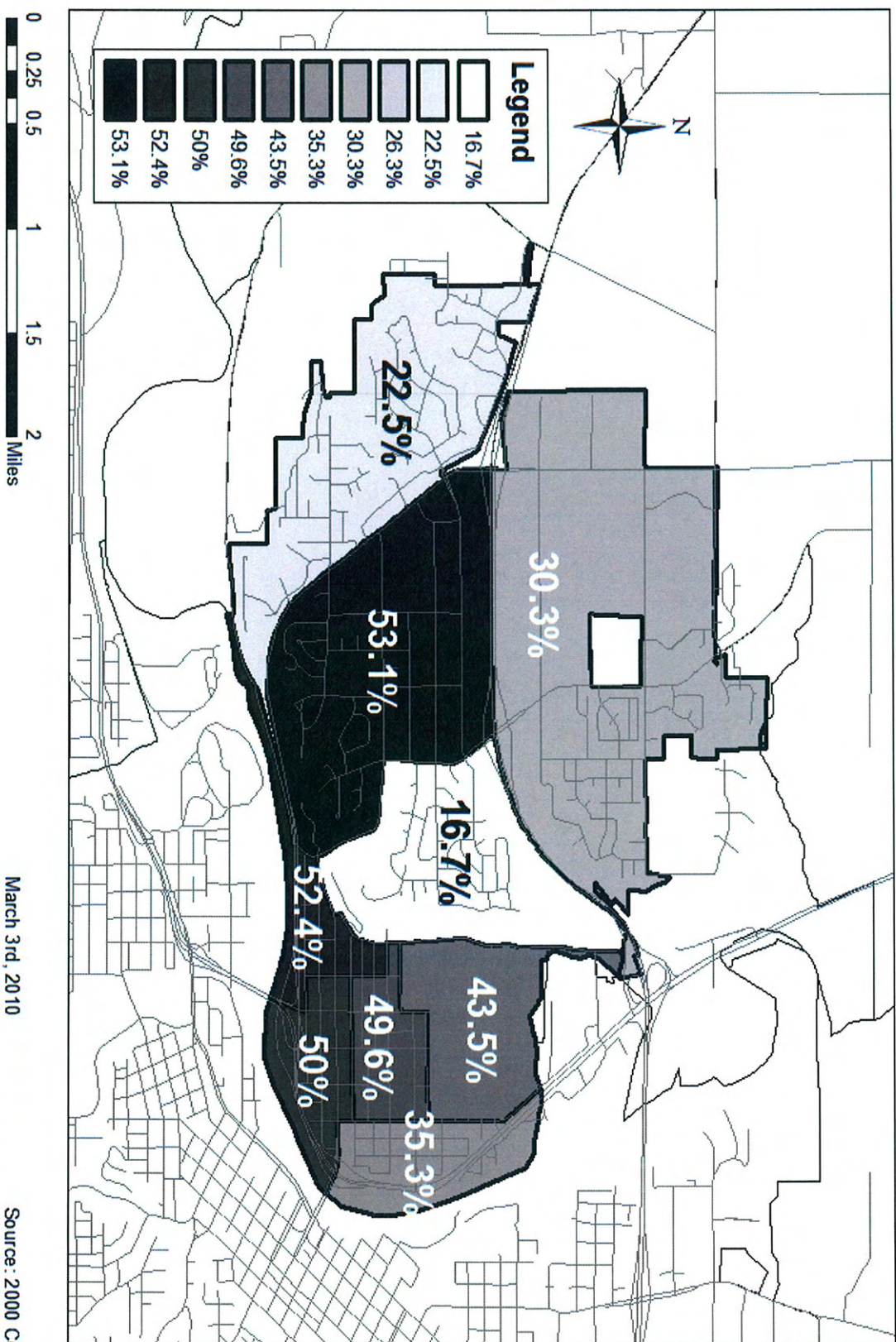
3.3 Areas of Low-Income and Minority Concentrations

Low-Income Concentration

The City of North Mankato defines areas of low-income concentration to be areas that meet HUD's definition of greater than 51% of the population having low and moderate incomes. These areas are defined by census block groups.

The areas of low-income concentration in the City of North Mankato can be described by Federal Information Processing Standard (FIPS) codes 27103470689805003, 27103470689805005, and 27103470689806004. These represent Census tract 5 block group 3, tract 5 block group 5, and tract 6 block group 4 in the City of North Mankato. A map exhibiting these groups can be seen on the following page.

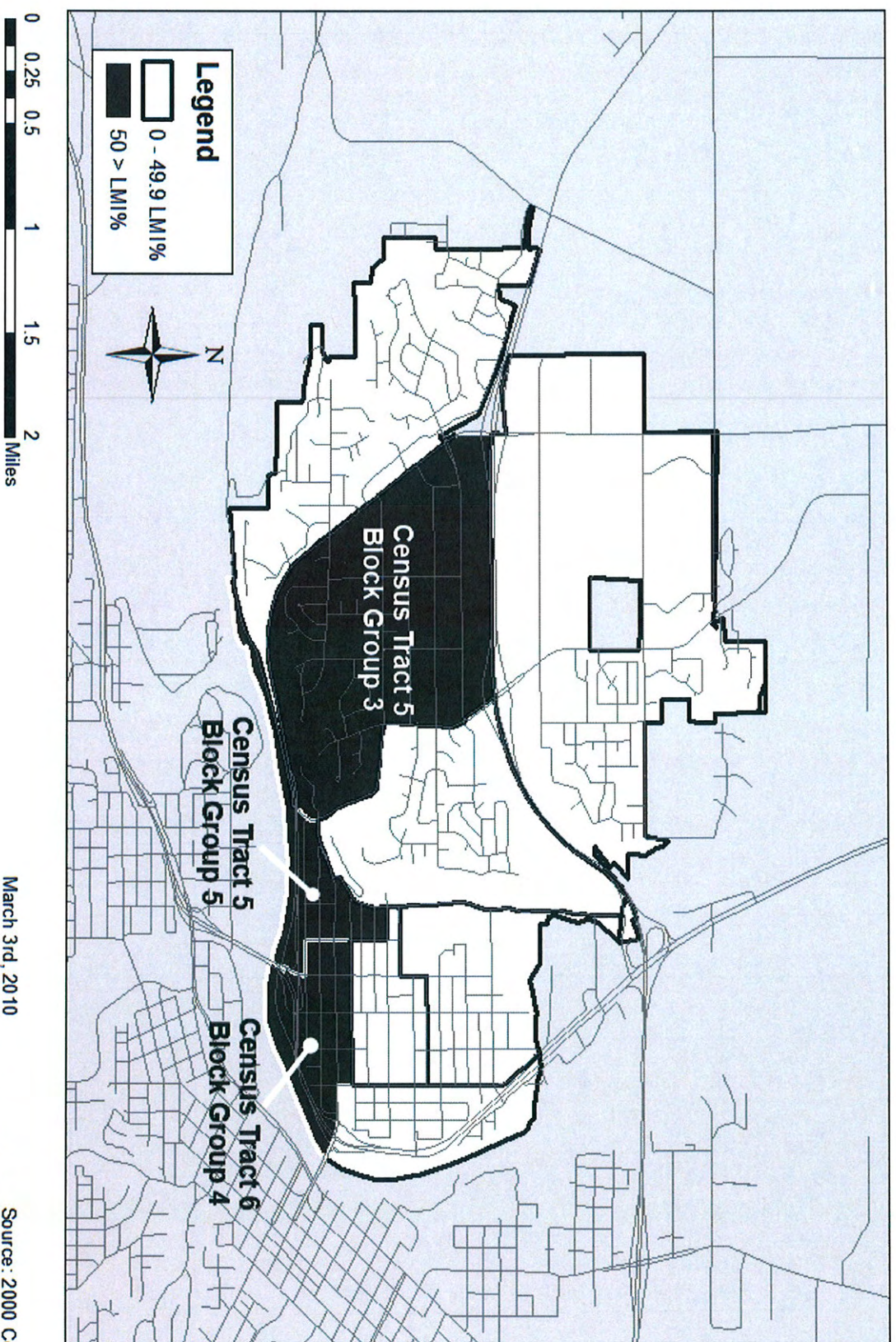
City of North Mankato Percent of Low-Moderate Income Households by Block Group



March 3rd, 2010
Source: 2000 Census
City of North Mankato Community Development Department

City of North Mankato

Block Groups with Greater than 50% Low-Moderate Income Households

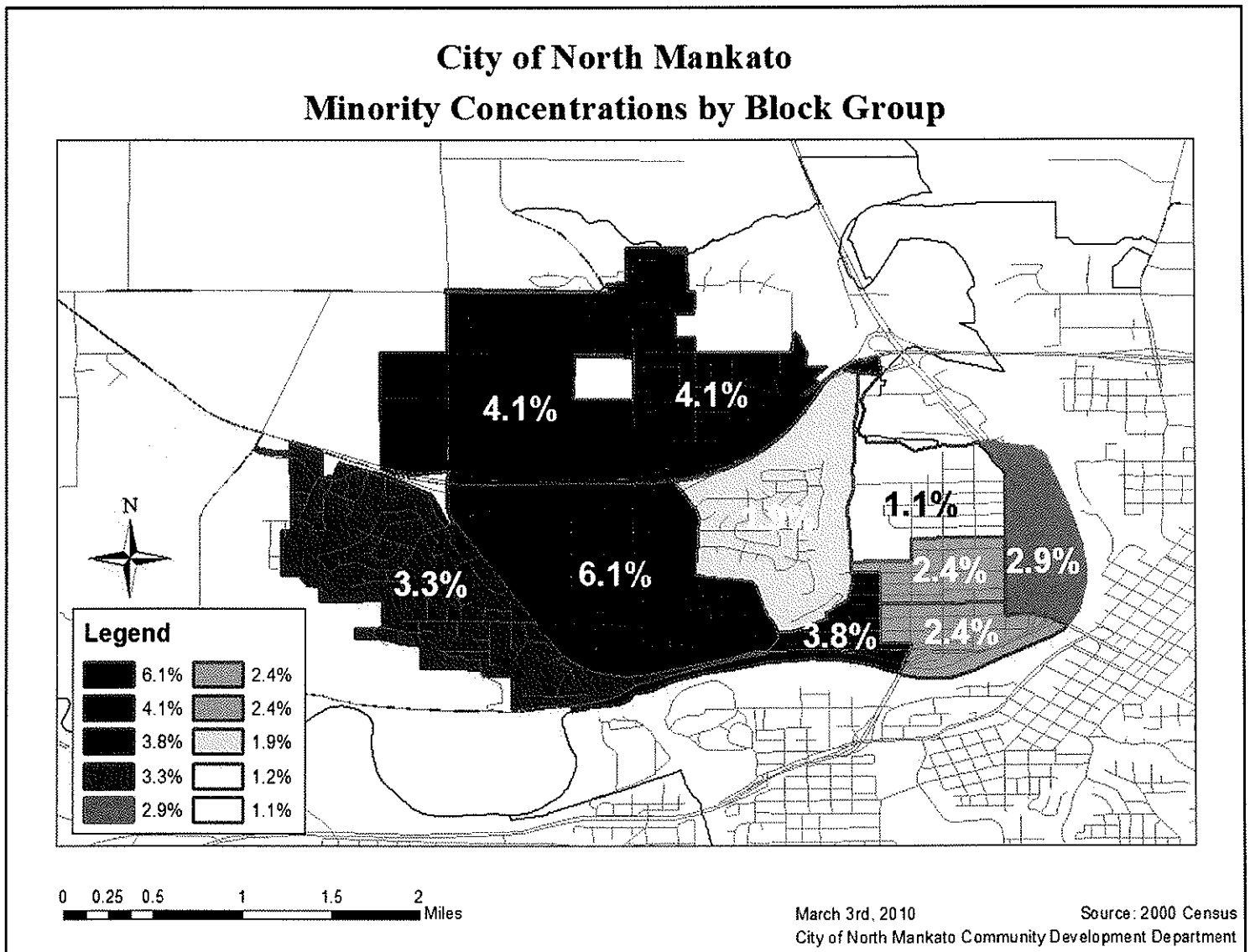


March 3rd, 2010
City of North Mankato Community Development Department

Minority Concentration

Areas of minority concentration are defined as census block groups that report a 10% or greater percentage of minorities above the City's overall rate of 3.5%. This would require a 13.5% minority population in a census block group.

As exhibited by the following map, there are no block groups in the City which have a minority concentration.



When comparing the areas with highest percent of minorities, and the areas of highest percent of low- and moderate-income persons, some correlation can be seen. Census tract 5 block group 3 has the highest percents for both minority and low- and moderate-income persons.

The rest of the block groups have some correlation and show increases and decreases at similar rates.

3.4 Public and Assisted Housing

The South Central Multi-County HRA operates the public housing programs for the counties of Martin, Nicollet, Sibley, Waseca, and Watonwan. The mission of South Central MN Multi-County HRA (SCMMCHRA) is to promote adequate, affordable housing in a safe environment. SCMMCHRA will assist families and individuals to achieve economic self-sufficiency through effective collaboration with community agencies, residents and property owners.

The SCMMCHRA administers the Housing Choice Voucher Program (formerly known as Section 8) in Martin, Nicollet, Sibley, Waseca and Watonwan counties. All vouchers and waiting lists are handled at a multi-county level as opposed to individual county lists. There are a total of 291 subsidized households in Nicollet County and there are 350 households on the waiting list for SCMMCHRA's service.

Fair market rents in Nicollet County are \$504 for 0 bedroom (studio), \$587 for 1 bedroom, \$682 for 2 bedrooms, \$951 for 3 bedrooms, \$1103 for 4 bedrooms, and \$1268 for 5 bedrooms as of 2009 according to the South Central Minnesota Multi-County HRA. In order to receive assistance, one must have a monthly rent at or below these fair market values.

The South Central Minnesota Multi-County HRA provides the following programs:

HCV Rental Assistance Program (formerly Section 8) - This program will help pay your rent if you are an income-eligible family or individual. Participants need to find their own rental units. Tenants receive rental assistance based on income and household size. Eligible families and individuals pay 30% to 40% of their gross annual income towards the gross rent. The HRA pays the balance of the rent.

HCV Homeownership (formerly Section 8) - This program assists first-time homeowners with their monthly homeownership expenses. Homeownership participants must be a qualified applicant or participant in the HCV Rental Assistance Program.

Family Self-Sufficiency (FSS) - This is a work-incentive program for clients receiving rental assistance through the HCV Program. The FSS Program Coordinator will work with you to set up a five-year plan that includes employment, education, and training goals. Every 6 months, these goals will be reviewed and revised to meet your needs.

Rental Assistance Program (RAP) - This is a state-funded, referral-only, rental-subsidy program. A Service Provider shall develop and implement a transition plan for each household or individual to assist them in moving from RAP to self-sufficiency or to a rental assistance program that is not time-limited. Eligibility is income-based and limited to a maximum of \$250 subsidy per household, with a limit of five years.

The City of North Mankato will continue to maintain and build a strong relationship with the SCMNMCHRA. Through this relationship, open communication will continue to discuss the needs of low- to moderate-income households.

The following is a table of the apartment complexes with subsidized/public housing units in the City of North Mankato.

Table XXVIII	
North Mankato Subsidized/Public Housing	
Belltower Apartments	507-625-4715
Colony Apartments	507-625-4351
Hoover Estates	507-386-1004
Koppen Gardens	507- 388-3202
Medford Manor	507-387-3949
Northridge Estates	507-625-4351
Northway Townhomes	507-386-7208
Page Apartments	507-387-1238
Sunrise Village	507-387-8120
Tschohl Apartments	507-625-5573
WSK Holdings	507-345-3090

The Koppen Gardens complex is a public housing complex in the City of North Mankato. This complex is administered by the City and has 74 units. There will be no public housing units expected to be lost in the City of North Mankato. There are also no affordable housing projects in the City that will expire during the Consolidated Plan period.

Public and affordable housing can be incorporated with negative stereotypes and connotations. These come from the often portrayed run-down house/apartment/high rise typically seen in the media. Public and affordable housing are a vital aspect to creating a more enjoyable and livable city however, and when done correctly, can be indistinguishable from the rest of the community. The City of North Mankato will explore ways to improve current public housing, provide effective public housing as demand is seen, and will research ways to improve the public perception of public housing. It will also work with public housing providers to encourage public housing residents to explore homeownership and to find ways to help them take the next step to self-sufficiency.

3.5 Barriers to Affordable Housing

There are many policies that can affect the affordability of housing in a community. These include taxes, fees, utilities, land use and zoning, and building codes. Developers are also discouraged to build affordable or public housing because of the specific criteria, paperwork, time, and money necessary. The City of North Mankato has worked to reduce these barriers in a variety of ways:

- Help finance the Minnesota Valley Action Council's housing education programs
- Apply for annual funding from the Minnesota Housing Finance Agency to provide assistance
- The use of City of North Mankato grant money when available to provide down payment and closing cost assistance
- Reduced minimum lot sizes to help accommodate new affordable housing construction
- Allow for flexible setbacks for affordable housing projects

3.6 Fair Housing

Title VIII of the Civil Rights Act of 1968, known as the *Fair Housing Act* prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including children under the age of 18 living with parents or legal custodians, pregnant women, and people securing custody of children under the age of 18), and handicap (disability).

In general, the laws, regulations, and administrative policies in the City of North Mankato comply with the Federal Fair Housing guidelines and do not appear to adversely affect the location, availability, or accessibility of housing choices for North Mankato citizens based on their race, color, national origin, religion, sex, family status, or handicap.

The Consolidated Plan regulations (24 CFR 91) require each state and local government to submit a certification that is affirmatively furthering fair housing. This means that it will (1) conduct an analysis of impediments to fair housing choice; (2) take appropriate actions to overcome the effects of impediments identified through that analysis; and (3) maintain records reflecting the analysis and actions.

North Mankato is a growing community that focuses on affordable and fair housing. Due to high infrastructure costs and lack of state and federal funding to assist in development, providing affordable housing and ensuring fair housing is a difficult and complex task. It is of high priority to the City however, and all accommodations are made to provide the most effective and efficient affordable and fair housing opportunities possible.

4.0 STRATEGIC PLAN

4.1 Overview

The Strategic Plan section of the Consolidated Plan details how the City plans to provide availability and affordability to decent housing, sustainability, economic opportunity, and a suitable living environment primarily for low- and moderate-income individuals. This section will define specific implementation steps based on the housing and community needs assessment which was completed utilizing Census data, CHAS data, public meetings, and staff expertise.

Program Goals and Priorities

The City of North Mankato's Consolidated Plan strives to meet the following three basic national goals:

1. Provide decent housing
2. Provide suitable living environment
3. Expand economic opportunities

While working to accomplish these objectives, the City will emphasize activities and programs that primarily benefit low- to moderate-income persons. Activities that serve larger numbers of low- to moderate-income persons will receive greater emphasis. The majority of funding will be directed towards key geographic areas with more than 51% of residents having low to moderate incomes.

The City of North Mankato's Consolidated Plan has been developed in accordance with the following federally established statutory objectives:

1. The elimination of slums and blight and the prevention of blighting influences and the deterioration of property and neighborhood and community facilities of importance to the welfare of the community, principally persons of low and moderate income;
2. The elimination of conditions which are detrimental to health, safety, and public welfare, through code enforcement, demolition, interim rehabilitation assistance, and related activities;
3. The conservation and expansion of the Nation's housing stock in order to provide a decent home and a suitable living environment for all persons, but principally those of low and moderate income;

4. The expansion and improvement of the quantity and quality of community services, principally for persons of low and moderate income, which are essential for sound community development and for the development of viable urban communities;
5. A more rational utilization of land and other natural resources and the better arrangement of residential, commercial, industrial, recreational, and other needed activity centers;
6. The reduction of the isolation of income groups within communities and geographical areas and the promotion of an increase in the diversity and vitality of neighborhoods through the spatial deconcentration of housing opportunities for persons of lower income and the revitalization of deteriorating or deteriorated neighborhoods;
7. The restoration and preservation of properties of special value for historic, architectural, or esthetic reasons;
8. The alleviation of physical and economic distress through the stimulation of private investment and community revitalization in areas with population outmigration or a stagnating or declining tax base;
9. The conservation of the Nation's scarce energy resources, improvement of energy efficiency, and the provision of alternative and renewable energy sources of supply.

The City of North Mankato has four goals for the Community Development Program that mirror the national purposes stated above:

1. Provide safe, decent and affordable housing by preserving the existing housing stock and developing opportunities for the addition of new affordable rental and homeownership units. This will assist in revitalizing residential neighborhoods of desirable quality and stability, each representative of North Mankato's citizens in terms of race, income group and household type.
2. Promote economic development that is diverse and fundamentally strong for the foreseeable future by supporting businesses that will be long lasting with high-quality jobs. Conduct job training and provide entrepreneurial services to enhance people's skills and education creating a strong and attractive workforce.
3. Make public facility improvements directed at the prevention and elimination of blight or whose primary beneficiaries are residents with low and moderate incomes.

4. Provide an adequate level of human services that satisfies basic social, physical, mental, emotional, and economic needs of all residents, especially those with low and moderate incomes. These services will assist in reducing poverty or addressing an urgent need of the City, i.e. disaster relief.

Guidelines

Supplementing the above overall priority statements are the following CDBG investment guidelines, which are to be applied, as appropriate, to all CDBG funding decisions:

1. The City will affirmatively further Fair Housing Practices and will incorporate Fair Housing Principles into all CDBG-supported housing programs.
2. In reviewing CDBG public facility projects (e.g., infrastructure, parks, neighborhood rehabilitation), consideration for use of CDBG funds will be given to those projects that address accessibility; health and safety needs and provide the most permanent physical improvement for the City.
3. All organizations receiving funding support through CDBG shall include procedures for evaluating the measurable and timely achievement of the project's or organization's goals and, if the organization is currently receiving funding from CDBG, such an evaluation shall be provided for the current CDBG-supported activities as part of the project proposal for future funding. These evaluations will be a part of the City's Performance Measurement System.
4. For public facility projects, the City will attempt to geographically focus CDBG funds and other resources to maximize the revitalization effect of such investment activities. For projects that serve LMI persons in general, CDBG investments will serve income-eligible persons throughout the entire City.
5. Where appropriate, CDBG investments into capital improvements will include consideration for the nature and likelihood of ongoing funds for operation and maintenance of the improvements.

Obstacles in Meeting Unmet Needs

The City of North Mankato will choose activities that best serve the needs of community. There are obstacles in meeting all of the needs however. The main obstacle is the overall lack of resources. The limited funding supply of the CDBG program is not enough to address every need. This is the case with limited local, state, and federal resources as well. That is why it is important to identify areas of highest need and priority to utilize the available funding most effectively.

Another obstacle in meeting unmet needs is identifying every need. For a community the size of North Mankato, data is not as readily available or as up to date as it is for larger communities. This makes it difficult to identify the areas of highest need and/or priority.

4.2 Project Priorities

North Mankato's housing and non-housing community development priorities are stated in tables 1A, 1B, 2A, and 2B. Although most items have problems that need attention, the term priority need as used in the table and this section is defined by HUD. The four possible levels of priority that can be assigned to a given need have been defined by HUD as follows:

- **High** – Activities to address this need will be funded by the locality during the five-year period.
- **Medium** – If funds are available, activities to address this need may be funded by the locality during the five-year period. Also, the locality will take other actions to help this group locate other sources of funds.
- **Low** – The locality may not fund activities to address this need during the five-year period. The locality will consider certifications of consistency for other entities' applications for federal or other type of assistance.
- **No Such Need** – The locality finds there is no need or the grantee shows that this need is already substantially addressed. No certifications or consistency will be considered.

The term priority as used in this section refers to both the actual need to be addressed and to the likelihood that CDBG and related resources will be spent to address the priority. The following priority needs table and the basis for setting the priorities were developed with the community and the North Mankato Community Development Department. As indicated above, North Mankato will use CDBG funds to address high priorities during the next five years, as funding permits. Medium priorities may receive funding based upon funds available.

The designation of Highs, Mediums, and Lows in the following tables was based upon a number of elements outlined throughout the Consolidated Plan. The factors utilized were the analysis of the housing market, the severity of housing problems, the needs of extremely low-income, low-income, and moderate-income renters and owners, Census data, community input, and staff expertise. Each of these tools highlighted a number of community development and housing issues which need to be addressed.

The following is a summary of the **HIGH** and **MEDIUM** priority needs that have been identified to receive CDBG funding:

Parks and Recreation Facilities

While there will be no park facilities projects in the first year, CDBG funds may be used in following years to develop or redevelop local parks. Over the 5-year plan, approximately \$100,000 may be used for redevelopment activities that will include replacement of existing park amenities and accessibility improvements for persons with physical disabilities.

Parking Facilities

As part of downtown redevelopment efforts, CDBG funds may be used to create off-street parking opportunities in the Central Business District. Over the 5-year plan, one parking facility may be constructed for an approximated cost of \$100,000.

Infrastructure Improvements

CDBG funds will be used to rehabilitate existing water, sewer, street and sidewalks in areas which principally benefit low and moderate-income persons. Over the 5-year plan, approximately \$200,000 may be spent on water/sewer improvements, and \$100,000 may be used on street improvements.

Building Acquisition/Construction/Rehabilitation

CDBG funds will be used to purchase both commercial and residential buildings which contribute to slum and blight conditions. Over the 5-year plan, approximately \$300,000 may be used to acquire and rehabilitate 1 building.

Development of Affordable Rental Units

CDBG funds may be used to construct affordable rental units in the Central Business District. Through a local Envision 2020 community planning process, the creation of urban villages was identified as a high priority.

Single-Family Direct Homeownership Assistance Grant Program

During the first program year, CDBG funds will be used to provide grants to low- or moderate-income persons to help pay for the down payment and/or closing costs with the acquisition and construction of single-family residential dwellings. This will utilize 100% of the \$96,068 of CDBG funds allocated for this program year and will provide 11 \$8,000 grants/deferred loans.

Single-Family Residential Rehabilitation

CDBG funds may be used to provide grants/loans to low- to moderate-income persons to rehabilitate existing single-family dwellings.

Economic Development Technical Assistance

On an annual basis, CDBG funds will be used to assist funding the South Central Small Business Development Center.

Commercial Rehabilitation

CDBG funds may be used for the rehabilitation of existing commercial buildings which contribute to slum and blight conditions.

Property Acquisition

Purchase vacant parcels with re-use of the parcels in compliance with all HUD regulations.

Administration and Planning

CDBG funds will be used in the preparation of a Comprehensive Plan.

Specific objectives

Goals and objectives to be carried out during the strategic plan period are identified by placing a check in the following boxes:

<input checked="" type="checkbox"/> Objective Category: Decent Housing	<input checked="" type="checkbox"/> Objective Category: Expanded Economic Opportunities	<input checked="" type="checkbox"/> Objective Category: Expanded Economic Opportunities
Which Includes:	Which Includes:	Which Includes:
<input type="checkbox"/> assisting homeless persons obtain affordable housing	<input type="checkbox"/> improving the safety and livability of neighborhoods	<input checked="" type="checkbox"/> job creation and retention
<input type="checkbox"/> assisting persons at risk of becoming homeless	<input checked="" type="checkbox"/> eliminating blighting influences and the deterioration of property and facilities	<input checked="" type="checkbox"/> establishment, stabilization and expansion of small business (including micro-businesses)
<input checked="" type="checkbox"/> retaining the affordable housing stock	<input checked="" type="checkbox"/> increasing the access to quality public and private facilities	<input type="checkbox"/> the provision of public services concerned with employment
<input checked="" type="checkbox"/> increasing the availability of affordable permanent housing in standard condition to low-income and moderate-income families, particularly to members of disadvantaged minorities without discrimination on the basis of race, color, religion, sex, national origin, familial status, or disability	<input type="checkbox"/> reducing the isolation of income groups within areas through spatial deconcentration of housing opportunities for lower income persons and the revitalization of deteriorating neighborhoods	<input type="checkbox"/> the provision of jobs to low-income persons living in areas affected by those programs and activities under programs covered by the plan
<input type="checkbox"/> increasing the supply of supportive housing which includes structural features and services to enable persons with special needs (including persons with HIV/ADOS) to live in dignity and independence	<input checked="" type="checkbox"/> restoring and preserving properties of special historic, architectural, or aesthetic value	<input checked="" type="checkbox"/> availability of mortgage financing for low income persons at reasonable rates using non-discriminatory lending practices
<input checked="" type="checkbox"/> providing affordable housing that is accessible to job opportunities	<input checked="" type="checkbox"/> conserving energy resources and use of renewable energy sources	<input checked="" type="checkbox"/> access to capital and credit for development activities that promote the long-term economic social viability of the community

4.3 Homeless Table 1A and 1B

**Table 1A
Homeless and Special Needs Populations**

Continuum of Care: Housing Gap Analysis Chart

		Current Inventory	Under Development	Unmet Need/ Gap
Individuals				
Beds	Emergency Shelter	0	0	0
	Transitional Housing	0	0	0
	Permanent Supportive Housing	0	0	0
	Total	0	0	0
Persons in Families with Children				
Beds	Emergency Shelter	0	0	0
	Transitional Housing	0	0	0
	Permanent Supportive Housing	0	0	0
	Total	0	0	0

Continuum of Care: Homeless Population and Subpopulations Chart

Part 1: Homeless Population	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Number of Families with Children (Family Households):	0	0	0	0
1. Number of Persons in Families with Children	0	0	0	0
2. Number of Single Individuals and Persons in Households without children	0	0	0	0
Total (lines 1+2)	0	0	0	0
Part 2: Homeless Subpopulations	Sheltered		Unsheltered	Total
a. Chronically Homeless	0		0	0
b. Seriously Mentally Ill	0			
c. Chronic Substance Abuse	0			
d. Veterans	0			
e. Persons with HIV/AIDS	0			
f. Victims of Domestic Violence	0			
g. Unaccompanied Youth (Under 18)	0			

The Southeast Minnesota Continuum of Care was contacted for homeless data. They were able to provide specific data for the City of Mankato, but not for the City of North Mankato.

The City of North Mankato has no identified homeless. The City of North Mankato and Mankato act very much as joint communities and their service areas often overlap. The homeless needs are being met by Mankato, and there is no identified homeless need in North Mankato.

As there are no reported known homeless persons in North Mankato, the City does not implement strategies for outreach. This includes addressing emergency shelter and transitional housing needs as well as helping homeless make the transition to permanent housing and independent living. This subject will continue to be monitored however, and the City will adjust its approach as needed.

Table 1B
Special Needs (Non-Homeless) Populations

SPECIAL NEEDS SUBPOPULATIONS	Priority Need Level High, Medium, Low, No Such Need	Unmet Need	Dollars to Address Unmet Need	Multi-Year Goals	Annual Goals
Elderly	L				
Frail Elderly	L				
Severe Mental Illness	L				
Developmentally Disabled	L				
Physically Disabled	L				
Persons w/ Alcohol/Other Drug Addictions	L				
Persons w/HIV/AIDS	L				
Victims of Domestic Violence	L				
Other	L				
TOTAL					

Data on subpopulations for the City of North Mankato was largely unattainable. The City analyzed Census and CHAS data, and contacted local service providers, but identifying an unmet need was not able to be done due to the lack of available, up to date, reliable, and consistent data.

Due to limited resources and funding and the low-priority levels of the special needs subpopulations, there will be no specific objectives or funding made available to these populations. The City of North Mankato will continue to work with organizations that provide services for the special needs population and action will be taken if the need is seen.

4.4 Affordable Housing Table 2A

The City of North Mankato has identified the priority housing needs by completing the following table 2A. The table shows the priority level and unmet need for owner and rental housing through the sub categories of small-related, large-related, elderly, and all other households which are then further broken down by income levels. The unmet need is identified by using the analysis from the housing and homeless needs assessment to. The unmet need is the number of households in that category experiencing a cost burden of greater than 30% of their income. The priority is then assigned by analyzing the housing analysis, the unmet need compared to the total amount of households in that category, and staff expertise. The obstacle in meeting underserved needs include lack of funding to address all of the City's housing needs.

Table 2A
Priority Housing Needs/Investment Plan Table

PRIORITY HOUSING NEEDS (households)		Priority		Unmet Need
Renter	Small Related	0-30%	H	69
		31-50%	L	14
		51-80%	L	11
	Large Related	0-30%	L	10
		31-50%	L	0
		51-80%	L	0
	Elderly	0-30%	M	35
		31-50%	L	14
		51-80%	L	4
	All Other	0-30%	L	40
		31-50%	L	45
		51-80%	L	30
Owner	Small Related	0-30%	L	44
		31-50%	L	38
		51-80%	H	99
	Large Related	0-30%	L	N/A
		31-50%	L	N/A
		51-80%	L	30
	Elderly	0-30%	H	47
		31-50%	L	27
		51-80%	M	39
	All Other	0-30%	L	23
		31-50%	L	35
		51-80%	L	40
Non-Homeless Special Needs	Elderly	0-80%	L	
	Frail Elderly	0-80%	L	
	Severe Mental Illness	0-80%	L	
	Physical Disability	0-80%	L	
	Developmental Disability	0-80%	L	
	Alcohol/Drug Abuse	0-80%	L	
	HIV/AIDS	0-80%	L	
	Victims of Domestic Violence	0-80%	L	

Data on subpopulations for the City of North Mankato was largely unattainable. The City analyzed Census and CHAS data, and contacted local service providers, but identifying an unmet need was not able to be done due to the lack of available, up to date, reliable, and consistent data.

The following is a list of the objectives and strategies to address affordable housing in the City of North Mankato:

Priority Need: Affordable Housing Units

Objective 2A-1 – Promote Single-Family home ownership opportunities

Strategy A – Provide grants/loans to qualified first-time home buyers for the purchase of affordable owner-occupied housing

Strategy B – Support local homebuyer education courses offered through the Minnesota Valley Action Council

Strategy C – Apply and support applications to state, federal and private funders for housing developers proposing to construct quality single-family affordable housing in North Mankato

Strategy D – Construct new single-family infill housing with priority on the acquisition, demolition and replacement of substandard properties

Objective 2A-2 – Preserve and improve the existing affordable housing stock

Strategy A – Provide low-interest loans/grants to qualified home owners to rehabilitate existing dwellings

Strategy B – Access and leverage other resources that support the rehabilitation of existing affordable housing dwellings

Objective 2A-3 – Identify and demolish substandard properties

Strategy A – Purchase and demolish substandard properties within the City including mobile home units

Objective 2A-4 – Increase the amount and quality of housing units in the Central Business District

Strategy A – Construct second story dwelling units in conjunction with commercial infill projects

Strategy B – Provide low-interest loans/grants to rehabilitate existing rental dwellings in the CBD

Objective 2A-5 – Identify and acquire vacant residential parcels of land

Strategy A – Purchase vacant residential parcels of land with re-use in conformance with HUD regulations

The characteristics of the housing market influence the use of funds made available by demonstrating the areas of need and highest priority. This will be taken into consideration when deciding the best course of action whether it be rental assistance, production of new units, rehabilitation of old units, or acquisition of existing units.

Due to limited funds and resources, public housing will not be provided by the use of CDBG funds. The City found no need for an increase in the number of accessible units, but it will ensure compliance with Section 504 of the Voluntary Compliance Agreement. The City already currently sponsors local home buying courses to encourage all residents (including public housing) to become more involved in management and participate in homeownership. The City has a strategy of using CDBG funds to support business and industries which create jobs and employment opportunities helping low-income families avoid becoming homeless. The City will continue to analyze the public housing condition will search for other means to address any identified problems.

During the first program year, the Single-Family Direct Homeownership Assistance Grant Program will provide 11 \$8,000 grants available to low- and moderate- income persons to help pay for the down payment and/or closing costs in the acquisition or construction of a new home. This will be available citywide to income qualified persons. This will utilize all of the \$96,068 CDBG funds allotted for the first program year.

4.5 Non-housing Community Development HUD Table 2B

Table 2B
Priority Community Development Needs

Priority Need	Priority Need Level	Unmet Priority Need	Dollars to Address Need	5 Yr Goal Plan/Act	Annual Goal Plan/Act	Percent Goal Completed
Acquisition of Real Property	M					
Disposition	L					
Clearance and Demolition	H	3 units	\$200,000	1 unit		0%
Clearance of Contaminated Sites	L					
Code Enforcement	N					
Public Facility (General)						
Senior Centers	L					
Handicapped Centers	L					
Homeless Facilities	L					
Youth Centers	L					
Neighborhood Facilities	N					
Child Care Centers	L					
Health Facilities	N					
Mental Health Facilities	L					
Parks and/or Recreation Facilities	L					
Parking Facilities	H	1 facility	\$100,000	1 facility		0%
Tree Planting	L					
Fire Stations/Equipment	H					
Abused/Neglected Children Facilities	L					
Asbestos Removal	L					
Non-Residential Historic Preservation	L					
Other Public Facility Needs	L					
Infrastructure (General)						
Water/Sewer Improvements	H	1 street	\$200,000	1 street		0%
Street Improvements	H	1 street	\$100,000	1 street		0%
Sidewalks	H					
Solid Waste Disposal Improvements	N					
Flood Drainage Improvements	L					
Other Infrastructure	L					
Public Services (General)						
Senior Services	L					
Handicapped Services	L					
Legal Services	L					
Youth Services	N					
Child Care Services	L					
Transportation Services	L					
Substance Abuse Services	N					
Employment/Training Services	N					
Health Services	L					
Lead Hazard Screening	L					
Crime Awareness	L					
Fair Housing Activities	L					
Tenant Landlord Counseling	L					
Other Services	L					
Economic Development (General)						
C/I Land Acquisition/Disposition	L					
C/I Infrastructure Development	L					
C/I Building Acq/Const/Rehab	H	1 building	\$300,000	1 building		0%
Other C/I	L					
ED Assistance to For-Profit	N					
ED Technical Assistance	M					
Micro-enterprise Assistance	M					
Other						

The City of North Mankato's priority non-housing community development needs eligible under the CDBG program include public facilities, public improvements, public services, and economic development projects. The priority given to each category is based off of community input, staff expertise, and funding. The obstacle in meeting the underserved needs include lack of funding to address all of the City's community development needs. The community development priorities, objectives, and strategies are described below.

Priority Need: Parks and Recreation (03F) – Medium

Objective 2B-1 – Create or rehabilitate parks and recreation facilities to provide a wide range of recreational opportunities

Strategy A – Add or replace park equipment to provide a wide range of recreational opportunities for all age groups

Strategy B – Create both active and passive parks

Strategy C – Create and expand local pedestrian trail systems to include use by disabled persons

Priority Need: Water/Sewer Improvements (03J) - High

Objective 2B-2 – Reduce water/sewer assessments as part of rehabilitation projects

Strategy A – In target areas, use CDBG funds to reduce water/sewer assessment costs for qualified persons

Priority Need: Street Improvements (03K) - High

Objective 2B-3 – Reduce street assessments as part of rehabilitation projects

Strategy A – In target areas, use CDBG funds to reduce streets assessment costs for qualified persons

Priority Need: Sidewalks (03L) - High

Objective 2B-4 – Construct and reconstruct sidewalks in compliance with ADA requirements

Strategy A – Identify and replace dilapidated sidewalks and infill missing sidewalk segments

Priority Need: Parking Facilities (03G) - High

Objective 2B-5 – Construct and reconstruct public parking facilities in compliance with ADA regulations in the CBD

Strategy A – Identify and replace public parking facilities in poor condition

Strategy B – In the target area, construct new parking facilities

Priority Need: Economic Development Technical Assistance (18B) (18C) – Medium

Objective 2B-6 – Promote growth, expansion, innovation, increased productivity, and improved management for small businesses and entrepreneurs.

Strategy A – Provide funding to the South Central Small Business Development Center to provide technical assistance, advice and business support services

Objective 2B-7 – Promote growth, expansion, innovation, increased productivity and improved management for microenterprises.

Strategy A – Provide funding for the South Central Small Business Development Center to provide technical assistance, advice and business support services to owners of microenterprises and persons developing microenterprises

Administration and Planning (20)

Objective 2B-8 – Identify issues, opportunities, needs and organize policy in a manner that makes the best and most appropriate use of City resources.

Strategy A – Engage a professional planning consultant to prepare a Comprehensive Plan for the City.

4.6 Barriers to Affordable Housing

As mentioned previously, there are many policies that can affect the affordability of housing in a community. The City of North Mankato has experienced very little if any negative effects that policies can have on affordable housing. The City of North Mankato has worked to and will continue to reduce these barriers in a variety of ways:

- Help finance the Minnesota Valley Action Council's housing education programs
- Apply for annual funding from the Minnesota Housing Finance Agency to provide assistance
- The use of City of North Mankato grant money when available to provide down payment and closing costs assistance
- Reduced minimum lot sizes to help accommodate new affordable housing construction
- Allow for flexible setbacks for affordable housing projects

4.7 Lead-Based Paint

Recognizing that nearly half (46%) of the total housing units within the City have lead-based paint and that 41% of those are low- to moderate-income households, the City of North Mankato will address this issue by having a lead test completed for any property owners that participate in rehabilitation project.

4.8 Anti-Poverty Strategy

The City of North Mankato has developed an anti-poverty strategy as part of the Consolidated Plan. Poverty can be defined as the condition of not having the means to afford basic human needs such as clean water, nutrition, health care, clothing and shelter. The poverty line is defined by the Office of Management and Budget annually in relation to the community. The City understands the negative effects poverty has on individuals, families, and a community as a whole.

The following charts exhibit the average income and poverty status in the City of North Mankato in 1990 and 2000 according to Census data.

Table XXIV		
North Mankato Average Incomes		
	<u>1990</u>	<u>2000</u>
Median Household Income	\$32,073	\$48,816
Median Family Income	\$37,789	\$59,265
Per Capita Income	\$14,562	\$23,916

Table XXV		
North Mankato Poverty Status		
2000		
<u>Statistic</u>	<u>Number</u>	<u>Percentage</u>
Total	831	7%
18 years and over	590	6.8%
65 years and older	82	7.2%
Related children under 18 years of age	241	7.8%
1990		
<u>Statistic</u>	<u>Number</u>	<u>Percentage</u>
Total	643	6.3%
18 years and over	526	7.2%
65 years and older	103	11.1%
Related Children under 18 years of age	108	3.7%

The national poverty rate was 13.5% in 1990 and 11.3% in 2000. The State of Minnesota's poverty rate in 1990 was 6.3% and 7.9% in 2000. As you can see, the City of North Mankato and the State of Minnesota rank very well compared to national poverty rates. The City of North Mankato does slightly better than the state as well.

The City of North Mankato addresses the issue of poverty in multiple ways. The City has a goal enhancing job creation and economic development to reduce poverty. This is done by fostering economic development that is diverse and strong for the foreseeable future and working with workforce development center. By providing financial opportunities, creation of high quality jobs, job training, and entrepreneurial services, poverty is combated. The Head Start program is active in the community as well. Studies have shown this program has long-term beneficial effects on reducing crime and poverty and improved education.

4.9 Institutional Structure/Coordination

The Community Development Department of the City of North Mankato is responsible for the development, implementation, and allocation of the Consolidated Plan and CDBG entitlement funds, but many other city, county, and regional organizations that serve the North Mankato area are a part of the institutional structure and are involved in the process. Planning, implementing, and administering the CDBG program is an institutional-wide effort involving the city council and administration, city departments, and planning and port authority commissions. Other organizations that are involved in addressing community development and housing needs include private industry, nonprofit organizations, community and faith-based organizations, and other public institutions.

The City of North Mankato has worked with these agencies to help identify the community needs and ways to address them which has culminated in the creation of this Consolidated Plan. The agencies and citizens alike were consulted through the development of this plan to acquire input and data to formulate the community needs and strategies to address them, and will be consulted with during the implementation of the plan as well.

Coordination within this institutional structure is vital to developing and implementing the best plans and strategies possible to address the needs of the community. The City of North Mankato does its best to solicit involvement and input from the community organizations and will continue to develop strong relationships to implement the strategies and goals as defined by this plan. The organizations include social service providers, state and local units of government, and private industry. This is done through cooperation, meetings, and the sharing of information.

At the beginning of the planning process for the Consolidated Plan, the City of North Mankato met with the City of Mankato to discuss the preparation of the Plan. The cities agreed to work together, share data, and inform each other of meetings. The service areas of the two cities often overlap, so coordination in identifying and addressing needs is important to maximizing effectiveness. The City of North Mankato will also be providing a copy of the plan to Nicollet County to ensure regional coordination and cooperation in the planning process.

4.10 Monitoring

Recipients of Community Development Block Grant (CDBG) funds will be required to complete an agreement with the City of North Mankato. This agreement outlines the amount of funding received, the guidelines and requirements necessary for use of the funds, and the process for review and monitoring. Each payment request will be reviewed individually as the recipient submits for payment.

The Community Development and Finance Departments of the City of North Mankato are responsible for monitoring all recipients of CDBG funding. Monitoring standards include annual record keeping, program income, fair housing standards, labor standards, and ensuring HUD's National objectives are met (benefiting low- and moderate-income persons, aiding the prevention or elimination of slums and blight, or meeting community development needs having particular urgency because existing conditions pose a serious and immediate threat). For public improvement projects, the City will monitor bonding, insurance, and related requirements. All projects will be evaluated with the City's Consolidated Plan to ensure compliance with the goals and strategies identified. Each contract will allow for on-site inspections to ensure long-term regulations and housing codes are being met.

The City of North Mankato will have an annual independent audit completed as required by HUD. There will be an annual public hearing reviewing activities and accomplishments from the previous year (CAPER).

CLAIM REPORT
FOR REGULAR COUNCIL MEETING OF MAY 6, 2013

A+ Security, Inc.	monitoring of alarm system-Police & Fire Dept.	\$160.74
AccuWeather, Inc.	professional service-Public Access	\$2,854.02
Alex Air Apparatus, Inc.	hydro testing for SCBA cylinders-Fire Dept.	\$605.50
Ameripride Services	gloves, mats, uniform & towel service-All Depts.	\$1,043.01
American Concrete	concrete pads for 2013 sculptures-Comm Dev	\$299.58
American Legal Publishing Corp.	City code 2013 supplement-Admin	\$957.00
American Library Association	supplies-Library	\$177.00
American Pest Control	professional service-Sanitation	\$69.80
Anderson-Crane Rubber Co., Inc.	equipment parts-Water Dept.	\$10.43
Anderson, Heather	travel expenses for training-Admin	\$126.67
Audio Editions	supplies & audio books-Library	\$481.34
Baker & Taylor	books-Library & Bookmobile	\$31.98
Benco Electric Cooperative	electric bill-All Depts.	\$26,154.67
Blue Earth County Sheriff's Office	tactical supplies-Tactical Response Team	\$1,196.32
Bobholz, Jacob	travel expenses for training-Water Dept.	\$116.00
Bolton & Menk, Inc.	engineering fees-All Depts.	\$60,309.65
Brandt, Inc.	shirts-Caswell	\$537.35
Brick House Graphics	change names on banner-Mayor/Council	\$107.38
Brown Traffic Products	equipment parts-Street Lighting	\$146.03
C & S Supply Co., Inc.	equipment parts & supplies-All Depts.	\$400.43
Caretakers of Mankato	snow removal-Public Access	\$459.20
CDW-Government, Inc.	equipment parts-Admin, Bldg, Fire & Public Access	\$1,301.49
CenterPoint Energy	gas bill-All Depts.	\$6,367.42
City of Mankato	wastewater fee & Lake St Flood Station-Swr & Stm Wtr	\$162,618.20
City of Mankato	taser training cartridges-Police Dept.	\$100.00
Computer Technology Solutions	computers & equip parts-Adm, Fire, Comm Dev & P/A	\$5,296.95
Crysteel Truck Equipment	equipment parts-Street, Park & Sewer	\$1,942.63
Cushman Motor Co., Inc.	equipment parts-Caswell	\$250.49
DH Athletics	supplies-Park Dept.	\$541.17
DEMCO, Inc.	supplies-Library	\$67.95
Dittrich Mechanical & Fabrications	equipment parts-Sewer Dept.	\$242.87
Emergency Apparatus Maintenance	annual pump testing & preventive maintenance-Fire	\$4,975.70
EPA Audio Visual, Inc.	professional service-Public Access	\$6,305.06
Express Services, Inc.	temporary crossing guards-Police Dept.	\$1,081.08
Fastenal Company	supplies-Street Dept.	\$9.77

CLAIMS CONTINUED

First Line/Leewes Ventures	food for concession stand-Caswell	\$1,457.25
Gale Group	books-Library & Bookmobile	\$415.02
Hansen Sanitation	refuse pickup-Sanitation	\$49,085.45
Hawkins, Inc.	chemicals-Water Dept.	\$2,759.25
Hendrickson, Chris	running shoes-Police Physical Fitness	\$70.38
Hogan, Joe	cell phone allowance for 2013-Mun Bldg	\$387.00
Horvick, Inc.	equipment parts-Park Dept.	\$180.93
Ingram Library Services	books-Library & Bookmobile	\$3,434.53
International Association of Fire Chiefs	2013 membership dues-Fire Dept.	\$418.00
JT Services	equipment part-Street Lighting	\$402.66
Jackson-Hirsh, Inc.	laminating supplies-All Depts.	\$63.66
Julius, Kim	professional service-Police Dept.	\$66.10
Kennedy & Graven	bonding service-2013 Construction	\$83.25
Kwik Trip, Inc.	unleaded & diesel fuel-All Depts.	\$25,918.80
LJP Enterprises, Inc.	trailer rent-Sanitation	\$600.00
Lafayette Nicollet Leader	renew subscription-Library	\$35.00
Lakes Gas Company	LP gas-Sanitation	\$217.97
Larkstur Engineering & Supply, Inc.	equipment parts & supplies-Street, Park & Sewer	\$241.77
Lawson Products, Inc.	supplies-Shop	\$635.54
League of Minnesota Cities	LMC directories-Admin, Finance, Police & Library	\$210.87
Lloyd Lumber Co.	equipment parts & supplies-All Depts.	\$1,364.82
Lundsten, Robyn	replace mailbox post hit by plow-Street Dept.	\$53.66
Mac Tools Distributor	supply-Shop	\$75.15
Mankato Bearing Co.	equipment parts-Park Dept.	\$73.14
Matheson Tri-Gas, Inc.	welding supplies-Shop	\$236.05
Menards-Mankato	supplies & ladders-Street, Caswell & Park	\$665.17
Minn Bureau of Criminal Apprehension	registration fee for conference-Police Dept.	\$125.00
Mn Dept Employment & Economic Dev	Thin Film grant repayment-Port Auth State Rev Loan	\$2,414.02
MRCI	wages for MRCI employees-Sanitation	\$10,788.80
Minnesota State University	work study student-Library	\$90.00
New Ulm Quartzite Quarries	sand for ballfields-Caswell & Park	\$791.36
Nicollet County Recorder/Abstracter	recording assessment agreement-Port Authority	\$46.00
Nicollet County	1st half real estate taxes	\$17,505.00
North Mankato Motor Vehicle Registrar	license tabs-Mun Bldg	\$12.00
Northern States Supply	supply-Shop	\$25.41
Oakcrest Building Products, Inc.	skylight-Water Dept.	\$624.92
Olympic Fire Protection Corp.	annual inspection of sprinkler system-Police & Fire	\$495.00
OverDrive, Inc.	downloadable audio/ebooks-Library	\$1,179.92
Overhead Door Co. of Mankato, Inc.	overhead door repair-Fire Dept.	\$68.00
Pet Expo Distributors	aquatic service & light-Library	\$539.99

CLAIMS CONTINUED

Petty Cash, Clara Thorne	petty cash items-All Depts.	\$156.53
Pohlman, Tim	fee for regional meeting-Fire Dept.	\$91.00
PowerPlan	equipment parts-Street & Sanitation	\$459.72
Praxair Distribution	welding supply-Shop	\$75.92
Quality Overhead Door of Mankato	overhead door repair-Street Dept.	\$416.00
Ramy Turf Products	erosion control-Storm Water	\$42.75
Red Feather Paper Co.	supplies-All Depts.	\$589.89
Retrofit Companies	recycle light bulbs-Sanitation	\$235.37
River Bend Business Products	copier maintenance & repair-Bldg, Police & Water	\$713.02
Riverland Community College	registration fees for training-Fire Dept.	\$320.00
Sawvel & Associates, Inc.	consulting fee-Water Dept.	\$1,152.60
Schilling Supply Company	supplies-Park Dept.	\$1,796.78
Schwickert's	furnace-Water Dept.	\$2,475.85
Sherwin-Williams Co.	paint & supplies-Caswell & Water	\$983.84
Sign Pro	signs & supplies-All Depts.	\$529.52
Southern Minnesota Construction	aglime-Park Dept.	\$762.36
St. Peter Police Dept.	membership dues-Tactical Response Team	\$150.00
Staples Advantage	supplies & dry erase cabinet-All Depts.	\$1,011.01
State Industrial Products	supplies-Shop	\$201.58
Stone & Steel Design	pavers-Contingency	\$66.84
Toppers Plus, Inc.	equipment parts-Water Dept.	\$26.72
US Foods, Inc.	food for concession stand-Caswell	\$1,120.60
Viking Electric Supply	electrical supplies-All Depts.	\$1,018.52
Wayne's Auto Body	paint parts for equipment-Equipment Certificates	\$250.52
Wells Fargo Bank	interest on bonds	\$94,376.25
Werner Electric Supply	electrical supplies-Mun Bldg & Street Lighting	\$183.69
Xcel Energy	electric bill-All Depts.	\$21,410.20
Total		<u>\$541,818.80</u>

CLAIMS CONTINUED

General	\$90,133.58
Library	\$6,950.84
Bookmobile	\$1,158.85
Community Development	\$2,693.14
Parkland	\$419.00
Contingency	\$66.84
Port Authority	\$483.99
Capital Facilities & Equipment Replacement-Water	\$8,043.65
Capital Facilities & Equipment Replacement-Sewer	\$12,152.25
Port Authority State Revolving Loan Fund	\$2,414.02
Joint Economic Development Fund	\$12,230.00
Local Option Sales Tax Bonds	\$46,956.25
GO Improvement Bond of 2010	\$37,675.00
Equipment Certificates	\$250.52
Local Option Sales Tax Construction	\$160.00
2011 Construction	\$4,490.00
2013 Construction	\$11,127.88
Port Authority Construction	\$3,527.00
Water	\$30,609.44
Sewer	\$122,773.18
Sanitary Collection	\$63,730.84
Storm Water	\$72,060.66
Public Access	\$10,365.55
Tactical Response Team	<u>\$1,346.32</u>
Total	<u><u>\$541,818.80</u></u>

PORT AUTHORITY INVOICES
FOR REGULAR COUNCIL MEETING OF MAY 6, 2013

Mn Dept Employment & Economic Dev	Thin Film grant repayment-Port Auth State Rev Loan	\$2,414.02
Nicollet County Recorder/Abstracter	recording assessment agreement-Port Authority	\$46.00
Nicollet County	1st half real estate taxes	\$16,188.00
Petty Cash, Clara Thorne	petty cash items-Port Authority	\$6.99
Total		<u>\$18,655.01</u>

List of Port Authority Bills in the Amount of \$18,655.01

Council Meeting of May 6, 2013

Mayor Mark Dehen

Council Member Kim Spears

Council Member Diane Norland

Council Member William Steiner

Council Member Robert Freyberg

List of Bills in the Amount of \$541,818.80

Council Meeting of May 6, 2013

Mayor Mark Dehen

Council Member Kim Spears

Council Member Diane Norland

Council Member William Steiner

Council Member Robert Freyberg

CLAIM REPORT
BILLS PAID AFTER THE COUNCIL MEETING OF APRIL 30, 2013
END OF MONTH

74790	Cardmember Service	charge card items	\$6,482.27
74791	City of Mankato	water bill-Public Access	\$24.33
74792	Sprint	cell phone bill-Bookmobile	\$24.07
74793	ICMA Retirement Trust - 457	employee payroll deductions	\$3,658.85
74794	ICMA Retirement Trust - Roth IRA	employee payroll deductions	\$460.00
74795	Law Enforcement Labor Service	employee payroll deductions	\$450.00
74796	NCPERS Minnesota-Unit 662400	employee payroll deductions	\$192.00
74797	United Way	employee payroll deductions	\$244.95
74798	HickoryTech	telephone bill-All Depts.	\$439.80
74799	John Deere Financial	equipment parts-Park Dept.	\$71.83
74800	Madison National Life Insurance	life insurance for May	\$614.16
74801	Madison National Life Insurance	voluntary life insurance for May	\$125.80
74802	Sprint	PCS connection card data plan-Pol, 2013 Const & P/A	\$234.26
74803	Telrite Corporation	long distance phone bill-Mun Bldg	\$286.56
74804	Verizon Wireless	cell phone bill-Admin, Police & Inspection	\$155.88
74805	Mankato Public Schools	payment for one month Cobra health insurance	\$707.88
74806	Select Account	April participant fee-Unallocated	\$102.48
74807	Navitor	bookmarks for summer reading-Library	\$179.82
74808	ICMA Retirement Trust - 457	employee payroll deductions	\$3,658.85
74809	ICMA Retirement Trust - Roth IRA	employee payroll deductions	\$460.00
74810	Mankato East	10% concession stand sales for tournament 4/26-27	\$196.83
74811	Maple River School	10% concession stand sales for tournament 4/27	\$44.10
74812	MII Life, Inc. - VEBA	contribution to VEBA account-Park Dept.	\$2,052.84
	Total		<u>\$20,867.56</u>

CLAIMS CONTINUED

General	\$15,100.06
Library	\$2,375.21
Bookmobile	\$478.18
Community Development	\$247.80
Equipment Certificates	\$500.00
2013 Construction	\$55.13
Water	\$1,167.97
Sewer	\$276.42
Sanitary Collection	\$214.48
Storm Water	\$148.39
Public Access	<u>\$303.92</u>
Total	<u><u>\$20,867.56</u></u>

PORT AUTHORITY INVOICES
BILLS PAID AFTER THE COUNCIL MEETING OF APRIL 30, 2013
END OF MONTH

None to report

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

Council Meeting of May 6, 2013

Mayor Mark Dehen

Council Member Kim Spears

Council Member Diane Norland

Council Member William Steiner

Council Member Robert Freyberg

List of Bills in the Amount of \$20,867.56

Council Meeting of May 6, 2013

Mayor Mark Dehen

Council Member Kim Spears

Council Member Diane Norland

Council Member William Steiner

Council Member Robert Freyberg

CITY OF NORTH MANKATO PARK PERMIT

This permit does reserve space in a City Park.

PERMIT #: 47 -2013 SHELTER: Wheeler FEE: 80.00
TYPE OF EVENT: Church Service DATE VALID: 6-16-13 HOURS: 8:00 - 4:00

ORGANIZATION: Grace Lutheran Church SIZE: 125
APPLICANT NAME: Audrey Tolzmann
ADDRESS: 320 E Main CITY: Mankato
ZIP: _____ DAYTIME PHONE #: 507-345-4248

TENTS: NO ELECTRICITY: yes ALCOHOL: NO

If keg beer, a \$250 deposit and \$25 fee are required.

AUDIO DEVICES: micro phone for service
Amplified music or band requires Council approval MUSIC

Horseshoe?

OTHER: Games

PERMIT APPROVED: _____

DATE: 4-19-13

PERMIT DENIED: _____

REFER TO COUNCIL: ✓

Nancy Gehrke by VS
City Clerk

The following rules and regulations have been set by the City Code which apply to all parks and are enforced:

PROHIBITED

- * Vehicles are not allowed to be parked or driven on the grass for any reason unless permission is given from the Park Department.
- * Pets (Allowed in Benson Park and Bluff Park only. Must be on a 6' leash).
- * Glass containers.
- * Bonfires.
- * Snowmobiles, ATVs, golfing, swimming, boating and motorized flotation devices.
- * Audio equipment may not be played so loud as to interfere with the reasonable use of the park by others. All audio devices shall end at 8 p.m.

ALLOWED

- * Personal grills may be brought in.
- * Keg beer is allowed only with a permit.
- * Fishing/Ice fishing on Ladybug Lake and Spring Lake only.
- * Non-motorized canoes and kayaks on Ladybug Lake and Spring Lake. Children under 12 must be accompanied by an adult. Flotation device required.
- * Hog roasts are allowed in the parks on hard-surfaced lots only.

I, the undersigned, understand that the park shelter reservation fee is NOT a deposit and is NOT refundable for any reason other than inclement weather making it impossible to hold a picnic. Cancellation of this park shelter reservation will NOT result in a refund of the fee. **If prior approval is not obtained for the installation of additional tents or stakes and causes disruption of utility services, I agree to be held liable for any repairs to service lines.**

SIGNED: Audrey Tolzmann 4-19-13
Applicant Date

For Office Use Only

Receipt # 103887

✓ Book

Park

Police

RESOLUTION NO.

RESOLUTION DECLARING COSTS TO BE ASSESSED
FOR MUNICIPAL CHARGES

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

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

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, that the following costs shall be specifically assessed against such property in the amount specified:

Type: 18203
Parcel No.: 18.661.0300
Legal: Lots 38 and 39, J.B. Nelsen's Addition
Address: 703 Park Avenue

Owner: Dane Lee Williams

Replacement of Water Meter - \$110.00

Adopted by the City Council this 6th day of May 2013.

Mayor

ATTEST:

City Clerk

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

Exhibit A CC Date
 Collection Year

5/6/2013
 2014

Location	Description	Owner	PID	Legal Description	Amount
703 Park Avenue	Plumbing Permit/Water Meter	Dane Lee Williams	18.661.0300	Lot 38 & 39 J.B. Nelson's Addition	110.00
					<hr/>
					110.00
					<hr/>

RESOLUTION NO.

RESOLUTION WAIVING WAITING PERIOD
FOR EXEMPTION FROM LAWFUL GAMBLING LICENSE FOR
KNIGHTS OF COLUMBUS

WHEREAS, the Knights of Columbus have made application for exemption from a charitable gambling license to conduct bingo on July 10, 11, 12, 13 and 14 at Wheeler Park, 402 Page Avenue, within the City of North Mankato, Minnesota, which application was received by the City on April 25, 2013;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, that the City waives the mandatory waiting period concerning the issuance of an exemption from lawful gambling license concerning the above-identified organization.

Adopted by the City Council this 6th day of May 2013.

Mayor

ATTEST:

City Clerk

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total prize value for the year will be \$1,500 or less, contact the licensing specialist assigned to your county.

Application fee (non refundable)

If application is postmarked or received 30 days or more before the event **\$50**; otherwise **\$100**.

ORGANIZATION INFORMATION

Organization name
KNIGHTS OF COLUMBUS #5551

Previous gambling permit number
X-03384-12-001

Minnesota tax ID number, if any
7117666

Federal employer ID number (FEIN), if any
23-7108325

Type of nonprofit organization. Check one.

☒ Fraternal ☐ Religious ☐ Veterans ☐ Other nonprofit organization

Mailing address
440 FOREST HEIGHTS DR

City
NORTH MANKATO

State
MN

Zip code
56003

County
NICOLLET

Name of chief executive officer [CEO]
PAUL F STREIT

Daytime phone number
(507) 380-1355

E-mail address
pstreit@hickorytech.net

NONPROFIT STATUS**Attach a copy of ONE of the following for proof of nonprofit status.**

☐ **Nonprofit Articles of Incorporation OR a current Certificate of Good Standing.**
Don't have a copy? This certificate must be obtained each year from:
Secretary of State, Business Services Div., 60 Empire Drive, Suite 100, St. Paul, MN 55103
Phone: 651-296-2803

☐ **IRS income tax exemption [501(c)] letter in your organization's name.**
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS at 877-829-5500.

☒ **IRS - Affiliate of national, statewide, or international parent nonprofit organization [charter]**
If your organization falls under a parent organization, attach copies of **both** of the following:
a. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
b. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted. For raffles, list the site where the drawing will take place.
WHEELER PARK

Address [do not use PO box]
PAGE AVE

City or township
NORTH MANKATO, MN

Zip code
56003

County
NICOLLET

Date[s] of activity. For raffles, indicate the date of the drawing.
JULY 10, 11, 12, 13, 14 - 2013

Check each type of gambling activity that your organization will conduct.

☒ Bingo* ☐ Raffle ☐ Paddlewheels* ☐ Pull-tabs* ☐ Tipboards*

***Gambling equipment** for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo.

To find a licensed distributor, go to www.gcb.state.mn.us and click on **Distributors** under the **WHO'S WHO? LIST OF LICENSEES**, or call 651-639-4000.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT**CITY APPROVAL
for a gambling premises
located within city limits**

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days [60 days for a 1st class city].
- ☐ The application is denied.

Print city name North MankatoSignature of city personnel [Signature]Title City Clerk Date 4-25-13**Local unit of government must sign****COUNTY APPROVAL
for a gambling premises
located in a township**

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days.
- ☐ The application is denied.

Print county name _____

Signature of county personnel _____

Title _____ Date _____

TOWNSHIP. If required by the county.

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits.

[A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.166.]

Print township name _____

Signature of township officer _____

Title _____ Date _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief executive officer's signature [Signature] Date 4/25/13Print name PAUL F STREIT**REQUIREMENTS****Complete a separate application for:**

- all gambling conducted on two or more consecutive days, or
 - all gambling conducted on one day.
- Only one application is required if one or more raffle drawings are conducted on the same day

Send application with:

- ☐ a copy of your proof of nonprofit status, and
- ☐ application fee (non refundable). Make check payable to "State of Minnesota."

To: Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Financial report and recordkeeping required

A financial report form and instructions will be sent with your permit, or use the online fill-in form available at www.gcb.state.mn.us.

Within 30 days of the event date, complete and return the financial report form to the Gambling Control Board.

Questions?

Call the Licensing Section of the Gambling Control Board at 651-639-4000.

This form will be made available in alternative format (i.e. large print, Braille) upon request.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board.

All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney

General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.



Application for Temporary 3.2 Permit

Name of organization	Date organized	Tax exempt number	
North Mankato Civic & Commerce Association	January 1953	41-1315007	
Address	City	State	Zip Code
1001 Belgrade Avenue	North Mankato	Minnesota	56003
Name of person making application	Business phone	Home phone	
Brent Blair	(507) 625-4141		
Date(s) of event	Type of organization		
7/11/13-7/14/13	<input type="checkbox"/> Club <input checked="" type="checkbox"/> Charitable <input type="checkbox"/> Religious <input type="checkbox"/> Other non-profit		

Organization officer's name		City	State	Zip
<input checked="" type="checkbox"/>	Brent Blair, President	North Mankato	Minnesota	56003
<input checked="" type="checkbox"/>	Theresa Clausen, Vice President	North Mankato	Minnesota	56003
<input checked="" type="checkbox"/>	Wendell Sande, Treasurer	North Mankato	Minnesota	56003
Add New Officer				

Location where permit will be used. If an outdoor area, describe.
Wheeler Park Band Shell Area.

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.
No.

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.
James R. Weir Insurance - \$50,000/\$100,000/\$300,000

APPROVAL

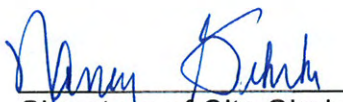
North Mankato/Nicollet County
City/County

\$50.00
City Fee Amount

Apr 10, 2013
Date Fee Paid

Date Approved
7/11/13-7/14/13

Permit Date


Signature of City Clerk


Signature of Police Chief





CITY OF NORTH MANKATO
APPLICATION FOR PARADE PERMIT

This application, accompanied by a map of the parade route and the required application fee, shall be submitted to the Chief of Police at least fourteen (14) days in advance of the parade date.

Applicant Information

Name: Dennis Kemp
Address: 1814 Mary Lane
City: North Mankato State: MN Zip: 56003
Telephone: (507) 381-6606
Sponsoring Organization: North Mankato Civic & Commerce Association
Address: P.O. Box 2164
City: North Mankato State: MN Zip: 56003
Telephone: (507) 625-4141
Occasion for Parade: North Mankato Fun Days Kiddie Parade
Date of Parade: 7/12/13 Estimated Length of Parade: 5 blocks
Estimated Starting Time: 6:15 p.m. Estimated Finish Time: 7:30 p.m.
General Composition of Parade: Kids with decorated bikes, trikes and wagons.

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

Applicant

Date

7/12/13

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

Chief of Police

Date

07-29-13

COMMENTS/ADDITIONAL STIPULATIONS:



CITY OF NORTH MANKATO
APPLICATION FOR PARADE PERMIT

This application, accompanied by a map of the parade route and the required application fee, shall be submitted to the Chief of Police at least fourteen (14) days in advance of the parade date.

Applicant Information

Name: Dennis Kemp

Address: 1814 Mary Lane

City: North Mankato State: MN Zip: 56003

Telephone: (507) 381-6606

Sponsoring Organization: North Mankato Civic & Commerce Association

Address: P.O. Box 2164

City: North Mankato State: MN Zip: 56003

Telephone: (507) 625-4141

Occasion for Parade: North Mankato Fun Days Parade

Date of Parade: 7/13/13 Estimated Length of Parade: 100 Units

Estimated Starting Time: 11 a.m. Estimated Finish Time: 2 p.m.

General Composition of Parade: Variety of Commercial and Non-Profit Entries

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

Applicant

Date 4/29/13

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

Chief of Police

Date 04-29-13

COMMENTS/ADDITIONAL STIPULATIONS:

RESOLUTION NO.

RESOLUTION APPROVING DONATIONS/CONTRIBUTIONS

WHEREAS, the Minn. Stat. 465.03 and 465.04 allows the governing body of any city, county, school district or town to accept gifts for the benefit of its citizens in accordance with terms prescribed by the donor;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH MANKATO, MINNESOTA, that the following donations/contributions are approved as follows:

Donor of Gift	Restriction on Gift	Amount
Jo Marie Robbins	Library	\$60.00

Adopted by the City Council this 6th day of May 2013.

Mayor

City Clerk

CITY OF NORTH MANKATO
REQUEST FOR COUNCIL ACTION



Agenda Item # 10A	Department: Mayor	Council Meeting Date: 05/06/2013
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TITLE OF ISSUE: Presentation of Bicycle Activities

BACKGROUND AND SUPPLEMENTAL INFORMATION: Members of the Bicycle Commission will be at the meeting to present the activities planned for Greater Mankato Bike & Walk Week May 12-18, 2013.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: Information only.

For Clerk's Use:

Motion By: _____
Second By: _____

Vote Record:

Aye	Nay	
_____	_____	Norland
_____	_____	Spears
_____	_____	Freyberg
_____	_____	Steiner
_____	_____	Dehen

SUPPORTING DOCUMENTS ATTACHED

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

Other (specify) _____
Consolidated Plan _____
Bike & Walk Week Schedule of Events _____

☐ Workshop

☒ Regular Meeting

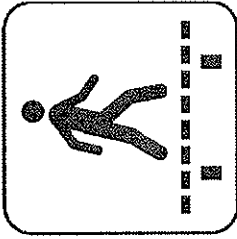
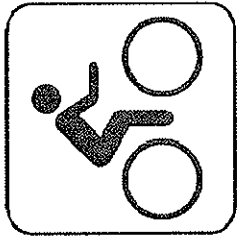
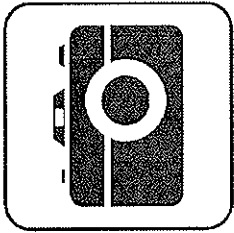
☐ Special Meeting

☐ Refer to: _____

☐ Table until: _____

☐ Other: _____

Snap a photo during Greater Mankato Bike & Walk Week and submit to the City of Mankato calendar photo contest for a chance to be in the 2014 Mankato calendar on the May page. More information about the photo contest can be found at: www.mankato-mn.gov/PhotoContest/Page.aspx



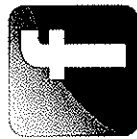
This week's events wouldn't be possible without the generous donations by our sponsors. Please be sure to thank them along with us!

Greater Mankato Bike & Walk Week Sponsored by:

Greater Mankato Bike & Walk Advocates, Mayo Clinic Health System, The Mankato Clinic, Nicollet South Bike Shop, Flying Penguin Outdoor Sports, Scheels, Key City Bike, Tandem Bagels, YMCA, Mankato Area BMX, Mankato Area Mountain Bikers, Mankato Brewery, Blue Earth County Historical Society, Blue Earth County, City Center Partnership, Mankato Area Public Schools, Holy Rosary Catholic Church, Linda's Bread, Blue Skunk Bike Polo Club, Visit Mankato, City of Mankato & North Mankato.



If seen biking or walking to work, school or to a store, you might be stopped and presented with a small gift from the Mankato Bike & Walk Advocates!

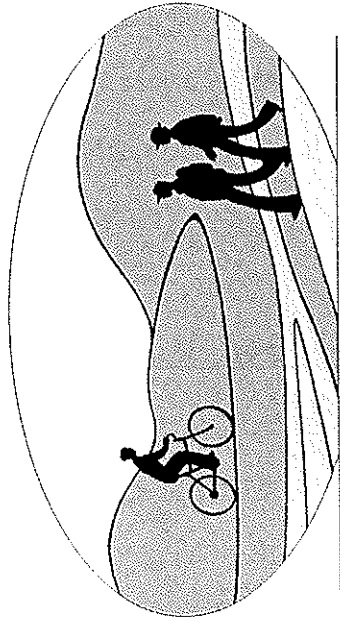


More information about bike & walk week can be found on the Greater Mankato Bike & Walk Advocates Facebook page: www.facebook.com/groups/katobikewalk

Greater Mankato Bike & Walk Week

May 12-18

presented by:



GREATER MANKATO
BIKE & WALK ADVOCATES

Events the whole month of May to celebrate!

Official Greater Mankato Bike & Walk Week: May 12-18, 2013

May 2

7-8 am & 2-3 pm Bike & Walk to school day @ Roosevelt & Rosa Parks.

3-7 pm Mayo's Bike Safety Rally & Skills Rodeo @ Scheels (River Hills Mall - 1850 Adams St., Mankato)

May 5

4 pm National Women's Ride @ Nicollet South Bike Shop (607 N. Riverfront Dr., Mankato) Social with refreshments & bike maintenance following ride @ 5:30

May 11

9am-5pm Bike to Nicollet South Bike Shop (607 N. Riverfront Dr., Mankato) for 10% discount (mention bike week)

10am-3pm Traffic Skills 101 @ Library (100 E. Main) Register @ 507.720.2039

10am-5pm Recycle bike @ Flying Penguin (624 N. Victory Dr., Mankato)

5:30 pm Blessing of bikes @ Holy Rosary (527 Grant Ave. North Mankato) after mass.

May 13

6:30-9 am Free bagel & beverage for those who bike or walk to Tandem Bagels (200 E. Walnut St., Mankato)

3-6 pm Free cookie & beverage for those who bike or walk to Flying Penguin Outdoor Sports (624 N. Victory Dr., Mankato)

May 14

8:30 am Walk & Run Group @ YMCA (1301 S. Riverfront Dr. Mankato)

4-8 pm Shop for second-hand bikes & learn how to work on your bike @ Key City Bike (1425 N. Riverfront Dr., Mankato)

5:30 pm Group Rides leave Nicollet South Bike (607 N. Riverfront Dr., Mankato) and Scheels (1850 Adams St., Mankato)

5:30 pm 3 Mile Walk on Red Jacket Trail starting @ YMCA (1301 S. Riverfront Dr. Mankato)

6-8 pm BMX practice night (100 Industrial Rd. Mankato) - watch or try yourself (long pants, shirt, closed toe shoes & helmet required) bring your own bike or some loaners available.

7 pm Yoga for bikers @ Sun Moon Yoga (635 S. Riverfront Dr. Mankato)

May 15

4-8 pm Shop for second-hand bikes & learn how to work on your bike @ Key City Bike (1425 N. Riverfront Dr. Mankato)

6 pm BMX races (100 Industrial Rd. Mankato) - watch or race (long pants, shirt, closed toe shoes & helmet required) bring your own bike or some loaners available.

7 pm Ride of Silence for those injured or killed while riding bike starts @ Flying Penguin (624 N. Victory Dr. Mankato)

May 16

4-8 pm Shop for second-hand bikes & learn how to work on your bike @ Key City Bike (1425 N. Riverfront Dr. Mankato)

5 pm Bike Polo @ hockey rink (Stolzman Rd. & Pleasant St. Mankato) Demo & learn to play (5 pm) & match (7 pm)

May 17

5-8 pm Ride, Walk (@ 5), Drinks & Snacks (@ 6 pm) @ Mankato Brewery (1119 Center St. North Mankato) Helmets required.

May 18

All Day Sculpture Tour - walk or bike the unveiling of the 34 new sculptures in the city center - self guided tour guide found online @ www.citycentermankato.com

10am-1pm Mountain biking with Mankato Area Mountain Bikers @ Le Hillier landing mountain bike trail (intersection of Hwy. 66 & 90) more information: www.mankatoareamountainbikers.org

May 22

6 pm Mayor's Ride departs @ North Mankato City Offices (1001 Belgrade Ave. North Mankato) Join Mankato Mayor Eric Anderson & North Mankato Mayor Mark Dehen for a casual in-town ride through both cities. Helmets required.

May 25

10 am Greater Mankato Tweed Ride departs @ Hubbard House (606 S. Broad St. Mankato) This 8-10 mile tours Mankato's historical places with historical fashion. Helmets required.

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 10B	Department: Street	Council Meeting Date: 05/06/2013																																																
TITLE OF ISSUE: Consider Adopting Bike Routes																																																		
BACKGROUND AND SUPPLEMENTAL INFORMATION: Street Superintendent Brad Swanson will be at the meeting to review the proposed bike routes in North Mankato.																																																		
<i>If additional space is required, attach a separate sheet</i>																																																		
REQUESTED COUNCIL ACTION: Approve the proposed bike routes as described on Attachment A.																																																		
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Spears</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Norland	_____	_____	Spears	_____	_____	Freyberg	_____	_____	Steiner	_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> </tr> <tr> <td colspan="2" style="text-align: center;">Other (specify) _____</td> <td colspan="3" style="text-align: center;">Memo from Street Superintendent</td> </tr> <tr><td colspan="5">_____</td></tr> <tr><td colspan="5">_____</td></tr> <tr><td colspan="5">_____</td></tr> </table>		Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Other (specify) _____		Memo from Street Superintendent			_____					_____					_____				
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Memorandum

To: John Harrenstein, City Administrator

From: Brad Swanson, Street Superintendent

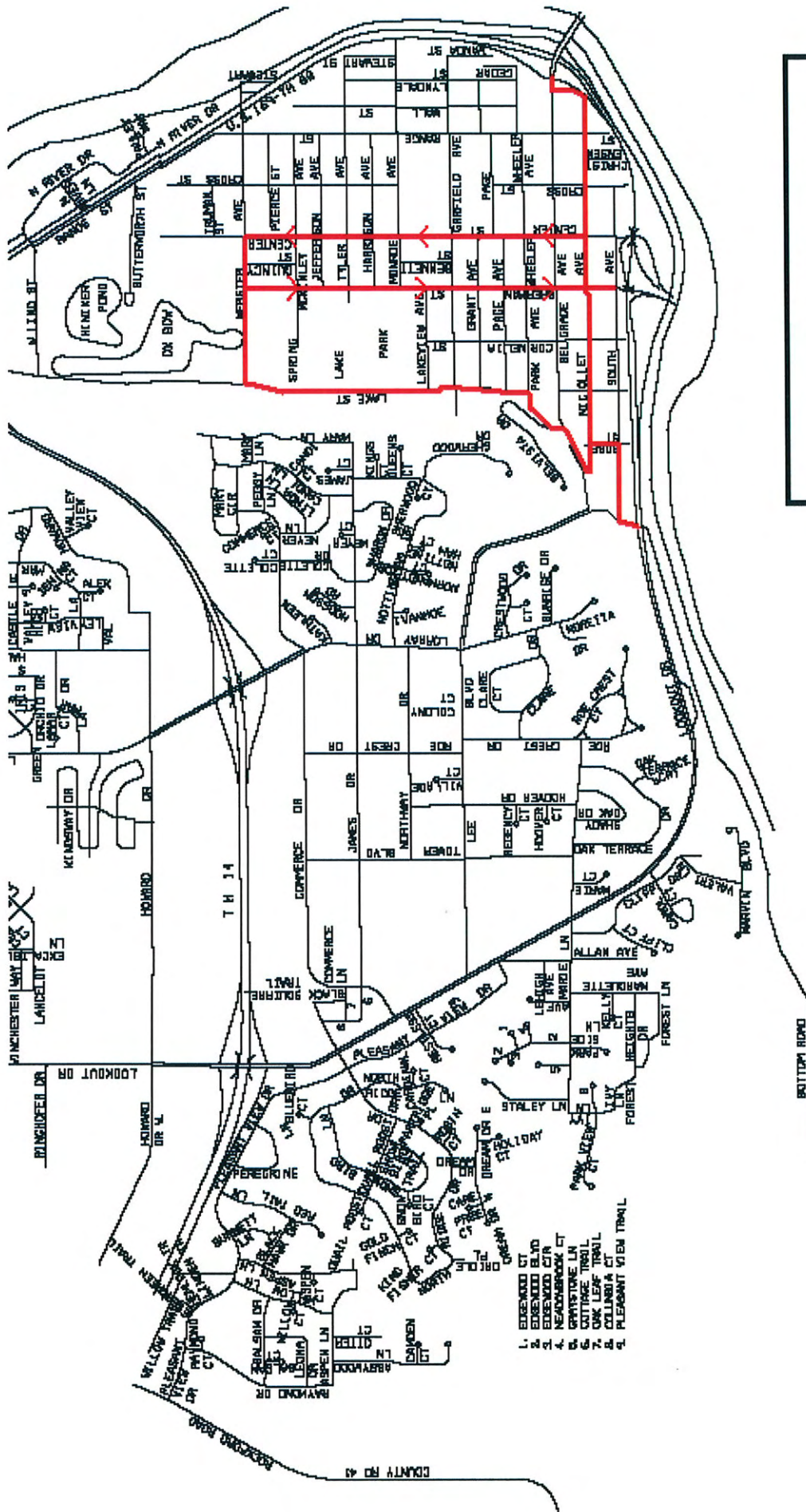
Date: May 1, 2013

Subject: Proposed Bike Route

As requested following City Council discussion, the Street Department reviewed the bike route proposed by the North Mankato Bicycle Commission. After reviewing the proposal and consulting with the City Engineer, the following changes to the proposal are recommended by the Street Department:

1. The 200 block of Belgrade Avenue will be removed from the bike route and bicyclists will be directed onto Nicollet Avenue.
2. Center Street will be used for northbound bicycle traffic while southbound traffic be directed onto Sherman Street between Belgrade and Webster.
3. At the west end of Nicollet Avenue bicyclists will be directed south on Robel and continue west on South Avenue to cross Lee Boulevard and Lookout Drive utilizing the existing traffic signal.

Staff discussed these recommendations with Mayor Dehen and they have been reviewed by the Bicycle Commission. It is our understanding that the recommendations have been positively received.



Revised Bicycle Route

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 10C	Department: Engineer	Council Meeting Date: 05/06/2013																											
TITLE OF ISSUE: Res. Supporting Legislation Authorizing the Establishment of Municipal Improvement Districts																													
BACKGROUND AND SUPPLEMENTAL INFORMATION: <p>The League of Minnesota Cities (LMC) has requested that Cities consider passing resolutions of support for the proposed Street Improvement District legislation (HF 745 and SF 607). The proposed legislation is described in the attached Briefing Paper from the LMC.</p> <p>In summary, this legislation would give Cities an alternative to the MS 429 assessment process for financing roadway improvements. As the Council has seen with the Cliff Court project, the requirement in MS 429 to assess a minimum of 20% of the project in order to sell an improvement bond is problematic, as assessments amounting to 20% are often not reasonable. In addition, the requirement to prove property value increase associated with the value of the assessments is also problematic when overall property values are declining. This legislation would give Cities an alternative way to finance roadway improvements.</p> <p>Since the original bill introductions occurred, a variety of legislative hearings have taken place. Most recently, a modified version of the original House bill language was included in the House Omnibus Tax Bill (HF 677), which passed off the House floor on April 24. A modified version of the original Senate bill language was included in the Senate Omnibus Transportation Bill (SF 1173), which was laid on the table in committee on April 22 and has not received a floor vote. According to the LMC, given the inclusion of the language in the House Omnibus Tax Bill, the most likely outcome is that the language will be discussed in the tax conference committee and may be included as a provision in the conference committee report. If it is included in the conference committee report, it may be included in the final bill language to be approved by both the Senate and House.</p> <p>A copy of the language included in the House Omnibus Tax Bill is attached (lines 212.18 through 214.33).</p> <p style="text-align: right;"><i>If additional space is required, attach a separate sheet</i></p>																													
REQUESTED COUNCIL ACTION: Adopt Resolution																													
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Spears</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Norland	_____	_____	Spears	_____	_____	Freyberg	_____	_____	Steiner	_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> <p>Other (specify) _____</p> <p>Tax Bill Language <u>Briefing Paper for LMC, House Omnibus</u></p> <p>_____</p> <p>_____</p> <p>_____</p>	Resolution	Ordinance	Contract	Minutes	Map	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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RESOLUTION NO.

**A RESOLUTION SUPPORTING LEGISLATION AUTHORIZING THE
ESTABLISHMENT OF MUNICIPAL STREET IMPROVEMENT DISTRICTS**

WHEREAS, Minnesota contains over 135,000 miles of roadway, and over 19,000 miles, or 14 percent, are owned and maintained by Minnesota's 853 cities; and

WHEREAS, 84 percent of municipal streets are ineligible for dedicated Highway User Tax Distribution Fund dollars; and

WHEREAS, the more than 700 Minnesota cities with populations below 5,000 are ineligible for dedicated Highway User Tax Distribution Fund dollars; and

WHEREAS, city streets are a separate but integral piece of the network of roads supporting movement of people and goods; and

WHEREAS, existing funding mechanisms, such as Municipal State Aid (MSA), property taxes and special assessments, have limited applications, leaving cities under-equipped to address growing needs; and

WHEREAS, maintenance costs increase as road systems age, and no city, large or small, is spending enough on roadway capital improvements to maintain a 50-year lifecycle; and

WHEREAS, for every one dollar spent on maintenance, a road authority saves seven dollars in repairs; and

WHEREAS, the Council of the City of North Mankato finds it is difficult to develop adequate funding systems to support the City's needed street improvement and maintenance programs while complying with existing State statutes; and

WHEREAS, cities need flexible policies and greater resources in order to meet growing demands for municipal street improvements and maintenance;

NOW, THEREFORE, BE IT RESOLVED THE COUNCIL OF THE CITY OF NORTH MANKATO supports enabling legislation that would authorize cities to establish street improvement districts to fund municipal street maintenance, construction and reconstruction.

Adopted by the North Mankato City Council this 6th day of May 2013.

Mayor

City Clerk



CONNECTING & INNOVATING
SINCE 1913

Briefing paper---2013

Minnesota cities and street improvement districts

League position

The League supports HF 745 (Erhardt, DFL-Edina) and SF 607 (Carlson, DFL-Eagan), legislation that would allow cities to create street improvement districts. This authority would allow cities to collect fees from property owners within a district to fund municipal street maintenance, construction, reconstruction, and facility upgrades. If enacted, this legislation would provide cities with an additional tool to build and maintain city streets.

Supporters

HF 745/SF 607 is also supported by the following organizations:

- Association of Metropolitan Municipalities
- Coalition of Greater Minnesota Cities
- Minnesota Association of Small Cities
- North Metro Mayors
- Minnesota Transportation Alliance
- City Engineers Association of Minnesota
- Minnesota Chapter of the American Public Works Association

Background

Just as the state has fallen behind in making transportation investments, some cities faced with budget challenges have made the difficult decision in recent years to hold off on scheduled street improvement projects. Maintenance projects, such as seal coating and overlays, can prolong the lifecycle of streets to 50 to 60 years. Without ongoing maintenance, the average life expectancy of local streets is approximately 25 to 30 years. For every \$1 spent on maintenance, a road authority saves \$7 in repairs. But this maintenance requires a reliable dedicated funding source other than the current volatile property tax system.

For the same reasons, cities are also falling behind on the reconstruction projects necessary to help keep property values stable; and, cities lack viable options for building new transportation infrastructure to attract and retain the investments by businesses that keep Minnesota's economy strong.

Existing funding mechanisms for street maintenance and reconstruction are inadequate. Special assessments can be onerous to property owners and are difficult to implement for some cities. Special assessments are not always useful for funding collector streets and other streets that do not abut private property. Property tax dollars are generally not dedicated and are sometimes diverted to more pressing needs such as public safety, water quality and cost participation in state and county highway projects. Municipal state aid (MSA) is limited to cities over 5,000 population--147

of 853 cities in Minnesota--and cannot be applied to more than 20% of a MSA city's lane miles. Existing MSA is not keeping up with needs on the MSA system.

Key messages

- This is enabling legislation. No city would be required to create a municipal street improvement district.
- The street improvement district authority legislation is modeled after Minn. Stat. 435.44, which allows cities to establish sidewalk improvement districts.
- This authority would provide a funding mechanism that is fair. It establishes a clear relationship between who pays fees and where projects occur, but stops short of the benefit test that sometimes makes special assessments vulnerable to legal challenges. It also does not prohibit cities from collecting fees from tax exempt properties within a district.
- Fees paid under a street improvement district would be deductible just as property taxes are.
- This tool allows cities to perform maintenance and reconstruction on schedule. Timely maintenance is essential to preserving streets and thereby protecting taxpayer investments.
- This tool would allow property owners to fund expensive projects by paying relatively small fees over time. The tool could be used to mitigate or eliminate the need for special assessments.

LMC Contact: Anne Finn, Assistant IGR Director, 651-281-1263, afinn@lmc.org

Updated March 13, 2013

212.1 (2) computer hardware and software, without regard to its expected useful life,
212.2 whether bundled with machinery or equipment or unbundled-, together with application
212.3 development services and training related to the use of the computer hardware or software.

212.4 (c) The equipment or software must have an expected useful life at least as long as
212.5 the terms of the certificates or notes.

212.6 (d) Such certificates or notes shall be payable in not more than ten years and shall be
212.7 issued on such terms and in such manner as the council may determine.

212.8 (e) If the amount of the certificates or notes to be issued to finance any such purchase
212.9 exceeds 0.25 percent of the market value of taxable property in the city, they shall not
212.10 be issued for at least ten days after publication in the official newspaper of a council
212.11 resolution determining to issue them; and if before the end of that time, a petition asking
212.12 for an election on the proposition signed by voters equal to ten percent of the number of
212.13 voters at the last regular municipal election is filed with the clerk, such certificates or notes
212.14 shall not be issued until the proposition of their issuance has been approved by a majority
212.15 of the votes cast on the question at a regular or special election.

212.16 (f) A tax levy shall be made for the payment of the principal and interest on such
212.17 certificates or notes, in accordance with section 475.61, as in the case of bonds.

212.18 Sec. 10. [435.39] MUNICIPAL STREET IMPROVEMENT DISTRICTS.

212.19 Subdivision 1. Definitions. (a) For the purposes of this section, the following terms
212.20 have the meanings given them.

212.21 (b) "Governing body" means the city council of a municipality.

212.22 (c) "Improvements" means construction, reconstruction, and facility upgrades
212.23 involving: right-of-way acquisition; paving; curbs and gutters; bridges and culverts and
212.24 their repair; milling; overlaying; drainage and storm sewers; excavation; base work;
212.25 subgrade corrections; street lighting; traffic signals; signage; sidewalks; pavement
212.26 markings; boulevard and easement restoration; impact mitigation; connection and
212.27 reconnection of utilities; turn lanes; medians; street and alley returns; retaining walls;
212.28 fences; lane additions; and fixed transit infrastructure, trails, or pathways. "Fixed transit
212.29 infrastructure" does not include commuter rail rolling stock, light rail vehicles, or
212.30 transit way buses; capital costs for park-and-ride facilities; feasibility studies, planning,
212.31 alternative analyses, environmental studies, engineering, or construction of transit ways;
212.32 or operating assistance for transit ways.

212.33 (d) "Maintenance" means striping, seal coating, crack sealing, pavement repair,
212.34 sidewalk maintenance, signal maintenance, street light maintenance, and signage.

213.1 (e) "Municipal street" means a street, alley, or public way in which the municipality
213.2 is the road authority with powers conferred by section 429.021.

213.3 (f) "Municipality" means a home rule charter or statutory city.

213.4 (g) "Street improvement district" means a geographic area designated by a
213.5 municipality and located within the municipality within which street improvements and
213.6 maintenance may be undertaken and financed according to this section.

213.7 (h) "Unimproved parcel" means a parcel of land that abuts an:

213.8 (1) unimproved municipal street and that is not served by municipal sewer or water
213.9 utilities; or

213.10 (2) improved municipal street and served by municipal sewer or water utilities
213.11 and that:

213.12 (i) is not improved by construction of an authorized structure; or

213.13 (ii) contains a structure that has not previously been occupied.

213.14 Subd. 2. **Authorization.** A municipality may establish by ordinance municipal
213.15 street improvement districts and may defray all or part of the total costs of municipal street
213.16 improvements and maintenance by apportioning street improvement fees to all of the
213.17 developed parcels located in the district. A street improvement district must not include
213.18 any property already located in another street improvement district.

213.19 Subd. 3. **Uniformity.** (a) The total costs of municipal street improvements and
213.20 maintenance must be apportioned to all developed parcels or developed tracts of land
213.21 located in the established street improvement district on a uniform basis within each
213.22 classification of real estate. Apportionment must be made on the basis of one of the
213.23 following:

213.24 (1) estimated market value;

213.25 (2) tax capacity;

213.26 (3) front footage;

213.27 (4) land or building area; or

213.28 (5) some combination of clauses (1) to (4).

213.29 (b) Costs must not be apportioned in such a way that the cost borne by any
213.30 classification of property is more than twice the cost that would be borne by that
213.31 classification if costs were apportioned uniformly to all classifications of property under
213.32 the method selected in paragraph (a), clauses (1) to (5).

213.33 Subd. 4. **Adoption of plan.** Before establishing a municipal street improvement
213.34 district or authorizing a street improvement fee, a municipality must propose and adopt a
213.35 street improvement plan that identifies the location of the municipal street improvement
213.36 district and identifies and estimates the costs of the proposed improvements during the

214.1 proposed period of collection of municipal street improvement fees, which must be for
214.2 a period of at least five years and at most 20 years. Notice of a public hearing on the
214.3 proposed plan must be given by mail to all affected landowners at least 30 days before
214.4 the hearing and posted for at least 30 days before the hearing. At the public hearing, the
214.5 governing body must present the plan and all affected landowners in attendance must have
214.6 the opportunity to comment before the governing body considers adoption of the plan.

214.7 Subd. 5. **Use of fees.** Revenues from street improvement fees must be placed in
214.8 a separate account and used only for projects located within the district and identified
214.9 in the municipal street improvement plan.

214.10 Subd. 6. **Collection; up to 20 years.** (a) An ordinance adopted under this section
214.11 must provide for billing and payment of the fee on a monthly, quarterly, or other basis
214.12 as directed by the governing body. The governing body may collect municipal street
214.13 improvement fees within a street improvement district for a maximum of 20 years.

214.14 (b) Fees that, as of October 15 of each year, have remained unpaid for at least 30
214.15 days may be certified to the county auditor for collection as a special assessment payable
214.16 in the following calendar year against the affected property.

214.17 Subd. 7. **Improvement fee.** A municipality may impose a municipal street
214.18 improvement fee by ordinance. The ordinance must not be voted on or adopted until after
214.19 public notice is provided and a public hearing is held in the same manner as provided in
214.20 subdivision 4.

214.21 Subd. 8. **Not exclusive means of financing improvements.** The use of the
214.22 municipal street improvement fee by a municipality does not restrict the municipality from
214.23 imposing other measures to pay the costs of local street improvements or maintenance,
214.24 except that a municipality must not impose special assessments for projects funded with
214.25 street improvement fees.

214.26 Subd. 9. **Unimproved parcels; fees.** A municipality may not impose a street
214.27 improvement fee on any unimproved parcel located within an established street
214.28 improvement district until at least three years after either the date of substantial completion
214.29 of the paving of the previous unimproved municipal street or the date which a structure is
214.30 built and first occupied pursuant to a certificate of occupancy, whichever is later.

214.31 Subd. 10. **Exempt property.** A municipality must not impose a municipal street
214.32 improvement fee on property that is exempt from taxation under the provisions of the
214.33 Minnesota Constitution, article X, section 1.

214.34 **EFFECTIVE DATE.** This section is effective July 1, 2013.

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 10D	Department: Com. Dev.	Council Meeting Date: 05/06/13																																																					
TITLE OF ISSUE: Res. On the Proposal to Adopt a Tax Increment Financing District Plan Modification and Calling for a Public Hearing on Monday, June 17, 2013 at 7 p.m.																																																							
BACKGROUND AND SUPPLEMENTAL INFORMATION: As part of the Phase 2 Marigold Redevelopment project, the developer is requesting the use of TIF. Therefore, it is necessary to set a public hearing for Monday, June 17, 2013 at 7 p.m. to consider a modification to TIF District IDD 1-8 and the proposed adoption of a TIF Plan.																																																							
<i>If additional space is required, attach a separate sheet</i>																																																							
REQUESTED COUNCIL ACTION: Adopt Resolution																																																							
For Clerk's Use: Motion By: _____ Second By: _____ <table style="width: 100%; border: none;"> <tr> <td style="width: 15%;">Vote Record:</td> <td style="width: 10%; text-align: center;">Aye</td> <td style="width: 10%; text-align: center;">Nay</td> <td></td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Spears</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Vote Record:	Aye	Nay			_____	_____	Norland		_____	_____	Spears		_____	_____	Freyberg		_____	_____	Steiner		_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td colspan="2" style="text-align: center;">Other (specify) _____</td> <td colspan="3" style="text-align: center;">Notice of Public Hearing _____</td> </tr> <tr><td colspan="5"> </td></tr> <tr><td colspan="5"> </td></tr> <tr><td colspan="5"> </td></tr> </table>	Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other (specify) _____		Notice of Public Hearing _____																	
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RESOLUTION NO. ____

**RESOLUTION ON THE PROPOSAL TO ADOPT A
TAX INCREMENT FINANCING DISTRICT PLAN MODIFICATION
AND CALLING FOR A PUBLIC HEARING**

WHEREAS, a proposal has been submitted by the North Mankato Port Authority to the City Council to adopt a tax increment financing district plan in conjunction with the proposed Marigold Redevelopment Project, under the provisions of Minnesota Statutes, Chapter 469 (the "Act"); and

WHEREAS, the Act further requires that prior to the modification of a tax increment district and the adoption of a tax increment financing district plan a public hearing shall be held thereon.

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

Section 1. Public Hearing. This Council shall meet on Monday, June 17, 2013, after 7:00 p.m., to hold a public hearing on the following matters: (a) the proposed modification of Tax Increment Financing District No. IDD 1-8 and (b) the proposed adoption of a Tax Increment Financing Plan relating thereto, all pursuant to and in accordance with Minnesota Statutes, sections 469.174 through 469.179, inclusive, as amended (the "Act").

Section 2. Notice of Hearing; Filing of Plan. The City Clerk is hereby authorized to cause a notice of the hearing, substantially in the form attached hereto, to be published as required by the Act and to place a copy of the proposed Tax Increment Financing Plan on file in the City Clerk's office at City Hall and to make such copy available for inspection by the public.

Adopted by the City Council this 6th day of May 2013, with the following vote:

Yes _____;

No _____;

Absent _____.

Approved and signed this _____ day of _____ 2013.

ATTEST:

Nancy Gehrke, City Clerk

Mark D. Dehen, Mayor

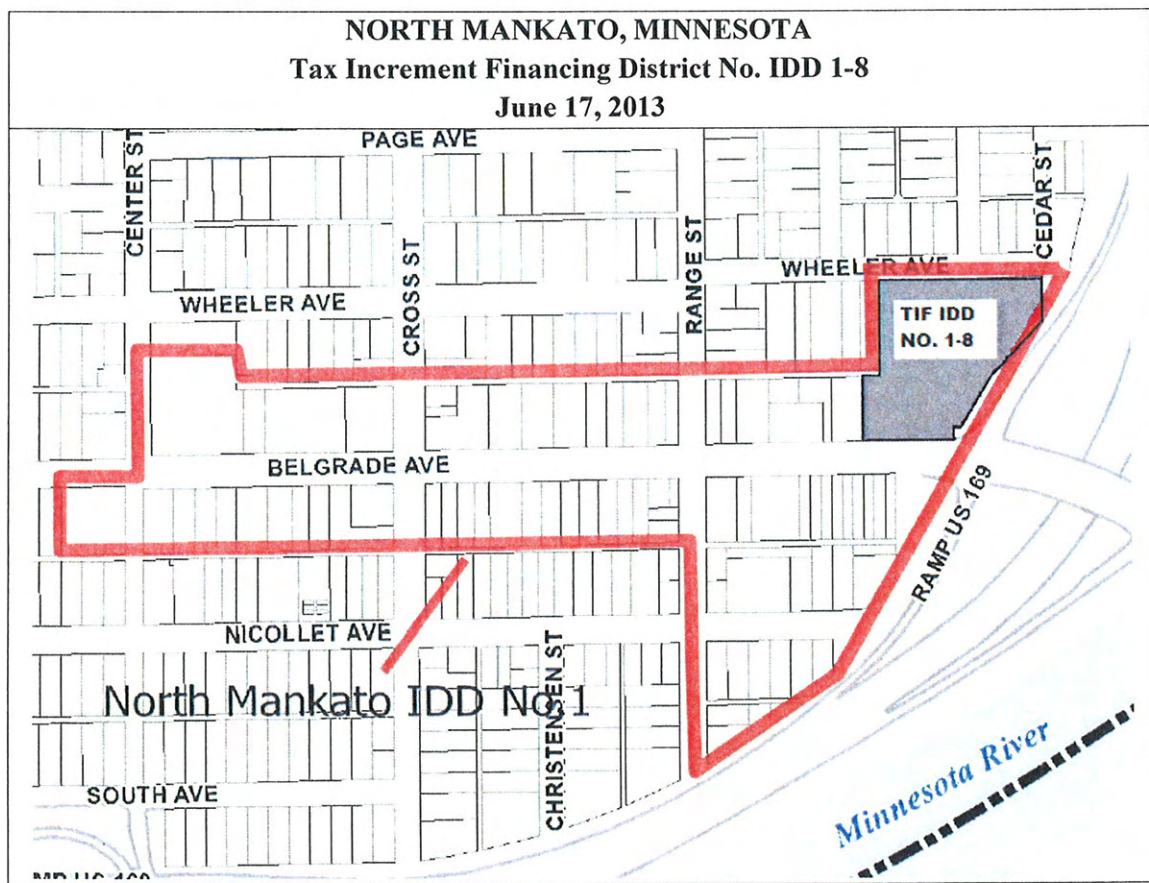
**NOTICE OF PUBLIC HEARING ON
MODIFICATION OF TAX INCREMENT FINANCING DISTRICT NO. IDD 1-8
(THE MARIGOLD REDEVELOPMENT PROJECT)**

TO WHOM IT MAY CONCERN:

Notice is hereby given that the City Council of the City of North Mankato, Minnesota, will meet at the City Hall 1001 Belgrade Avenue, North Mankato, Minnesota, at 7:00 p.m. on June 17, 2013 to consider the Modification of Tax Increment Financing District No. IDD 1-8 Plan pursuant to Minnesota Statutes, Chapter 469. Such persons as desire to be heard with reference to the above proposal will be heard at this meeting. The map accompanying this notice shows the location of the Tax Increment Financing District. Copies of the proposed Tax Increment Financing Plan are on file in the office of the City Clerk and are available for public examination. Written or oral statements will be considered.

Dated: This 7th day of June 2013.

/s/Nancy Gehrke
Nancy Gehrke, CMC
City Clerk
City of North Mankato



CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 10E	Department: City Planner	Council Meeting Date: 05/06/2013																																																					
TITLE OF ISSUE: Set Public Hearing for Monday, June 3, 2013 at 7 p.m. for Vacation of Easements, Northport No. 14																																																							
BACKGROUND AND SUPPLEMENTAL INFORMATION: As part of the replatting of Northport No. 14 in the industrial park, it is necessary to set a public hearing for the vacation of certain utility easements. The proposed public hearing date is June 3, 2013 at 7 p.m. The North Mankato Port Authority has a Purchase Agreement with Cemstone Companies for the purchase of six (6) acres of land on Howard Drive West in the Industrial Park. This agreement was first executed in 2012 and amended on February 21, 2013. In order to assemble a parcel of land to meet the needs of Cemstone, the City Council will need to vacate certain utility easements. As part of the utility vacation process, all local utility companies will be notified and provided the opportunity to comment. A replat of Northport No. 14 will be considered by the Planning Commission on May 9, 2013 and a recommendation forwarded to the City Council on May 20, 2013.																																																							
If additional space is required, attach a separate sheet																																																							
REQUESTED COUNCIL ACTION: Staff recommends the Council set the public hearing and proceed with vacating the utility easements.																																																							
For Clerk's Use: Motion By: _____ Second By: _____ <table style="width: 100%; border: none;"> <tr> <td style="width: 15%;">Vote Record:</td> <td style="width: 10%; text-align: center;">Aye</td> <td style="width: 10%; text-align: center;">Nay</td> <td></td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Spears</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Vote Record:	Aye	Nay			_____	_____	Norland		_____	_____	Spears		_____	_____	Freyberg		_____	_____	Steiner		_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="width: 20%;">Resolution</td> <td style="width: 20%;">Ordinance</td> <td style="width: 20%;">Contract</td> <td style="width: 20%;">Minutes</td> <td style="width: 20%;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td colspan="2" style="border: none;">Other (specify) _____</td> <td colspan="3" style="border: none;">Notice of Public Hearing, Map, Petition _____</td> </tr> <tr><td colspan="5" style="border: none;">_____</td></tr> <tr><td colspan="5" style="border: none;">_____</td></tr> <tr><td colspan="5" style="border: none;">_____</td></tr> </table>	Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other (specify) _____		Notice of Public Hearing, Map, Petition _____			_____					_____					_____				
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**NOTICE OF HEARING ON
UTILITY EASEMENTS VACATION
NORTHPORT NO. 14**

NOTICE IS HEREBY GIVEN that the City Council of the City of North Mankato, Minnesota, will hold a public hearing on Monday, June 3, 2013, commencing at 7:00 p.m. in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, to consider the vacation of the following described utility easements vacation in Northport No. 14:

All utility easements across Lot 1, Block 1 and Outlots A and B as dedicated on Northport No. 14, except the southerly 20 feet of Lot 1, Outlot A and Outlot B.

Dated this 29th day of April, 2013.


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


PETITION FOR VACATION

The undersigned property owner hereby petitions the City Council of the City of North Mankato, Minnesota, to vacate utility easements which were dedicated within Northport No. 14, City of North Mankato, Nicollet County, Minnesota, according to the recorded plat thereof, which is bounded as follows:

- All utility easements across Lot 1, Block 1 and Outlots A and B as dedicated on Northport No. 14, except the southerly 20 feet of Lot 1, Outlot A and Outlot B.

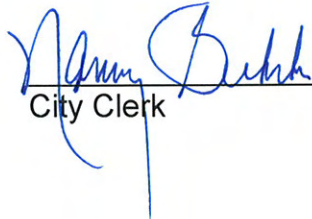
Dated this 29th day of April, 2013.


Witness


Michael Fischer, Executive Vice President
North Mankato Port Authority

Received by City Clerk:

April 29, 2013
Date


City Clerk

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 10F	Department: City Planner	Council Meeting Date: 05/06/2013																											
TITLE OF ISSUE: Traffic & Safety Committee Minutes of April 30, 2013																													
BACKGROUND AND SUPPLEMENTAL INFORMATION: See attached.																													
<i>If additional space is required, attach a separate sheet</i>																													
REQUESTED COUNCIL ACTION: Consider Traffic & Safety Committee recommendation.																													
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Spears</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Norland	_____	_____	Spears	_____	_____	Freyberg	_____	_____	Steiner	_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) _____ _____ _____ _____ _____	Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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MEMORANDUM

TO: Honorable Mayor and City Council
FROM: Michael Fischer, City Planner
DATE: April 30, 2013
SUBJECT: April Traffic & Safety Committee Meeting

On Tuesday, April 30, 2013, the Traffic & Safety Committee met to discuss an item of business. Traffic & Safety Committee Members present: Council Liaison Kim Spears, Street Superintendent Brad Swanson, Police Chief Chris Boyer, Community Member Bill Borchardt and City Planner Michael Fischer.

The following is a summary of the meeting:

1. Proposed Street Closure for 2013 Belgrade Blues Festival and Oktoberfest Events

Staff presented proposed street closures for the following community events in the Central Business District:

July 26, 2013 – Pub Crawl
July 27, 2013 – Belgrade Blues Festival
October 5, 2013 – Oktoberfest

Jim Whitlock, President of Business on Belgrade, presented information regarding the new event proposed for the evening of July 26, 2013. Mr. Whitlock also indicated his interest in organizing an alumni event during Minnesota State University Homecoming and a fundraiser to benefit the Police Reserves. Discussion was held regarding the proposed closures for each event and that a temporary 4-way STOP at the intersection of Belgrade Avenue and Cross Street is not needed for any of the proposed events. Continued discussions were held regarding staff costs involved with the closures including public safety costs and public safety concerns associated with each event.

Recommendation

The Traffic & Safety Committee recommends approval of the proposed street closures subject to police presence at each event.

MEMORANDUM

TO: Traffic & Safety Committee
FROM: Michael Fischer, City Planner
DATE: April 19, 2013
SUBJECT: April Traffic & Safety Committee Meeting

The next meeting of the Traffic & Safety Committee has been scheduled for Tuesday, April 30, 2013 at 9 a.m. in the Municipal Building Council Chambers. Below is the meeting agenda:

AGENDA

1. Proposed Street Closures for 2013 Belgrade Blues Festival and Oktoberfest Events.

To accommodate the Belgrade Blues Festival on July 27, 2013, Business on Belgrade (BOB), is proposing to close portions of Belgrade Avenue and Range Street as shown on Exhibit A. As part of the street closure, a temporary 4-way STOP is proposed at the intersection of Belgrade Avenue and Cross Street. The proposed closure and temporary STOP was used at this event in 2012 and worked very well. BOB is requesting the same closure proposal for July 27, 2013.

The organizers are also planning to have an event on the evening of July 26, 2013 from 7-10 p.m. which would require the closure of a portion of Range Street as shown on Exhibit B. The July 26th event includes a band performing within this section of Range Street along with other indoor events at other area bars and restaurants.

Additionally, on October 5, 2013, the second annual Oktoberfest is scheduled from 12 p.m. to 8 p.m. In 2012, the same street closure as the Belgrade Blues Festival was used. For 2013, organizers propose to use the closure as shown on Exhibit B.

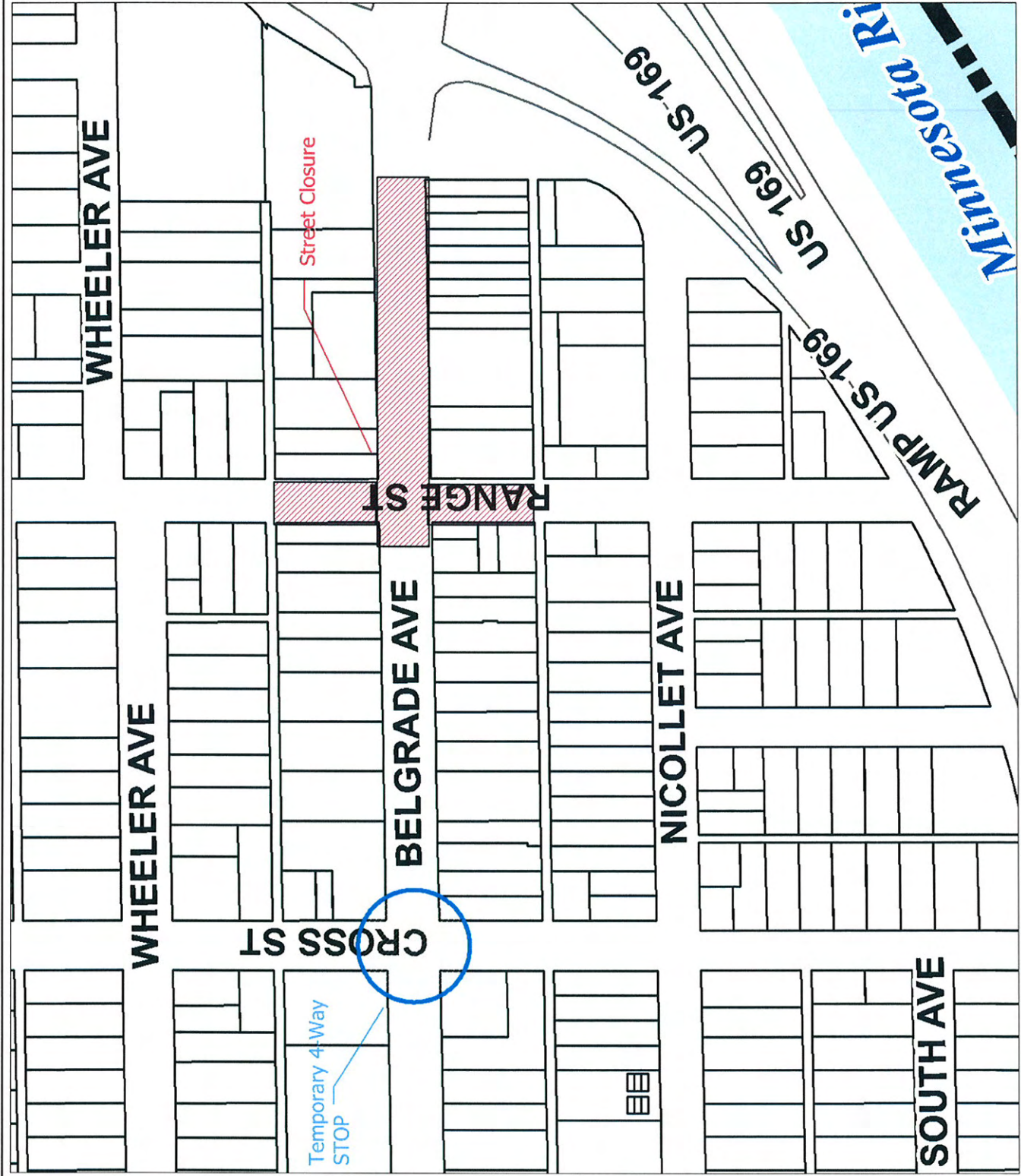
Recommendation

Staff recommends approval of the street closures as proposed.



Belgrade Blues

Figure X.X



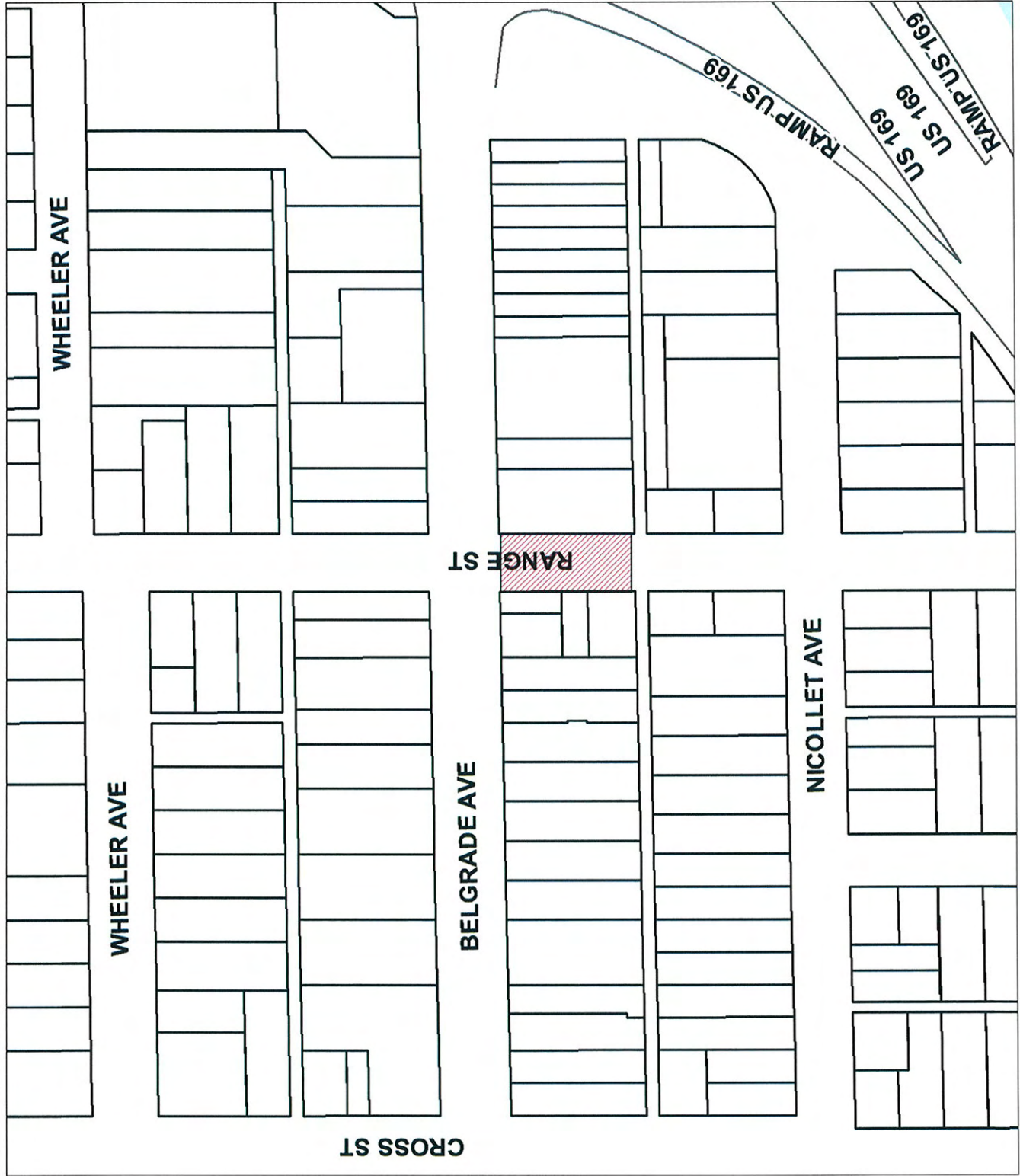
0 210 Feet

© Bolton & Menk, Inc - Web GIS



Map Name

Figure X.X



0 160 Feet

© Bolton & Menk, Inc - Web GIS

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 10G	Department: Finance	Council Meeting Date: 05/06/2013																											
TITLE OF ISSUE: League of Minnesota Cities Insurance Trust Liability Coverage Waiver Form																													
BACKGROUND AND SUPPLEMENTAL INFORMATION: The City each year, as a part of the insurance renewal process, must determine if it wants to waive the tort liability limits that are established by statute. The City has never waived these limits.																													
<i>If additional space is required, attach a separate sheet</i>																													
REQUESTED COUNCIL ACTION: Motion to approve not to waive tort limits.																													
For Clerk's Use: Motion By: _____ Second By: _____ Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Spears</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Norland	_____	_____	Spears	_____	_____	Freyberg	_____	_____	Steiner	_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) <u>LMCIT Liability Coverage Waiver Form</u> _____ _____ _____ _____	Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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SECTION I: LIABILITY COVERAGE WAIVER FORM

Cities obtaining liability coverage from the League of Minnesota Cities Insurance Trust must decide whether or not to waive the statutory tort liability limits to the extent of the coverage purchased. The decision to waive or not to waive the statutory limits has the following effects:

- u* If the city does not waive the statutory tort limits, an individual claimant would be able to recover no more than \$500,000. on any claim to which the statutory tort limits apply. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether or not the city purchases the optional excess liability coverage.
- n* If the city waives the statutory tort limits and does not purchase excess liability coverage, a single claimant could potentially recover up to \$1,500,000. on a single occurrence. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to \$1,500,000., regardless of the number of claimants.
- u* If the city waives the statutory tort limits and purchases excess liability coverage, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

This decision must be made by the city council. **Cities purchasing coverage must complete and return this form to LMCIT before the effective date of the coverage.** For further information, contact LMCIT. You may also wish to discuss these issues with your city attorney.

The City of _____ \$500,000 /
North Mankato accepts liability coverage limits of \$ **\$1,500,000** from the League of
Minnesota Cities Insurance Trust (LMCIT).

Check one:

- ☐ The city **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minnesota Statutes 466.04.
- ☐ The city **WAIVES** the monetary limits on tort liability established by Minnesota Statutes 466.04, to the extent of the limits of the liability coverage obtained from LMCIT.

Date of city council meeting **May 6, 2013**

Signature _____ Position **Mayor**

Return this completed form to LMCIT, 145 University Ave. W., St. Paul, MN. 55103-2044

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 10H	Department: Administrator	Council Meeting Date: 05/06/2013																																	
TITLE OF ISSUE: Consider Setting Public Hearing for 7 p.m. on Monday, June 3, 2013 to Amend Code of Ordinances, Section 30.04, Council Procedure at Regular Meetings																																			
BACKGROUND AND SUPPLEMENTAL INFORMATION: Several changes have been made to the city council agenda that differ in varying degrees from the city code provision that describes how the agenda should be structured. The section of the city code that sets forth procedure at regular meetings of the city council is Chapter 30.04. A brief overview of the differences in the code provisions of Chapter 30 and the current agenda include the use of a consent agenda, approval of the agenda, and the use of business items instead of staff reports to request action from the city council. In addition, staff has recommended that the city council move to one public comment item instead of two public comment sections. After conferring with the City Attorney and the City Clerk, to continue utilizing the changes already preferred by the governing body as well as to remove the second public comment item from the agenda, an ordinance should be approved. The first step in approving an ordinance is setting a public hearing which is what staff is requesting as part of this action statement.																																			
<i>If additional space is required, attach a separate sheet</i>																																			
REQUESTED COUNCIL ACTION: Set public hearing to amend Code of Ordinances																																			
For Clerk's Use: Motion By: _____ Second By: _____ <table style="width: 100%; border: none;"> <tr> <td style="width: 15%;">Vote Record:</td> <td style="width: 10%; text-align: center;">Aye</td> <td style="width: 10%; text-align: center;">Nay</td> <td></td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Spears</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Vote Record:	Aye	Nay			_____	_____	Norland		_____	_____	Spears		_____	_____	Freyberg		_____	_____	Steiner		_____	_____	Dehen	SUPPORTING DOCUMENTS ATTACHED <table style="width: 100%; border: none;"> <tr> <td style="width: 20%;">Resolution</td> <td style="width: 20%;">Ordinance</td> <td style="width: 20%;">Contract</td> <td style="width: 20%;">Minutes</td> <td style="width: 20%;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) <u>Notice of Hearing, City Code Section 30.04</u> _____ _____ _____ _____	Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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NOTICE OF PUBLIC HEARING
TO AMEND NORTH MANKATO CITY CODE

NOTICE IS HEREBY GIVEN that the City Council of the City of North Mankato, Minnesota, will meet in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, North Mankato, Minnesota, at 7 p.m. on the 3rd day of June, 2013, to hold a public hearing to consider amending the North Mankato City Code, Section 30.04 entitled "Council Procedure at Regular Meetings."

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

Dated this 6th day of May 2013.

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

(B) *Posted notice.* In addition to mailing, the City Administrator shall also post a notice of a special meeting in the City Hall where other notices are generally posted.

(C) *Emergency.* Notice of a special meeting may be dispensed with in a situation which requires immediate emergency action. In determining what constitutes such an emergency, the Council should be guided by considerations of whether the situation calls for immediate action involving the protection of the public health or safety.

(1975 Code, § 2.03)

Statutory reference:

Notice of special meetings, see M.S. § 13D.04

§ 30.04 COUNCIL PROCEDURE AT REGULAR MEETINGS.

(A) The City Administrator shall prepare the following items:

- (1) An agenda for the forthcoming meeting;
- (2) A report from the City Administrator on administrative activities of the preceding month;
- (3) A compiled list of all claimants who have filed verified accounts claiming payment for goods or services rendered to the city during the preceding month; and
- (4) A copy of all minutes to be considered.

(B) The City Administrator shall forthwith cause to be mailed to the Mayor and each Council member copies of all said documents. *Roberts' Rules of Order (Revised)* shall govern all Council meetings as to procedural matters not set forth in the Charter or City Code. The order of business at regular meetings shall be as follows:

- (1) Call to order;
- (2) Roll call;
- (3) Determination of a quorum;
- (4) Approval of minutes; (Actual reading may be waived if each member of the Council was furnished with a copy thereof as hereinbefore set forth.)
- (5) Correspondence;
- (6) Meeting opened to the public for the first time. Persons speaking shall give their name, address, and state their business;
- (7) Reports of staff members;

- (8) Licenses and permits;
- (9) Reports from boards and commissions;
- (10) Report from Mayor;
- (11) Reports of Council members;
- (12) Meeting opened to the public for the second time. Persons speaking shall give their name, address, and state their business;
- (13) Payment of claims and approval for payment of claims and appropriations;
- (14) Adjournment.

(C) Matters inappropriate for consideration at a meeting, or not in the order specified, shall not be considered except:

- (1) With the unanimous consent of the members of the Council; or
- (2) Scheduled public hearings or bid lettings at the time stated in the notice.

(D) All claims for payment must be filed at or before 12:00 noon on the Thursday preceding the regular Council meeting at which it is to be considered.
(1975 Code, § 2.04)

§ 30.05 EXECUTION OF CONTRACTS AND CITY SEAL.

All contracts to which the city is a party, in addition to being signed by the Mayor and City Clerk, shall be sealed with the City Seal. The seal shall be kept in the custody of the City Clerk and affixed by him or her. The official City Seal shall be a circular disc having engraved thereupon "CITY OF NORTH MANKATO" and such other words, figures or emblems as the Council may, by resolution, designate.
(1975 Code, § 2.07)

§ 30.06 RIGHT TO ADMINISTRATIVE APPEAL.

If any person shall be aggrieved by any administrative decision of the City Administrator, or any Board or Commission not having within its structure an appellate procedure, such aggrieved person is entitled to a hearing before the Council upon serving a written request therefor upon the Mayor and City Administrator at least 5 days prior to any regular Council meeting. Such request shall contain a general statement setting forth the administrative decision to be challenged by the appellant. At such hearing the appellant may present any evidence he or she deems pertinent to the appeal, but the city shall not be required to keep a verbatim record of the proceedings. The Mayor, or other officer presiding at the