

Pursuant to due call and notice thereof, a regular meeting of the North Mankato City Council was held in the Municipal Building Council Chambers on March 16, 2015. Mayor Dehen called the meeting to order at 7:00 p.m. asking that everyone join in the Pledge of Allegiance. The following were present for roll call: Mayor Dehen, Council Members Norland, Freyberg, Spears and Steiner, City Administrator Harrenstein, Finance Director Thorne, Attorney Kennedy, City Clerk Van Genderen, City Planner Fischer and Public Works Director Swanson.

**Approval of Agenda**

**Council Member Freyberg moved, seconded by Council Member Norland, to approve the agenda as presented. Vote on the motion: Norland, Freyberg, Spears, Steiner and Dehen aye; 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 March 2, 2015. Vote on the motion: Norland, Freyberg, Spears, Steiner and Dehen aye; no nays. Motion carried.**

**Consent Agenda**

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

- A. Bills and Appropriations.
- B. Parade Permit for Bookin' on Belgrade Nearly 5K Family Fun Run, Saturday, June 6, 2015 from 9 a.m. to 10:15 a.m.
- C. Parade Permit for A.B.A.T.E. of Minnesota, Motorcycle Awareness, Saturday, May 2, 2015 from 1:15 p.m. to 1:40 p.m.
- D. Parade Permit for North Kato Explorers 4-H Club, 3K Fun Run, Sunday, May 3, 2015 from 1 p.m. to 2 p.m.
- E. Parade Permit for Final Stretch, Inc., North Mankato Triathlon, Sunday, August 9, 2015 from 8 a.m. to 1:30 p.m.
- F. Set Public Hearing for 7 p.m. on Monday, April 6, 2015 to Consider Vacation of Utility Easements on Duehring Subdivision No. 2.
- G. Res. No. 23-15 Ordering Feasibility Report for Project No. 15-01ABCDEF Carlson Drive Extension.
- H. Res. No. 24-15 Approving Consent Assessment Agreement-226 Garfield Avenue.
- I. Res. No. 25-15 Preliminary and Final Plat of Duehring Subdivision No. 2.

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

**Public Comments**

Barb Church, 102 East Wheeler Avenue, appeared before the Council and indicated the Friends of North Mankato Group had been contacted regarding a substantial donation towards the purchase of the Tschohl property located at 1610 LorRay Drive. Church stated she has concerns with the proposed commercial parking, located at 231 and 233 Wheeler Avenue, in an area now zoned residential.

Brian Mechler, 303 Belgrade Avenue, appeared before the Council and requested assistance in retrieving his property left in his vehicle after Affordable Towing towed his vehicles.

John Hurd, 732 Garfield Avenue, appeared before the Council and indicated the Trust for Public Land was interested in working with the Friends of North Mankato Group regarding the Tschohl property.

### **Business Items**

**North Mankato Police Department 2014 Year End Report.** Chief Boyer appeared before the Council and provided the 2014 Year End Report. Boyer stated the total number of reported incidents increased by 23 calls. Boyer indicated that the North Mankato Police were working in the schools as a way to add security and improve relations with the youth. He noted the Police Reserve were instrumental in helping throughout the year with parades, festivals and events. Boyer reported a new Patrol Officer would be joining the force soon. Administrator Harrenstein noted North Mankato was a safe City and he was pleased that the Police Chief's main statement to the Council was to keep your car locked. Harrenstein stated it was because of the hard work of the men and women who serve in the Police Department that North Mankato is safe. Council Member Norland thanked Chief Boyer for his involvement in the Tapestry Program.

**Announcement of Book Title for 2015 Community Read.** Library Director Lucy Lowry appeared before the Council and announced the 2015 Community Read as Wladyslaw Szpilman's memoir **The Pianist**. Lowry noted the book could be picked up at the North Mankato Taylor Library, Dino's Pizzeria, Mark's Barber Shop, South Central College Library, Frandsen Bank & Trust, Lor Ray Drive Salon & Spa, Y Barbers and the Garden of Eat'n. She also indicated several events would be occurring throughout the months of April and May.

**Res. No. 26-15 Authorizing the Sale of Real Estate at 706 and 710 Range Street.** City Planner Fischer stated the properties located at 706 and 710 Range Street were acquired using HUD funds and as part of the resale of the property it is required that the property is sold to a low income family. Fischer reported the properties at both 706 and 710 Range Street will be sold to Habitat for Humanity for \$15,000 per property. **Council Member Steiner moved, seconded by Council Member Norland, to approve the Resolution Authorizing the Sale of Real Estate at 706 and 710 Range Street. Vote on the motion: Norland, Freyberg, Spears, Steiner and Dehen aye; no nays. Motion carried.**

**Consider Approving Request for Proposal for the Sale and Relocation of Properties Located at 231 and 233 Wheeler Avenue.** City Planner Fischer indicated the City acquired both properties with the intent to use the space for parking. There are three Requests for Proposals for the sale and relocation of properties, one for the garage located at 233 Wheeler Avenue, one for the house at 233 Wheeler Avenue and one for the garage and house located at 231 Wheeler Avenue. **Council Member Norland moved, seconded by Council member Steiner to approve the Request for Proposal for the Sale and Relocation of Properties Located at 231 and 233 Wheeler Avenue. Vote on the motion: Norland, Freyberg, Spears, Steiner and Dehen aye; no nays. Motion carried.**

### **City Administrator and Staff Comments**

Administrator Harrenstein stated in order to assist the public and in response to a member of the governing body he was providing a memo outlining the reverse referendum process.

Administrator Harrenstein indicated that because there is no request for rezoning the property located at 1610 LorRay Drive (Tschohl Property) it was a good time to work with the citizens who are interested in creating a park out of the Tschohl property and suggested convening two or three

meetings. **Council Member Spears moved, seconded by Council Member Freyberg to Organize Meetings with the Public Concerning the Tschohl Property. Vote on the motion: Norland, Freyberg, Spears, Steiner and Dehen aye; no nays. Motion carried.**

Administrator Harrenstein reported that City Intern Matt Lassonde had accepted a position at Bolton & Menk and thanked him for his hard work.

Public Works Director Swanson reported that with the new waste collection contract Riverbend Recycling had experienced an increase of product and he would report the numbers to the Council next month. Swanson indicated Riverbend Recycling does recycle TVs but residents must pay by the pound.

Public Works Director Swanson stated the compost site was open.

### **Mayor and Council Comments**

Council Member Spears directed staff to see if they could assist Brian Mechler in getting his property returned.

Mayor Dehen noted Mankato and North Mankato has one of the lowest unemployment rates in Minnesota and the region would be adding 1,000 jobs to the community. Dehen stated the community needs to pursue quality of life so people will choose to live in North Mankato.

### **Public Comments**

Brian Mechler, 303 Belgrade Avenue, appeared before Council and expressed his concerns about the North Mankato Police Department.

There being no further business, on a motion by Council Member Norland, seconded by Council Member Freyberg, the meeting adjourned to closed session to discuss the Administrator's review at 7:50 p.m.

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Mayor

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City Clerk

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item # 7	Department: City Planner	Council Meeting Date: 04/06/2015
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**TITLE OF ISSUE: Public Hearing, 7 p.m. - Vacating Utility Easements Duehring Subdivision No. 2.**

**BACKGROUND AND SUPPLEMENTAL INFORMATION:** As part of the vacating of utility easements in Duehring Subdivision No. 2, it is necessary to set and hold a public hearing to formally vacate existing utility easements. All local utility companies have been notified of the proposed vacation of the utility easement and none have objection to the utility easement vacation.

**REQUESTED COUNCIL ACTION:** Item 10A is the adopting resolution for this item.

**For Clerk's Use:**

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

Vote Record:

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

**SUPPORTING DOCUMENTS ATTACHED**

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

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

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

# 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 knowledge 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 Thursday, the 19 day of March, 2015, and was thereafter printed and published on every Thursday to and including Thursday, the 19 day of March, 2015; 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 composition and publication of the notice:

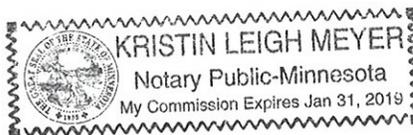
abcdefghijklmnopqrstuvwxyz

By: [Signature]  
Publisher

Subscribed and sworn to before me on this 19 day of March, 2015.

[Signature]  
Notary Public

March 19, 2015  
NOTICE OF  
PUBLIC HEARING ON  
UTILITY VACATION  
DUERHING SUBDIVISION NO. 2  
NOTICE IS HEREBY GIVEN that the City Council of the City of North Mankato, Minnesota, will hold a public hearing on Monday, April 6, 2015, 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:  
The 10 foot wide easement located between Lot 1-B and Lot 2, Block 1, Duehring Subdivision, according to the plat thereof on file and of record with the Nicollet County Recorder, excepting there from the northerly 10 feet and the southerly 10 feet.  
Dated this 16th day of March 2015.  
April Van Genderen  
City Clerk  
City of North Mankato, Minnesota



**NOTICE OF PUBLIC HEARING ON  
UTILITY VACATION DUEHRING SUBDIVISION NO. 2**

NOTICE IS HEREBY GIVEN that the City Council of the City of North Mankato, Minnesota, will hold a public hearing on Monday, April 6, 2015, 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:

The 10 foot wide easement located between Lot 1-B and Lot 2, Block 1, Duehring Subdivision, according to the plat thereof on file and of record with the Nicollet County Recorder, excepting there from the northerly 10 feet and the southerly 10 feet.

Dated this 16<sup>th</sup> day of March 2015.

April Van Genderen  
City Clerk  
City of North Mankato, Minnesota

CLAIM REPORT  
FOR REGULAR COUNCIL MEETING OF APRIL 6, 2015

80189	Lamm, Nelson & Cich Trust	1st pmt w/closing costs 231 Wheeler-Area Agency	\$12,434.00
	ABC Wire Sales Co.	supplies-Recycling	\$670.00
	AEM Financial Solutions	professional service-Gen Gov	\$4,448.60
	Ag Spray Equipment	equipment parts-Street Dept.	\$60.23
	Ameripride	mats-Library	\$135.92
	American Legal Publishing Co	code of ordinances-Gen Gov	\$269.30
	American Payment Centers	utility drop box rental-Sewer Dept.	\$93.00
	American Public Works Association	membership dues-Street Dept.	\$223.75
	APT Machining & Fabricating	equipment parts-Street & Recycle Center	\$570.00
	Audio Editions	audiobooks & binders-Library	\$530.97
	Baker & Taylor	books-Library & Bookmobile	\$78.53
	Benco Electric Cooperative	electric bill-All Depts.	\$27,850.44
	Better Housekeeping Vacuums	equipment parts-Gen Gov	\$49.95
	Blue Earth Co. Chiefs Association	yearly membership dues-Fire Dept.	\$120.00
	Bolton & Menk, Inc	professional service-All Depts.	\$87,501.57
	C & S Supply	supplies, equipment parts & saw-All Depts.	\$1,397.21
	CenterPoint Energy	gas bill-All Depts.	\$10,067.55
	City of Mankato	wastewater fee April & Lake Street Flood Station	\$88,579.02
	Computer Technology Solutions	computer repair-Library	\$270.00
	Crysteel Truck Equipment	equipment parts-Street & Park Depts.	\$241.00
	DKemp Associates	IT services-All Depts.	\$4,442.70
	DH Athletics LLC	supplies-Park Dept.	\$510.00
	Dalco	supplies-All Depts.	\$855.51
	DeJoy, Darren P.	group training-Fire Dept.	\$892.84
	Demco	supplies-Library	\$410.04
	Drummer's Garden Center	special program-Library	\$50.00
	Emergent Networks	computer maintenance-Police, Library, Shop	\$5,424.00
	Express Services	crossing guards-Police Dept.	\$904.20
	Ferguson Enterprises	equipment parts-Park, Sales Tax, & Water Depts.	\$627.49
	Fischer, Mike	cell phone allowance-Port Authority	\$473.00
	Gale/Cengage Learning	books-Library	\$132.76
	Gerhart, Bill	supply-Tactical Response Team	\$28.70
	Goodwin, Tony	professional service-Public Access	\$162.50
	Greater Mankato Growth Inc	meeting-Gen Gov	\$30.00
	H&L Mesabi	plow blades-Street Dept.	\$10,157.30
	Hart's Auto Supply	equipment parts-Police Dept.	\$75.00

CLAIMS CONTINUED

Henry, AJ Fence Co	supplies-Park Dept.	\$3,495.00
Industrial Fabrication Services	equipment parts-Street Dept.	\$675.00
Ingram	books-Library & Bookmobile	\$2,994.80
Intech	support contract-Police Dept.	\$4,795.00
Kennedy & Graven Chartered	professional service-2015 Construction	\$3,500.00
Kruger, Beth Ann	refund water bill credit	\$20.87
LJP Enterprises	trailer rental-Recycle Center	\$600.00
Lakes Gas Co.	LP gas-Recycle Center	\$344.80
Larkstur Engineering	equipment parts-Street Dept.	\$814.05
Lawson Products	supplies-All Depts.	\$548.68
League of Minnesota Cities	training-Gen Gov	\$20.00
Linder Enterprises	equipment parts-Street Dept.	\$67.39
Lloyd Lumber	supplies & equipment parts-All Depts.	\$1,870.93
MEI Total Elevator	service elevator-Fire Dept.	\$3,330.00
Madden Galanter Hansen LLP	legal services-Gen Gov	\$938.15
Mankato Clinic LTD	professional service-Gen Gov	\$119.52
Mankato Public Schools	transportation for special programs-Library	\$65.40
Masterswitch IT	IT services-Gen Gov	\$1,508.99
Matheson Tri-Gas	equipment parts-Shop	\$166.94
Menards-Mankato	supplies-All Depts.	\$1,025.27
Minnesota Dept of Health	cert exam for water supply system operator Class B	\$46.00
Minnesota Valley Testing Lab	water & sample testing-Water & Sewer Depts.	\$218.00
Mobile Glass Service	equipment parts-Street Dept.	\$537.36
Monuments by Miller	sign Soccer fields-Sales Tax	\$1,490.00
Moore, James	refund water bill credit	\$17.79
MRCI	wages for MRCI employees-Recycle Center	\$9,354.23
Mr. Rooter of South Central MN	consent assessments-Sewer Dept.	\$17,584.11
New Ulm Quartzite Quarries	sealcoating rock-Street Dept.	\$965.65
North Kato Supply	supplies Soccer fields-Sales Tax	\$129.00
Northern Sewer Equipment	supplies-Sewer Dept.	\$192.60
Petty Cash, Clara Thorne	petty cash items-All Depts.	\$306.62
Petty Cash, Clara Thorne	starting cash funds-Caswell Concessions	\$3,100.00
Post Board	peace officer license fee for new officer-Police Dept.	\$90.00
Power Plan	equipment parts-Street & Recycle Center	\$3,683.21
Praxair Distribution	supplies-Shop	\$138.09
Rader, Duane	travel expenses-Sewer Dept.	\$171.92
Rader, Duane	cellular phone allowance-Water Dept.	\$144.50
Ramy Turf Products	supplies Soccer fields-Sales Tax	\$438.00
Red Feather Paper Co	supplies-Water & Park Depts.	\$50.24
Reliance Electric of Southern MN	equipment parts-Street Dept.	\$112.64

CLAIMS CONTINUED

Retrofit Companies	recycle light bulbs & supplies-Recycle Center	\$327.20
River Bend Business Products	copier maintenance-Gen Gov & Police	\$640.45
Robinson Appraisal & Associates	appraisal of recycle center-Recycle Center	\$1,000.00
Seppmann, Jadd & Sons	portable restroom rental-Park Dept.	\$80.36
Skarpohl Pressure Washer Sales	supplies-Street Dept.	\$133.00
South Central College	training-Fire Dept.	\$2,480.00
SPS Companies	equipment parts & supplies-All Depts.	\$10,428.33
St. Croix Recreation	tables Soccer fields-Sales Tax	\$5,236.70
Staples Advantage	supplies-Comm Dev	\$349.98
Streicher's	supplies, gas masks, & ballistic shield-Police Dept.	\$3,716.00
Superior Concrete	supplies Soccer fields-Sales Tax	\$4.96
Taser International	taser & cartridges-Police Dept.	\$2,331.19
Texas Refinery Corp	cleaning supplies-Shop	\$583.50
Titan Machinery	equipment parts-Street Dept.	\$521.77
Towmaster	equipment parts-Street Dept.	\$201.64
Traverse Des Sioux Library	contracted services-Library	\$1,864.16
Tyler Technologies	computer conversion-Gen Gov, Water, & Sewer	\$6,097.42
United Rentals	equipment parts-Street Dept.	\$68.54
Verizon Wireless	cell phone & internet bill-All Depts.	\$291.64
Viking Electric Supply	equipment parts & supplies-All Depts.	\$2,525.84
Voyageur Web	professional services-Gen Gov	\$1,920.00
Waseca-LeSueur Regional Library	lost item-Library	\$21.33
Wayne's Auto Body	equipment parts-Street Dept.	\$205.50
Wenzel Auto Electric Co	equipment parts-Street Dept.	\$259.00
Werner Electric Supply	supplies-Water Dept.	\$10.49
West Central Sanitation, Inc	recycling & solid waste pickup for February	\$24,354.80
Wingert Plastering, LLC	supplies Soccer fields-Sales Tax	\$6,355.00
Xcel Energy	electric bill-All Depts.	\$20,177.24
Zahl Equipment Service	equipment parts-Street Dept.	\$130.00
Total		<u>\$418,753.87</u>

CLAIMS CONTINUED

General	\$124,338.16
Community Development Block Grant	\$1,735.25
Local Option Sales Tax	\$27,836.34
Port Authority	\$473.00
Capital Facilities & Equipment Replacement-General	\$2,032.47
2011 Construction	\$120.00
2014 Construction	\$2,504.16
2015 Construction	\$66,104.24
Water	\$31,136.31
Sewer	\$79,703.46
Recycling	\$28,177.03
Storm Water	\$39,134.57
Solid Waste	\$13,667.47
Public Access	\$1,762.71
Tactical Response Team	<u>\$28.70</u>
Total	<u><u>\$418,753.87</u></u>

PORT AUTHORITY INVOICES  
FOR REGULAR COUNCIL MEETING OF APRIL 6, 2015

Fischer, Mike	cell phone allowance-Port Authority	<u>\$473.00</u>
Total		<u><u>\$473.00</u></u>

CLAIM REPORT  
 BILLS PAID AFTER THE COUNCIL MEETING OF MARCH 16, 2015  
 END OF MONTH

80160	AT & T Mobility	cell phone bill-Bookmobile	\$25.48
80161	Long Term Care	long term care payment employee reimbursed	\$163.64
80162	Post Board	Police Officer's licenses-Police Dept.	\$360.00
80163	Telrite Corporation	long distance phone bill-All Depts.	\$237.53
80164	Verizon Wireless	cell phone bill-Police, Caswell & Comm Dev	\$164.28
80165	Brown-Nicollet Environmental Health	seasonal food license-Caswell North Soccer	\$120.00
80166	Cardmember Service	charge card items-All Depts.	\$12,626.15
80167	ICMA Retirement Trust - 457	employee payroll deductions	\$4,423.85
80168	ICMA Retirement Trust - Roth IRA	employee payroll deductions	\$700.00
80169	Law Enforcement Labor Service	employee payroll deductions	\$423.00
80170	NCPERS Minnesota-Unit 662400	employee payroll deductions	\$192.00
80171	United Way	employee payroll deductions	\$256.75
80172	John Deere Financial	equipment parts-Street Dept.	\$174.66
80173	McGowan Water Conditioning	salt for softener-Police & Library	\$67.39
80174	Minnesota State Fire Dept. Assn.	registration fee for annual conference-Fire Dept.	\$1,155.00
80175	Minnesota Turf & Grounds Foundation	tree pruning workshop registration fee-Street & Park	\$260.00
80176	Delta Dental	employee payroll deductions	\$853.20
80177	National Insurance Services of WI, Inc.	April life insurance	\$598.49
80178	National Insurance Services of WI, Inc.	April long term disability insurance	\$1,172.03
80179	National Insurance Services of WI, Inc.	April voluntary life insurance	\$68.50
80180	Sprint	PCS connection card data plan-Police & 2015 Const	\$74.55
80181	Charter Communications	data service-Street Dept.	\$2.08
80182	Enventis	telephone bill-All Depts.	\$471.09
80183	J Scotty Builders	refund building permit #0023-15	\$2,028.61
80184	Mll Life, Inc.-VEBA	final contribution to VEBA account	\$29,062.29
80185	US Postmaster	postage for Spring newsletters-Comm Dev	\$1,356.39
80186	CenterPoint Energy	final gas bill 233 Wheeler-Area Agency	\$66.42
80187	ICMA Retirement Trust - 457	employee payroll deductions	\$17,423.85
80188	ICMA Retirement Trust - Roth IRA	employee payroll deductions	\$700.00
	Total		<u>\$75,227.23</u>

CLAIMS CONTINUED

General	\$65,095.99
Local Option Sales Tax	\$338.37
2015 Construction	\$170.01
Water	\$7,699.88
Sewer	\$374.10
Recycling	\$1,407.58
Storm Water	\$29.32
Public Access	\$111.98
Total	<u>\$75,227.23</u>

PORT AUTHORITY INVOICES  
BILLS PAID AFTER THE COUNCIL MEETING OF MARCH 16, 2015  
END OF MONTH

None to report

RESOLUTION NO.

RESOLUTION APPROVING DONATIONS/CONTRIBUTIONS/GRANTS

WHEREAS, the Minnesota Statute 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/grants are approved as follows:

Donor	Restriction	Amount
Jennifer/Matthew Schindle	Library Endowment Fund – Youth programs, activities or technology	\$2,000.00
Jo Marie Robbins	Library Endowment Fund – Audiobooks	\$75.00
Taylor Corporation	Library Endowment Fund – Library Summer Reading Program	\$4,500.00
North Mankato Civic & Commerce Association	Library Endowment Fund – Library Community Read	\$500.00
Bicycle Alliance of Minnesota	General Fund – Bike Kiosks	\$1,500.00
Traverse des Sioux	Library Endowment Fund – Special Programs ACHF Grants	\$1,570.20

Adopted by the City Council this 6th day of April 2015.

\_\_\_\_\_  
Mayor

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



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 our office at least thirty (30) days in advance of the parade date. This parade permit is pending until approval by the City Council and Chief of Police.

Applicant Information

Name: Kristen Thomas / Lasting Imprint

Address: 38904 State Hwy 99 St Peter / PO Box 261 Mankato

City: St Peter / Mankato State: MN Zip: 56002 / 56002

Telephone: 507-317-2180

Sponsoring Organization: Lasting Imprint

Address: PO Box 261

City: Mankato State: MN Zip: 56002

Telephone: 507-317-2180

Occasion for Parade: Our Community Has Heart Event 10K/5K

Date of Parade: Sept 26, 2015 Estimated Length of Parade: 5K/10K

Estimated Starting Time: 7:15am Estimated Finish Time: 10:15am

Estimated Number of Participants: 250

General Composition of Parade: Walker Runners, Strollers

Start + finish Spring lake park - using portion of Hinkley/Tyler Cross Webster

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.

[Signature] Applicant 3-12-15 Date

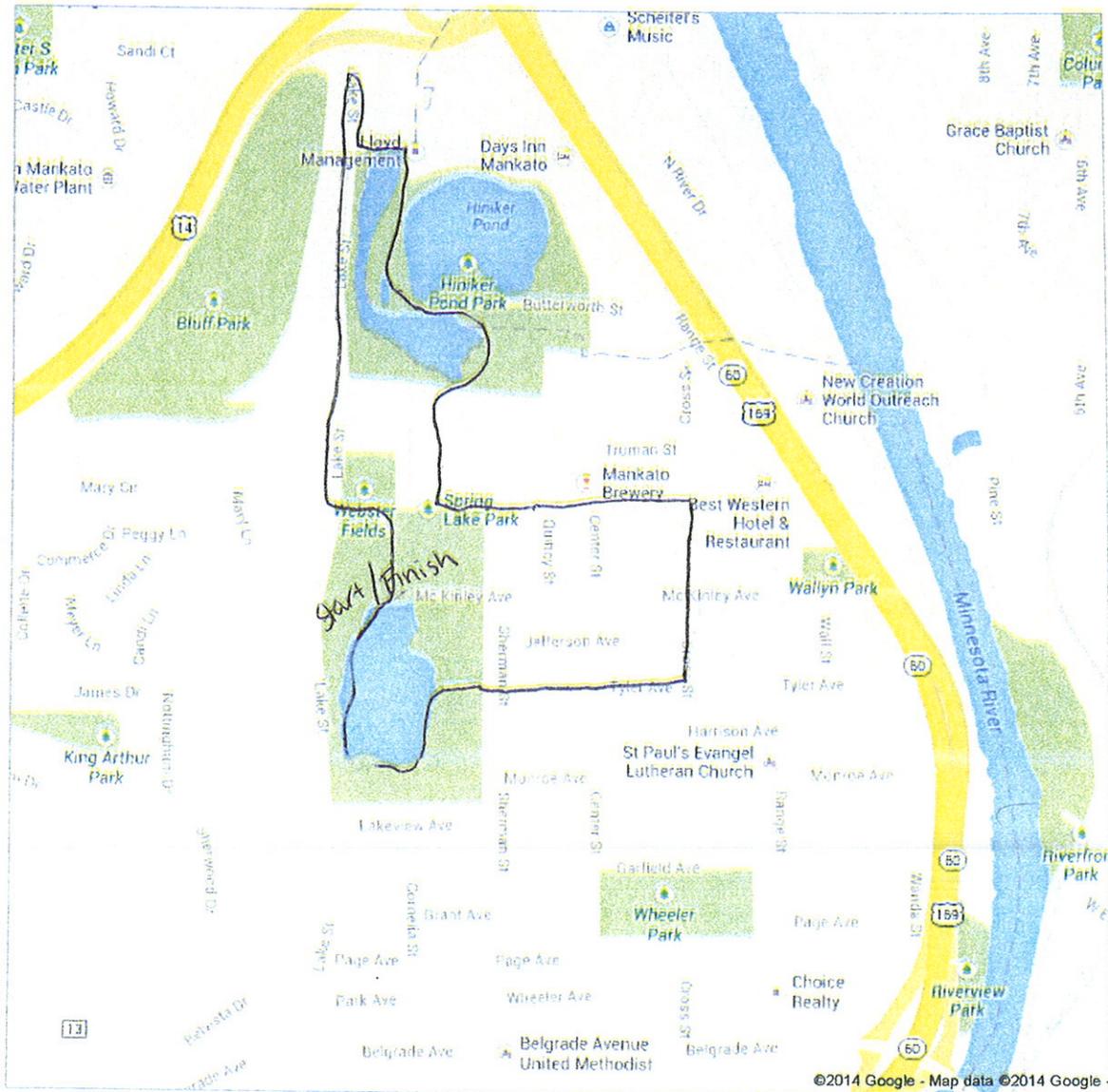
Pursuant to Section 70.21 of the North Mankato City Code, I hereby authorize a parade permit for the applicant organization. This permit shall be valid only under the conditions recommended by the City of North Mankato and only for the date and time indicated.

[Signature] Chief of Police #701 03-16-15 Date

COMMENTS/ADDITIONAL STIPULATIONS:  
Police Reserve 7:45 - 10:30 A.M.



Address North Mankato, MN



# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item # 8D	Department: City Planner	Council Meeting Date: 04/06/2015
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**TITLE OF ISSUE: Set Public Hearing for the Five-Year Consolidated Plan and 2015-2016 Annual Action Plan.**

**BACKGROUND AND SUPPLEMENTAL INFORMATION:** As part of our participation in the Department of Housing and Urban Development (HUD) Entitlement program, it is necessary for the City to create a new consolidated plan for 2015-2019. The plan forecasts the use of annual Community Development Block Grant (CDBG) funds by the City over the next five years. Additionally, it is necessary to create an Action Plan which states the use of CDBG funds in 2015-2016. The proposed use of CDBG funds in 2015-2016 is as follows:

-Direct funding to Tapestry Project	\$3,000
-Single family owner occupied housing rehabilitation	\$57,000
Administration	\$7,602
-Total	\$67,602

As part of the process it is necessary to set and hold a public hearing on the Consolidated Plan and Action Plan.

**REQUESTED COUNCIL ACTION: Set Public Hearing for April 20, 2015 at 7 p.m. for the Five-Year Consolidated Plan and 2015-2016 Annual Action Plan.**

**For Clerk's Use:**

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

Vote Record:

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

**SUPPORTING DOCUMENTS ATTACHED**

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

Other (specify) Notice of Public Hearing  
Community Development Block Grant Program Five-Year  
Consolidated Plan 2015-2019

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

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

NOTICE OF PUBLIC HEARING  
ON THE FIVE-YEAR CONSOLIDATED PLAN AND  
2015-2016 ANNUAL ACTION PLAN

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 20<sup>th</sup> day of April 2015, to hold a public hearing to consider the 2015-2019 Consolidated Plan and the 2015-2016 Annual Action Plan.

Such persons as desire to be heard with reference to the proposed Five-Year Consolidated Plan and the 2015-2016 Annual Action Plan will be heard at this meeting.

Dated this 6<sup>th</sup> day of April 2015.

April Van Genderen  
City Clerk  
City of North Mankato, Minnesota

# COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

Five-Year Consolidated Plan  
2015-2019



*Submitted to the Department of Housing and Urban Development (HUD)  
May, 2015*

## **Executive Summary**

### **ES-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)**

#### **1. Introduction**

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 2015 through 2019. 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 2015.

#### **2. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview**

Based on demonstrated need, funds and time commitment, the City may choose to use CDBG funds for the above mentioned uses. They City may continue to use CDBG funds in a manner which has proven to be successful over the past five years.

### **3. Evaluation of past performance**

North Mankato became an entitlement community in 2009 and has completed its first 5 year consolidated plan. During the period of 2010-2014, the City used CDBG funds to:

- Assist first-time homebuyers with down payment assistance
- Provide single-family housing rehabilitation loans
- Fund a portion of a new comprehensive plan
- Replace entrance doors at Municipal Building to become ADA compliant
- Acquire and demolish single-family dwellings for reuse

In the 2010-2014 Consolidated Plan, the City identified several potential uses for CDBG funds. However, due to the limited CDBG funds the City receives annually, the regulations related to the use of funds and staff time commitments, the City focused on a narrow range of projects. In preparation of its second five-year consolidated plan, the City has learned more about the CDBG program in terms of eligible projects, federal regulations and staff time needed to administer the program. Therefore, the 2015-2109 will focus on projects the City has the capacity to administer.

### **4. Summary of citizen participation process and consultation process**

The City of North Mankato and City of Mankato participated in a joint citizen participation which created the opportunity for local agencies interested in providing input into the consolidated plan process to attend. Three meetings were held targeting economic development and local government, homeless and housing providers, and social service providers. Lisa Graphenteen with the Southwest Minnesota Housing Partnership facilitated the three meetings. The citizen participation meetings provided the opportunity for each community to hear from a variety of local organizations who represent a diverse clientele. It provided the opportunity to better understand the challenges that face certain populations.

## **5. Summary of public comments**

Written comments were received from nine individuals for those unable to attend the meetings or from individuals that wanted to submit their comments in writing and are attached. The key needs identified in these comments include:

- Increase bicycle infrastructure and connectivity to make downtown and services more usable.
- Being cognizant of increased gentrification and its impact on housing.
- Need for additional affordable workforce housing.
- Transitional housing for those exiting jail or treatment to reintegrate with families and the community.
- Rental rehabilitation to maintain and improve rental conditions.
- Need for a housing model to serve chronic alcohol/drug abusers, sometimes referred to as a "wethouse".
- Limited transportation options on evenings and weekends and to smaller communities surrounding Mankato and North Mankato.
- Funding to the Open Door Clinic has been a critical component to providing health care assistance for uninsured households.

## **6. Summary of comments or views not accepted and the reasons for not accepting them**

All comments received were accepted and are included as an attachment in the Citizen Participation section.

## **7. Summary**

During the first five years of being an entitlement community, the City has gained useful knowledge of the CDBG program in terms the appropriate uses of funds based on the annual allocation and time commitments. The City will continue to allocate CDBG funds to projects which have proven to be successful and consider others identified through the public participation process.

## The Process

### PR-05 Lead & Responsible Agencies 24 CFR 91.200(b)

**1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source**

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	NORTH MANKATO	
CDBG Administrator		

Table 1 – Responsible Agencies

### Narrative

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. This department will administer the CDBG program 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 may be 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.

## **Consolidated Plan Public Contact Information**

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## **PR-10 Consultation - 91.100, 91.200(b), 91.215(I)**

### **1. Introduction**

The City of Mankato and City of North Mankato participated in a joint citizen participation process due to the proximity of the communities. This provided the opportunity for local agencies interested in providing input into the consolidated plan process to attend one meeting versus separate meetings for each community. Three meetings were held targeting economic development and local government, homeless and housing providers, and social service providers. The public and local agencies were welcome to attend any of the meetings. Flyers were distributed to 58 local groups including nonprofit agencies, public entities, and for profit groups. Also every Chair from Envision 2020 was provided a flyer to distribute to stakeholders. Envision 2020 is a long-range community plan that began in 2006 and involved over 400 community stakeholders. Participants continue to track progress on 34 goals in 6 Key Performance Areas: Education, Economic Development, Transportation, Health & Human Services, Livability, and Community Planning/Regional Governance.

Participation in the three meetings was strong with a total of 31 unduplicated participants, as some individuals opted to attend multiple meetings. Written comments were received from an additional 8 individuals. Following the meetings, the facilitator summarized the meeting notes and provided these and the written comments to each community to review and incorporate as part of their plan. The citizen participation meetings provided the opportunity for each community to hear from a variety of local organizations who represent a diverse clientele. It provided the opportunity to better understand the challenges that face certain populations. Each community will give consideration to the comments and feedback received in the development of the Consolidated Plan.

**Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I)).**

The Community Development Department of the City of North Mankato has a strong working relationship with other supportive housing providers in the area. The Family Homeless Prevention and Assistance Program (FHPAP) is administered by Blue Earth County Human Services and Minnesota Valley Action Council (MVAC) and serves a nine county area including Nicollet County/North Mankato. Through the Housing Choice Voucher Program (HCV), staff communicates regularly with area property owners, social service providers, and assisted living facilities. The City owned Koppen Gardens is a 74 unit public housing unit accepting section 8 vouchers through the SCMMCHRA.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness**

North Mankato is a part of the Southeast Minnesota Regional Continuum of Care. 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. Currently there are several programs to address the needs of the long-term homeless that have been endorsed by the CoC:

- Eight Shelter + Care Vouchers
- Four units of long term homeless supportive housing at Breckenridge Townhomes
- Nine Bridges vouchers, a state funded program to house the mentally ill

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS**

As a member of the CoC, staff participate in the decision making involved in ranking projects that serve the homeless in the Southeast region of Minnesota. Standards, policies and procedures are developed by CoC staff and approved by the CoC membership.

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities**

See table below.

Table 2 – Agencies, groups, organizations who participated

1	<b>Agency/Group/Organization</b>	Partners for Affordable Housing
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	PAH provides shelter for homeless families and individuals and helps them to secure economically viable long-term housing. The agency offers a number of programs including The Welcome Inn Transitional Center (emergency and short-term housing), The Welcome Home Transitional Housing Program (long-term transitional housing), Liberty Homes and Apartments Program (permanent, affordable housing for low income individuals with special needs), RentWise Tenant Education, and Home Stretch Home Buyer Education. PAH attended the focus groups.
2	<b>Agency/Group/Organization</b>	Open Door Health Care Clinic
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Health Health Agency Publicly Funded Institution/System of Care
	<b>What section of the Plan was addressed by Consultation?</b>	Medical Clinic for uninsured
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Staff from Open Door Medical Clinic attended the focus group and followed up with additional comments. Open Door Health Clinic has been a recipient of CDBG funds in the past, providing medical care to low-income citizens who are uninsured.

3	<b>Agency/Group/Organization</b>	BLUE EARTH COUNTY
	<b>Agency/Group/Organization Type</b>	Housing PHA Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Employment Service-Fair Housing Services - Victims Health Agency Child Welfare Agency Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Community Development Department (Mankato Economic Development Authority, EDA) works closely with Blue Earth County for supportive services needed to help long-term homeless stay housed.
4	<b>Agency/Group/Organization</b>	MINNESOTA COUNCIL OF CHURCHES
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Persons with Disabilities Services-Education Services-Employment Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Refugee Resettlement

	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Minnesota Council of Churches staff from the local office attended the focus groups. Also, this organization works closely with the areas Tapestry Program that helps orient new immigrants into the community.
5	<b>Agency/Group/Organization</b>	YWCA of Mankato
	<b>Agency/Group/Organization Type</b>	Services-homeless Services-Education Services-Employment
	<b>What section of the Plan was addressed by Consultation?</b>	Refugee resettlement
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Staff of the YWCA attended the focus groups and provided input. YWCA staff also serve as interpreters and provide assistance to new immigrants into the community.
6	<b>Agency/Group/Organization</b>	Committee Against Domestic Abuse, CADA House
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Victims of Domestic Violence
	<b>What section of the Plan was addressed by Consultation?</b>	Housing for victims of domestic violence
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	CADA provides shelter and advocacy for victims of domestic abuse. CADA staff attended the focus groups.
7	<b>Agency/Group/Organization</b>	Mankato Salvation Army
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homelessness Needs - Veterans Meal site
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Salvation Army attended the focus groups. The Salvation Army provides both emergency shelter and permanent affordable housing for homeless individuals.

8	<b>Agency/Group/Organization</b>	Minnesota Assistance Council for Veterans
	<b>Agency/Group/Organization Type</b>	Housing Services-homeless Services-Employment Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Needs - Veterans Advocacy for Veterans
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Community Development staff work closely with MAC-V to provide the VASH program and assist homeless Veterans.
9	<b>Agency/Group/Organization</b>	Minnesota Valley Action Council Inc
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-Elderly Persons Services-homeless Other government - Federal Regional organization Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Homeless prevention program
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	MVAC is a non-profit organization that serves the counties which make up region nine. MVAC develops resources and opportunities that empower people in low-wage work to secure affordable housing, viable transportation, employment, training for employment, and educational opportunities. Programs include Fuel Assistance, Section 8, Rehab Loan Program, and Fix Up Fund Loans.

10	<b>Agency/Group/Organization</b>	South Central Minnesota HRA
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Elderly Persons Services-Persons with Disabilities Other government - Federal Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Housing Choice Voucher program
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The South Central Minnesota Multi-County HRA attended the focus groups and provided comments. SCMMCHRA operates the public housing programs for the counties of Martin, Nicollet, Sibley, Waseca, and Watonwan thereby benefiting the residents of North Mankato.
11	<b>Agency/Group/Organization</b>	House of Hope
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Persons with Disabilities Services-homeless Housing for those overcoming addiction
	<b>What section of the Plan was addressed by Consultation?</b>	Service and halfway house provided
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	House of Hope works to provide services to long-term homeless families leased in the City's Shelter + Care Program. House of Hope was invited to the focus group but did not submit comment.
12	<b>Agency/Group/Organization</b>	Southwest Minnesota Housing Partnership
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Regional organization Planning organization Affordable Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Economic Development Market Analysis Affordable Housing

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Staff from the SWMHP attended the focus groups.
13	Agency/Group/Organization	Habitat for Humanity
	Agency/Group/Organization Type	Housing Services - Housing
	What section of the Plan was addressed by Consultation?	Affordable Housing
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Habitat for Humanity has been a recipient of CDBG funds in the past.
14	Agency/Group/Organization	Community Partners Research, Inc
	Agency/Group/Organization Type	Planning organization Housing Studies and Research
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Community Partners Research conducted the most recent housing study of the city of Mankato and North Mankato.
15	Agency/Group/Organization	Lloyd Management
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Provider
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Lloyd Management administers most of the market rate low-income tax credit housing in the area. Lloyd Management also helps fund the Tapestry Program that works to resettle new immigrants. Lloyd Management was invited to the focus groups but did not provide comment.

16	<b>Agency/Group/Organization</b>	Lutheran Social Services
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-homeless Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Financial Literacy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Lutheran Social Service was invited to the focus groups but did not submit comment.
17	<b>Agency/Group/Organization</b>	Minnesota River Area Agency on Aging
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Services- Elderly Persons
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Minnesota River Area Agency on Aging was invited to the focus groups but did not provide comment.
18	<b>Agency/Group/Organization</b>	Rural AIDS Action Network
	<b>Agency/Group/Organization Type</b>	Services-Persons with HIV/AIDS
	<b>What section of the Plan was addressed by Consultation?</b>	Public Services
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	RAAN was established to fill the gaps in service available to people living with HIV/AIDS by linking medical service providers, social service providers, and compassionate community members to affected individuals and their families. The Rural Aids Action Network was invited to the focus groups but did not provide comment. RAAN was contacted during completion of the consolidated plan and provided information on the HIV/AIDS population for both the City of Mankato and North Mankato.

19	<b>Agency/Group/Organization</b>	Workforce Center
	<b>Agency/Group/Organization Type</b>	Services-Employment Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Employment Services
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Workforce Center communicates regularly with City staff as members of the FSS Board of Advisors. Currently working with City staff to develop a job training program.
20	<b>Agency/Group/Organization</b>	Amber House, Inc.
	<b>Agency/Group/Organization Type</b>	Housing Services-Persons with Disabilities
	<b>What section of the Plan was addressed by Consultation?</b>	Adult Foster Care
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Amber House was invited to the focus groups but did not provide comment.
21	<b>Agency/Group/Organization</b>	Greater Mankato Area United Way
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Public Services

	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	United Way was invited to the focus groups but did not provide comment.
22	<b>Agency/Group/Organization</b>	Horizon Homes
	<b>Agency/Group/Organization Type</b>	Services-Health
	<b>What section of the Plan was addressed by Consultation?</b>	Mental Health Services/Halfway House
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Horizon Homes was invited to the focus groups but did not provide comment.
23	<b>Agency/Group/Organization</b>	ECHO Food Shelf
	<b>Agency/Group/Organization Type</b>	Food Shelf
	<b>What section of the Plan was addressed by Consultation?</b>	Food Shelf
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Staff communicate regularly with ECHO Food Shelf which is a current recipient of CDBG funds to feed the hungry.
24	<b>Agency/Group/Organization</b>	ISJ Mayo Health Systems
	<b>Agency/Group/Organization Type</b>	Services-Health
	<b>What section of the Plan was addressed by Consultation?</b>	Health Services
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Mayo Health Systems was invited to the focus groups but did not provide comment.
25	<b>Agency/Group/Organization</b>	Catholic Charities
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons Services-Education

	<b>What section of the Plan was addressed by Consultation?</b>	Refugee resettlement
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Catholic Charities was invited but did not provide comment.
26	<b>Agency/Group/Organization</b>	Christian Concern, Inc.
	<b>Agency/Group/Organization Type</b>	Housing Services-Persons with Disabilities
	<b>What section of the Plan was addressed by Consultation?</b>	Services for those with development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Christian Concern was invited but did not provide comment.
27	<b>Agency/Group/Organization</b>	Feeding Our Communities
	<b>Agency/Group/Organization Type</b>	Food Services
	<b>What section of the Plan was addressed by Consultation?</b>	Backpack Food Program
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Feeding Our Communities (FOC) attended the focus groups and provided comment. They are a current recipient of CDBG funding.
28	<b>Agency/Group/Organization</b>	SMILES
	<b>Agency/Group/Organization Type</b>	Services-Persons with Disabilities
	<b>What section of the Plan was addressed by Consultation?</b>	Services to persons with disabilities
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	SMILES was invited but did not submit comments. SMILES provides services that assist individuals that live independently, pursue meaningful goals and enjoy the same opportunities and choices as all persons.

29	<b>Agency/Group/Organization</b>	LEEP
	<b>Agency/Group/Organization Type</b>	Services-Persons with Disabilities
	<b>What section of the Plan was addressed by Consultation?</b>	Public Services
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Leisure Education for Exceptional People (LEEP) was invited but did not submit comment.
30	<b>Agency/Group/Organization</b>	SMRLS
	<b>Agency/Group/Organization Type</b>	Legal Assistance- LMI persons
	<b>What section of the Plan was addressed by Consultation?</b>	Legal Assistance
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Southern Minnesota Regional Legal Services (SMRLS) was invited but did not submit comments. SMRLS's lawyers and paralegals provide free legal representation and advice to low-income people. Priority cases include access to public assistance, obtaining and maintaining shelter, and protection from domestic abuse. Specific projects focus on education law, fair housing and discrimination, citizenship and youth victims.
31	<b>Agency/Group/Organization</b>	Greater Mankato Diversity Council
	<b>Agency/Group/Organization Type</b>	Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Diversity Education
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Diversity Council was invited but did not submit comments.
32	<b>Agency/Group/Organization</b>	African Family Education Center
	<b>Agency/Group/Organization Type</b>	Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Immigrant and Refugee Services

	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The African Family Education Center was invited but did not submit comments.
33	<b>Agency/Group/Organization</b>	Somali Community Barwaaqo Organization
	<b>Agency/Group/Organization Type</b>	Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Cultural Education
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Barwaaqo Organization was invited but did not submit comments.
34	<b>Agency/Group/Organization</b>	Greater Mankato Growth
	<b>Agency/Group/Organization Type</b>	Regional organization Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Greater Mankato Growth sponsors the Envision 2020 planning effort for the City of Mankato. Mr. Gary Schott attended the focus groups and provided comment.
35	<b>Agency/Group/Organization</b>	Mankato EDA
	<b>Agency/Group/Organization Type</b>	Housing PHA Services - Housing Services-homeless Service-Fair Housing Other government - Federal Other government - State Other government - Local

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Lead-based Paint Strategy Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Economic Development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The EDA provides permanent affordable housing through the management of public housing.
36	<b>Agency/Group/Organization</b>	Region 9 Development Commission
	<b>Agency/Group/Organization Type</b>	Regional organization Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Regional Planning
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Region 9 was invited to the focus groups but did not provide comments.
37	<b>Agency/Group/Organization</b>	City Center Partnership
	<b>Agency/Group/Organization Type</b>	Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City Center Partnership is represented by Community Development staff for the City of Mankato.
38	<b>Agency/Group/Organization</b>	Southern Minnesota Initiative Foundation
	<b>Agency/Group/Organization Type</b>	Services-Children Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Initiative Foundation was invited but did not provide comments.
39	Agency/Group/Organization	Small Business Development Center
	Agency/Group/Organization Type	Regional organization
	What section of the Plan was addressed by Consultation?	Economic Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Small Business Development Center was invited but did not provide comments.
40	Agency/Group/Organization	Mankato Area Adult Basic Education
	Agency/Group/Organization Type	Services-Education
	What section of the Plan was addressed by Consultation?	Education services
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Mankato Area Adult Basic Education (ABE) attended the focus groups and provided comments.
41	Agency/Group/Organization	CITY OF MANKATO
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Government
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Mankato participated in all of the focus groups and works collaboratively with the City of North Mankato.
42	Agency/Group/Organization	VINE Faith in Action
	Agency/Group/Organization Type	Services-Elderly Persons Transportation

	<b>What section of the Plan was addressed by Consultation?</b>	Elderly services/senior Center
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	VINE attended the focus groups and provided comments. VINE is currently a recipient of CDBG funds. The organization offers the People to Jobs Program which provides employment related transportation for single parents, immigrants, and other low-income workers.
43	<b>Agency/Group/Organization</b>	Three Rivers Community Action, Inc.
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Elderly Persons Services-homeless Services-Education Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing, Education and Transportation
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Three Rivers CAP was invited but did not provide comment. Three Rivers Community Action is a nonprofit human service organization that coordinates the regional Continuum of Care. Also, the agency offers the Achieve Homeownership Program which seeks to promote homeownership among minority households.
44	<b>Agency/Group/Organization</b>	ISD #77
	<b>Agency/Group/Organization Type</b>	Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Mankato Public Schools
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Independent School District #77 (ISD#77) attended the focus groups and provided comment.
45	<b>Agency/Group/Organization</b>	Veterans Administration
	<b>Agency/Group/Organization Type</b>	Services-Health Other government - Federal
	<b>What section of the Plan was addressed by Consultation?</b>	Veteran Services

<p>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>The VA was invited but did not provide comment.</p>
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**Identify any Agency Types not consulted and provide rationale for not consulting**

All agencies of all types were consulted, no agencies were excluded.

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	River Valleys Continuum of Care	The River Valley CoC strives to increase housing resources and services for the homeless in Southeastern Minnesota.
Mankato Housing Study 2013	Minnesota Housing Agency	How activities undertaken during each of the program years address the grantee's Strategic Plan objectives.

Table 3 – Other local / regional / federal planning efforts

**Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(I))**

Implementing the Consolidated Plan over the past five years has involved the collaboration of Minnesota Housing, Department of Employment and Economic Development (DEED), Nicollet County, Blue Earth County, and the City of Mankato. The City of North Mankato and Mankato work together on transportation, planning, economic development projects and other services.

**Narrative (optional):**

**PR-15 Citizen Participation**

**1. Summary of citizen participation process/Efforts made to broaden citizen participation  
Summarize citizen participation process and how it impacted goal-setting**

- How the plan (or summary of the plan) was published for review
- Dates, times, and locations of public hearings
- When and how citizens were notified of the hearings
- Dates of the 30-day citizen comment period
- Summary of any technical assistance to groups seeking funding assistance

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)

Table 4 – Citizen Participation Outreach

## **Needs Assessment**

### **NA-05 Overview**

#### **Needs Assessment Overview**

The needs of the community will be determined by the City Council and staff. Consideration will be given to comments received during the citizen participation process and other citizen participation efforts. While various needs may be identified, the needs may not be eligible to receive CDBG funding.

## NA-10 Housing Needs Assessment - 24 CFR 91.205 (a,b,c)

### Summary of Housing Needs

Demographics	Base Year: 2000	Most Recent Year: 2011	% Change
Population	11,798	13,258	12%
Households	4,755	5,485	15%
Median Income	\$48,816.00	\$62,708.00	28%

Table 5 - Housing Needs Assessment Demographics

Data Source: 2000 Census (Base Year), 2007-2011 ACS (Most Recent Year)

### Number of Households Table

	0-30% HAMFI	>30-50% HAMFI	>50-80% HAMFI	>80-100% HAMFI	>100% HAMFI
Total Households *	350	485	815	615	3,225
Small Family Households *	160	95	365	295	1,605
Large Family Households *	0	0	40	35	315
Household contains at least one person 62-74 years of age	15	15	135	30	585
Household contains at least one person age 75 or older	105	195	85	20	110
Households with one or more children 6 years old or younger *	135	40	230	60	405
* the highest income category for these family types is >80% HAMFI					

Table 6 - Total Households Table

Data Source: 2007-2011 CHAS

## Housing Needs Summary Tables

### 1. Housing Problems (Households with one of the listed needs)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Substandard Housing - Lacking complete plumbing or kitchen facilities	0	15	10	0	25	0	0	0	0	0
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	0	0	0	0	0	0	0	0	0	0
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	0	0	0	0	0	0	0	0	0	0
Housing cost burden greater than 50% of income (and none of the above problems)	100	105	55	10	270	15	80	10	0	105

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Housing cost burden greater than 30% of income (and none of the above problems)	115	100	60	0	275	35	35	110	155	335
Zero/negative Income (and none of the above problems)	10	0	0	0	10	0	0	0	0	0

Table 7 – Housing Problems Table

Data 2007-2011 CHAS  
Source:

2. Housing Problems 2 (Households with one or more Severe Housing Problems: Lacks kitchen or complete plumbing, severe overcrowding, severe cost burden)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Having 1 or more of four housing problems	100	120	70	10	300	15	80	10	0	105
Having none of four housing problems	170	135	350	210	865	55	150	385	390	980
Household has negative income, but none of the other housing problems	10	0	0	0	10	0	0	0	0	0

Table 8 – Housing Problems 2

Data 2007-2011 CHAS  
Source:

### 3. Cost Burden > 30%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	130	30	70	230	0	55	60	115
Large Related	0	0	0	0	0	0	20	20
Elderly	40	85	30	155	50	35	20	105
Other	40	105	30	175	0	25	20	45
Total need by income	210	220	130	560	50	115	120	285

Table 9 – Cost Burden > 30%

Data 2007-2011 CHAS  
Source:

### 4. Cost Burden > 50%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	55	0	45	100	0	55	10	65
Large Related	0	0	0	0	0	0	0	0
Elderly	20	65	20	105	15	0	0	15
Other	25	55	0	80	0	25	0	25
Total need by income	100	120	65	285	15	80	10	105

Table 10 – Cost Burden > 50%

Data 2007-2011 CHAS  
Source:

### 5. Crowding (More than one person per room)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Single family households	0	0	0	0	0	0	0	0	0	0

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Multiple, unrelated family households	0	0	0	0	0	0	0	0	0	0
Other, non-family households	0	0	0	0	0	0	0	0	0	0
Total need by income	0	0	0	0	0	0	0	0	0	0

Table 11 – Crowding Information – 1/2

Data Source: 2007-2011 CHAS

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
Households with Children Present	0	0	0	0	0	0	0	0

Table 12 – Crowding Information – 2/2

Data Source  
Comments:

**Describe the number and type of single person households in need of housing assistance.**

According to SCMMCHRA there are currently 77 one bedroom applicants on the waiting list. Single person households are often mentally or physically disabled. They could also be homeless youth- age 18+. There are also immigrant single person households. They may need access to public transportation and social and mental health services.

**Estimate the number and type of families in need of housing assistance who are disabled or victims of domestic violence, dating violence, sexual assault and stalking.**

Approximately 5% of families currently receiving assistance are disabled. The HRA does not track VAWA but have experienced approximately 10 situations in North Mankato per year for the past few years.

**What are the most common housing problems?**

Affordability and availability and accessibility. There is a saturation of low income/higher poverty in the housing units on Lee Blvd.

**Are any populations/household types more affected than others by these problems?**

Single person households and larger families that need 3 or more bedrooms have a more difficult time finding units.

**Describe the characteristics and needs of Low-income individuals and families with children (especially extremely low-income) who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered 91.205(c)/91.305(c)). Also discuss the needs of formerly homeless families and individuals who are receiving rapid re-housing assistance and are nearing the termination of that assistance**

Any family on the Housing Choice Voucher waiting list is most likely rent burdened. The HRA regularly has applicants that are without housing due to evictions or foreclosure. There is also a fair amount of temporary "couch-hopping" until they can receive assistance and find a unit. The HRA is not involved with Rapid Re-Housing programs.

**Specify particular housing characteristics that have been linked with instability and an increased risk of homelessness**

Units that are not affordable- above HUD payment standards and landlords are not willing to lower rent to work with HCV program. Units that are aging or in disrepair and landlords are unwilling to make repairs. Units in higher crime area or heavier concentration of poverty. Overcrowded units- if a family of 4 living in a 2 bedroom apartment adds another child to the household they are no longer eligible to live in the unit and must move to a larger unit. Most often there are no larger units available.

**Discussion**

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, home ownership assistance, redevelopment of blighted areas, neighborhood revitalization, and downtown redevelopment.

## NA-15 Disproportionately Greater Need: Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

### Introduction

North Mankato has growing populations of racial and ethnic minorities over the past decade. The proportion of racial and ethnic minorities, however, has remained low and steady in recent years, as the overall population of the community has grown at a similar or more rapid rate. Most recent data from the American Community Survey indicates an overall population of 13,387 in North Mankato. About 6% of North Mankato residents represent racial and ethnic minority groups, including Hispanic/Latino ethnicity. The groups are well distributed across Census tracts, not concentrated in certain neighborhoods.

### 0%-30% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	375	75	25
White	375	75	25
Black / African American	0	0	0
Asian	0	0	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	0	0	0

Table 13 - Disproportionally Greater Need 0 - 30% AMI

Data 2007-2011 CHAS  
Source:

\*The four housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than one person per room,
4. Cost Burden greater than 30%

**30%-50% of Area Median Income**

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	260	235	0
White	240	235	0
Black / African American	0	0	0
Asian	20	0	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	0	0	0

**Table 14 - Disproportionally Greater Need 30 - 50% AMI**

Data 2007-2011 CHAS  
Source:

\*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

**50%-80% of Area Median Income**

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	240	640	0
White	215	605	0
Black / African American	0	0	0
Asian	0	0	0
American Indian, Alaska Native	0	15	0
Pacific Islander	0	0	0
Hispanic	20	20	0

**Table 15 - Disproportionally Greater Need 50 - 80% AMI**

Data 2007-2011 CHAS  
Source:

\*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

**80%-100% of Area Median Income**

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	85	445	0
White	85	420	0
Black / African American	0	0	0
Asian	0	0	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	0	25	0

**Table 16 - Disproportionally Greater Need 80 - 100% AMI**

Data 2007-2011 CHAS

Source:

\*The four housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than one person per room,
4. Cost Burden greater than 30%

**Discussion**

There are no racial or ethnic groups that have disproportionately greater need in comparison to the needs of that category of need as a whole.

**NA-20 Disproportionately Greater Need: Severe Housing Problems – 91.205  
(b)(2)**

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

**Introduction**

**0%-30% of Area Median Income**

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	220	235	25
White	220	235	25
Black / African American	0	0	0
Asian	0	0	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	0	0	0

Table 17 – Severe Housing Problems 0 - 30% AMI

Data 2007-2011 CHAS  
Source:

\*The four severe housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than 1.5 persons per room,
4. Cost Burden over 50%

**30%-50% of Area Median Income**

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	165	330	0
White	140	330	0
Black / African American	0	0	0
Asian	20	0	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Hispanic	0	0	0

Table 18 – Severe Housing Problems 30 - 50% AMI

Data 2007-2011 CHAS  
Source:

\*The four severe housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than 1.5 persons per room,
4. Cost Burden over 50%

#### 50%-80% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	80	800	0
White	80	745	0
Black / African American	0	0	0
Asian	0	0	0
American Indian, Alaska Native	0	15	0
Pacific Islander	0	0	0
Hispanic	0	40	0

Table 19 – Severe Housing Problems 50 - 80% AMI

Data 2007-2011 CHAS  
Source:

\*The four severe housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than 1.5 persons per room,
4. Cost Burden over 50%

#### 80%-100% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	0	525	0
White	0	500	0

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Black / African American	0	0	0
Asian	0	0	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	0	25	0

Table 20 – Severe Housing Problems 80 - 100% AMI

Data 2007-2011 CHAS  
Source:

\*The four severe housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than 1.5 persons per room,
4. Cost Burden over 50%

## Discussion

There are no racial or ethnic groups that have disproportionately greater needs of severe housing problems in comparison to the needs of that category of need as a whole.

**NA-25 Disproportionately Greater Need: Housing Cost Burdens – 91.205 (b)(2)**

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

**Introduction:**

When analyzing the following table, 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.

**Housing Cost Burden**

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	4,065	620	475	25
White	3,940	580	450	25
Black / African American	25	0	0	0
Asian	25	25	20	0
American Indian, Alaska Native	15	0	0	0
Pacific Islander	0	0	0	0
Hispanic	60	20	0	0

**Table 21 – Greater Need: Housing Cost Burdens AMI**

Data Source: 2007-2011 CHAS

**Discussion:**

There is no racial or ethnic group with a disproportionately greater need in terms of housing cost burdens in comparison to the needs of that category of need as a whole.

**NA-30 Disproportionately Greater Need: Discussion – 91.205(b)(2)**

**Are there any Income categories in which a racial or ethnic group has disproportionately greater need than the needs of that income category as a whole?**

There are no block groups in the City that have a minority concentration.

**If they have needs not identified above, what are those needs?**

NA

**Are any of those racial or ethnic groups located in specific areas or neighborhoods in your community?**

NA

## NA-35 Public Housing -- 91.205(b)

### Introduction

The South Central MN Multi-County HRA administers the Section 8 - Housing Choice voucher program in a five county area. Nicollet County/North Mankato are included in the service area. There are a total of 691 vouchers and have financial resources to lease approximately 625 vouchers every month. Approximately 350 of those vouchers are currently used by residents in Nicollet County. Of those Nicollet County residents, about 60% (200-225) live in North Mankato. Participants that receive rental assistance pay 30% of their income towards their rent and the HRA pays the difference.

### Totals in Use

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers in use	0	0	70	0	0	0	0	0	0

\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Data Source: PIC (PIH Information Center)

### Characteristics of Residents

	Program Type							
	Certificate	Mod-Rehab	Public Housing	Vouchers Total	Project-based	Tenant-based	Special Purpose Voucher	
							Veterans Affairs Supportive Housing	Family Unification Program
Average Annual Income	0	0	13,778	0	0	0	0	0
Average length of stay	0	0	3	0	0	0	0	0
Average Household size	0	0	1	0	0	0	0	0
# Homeless at admission	0	0	0	0	0	0	0	0
# of Elderly Program Participants (>62)	0	0	35	0	0	0	0	0
# of Disabled Families	0	0	18	0	0	0	0	0
# of Families requesting accessibility features	0	0	70	0	0	0	0	0
# of HIV/AIDS program participants	0	0	0	0	0	0	0	0
# of DV victims	0	0	0	0	0	0	0	0

Table 23 – Characteristics of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

### Race of Residents

Race	Program Type									
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher			
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *	
White	0	0	70	0	0	0	0	0	0	0
Black/African American	0	0	0	0	0	0	0	0	0	0
Asian	0	0	0	0	0	0	0	0	0	0
American Indian/Alaska Native	0	0	0	0	0	0	0	0	0	0
Pacific Islander	0	0	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0	0	0

\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Table 24 – Race of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

### Ethnicity of Residents

Ethnicity	Program Type									
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher			
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *	
Hispanic	0	0	0	0	0	0	0	0	0	0
Not Hispanic	0	0	70	0	0	0	0	0	0	0

\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Table 25 – Ethnicity of Public Housing Residents by Program Type

**Section 504 Needs Assessment: Describe the needs of public housing tenants and applicants on the waiting list for accessible units:**

Housing Choice Voucher: 236 active households with a disabled member currently receiving rental assistance. 37 disabled households currently on the waiting list.

**Most immediate needs of residents of Public Housing and Housing Choice voucher holders**

Housing Choice voucher holder's most immediate need is affordability and available accessible units to rent. There are very few accessible units in the community. There is a need for housing advocacy to assist with locating and maintaining housing. There is a need for one bedroom, three bedroom and larger units.

**How do these needs compare to the housing needs of the population at large**

The needs are the same - affordability and available units.

**Discussion**

Through the public comment process, some believe the community needs larger affordable rental units of four or more bedrooms due to growth of larger families in the area.

## **NA-40 Homeless Needs Assessment – 91.205(c)**

### **Introduction:**

Wilder conducts a statewide study every three years to better understand the prevalence, causes, circumstances and effects of homelessness. 10,214 homeless adults, youth and children were counted in 2012- up 6% from 2009. Statewide, the number of people who were found outside the shelter system has remained relatively flat since 2009, but greater MN saw a 10% increase.

Point In Time (PIT) Count is a homeless count conducted each January. In 2014 there were 482 homeless households in our 20 county CoC region that were residing in shelters or were unsheltered. Of these, 24 were unsheltered (17 individuals and 7 families). Three homeless Veterans were counted, 0 veterans were unsheltered. There were 18 homeless unaccompanied youth and children of which 4 were unsheltered. Homeless unaccompanied young adults numbered 18, with 4 unsheltered.

**If data is not available for the categories "number of persons becoming and exiting homelessness each year," and "number of days that persons experience homelessness," describe these categories for each homeless population type (including chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth):**

Families - The number of homeless children with parents increased by 9%. There was a slight increase in the total number of families experiencing homelessness, but a 22% increase in the number of two-parent homeless families. Children and youth ages 21 and younger make up 45% of all homeless persons. Most of those who became homeless in greater MN were living in rural areas with a population of less than 25,000.

Offenders - Almost half of the homeless adults (2931) interviewed for Wilder's 2012 study reported that they had served time in one or more correctional facilities at some point in their lives. Formerly incarcerated homeless adults spend twice as much time sleeping in outdoor locations, have more episodes of homelessness and are homeless for longer periods of time compared to other homeless adults.

Older Adults - According to Wilder, adults age 55 and older are the fastest growing homeless population. Statewide, 777 homeless adults age 55 and older were counted in the 2012 study, up from 526 in 2009 - a 48% increase. This percent is expected to continue to increase as the population of older adults grows in general. About 1/3 of the older homeless adults live in greater Minnesota; 34% report they were experiencing homelessness for the first time.

Veterans - Targeted efforts to reduce homelessness among military veterans appear to be paying off. Wilder reports 580 homeless veterans in our region. Most homeless veterans are 55 or older; they are disproportionately people of color.

Youth - Wilder counted 65 homeless youth in our Continuum of Care (CoC). Wilder reports this underrepresents the number of homeless youth who often couch hop or find other temporary places to stay, especially in greater MN where there are few shelters. Youth on their own, ages 21 and younger, are the most at risk for homelessness. Nearly 3 out of 10 youth on their own are parents and 21% have children with them. Fifty-eight percent of 19-21 year olds have high school diploma or GED. Ninety-five percent of minor youth report they are enrolled in school up from 78% in 2000.

**Nature and Extent of Homelessness: (Optional)**

<b>Race:</b>	<b>Sheltered:</b>	<b>Unsheltered (optional)</b>
White	0	0
Black or African American	0	0
Asian	0	0
American Indian or Alaska Native	0	0
Pacific Islander	0	0
<b>Ethnicity:</b>	<b>Sheltered:</b>	<b>Unsheltered (optional)</b>
Hispanic	0	0
Not Hispanic	0	0

Data Source

Comments:

**Estimate the number and type of families in need of housing assistance for families with children and the families of veterans.**

MVAC Homeless Prevention Data - Since 7/1/13, MVAC has screened 2085 households for FHPAP services. All persons screened were triaged for urgency of situation and appropriateness of services, provided information on resources, provided with referrals and assisted with problem solving. 481 (23%) of these households were enrolled into FHPAP and another 77 (4%) were assisted with a HUD funded program. Of the 1527 households that MVAC was unable to assist, 188 (12%) were because of a lack of funding and 380 (25%) were living in housing that was unaffordable for them. Other reasons for not being served by FHPAP include: crisis resolvable through other means, no qualifying crisis, over-income and lack of follow through. Proportionally, these non-enrolled households are 52% family, 42% adults and 5% youth.

**Describe the Nature and Extent of Homelessness by Racial and Ethnic Group.**

There are no ethnic groups affected more than others when comparing homelessness in the jurisdiction as a whole.

**Describe the Nature and Extent of Unsheltered and Sheltered Homelessness.**

Homelessness for the City of North Mankato is considered as part of a multi-county effort, the nature of sheltered and unsheltered homeless is that of the region as a whole. There are no known homeless persons residing in North Mankato.

## **NA-45 Non-Homeless Special Needs Assessment - 91.205 (b,d)**

### **Introduction:**

The agencies listed below provide health services, social and/or fair housing services (including those focusing on services to children, elderly persons, persons with disabilities, persons with HIV/AIDS and their families, homeless persons), and economic/business development services within the City.

- North Mankato Housing and Redevelopment Authority
- Minnesota Council of Churches
- YWCA Mankato
- Partners for Affordable Housing
- South Central Multi County Housing and Redevelopment Authority
- Mankato Economic Development Authority
- Mankato Area Public Schools
- Committee Against Domestic Abuse
- Hearth Connection
- Salvation Army
- VINE
- Open Door Health Center
- FOCP-Back Pack Food Program
- Lloyd Management
- Second Harvest Heartland
- Horizon Homes
- South Central Supportive Housing Initiative
- Minnesota Valley Action Council (MVAC)
- Blue Earth County Human Services

### **Describe the characteristics of special needs populations in your community:**

Persons with special needs are generally connected with agencies in the area to work with and address special needs. The number of people with special housing needs is expected to increase as the population continues to age. Monarch Meadows and Oak Terrace Senior Housing Community offer assisted living units for those with Alzheimer's or dementia to help meet some of the special housing needs.

**What are the housing and supportive service needs of these populations and how are these needs determined?**

Nicollet County Human Services addresses supportive housing for special needs populations along with those agencies listed above. The needs are determined by the agencies who serve these populations.

**Discuss the size and characteristics of the population with HIV/AIDS and their families within the Eligible Metropolitan Statistical Area:**

According to the Minnesota Department of Health, there were 11 people (33.6 rate) living with HIV/AIDS in Nicollet County in 2013.

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.

## **NA-50 Non-Housing Community Development Needs – 91.215 (f)**

### **Describe the jurisdiction's need for Public Facilities:**

The City does not anticipate the need for any new additional facilities within the next 5 years that it will use CDBG funds for.

### **How were these needs determined?**

City of North Mankato Staff.

### **Describe the jurisdiction's need for Public Improvements:**

The City of North Mankato foresees the need to address several public improvements within the next five years. However, the funding for these improvements will likely be addressed through other funding sources than CDBG.

### **How were these needs determined?**

City of North Mankato Staff.

### **Describe the jurisdiction's need for Public Services:**

The City of North Mankato understands there is a need for Public Services, however, because of the amount of CDBG funding that the jurisdiction receives, we cannot fully address these needs using CDBG funds.

### **How were these needs determined?**

City of North Mankato Staff.

# Housing Market Analysis

## MA-05 Overview

### Housing Market Analysis Overview:

The City has a high quality of housing stock and variety of options that allow residents to find housing at all stages of life. Existing homes have been well maintained as the unique character of each neighborhood is preserved. Housing in North Mankato continues to be a strength in attracting young families to the area.

The City of North Mankato has a rental housing registration program. In September 2013 there were 1,580 registered rental units in the City. Specialized senior housing projects may not be required to register if they are otherwise licensed by the State. However, at least one senior project, with 44 units, is registered with the City.

The breakdown of rental units by type that were contracted by the survey is as follows:

- Approximately 1,400 market rate units
- 512 tax credit units
- 622 subsidized units
- 2,478 student-oriented units
- 534 assisted living/congregate senior units provided in a separate section

There are eleven identified rental projects in Mankato, North Mankato and Eagle Lake that have received federal low income housing tax credits. These projects represent a mix of both new construction and rehabilitation of existing rental buildings. They all provide moderate rent housing options, with few instances of any project-based assistance that can serve very low income people.

Four of the 11 projects involved in older rental properties that used the tax credit financing for renovations. This includes Colony Apartments of North Mankato.

The other tax credit projects utilized the assistance for new unit construction. This includes Hoover Estates and Northway Townhomes located in North Mankato.

Combined, the eleven tax credit projects have approximately 512 income restricted rental units operating under the tax credit program. In some projects, the actual number of units exceeds the requirement.

## MA-10 Number of Housing Units – 91.210(a)&(b)(2)

### Introduction

The 2013 Census estimates that North Mankato has 5,603 occupied housing units. of the 5,603 units 4,017 are owner occupied and 1,586 are renter occupied.

The City of North Mankato has had significant housing construction activity, with building permits issued for nearly 900 housing units between January 2000 and October 2013. For the 14-year period between 2000 and 2013 (partial), the City averaged approximately 64 units per year. However, much of this activity occurred in the first half of the last decade, and housing construction activity slowed after 2007. For the six-year period between 2008 and 2012, the annual average was just above 36 units per year. Year-to-date activity in 2013 has already surpassed the average achieved over the last six year.

Most of the construction activity has been in lower-density unit types, such as one unit or two unit structures. More than 71% of the units permitted since 2000 have been identified as single family homes, and would probably be detached single family homes. Presumably many of the two, three and four unit structures constructed since 2000 represent twin homes and town house units also intended for owner-occupancy.

North Mankato has had some multifamily construction activity, although tenure information is not always available from the summary reports. Since 2008, at least 29 rental units can be identified. The largest single project has 16 units, built in four four-plex units on Arlington Trail. This project, as planned, would eventually have 13 four-plexes, built over a number of years.

The remaining 13 rental units since 2008 are in mixed-use, commercial buildings with a residential component. Four luxury rental units exist in Marigold Apartments, permitted in 2010. There were nine rental units permitted in 2013 in a Dollar Store building renovation.

Most of the probably rental housing construction also occurred in the early part of the last decade. In 2002 there were 106 multifamily units that were issued a building permit. It is believed that most of these units were in senior housing with services projects, including Oak Terrace and Willow Pointe.

### All residential properties by number of units

Property Type	Number	%
1-unit detached structure	3,518	61%
1-unit, attached structure	447	8%
2-4 units	499	9%

Property Type	Number	%
5-19 units	521	9%
20 or more units	392	7%
Mobile Home, boat, RV, van, etc	367	6%
<b>Total</b>	<b>5,744</b>	<b>100%</b>

Table 26 – Residential Properties by Unit Number

Data Source: 2007-2011 ACS

### Unit Size by Tenure

	Owners		Renters	
	Number	%	Number	%
No bedroom	0	0%	35	2%
1 bedroom	13	0%	471	30%
2 bedrooms	700	18%	792	50%
3 or more bedrooms	3,176	82%	298	19%
<b>Total</b>	<b>3,889</b>	<b>100%</b>	<b>1,596</b>	<b>101%</b>

Table 27 – Unit Size by Tenure

Data Source: 2007-2011 ACS

**Describe the number and targeting (income level/type of family served) of units assisted with federal, state, and local programs.**

The HRA provides rental assistance to approximately 200-225 families in North Mankato.

**Provide an assessment of units expected to be lost from the affordable housing inventory for any reason, such as expiration of Section 8 contracts.**

Sunrise Village in upper North Mankato was recently sold and the new owner plans to renovate the property and raise the rents so the units will no longer be Section 8 eligible. There are 132 units at this property and as many as 50 units have housed Section 8 eligible families.

Hoover Estates also has new ownership. There are 72 units at this property and as many as 50 units house Section 8 Eligible families. This is one of the few properties with larger - 3 bedroom units. The new owner is currently accepting Section 8 but that may change if the rents are increased and the units no longer work with the Section 8 program payment standards.

**Does the availability of housing units meet the needs of the population?**

According to SCMMCHRA, there is a need for more affordable units as well as one-bedroom units and three bedroom and larger units.

There are approximately 305 Vouchers being utilized in Nicollet County, and more than half of these are typically used in North Mankato.

Due to budget limitations and long wait times, the waiting lists were closed to new applicants in the Mankato, Blue Earth County and Nicollet County programs. In Mankato/Blue Earth County there were 144 names still on a waiting list, although no new households had been issued a Voucher in 2013.

**Describe the need for specific types of housing:**

According to those who work in the subsidized housing area, there is a need for affordable, one-bedroom units as well as larger 3, 4 and 5 bedroom units. There is also a need for handicapped accessible units in all sizes. There is no housing specifically for veterans.

## MA-15 Housing Market Analysis: Cost of Housing - 91.210(a)

### Introduction

The federal tax credit program places maximum rent limitations on assisted units. All of the tax credit projects in Mankato, North Mankato, and Eagle Lake have estimated gross rents that are well below the maximum limit. The maximum rent limits provided are for both Blue Earth County and for Nicollet County, for projects placed in service prior to 2009.

One-bedroom \$440-\$685, \$545-\$805 for 2 bedrooms, \$630-\$990 for 3 bedrooms.

The large majority of tax credit units in the Mankato area have gross rents that are below the limits set for households at 50% of the median income level, although federal guidelines would allow most units to go as high as 60% of median income.

### Cost of Housing

	Base Year: 2000	Most Recent Year: 2011	% Change
Median Home Value	115,400	167,100	45%
Median Contract Rent	463	631	36%

Table 28 – Cost of Housing

Data Source: 2000 Census (Base Year), 2007-2011 ACS (Most Recent Year)

Rent Paid	Number	%
Less than \$500	426	26.7%
\$500-999	995	62.3%
\$1,000-1,499	22	1.4%
\$1,500-1,999	102	6.4%
\$2,000 or more	51	3.2%
<b>Total</b>	<b>1,596</b>	<b>100.0%</b>

Table 29 - Rent Paid

Data Source: 2007-2011 ACS

### Housing Affordability

% Units affordable to Households earning	Renter	Owner
30% HAMFI	170	No Data
50% HAMFI	310	115
80% HAMFI	865	580
100% HAMFI	No Data	1,040

% Units affordable to Households earning	Renter	Owner
<b>Total</b>	<b>1,345</b>	<b>1,735</b>

Table 30 – Housing Affordability

Data Source: 2007-2011 CHAS

### Monthly Rent

Monthly Rent (\$)	Efficiency (no bedroom)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Fair Market Rent	0	0	0	0	0
High HOME Rent	0	0	0	0	0
Low HOME Rent	0	0	0	0	0

Table 31 – Monthly Rent

Data Source Comments:

### Is there sufficient housing for households at all income levels?

Wilder reports rates of employment have changed dramatically from 2000 to 2012; homeless adults employed at the time of the survey decreased from 41% to 24%; those working 35+ hours/week decreased from 26% to 8%. The number of homeless older adults employed is 13% (although nearly all of the older adults surveyed were age 66 or younger). Many rely on Social Security or General Assistance as their only income source. More than 1/4 of these adults said they needed assistance in applying or reapplying for benefits. Some turn to family members for assistance. However, 43% reported they are disconnected from their families. Wilder reports two of the three most common reasons adults left their last housing: 38% could not afford it and 32% lost their job or had their hours cut. Only 9% of homeless veterans are employed full-time. Fifty-three percent have been unemployed for over a year.

### How is affordability of housing likely to change considering changes to home values and/or rents?

County Emergency Assistance and Emergency General Assistance (EA) - Although the need for emergency dollars is increasing because of lower household incomes and higher rent/utility costs, county EA programs experienced a slight loss of funding from 2012 to 2014. Many counties reported funding was gone three months before the end of their fiscal periods. Almost 100% of EA funds were used for rents and utilities. Reasons for denials are not tracked, but anecdotal information indicates it is because households are unable to verify 50% of income was used for basic needs and/or housing was not cost effective.

**How do HOME rents / Fair Market Rent compare to Area Median Rent? How might this impact your strategy to produce or preserve affordable housing?**

In December of 2013, Community Partners Research, Inc. analyzed the housing needs in the Mankato/North Mankato Area. Fifty-two percent of the FHPAP households enrolled in the region are served in these two cities and corresponding counties. Since 2010 there was an average growth in Greater Mankato of approximately 100 renter households per year. Nearly 50% of renters in Greater Mankato had annual incomes below \$25,000. More than 55% of rental households paid more than 30% of their income for their housing. Over the past 6 years the annual average multifamily/rental unit construction has been 118 units. Only one project, Sibley Park Apartments, has added to the supply of income-restricted housing. The vacancy rate is 0.7%. The 2013 rental survey found no vacant units in subsidized developments.

The study indicates the need for 147 to 160 rental units each year to address household growth and to increase the vacancy rate and allow for greater unit choice for renters. The ideal distribution of units would be matched to the financial ability to pay for area renters. Nearly 42% of all renter households have an income below \$20,000 and an affordable unit would be defined as a gross rent below \$500. Approximately 20% of renters would need an affordable unit priced between \$500 and \$650 per month. Although the research endorses more moderately-priced rental housing, it is probable that most of currently proposed units will have two-bedroom gross rents of \$1,000 or more.

**Discussion**

Lutheran Social Service's Crisis Nursery provides families experiencing a crisis the option of placing their children in foster care for up to 72 hours. This service is available 24/7. In 2014, 111 days of service were provided to 51 families in the region. The main stressors reported for calling the Crisis Nursery are: housing, job, medical and parenting stress.

MVAC delivers Energy Assistance Program (EAP) in all 9 counties in our region. This past heating season EAP benefits (primary, crisis and Energy Related Repairs) for 7653 households of which thirty-three percent were at-risk of or without a utility and received a crisis grant of up to \$500. Even after these utility funds are accessed, many households who contact MVAC for FHPAP are struggling with both rental arrears and a pending utility disconnect.

## MA-20 Housing Market Analysis: Condition of Housing – 91.210(a)

### Introduction

North Mankato's oldest housing stock is located throughout residential areas in Lower North, in the southeast portion of the city. According to the 2008-2012 American Community Survey, In 2012, roughly 57.8% (3,280 units) of the City's units were constructed before 1980. Just 14.9% of the housing units in North Mankato were built before 1940. The number of new housing units built since 1990 is generally consistent with the County and State, with 30.2% for North Mankato compared with 30.5% for the County and 27.9% for the State.

The median value of owner-occupied housing units in North Mankato in 2012 was \$166,500—up 38.1% (or \$45,900) from the median value in 2000 of \$120,600. Most housing in North Mankato is valued in the range of \$150,000 to \$199,999. In comparison to low and moderate valued housing, there is a relatively small choice of higher valued housing units in North Mankato, as 92.8% of housing is valued below \$300,000. The median value of owner-occupied housing in Nicollet County was \$169,200 and \$194,300 in the State of Minnesota.

### 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 it after rehabilitation value.

### Condition of Units

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
With one selected Condition	673	17%	584	37%
With two selected Conditions	0	0%	25	2%
With three selected Conditions	0	0%	0	0%
With four selected Conditions	0	0%	0	0%
No selected Conditions	3,216	83%	987	62%
<b>Total</b>	<b>3,889</b>	<b>100%</b>	<b>1,596</b>	<b>101%</b>

Table 32 - Condition of Units

## Year Unit Built

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
2000 or later	776	20%	292	18%
1980-1999	834	21%	415	26%
1950-1979	1,375	35%	711	45%
Before 1950	904	23%	178	11%
<b>Total</b>	<b>3,889</b>	<b>99%</b>	<b>1,596</b>	<b>100%</b>

Table 33 – Year Unit Built

Data Source: 2007-2011 CHAS

## Risk of Lead-Based Paint Hazard

Risk of Lead-Based Paint Hazard	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
Total Number of Units Built Before 1980	2,279	59%	889	56%
Housing Units build before 1980 with children present	385	10%	155	10%

Table 34 – Risk of Lead-Based Paint

Data Source: 2007-2011 ACS (Total Units) 2007-2011 CHAS (Units with Children present)

## Vacant Units

	Suitable for Rehabilitation	Not Suitable for Rehabilitation	Total
Vacant Units	0	0	0
Abandoned Vacant Units	0	0	0
REO Properties	0	0	0
Abandoned REO Properties	0	0	0

Table 35 - Vacant Units

Data Source: 2005-2009 CHAS

## Need for Owner and Rental Rehabilitation

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 5,491 housing units in North Mankato (U.S. Census Bureau, 2008-2012 American Community Survey), 2,256 or 41% have well exceeded or will exceed in the next 5 years the 50 year mark.

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.

## **Estimated Number of Housing Units Occupied by Low or Moderate Income Families with LBP Hazards**

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.

## **Discussion**

Due to the age of residential properties in Lower North, the City of North Mankato plans to allocate funding for homeowners interested in making improvements to their homes from the Community Development Block Grant Program. The program is available to income qualified homeowners and available loan amounts will require matching funds from the homeowner. Qualifying improvements include those that make homes more energy efficient, safe, habitable and accessible to physically challenged occupants. Example improvements include, but are not limited to, lead based paint interim control, defective plumbing, heating or electrical systems, rotted siding, porches or steps, wall repair, floor coverings, paint, roofing, windows and doors, ramps and bathroom accessibility conversions.

## MA-25 Public and Assisted Housing – 91.210(b)

### Introduction

North Mankato has a public housing complex administered by the City containing 74 units which provides a critical housing resource. The City also helps to facilitate efforts in providing housing rehabilitation funds and first time homebuyer loans.

### Totals Number of Units

	Program Type							
	Certificate	Mod-Rehab	Public Housing	Total	Vouchers			Disabled *
					Project-based	Tenant-based	Special Purpose Voucher	
# of units vouchers available			73					
# of accessible units								
*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition								

Table 36 – Total Number of Units by Program Type

Data Source: PIC (PIH Information Center)

### Describe the supply of public housing developments:

The Koppen Gardens complex provides a critical housing resource for the City of North Mankato. The 74 unit complex is owned and administered by the City of North Mankato. Additional apartment complexes with subsidized/public housing units in the City of North Mankato include the following:

- Bell Tower Apartments
- Colony Apartments
- Medford Manor
- Northridge Estates
- Northway Townhomes
- Page Apartments
- Tschohl Apartments
- WSK Holdings

Consolidated Plan

NORTH MANKATO

Two apartment complexes, Sunrise Village and Hoover Estates, which formerly accepted Home Choice Vouchers have been sold to new property owners who have chosen not to meet rehabilitation standards for units to comply with the HCV program.

**Describe the number and physical condition of public housing units in the jurisdiction, including those that are participating in an approved Public Housing Agency Plan:**

The 2013 Mankato Area Housing Study addresses projects involving older rental properties that previously used the tax credit financing for renovations. This includes the Colony Apartments in North Mankato. Colony has 100 to 102 tax credit units, the largest single project in the local tax credit inventory. Colony Apartments was originally constructed in 1971 as market rate housing and a tax credit award was used in 2000 for renovation activities. Colony Apartments reported nearly all of the vacancies in 2013, attributed to ongoing turnover and the amount of processing time required to income-certify new applicants.

Additional projects that were active during the 2013 housing study which utilize tax credits assistance for new unit construction include Hoover Estates and Northway Townhomes of North Mankato.

## Public Housing Condition

Public Housing Development	Average Inspection Score
Breckenridge Apartments	93
Orness Plaza	87
Blue Earth County	86
Park View Apartments	90

Table 37 - Public Housing Condition

### Describe the restoration and revitalization needs of public housing units in the jurisdiction:

Above are public housing developments located in Mankato, Eagle Lake, and St. Peter that are included in the 2015 inspection surveys within the Metropolitan Statistical Area. However, no North Mankato public housing developments were included in the 2015 public housing inspections.

Koppen Gardens of North Mankato is at an age where future rehabilitation efforts will be required.

### Describe the public housing agency's strategy for improving the living environment of low- and moderate-income families residing in public housing:

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

HCV Rental Assistance Program- 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- 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 SCMMCHRA. Through this relationship, open communication will continue to discuss the needs of low-to moderate-income households.

## MA-30 Homeless Facilities and Services – 91.210(c)

### Introduction

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.

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.

### Facilities and Housing Targeted to Homeless Households

	Emergency Shelter Beds		Transitional Housing Beds	Permanent Supportive Housing Beds	
	Year Round Beds (Current & New)	Voucher / Seasonal / Overflow Beds		Current & New	Under Development
Households with Adult(s) and Child(ren)	0	0	0	0	0
Households with Only Adults	0	0	0	0	0
Chronically Homeless Households	0	0	0	0	0
Veterans	0	0	0	0	0
Unaccompanied Youth	0	0	0	0	0

Table 38 - Facilities and Housing Targeted to Homeless Households

Data Source Comments:

**Describe mainstream services, such as health, mental health, and employment services to the extent those services are used to complement services targeted to homeless persons**

The Wilder Study shows that from 2009 to 2012, adults with serious mental illness increased from 36% to 55% and those experiencing chronic physical health conditions went from 39% to 51%. Homeless children are likely to: have more health problems, more trouble developing healthy relationships, more difficulty staying on track in school and be homeless as adults. Twenty-six percent of homeless veterans experience problems accessing medical care. Wilder reports that persons with a history of incarceration (95% of homeless females and 85% of homeless males) experience difficulties early in life such as physical or sexual abuse, out-of-home placements in childhood and/or becoming a parent before age 18. These ex-offenders were twice as likely to have spent time in a mental health facility and three times as likely to have spent time in a chemical dependency treatment facility.

The South Central Crisis Center provides mental health services and temporary, short-term placement for persons experiencing a mental health crisis. They continue to see people with housing issues, either due directly to their mental/physical health or due to other dynamics that may include marital issues and evictions. They serve people who are chronically homeless and come to the crisis center following hospitalizations. These patients are often discharged to long-term homeless units or board and lodges. These placements must happen quickly because of the short limit on length of stay at the crisis center.

**List and describe services and facilities that meet the needs of homeless persons, particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth. If the services and facilities are listed on screen SP-40 Institutional Delivery Structure or screen MA-35 Special Needs Facilities and Services, describe how these facilities and services specifically address the needs of these populations.**

Blue Earth County/MVAC will serve youth, singles and families. They serve all racial and ethnic groups, veterans, persons with disabilities, offenders and other sub-populations. Since youth may have a harder time obtaining and maintaining housing because of recently entering the labor market, a lack of credit/rental history and limited life skills, MVAC will assist these households with up to an additional \$200. This allows them to provide both rent and deposit if the youth is securing housing or to pay a portion of the second month's rent for youth facing evictions thus enhancing the stabilization of their housing.

## **MA-35 Special Needs Facilities and Services – 91.210(d)**

**Including the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with alcohol or other drug addictions, persons with HIV/AIDS and their families, public housing residents and any other categories the jurisdiction may specify, and describe their supportive housing needs**

Blue Earth and Nicollet Counties have access to assistance programs that can help lower income seniors acquire the services they need to avoid moving into a skilled nursing home facility. The primary program for this care assistance is the Elderly Waiver (EW) program. The City of North Mankato has a number of senior housing with services units including Monarch Meadows, Oak Terrace West, Oak Terrace Assisted Living, and Oak Terrace Memory Care.

**Describe programs for ensuring that persons returning from mental and physical health institutions receive appropriate supportive housing**

Nicollet County Human Services provides Adult Mental Health Services for consumers who have a serious and persistent mental illness which affects their ability to function in daily living. These services include coordination with providers of housing services in addition to the following:

- Advocate for the needs of mental health consumers
- Assisting the consumer in identifying mental health needs
- Client outreach
- Linking the consumer to needed services to meet their mental health needs
- Monitor the quantity and quality of services that are provided to consumers

Coordinate with providers of services including:

- Educational
- Financial benefits so that services are effective and helpful to consumers and families
- Housing
- Medical
- Social
- Vocational

**Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. 91.315(e)**

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

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

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

**For entitlement/consortia grantees: Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. (91.220(2))**

NA

## MA-40 Barriers to Affordable Housing – 91.210(e)

### Negative Effects of Public Policies on Affordable Housing and Residential Investment

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 and 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
- Reduce minimum lot sizes to help accommodate new affordable housing construction
- Allow for flexible setbacks for affordable housing projects

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.

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.

# MA-45 Non-Housing Community Development Assets – 91.215 (f)

## Economic Development Market Analysis

### Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	58	3	1	0	-1
Arts, Entertainment, Accommodations	499	390	10	7	-3
Construction	223	81	4	1	-3
Education and Health Care Services	860	401	17	7	-10
Finance, Insurance, and Real Estate	245	79	5	1	-4
Information	134	91	3	2	-1
Manufacturing	1,432	3,611	28	65	37
Other Services	230	152	4	3	-1
Professional, Scientific, Management Services	307	56	6	1	-5
Public Administration	0	0	0	0	0
Retail Trade	794	250	15	5	-10
Transportation and Warehousing	141	204	3	4	1
Wholesale Trade	264	236	5	4	-1
Total	5,187	5,554	--	--	--

Table 39 - Business Activity

Data Source: 2007-2011 ACS (Workers), 2011 Longitudinal Employer-Household Dynamics (Jobs)

## Labor Force

Total Population in the Civilian Labor Force	8,179
Civilian Employed Population 16 years and over	7,756
Unemployment Rate	5.17
Unemployment Rate for Ages 16-24	30.62
Unemployment Rate for Ages 25-65	3.14

Table 40 - Labor Force

Data Source: 2007-2011 ACS

Occupations by Sector	Number of People
Management, business and financial	1,836
Farming, fisheries and forestry occupations	397
Service	614
Sales and office	2,107
Construction, extraction, maintenance and repair	364
Production, transportation and material moving	482

Table 41 – Occupations by Sector

Data Source: 2007-2011 ACS

## Travel Time

Travel Time	Number	Percentage
< 30 Minutes	6,892	93%
30-59 Minutes	351	5%
60 or More Minutes	156	2%
<b>Total</b>	<b>7,399</b>	<b>100%</b>

Table 42 - Travel Time

Data Source: 2007-2011 ACS

## Education:

### Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Less than high school graduate	145	10	35

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
High school graduate (includes equivalency)	1,078	48	100
Some college or Associate's degree	2,349	41	142
Bachelor's degree or higher	2,761	124	258

**Table 43 - Educational Attainment by Employment Status**

Data Source: 2007-2011 ACS

### Educational Attainment by Age

	Age				
	18-24 yrs	25-34 yrs	35-44 yrs	45-65 yrs	65+ yrs
Less than 9th grade	0	0	0	14	84
9th to 12th grade, no diploma	154	66	50	60	133
High school graduate, GED, or alternative	473	370	152	704	439
Some college, no degree	380	516	332	852	332
Associate's degree	141	380	156	296	101
Bachelor's degree	159	816	479	895	283
Graduate or professional degree	22	306	221	426	153

**Table 44 - Educational Attainment by Age**

Data Source: 2007-2011 ACS

### Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	13,241
High school graduate (includes equivalency)	29,000
Some college or Associate's degree	36,232
Bachelor's degree	41,943
Graduate or professional degree	63,034

**Table 45 – Median Earnings in the Past 12 Months**

Data Source: 2007-2011 ACS

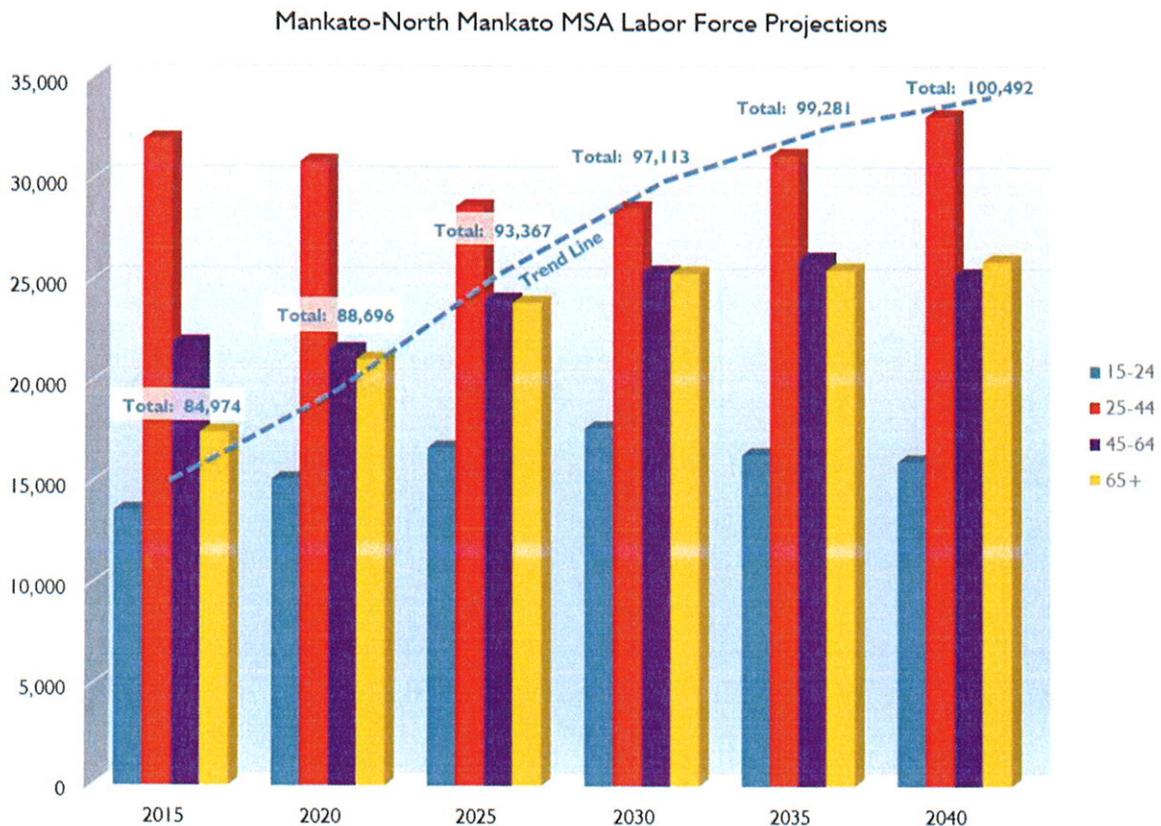
**Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?**

Manufacturing is the major employment sector within the City of North Mankato. The major employers within the City are Taylor Companies, Coughlan Companies, and MICO Inc. which all fall within the manufacturing industry.

**Describe the workforce and infrastructure needs of the business community:**

**Projected Labor Force**

The Mankato-North Mankato Metropolitan Statistical Area (MSA) labor force is projected to grow in several important areas. The 15-24 year old group (the “talent pipeline”) is expected to grow by 30% from 2015 to 2030. While the nation has growing concerns around the supply of “experienced peak performers” (45-64 year olds) - only 5.4% growth over the next 25 years - our MSA is projected to have 15.5% growth over the same time period.



**Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create.**

There are no known major changes that have effected job and business growth opportunities. The Mankato Workforce Center, South Central Workforce Council and MVAC all provide workforce opportunities in the area.

**How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?**

The workforce within the City of North Mankato is well educated and skilled for opportunities of employment. South Central College of North Mankato and Minnesota State University, Mankato are a huge asset to the areas workforce.

**Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.**

The Mankato Workforce Center, South Central Workforce Council and MVAC all provide workforce opportunities in the area. South Central College in North Mankato established the Center for Business and Industry to help businesses, non-profit and governmental organizations improve their performance to meet the challenges of the global and local economies.

**Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)? Yes. If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.**

The City of North Mankato participates in a Comprehensive Economic Development Strategy through Region Nine Development Commission. The CEDS is designed to:

- Bring together the public and private sectors
- Create an economic roadmap to diversify and strengthen regional economies
- Analyze the regional economy
- Serve as a guide for establishing regional goals and objectives
- Develop a regional plan for implementation and action
- Identify investment priorities and funding sources

The CEDS committee is made up of 21 members which is useful because it convenes a broad group for a comprehensive review. This ensures participation and engagement from multiple sectors throughout the region. Areas represented on the committee include: Private Business, Post-Secondary Education, Labor, Education, Government, and Community Based Organizations.

## **MA-50 Needs and Market Analysis Discussion**

**Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")**

There are no areas where households with multiple housing problems are concentrated.

**Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")**

There are no areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated.

**What are the characteristics of the market in these areas/neighborhoods?**

NA

**Are there any community assets in these areas/neighborhoods?**

NA

**Are there other strategic opportunities in any of these areas?**

NA

# Strategic Plan

## SP-05 Overview

### Strategic Plan 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.

## **SP-10 Geographic Priorities – 91.215 (a)(1)**

### **Geographic Area**

Table 46 - Geographic Priority Areas

### **General Allocation Priorities**

Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA)

Investments will be allocated to the lower North Mankato area because of the portion of low-moderate income households and the age of homes located in this area. Funds will not be limited to this area, however, they will be focused on revitalization of residences within this boundary.

## SP-25 Priority Needs - 91.215(a)(2)

### Priority Needs

Table 47 – Priority Needs Summary

1	<b>Priority Need Name</b>	Park & Recreation Facilities
	<b>Priority Level</b>	Low
	<b>Population</b>	Low Moderate Middle Large Families Families with Children Elderly Public Housing Residents
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	
	<b>Description</b>	Over the five year plan CDBG funds may be used for redevelopment activities that will include replacement of existing park amenities and accessibility improvements for persons with physical disabilities.
	<b>Basis for Relative Priority</b>	
	2	<b>Priority Need Name</b>
<b>Priority Level</b>		High
<b>Population</b>		Low Moderate Middle Large Families Families with Children Elderly
<b>Geographic Areas Affected</b>		
<b>Associated Goals</b>		

	<b>Description</b>	CDBG funds may be used to provide grants/loans to low-moderate income persons to rehabilitate existing single family dwellings.
	<b>Basis for Relative Priority</b>	
3	<b>Priority Need Name</b>	Property Acquisition
	<b>Priority Level</b>	High
	<b>Population</b>	Low Moderate Middle Large Families Families with Children Elderly
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	
	<b>Description</b>	CDBG funds will be used to purchase both commercial and residential buildings which contribute to slum and blight conditions. The reuse of these properties will benefit income qualified persons.
	<b>Basis for Relative Priority</b>	
4	<b>Priority Need Name</b>	Commercial Rehabilitation
	<b>Priority Level</b>	High
	<b>Population</b>	Other
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	
	<b>Description</b>	CDBG funds may be used for the rehabilitation of existing commercial buildings.

	<b>Basis for Relative Priority</b>	
5	<b>Priority Need Name</b>	Infrastructure Improvements
	<b>Priority Level</b>	Low
	<b>Population</b>	Low Moderate Middle Large Families Families with Children Elderly
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	
	<b>Description</b>	CDBG funds will be used to rehabilitate existing water, sewer, streets, and sidewalks in areas which principally benefit LMI persons.
	<b>Basis for Relative Priority</b>	
6	<b>Priority Need Name</b>	Public Facilities
	<b>Priority Level</b>	High
	<b>Population</b>	Other
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	
	<b>Description</b>	CDBG funds would be used to make improvements including ADA compliance within publicly owned buildings.
	<b>Basis for Relative Priority</b>	
7	<b>Priority Need Name</b>	Non-Profit Assistance

	<b>Priority Level</b>	High
	<b>Population</b>	Other
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	
	<b>Description</b>	CDBG funds may be used to assist non-profit organizations with their goals and objectives.
	<b>Basis for Relative Priority</b>	
8	<b>Priority Need Name</b>	Planning Projects
	<b>Priority Level</b>	High
	<b>Population</b>	Other
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	
	<b>Description</b>	CDBG funds will be used to prepare eligible plans and studies.
	<b>Basis for Relative Priority</b>	
9	<b>Priority Need Name</b>	Promote Single Family Home Ownership Opportunities
	<b>Priority Level</b>	Low
	<b>Population</b>	Low Moderate Middle
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	
	<b>Description</b>	CDBG funds will be used to assist first time home buyers purchase single family homes and provide home buyer education opportunities.

	<b>Basis for Relative Priority</b>	
10	<b>Priority Need Name</b>	Economic Development
	<b>Priority Level</b>	High
	<b>Population</b>	Other
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	
	<b>Description</b>	CDBG funds will be used to assist with eligible economic development opportunities.
	<b>Basis for Relative Priority</b>	
11	<b>Priority Need Name</b>	Public Services
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Middle Large Families Families with Children Elderly Public Housing Residents Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence
	<b>Geographic Areas Affected</b>	

<b>Associated Goals</b>	
<b>Description</b>	<p>CDBG funds will be used to assist the following populations or areas:</p> <ul style="list-style-type: none"> <li>• Senior Citizens</li> <li>• Persons with Disabilities</li> <li>• Youth</li> <li>• Transportation</li> <li>• Employment/Training Services</li> <li>• Crime Awareness</li> </ul>
<b>Basis for Relative Priority</b>	

**SP-30 Influence of Market Conditions – 91.215 (b)**

**Influence of Market Conditions**

Affordable Housing Type	Market Characteristics that will influence the use of funds available for housing type
Tenant Based Rental Assistance (TBRA)	N/A
TBRA for Non-Homeless Special Needs	N/A
New Unit Production	N/A
Rehabilitation	Those who are eligible to receive CDBG funds for rehabilitation activities.
Acquisition, including preservation	Properties that are eligible to be acquired using CDBG funds.

Table 48 – Influence of Market Conditions

**SP-35 Anticipated Resources - 91.215(a)(4), 91.220(c)(1,2)**

**Anticipated Resources**

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1			Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$67,602	\$537,071	0	\$604,673	Year 1 Action Plan  Funding to Tapestry - \$3,000  Single Family Rehab - \$57,000  Administration - \$7,602

Table 49 - Anticipated Resources

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

Federal funds may be leveraged with State, Local, or Private funds for all the identified priority needs.

**if appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

NA

**SP-40 Institutional Delivery Structure – 91.215(k)**

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
NORTH MANKATO	Government	Economic Development Ownership Planning neighborhood improvements public facilities public services	Jurisdiction

Table 50 - Institutional Delivery Structure

**Assess of Strengths and Gaps in the Institutional Delivery System**

The City of North Mankato has the ability to implement its consolidated plan in accordance with its comprehensive plan.

**Availability of services targeted to homeless persons and persons with HIV and mainstream services**

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
<b>Homelessness Prevention Services</b>			
Counseling/Advocacy			
Legal Assistance			
Mortgage Assistance			
Rental Assistance			
Utilities Assistance			
<b>Street Outreach Services</b>			
Law Enforcement			
Mobile Clinics			
Other Street Outreach Services			
<b>Supportive Services</b>			
Alcohol & Drug Abuse			
Child Care			
Education			
Employment and Employment Training			

Healthcare			
HIV/AIDS			
Life Skills			
Mental Health Counseling			
Transportation			
<b>Other</b>			

Table 51 - Homeless Prevention Services Summary

**Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)**

Through working with its partner organizations, the City has the ability to meet the needs of homeless persons.

**Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above**

The area has many organizations who address special needs populations and those experiencing homelessness. As the City does not have any known homeless persons in its jurisdiction, the current delivery system is working.

**Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs**

There are believed to be no gaps in the current delivery system.

**SP-45 Goals Summary – 91.215(a)(4)**

**Goals Summary Information**

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator

Table 52 – Goals Summary

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)

0

**SP-50 Public Housing Accessibility and Involvement – 91.215(c)**

**Need to Increase the Number of Accessible Units (if Required by a Section 504 Voluntary Compliance Agreement)**

NA

**Activities to Increase Resident Involvements**

NA

**Is the public housing agency designated as troubled under 24 CFR part 902?**

NA

**Plan to remove the ‘troubled’ designation**

NA

## **SP-55 Barriers to affordable housing – 91.215(h)**

### **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 and 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
- Reduce minimum lot sizes to help accommodate new affordable housing construction
- Allow for flexible setbacks for affordable housing projects

### **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.

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.

### **Strategy to Remove or Ameliorate the 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 few 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 Finance Agency to provide assistance
- The use of City of North Mankato grant money when available to provide down payment and closing costs assistance
- Reduce minimum lot sizes to help accommodate new affordable housing construction
- Allow for flexible setbacks for affordable housing projects

## **SP-60 Homelessness Strategy – 91.215(d)**

### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

Continued coordination with the Family Homeless Prevention and Assistance Program (FHPAP), which is designed to consider efforts of other organizations in the area to ensure providing appropriate and non-duplicative services to those in need. The Advisory (AC) Committee is made up of members who represent organizations which come together to create a plan. The AC works closely with and responds to the CoC.

### **Addressing the emergency and transitional housing needs of homeless persons**

Remaining in contact with Nicollet and Blue Earth County Human Services, FHPAP, and SCMMCHRA and addressing transitional housing needs when appropriate.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.**

Continued support and cooperation with regional public housing programs.

**Help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to become homeless after being discharged from a publicly funded institution or system of care, or who are receiving assistance from public and private agencies that address housing, health, social services, employment, education or youth needs**

Continue to partner with agencies who provide these services. Continued support and coordination with Nicollet and Blue Earth County human services, participation in the Tapestry program.

## **SP-65 Lead based paint Hazards – 91.215(i)**

### **Actions to address LBP hazards and increase access to housing without LBP hazards**

As part of the Community Development Block Grant Program the City of North Mankato has allocated funding for homeowners interested in making improvements to their homes. Lead Based Paint interim control is addressed as a qualified improvement to make one's home energy efficient, safe, habitable, and accessible to physically challenged occupants.

### **How are the actions listed above related to the extent of lead poisoning and hazards?**

Lead was a popular ingredient in paint until it was banned in 1978. Lead paint still continues to be a problem nearly 40 years after it was banned due to its prevalence in older housing.

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.

According to the 2009-2013 American Community Survey, there are a total of 5,890 housing units located in North Mankato and 56% 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.

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.

### **How are the actions listed above integrated into housing policies and procedures?**

The City of North Mankato has on staff building inspectors trained in lead-based paint removal to inform and educate homeowners of the available options for safely removing LBP. Homeowners requesting permits for remodeling and other improvements are required to apply for licenses which permit the project to move forward only once the inspection (including a test for LBP) has been completed. The City of North Mankato will continue education for homeowners of LBP procedures and hazards.

## **SP-70 Anti-Poverty Strategy – 91.215(j)**

### **Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families**

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.

### **How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan**

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 the 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.

## **SP-80 Monitoring – 91.230**

**Describe the standards and procedures that the jurisdiction will use to monitor activities carried out in furtherance of the plan and will use to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

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).

## Expected Resources

### AP-15 Expected Resources – 91.220(c)(1,2)

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1			Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$67,602	\$537,071	0	\$604,673	Year 1 Action Plan  Tapestry - \$3,000  Single Family Rehab - \$57,000  Administration - \$7,600

Table 53 - Expected Resources – Priority Table

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

When applicable and available, federal funds may be leveraged with state, local or private funds for all the identified priority needs.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goal Descriptions

Tapestry—support immigrant integration through direct funding assistance toward the program.

Single Family Owner Occupied Housing Rehabilitation—provide grant/loans to LMI persons to make housing improvements.

## Projects

### AP-35 Projects – 91.220(d)

#### Projects

#	Project Name
1	Tapestry
2	Housing Rehab

Table 54 – Project Information

#### **Describe the reasons for allocation priorities and any obstacles to addressing underserved needs**

To assist special needs persons (immigrants) transition into the City. The City currently uses CDBG funds to provide grants/loans to LMI persons to make improvements to their homes. The effort has been very successful in the past and there is a current need for more funding.

## AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

### Geographic Distribution

Target Area	Percentage of Funds
City Wide	100%

Table 55 - Geographic Distribution

### Rationale for the priorities for allocating investments geographically

As there are no concentrated area of large populations of LMI residents, all CDBG funding will be available to any eligible person(s).

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	0
Special-Needs	0
Total	0

Table 56 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	0
Acquisition of Existing Units	0
Total	0

Table 57 - One Year Goals for Affordable Housing by Support Type

### Discussion

The City anticipates that four (4) LMI households will benefit from the Housing Rehabilitation program.

## **AP-60 Public Housing – 91.220(h)**

### **Actions planned during the next year to address the needs to public housing**

None.

### **Actions to encourage public housing residents to become more involved in management and participate in homeownership**

North Mankato is partnering with Minnesota Housing to make resources available to first time homebuyers. Homebuyers can take advantage of these resources through the Minnesota Housing Start Up loan program, which offers fixed interest rates and three down payment and closing cost loan options to eligible borrowers. The program's home price limit in North Mankato is \$237,031.

### **If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

NA

## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Addressing the emergency shelter and transitional housing needs of homeless persons

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

### **Discussion**

No goals in these areas have been identified in the year one plan.

## **AP-75 Barriers to affordable housing – 91.220(j)**

**Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

### **Discussion:**

There are no plans in the year one plan to address barriers to affordable housing.

## **AP-85 Other Actions – 91.220(k)**

**Actions planned to address obstacles to meeting underserved needs**

**Actions planned to foster and maintain affordable housing**

**Actions planned to reduce lead-based paint hazards**

**Actions planned to reduce the number of poverty-level families**

**Actions planned to develop institutional structure**

**Actions planned to enhance coordination between public and private housing and social service agencies**

### **Discussion:**

Through provided housing rehabilitation funding opportunities, affordable housing is expected to be preserved including the reduction of lead-based paint hazards.

Through the direct funding of the Tapestry program, undeserved immigrant populations will be addressed.

## Program Specific Requirements

### AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan
3. The amount of surplus funds from urban renewal settlements
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.
5. The amount of income from float-funded activities

Total Program Income

#### Other CDBG Requirements

1. The amount of urgent need activities

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item # 8E	Department: Finance	Council Meeting Date: 4/06/15
------------------	---------------------	-------------------------------

**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.

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

**REQUESTED COUNCIL ACTION:** Motion to approve not to waive tort limits.

**For Clerk's Use:**

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

Vote Record:

	Aye	Nay	
	_____	_____	Freyberg
	_____	_____	Spars
	_____	_____	Steiner
	_____	_____	Norland
	_____	_____	Dehen

**SUPPORTING DOCUMENTS ATTACHED**

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

Other (specify) LMCIT Liability Coverage Waiver Form

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

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



CONNECTING & INNOVATING  
SINCE 1913

## LIABILITY COVERAGE – WAIVER FORM

**LMCIT members purchasing coverage must complete and return this form to LMCIT before the effective date of the coverage. Please return the completed form to your underwriter or email to [pstech@lmc.org](mailto:pstech@lmc.org)**

This decision must be made by the member's governing body every year. You may also wish to discuss these issues with your attorney.

League of Minnesota Cities Insurance Trust (LMCIT) members that obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member 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 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 apply regardless of whether the city purchases the optional excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could potentially recover up to \$2,000,000 for a single occurrence. (Under this option, the tort cap liability limits are waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2 million.) The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member 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 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.

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

Check one:

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

Date of city council/governing body meeting April 6, 2015

Signature \_\_\_\_\_ Position Mayor

RESOLUTION NO.

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

WHEREAS, Knights of Columbus have made application for exemption from a charitable gambling license to conduct bingo on July 8, 9, 10, 11 and 12, 2015 at Wheeler Park, 402 Page Avenue within the City of North Mankato, Minnesota, which application was received by the City on March 27, 2015;

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 6<sup>th</sup> day of April 2015.

---

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-03384-14-007**

Minnesota tax ID number, if any  
**7117666**

Federal employer ID number (FEIN), if any  
**23-7543219**

**Type of nonprofit organization. Check one.**

Fraternal     Religious     Veterans     Other nonprofit organization

Mailing address  
**440 FOREST HEIGHTS DRIVE**

City  
**NO. 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]  
**402 PAGE AVENUE**

City or township  
**NORTH MANKATO**

Zip code  
**56003**

County  
**NICOLLET**

Date[s] of activity. For raffles, indicate the date of the drawing.  
**JULY 8, 9, 10, 11, 12, 2015**

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](http://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 City of North Mankato

Signature of city personnel Apnt / 9/10m Sonderum

Title City Clerk Date 3/30/15

**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 Paul F. Streit Date 3/26/15

Print 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](http://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.



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 our office at least thirty (30) days in advance of the parade date. This parade permit is pending until approval by the City Council and Chief of Police.

Applicant Information

Name: North Mankato Civic & Commerce Association

Address: P.O. Box 2164

City: North Mankato State: MN Zip: 56003

Telephone: (800) 232-6909

Sponsoring Organization: North Mankato Civic & Commerce Association

Address: P.O. Box 2164

City: North Mankato State: MN Zip: 56003

Telephone: (800) 232-6909

Occasion for Parade: North Mankato Fun Days Kiddie Parade

Date of Parade: 07/10/15 Estimated Length of Parade: 5 Blocks

Estimated Starting Time: 6:15 p.m. Estimated Finish Time: 7:00 p.m.

Estimated Number of Participants: 200 Children

General Composition of Parade: Bikes, Wagons, Strollers and Children

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.

*[Signature]*  
Applicant

03/31/15  
Date

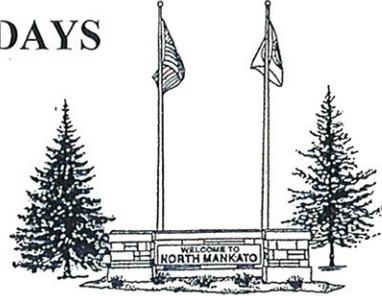
Pursuant to Section 70.21 of the North Mankato City Code, I hereby authorize a parade permit for the applicant organization. This permit shall be valid only under the conditions recommended by the City of North Mankato and only for the date and time indicated.

*[Signature]* #201  
Chief of Police

07-10-15  
Date

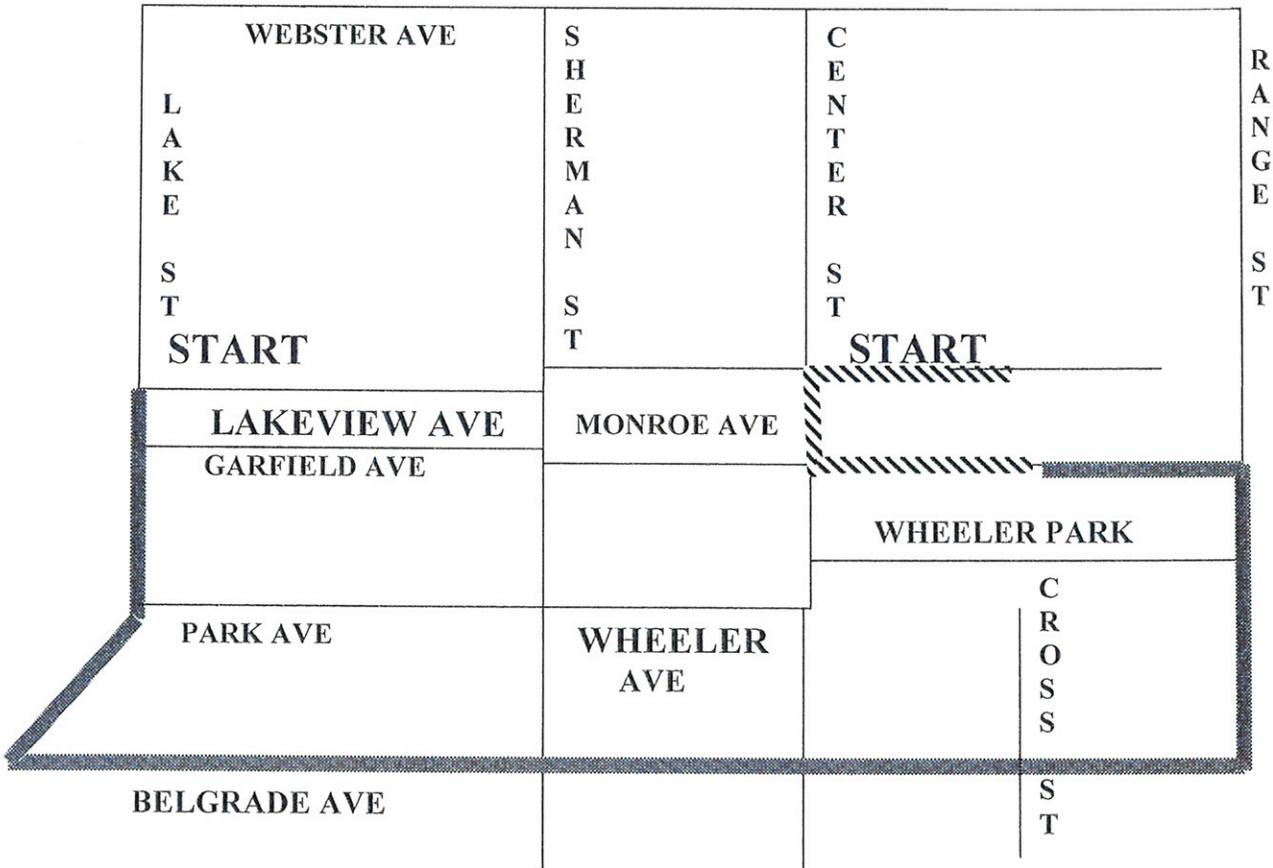
COMMENTS/ADDITIONAL STIPULATIONS:

NORTH MANKATO FUNDAYS  
SPONSORED BY



North Mankato  
Civic & Commerce  
Association

FIREWORKS



////// KIDDIE PARADE 6:15pm JULY 11<sup>th</sup>

■■■■■ FUN DAYS PARADE 11:00am JULY 12<sup>th</sup>



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 our office at least thirty (30) days in advance of the parade date. This parade permit is pending until approval by the City Council and Chief of Police.

Applicant Information

Name: North Mankato Civic & Commerce Association

Address: P.O. Box 2164

City: North Mankato State: MN Zip: 56003

Telephone: (800) 232-6909

Sponsoring Organization: North Mankato Civic & Commerce Association

Address: P.O. Box 2164

City: North Mankato State: MN Zip: 56003

Telephone: (800) 232-6909

Occasion for Parade: North Mankato Fun Days Parade

Date of Parade: 07/11/15 Estimated Length of Parade: 1.7 Miles

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

Estimated Number of Participants: 100 Units

General Composition of Parade: Bands, Businesses, Non-Profit Organizations with Floats, Decorated Vehicles and Equipment

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.

[Signature]  
Applicant

03/31/15  
Date

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

[Signature]  
Chief of Police

04-01-15  
Date

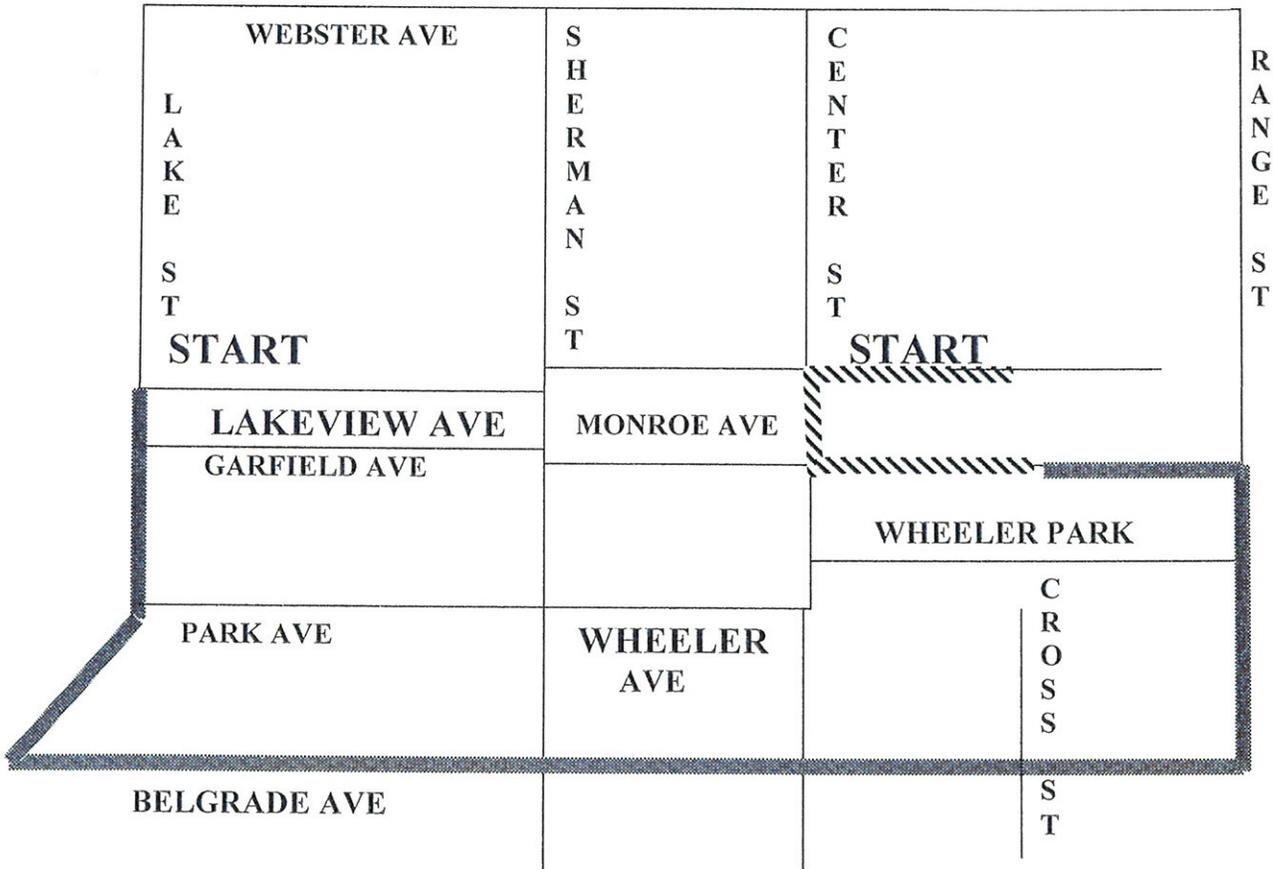
COMMENTS/ADDITIONAL STIPULATIONS:

NORTH MANKATO FUNDAYS  
SPONSORED BY



North Mankato  
Civic & Commerce  
Association

FIREWORKS



////// KIDDIE PARADE 6:15pm JULY 11<sup>th</sup>

■■■■■ FUN DAYS PARADE 11:00am JULY 12<sup>th</sup>

**CITY OF NORTH MANKATO  
APPLICATION FOR LICENSES**

Following are the license fees for City licenses for the period January 1, 2015, through December 31, 2015. Please complete this form, sign it, and return it along with the appropriate license fee payable to the City of North Mankato.

RETURN TO: City Clerk/City of North Mankato  
P.O. Box 2055  
North Mankato, MN 56002-2055

Investigation Fee for Liquor License	\$500	\$ _____
On-Sale Intoxicating Liquor	\$3,750	\$ _____
Sunday On-Sale Liquor	200	\$ _____
Off-Sale Intoxicating Liquor	220	\$ _____
On-Sale Intoxicating Liquor (Club)	330	\$ _____
Wine	275	\$ _____
Cabaret (only with on-sale)	375	\$ _____
Business Set-Up	330	\$ _____
3.2 Beer Off-Sale	35	\$ _____
3.2 Beer On-Sale	275	\$ _____
Brewer Off-Sale Growler	200	\$ _____
Tap Room On-Sale	300	\$ _____
Cigarette	150	\$ _____
Soft Drink	25	\$ _____
Mechanical Amusement Device	20/site & 20/each machine	\$ _____
Taxicab	20 /vehicle	\$ <u>40</u>
Mobile Home	60	\$ _____
Refuse Hauler	35 /first truck	\$ _____
	25 /each addl. truck	\$ _____
	<b>TOTAL:</b>	\$ _____

I, the undersigned, hereby stipulate that I will maintain the required worker's compensation insurance and if necessary, liquor liability insurance, throughout the licensing period.

*Devlin Knop*  
Applicant's Signature  
507-779-5679  
Phone Number  
149 SAVANNAH CT MANKATO, MN 56007  
Applicant's Address  
4/2/15  
Date

BLUE EARTH TAXI  
Business Name  
318-80-2921  
Minnesota Tax I.D. #  
318-80-2921  
Federal Tax I.D. #  
12 CIVIC CENTER PLAZA suite 2086  
Business Address MANKATO, MN



BLUEE-1 OP ID: ZRJO

# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
03/30/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Alliance Ins Agency of Mankato 895 E. Madison Avenue Mankato, MN 56001 John Zrust	CONTACT NAME: John Zrust
	PHONE (A/C, No., Ext): 507-720-6466      FAX (A/C, No.): 507-720-6470 E-MAIL ADDRESS:
INSURER(S) AFFORDING COVERAGE	
INSURER A : Berkshire Hathaway Homestate C	NAIC #
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED  
**Blue Earth Taxi**  
 Darius Knox  
 12 Civic Center Plaza Ste 2086  
 Mankato, MN 56001

COVERAGES      CERTIFICATE NUMBER:      REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
X	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				02/15/2015	02/15/2016	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ 1,000,000 BODILY INJURY (Per accident) \$ 1,000,000 PROPERTY DAMAGE (Per accident) \$ 1,000,000 \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE    OTH. ER E L EACH ACCIDENT \$ E L DISEASE - EA EMPLOYEE \$ E L DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 2007 Dodge Charger VIN= 2b3ka43g77h718870  
 2000 Chevy Impafa VIN=2g1wh55k9y9382890  
 10 days written notice will be provided to the City of North Mankato prior to any cancellation

CERTIFICATE HOLDER  City of North Mankato 1001 Belgrade Ave North Mankato, MN 56003	CANCELLATION  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE  

# Certificate of Compliance Minnesota Workers' Compensation Law

PRINT IN INK or TYPE.

Minnesota Statutes, Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business or engage in any activity in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Minnesota Statutes, Chapter 176. The required workers' compensation insurance information is the name of the insurance company, the policy number, and the dates of coverage, or the permit to self-insure. If the required information is not provided or is falsely stated, it shall result in a \$2,000 penalty assessed against the applicant by the commissioner of the Department of Labor and Industry.

**A valid workers' compensation policy must be kept in effect at all times by employers as required by law.**

BUSINESS NAME (Individual name only if no company name used)		LICENSE OR PERMIT NO (if applicable)	
DARIUS KNOX			
DBA (doing business as name) (if applicable)			
BLUE EARTH TAXI			
BUSINESS ADDRESS (PO Box must include street address)	CITY	STATE	ZIP CODE
12 CIVIC CENTER PLAZA #2086	MANKATO	MN	56001

**YOUR LICENSE OR CERTIFICATE WILL NOT BE ISSUED WITHOUT THE FOLLOWING INFORMATION. You must complete number 1, 2 or 3 below.**

**NUMBER 1 COMPLETE THIS PORTION IF YOU ARE INSURED:**

INSURANCE COMPANY NAME (not the insurance agent)		
WORKERS' COMPENSATION INSURANCE POLICY NO.	EFFECTIVE DATE	EXPIRATION DATE

**NUMBER 2 COMPLETE THIS PORTION IF SELF-INSURED:**

I have attached a copy of the permit to self-insure.

**NUMBER 3 COMPLETE THIS PORTION IF EXEMPT:**

I am not required to have workers' compensation insurance coverage because:

- I have no employees.
- I have employees but they are not covered by the workers' compensation law. (See Minn. Stat. § 176.041 for a list of excluded employees.) Explain why your employees are not covered: \_\_\_\_\_
- Other: \_\_\_\_\_

**ALL APPLICANTS COMPLETE THIS PORTION:**

I certify that the information provided on this form is accurate and complete. If I am signing on behalf of a business, I certify that I am authorized to sign on behalf of the business.

APPLICANT SIGNATURE (mandatory)	TITLE	DATE
Darius Knox	Owner	4/2/15

**NOTE: If your Workers' Compensation policy is cancelled within the license or permit period, you must notify the agency who issued the license or permit by resubmitting this form.**  
This material can be made available in different forms, such as large print, Braille or on a tape. To request, call 1-800-342-5354 (DIAL-DLI) Voice  
TDD (651) 297-4198.

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #10A	Department: City Planner	Council Meeting Date: 04/06/2015
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**TITLE OF ISSUE: Resolution Vacating Utility Easements in Duehring Subdivision No. 2.**

**BACKGROUND AND SUPPLEMENTAL INFORMATION:** As part of the vacation of utility easements within Duehring Subdivision No. 2 it is necessary to adopt a resolution. A public hearing was held and all local utility companies have been notified of the proposed vacation of the utility easements. No local utility company has an objection to the utility easement vacation.

**REQUESTED COUNCIL ACTION:** Adoption of Resolution Vacating Utility Easements.

**For Clerk's Use:**

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

Vote Record:

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

**SUPPORTING DOCUMENTS ATTACHED**

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

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

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

RESOLUTION NO.

RESOLUTION VACATING UTILITY EASEMENTS  
DUEHRING SUBDIVISION NO 2

WHEREAS, a petition has been submitted, executed by 100 percent of the abutting property owners, requesting vacation of utility easements all located in Duehring Subdivision No. 2, North Mankato, Nicollet County, Minnesota and described as follows:

The 10 foot wide easement located between Lot 1-B and Lot 2, Block 1, Duehring Subdivision, according to the plat thereof on file and on record with the Nicollet County Recorder, excepting there from the northerly 10 feet and the southerly 10 feet.

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

1. Such utility easements are vacated.
2. The City Clerk shall prepare a notice of completion of these proceedings pursuant to statute and shall present the same to the County Auditor and County Recorder.

Adopted by the City Council this 6th day of April 2015.

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Mayor

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City Clerk

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #10B	Department: Administration	Council Meeting Date: 4/06/15
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**TITLE OF ISSUE: Resolution Regarding Sale of 706 & 710 Range Street, North Mankato, Minnesota.**

**BACKGROUND AND SUPPLEMENTAL INFORMATION:** The City of North Mankato adopted the Comprehensive Plan on March 2, 2015. With the passage of the Comprehensive Plan the City must now follow Minnesota Statute 462.356 Subdivision 2 which puts in an additional step the City must follow when buying or selling real estate. Statute 462.356 Subdivision 2 states that the Council must pass a Resolution asking the Planning Commission to review and report on the sale or purchase of property and must report back to the Council within 45 days. The Statute also indicates "The governing body may, by resolution adopted by two-thirds vote dispense with the requirements of this subdivision when in its judgement it finds that the proposed acquisition or disposal of real property or capital improvement has no relationship to the comprehensive municipal plan." Attorney Kennedy will provide additional information.

**REQUESTED COUNCIL ACTION:** Approve Resolution Dispensing with Requirements Under Minnesota Statute 462.356 Subdivision 2 Regarding Sale of 706 & 710 Range Street.

**For Clerk's Use:**

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

Vote Record:	Aye	Nay	
	_____	_____	Freyberg
	_____	_____	Spears
	_____	_____	Steiner
	_____	_____	Norland
	_____	_____	Dehen

**SUPPORTING DOCUMENTS ATTACHED**

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

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

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

RESOLUTION NO.

RESOLUTION REGARDING SALE OF 706 & 710  
RANGE STREET, NORTH MANKATO, MINNESOTA

WHEREAS, the City of North Mankato owns property at 706 & 710 Range Street, North Mankato, Minnesota; and

WHEREAS, it is the intention of the City to sell the property to Habitat for Humanity of Southern Minnesota, LLC for the construction of new single family homes; and

WHEREAS, the City of North Mankato has adopted a Comprehensive Municipal Plan; and

WHEREAS, the sale of property at 706 & 710 Range Street, North Mankato, Minnesota bears a relationship to the Comprehensive Municipal Plan and its intent.

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

The Planning Commission for the City of North Mankato shall reconsider the sale of property at 706 & 710 Range Street, North Mankato, Minnesota and shall upon approval issue findings indicating that the proposed sale of property is in compliance with the Comprehensive Municipal Plan. Should the Planning Commission fail to report on the proposal within forty-five days after today's date or such other period as may be designated by the City Council the Planning Commission shall be deemed to have satisfied the requirements of the subdivision.

Adopted by the City Council this 6th day of April 2015.

\_\_\_\_\_  
Mayor

ATTEST:

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

RESOLUTION NO.

RESOLUTION DISPENSING WITH REQUIRMENTS UNDER  
MINNESOTA STATUTE 462.356 SUBDIVISION 2 REGARDING  
SALE OF 706 & 710 RANGE STREET, NORTH MANKATO, MINNESOTA

WHEREAS, the City of North Mankato owns property at 706 & 710 Range Street, North Mankato, Minnesota; and

WHEREAS, it is the intention of the City to sell the property to Habitat for Humanity of Southern Minnesota, LLC for the construction of new single family homes; and

WHEREAS, the City of North Mankato has adopted a Comprehensive Municipal Plan;

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

The governing body of the City of North Mankato with a two-thirds vote dispenses with the requirements of Minnesota Statute 462.356 Subdivision 2 and finds that the proposed disposal of property located at 706 & 710 Range Street has no relationship to the Comprehensive Municipal Plan.

Adopted by the City Council this 6th day of April 2015.

\_\_\_\_\_  
Mayor

ATTEST:

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

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #10C	Department: City Engineer	Council Meeting Date: 4/06/15
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**TITLE OF ISSUE: Resolution Waiving Requirements Under City Code Provision 155.08.**

**BACKGROUND AND SUPPLEMENTAL INFORMATION: The City of North Mankato needs to acquire a portion of Kato Engineering's property located at 2075 Howard Drive for the construction of a right turn lane on Lookout Drive for the Lookout Drive Reconstruction and Roundabout Project. Kato Engineering would like to donate the property, described in Exhibit A, to the City for the Lookout Drive Reconstruction and Roundabout Project.**

**REQUESTED COUNCIL ACTION: Adopt the Resolution Waiving Requirements Under City Code Provision 155.08.**

**For Clerk's Use:**

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

Vote Record:

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

**SUPPORTING DOCUMENTS ATTACHED**

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

Other (specify) Waiver of Compensation & Waiver of Appraisal

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

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

**RESOLUTION NO.**

**RESOLUTION WAIVING  
REQUIREMENTS UNDER CITY CODE PROVISION 155.08**

**WHEREAS**, the City of North Mankato, Minnesota is acquiring ownership of the property described on Exhibit A attached hereto (the “Property”) from Kato Engineering Inc.; and

**WHEREAS**, the Property is to be conveyed to the City of North Mankato, Minnesota by a metes and bounds description and therefore the conveyance of the Property by a metes and bounds description is subject to City Code Provision 155.08 subdivision (B) unless the City Council of the City of North Mankato, Minnesota waives the requirement that such conveyance comply with City Code Provision 155.08 subdivision (B); and

**WHEREAS**, upon advice of the City Attorney for the City of North Mankato, Minnesota, the City Council of the City of North Mankato, Minnesota is willing to waive any and all requirements under City Code Provision 155.08 relating to the conveyance of the Property to the City of North Mankato, Minnesota by a metes and bounds description.

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

1. Compliance with the requirements of City Code Provision 155.08 will create an unnecessary hardship and the failure of the conveyance of the Property to the City of North Mankato, Minnesota by a metes and bounds description to comply with City Code Provision 155.08 does not interfere with the purpose of the subdivision regulations of the City of North Mankato, Minnesota.
2. The City Council of the City of North Mankato, Minnesota hereby waives the requirement that the conveyance of the Property from Kato Engineering Inc. to the City of North Mankato, Minnesota by a metes and bounds description comply with the requirements of City Code Provision 155.08.
3. The City Administrator, Mayor and City Clerk are authorized to sign any and all documents necessary to carry out the intent of this resolution and to execute the transfer of said property.

Adopted by the City Council for the City of North Mankato, Minnesota this 6th day of April, 2015.

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Mayor

ATTEST:

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City Clerk

**EXHIBIT A:**

**LEGAL DESCRIPTION:**

All that part of the Southeast Quarter of the Southeast Quarter of Section 3, Township 108 North, Range 27 West, Nicollet County, Minnesota described as: Commencing at the Northeast corner of the Southeast Quarter of the Southeast Quarter of Section 3; thence South 00 degrees 23 minutes 20 seconds East (assumed bearing) along the east line of the Southeast Quarter of the Southeast Quarter of Section 3, a distance of 994.28 feet to the northerly right of way line of U.S. Trunk Highway No. 14, also being a point 329.85 feet north of the Southeast corner of said Section 3; thence North 76 degrees 46 minutes 48 seconds West along said northerly highway right of way line, a distance of 1178.53 feet; thence North 00 degrees 27 minutes 24 seconds East along the highway right of way line, a distance of 350.00 feet; thence North 17 degrees 46 minutes 50 seconds West along the highway right of way line, a distance of 237.27 feet to the point of beginning; thence continuing North 17 degrees 46 minutes 50 seconds West along said highway right of way line, a distance of 127.37 feet to a point on a line being 33.00 feet south of and perpendicular to the north line of the Southeast Quarter of the Southeast Quarter of Section 3; thence South 89 degrees 44 minutes 56 seconds East parallel to said north line of the Southeast Quarter of the Southeast Quarter, a distance of 68.78 feet; thence South 32 degrees 18 minutes 34 seconds West, a distance of 55.72 feet; thence South 00 degrees 05 minutes 03 seconds West, a distance of 73.88 feet to the point of beginning.

## WAIVER OF COMPENSATION & WAIVER OF APPRAISAL

Project: Lookout Drive Reconstruction and Roundabout Project, City of North Mankato, Minnesota

Property Address: 2075 Howard Drive, North Mankato, MN 56003

Owner: Kato Engineering Inc.

Nicollet County Parcel ID No.: 18.003.0100

Mr. Daniel Sarff, PE  
City Engineer  
1001 Belgrade Avenue  
P.O. Box 2055  
City of North Mankato, MN 56003

Dear Mr. Sarff,

The City of North Mankato, Minnesota (the "City") has advised the undersigned, Kato Engineering Inc. (the "Company"), that the City needs to acquire the portion of the Company's property located at 2075 Howard Drive, North Mankato, Minnesota that is described on Exhibit A attached hereto (the "Property") for the Lookout Drive Reconstruction and Roundabout Project for the construction of a right turn lane on Lookout Drive at the intersection with Howard Drive. The Surveyor's Certification on the Certificate of Survey dated 1-12-2015 bearing Job Number M19.103990 prepared by Bolton & Menk, Inc. for the City states that the area of the Property is 3,607 square feet. The Company has not made any independent inquiry into the area of the Property.

The Company understands that, based on the 2014 assessed value of the land at 2075 Howard Drive, in North Mankato, Minnesota as determined by the Nicollet County assessor, the estimated value of the Property is approximately \$2,308 (3,607 square feet x \$0.64/square feet = \$2,308).

The Company has received a copy of the brochure titled "Guidebook for Property Owners" and is aware of its right to receive an appraisal of, and just compensation for, the Property.

The Company wishes to donate the Property to the City and hereby waives the Company's right to receive an appraisal of, and just compensation for, the Property.

For the purposes of satisfying any applicable requirements of Minn. Stat. § 115.55, the Company hereby discloses to the City that (i) the Company has no Knowledge of the existence of an abandoned individual sewer treatment system on the Property and (ii) sewage is not generated on the Property.

For the purposes of satisfying any applicable requirements of Minn. Stat. § 152.0275, the Company hereby discloses to the City that to the Knowledge of Company, no methamphetamine production has occurred on the Property.

As used herein, the term "Knowledge" shall mean the actual knowledge (without inquiry or investigation) of Stephen Clarke, Vice President - Environmental Affairs and Real Estate, and shall not refer to the knowledge of the Company, or any affiliate, of any current or former property manager, or of any other current or former officer, agent, partner, manager, representative, or employee of the Company or any affiliate thereof.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2015

Owner: Kato Engineering Inc.

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

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

STATE OF \_\_\_\_\_ ) ss.  
COUNTY OF \_\_\_\_\_ )

This instrument was acknowledged before me on the \_\_\_\_\_ day of \_\_\_\_\_, 2015, by \_\_\_\_\_ the \_\_\_\_\_ of Kato Engineering Inc.

\_\_\_\_\_  
Notary Public





**BOLTON & MENK, INC.**  
**Consulting Engineers & Surveyors**  
1960 Premier Drive • Mankato, MN 56001-5900  
Phone (507) 625-4171 • Fax (507) 625-4177  
www.bolton-menk.com

MEMORANDUM

**Date:** April 6, 2015  
**To:** Mayor and City Council Members  
**CC:** John Harrenstein, City Administrator  
Brad Swanson, Public Works Director  
**From:** Daniel R. Sarff, P.E., City Engineer  
**Subject:** Approval of Plans for the Lookout Drive Reconstruction and Roundabout Project  
Project No. 14-03-CDEF

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On the agenda for the April 6 City Council Meeting is a resolution approving plans and specifications for the Project No. 14-03-CDEF - Lookout Drive Reconstruction and Roundabout Project and authorizing advertisement for bids. Since the plan set for this project consists of 186 plan sheets, it is not practical to review the plans in detail with the council at the meeting. Instead, I am providing the following review of the overall project scope, proposed timelines, estimated project costs and project funding:

**Project Scope** - The project includes the following major elements:

- Lookout Drive – from a point just north of Commerce Drive to the south side of Howard Drive:
  - Complete reconstruction of Lookout Drive from a point just north of Commerce Drive to the south side of the Howard Drive intersection (concrete pavement).
  - Construction of two “teardrop” roundabouts – located at the eastbound and westbound Highway 14 ramp intersections with Lookout Drive (concrete pavement).
  - Construction of a “yield-right” turn lane for northbound traffic on Lookout Drive turning right onto Howard Drive.
  - Improvements to the Highway 14 overpass bridge, including resurfacing the bridge deck, replacement of the concrete barriers and installation of decorative metal railings, and other miscellaneous improvements.
  - Construction of new 8-foot wide trails on both sides of Lookout Drive between Commerce Drive and Howard Drive, including across the bridge.
  - Minor storm sewer improvements
  - Striping and signing
  - New street lights
- Lookout Drive –from a point just north of Commerce Drive to Carol Court:
  - Edge mill and 2” bituminous overlay
  - Upgrade traffic signal systems at Commerce Drive and Marie Lane to be ADA (Americans with Disabilities Act) compliant
  - Upgrade sidewalk and pedestrian ramps at all street intersections to be ADA compliant
  - Striping and signing
  - New street lighting (alternate bid)



**Project Timeline:**

- The plans are currently being reviewed by Mn/DOT in St. Paul and the Mn/DOT Agreements Unit is preparing a cooperative agreement. The project cannot be advertised until plan review is complete, so the following dates may change.
- Scheduled Bid opening date – May 7<sup>th</sup>, 2015
- Mn/DOT Concurrence on Award and Cooperative agreement executed – June 1<sup>st</sup>
- Begin Construction – June 15<sup>th</sup> (approx.)
- Complete mill & overlay portion of the project – end of August (prior to school start in fall)
- Complete reconstruction/roundabouts/bridge improvements – mid November

**Detour Routes:**

- Reconstruction/roundabout portion of the project (north of Commerce Drive to Howard Drive) will be closed to vehicular and pedestrian traffic – traffic will generally be routed around reconstruction area using Commerce Drive, Lor Ray Drive, Carlson Drive and CSAH 41 (Rockford Road)
- Mill & overlay portion (Commerce Drive and south) will remain open to traffic during construction - at least one lane each direction

**Estimated Project Cost/Funding:**

- Estimated Project Cost - \$5,760,000
- Estimated Funding:
  - Federal Funds: \$3,480,000
  - State Funds: \$590,000
  - Municipal State Aid Funds: \$1,690,000

I will be available at the April 6 City Council meeting to answer any questions.

RESOLUTION NO.

RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING  
ADVERTISEMENTS FOR BIDS  
FOR PROJECT NO. 14-03CDEF LOOKOUT DRIVE RECONSTRUCTION AND  
ROUNDAABOUT  
SP 5203-102 & SP 150-070-001

WHEREAS, the City Engineer has prepared plans and specifications for Project No. 14-03CDEF Lookout Drive Reconstruction and Roundabout Project and has presented such plans and specifications to the council for approval;

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

- 1) Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
- 2) The city clerk shall prepare and cause to be inserted in the official paper and in on the Quest CDN Construction Data Network website an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for not less than three weeks, shall specify the work to be done, shall state that bids will be received by the clerk until 11:00 a.m. on May 7, 2015, at which time they will be publicly opened in the Council Chambers of the City Hall by the City Clerk and the City Engineer
- 3) The bids will then be tabulated, and will be considered by the City Council at their regular meeting at 7:00 p.m. on May 18, 2015, in the Council Chambers of the City Hall, contingent on Mn/DOT's concurrence on the bid award.. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the council on the issue of responsibility.
- 4) No bids will be considered unless sealed and filed with the clerk and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the clerk for five (5) percent of the amount of such bid.

Adopted by the City Council this 6<sup>th</sup> day of April 2015.

\_\_\_\_\_  
Mayor

ATTEST:

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

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #10E	Department: Administration	Council Meeting Date: 4/06/15
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**TITLE OF ISSUE: Consider Authorizing the Mayor and City Administrator to Execute a Sanitary Sewer System Interconnection Agreement Between the City of Mankato and North Mankato.**

**BACKGROUND AND SUPPLEMENTAL INFORMATION: Consider Authorizing the Mayor and City Administrator to Execute a Sanitary Sewer System Interconnection Agreement Between the City of Mankato and North Mankato and request charges associated with depreciation of the existing wastewater plant be reduced over a three to five year period after further discussion is completed regarding the total percentage of existing assets that should be replaced with cash contributions.**

**REQUESTED COUNCIL ACTION: Authorize the Mayor and City Administrator to Execute a Sanitary Sewer System Interconnection Agreement Between the City of Mankato and North Mankato.**

**For Clerk's Use:**

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

Vote Record:

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

**SUPPORTING DOCUMENTS ATTACHED**

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

Other (specify) Agreement, Exhibits 1,2,3,4 and 5  
 Memo \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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

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



## City of North Mankato, Minnesota

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To: Mayor Dehen & City Council Members  
From: John D. Harrenstein, City Administrator  
Date: April 2, 2015  
Re: Consider authorizing City Administrator and Mayor to execute wastewater interconnection agreement

### **Background**

On February 2<sup>nd</sup>, 2015, the City Council was provided with an explanation of the proposed wastewater interconnection agreement extension staff has been drafting with the City of Mankato. At that time, four remaining issues were identified as needing to be resolved prior to executing the agreement that included finalizing the SAC charge, determining how funding for depreciation on bonded equipment will be charged, the allocation of reserve capacity, and cost projections. The purpose of this memo is to provide feedback on these issues and recommend the City Council authorize the City Administrator and Mayor to execute the wastewater interconnection agreement.

### **Reserve Capacity**

At this time, North Mankato has 2.0 million gallons in reserve capacity which is approximately double the amount discharged into the Mankato Treatment Works each year. This reserve allows sufficient capacity for the community to continue to develop. Under the new agreement, costs are allocated by flow and the reserve capacity of the plant is available to all partner communities. As a result, while no fixed reserve amount is allocated to North Mankato in this extension, no limit on growth is imposed by the agreement.

### **Sewer Access Charge (SAC)**

For newly platted developments, a SAC charge will be imposed of \$500 per residential dwelling unit in 2015 and will increase to \$1600 in 2019. Total SAC revenue from all regional partners will be estimated to be \$83,000 in 2015 and \$248,000 in 2019. The fees collected will be remitted to Mankato to reduce the charges associated with bonded indebtedness and represent a first step at allocating costs currently imposed on existing rate payers to new users for reserved capacity at the plant.

### **Depreciation on Bonded Capital Equipment**

The new agreement includes charges previously unpaid by North Mankato for depreciation on bonded capital equipment. These new charges represent a previous conflict between the two cities regarding the equitability of charging depreciation on bonded capital equipment because North Mankato residents already pay debt service costs associated with the equipment being depreciated. The City of Mankato maintains these charges are necessary to replace aging equipment at the plant and articulate a desire to reduce debt issued for portions of capital replacement originally financed with bonds. While fair reasons exist on both sides over the issue on whether charges for depreciation on bonded capital equipment are equitable, it is unlikely the City of Mankato will concede to not charging North Mankato a portion of these costs for the next five year extension.

These new costs represent an uncertainty to rate structures in North Mankato because depending on items placed on the depreciation schedule over an unidentified period of time, year to year charges for the treatment of wastewater will fluctuate. This uncertainty led staff to request depreciation on bonded capital be decreased from 100% of the assets value to a reduced percentage that may be gradually increased over time. This will provide more stability in rate structures, additional SAC fees to be collected, and allow capacity for increased costs associated with depreciation costs to be realized as debt payments for the Wastewater plant decrease in 2019 and 2020.

**Cost Projections**

<b>Year</b>	<b>Cost</b>	<b>+/-</b>
<b>2006</b>	612,128	
<b>2007</b>	772,626	160,498
<b>2008</b>	736,290	-36,336
<b>2009</b>	840,921	104,631
<b>2010</b>	825,810	-15,111
<b>2011</b>	799,260	-26,550
<b>2012</b>	829,939	30,679
<b>2013</b>	611,091	218,848
<b>2014</b>	749,000	137,909
<b>2015 est.</b>	904,000	155,000

SANITARY SEWER SYSTEM INTERCONNECTION AGREEMENT  
BETWEEN  
THE CITY OF MANKATO AND NORTH MANKATO

THIS AGREEMENT, made and entered into this \_\_\_ day of \_\_\_\_\_, 2015 by and between the City of Mankato, a municipal corporation of Blue Earth County, Minnesota, and the City of North Mankato (the Customer Community), a municipal corporation of Minnesota.

In consideration of the mutual covenants and conditions contained herein, the parties hereto agree as follows:

I. PURPOSE OF AGREEMENT

The City of Mankato agrees to permit the interconnection of the City of North Mankato Sanitary Sewer Collection System with the City of Mankato Wastewater Treatment Plant (WWTP) and to convey and treat the wastewater delivered to the City of Mankato WWTP by the City of North Mankato on the terms and conditions as established in this Agreement.

II. DEFINITION OF TERMS

- A. **Agreement.** Agreement means this contract for the interconnection of sanitary sewer systems between the City of Mankato and the City of North Mankato.
- B. **Allocated Capacity.** Is the average of the Average Wet Weather (AWW) flow data available from the previous ten years and includes a standard deviation of 1 to account for infill and fluctuation in flows. The allocated capacity is adjusted annually.
- C. **Annual Flow.** Is the total flow from January 1<sup>st</sup> through December 31<sup>st</sup>.
- D. **Average Daily Flow.** Is the total annual flow divided by 365 days. The average daily flow design capacity of the Mankato Wastewater Treatment Facility is 9.38 million gallons per day (MGD).
- E. **Average Wet Weather Flow (AWW).** Is the maximum average flow for 30 consecutive days. The permitted average wet weather flow for the Mankato Wastewater Treatment Facility is 11.25 MGD.
- F. **Average Annual Flow.** The average of all daily flows.

- G. **Carbonaceous Biochemical Oxygen Demand (CBOD).** The quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedure in five (5) days at twenty (20) degrees Centigrade, expressed in terms of weight and concentration (milligrams per liter, mg/l).
- H. **Customer Community.** Any one, group, or all of the cities, townships, sanitary districts served by the Mankato Treatment System and represented in this Agreement.
- I. **Customer Community Collection System.** The system of sewers, force mains, lift stations and appurtenances, constructed, owned, operated and maintained by the Customer Community which are intended to carry only liquid and water-carried wastes from residences, commercial buildings, industrial plants and institutions located within the service area of the Customer Community.
- J. **Design Capacity.** Capacity of the Mankato WWTP to treat wastewater consistent with all requirements of the Federal Water Pollution Control Act as amended, the National Pollution Discharge Elimination System (NPDES) permit, and all other requirements established by the City of Mankato without incurring unreasonable operating expense or causing damage to the Mankato WWTP.
- K. **Fixed Costs:** Includes debt and interest payments, bonded and non-bonded debt depreciation. Depreciation is annually adjusted. Depreciation is the annual adjusted depreciation minus the annual SAC revenue. Fixed expenses are charged based on the allocated flow capacity of each customer community.
- L. **Flow Allocation.** Maximum wastewater flow that the City of Mankato and each Customer Community are allowed to discharge into the Mankato Treatment system.
- M. **Industrial Strength Waste.** Gaseous, liquid and solid wastes resulting from industrial or manufacturing processes, trade or business or from the development, recovery and processing of natural resources, as distinct from residential or normal domestic strength wastes. Industrial strength waste includes all wastes which are not of "normal domestic strength" as defined in this Article.
- N. **Infiltration.** Water entering the sanitary sewer system (including building drains and pipes) from the ground through sources such as, but not limited to, defective pipes, pipe joints, connections and manhole walls.

- O. **Inflow.** Water, other than wastewater, that enters a sanitary sewer system (including building drains) from sources such as, but not limited to, roof leaders, cellar drains, yard and area drains, foundation drains, drains from springs and swampy areas, manhole covers, cross-connections from storm sewers, catch basins, surface runoff, street wash waters or drainage.
- P. **Infiltration/Inflow (I/I).** The total quantity of water from both Infiltration and Inflow.
- Q. **Mankato City Code.** Mankato's City Code is a collection of ordinances that establishes city laws and regulations. It provides information on the roles of officers, administrative departments, city committees and describes City Council meeting procedures. In addition, the City Code addresses utility rates, licensing requirements and regulations, public safety, planning and zoning and city financing.
- R. **Mankato Collection System.** The system of sewers, force mains, lift stations and appurtenances, constructed, owned, operated and maintained by the City of Mankato which are intended to carry only liquid and water-carried wastes from residences, commercial buildings, industrial plants and institutions.
- S. **Mankato Treatment System.** The entire wastewater system operated and maintained by the City of Mankato which includes the combination of both the Mankato Collection System and the City of Mankato constructed, owned, operated and maintained WWTP.
- T. **Mankato WWTP.** The City of Mankato constructed, owned, operated and maintained wastewater treatment plant.
- U. **MPCA.** Minnesota Pollution Control Agency.
- V. **Normal Domestic Strength Waste.** Wastewater that is primarily introduced by residential users with a CBOD concentration not greater than two hundred sixty (260) mg/l and a total suspended solids (TSS) concentration not greater than two hundred eighty (280) mg/l. The concentration limits are subject to periodic review and may change to meet Mankato Treatment System regulatory and performance requirements. The definition in Chapter 3 of the Mankato City Code supersedes the definition in this Agreement.
- W. **Person.** The State or any agency or institution thereof, any municipality, governmental subdivision, public or private corporation, individual partnership or other entity, including, but not limited to any association,

commission or interstate body and including any officer or governing or managing body of any municipality, governmental subdivision or public or private corporation or other entity.

- X. **Pretreatment.** The process of reducing the amount of pollutants, eliminating pollutants or altering the nature of pollutant properties in wastewater to a less harmful state prior to introducing such pollutants into the Customer Community Collection System or the Mankato Treatment System.
- Y. **Sewer Availability Charge (SAC).** The SAC revenue collected by the City of Mankato is used to finance the reserved capacity portion of the capital costs of the Wastewater Treatment Facility, either directly, as pay as you go funding, or as debt service payments.
- Z. **State.** State of Minnesota.
- AA. **Total Suspended Solids (TSS).** The total suspended matter that floats on the surface of, or is suspended in, water, wastewater or other liquids and which is removable by a standard glass fiber filter.
- BB. **USEPA.** United States Environmental Protection Agency.
- CC. **User.** Any person, who discharges, causes or permits the discharge or placement of wastewater into the Customer Community system or the Mankato Treatment System.
- DD. **User Charge System (UCS).** The system of user and sewer service charges established and adopted by the City of Mankato, and codified in the Mankato City Code, Section 3.71, levies charges on users of the Mankato Treatment System for the user's proportionate share of the costs, associated with the Mankato Treatment System. The UCS for the use of the Mankato treatment system has fixed and variable cost components. Charges made to customer communities are assessed on flow only, unless the Customer community contributes wastewater in excess of their allocated load based on "normal domestic strength". The UCS for the use of the Mankato collection system is based on the portion of the Customer Community's linear feet (LF) of piping shared within the City of Mankato. The collection system charge will be assessed to all customer communities that use the City of Mankato's Collection System. The UCS includes user and sewer service charges, which generate revenue for billing administration, infiltration/ inflow, operation, maintenance (including replacement), and a debt service charge, which generates revenue for the repayment of capital-related costs of the Mankato Treatment System and for the annual depreciation transfer of bonded and

non-bonded capital replacements for the wastewater plant. See depreciation Exhibit A1.

- EE. **Variable Costs:** include salaries and benefits, overhead, administration, prorated administration charges for public works and general city administration, supplies and equipment, chemicals, utilities, biosolids handling, insurance premium transfers, and general and capital maintenance. Variable expenses can vary from year to year based on the facility's operational and maintenance needs or flows. Expenditures directly related and proportionate to the daily flow include: chemicals, power, natural gas, water, and hauling of biosolids. These variable costs are charged based on the total observed flow, million gallons (MG), sent to the treatment plant from January 1<sup>st</sup> through December 31<sup>st</sup>. The variable expenses related to operating and maintaining the treatment facilities and are charged based on the allocated flow capacity for each customer community.
  
- FF. **Wastewater.** All liquid or water-carried waste products from whatever source derived, together with such groundwater infiltration and surface water inflow as may be present.

\*For a more extensive list of wastewater related definitions, please refer the City of Mankato Code.

### III. POINT OF INTERCONNECTION

- A. Interconnections from the City of North Mankato Collection System to the Mankato Treatment System are limited to those locations specifically defined in this agreement. There shall be no additional points of interconnection unless otherwise expressly agreed to in writing by the City of Mankato.
  
- B. The City of North Mankato Collection System is permitted to connect at the locations listed and shown in **Exhibit 1 to this Agreement**.
  
- C. The City of North Mankato Collection System and the Mankato Collection System downstream of the point of interconnection shall in the judgment of the City of Mankato, be of sufficient size and capacity to accommodate the needs of the City of Mankato as well as to accept and convey the wastewater from the City of North Mankato in accordance with the parameters established in this Agreement.
  
- D. Maintenance and costs associated with the point of interconnection are the responsibility of the City of North Mankato as identified in **Exhibit 1 to this Agreement**. In addition the City of North Mankato is responsible for maintaining the structure in which their respective flow discharges into. If

the City of Mankato determines that the point of interconnection including the interconnection structure are not being maintained properly, the City of Mankato will as practical, notify City of North Mankato 24 hours in advance to arrange for maintenance and repairs. The associated costs will be the sole responsibility of the City of North Mankato.

- E. **Exhibit 1 of this Agreement** identifies any structures that the City of Mankato agrees to operate and maintain for the City of North Mankato and the method for reimbursement by the City of North Mankato to the City of Mankato for capital and annual operation maintenance costs.

#### IV. DESIGNATED SEWER SERVICE AREA

- A. The parties recognize and agree that the capacity of the Mankato Treatment System is limited or finite. As such, the parties agree that the municipal sanitary sewer service provided by the City of North Mankato shall be limited to include only sewer service within the specific designated sewer service area as established in this Agreement.
- B. The designated sanitary sewer service area for the City of North Mankato shall be limited to the corporate limits of the City of North Mankato or the City of North Mankato Sanitary District included as **Exhibit 2 of this Agreement**. The City of North Mankato agrees that it shall, by adoption of ordinances and employment of suitable methods or such other actions as are necessary, not extend or allow any extension or interconnection with its collection system from outside the designated sewer service area established in this Article, unless annexation of the additional area proposed for sewer service first occurs and provided the additional service area will not exceed any discharge limitations established in this Agreement without written permission by the City of Mankato.
- C. The design capacity of the Mankato WWTP is based upon the design parameters and projected population growth for the City of Mankato and Customer Communities defined by planning documents listed in **Exhibit 3 of this Agreement**. Table IV lists the flow projections for the City of Mankato and Customer Communities updated for this Agreement. Such flow estimates are projections only and actual wastewater treatment service is limited specifically to the discharge limitations in Article VI of this Agreement and all other terms and conditions established in this Agreement.
- D. Prior to renewal of the Sanitary Sewer Interconnection Agreement between the City of Mankato and the City of North Mankato, the City of North Mankato shall provide the City of Mankato population projections as outlined in Exhibit 3. The population projections shall be submitted to the

City of Mankato 12 months prior to the expiration of the current agreement. The agreement will not be renewed until a comprehensive plan has been submitted to the City of Mankato. The comprehensive plan shall include, but not be limited to the following:

1. Projected population growth (5, 10 and 20 year)
2. Projected new areas of development
3. Potential new industrial connections
4. Projected total number of new connections (5, 10 and 20 year)
5. Projected wastewater discharge flow to be sent to the Mankato Treatment System (5, 10 and 20 year)

**Table IV**  
**Flow Projections: Average Wet Weather (mgd)**

<b>Municipal Entity</b>	<b>2015</b>	<b>2025</b>	<b>2035</b>
Eagle Lake	0.469	0.483	0.487
Lake Washington SSD	0.130	0.130	0.130
Madison Lake	0.252	0.260	0.260
North Mankato	1.963	2.19	2.28
Skyline	0.035	0.035	0.035
South Bend Township	0.119	0.119	0.119
Mankato	9.00	10.24	11.26
<b>TOTALS</b>	<b>11.862</b>	<b>13.457</b>	<b>14.571</b>

V. CUSTOMER COMMUNITY COLLECTION SYSTEM: CONSTRUCTION, IMPROVEMENT, OPERATION AND MAINTENANCE REQUIREMENTS

- A. The City of North Mankato, at its expense, shall design, plan, lay, install, construct, operate, maintain, inspect and keep in repair its own public sanitary sewer collection system, so that such facilities and all user connections thereto at all times strictly conform with all State and Federal laws and regulations, applicable ordinances of the City of Mankato, the State Plumbing Code and the terms of this Agreement.
- B. Any future additions, expansions, improvements or connections to the City of North Mankato Collection System shall be subject to review by the City of Mankato prior to construction or connection and shall at all times strictly conform with and be constructed in accordance with all State and Federal laws and regulations, applicable ordinances of the City of Mankato, the State Plumbing Code, and the terms of this Agreement. All costs incurred by the City of North Mankato in designing, constructing, replacing, expanding or improving pipes and other appurtenances necessary for delivering the

wastewater flow from the City of North Mankato system to the interconnection point as described in Article III shall be paid by the City of North Mankato.

- C. Prior to the construction, improvement, expansion or replacement of the City of North Mankato Collection System or any portion thereof by the City of North Mankato, the City of North Mankato shall, if required to submit plans and specifications for the proposed construction, improvement, expansion or replacement to the MPCA or another State agency, submit the same plans and specifications as are submitted to the MPCA or other agency to the City of Mankato for its review, with the submittal being as nearly simultaneous as practicable.
- D. Upon receipt of such proposed plans and specifications of the City of North Mankato by the City of Mankato, the City of Mankato shall have sixty (60) days to review and make any written objections, which the City of Mankato may have to the proposed plans and specifications. In the event of an objection, the City of Mankato shall specify in writing the reasons for its objection and provide a written report of those findings to the City of North Mankato.
- E. The City of Mankato shall base any objection to the proposed plans and specifications on their conformity with the standards and specifications established by the Minnesota Pollution Control Agency for sanitary sewer collection system improvements and the 2004 Edition of the Recommended Standards for Wastewater Facilities (Ten State Standards) outlining policies for design, review and approval of plans and specifications for wastewater collection facilities.
- F. The City of Mankato will not deny the City of North Mankato's request for expansion of their collection system on the basis of wastewater treatment capacity provided that the City of North Mankato's Average Annual Wet Weather Flow for the calendar year previous to the year in which the request is made did not exceed the flow allocation provided in Table VI and so long as the wastewater collection system has not exceeded flows and/or loadings 85% of the waste wter treatment facility's permitted capacity for flow or loadings.
- G. In the event of an objection, the City of North Mankato may resubmit its plans and specifications taking into consideration the City of Mankato's objections. Upon resubmittal by the City of North Mankato, the City of Mankato shall have an additional thirty (30) days from receipt of the resubmitted plans and specifications to comment.

H. In the event that plans and specifications are not required to be submitted to the MPCA or another State agency for the construction, improvement, expansion or replacement of the City of North Mankato system or any portion thereof, the City of North Mankato recognizes that it is vital to the operation of the Mankato Treatment System to keep the City of Mankato informed of any changes that may affect the operation of the Mankato Treatment System. The City of North Mankato, therefore, agrees that it will establish procedures for review and evaluation of any plans that may affect the operation of the Mankato Treatment System by the City of Mankato prior to any construction, improvement, expansion or connection to the City of North Mankato system. The City of North Mankato shall establish the necessary procedures as part of its building permit issuance process that includes the wastewater discharge permit process to the Mankato Treatment System. The process shall include notification provided by the City of North Mankato to the City of Mankato of any new commercial or industrial projects or expansions. Upon receiving such notification, the City of Mankato shall determine whether a wastewater discharge permit is required in accordance with the provisions of Article XI. The City of North Mankato agrees that in no event shall any commercial or industrial building be connected to the City of North Mankato system until the City of Mankato has either (1) determined that a wastewater discharge permit is not required for the proposed project, or (2) if required, has issued a wastewater discharge permit for the proposed project.

## VI. EXTENT OF SERVICE

A. The parties hereto recognize that the capacity of the Mankato Treatment System is limited. The existing capacity of the Mankato WWTP is based upon the design criteria identified in the regulatory permits and planning documents listed in Exhibit 3 of this Agreement. Each Customer Community of the Mankato Treatment system is allocated flow based on the average annual and average wet weather flow (AWW) design capacity of the Mankato WWTP as listed in Table VI. The Mankato WWTP average annual design flow capacity is 9.38 mgd and the average annual wet weather flow capacity is 11.25 mgd.

Table VI will be updated annually. The allocated capacity in Table VI is the average of the Average Wet Weather (AWW) flow data available from the previous ten years and includes a standard deviation of 1 to account for infill and fluctuation in flows.

**Table VI: Flow Allocation Based on Existing Mankato WWTP Capacity**

<i>Community</i>	<i>Average Annual Wet Weather Flow Allocation (mgd)</i>	<i>Average Annual Flow Allocation (mgd)</i>	<i>Flow Allocation (%)</i>
Eagle Lake	0.469	0.37	3.92%
LWSD	0.130	0.10	1.09%
Madison Lake	0.252	0.20	2.11%
North Mankato	1.963	1.54	16.40%
Skyline	0.035	0.03	0.29%
South Bend Township	0.119	0.09	1.00%
Mankato	9.00	7.05	75.20%
<b>TOTAL</b>	<b>11.968</b>	<b>9.38</b>	<b>100%</b>

- B. Discharge of wastewater by the City of North Mankato to the Mankato Treatment System shall not exceed the flow limits listed in Table VI, except in conditions acknowledged by the City as significantly abnormal. Discharges in excess of these limits shall be considered in violation of this Agreement and subject to penalties under Section XV.
- C. The City of North Mankato shall be regulated for wastewater strength based on the concentration of CBOD, TSS, and other constituents in the City of North Mankato’s wastewater deemed necessary to protect the Mankato Treatment System and for the City of Mankato to comply with regulatory standards. Any discharge in excess of the normal domestic strength waste concentrations defined in this Agreement shall be assessed a surcharge and be subject to penalties as defined under Article XV.
- D. The City of North Mankato shall under no circumstances allow, and shall take such actions as are necessary by ordinance or otherwise to prohibit, its collection system from receiving wastewater discharges in excess of the maximum flow or loading limits as stated in this Article, unless the City of Mankato expressly agrees otherwise in writing. The City of North Mankato agrees to voluntarily, or at the request of the City of Mankato, take such actions as are necessary, including suspension, restriction or termination of sewer service, to prohibit any user of the City of North Mankato system from exceeding the above discharge parameters. The City of Mankato reserves the right to restrict the rate of flow at the point of interconnection from the City of North Mankato system to strictly conform to the parameters provided in this Paragraph.
- E. The discharge flow and wastewater quality concentration limits established in this Article are subject to periodic review and may change based on the

procedures set out in this Article as conditions and wastewater treatment service needs among the users of the Mankato Treatment System change. Exhibit 3 of this Agreement defines the basis of capacity for the Mankato Wastewater Treatment System. The City Ordinance defines the wastewater quality concentration limits and basis for normal domestic strength waste. As service needs change among users, the allocated flows listed in Table VI for the City of North Mankato may need to be periodically reevaluated and adjusted as the City of North Mankato's wastewater treatment service needs change.

- F. The City of Mankato may from time to time review or increase the discharge parameters established in this Article based upon changing circumstances, in such event the City of Mankato shall notify each Customer Community 30 days in advance of such changes. In allocating flow to the City of North Mankato, the City of Mankato shall take into account the City of North Mankato's actual rate of flow during the previous ten (10) years, projected or anticipated increases or decreases in rate of flow for the City of North Mankato and all other users of the Mankato Treatment System, the original allocation among all users of the Mankato Treatment System, design capacity of the Mankato WWTP, remaining design capacity reserved for other users of the Mankato WWTP, and such other factors as in the judgment of the City of Mankato will fairly allocate capacity among all users of the Mankato Treatment System.
- G. The City of North Mankato agrees that it will strictly conform to and not exceed the maximum limits stated in this Article unless otherwise agreed to in writing by the City of Mankato. In the event that the City of North Mankato believes an additional allocation of flow is needed over and above the maximum parameters established in this Article, the City of North Mankato may request a flow allocation review by submitting a written request to the City of Mankato. The City of Mankato, upon receipt of such a request, shall reconsider the flow allocation for the City of North Mankato. The City of North Mankato may make a request for a Treatment System flow allocation increase once per year during the term of this Agreement. The City of Mankato shall afford the City of North Mankato the opportunity to present information about the City of North Mankato's anticipated flows. The City of North Mankato in its request shall include sufficient factual information to enable the City of Mankato to make an appropriate review of allocation needs in addition to supplying any additional information requested by the City of Mankato and cooperating with any independent investigation by the City of Mankato which the City of Mankato deems necessary or desirable.
- H. Should the City of North Mankato make a request for a Treatment System flow allocation review, the City of Mankato may increase the flow allocation

as requested should the City of Mankato determine, in its judgment, that the allocation increase is necessary and appropriate based on the City of Mankato's review of the circumstances, information presented by the City of North Mankato, and the factors for determining flow allocation as provided in this Article. The City of Mankato shall make a determination approving or denying the request and provide written notice thereof to the City of North Mankato within sixty (60) days of receipt of the written request, except that the period for review may be extended an additional sixty (60) days should the City of Mankato determine that the information submitted by the City of North Mankato is not adequate to make a determination or should the City of Mankato determine that additional review or investigation is necessary or desirable.

- I. In the event of an approval, the City of Mankato may, based on its review and to the extent that the design capacity of the Mankato Treatment System allocated to all users of the Mankato Treatment System permits, assign the City of North Mankato an increased flow allocation at the level requested or at some lesser level which in the judgment of the City of Mankato is appropriate.

Under no circumstances shall the City of North Mankato increase or allow increased discharges exceeding the limits stated in this Article unless the City of North Mankato receives written notice of approval from the City of Mankato granting the capacity allocation increase. The letter of approval from the City of Mankato specifying the new discharge parameters shall be adopted by resolution of both governing bodies and by such actions becomes a part of this Agreement.

## VII. MONITORING AND MEASUREMENT OF SEWAGE

- A. All sewage discharged into the Mankato Treatment System from the City of North Mankato system shall be accurately monitored for strength and volume by acceptable metering and sampling equipment which shall be installed in a building or structure constructed by the City of North Mankato, at the City of North Mankato's expense, at or adjacent to the boundaries of the service area of the City of North Mankato or at such other site as may be mutually agreed upon. The location of the metering and sampling equipment shall be subject to review and approval by the City of Mankato.
- B. Each point of interconnection between the City of North Mankato Collection System and the Mankato Treatment system must be equipped with a monitoring station meeting the requirements set forth in this article.

- C. The City of Mankato will select the metering equipment. Each Customer Community will have the ability to select the contractor (s) to install the metering equipment. Flow meters selected will have the ability to communicate with the City of Mankato WWTP's control system. Capital costs associated with the installation of metering equipment will be the responsibility of the City of North Mankato.
- D. The City of Mankato, in its judgment and at its expense, may install, operate and maintain similar monitoring stations and may install, operate and maintain rate of flow restriction equipment or devices within or adjacent to the corporate limits of said City of Mankato at or near the point(s) of interconnection stated in Article III.
- E. The City of North Mankato shall operate and maintain the monitoring equipment and monitoring station. All required flow metering and sampling equipment shall be operational on a continuous basis and wastewater flow shall be measured on a continuous basis, with volumes totaled and recorded continuously. The reading and recording of results and collection and analysis of wastewater samples from the City of North Mankato's metering and sampling equipment shall be completed by the City of North Mankato. Wastewater samples shall be analyzed for CBOD, TSS and any other pollutants deemed necessary by the City of Mankato. Analysis of pollutants may be conducted by the City of Mankato at any time in a laboratory certified for such analyses by the State of Minnesota. A report shall be submitted by the City of Mankato to the City of North Mankato monthly.
- F. The City of Mankato will collect samples from the City of North Mankato's monitoring station at a frequency determined by the City of Mankato. The samples will be analyzed for constituents deemed necessary by the City of Mankato. Costs associated with sampling and analysis will be included in the operational budget of the Mankato Wastewater Treatment Facility..
- G. If it is determined by the City of Mankato that maintenance or operation of the metering equipment or metering station is unacceptable, the City of Mankato will provide 24 hour notice to the City of North Mankato to coordinate necessary repairs and take control of operation of the station. The cost for all such services shall be the responsibility of the City of North Mankato.
- H. The City of Mankato, upon reasonable notice first given to the City of North Mankato, shall have the right of access to the monitoring station, metering device, automatic sampler and any other recording instruments and may make any accuracy test or other inspections that it may deem necessary or desirable.

- I. On a bi-annual basis, the City of Mankato shall contract with a qualified flow metering calibration firm to have all metering devices calibrated. The cost of calibration services shall be distributed to the Customer Communities on a number of meters basis.
- J. If the City of Mankato and the City of North Mankato are unable to agree on the calibration of the metering device or related equipment, an impartial registered professional engineer, mutually satisfactory to the parties shall be selected as an arbitrator to supervise any repairs and calibration of the metering device or other related equipment. If the parties hereto cannot agree on the selection of a registered professional engineer to act as an arbitrator, a District Court judge for Blue Earth County shall select the qualified professional engineer to act as arbitrator. The findings of the selected arbitrator shall be final and binding on the parties. The services of the arbitrator shall be paid one-half by each party hereto. Any decision of the arbitrator shall be in accordance with the terms, covenants, conditions and provisions of this Agreement.
- K. If any required flow metering or sampling equipment, which is the responsibility of the City of North Mankato is non-functional for five (5) business days, temporary equipment approved by the City of Mankato shall be installed at the City of North Mankato's expense.
- L. If the required flow metering or sampling equipment fails, the wastewater volume and pollutant loadings shall be estimated using the most comparable recent historical data. Said estimates shall continue until such time as the equipment is repaired or replacement equipment is installed as required by this Agreement.

#### VIII. SANITARY SEWER BYPASS EVENTS

- A. Bypasses within the City of North Mankato's collection system may occur due to accidents such as pumps failing or pipes bursting or forced due to shut down of equipment for emergency repairs. Bypasses within the collection system may also occur, in order to keep sewage from backing up into homes, if there's no feasible way to reroute or contain the wastewater; heavy rains, snow melt or flooding.
- B. In the event of a bypass, the City of North Mankato shall immediately notify the Minnesota Duty Officer and the City of Mankato. When calling into the Duty Officer provide the NPDES Permit Number for the Mankato Wastewater Treatment Facility: **MN0030171**.

Duty Officer: 1.800.422.0798 or 651.649.5451  
City of Mankato WWTF: 507.387.8738, between 8 am and 4 pm  
507.387.8661, before 8 am and after 4 pm

If further assistance is needed, call the customer service center at the MPCA in St. Paul at 1.800.657.3864. Assistance is also available from the Mankato MPCA office at 507.389.5977.

- C. Immediately following discovery of the release, the City of North Mankato shall collect representative samples and sample the release for parameters of concern. The City of North Mankato shall contact the MPCA to discuss the sampling parameters and protocol. In addition, Fecal Coliform Bacteria samples shall be collected. If the release cannot immediately be stopped, the City of North Mankato shall consult with the MPCA regarding additional sampling requirements.
- D. The MPCA Release Sampling Report, **Exhibit 4**, must be completed for each bypass event. The City of North Mankato shall; complete the first page of the MPCA Release Sampling Report which includes the estimated release start time and release discovery time, collect a sample of the bypass flow and provide a sample to the City of Mankato.
- E. The City of Mankato will complete required testing as identified on page 2 of the MPCA Release Sampling Report and as requested by the MPCA. The City of North Mankato shall reimburse the City of Mankato for all costs associated with testing.
- F. The City of Mankato will complete page two of the Release Sampling Report and submit the completed report to the MPCA with the monthly Discharge Monitoring Report (DMR) and provide a copy to the City of North Mankato.
- G. During the bypass event, the City of North Mankato shall keep the MPCA representative and the City of Mankato informed and take immediate action to discontinue the bypass as soon as possible.

## IX. INSPECTION

- A. The City of Mankato Wastewater Superintendent or their designated representative, upon reasonable notice first given to the City of North Mankato, shall be permitted, at the expense of the City of Mankato, to inspect the design, materials, construction, as well as the subsequent operation and maintenance of the City of North Mankato system in order to confirm that the same is being constructed, operated and maintained according to applicable City of Mankato specifications, standards and

ordinances and all applicable Federal and State laws. The City of Mankato may inspect the City of North Mankato system under the above terms for the purpose of verifying that this Agreement is being complied with in its entirety.

- B. The City of North Mankato, upon reasonable notice first given to the City of Mankato, shall be permitted at the expense of the City of North Mankato, to inspect the condition and operation of the Mankato WWTP, in order to confirm that this Agreement is being complied with in its entirety.
- C. Upon written notice given by either party to this Agreement to the other that an investigation is necessary in the requesting party's opinion for the purpose of enforcing or complying with the provisions of this Agreement, the party being notified of the investigation shall, with all due diligence, assist in making such an investigation and shall make available to the requesting party, upon reasonable demand, all books, records and information maintained in connection with the operation and maintenance of its sanitary sewer system.

X. QUALITY OF EFFLUENT, RESTRICTION OR SUSPENSION OF SERVICE

- A. The quality of raw wastewater to be delivered to the Mankato WWTP shall be aerobic in character and the odor shall not be stronger than that associated with "typical" municipal raw wastewater. If additional aeration or injection of chemicals is required in the judgment of the City of Mankato or the MPCA in order to prevent damage to the Mankato Treatment System or to eliminate nuisance odor conditions from the City of North Mankato force main, all costs associated with this shall be borne by the City of North Mankato.
- B. The strength of waste shall not exceed normal domestic strength as defined in the Chapter 3 of the Mankato City Code or the National Pollutant Discharge Elimination System (NPDES), whichever set of standards are identified to be more rigorous will be utilized.
- C. The discharge, accidental or intentional, of prohibited materials, as defined in Article X of this agreement and Chapter 3 of the Mankato City Code and the NPDES permit standards, is strictly prohibited.
- D. The cost of any damage to the Mankato Treatment System related to the discharge of sewage not conforming to the characteristics set forth in this agreement and Chapter 3 of the Mankato City Code and in the NPDES permit standards is the sole responsibility of the City of North Mankato liable for the illegal discharge.

- E. The City of North Mankato shall not intentionally dilute waste discharged into public sewers as a partial or complete substitute for pretreatment needed to achieve compliance with these rules or applicable federal and state pretreatment standards and requirements.
- F. The City of North Mankato shall immediately notify the City of Mankato of any potential, proposed or actual substantial change in the volume or strength characteristics of the wastewater effluent discharged at the point of interconnection with the Mankato Treatment System which the City of North Mankato knows or has reason to believe will or is likely to have, either singly or by interaction with other wastes, a negative impact on the Mankato Treatment System or which will exceed the parameters provided in Article VI or the materials prohibitions provided in Article X (Chapter 3 of the Mankato City Code). The City of Mankato, in its judgment, may restrict the rate of flow at the point of interconnection to strictly conform with the parameters established in Article VI and Article X of this Agreement.
- G. The City of Mankato may restrict or limit the rate of flow of wastewater discharges at the point of interconnection from the City of North Mankato System should the City of Mankato, in its judgment , determine that such restriction or limitation is necessary in order to stop an actual or threatened discharge which presents or may present an imminent or substantial endangerment to human health or welfare, an endangerment to the environment, interference with the operation of the Mankato Treatment System, or which may cause the City of Mankato to violate any condition of its NPDES permit.
- H. The City of North Mankato, when notified of a restriction or limitation on wastewater service as provided for in Paragraphs B or C of this Article, shall act as soon as practicable after notification to cease or reduce such discharges or take such actions as are necessary to cause those responsible users of the City of North Mankato system to cease or reduce such discharges. In the event or failure of a user of the City of North Mankato system to comply voluntarily with a restriction or limitation, the City of North Mankato shall take such actions as are necessary, including but not limited to, immediate suspension of sewer service or severance of the sewer connection, in order to ensure full compliance with all terms of this Agreement.
- I. Upon proof by a user of the City of North Mankato system who is under a City of North Mankato imposed restriction, limitation or suspension, of the elimination of the non-complying discharge, the City of North Mankato shall reinstate the pre-restriction sewer service to the user after notifying the City of Mankato thereof and after the City of Mankato verifies compliance and

approves in writing the removal of the restriction. Notification of approval by the City of Mankato to remove a restriction shall be provided to the City of North Mankato within thirty (30) days of such request by the City of North Mankato.

XI. DISCHARGE OF CERTAIN MATERIALS PROHIBITED

- A. The City of North Mankato, by adoption of ordinances and employment of suitable methods, shall not discharge or allow any user of the City of North Mankato system to discharge, either directly or indirectly, any of the prohibited materials set forth in the Chapter 3 of the Mankato City Code or in the NPDES permit standards.
- B. If any waters or wastes are discharged or are proposed to be discharged to the Mankato Treatment System which contain substances or possess the characteristics enumerated in Paragraph A of this Article, and which, in the judgment of the City of Mankato, may have a deleterious effect upon the Mankato Treatment System, processes, or equipment; the receiving waters, soil, vegetation or groundwater; or which otherwise create a hazard to life or constitute a public nuisance, the City of Mankato may take one or all of the following actions:
  - 1. Reject the wastes prior to or during their discharge to the Mankato Treatment System;
  - 2. Require pretreatment to an acceptable condition for discharge to the public sewers, pursuant to Section 307 (b) of the Federal Water Pollution Control Act as amended;
  - 3. Require such remedial steps, as are in the judgment of the City of Mankato, necessary to abate any further impairment, either direct or indirect, of the proper functioning of the Mankato Treatment System;
  - 4. Require control over the quantities and rates of discharge which may include the restriction, limitation or suspension thereof;
  - 5. Require payment to cover the added costs of handling, treating and disposing of wastes not covered by existing user or sewer service charges. This includes, but is not limited to, reimbursement for any fines or penalties levied against the City of Mankato for a violation of its NPDES permit or which otherwise have resulted from a discharge from the City of North Mankato system; or

6. Require a wastewater discharge permit as contemplated in Paragraph C of this Article.
- C. The City of North Mankato agrees to require, by ordinance and employment of suitable methods, any user of the City of North Mankato system contemplating to discharge waters, wastes or loadings in excess of those described in Paragraph A of this Article, apply for and receive a written wastewater discharge permit between the user and the City of Mankato. No discharges or loadings as described in Paragraph A of this Article shall be permitted until an approved wastewater discharge permit has been issued to the user by the City of Mankato. The wastewater discharge permit shall at a minimum provide that:
1. The user will pay all costs incurred by the City of Mankato arising out of the discharge including any fines and penalties;
  2. The user shall under no circumstances exceed the parameters established in Article VI;
  3. Provisions be made for constant monitoring of discharge as may be necessary in the judgment of the City of Mankato;
  4. The City of Mankato or the City of North Mankato may restrict, limit, suspend or shut-off the discharge before it enters the Mankato Treatment System;
  5. The wastewater discharge permit may be revoked or modified where necessary as the needs of the Mankato WWTP dictate, in the judgment of the City of Mankato, in connection with the demands placed on the facility, its capabilities, and emergencies affecting its operation in compliance with the applicable requirements for its operation by the City of Mankato;
  6. The City of North Mankato and the user shall hold the City of Mankato harmless for such discharge; and
  7. Such other terms as may be deemed appropriate to ensure the safe and verifiable granting of permission to place such excess discharges or loadings in the sanitary sewer system, including but not limited to, those permit requirements established in Mankato City Code, Section 3.31, as such requirements now exist or may from time to time be amended by the City Council of the City of Mankato. No wastewater discharge permit shall be granted hereunder where such discharge would violate applicable Federal or State laws or regulations or

adversely impact upon the City of Mankato's ability to comply with applicable terms of its NPDES permit or applicable regulations governing the Mankato WWTP.

XII. INDUSTRIAL USERS, WASTEWATER DISCHARGE PERMITS AND PRETREATMENT

- A. The City of North Mankato agrees to require, by ordinance and employment of suitable methods, that all industrial users of its system, adhere to and comply with the wastewater discharge permit, monitoring and pretreatment requirements established in Mankato City Code, Section 3.31, as such requirements now exist or may from time to time be amended by the City Council of the City of Mankato.
- B. The City of North Mankato agrees to require pretreatment to normal domestic strength levels prior to discharge to the City of North Mankato system of all wastewater discharges in excess of the normal domestic strength levels, as defined in Article II of this Agreement, and of any wastewater discharges which will contribute wastes enumerated under Article X, Paragraph A should the City of Mankato require such pretreatment.
- C. The City of North Mankato agrees to provide notice and to require any existing or future users of its system to provide notice to the City of Mankato of any new user connections to the City of North Mankato system; of any improvement, expansion or replacement of an existing user connection; any significant change in the strength of effluent from a user of its system; or of any expansion of the volume of discharges or loadings from a user of the City of North Mankato system. The City of North Mankato agrees to provide and require such notification prior to allowing any connection, construction or any additional discharges or loadings to its system. Upon such notice given by either the City of North Mankato or an existing or new user of the City of North Mankato system, the City of Mankato shall determine within thirty (30) days whether the user must apply for a wastewater discharge permit under Paragraph A of this Article or under Paragraph C of Article X. The City of Mankato shall notify the user in writing of its determination. The City of North Mankato shall require the user to provide the City of Mankato sufficient information for it to make this permit determination and the City of Mankato may require any additional information it deems necessary or desirable to make the permit determination. The City of Mankato may extend the permit determination period for an additional thirty (30) days should it deem such extension necessary or desirable.
- D. During the permit determination period, the City of North Mankato shall strictly prohibit any connection, construction or any additional discharges or

loadings by the user to the City of North Mankato system. If the City of Mankato determines that a wastewater discharge permit is required for a particular user of the City of North Mankato system, it shall so notify the user and the City of North Mankato thereof. Thereafter the City of North Mankato shall require that the user apply for and receive a wastewater discharge permit from the City of Mankato prior to any connection, construction or release of any additional discharges or loadings by the user to the City of North Mankato system.

- E. The City of Mankato shall have the right to measure and monitor the waste discharged by any industrial user or any user with a wastewater discharge permit at the point of discharge to the City of North Mankato system. All costs incurred by the City of Mankato in monitoring or measuring such waste shall be paid to the City of Mankato by the affected user.
- F. The City of North Mankato shall require that all industrial users having waste containing prohibited materials as provided for in this Agreement to construct pretreatment and monitoring facilities meeting the requirements of the City of Mankato as established in the City of Mankato Sanitary Sewer Ordinance, Section 3.31, as such requirements now exist or may from time to time be amended by the City Council of the City of Mankato. The City of Mankato agrees that in all events it will require the application of rules, regulations and standards with respect to any industrial user on an equitable basis notwithstanding the location thereof.
- G. If pretreatment is required, the design, construction, installation, operation and maintenance of the pretreatment facilities and equipment shall be made at the owners' (permitees') expense. The plans and specifications for such pretreatment facilities and their subsequent operation and maintenance shall be subject to the review, approval and inspection of the City of Mankato prior to any construction of such facilities. Any subsequent changes to the permitted pretreatment facilities or process which will potentially adversely affect the quality of the discharge or the method of operation shall be reported to and approved by the City of Mankato prior to constructing or initiating any changes.
- H. No person shall intentionally dilute industrial waste discharged into public sewers as a partial or complete substitute for pretreatment needed to achieve compliance with these rules or applicable federal and state pretreatment standards and requirements.
- I. The City of Mankato reserves the right to adopt, modify or amend standards and regulations governing the contribution of wastes, pretreatment and the

contents and applicability of wastewater discharge permits as the same from time to time may be necessary or desirable.

### XIII. INFILTRATION AND INFLOW

- A. The parties hereto agree that remediation of infiltration and inflow (I/I) is a priority for the serviced communities. Therefore, the purposes of controlling and remedying I/I, the City of North Mankato agrees, by adoption or ordinances and employment of suitable methods or such other actions as are necessary, to effectively exclude extraneous I/I to its sanitary sewer system, including but not limited to storm water runoff from roofs, eaves, rainspouts, yards, lawns, foundation drains, parking lots, streets, alleys and the like.
- B. The City of North Mankato agrees to adopt, comply with, adhere to and enforce an I/I inspection, monitoring, remediation and surcharge program which substantially meets the program established by the City of Mankato. As such requirements now exist and may from time to time be amended by the City of Mankato. In no event shall the I/I program established by the City of North Mankato be less restrictive than the program set forth by the City of Mankato.
- C. The City of North Mankato shall exercise due care to preclude gravel, sand, dirt, grit or heavy substances of any kind from being washed or dumped into its sanitary sewer system. When expenses are incurred in cleaning the City of Mankato sewers due to any such substance being carried into them from the City of North Mankato system, all such expenses attributable to the City of North Mankato shall be paid for by the City of North Mankato within thirty (30) days of receipt of an invoice from the City of Mankato. The City of Mankato shall provide an itemized accounting of the cleaning expenses incurred with the invoice provided to the City of North Mankato.
- D. The City of North Mankato shall comply with the City of Mankato's I/I Manual for best practices and established flow limitations.

### XIV. AMOUNT OF FEES AND TIME OF PAYMENT

- A. The parties hereto agree that in consideration for transport and treatment of the wastewater of the City of North Mankato by the City of Mankato, the City of North Mankato shall pay to the City of Mankato all fees and charges applicable thereto as provided for in this Agreement. The parties agree to apply the City of Mankato User Charge System (UCS) in establishing the applicable fees and charges. The parties agree that the Mankato UCS may be subject to adjustment from time to time during the term of this Agreement by the City Council of the City of Mankato.

- B. The parties agree that the sewer service charge assessed to the City of North Mankato by the City of Mankato shall include a user charge, a sewer service charge and a debt service charge for the costs attributable to treatment, as determined annually by the City of Mankato. Charges shall be proportionate to use in accordance with the Mankato UCS and the UCS may be amended from time to time to provide for additional charges or surcharges which in the judgment of the City of Mankato are necessary or desirable.
- C. The parties also agree that the sewer service charge assessed to the City of North Mankato by the City of Mankato also includes a collection system maintenance fee identified in the UCS. As specified in the Master Agreement.
- D. The City of Mankato shall, on an annual basis, prepare a budget for the wastewater utility and determine unit costs for the various treatment parameters. Based upon unit costs and an estimated wastewater contribution for the City of North Mankato, an annual cost of treatment shall be calculated for the City of North Mankato. This estimate of annual treatment costs shall be presented to the City of North Mankato at least sixty (60) days before the new rates are to be effective.
- E. The City of North Mankato shall pay, each month, one-twelfth (1/12) of the annual estimated treatment cost for the previous month's service. At the end of each fiscal year, a final billing or refund will be prepared by the City of Mankato based on the actual wastewater contribution by the City of North Mankato and the actual cost of operation and maintenance of the Mankato WWTP. The billing or refund shall reflect an interest rate of five percent (5%) per annum based on the average monthly under-or over-payment. The interest calculation shall be determined as follows:

$$(\text{Actual Charges}-\text{Actual Payments}) / 12 \times 5\% = \text{Interest Due}$$

If "Interest Due" is positive, payment is to the City of Mankato.

If "Interest Due" is negative, payment is to the City of North Mankato.

- F. The City of North Mankato agrees to pay all applicable connection fees as determined by the City of Mankato. This includes the implemented sewer availability charge (SAC).
- G. City of North Mankato shall, submit Sewer Availability Charge (SAC) Permit Application and pay all applicable connection fees when the application for the sewer extension, as outline in **Exhibit 5 of this Agreement**, is submitted and prior to connection to the collection system.

- H. The SAC is a one-time fee for new connections or increased capacity demanded of the Mankato Wastewater Treatment Facility. One SAC unit equals 210 gallons of maximum potential daily wastewater flow capacity.
- I. Single family homes, townhouses, condominiums, duplex units, and apartments each equal one SAC per dwelling unit.
- J. For non-residential connections, one SAC unit is defined as 210 gallons of daily wastewater capacity. Communities pay a prorated SAC fee based on the estimated maximum potential daily wastewater flow capacity.
- K. The SAC revenue collected by the City of Mankato is used to finance the fixed costs; first offsetting annual capital maintenance; and then to reduce overall debt service payments. The remaining portion of the capital costs, representing currently used capacity, is paid by the communities through a portion of their monthly municipal charges. SAC pays for the wastewater infrastructure, making treatment available, while regular bills pay to treat the wastewater.
- L. Each SAC unit purchased by a community increases that community's allocated capacity by 210 gallons per day.

XV. PENALTY FOR NON-PAYMENT

- A. Failure on the part of the City of North Mankato to pay to the City of Mankato the payments specified above in Article XIII shall render such unpaid amount delinquent; and in the event such non-payment continues for a period of more than sixty (60) days after the due date, such delinquent amount shall bear interest at an annual rate of six percent (6%). The City of Mankato shall have and hereby reserves the right to enforce payment against the City of North Mankato by appropriate proceedings at law or in equity in any court of competent jurisdiction. All costs incurred by the City of Mankato in connection with collecting such delinquent accounts shall be paid by the City of North Mankato.

XVI. PENALTIES FOR VIOLATION OF WASTEWATER DISCHARGE PERMIT

- A. The parties hereto agree that the City of Mankato may apply the following penalty assessment formula to users of the City of North Mankato system who violate the terms and conditions established in an approved City of Mankato wastewater discharge permit as provided for in Articles X and XI of this Agreement:

PENALTY = (Concentration (mg/L) of constituent<sup>1</sup> in excess of domestic strength<sup>2</sup> ) \* (flow (MG)) \* 8.34\*(\$/lbs of constituent as established in User Charge System)

<sup>1</sup>Constituent refers to TSS, CBOD or any other constituent the City of Mankato deems necessary.

<sup>2</sup>Domestic strength as defined in the City of Mankato Code

- B. The parties agree that the penalty multiplier stated in the above formula will increase by 0.5 under the following circumstances:
1. The problem caused by mechanical malfunction or human error was not corrected within 12 hours;
  2. The Mankato WWTP was not notified of the problem and the nature of the discharge, as soon as reasonably possible. (The Mankato Wastewater Superintendent determines reasonableness; appeal procedures are outlined in Section 3.31 of the Mankato City Code); or
  3. The user, in the judgment of the Mankato Wastewater Superintendent, has a history of mechanical malfunctions or human errors that effect wastewater discharge.
- C. The parties agree that the penalty multiplier stated in Paragraph A of this Article will be 5.0 in the event that increased loadings caused the Mankato WWTP to violate its NPDES permit.
- D. The parties agree that if the above penalties do not prove to be a deterrent for failing to meet permitted discharge limits, the penalties will be increased for the violating user to a level the City of Mankato deems necessary to achieve compliance with permit requirements.

## XVII. SURCHARGES

- A. In the event that the City of North Mankato exceeds the discharge parameters set for in this Agreement, without first receiving prior written approval from the City of Mankato for such discharge, the City of Mankato, at its option, may restrict the rate of flow to meet the agreed upon parameters established in this Agreement, take any other actions as provided for in this Agreement, or charge the City of North Mankato a surcharge for those discharges of wastewater in excess of those defined in this Agreement. The excess rate of flow surcharge shall be calculated separately and shall be assessed for each hour that the agreed upon parameters were exceeded. Such additional charge for exceeding the allotted

limits is not intended to be a penalty, but rather, is an additional charge necessary to cover tangible and intangible operating and capital costs associated with accommodating the unexpected rate of flow or flow characteristics. For information regarding the exact cost of the surcharge, please consult the City of Mankato Code.

- B. In the event of extreme I/I events, as defined by this agreement and the I/I guidance manual, a surcharge will be assessed the City of North Mankato for the excess water to be treated. Such additional charge for excessive I/I is not intended to be a penalty, but rather, is an additional charge necessary to cover tangible and intangible operating and capital costs associated with accommodating the unexpected rate of flow from the City of North Mankato. For information regarding the exact cost of the surcharge, please consult the UCS.
- C. The City of Mankato, at its discretion, may choose to wave surcharges for situations in stated in Paragraph A or Paragraph B of this article in lieu of the City of North Mankato making a greater than or equal financial investment in the City of North Mankato Collection System to reduce the occurrence of such events.
- D. In addition to any surcharge, the City of North Mankato shall be liable for any damages caused to the Mankato Treatment System by such wastewater flows or loadings in excess of its allotted limits and will hold, save and defend the City of Mankato harmless from claims by third parties made as a result of the excess discharge and shall reimburse the City of Mankato for any and all additional costs over and above the surcharge for treating or otherwise disposing of the excess discharges.

#### XVIII. CUSTOMER COMMUNITY TO ADOPT AND ENFORCE REGULATIONS

- A. The City of North Mankato shall enact, adopt and strictly enforce all such resolutions, ordinances or regulations as may be or shall be necessary to give full effect to the stipulations contained in this Agreement.
- B. The City of North Mankato agrees to adopt, enforce, comply with and adhere to all sewer use regulations and revisions thereto as established in Mankato City Code, Section 3.31, as such requirements now exist or may from time to time be amended by the City Council of the City of Mankato.

#### XIX. THE CITY OF MANKATO TO ADOPT AND ENFORCE REGULATIONS

The City of Mankato shall enact, adopt and strictly enforce all such resolutions, ordinances or regulations, as may be or shall be necessary, in

the judgment of the City of Mankato, to give full effect to the stipulations contained in this Agreement.

XX. CUSTOMER COMMUNITY REPORTS AND MEETINGS

- A. The City of Mankato will hold a meeting in April of each year with the customer communities to review and answer questions related to the previous year's final settlement for wastewater charges.
- B. The City of Mankato will provide an Annual Financial Report that summarizes the overall financial operation of the Mankato Treatment System. The purpose of the report is to assist the City of North Mankato in planning for capital budget expenditures, anticipated major repairs and review the budget to actual expenditures and revenues for the prior year. The City and the customer communities will work cooperatively to ensure a clear and transparent financial reporting process. The Annual Financial Report may include the following:
1. Sewer Fund Financial Statement with summary of the prior year's budgeted and actual expenditures, the amount paid by each community, related funds (debt service and Sewer Access Charge) and line item descriptions that make up statement.
  2. Summary of the proposed Capital Improvement Plan.
  3. When flows and/or loadings reach 85% of the wastewater treatment facility's permitted capacity, the City of Mankato will provide a review of the number of Residential Equivalent Units (REUs) available.
  4. Table VI of Article VI, identifying the allocated capacity, annually adjusted, will be provided. The allocated capacity is the average of the Average Wet Weather (AWW) flow data available from the previous ten years and includes a standard deviation of 1 to account for infill and fluctuation in flows.
  5. Review of User Charge System and calculations. Summary table of User Charge System is attachment, refer to Exhibit A-1.
  6. Review Sewer Utility Assets and Depreciation Schedule. The 2013 sewer utility depreciation schedule is attached. The schedule will be annually updated and provided at the annual meeting.

C. At a minimum the City of Mankato will hold a meeting in July of each year with the customer communities. Additional meetings may be held at the request of customer communities or as deemed necessary by the City of Mankato. A representative and elected official from the City of North Mankato are encouraged to attend meetings. The following items may be discussed at the annual meeting:

1. Review Annual Financial Report
2. Review the projected 5 year Capital Improvement Plan (CIP)
3. Changes to the City of Mankato's Wastewater Treatment Facility's Master Plan
4. Review potential permit changes/new regulations and impact on WWTF
5. Review Inflow/Infiltration status for each Customer Community
6. Review available capacity (hydraulic and loadings) at the WWTF
7. When flows and/or loadings reach 85% of the wastewater treatment facility's permitted capacity, the City of Mankato will provide a review of the number of Residential Equivalent Units (REUs) available.

#### XXI. COOPERATION AND PARTICIPATION WITH AGENCIES

The City of North Mankato shall cooperate and participate with the City of Mankato in providing all data requested by any State or Federal agency relative to regulatory policies or funding requests.

#### XXII. LIABILITY FOR NEGLIGENCE

The City of North Mankato shall indemnify, save and hold harmless the City of Mankato from any and all loss or damage to any property incurred by the City of Mankato by reason of any act or omission of the City of North Mankato, its agents or employees, in connection with the construction or operation and maintenance of the sanitary sewer system belonging to the City of North Mankato, unless the same shall be due to the negligence of the City of Mankato, its agents or employees. The City of Mankato shall indemnify, save and hold harmless the City of North Mankato from any and all loss or damage to any property incurred by the City of North Mankato by

reason of any act or omission on the part of the City of Mankato, its agents or employees, in connection with the construction or operation and maintenance of the City of Mankato sanitary sewer system and Treatment System, unless the same shall be due to the negligence of the City of North Mankato, its agents or employees.

XXIII. NON-LIABILITY OF THE CITY OF MANKATO UNDER CERTAIN CHANGED CIRCUMSTANCES

The City of Mankato shall exercise diligence in operating its sanitary sewer system, and if said system is prevented from receiving and discharging sewage from the City of North Mankato in accordance with the terms of this Agreement by any cause not reasonably within the control of the City of Mankato, including but not limited to acts of God (fire, explosion, flood, earthquake, tornado), strike, war, unavoidable accident, rupture pipe resulting from temperature change or ground disturbances, or Federal or State interference (governmental exercise of authority, court orders), the City of Mankato agrees (except in the case of total destruction or near total destruction of its properties) to diligently put its works in condition again, as soon as practicable, to dispose of sewage in the manner provided for in this Agreement. The City of North Mankato shall hold, save and defend the City of Mankato harmless for any damage or loss resulting from such impossibility, frustration, interruption or suspension of performance of the terms of this Agreement.

XXIV. TITLE TO REMAIN WITH THE CITY OF MANKATO

It is agreed and understood by the parties hereto that the title to, and all incidents of ownership in, the Mankato Treatment System, any subsequent replacement or upgrades, improvements or expansions thereof, and all the grounds upon which the same is located shall remain in the City of Mankato and shall be the absolute property of said City of Mankato. It is further agreed and understood that the operation of the Mankato Treatment System and employment of personnel therefore shall be in the full charge of the City of Mankato.

XXV. TERM OF AGREEMENT

This Agreement shall take effect as of the date first written above and shall continue in force for the duration of the NPDES permit of the WWTP. The current WWTP's NPDES permit is valid until August 31, 2015. In the event that NPDES permit is modified prior to that, the City of Mankato reserves the right to modify this City of North Mankato agreement. In the event that the

current NPDES permit is extended past August 31, 2015, this agreement will be extended until the new expiration date.

The city of Mankato will inform all customer communities of any foreseeable NPDES permit modifications or extensions at a minimum of 30 days prior to the expiration date of the permit.

## XXVI. DEFAULT

- A. The City of Mankato may declare a default under this Agreement for any of the following reasons:
1. Failure to factually report rate of flows and loadings;
  2. Failure to report significant changes in rate of flows and loadings;
  3. Refusing reasonable access for purposes of investigation, inspection or monitoring; or
  4. Violating or breaching any other term or condition of this Agreement.
- B. Whenever the City of Mankato finds conduct which constitutes a default under the terms of Paragraph A of this Article, the City of Mankato shall serve or cause to be served upon the City of North Mankato a written notice by certified mail, stating the nature of the alleged default. Within thirty (30) days of the date of receipt of the notice, the City of North Mankato shall respond in writing to the City of Mankato, advising of its position with respect to the allegations. The City of Mankato may require representatives of the City of North Mankato to meet three (3) times with representatives of the City of Mankato at a location chosen by the City of Mankato in order to ascertain the accuracy of the allegations and where necessary, establish a plan for the satisfactory correction thereof.
- C. In the event of any continuing default on the part of either party hereto, the aggrieved party, after first giving reasonable written notice and affording a reasonable opportunity to correct such default, may, at the non-defaulting party's option, submit said grievance to binding arbitration; or the non-defaulting party, may, at its option, institute any other action or proceedings as provided for herein, or available at law or in equity, as may be considered by it upon advice of legal counsel to be most effective for the enforcement of this Agreement.
- D. In addition to the remedies provided for in this Agreement and any other available remedies at law or in equity, in the case of a default, the non-

defaulting party may bring an action for specific performance to compel the performance of this Agreement in accordance with its terms.

XXVII. DISPUTES

- A. Negotiation. When a disagreement or dispute shall arise over interpretation of any provision of this Agreement and such dispute does not constitute an event of default under Article XXIV, the City of Mankato and the City of North Mankato will direct staff members as they deem appropriate to meet at a mutually convenient time and place to attempt to resolve the disagreement or dispute through negotiation.
- B. Arbitration/Adjudication. When the parties to this Agreement are unable to resolve a disagreement or dispute over interpretation of any provision of this Agreement through negotiation, either party may seek relief by submitting a grievance to binding arbitration or through initiation of an action in a court of competent jurisdiction.

XXVIII. RELATIONSHIP OF THE PARTIES

No party to this Agreement shall by virtue of this Agreement have any responsibility with respect to services provided or contractual obligations assumed by any other party, and nothing in this Agreement shall be deemed to constitute or to create any fiduciary or agency relationship among the parties or any other party.

XXIX. GOVERNING LAW

This Agreement is made pursuant to, and shall be construed in accordance with the laws of the State of Minnesota.

XXX. ATTACHMENTS

All Attachments or Exhibits referred to in this Agreement are hereby made a part hereof and incorporated herein by reference as fully and as completely as if set forth herein verbatim.

XXXI. WAIVER

The waiver by either party of an event of default of any term of this Agreement by the non-defaulting party shall not operate, or be construed to operate, as a waiver of any subsequent claim of default or any other claim available under this Agreement or available at law or in equity. The making or the acceptance of a payment by either party with knowledge of the

existence of a default shall not operate, or be construed to operate, as a waiver of any subsequent claim of default or any other claim available under this Agreement or available at law or in equity.

XXXII. ENTIRE AGREEMENT

The terms, covenants, conditions and provisions of this Agreement, including present and all future attachments or exhibits shall constitute the entire agreement between the parties hereto superseding all prior agreements and negotiations. This Agreement shall be binding upon and inure to the benefit of the respective successors and assigns of the City of Mankato and the City of North Mankato.

XXXIII. AMENDMENT

This Agreement may be amended or modified only by mutual, written agreement duly executed by both of the parties hereto. Such written agreement shall be executed by a resolution duly adopted by the City Council of the City of North Mankato and the City Council of the City of Mankato.

XXXIV. SEVERABILITY

In the event that any provision of this Agreement is determined to be invalid, illegal or unenforceable by any court of competent jurisdiction, by reason of any existing or subsequently enacted legislation, or by the application of existing or subsequently adopted rules and regulations of any State or Federal agency, the other provisions of this Agreement shall remain in full force and effect, and the parties hereto shall negotiate in good faith and agree to such amendments or modifications of or to this Agreement or other appropriate actions as shall, to the maximum extent practicable in light of such determination, implement and give effect to the intentions of the parties hereto.

XXXV. CAPTIONS AND HEADINGS

Captions and headings in this Agreement are for ease of reference only and are not intended to alter the terms of this Agreement.

XXXVI. NOTICE

Any notices required under the provisions of this Agreement shall be in writing and sufficiently given if delivered in person or sent by certified or registered mail, return receipt requested, postage prepaid, as follows:

If to the City of Mankato:

City of Mankato  
Attn: Pat Hentges, City Manager  
10 Civic Center Plaza  
P.O. Box 3368  
Mankato, MN 56002-3368

If to the City of North Mankato:

City of North Mankato  
Attn: John Harrenstein, City Administrator  
1001 Belgrade Avenue  
City of North Mankato, MN 56002-2055

IN WITNESS WHEREOF, the City of Mankato has caused this Agreement to be signed in duplicate by its designated representative and second designate representative, attested to by its City Clerk, and its corporate seal to be hereunto affixed pursuant to a resolution of the City Council of the City of Mankato, a certified copy of which is hereto attached; and the City of North Mankato has caused this Agreement to be executed by its designated representative and second designate representative, and its corporate seal to be hereunto affixed pursuant to a resolution duly adopted by the City Council of the City of North Mankato, a certified copy of which is hereto attached.

FOR THE CITY OF MANKATO

FOR THE COMMUNITY OF NORTH  
MANKATO \_\_\_\_\_

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

\_\_\_\_\_  
Title:

Attest: \_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Title:

Dated this \_\_\_\_\_ day of  
\_\_\_\_\_, 2015

Dated this \_\_\_\_\_ day of  
\_\_\_\_\_, 2015

**EXHIBIT 1  
CUSTOMER COMMUNITY CONNECTION**

**A. North Mankato Sanitary Sewer Connection to Mankato:**

1. Page 2: Table 1 provides the following information:
  - a. Description of collection system:
    - i. Size and type of pipe
    - ii. Materials of construction
    - iii. Description of structures
    - iv. Specialty items
  - b. Ownership: identifies who owns structures, piping, fittings and valves.
  - c. Maintenance: identifies who maintains collection system components
    - i. Calibration of meters
    - ii. Collection of samples
  - d. Reimbursement: Identifies who is responsible for costs associated with collection system components.
    - i. If more than one community is responsible, how costs are shared is identified.
2. Page 3: Map showing location of North Mankato's Sanitary Sewer System interconnection to the Mankato Treatment System.
3. The City of North Mankato discharges directly at the wastewater treatment plant and does not use the Mankato Collection System. North Mankato will not be charged fee for use of the collection system.

Initial here:

CITY OF MANKATO

\_\_\_\_\_

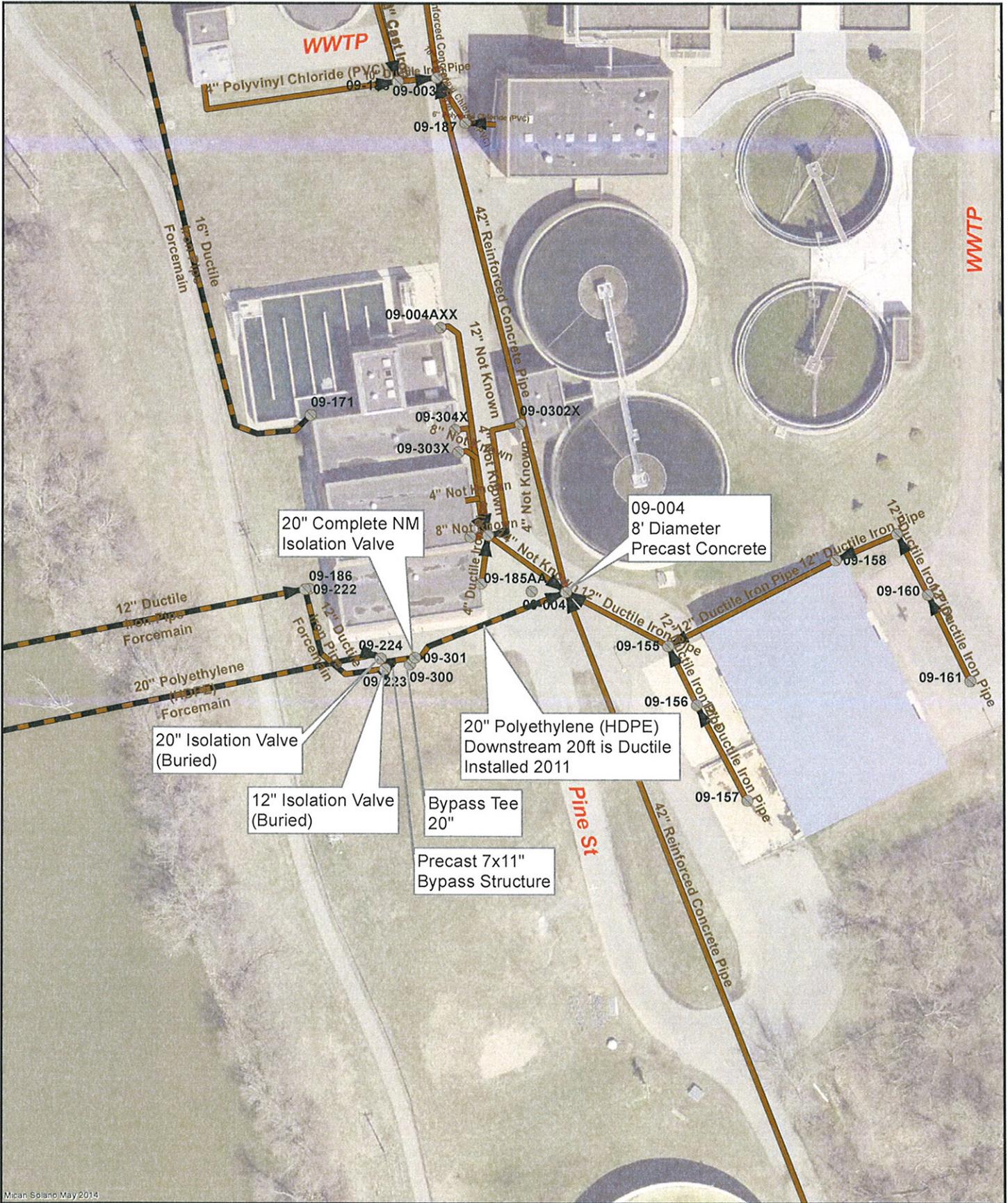
CITY OF NORTH MANKATO

\_\_\_\_\_

**Table 1 -North Mankato Sanitary Sewer System Connection with Mankato**

Item	Description	Ownership	Maintenance	Reimbursement
Map	Attached: Identifies location of structures and interconnection.			
North Mankato Lift Station	Description: Metering and samples collected at the North Mankato Lift Station.	City of North Mankato	City of North Mankato  City of Mankato collects samples City of Mankato calibrates meter 2 x per year	
	Samples: collected from pump discharge line.			
	Meter: Endress-Hauser Prosanic FMU 90, Ultrasonic Sensor: Endress-Houser FDU 91.			
Piping	Description: 20 inch HDPE line and 12 inch C-900/DIP line from North Mankato Lift Station to Influent Structure 09-300	City of North Mankato	City of North Mankato	
Influent Structure 09-300	Description: Constructed in 2011. Concrete structure at Mankato WWTF includes two influent lines; 20 inch HDPE and a 12 inch C-900 line wye together, both lines contain separate isolations valves. They flow together through the structure in a 20 inch DIP line. In the structure there is a 20 inch tee with a blind flange followed by a 20 inch isolation butterfly valve for a bypass. The 20 inch DIP line exits the structure and enters a 8 foot diameter MH 09-004.	City of North Mankato	City of North Mankato	
Piping	Description: 20 inch DIP line between Influent Structure 09-300 and MH 09-004	City of North Mankato	City of North Mankato	
Manhole 09-004	Description: Structure constructed in 2011. 8 foot diameter MH with 20 inch PVC line from North Mankato and 42 inch concrete line with CIPP liner from Mankato. Effluent line is a 42 inch concrete line with CIPP liner.	City of Mankato	City of Mankato	Maintenance costs split 25% North Mankato, 75% Mankato

\* Easement provided to City of North Mankato for access to City's infrastructure located at the Mankato WWTF.



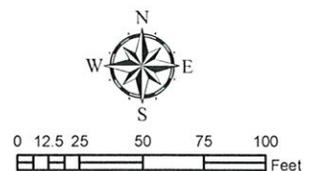
Mican Solano May 2014

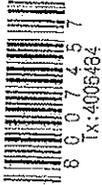


# North Mankato Connection

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

- Sanitary Manholes
- Sanitary Mains
- Sanitary Forcemain
- Sanitary Private Mains
- Abandoned Sanitary Mains





7  
19337  
City of Mankato  
Public Works  
Att: James Brander  
3 pp  
Pd

T122837  
CERTIFIED, FILED AND/OR RECORDED ON  
01/13/2015 8:06 AM  
BLUE EARTH COUNTY, MN  
PATTY O'CONNOR COUNTY RECORDER  
TAXPAYER SERVICES DIRECTOR  
REC FEE: 46.00EXEMPT: N/A  
DT PD: 1.65EXEMPT: N/A  
DELINQ TX: N/TRANS ENTER: Y  
eCREV/CREV: N/A  
SPLIT-CURRENT TX PD: N/A  
PAGES: 3

AFFECTED CERTIFICATES:  
19337

RO1.09.06.382.005 (A)

Form No. 31-M - QUITCLAIM DEED Corporation or Partnership to Corporation or Partnership (Top 3 inches Reserved for Recording Data) Minnesota Uniform Conveyancing Blanks

STATE DEED TAX DUE HEREON: \$ 1.65 eCRV number:

Date: 1/5/15

FOR VALUABLE CONSIDERATION, City of Mankato

a municipal corporation under the laws of Minnesota, Grantor,  
hereby conveys and quitclaims to City of North Mankato

a municipal corporation under the laws of Minnesota, Grantee,  
real property in Blue Earth County, Minnesota, described as follows:

A perpetual non-exclusive easement for utility purposes described as follows:

An easement for utility purposes lying over, under and across that part of Lot 1, Block 1, Mankato Waste Water Plant Subdivision, according to the plat thereof on file and of record with the Blue Earth County Recorder, described as: Commencing at the southeast corner of Block 43, Mankato City Addition, according to the plat thereof on file and of record with the blue Earth County Recorder; thence North 89 degrees 26 minutes 25 seconds West, (assumed bearing) along the south line of said Block 43, and its westerly  
Continued on Attached

together with all hereditaments and appurtenances belonging thereto.

CITY OF MANKATO

Affix Deed Tax Stamp Here

By Patrick W. Hentges  
Its City Manager

By

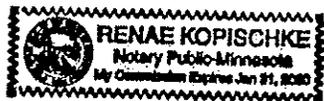
Its

STATE OF MINNESOTA }  
COUNTY OF BLUE EARTH } ss.

The foregoing was acknowledged before me this 5th day of January, 2015, by Patrick W. Hentges and the City Manager of City of Mankato and

, a municipal corporation under the laws of Minnesota, on behalf of the municipal corporation.

NOTARIAL STAMP OR SEAL (OR OTHER TITLE OR RANK)



Renae Kopischke  
SIGNATURE OF PERSON TAKING ACKNOWLEDGMENT

Tax Statements for the real property described in this instrument should be sent to (Include name and address of Grantee):

City of Mankato  
P.O. Box 3368  
Mankato MN 56002

THIS INSTRUMENT WAS DRAFTED BY (NAME AND ADDRESS):

LAMM, NELSON & CICH  
Attorneys at Law  
151 St. Andrews Court, Suite 1310  
Mankato MN 56001

extension, 500.00 feet; thence South 82 degrees 00 minutes 00 seconds West, 136.00 feet to the point of beginning; thence South 08 degrees 00 minutes East, 63.00 feet; thence North 82 degrees 00 minutes 00 seconds East, 92.00 feet; thence North 08 degrees 00 minutes 00 seconds West, 36.00 feet; thence North 82 degrees 00 minutes 00 seconds East, 50.00 feet; thence South 08 degrees 00 minutes 00 seconds East, 75.00 feet; thence South 82 degrees 00 minutes 00 seconds West, 260.00 feet, more or less, to a point on the easterly water's edge of the Minnesota River; thence northwesterly, along said water's edge, 105 feet, more or less, to the point of intersection with a line which bears South 82 degrees 00 minutes 00 seconds West, from the point of beginning; thence North 82 degrees 00 minutes 00 seconds East, 140 feet, more or less, to the point of beginning. Containing 20,000 square feet, more or less.

This easement is granted to allow the grantee to maintain, repair and replace its waste water lines running from North Mankato's Waste Water lift station, which runs under the Minnesota River from west to east and into the City of Mankato's 42" interceptor located on Lot 1, Block 1, Mankato Waste Water Treatment Plant Subdivision, Blue Earth County, Minnesota.

The following is a description of the present lines:  
Description: Constructed in 2011. Prior to the concrete structure at the Mankato WWTF a 20 inch HDPE and a 12 inch C-900/DIP line from North Mankato wyes together and both lines contain separate isolation valves. They flow together through the structure in a 20 inch DIP line. In the structure there is a 20 inch tee with a blind flange followed by a 20 inch isolation butterfly valve for a bypass, if needed. The 20 inch DIP line exists the structure and enters an 8 foot diameter MH 09-004 which is Mankato's 42 inch interceptor.

See attached Easement Drawing prepared by Warren P. Smith of Survey Services, Inc. on September 11, 2014.

The total consideration for this transfer of property is \$500 or less.

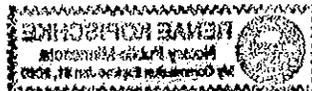




EXHIBIT 2  
CORPORATE LIMITS OF NORTH MANKATO

- A. Map provided in Exhibit 2 outlines the designated sewer service area within the corporate limits of North Mankato to be serviced by the Mankato Treatment System.
  
- B. The designated sanitary sewer service area for the City of North Mankato includes the corporate limits of the City of North Mankato and the rural sewer system extended to the area of North Links Golf Course. This rural system includes the golf course as well as residential properties adjacent to the sewer line that runs to the gold course as shown on the attached Map.

Initial here:

CITY OF MANKATO

\_\_\_\_\_

CITY OF NORTH MANKATO

\_\_\_\_\_



# Exhibit 2 - North Mankato Sanitary Sewer District

March, 2015

## City of North Mankato

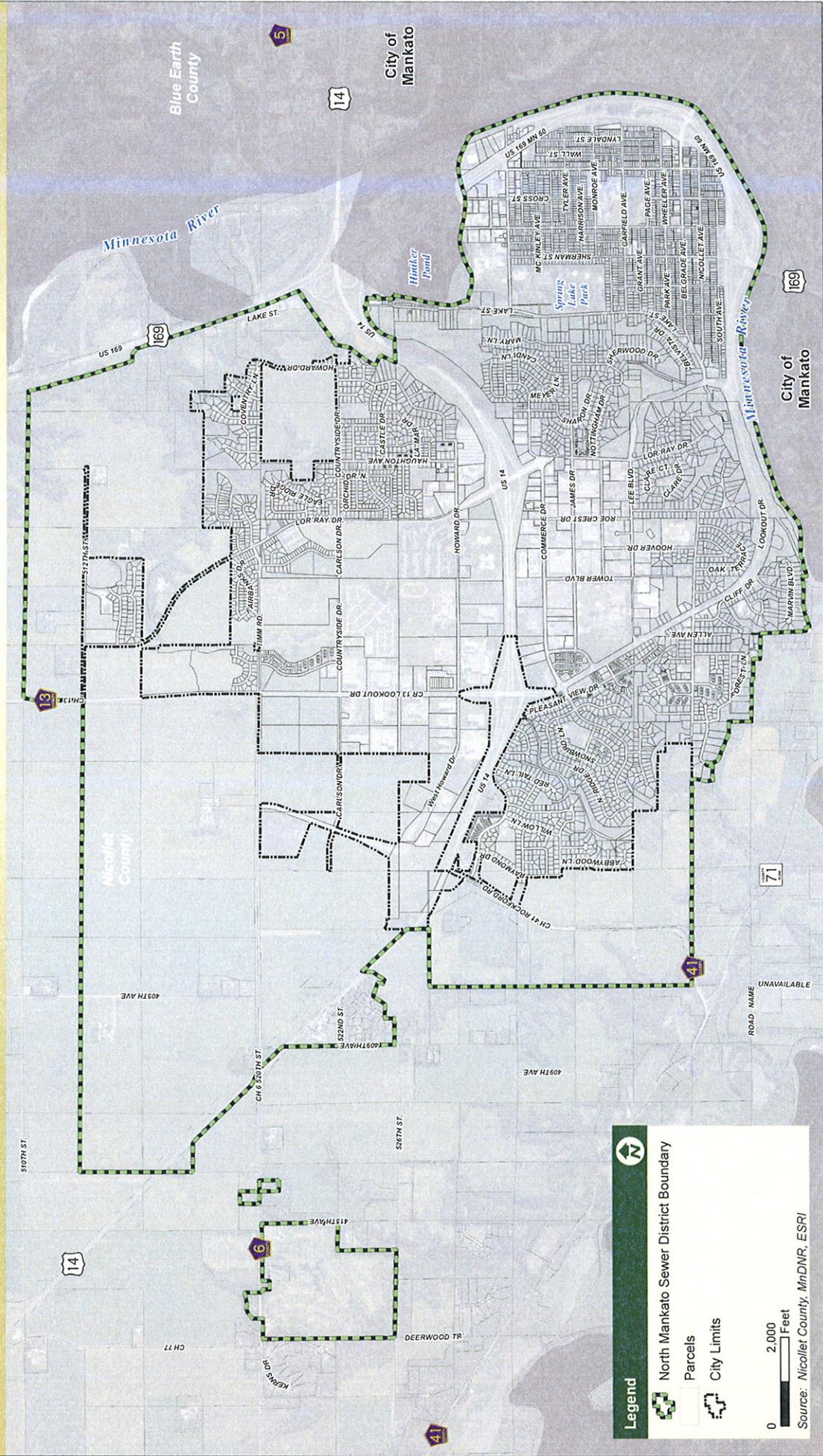


EXHIBIT 3  
DESIGN PARAMETERS OF THE  
MANKATO WASTEWATER TREATMENT FACILITY

1. Mankato's National Pollution Discharge Elimination System (NPDES) permit.
2. Mankato Wastewater Treatment Plant Facility Plan.
3. 5, 10, 15 and 20 year projections for the designated sewer service area within the corporate limits of the **City of North Mankato** to be serviced by the Mankato Treatment System are provided by the Mankato/North Mankato Area Planning Organization (MAPO):

Year	2020	2025	2030	2035
Projected Population	14,455	15,002	15,325	15,611
Est. New Connections	227	198	117	104
AWW Projected	1.96	2.02	2.06	2.10

Initial here:

CITY OF MANKATO

CITY OF NORTH MANKATO

**EXHIBIT 4**  
**RELEASE SAMPLING REPORT**

1. Attached is the Release Sampling Report. Complete and forward to the City of Mankato per Section VII of the Sanitary Sewer System Interconnection Agreement.

Initial here:

CITY OF MANKATO

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CITY OF NORTH MANKATO

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Minnesota Pollution  
Control Agency

520 Lafayette Road North  
St. Paul, MN 55155-4194

# Release Sampling Report

## Wastewater Treatment Program

Doc Type: Discharge Monitoring Reports

**Instructions:** Report the sampling data for this release on the back side of this form, and submit this form electronically as an attachment to the Discharge Monitoring Report (DMR).

Facility name: \_\_\_\_\_ Facility address: \_\_\_\_\_  
 Duty Officer Report No.: \_\_\_\_\_ Permit No.: \_\_\_\_\_

### Release Information

1.	Receiving waters:	
2.	Release start date:	
3.	Release start time:	
4.	Release discovery date:	
5.	Release discovery time:	
6.	Release anticipated?	<input type="checkbox"/> Yes <input type="checkbox"/> No
7.	Location of release:	
8.	Release related to wet weather?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown

Comments:

**Note:** The definition of an "anticipated bypass" is a known equipment shutdown.  
 Report the sampling data for this release on the back side of this form.



**EXHIBIT 5**  
**SANITARY SEWER ACCESS CONNECTION PERMIT APPLICATION**  
**TO MANKATO WASTEWATER TREATMENT PLANT**

Please complete the information below:

Applicant Name \_\_\_\_\_

Company Name (if applicable) \_\_\_\_\_

Address (location of new sewer tap) \_\_\_\_\_

Phone Number \_\_\_\_\_

Intended Use: Residential: \_\_\_\_\_ Number of Residential Dwelling Units: \_\_\_\_\_

Business: \_\_\_\_\_ Square Footage/Water Use (gallons per day): \_\_\_\_\_

Industrial: \_\_\_\_\_ Square Footage/Water Use (gallons per day): \_\_\_\_\_

The Sanitary Sewer Access Connection (SAC) Fee for each Residential Equivalent Unit (REU) to send flow to the Mankato Wastewater Treatment Facility is:

Connection Size*	2015	2016	2017	2018	2019
5/8"	\$500	\$780	\$1,050	\$1,330	\$1,600
3/4"	\$500	\$1,170	\$1,580	\$1,990	\$2,400
1"	\$500	\$1,940	\$2,630	\$3,320	\$4,000
1-1/2"	\$500	\$3,880	\$5,250	\$6,630	\$8,000
2"	\$500	\$6,200	\$8,400	\$10,600	\$12,800

\* One REU = 210 gallons per day (6,300 gallons per month).

\* Industrial, commercial, large water users and all connections over 2 inches to be reviewed independently and fee based on projected flows and loadings.

The SAC Permit Application shall be completed when a Customer Community applies for a Sanitary Sewer Extension Permit (available on the Minnesota Pollution Control Agency's web-site at [www.pca.state.mn.us](http://www.pca.state.mn.us) form wq-wwprm7-15). The SAC Permit Application must be approved and payment received by the City of Mankato prior to connecting to the sanitary sewer system and sending flow to the Mankato Wastewater Treatment Plant.

Contractor or Owner \_\_\_\_\_

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

City of Mankato – Department of Public Works:  
 Application Approved by:

Signature \_\_\_\_\_ Date \_\_\_\_\_

Initial here:

CITY OF MANKATO

---

CITY OF NORTH MANKATO

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# Exhibit A-1: User Charge System

Wastewater Treatment

Acct	Title	Total Utility Admin	WWTP Partner Portion, %*	Adjusted Utility Admin	Total WWTP	Total WWTP Maintenance	Total WWTP Invoicing
Variable Costs:		A	B	C	D	E	F
1010	Salaries	A	%	A x %	D	E	C + D + E
1020	Overtime	A	%	A x %	D	E	C + D + E
1030	Part-time	A	%	A x %	D	E	C + D + E
1050	Merit Pay	A	%	A x %	D	E	C + D + E
1070	Longevity	A	%	A x %	D	E	C + D + E
1120	Sick Leave	A	%	A x %	D	E	C + D + E
1130	Uniform Allowance	A	%	A x %	D	E	C + D + E
1150	Mileage Reimbursement	A	%	A x %	D	E	C + D + E
1210	PERA	A	%	A x %	D	E	C + D + E
1220	FICA	A	%	A x %	D	E	C + D + E
1240	Medicare	A	%	A x %	D	E	C + D + E
1310	Health Insurance	A	%	A x %	D	E	C + D + E
1330	Life Insurance	A	%	A x %	D	E	C + D + E
1510	Workers Comp Ins	A	%	A x %	D	E	C + D + E
2010	Office Supplies	A	%	A x %	D	E	C + D + E
2060	Film	A	%	A x %	D	E	C + D + E
2110	Cleaning & Waste	A	%	A x %	D	E	C + D + E
2120	Motor Fuel	A	%	A x %	D	E	C + D + E
2160	Lab Chemicals	A	%	A x %	D	E	C + D + E
2161	Lab Supplies	A	%	A x %	D	E	C + D + E
2162	Lab Chemicals & Reagents	A	%	A x %	D	E	C + D + E
2170	General Supplies	A	%	A x %	D	E	C + D + E
2210	Maint Repair Equip	A	%	A x %	D	E	C + D + E
2230	Maint Repair Bldg	A	%	A x %	D	E	C + D + E
2262	Safety Equipment	A	%	A x %	D	E	C + D + E
2297	Maint Repair Lab Equip	A	%	A x %	D	E	C + D + E
2400	Small Tools	A	%	A x %	D	E	C + D + E
3050	Medical	A	%	A x %	D	E	C + D + E
3120	Contractual	A	%	A x %	D	E	C + D + E
3121	Consultant Service	A	%	A x %	D	E	C + D + E
3210	Telephone & Postage	A	%	A x %	D	E	C + D + E
3230	Radio Maintenance	A	%	A x %	D	E	C + D + E

Acct	Title	Total Utility Admin	WWTP Partner Portion, %*	Adjusted Utility Admin	Total WWTP	Total WWTP Maintenance	Total WWTP Invoicing
		A	B	C	D	E	F
	<b>Variable Costs (continued):</b>						
3300	Training	A	%	A x %	D	E	C + D + E
3310	Travel	A	%	A x %	D	E	C + D + E
3320	Conference	A	%	A x %	D	E	C + D + E
3410	Printing & Publishing	A	%	A x %	D	E	C + D + E
3610	Insurance - Liability	A	%	A x %	D	E	C + D + E
3640	Insurance - Boiler	A	%	A x %	D	E	C + D + E
3645	Insurance - Machinery	A	%	A x %	D	E	C + D + E
3650	Insurance - Property	A	%	A x %	D	E	C + D + E
3660	Insurance - Bonds	A	%	A x %	D	E	C + D + E
3810	Electricity	A	%	A x %	D	E	C + D + E
3820	Water	A	%	A x %	D	E	C + D + E
3830	Natural Gas	A	%	A x %	D	E	C + D + E
4010	Maint Repair Bldg	A	%	A x %	D	E	C + D + E
4040	Maint Repair Vehicles	A	%	A x %	D	E	C + D + E
4050	Maint Repair Equip	A	%	A x %	D	E	C + D + E
4051	Cleaning & Waste	A	%	A x %	D	E	C + D + E
4060	Maint Contracts	A	%	A x %	D	E	C + D + E
4130	Equipment Rentals	A	%	A x %	D	E	C + D + E
4330	Subscriptions & Member	A	%	A x %	D	E	C + D + E
4341	Licenses & Taxes	A	%	A x %	D	E	C + D + E
4342	Admin Charges	A	%	A x %	D	E	C + D + E
7205	Transfer - Maintenance	A	%	A x %	D	E	C + D + E
7206	Transfer - Depreciation	A	%	A x %	D	E	C + D + E
7207	Transfer - Gas & Oil	A	%	A x %	D	E	C + D + E
7208	Transfer - Labor	A	%	A x %	D	E	C + D + E
7211	Transfer - Safety Equip	A	%	A x %	D	E	C + D + E
7215	Transfers - Operating	A	%	A x %	D	E	C + D + E
	<b>Total Variable Costs</b>	<b>Sum A</b>		<b>Sum C</b>	<b>Sum D</b>	<b>Sum E</b>	<b>SUM of Column F</b>

\* Determination of WWTP Partner Portion (%) of Utility Administration Budget (Column B) =  
= ((Sum of Columns D and E and Fixed Costs in Accts 4200, 4201, 7206, 4414, 4415, 4422) / (Total Utility Fund Budget)) x 100  
(Total Utility Fund Budget includes Utility Administration, Water, Wastewater Treatment, Wastewater Collection and Refuse)

WWTP Partner Portion per 2015 Estimated Budget = (((\$2,374,125 + \$473,077 + \$1,409,304) / (\$17,928,068)) x 100 = 23.74%

Acct	Title	Total WWTP Invoicing
<b>Fixed Costs 2015</b>		
<b>Depreciation</b>		
4200	Transfer - Depreciation - Non Bonded	185,000
4201	Transfer - Depreciation - Bonded	895,000
7206	Transfer - Depreciation	36,624
<b>Debt and Interest</b>		
	PFA Debt - WWTP I	1,436,953
	PFA Debt - WWTP II	41,000
	PFA Debt - Clarifier	280,525
4414	PFA Interest - WWTP I	223,705
4415	PFA Interest WWTP II	6,695
4422	PFA Interest - Clarifier	62,280
	<b>Total Depreciation, Debt &amp; Interest</b>	<b>3,167,782</b>
<b>Total Variable &amp; Fixed Costs</b>		<b>Sum Column F + \$3,167,782</b>

\* WW Capital and Facility Depreciation is annually increased 3 to 5% per year.

<b>2015 Estimated Budget for Wastewater Treatment</b>	
Variable Costs (Sum of Column F)	3,136,226
Fixed Costs (2015)	3,167,782
<b>Total</b>	<b>6,304,008</b>

CITY OF MANKATO  
SEWER UTILITY  
SEWER SYSTEM DEPRECIATION  
12/31/13

		PURCHASE PRICE	LIFE	2012 DEPR	ACCUM DEPR	2013 DEPR	ACCUM DEPR
<b>SEWER SYSTEM</b>							
TRANSFERRED GFA 1953	1953	960,000.00	9	-	960,000.00	-	960,000.00
ASSESSED 1954	1954	37,872.42	10	-	37,872.42	-	37,872.42
SPECIAL ASSESS ASSESSED	1955	8,973.03	11	-	8,973.03	-	8,973.03
ASSESSED 1956	1956	56,874.52	12	-	56,874.52	-	56,874.52
ASSESSED 1957	1957	11,253.54	13	-	11,253.54	-	11,253.54
ASSESSED IMPROVEMENT 624	1957	28,666.00	13	-	28,666.00	-	28,666.00
ASSESSED IMP 636 & 610	1958	6,760.22	14	-	6,760.22	-	6,760.22
ASSESSED 1959	1959	67,404.53	15	-	67,404.53	-	67,404.53
ASSESSED 1960	1960	7,866.36	16	-	7,866.36	-	7,866.36
ASSESSED 1961	1961	32,434.36	17	-	32,434.36	-	32,434.36
CITY SHARE 1961	1961	6,815.32	17	-	6,815.32	-	6,815.32
ASSESSED 1962	1962	151,749.70	18	-	151,749.70	-	151,749.70
CITY SHARE 1962	1962	134,735.58	18	-	134,735.58	-	134,735.58
STATE PAID 1962	1962	136,000.00	18	-	136,000.00	-	136,000.00
SEWAGE PLANT ENGINEERING	1963	94,114.00	19	-	94,114.00	-	94,114.00
SEWAGE PLANT OTHER EXP	1963	28,700.53	19	-	28,700.53	-	28,700.53
INCEPTOR SEWERS	1963	603,847.19	19	-	603,847.19	-	603,847.19
ASSESSED 1963	1963	24,840.10	19	-	24,840.10	-	24,840.10
CITY SHARE 1963	1963	6,172.86	19	-	6,172.86	-	6,172.86
CAPITAL OUTLAY 1964	1964	7,160.60	20	71.24	7,160.60	-	7,160.60
ASSESSED 1964	1964	10,934.33	20	109.73	10,934.33	-	10,934.33
CITY SHARE 1964	1964	23,205.83	20	232.33	23,205.83	-	23,205.83
ASSESSED 1965	1965	11,961.80	21	569.61	11,922.92	38.88	11,961.80
ASSESSED 1966	1966	98,744.10	22	4,488.37	94,434.79	4,309.31	98,744.10
CAPITAL OUTLAY	1966	8,271.92	22	376.00	7,910.95	360.97	8,271.92
ASSESSED 1967	1967	23,057.81	23	1,002.51	21,183.68	1,002.51	22,186.19
CITY SHARE 1967	1967	44,617.30	23	1,939.88	40,989.47	1,939.88	42,929.36
ASSESSED 1968	1968	41,192.04	24	1,716.34	36,386.36	1,716.34	38,102.69
CITY SHARE 1968	1968	99,659.55	24	4,152.48	88,033.26	4,152.48	92,185.74
ASSESSED 1969	1969	39,801.17	25	1,592.05	33,830.61	1,592.05	35,422.66
ASSESSED 1970	1970	37,240.33	26	1,432.32	30,480.17	1,432.32	31,912.49
ASSESSED 1971	1971	90,332.42	27	3,345.65	71,228.39	3,345.65	74,574.03
CITY SHARE 1971	1971	100,498.98	27	3,722.18	79,245.40	3,722.18	82,967.58
ASSESSED 1973	1973	378,480.59	29	13,051.05	279,227.71	13,051.05	292,278.77
CITY SHARE 1973	1973	388,727.69	29	13,404.40	286,787.24	13,404.40	300,191.64
ASSESSED 1974	1974	6,225.55	30	207.52	4,430.74	207.52	4,638.26
CITY SHARE 1974	1974	11,084.05	30	369.47	7,888.09	369.47	8,257.56
CAPITAL OUTLAY 1975 5407	1975	10,428.00	31	336.39	7,160.03	336.39	7,496.42

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	PURCHASE			2012		ACCUM		2013		ACCUM	
	PRICE	LIFE	DEPR	DEPR	DEPR	DEPR	DEPR	DEPR	DEPR	DEPR	DEPR
ASSESSED 1975	326,061.33	31	10,518.11	223,878.40	10,518.11	223,878.40	10,518.11	223,878.40	10,518.11	223,878.40	234,396.50
CITY SHARE 1975	1,551,281.12	31	50,041.33	1,065,130.24	50,041.33	1,065,130.24	50,041.33	1,065,130.24	50,041.33	1,065,130.24	1,115,171.57
MINERVA SAN SEWER	7,408.47	32	231.51	4,945.69	231.51	4,945.69	231.51	4,945.69	231.51	4,945.69	5,177.21
ASSESSED 1976	162,161.87	32	5,067.56	108,244.26	5,067.56	108,244.26	5,067.56	108,244.26	5,067.56	108,244.26	113,311.82
CITY SHARE 1976	60,285.98	32	1,883.94	40,241.18	1,883.94	40,241.18	1,883.94	40,241.18	1,883.94	40,241.18	42,125.12
ASSESSED 1977	21,541.70	33	652.78	13,877.12	652.78	13,877.12	652.78	13,877.12	652.78	13,877.12	14,529.90
CITY SHARE 1977	74,802.81	33	2,266.75	48,190.77	2,266.75	48,190.77	2,266.75	48,190.77	2,266.75	48,190.77	50,457.53
CAPITAL OUTLAY	21,473.87	33	650.72	13,834.40	650.72	13,834.40	650.72	13,834.40	650.72	13,834.40	14,485.13
ASSESSED & CITY SHARE 1978	19,762.42	34	581.25	12,287.22	581.25	12,287.22	581.25	12,287.22	581.25	12,287.22	12,868.47
ASSESSED 1979	248,212.65	35	7,091.79	148,927.27	7,091.79	148,927.27	7,091.79	148,927.27	7,091.79	148,927.27	156,019.06
ASSESSED 1980	377,044.27	50	7,540.89	177,210.51	7,540.89	177,210.51	7,540.89	177,210.51	7,540.89	177,210.51	184,751.40
CITY SHARE 1980	227,664.48	50	4,553.29	107,002.76	4,553.29	107,002.76	4,553.29	107,002.76	4,553.29	107,002.76	111,556.05
ASSESSED 1981	831,263.23	50	16,625.26	340,817.44	16,625.26	340,817.44	16,625.26	340,817.44	16,625.26	340,817.44	357,442.70
CITY SHARE 1981	204,227.49	50	4,084.55	83,733.15	4,084.55	83,733.15	4,084.55	83,733.15	4,084.55	83,733.15	87,817.70
ASSESSED & CITY SHARE 1982	69,748.60	50	1,394.97	31,375.64	1,394.97	31,375.64	1,394.97	31,375.64	1,394.97	31,375.64	32,770.61
CAPITAL OUTLAY 1982	27,884.50	50	557.69	12,548.97	557.69	12,548.97	557.69	12,548.97	557.69	12,548.97	13,106.66
ASSESSED & CITY SHARE 1983	254,538.00	50	5,090.76	111,996.88	5,090.76	111,996.88	5,090.76	111,996.88	5,090.76	111,996.88	117,087.64
ASSESSED & CITY SHARE 1984	131,625.00	50	2,632.50	56,598.50	2,632.50	56,598.50	2,632.50	56,598.50	2,632.50	56,598.50	59,231.00
MINOR STREETS 1985	31,761.00	50	635.22	13,346.86	635.22	13,346.86	635.22	13,346.86	635.22	13,346.86	13,982.08
STOLTZMAN ROAD 1985	234,954.00	50	4,699.08	91,632.04	4,699.08	91,632.04	4,699.08	91,632.04	4,699.08	91,632.04	96,331.12
ASSESSED & CITY SHARE 1986	1,178,277.00	50	23,565.54	459,528.02	23,565.54	459,528.02	23,565.54	459,528.02	23,565.54	459,528.02	483,093.56
ASSESSED & CITY SHARE 1987	474,928.00	50	9,498.56	185,222.28	9,498.56	185,222.28	9,498.56	185,222.28	9,498.56	185,222.28	194,720.84
ASSESSED & CITY SHARE 1988	274,474.00	50	5,489.48	107,045.24	5,489.48	107,045.24	5,489.48	107,045.24	5,489.48	107,045.24	112,534.72
WEST MANKATO WATER REHAIF	39,669.00	50	793.38	15,403.94	793.38	15,403.94	793.38	15,403.94	793.38	15,403.94	16,197.32
ASSESSED & CITY SHARE 1988	413,027.00	50	8,260.54	156,950.02	8,260.54	156,950.02	8,260.54	156,950.02	8,260.54	156,950.02	165,210.56
FAIR STREET SEWER	24,134.00	50	482.68	8,929.84	482.68	8,929.84	482.68	8,929.84	482.68	8,929.84	9,412.52
ASSESSED & CITY SHARE 1989	355,076.00	50	7,101.52	131,377.76	7,101.52	131,377.76	7,101.52	131,377.76	7,101.52	131,377.76	138,479.28
ASSESSED & CITY SHARE 1990	111,059.00	50	2,221.18	39,981.34	2,221.18	39,981.34	2,221.18	39,981.34	2,221.18	39,981.34	42,202.52
MINOR STREET 1990	29,850.00	50	597.00	10,746.00	597.00	10,746.00	597.00	10,746.00	597.00	10,746.00	11,343.00
REED GLENVIEW HINCKLEY SEV	66,608.65	50	1,332.17	23,979.25	1,332.17	23,979.25	1,332.17	23,979.25	1,332.17	23,979.25	25,311.42
LININGG 5TH AVENUE SEWER	97,774.40	50	1,955.49	35,198.34	1,955.49	35,198.34	1,955.49	35,198.34	1,955.49	35,198.34	37,153.83
BLACK EAGLE DRIVE	23,612.14	50	472.24	8,264.16	472.24	8,264.16	472.24	8,264.16	472.24	8,264.16	8,736.40
ASSESSMENT BOND W/W PORTI	196,064.00	50	3,921.28	68,622.64	3,921.28	68,622.64	3,921.28	68,622.64	3,921.28	68,622.64	72,543.92
ASSESSMENT BOND W/W PORTI	518,405.00	50	10,368.10	171,073.30	10,368.10	171,073.30	10,368.10	171,073.30	10,368.10	171,073.30	181,441.40
ASSESSMENT BOND W/W PORTI	687,000.00	50	13,740.00	212,970.00	13,740.00	212,970.00	13,740.00	212,970.00	13,740.00	212,970.00	226,710.00
ASSESSMENT BOND W/W PORTI	223,917.00	50	4,478.34	69,414.42	4,478.34	69,414.42	4,478.34	69,414.42	4,478.34	69,414.42	73,892.76
MINOR STREETS	62,000.00	50	1,240.00	19,220.00	1,240.00	19,220.00	1,240.00	19,220.00	1,240.00	19,220.00	20,460.00
ASSESSMENT BOND W/W PORTI	96,717.00	50	1,934.34	29,015.42	1,934.34	29,015.42	1,934.34	29,015.42	1,934.34	29,015.42	30,949.76
TH 169 SEWER LINES	102,400.59	50	2,048.01	30,720.15	2,048.01	30,720.15	2,048.01	30,720.15	2,048.01	30,720.15	32,768.17

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	PURCHASE PRICE	LIFE	2012		2013		ACCU	
			DEPR	DEPR	DEPR	DEPR		
ASSESSMENT BOND W/W PORTI 1997	2,368,595.00	50	47,371.90	686,892.70	47,371.90	734,264.60		
TH 169 SEWER LINES 1998	7,164.09	50	143.28	2,077.66	143.28	2,220.95		
STADIUM ROAD SEWER REPLAC 1998	17,885.75	50	357.72	5,187.30	357.72	5,545.01		
ASSESSMENT BOND W/W PORTI 1998	194,286.00	50	3,885.72	54,400.36	3,885.72	58,286.08		
ASSESSMENT BOND W/W PORTI 1999	726,616.00	50	14,532.32	174,387.84	14,532.32	188,920.16		
ASSESSMENT BOND W/W PORTI 2000	801,133.00	50	16,022.66	176,249.26	16,022.66	192,271.92		
CIPP LINER HWY 169 TO POPLAR 2002	45,000.00	50	900.00	9,900.00	900.00	10,800.00		
ASSESSMENT BOND W/W PORTI 2001	361,079.00	50	7,221.58	64,994.22	7,221.58	72,215.80		
ASSESSMENT BOND W/W PORTI 2002	381,088.15	50	7,621.76	68,595.87	7,621.76	76,217.63		
ASSESSMENT BOND W/W PORTI 2003	195,839.70	50	3,916.79	31,334.35	3,916.79	35,251.15		
ASSESSMENT BOND W/W PORTI 2004	379,096.21	50	7,581.92	53,073.47	7,581.92	60,655.39		
ASSESSMENT BOND W/W PORTI 2005	410,457.33	50	8,209.15	49,254.88	8,209.15	57,464.03		
WASHINGTON ST RIVERFRONT 2007	549,541.75	50	10,990.84	65,945.01	10,990.84	76,935.85		
CSAH #57 RIVERFRONT TH14 2007	152,960.15	50	3,059.20	18,355.22	3,059.20	21,414.42		
ASSESSMENT BOND W/W PORTI 2006	637,060.11	50	12,741.20	63,706.01	12,741.20	76,447.21		
ASSESSMENT BOND W/W PORTI 2007	270,938.12	50	5,418.76	21,675.05	5,418.76	27,093.81		
ASSESSMENT BOND W/W PORTI 2008	553,654.00	50	11,073.08	33,219.24	11,073.08	44,292.32		
POPLAR/MOUND SEWER LINE & 2011	77,827.20	50	1,556.54	3,113.09	1,556.54	4,669.63		
ASSESSMENT BOND W/W PORTI 2009	250,666.44	50	5,013.33	10,026.66	5,013.33	15,039.99		
ASSESSMENT BOND W/W PORTI 2010	327,962.25	50	6,559.25	6,559.25	6,559.25	13,118.49		
MADISON LAKE FORCEMAIN 2012	1,657,657.13	50	33,153.14	33,153.14	33,153.14	66,306.29		
ASSESSMENT BOND W/W PORTI 2011	763,400.06	50			15,268.00	15,268.00		
TOTAL	24,825,307.33		485,749.47	9,669,102.81	499,879.35	10,168,982.16		

DISPOSALS

Depr-Bonded Capital	33,153.14
Depr-Waste Water Trmt	-
Depr-Waste Water Collect	466,726.21
	499,879.35

CITY OF MANKATO  
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MACHINERY & EQUIPMENT DEPRECIATION  
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		PURCHASE PRICE	LIFE	2012		2013		ACCUM	
				DEPR	DEPR	DEPR	DEPR	DEPR	DEPR
<b>MACHINERY &amp; EQUIPMENT SHOP</b>									
1986	INTERNAL M.H. REHAB FORMS	11,748.50	7	-	-	-	-	11,748.50	11,748.50
1994	TV TRUCK	49,426.37	7	-	-	-	-	49,426.37	49,426.37
1997	SUBSURFACE DRAINS	243,775.50	20	12,188.78	-	12,188.78	-	195,020.08	207,208.85
1997	HYDRAULIC POWER PUMP UNIT	42,961.34	12	-	-	-	-	42,961.34	42,961.34
2003	ULTRA SHORTY TRANSPORTER	6,587.03	7	-	-	-	-	6,587.03	6,587.03
2004	OZZ CAMERA-SOLID STATE COL	16,473.00	7	-	-	-	-	16,473.00	16,473.00
2005	56V HYDRATECH HYDRAULIC 6'	6,056.66	7	(0.00)	-	-	-	6,056.66	6,056.66
2011	PUSH CAMERA	10,377.56	7	1,482.51	-	1,482.51	-	2,965.02	4,447.53
<b>WASTEWATER TREATMENT PLANT</b>									
1990	WEMCO PUMP	6,880.00	7	-	-	-	-	6,880.00	6,880.00
1989	MAGNETIC AC FLOW METER	11,814.36	7	-	-	-	-	11,814.36	11,814.36
1991	LOAD BANK FOR GENERATOR A	11,695.25	7	-	-	-	-	11,695.25	11,695.25
1993	EQUALIZATION CONTROLS	24,462.05	7	-	-	-	-	24,462.05	24,462.05
1994	WWTP CONTROLS	393,907.00	20	19,695.35	-	19,695.35	-	374,211.55	393,906.90
1995	WWTP CONTROLS	245,439.54	19	12,917.87	-	12,917.87	-	232,521.32	245,439.19
1995	DOPPLER FLOW METER	5,086.77	7	-	-	-	-	5,086.77	5,086.77
1996	NIKON LABOPHT #84207	5,875.32	7	-	-	-	-	5,875.32	5,875.32
1996	WWTP INTERIM TRMT PLANT	131,384.74	20	6,569.24	-	6,569.24	-	98,539.08	105,108.32
1996	WWTP UPGRADE	800,415.00	40	20,010.38	-	20,010.38	-	340,176.88	360,187.25
1997	WWTP UPGRADE	1,484,356.66	40	37,108.92	-	37,108.92	-	593,742.91	630,851.83
1998	WWTP UPGRADE	43,346.19	40	1,083.65	-	1,083.65	-	16,254.51	17,338.17
1998	FULL SZ SEQ/COMPOSITE SAMPLI	5,640.77	7	-	-	-	-	5,640.77	5,640.77
1998	3" MAGNETIC FLOW METER	5,599.77	7	-	-	-	-	5,599.77	5,599.77
2000	UPGRADE 2 SLUDGE PUMPS	7,750.15	7	-	-	-	-	7,750.15	7,750.15
2001	HOTSY 965 - 3 GPM 3000 PSI	5,308.06	7	-	-	-	-	5,308.06	5,308.06

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		PURCHASE PRICE	LIFE	2012 DEPR	ACCUM DEPR	2013 DEPR	ACCUM DEPR
AIR & GAS MEMBRANE FOR DYS	2002	91,048.00	15	6,069.87	66,768.53	6,069.87	72,838.40
ABUS ELECTRIC CRANE	2003	18,401.78	7	-	18,401.78	-	18,401.78
DAF UPGRADE	2004	70,826.00	15	4,721.73	42,495.60	4,721.73	47,217.33
MOYNO PROGRESSING PUMP	2004	25,808.56	7	-	25,808.56	-	25,808.56
WEMCO MODEL C TORQUE FLOW	2004	6,936.35	7	-	6,936.35	-	6,936.35
MCC IN PRIMARY TUNNEL	2005	20,453.12	7	-	20,453.12	-	20,453.12
BOD INCUBATOR MODEL 2030	2005	6,318.24	7	-	6,318.24	-	6,318.24
PORTABLE JD PUMP W/TRAILER	2005	64,134.04	7	0.00	64,134.04	-	64,134.04
HOT WATER HEATER,EXP TANK	2006	49,972.38	7	7,138.91	49,972.38	(0.00)	49,972.38
SKYJACK SJ11-4626 SCISSORLIF	2006	14,058.00	7	2,008.29	14,058.00	-	14,058.00
DR5000 UV-VIS SPECTRO-PHOTO	2006	5,052.57	7	721.80	5,052.57	0.00	5,052.57
4640 SUBMERSIBLE MIXER	2008	7,528.49	7	1,075.50	5,377.49	1,075.50	6,452.99
WATERING SYSTEM	2009	11,275.00	7	1,610.71	6,442.86	1,610.71	8,053.57
GRINDER CUTTER	2010	10,043.07	7	1,434.72	4,304.17	1,434.72	5,738.90
FLOW METER SPRINKLER WATE	2010	8,226.59	7	1,175.23	3,525.68	1,175.23	4,700.91
WASTE FLARE GAS FLOW METE)	2010	5,902.90	7	843.27	2,529.81	843.27	3,373.09
SOLIDS PROCESS VENTILATION	2010	12,900.00	7	1,842.86	5,528.57	1,842.86	7,371.43
DISC FILTERS	2011	103,745.57	7	14,820.80	29,641.59	14,820.80	44,462.39
BOILER TUBES DIGESTER BOILE	2011	17,200.00	7	2,457.14	4,914.29	2,457.14	7,371.43
#4 BLOWER REHAB	2012	12,000.00	7	1,714.29	1,714.29	1,714.29	3,428.57
THERMA-STOR HLE DEHUMIDIFI	2012	12,726.68	7	1,818.10	1,818.10	1,818.10	3,636.19
DISC FILTER SHAFT	2012	11,222.64	7	1,603.23	1,603.23	1,603.23	3,206.47
LAB PURIFICATION SYS	2012	8,168.67	7	1,166.95	1,166.95	1,166.95	2,333.91
TUTTANAUER AUTOCLAVE	2013	7,609.41	7	-	-	1,087.06	1,087.06
SPECTROPHOTOMETER	2013	9,850.62	7	-	-	1,407.23	1,407.23
REFRIGERATED SAMPLER	2013	5,816.99	7	-	-	831.00	831.00
GENERATOR A	2013	57,285.00	7	-	-	8,183.57	8,183.57
GENERATOR B	2013	46,345.00	7	-	-	6,620.71	6,620.71

CITY OF MANKATO  
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 MACHINERY & EQUIPMENT DEPRECIATION  
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	PURCHASE PRICE	LIFE	2012		2013		ACCUM DEPR
			DEPR	ACCUM DEPR	DEPR	ACCUM DEPR	
GENERATOR WRF	49,455.00	7	-	-	7,065.00	7,065.00	CIP
POWER OPTION EVAL	50,000.00						CIP
CLAIFIER IMPR	275,000.00						CIP
DIGESTER COVER REPLACEMENT	169,281.99						CIP
MAIN PUMP OVERHAUL	15,000.00						CIP
<b>LIFT STATIONS</b>							
RIVER DRIVE LIFT STATION CON	42,517.73	7	-	42,517.73	-	42,517.73	
HARPER LIFT STATION CONTROL	42,858.25	7	-	42,858.25	-	42,858.25	
LUNDIN BLVD CABINET W/GENE	5,055.00	7	-	5,055.00	-	5,055.00	
MKTO AIRPORT CABINET W/GEN	6,295.00	7	-	6,295.00	-	6,295.00	
MOHR RTU	8,994.99	7	-	8,994.99	-	8,994.99	
LUNDIN BLVD RTU	8,994.99	7	-	8,994.99	-	8,994.99	
MKTO AIRPORT RTU	8,795.84	7	-	8,795.84	-	8,795.84	
MONKS AVE RTU	9,272.96	7	-	9,272.96	-	9,272.96	
NORTHSIDE RTU	8,994.99	7	-	8,994.99	-	8,994.99	
MULBERRY PUMP #4	110,410.96	7	(0.00)	110,410.96	-	110,410.96	
MULBERRY PUMP #4	8,661.73	7	1,237.39	8,661.73	0.00	8,661.73	
HWY 169 PUMPS	14,633.10	7	2,090.44	14,633.10	(0.00)	14,633.10	
MONKS L.S. HYDROMATIC PUMF	25,129.11	7			3,589.87	3,589.87	
MULBERRY BYPASS PUMP INST/CIP	53,364.42				CIP	CIP	
<b>CONTROL BUILDING</b>							
GENERATOR	88,633.37	7	12,661.91	63,309.55	12,661.91	75,971.46	
<b>GRAND TOTAL</b>	<b>5,298,572.68</b>		<b>179,269.82</b>	<b>2,804,558.03</b>	<b>194,857.45</b>	<b>2,999,415.48</b>	

LOSS ON



CITY OF MANKATO  
SEWER UTILITY  
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	PURCHASE PRICE	LIFE	2012		ACCUM		2013		ACCUM	
			DEPR	DEPR	DEPR	DEPR	DEPR	DEPR		
<b>BUILDINGS</b>										
<b>WASTEWATER TREATMENT PLANT</b>										
FENCE	8,412.24	20	-	-	8,412.24	-	-	-	8,412.24	
PLANT IMPROVEMENTS	3,604,491.00	35	102,985.46	102,985.46	3,058,849.94	102,985.46	102,985.46	3,161,835.40		
DORR OLIVER SLUDGE PUMPS	15,464.00	15	-	-	15,464.00	-	-	15,464.00		
EQUILIZATION BASINS	5,566,763.00	50	111,335.26	111,335.26	2,839,381.38	111,335.26	111,335.26	2,950,716.64		
P/P #19 (FINAL ON I & D)	10,607.66	10	-	-	10,607.66	-	-	10,607.66		
DIGESTER RENOVATION	3,036,384.91	40	75,909.62	75,909.62	1,661,587.10	75,909.62	75,909.62	1,737,496.72		
AIR CONDITIONING SYSTEM	49,095.00	15	3,273.00	3,273.00	47,322.13	1,772.88	1,772.88	49,095.00		
NEW STORAGE BUILDING	54,005.53	40	1,350.14	1,350.14	28,359.80	1,350.14	1,350.14	29,709.94		
ROOF DRAINS TO STORM SEWEF	11,500.00	10	-	-	11,500.00	-	-	11,500.00		
PINE STREET RETAINING WALL	6,767.29	10	-	-	6,767.29	-	-	6,767.29		
PERIMETER FENCING	23,147.54	10	-	-	23,147.54	-	-	23,147.54		
PERIMETER FENCING	3,917.80	9	-	-	3,917.80	-	-	3,917.80		
PINE STREET RETAINING WALL	26,216.71	9	-	-	26,216.71	-	-	26,216.71		
FENCE-SOUTH LINE BY EQ'S	9,360.00	10	-	-	9,360.00	-	-	9,360.00		
WASTEWATER TRMT PLANT	23,657,585.00	40	591,439.63	591,439.63	7,097,275.50	591,439.63	591,439.63	7,688,715.13		
CARRIER 12.5 TON ROOF A/C	16,180.00	15	1,078.67	1,078.67	12,944.00	1,078.67	1,078.67	14,022.67		
WASTEWATER TRMT PLANT	522,875.15	39	13,407.06	13,407.06	147,477.61	13,407.06	13,407.06	160,884.66		
PHASE I-DIGESTER REPIPING	55,500.00	15	3,700.00	3,700.00	37,000.00	3,700.00	3,700.00	40,700.00		
DAG BUILDING HVAC MODIFICA	50,148.00	15	3,343.20	3,343.20	33,432.00	3,343.20	3,343.20	36,775.20		
THICKENING ROOM REROOF	15,649.20	15	1,043.28	1,043.28	10,432.80	1,043.28	1,043.28	11,476.08		
BLOWER ROOM RE-ROOF	8,410.00	20	420.50	420.50	3,784.50	420.50	420.50	4,205.00		
SETTLED ROOM RE-ROOF	6,445.00	20	322.25	322.25	2,900.25	322.25	322.25	3,222.50		
PERIMETER FENCING BY EXPOS	5,475.00	10	547.50	547.50	4,927.50	547.50	547.50	5,475.00		
HOT WATER BOILER	6,750.00	10	675.00	675.00	5,400.00	675.00	675.00	6,075.00		
LAB AIR & HOT WATER HEAT PR	47,167.00	10	4,716.70	4,716.70	37,733.60	4,716.70	4,716.70	42,450.30		
PHASE II-DIGESTER REPIPING	70,709.25	10	7,070.93	7,070.93	56,567.40	7,070.93	7,070.93	63,638.33		
PHASE III-DIGESTER REPIPING	70,512.68	10	7,051.27	7,051.27	42,307.61	7,051.27	7,051.27	49,358.88		
GRINDER PROJ - FILTER PRESS	91,930.32	15	6,128.69	6,128.69	30,643.44	6,128.69	6,128.69	36,772.13		
SCADA UPGRADE	325,461.89	15	21,697.46	21,697.46	86,789.84	21,697.46	21,697.46	108,487.30		
WASTE GAS LINE REPLACEMENT	37,274.85	10	3,727.49	3,727.49	14,909.94	3,727.49	3,727.49	18,637.43		
OVERHEAD ALUMINUM DOOR	5,688.00	10	568.80	568.80	1,137.60	568.80	568.80	1,706.40		
DIGESTOR HEAT EXCHANGER	18,480.00	15	1,232.00	1,232.00	1,232.00	1,232.00	1,232.00	2,464.00		
DISPOSAL STATION	19,219.65	15	1,281.31	1,281.31	1,281.31	1,281.31	1,281.31	2,562.62		
WWTP VACTOR PAD/SEPTIC REC	323,218.62	15	21,547.91	21,547.91	21,547.91	21,547.91	21,547.91	43,095.82		



# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item # 12A	Department: Mayor	Council Meeting Date: 4/06/15
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**TITLE OF ISSUE:** Approve Appointment to the Board of Appeal and Equalization.

**BACKGROUND AND SUPPLEMENTAL INFORMATION:** Approve appointment of Angie VanEman to the Board of Appeal and Equalization for a 3-year term through 2017 to replace Keith Hamm who will unable to fulfill his term.

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

**REQUESTED COUNCIL ACTION:** Approve Appointment to the Board of Appeal and Equalization.

**For Clerk's Use:**

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

Vote Record:

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

**SUPPORTING DOCUMENTS ATTACHED**

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

Other (specify) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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

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



CITY OF NORTH MANKATO

OFFICE OF THE MAYOR

## ***PROCLAMATION***

*WHEREAS, the global community now faces extraordinary challenges, such as global health issues, food and water shortages, and economic struggles; and*

*WHEREAS, all people, regardless of race, income, or geography, have a right to a healthy, sustainable environment with economic growth; and*

*WHEREAS, it is understood that as citizens we must step forward and take action to create a green economy to combat the aforementioned global challenges; and*

*WHEREAS, a green economy can be achieved on the individual level through educational efforts, public policy, and consumer activism campaigns; and*

*WHEREAS, it is necessary to broaden and diversify this global movement to achieve maximum success; and*

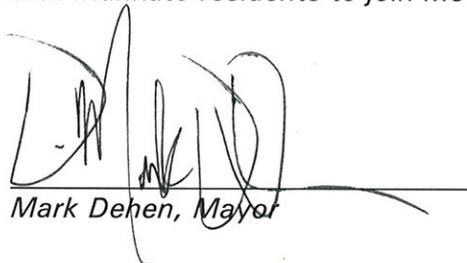
*WHEREAS, Earth Day is the beginning of a new year for environmental stewardship commitments, to implement sustainability efforts and commit to an Earth Day resolution;*

*NOW THEREFORE, I Mark Dehen, Mayor of the City of North Mankato hereby proclaim April 22, 2015 to be*

### ***Earth Day***

*in the City of North Mankato, and encourage all North Mankato residents to join me in supporting green economy initiatives in North Mankato.*

*Dated this 6<sup>th</sup> day of April 2015.*



Mark Dehen, Mayor

