

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 June 5, 2017. 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 the meeting: Council Members Whitlock, Steiner, Norland and Freyberg, Mayor Dehen, City Administrator Harrenstein, Finance Director McCann, Attorney Kennedy, Community Development Director Fischer, Public Works Director Swanson and City Clerk Van Genderen.

**Approval of Agenda**

**Council Member Steiner moved, seconded by Council Member Norland, to approve an amended agenda that included a presentation by Xcel Energy. Vote on the motion: Whitlock, Steiner, Norland, Freyberg, and Dehen, aye; no nays. Motion carried.**

**Approval of Minutes**

**Council Member Norland moved, seconded by Council Member Steiner, to approve the minutes of the Council meeting of May 15, 2017. Vote on the motion: Whitlock, Steiner, Norland, Freyberg, and Dehen, aye; no nays. Motion carried.**

**Council Member Steiner moved, seconded by Council Member Norland, to approve the minutes of the Special Council meeting of May 25, 2017. Vote on the motion: Whitlock, Steiner, Norland, Freyberg, and Dehen, aye; no nays. Motion carried.**

**Xcel Energy Presentation**

Trisha Rosenfeld and Tim Carsgaard from Xcel Energy appeared before Council and presented information concerning a joint project between Xcel and the Midcontinent Independent System Operator (MISO). The proposed project is the construction of a 345 KV Transmission Line to support a growing need for transmission of energy and enabling additional low-cost electric generation to reach customers. Ms. Rosenfeld indicated open houses would be conducted along with direct mailings informing customers in the affected area, which included North Mankato and Nicollet County, of the proposed line construction. Xcel wanted to inform the City before the open houses began.

**Public Hearing, 7 p.m. – Consider Amending City Code Chapter 154.12 Sign Regulations.**

Community Development Director Fischer reported that in April of 2017, the Planning Commission reviewed a variance request from Commerce Drive Dental to allow both a ground sign and a pylon sign at 2040 Commerce Drive. The Planning Commission recommended denial of the variance request and directed staff to propose amendments to the Sign Code. The proposed amendments allow one ground and one pylon sign subject to certain requirements described in the Ordinance. With no one appearing before Council, Mayor Dehen closed the Public Hearing.

**Public Hearing, 7 p.m.-Consider Amending City Code Chapter 154.15 Sign Regulations.**

Community Development Director Fischer stated Kato Engineering was requesting the City consider amending City Sign Code for the industrial districts which limit buildings over 25,000 square feet to 400 square feet of signage. The building in question is 272,425 square feet. The proposed Ordinance has three tiers for the following footage; less than 25,000 square feet are allowed 200 square feet of signage, 25,001-200,000 are allowed 400 square feet of signage and buildings over 200,000 square feet are allowed 600 square feet of signage. With no one appearing before Council, Mayor Dehen closed the Public Hearing.

**Consent Agenda**

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

- A. Bills and Appropriations.
- B. Res. No. 37-17 Approving Donations/Contributions/Grants.
- C. Approved Park Permit for Spring Lake Park Shelter 1 and Shelter 2 for the RipRoar Youth Triathlon on June 24, 2017 from 8:00 a.m. until 3:00 p.m.
- D. Approved Parade Permit for RipRoar Youth Triathlon on June 24, 2017 from 9:00 a.m. until 1:00 p.m.
- E. Approved Audio Permit for RipRoar Youth Triathlon at Spring Lake Park on June 24, 2017 from 9:00 a.m. until 1:00 p.m.
- F. Approved the May 17, 2017 Traffic & Safety Committee Meeting Minutes.
- G. Approved the Application for Temporary Extension of Premise for Spinners on June 17, 2017 for a Bean Bag Tournament from 10:00 a.m. until 10:00 p.m.
- H. Set Public Hearing for 7:00 p.m. on June 19, 2017 to Consider the 2017-2018 Annual Action Plan.

**Vote on the motion: Whitlock, Steiner, Norland, Freyberg, and Dehen, aye; no nays. Motion carried.** Council Member Norland thanked all those who made donations.

**Public Comments**

Tom Hagen, 927 Lake Street appeared before Council and expressed concerns over the proposed Spring Lake Swim Facility improvements. He stated the City should focus on renewable energy and not the wants of an improved swim facility. Council Member Norland stated the City has been working on renewable energy and green initiatives.

Dave Arnold, 1028 Oak Terrace Drive, appeared before Council and stated Arnold's Storage invested \$17,000 in changing to LED and has seen cost savings and he knows the City buildings and street lights are moving to LED.

**Business Items**

**Adopt Ordinance No. 91, Fourth Series, An Ordinance of the City of North Mankato, Minnesota, Amending North Mankato City Code, Chapter 154.12, Entitled "Sign Regulations." Council Member Freyberg moved, seconded by Council Member Norland to Adopt Ordinance No. 91, Fourth Series, An Ordinance of the City of North Mankato, Minnesota, Amending North Mankato City Code, Chapter 154.12, Entitled "Sign Regulations." Vote on the motion: Whitlock, Steiner, Norland, Freyberg, and Dehen, aye; no nays. Motion carried.**

**Adopt Ordinance No. 92, Fourth Series, An Ordinance of the City of North Mankato, Minnesota, Amending North Mankato City Code, Chapter 154.15, Entitled "Sign Regulations." Council Member Norland moved, seconded by Council Member Steiner to Adopt Ordinance No. 92, Fourth Series, An Ordinance of the City of North Mankato, Minnesota, Amending North Mankato City Code, Chapter 154.15, Entitled "Sign Regulations." Vote on the motion: Whitlock, Steiner, Norland, Freyberg, and Dehen, aye; no nays. Motion carried.**

**Res. No. 38-17 Approving Plans and Specifications and Authorizing Construction Bid Documents for Project No. 17-03 Spring Lake Swim Facility and Bath House Reconstruction. Council Member Norland moved, seconded by Council Member Steiner to Adopt Res. No. 38-17**

**Approving Plans and Specifications and Authorizing Construction Bid Documents for Project No. 17-03 Spring Lake Swim Facility and Bath House Reconstruction. Vote on the motion: Whitlock, Steiner, Norland, Freyberg, and Dehen, aye; no nays. Motion carried.**

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

City Administrator Harrenstein reviewed information concerning the extension of the sales tax answering question concerning why North Mankato was authorized to collect 9 million and not the 15 million tax payers approved in the 2016 Special Election. He stated extension of the sales tax was first contemplated by the City Council in 2014 because the first six million had been allocated and the City Council was discussing, as part of the budget process, how to continue completing Benson Park and how to consider the construction of an indoor recreational amenity at Caswell Park. At that time, it was estimated the tax would generate \$550,000 per year, and the memo provided requested an additional 15 year extension for a total of \$8,250,000. This estimate assumed no growth in the revenue, and subsequently, the City Council and Staff determined to request nine million dollars in the Resolution adopted in January of 2015.

City Administrator Harrenstein stated that during lobbying efforts at the Legislature in 2015, the Senate Tax Committee desired to link the Mankato and North Mankato question with regional approval at the same election. During the process, a request was made by Mankato to extend the tax to 2038 and this extended the period to 23 years instead of what was thought to be only a 15-year extension. The Legislature and Governor could not arrive at a compromise regarding a tax bill in 2015 and 2016, so the extension did not move forward. It should be noted the legislature approved the North Mankato tax during 2016 at the 9 million dollar level, but the bill was ultimately vetoed by the Governor. During the summer of 2016, a community group was convened by Greater Mankato Growth to discuss regional recreational needs, and the infrastructure needs to be proposed to be funded with sales tax dollars. As the list of eligible projects was determined by the community and City Council(s), it was noted the cost of the projects exceeded the revenue from both city's taxes and that private dollar from other local groups would be needed to complete all of the requests. During that time, sales tax revenues increased in North Mankato to \$590,000 a year. As a result of the extended timeframe of the tax, increased revenue, expanded list of projects, and applying a 1% annual growth rate to collection estimates, a determination was made by the City Council and Staff to increase the request to 15 million dollars. Also, a community decision was made in 2016 to pursue an extension of the tax in both communities before seeking legislative approval in 2017 because it was anticipated this would bolster the case for the extension among Legislative Leaders. When this decision was made, the City Council chose to ask voters to approve fifteen million dollars instead of the nine million dollars based on the increased revenue being collected by the tax and the requirement the tax be linked to the 2038 extension pursued jointly with Mankato.

When North Mankato and Mankato returned in 2017 to lobby for the sales tax, House Republicans believed they had already agreed to the nine million dollar amount during the 2016 session. Senate Republicans passed the bill at the 15 million dollar amount. During the conference committee, the Senate acquiesced to the House's position that nine million was the amount previously approved for North Mankato. During the final stages of lobbying efforts, North Mankato was presented with a choice: nine million dollars or nothing. Staff opted during lobbying efforts to secure the nine million dollars when faced with the alternative of securing nothing. North Mankato will return to the legislature at a later date to seek approval of the full 15 million dollar extension.

Public Works Director Swanson reported the construction of lines for sump pumps has been occurring on Candi Lane along with mil and overlay in the area. He stated residents were happy with the improvements.

Public Works Director Swanson reported Movies in the Park would be held Friday, June 9<sup>th</sup> beginning at approximately 9 pm with games and bouncy houses available one hour before the movie.

City Clerk Van Genderen reported Bookin' on Belgrade was held on June 3, 2017, with approximately 135 participants, it was a fun event with a lot of energy and enthusiasm.

### **Mayor and Council Comments**

Council Member Norland stated language concerning sustainability, energy efficiency, air quality and a healthier environment would be considered for inclusion in the Strategic Plan.

**Council Member Steiner moved, seconded by Council Member Norland to reschedule the July Council Meetings to July 10, 2017, at 7:00 pm and July 24, 2017, at 7:00 pm. Vote on the motion: Whitlock, Steiner, Norland, Freyberg, and Dehen, aye; no nays. Motion carried.**

Mayor Dehen stated ArtSplash and the North Star Bike Race would be held on June 17<sup>th</sup>. He requested staff have renderings of the proposed Spring Lake Swim Facility available for review on June 17, 2017.

Mayor Dehen stated he would like to schedule a Coffee with the Council for June 24, 2017, at Spring Lake Park at 10:00 a.m.

Mayor Dehen stated City Council would be bringing back recommendations for sustainability and review those ideas during the budget process, allowing departments to review ideas and include in the 3 to 5 year plans.

Mayor Dehen reported a new bike trails map was included in the packet showing connectivity around the City. Public Works Director Swanson reviewed potential connections.

Mayor Dehen read a Spirit of Cooperation Proclamation into the record:

**WHEREAS**, in Mankato and North Mankato, Minnesota—the cities we call home—we acknowledge that when individuals and teams do well and achieve accomplishments, it's outstanding ambassadorship and helps put Mankato and North Mankato, Minnesota on the map.

**WHEREAS**, we acknowledge that the Minnesota State Mavericks softball team won its first national championship in program history, finishing the season with a program best 64-7 record after downing Angelo State, 5-1, at the National Collegiate Athletic Association Championship (NCCA) Championship Finals at the Moyer Sport Complex in Salem, VA. This is the second-highest for a NCCA Division II National Champion.

**NOW, THEREFORE**, we, Eric Anderson, Mayor of the City of Mankato, and Mark Dehen, Mayor of the City of North Mankato, in the State of Minnesota hereby proclaim June 6, 2017 as "Maverick Softball Day." We therefore proclaim on behalf of the people of Mankato and North Mankato, June 6, 2017.

**"Maverick Softball Day"**

Team members: Coley Ries, Carly Esselman, McKenzie Paap, Alyssa Rickels, Amber Kral, Caitlin Stone, Libby Bemis, Ashley Ewoldt, Dana Mogren, Cori Kennedy, Ashley Thell, Jess Meidl, Kennedy Rieck, Bria Majeski and Samantha Buhmann

Coaches: Lori Meyer, Kristie Wolcott and Sammie Hildreth

**Public Comments**

Tom Hagen, 927 Lake Street, appeared before Council and requested Council take action to control the deer population stating he was disappointed in the Council's lack of action. Mayor Dehen stated the City has been communicating with the DNR and the Minnesota Public Health Department, monitoring deer/vehicle incidents, passed an Ordinance prohibiting the feeding of deer and placed information in the City E-Newsletter.

There being no further business, on a motion by Council Member Norland, seconded by Council Member Steiner, the meeting adjourned at 8:50 to closed session to conduct the City Administrator's review.

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Mayor

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City Clerk

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #7	Department: Comm. Dev.	Council Meeting Date: 6/19/17																																		
<b>TITLE OF ISSUE:</b> Public Hearing, 7 pm-Consider the 2017-2018 Annual Action Plan.																																				
<b>BACKGROUND AND SUPPLEMENTAL INFORMATION:</b> As part of our participation in the HUD Entitlement Program, it is necessary to create an Action Plan for the use of our annual CDBG funds for 2017/2018. HUD reported the City of North Mankato, as an entitlement community, will receive an allocation of \$71,389. For 2017/2018, staff is recommending the CDBG funds be used for owner-occupied single-family housing rehabilitation. As we have some unused CDBG funds, the proposed budget for the rehabilitation program would be:																																				
<table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">Formula Funds -</td> <td style="text-align: right;">\$71,389</td> </tr> <tr> <td>Prior Year Unused Funds -</td> <td style="text-align: right;">\$17,048</td> </tr> <tr> <td><b>TOTAL</b></td> <td style="text-align: right;"><b>\$88,437</b></td> </tr> </table>			Formula Funds -	\$71,389	Prior Year Unused Funds -	\$17,048	<b>TOTAL</b>	<b>\$88,437</b>																												
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If additional space is required, attach a separate sheet																																				
<b>REQUESTED COUNCIL ACTION:</b> Public Hearing																																				
Motion By: _____ Second By: _____  <table style="width: 100%; border: none;"> <tr> <td style="width: 15%;">Vote Record:</td> <td style="width: 10%;">Aye</td> <td style="width: 10%;">Nay</td> <td></td> </tr> <tr> <td></td> <td>_____</td> <td>_____</td> <td>Steiner</td> </tr> <tr> <td></td> <td>_____</td> <td>_____</td> <td>Norland</td> </tr> <tr> <td></td> <td>_____</td> <td>_____</td> <td>Freyberg</td> </tr> <tr> <td></td> <td>_____</td> <td>_____</td> <td>Whitlock</td> </tr> <tr> <td></td> <td>_____</td> <td>_____</td> <td>Dehen</td> </tr> </table>	Vote Record:	Aye	Nay			_____	_____	Steiner		_____	_____	Norland		_____	_____	Freyberg		_____	_____	Whitlock		_____	_____	Dehen	<div style="text-align: center; border-bottom: 1px solid black; margin-bottom: 10px;"> <b>SUPPORTING DOCUMENTS ATTACHED</b> </div> <table style="width: 100%; border: none;"> <tr> <td style="width: 20%;">Resolution</td> <td style="width: 20%;">Ordinance</td> <td style="width: 20%;">Contract</td> <td style="width: 20%;">Minutes</td> <td style="width: 20%;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) <u>Annual Action Plan, Notice of Public Hearing</u> <u>Affidavit of Publication</u> _____ _____ _____		Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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NOTICE OF PUBLIC HEARING ON 2017-2018 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 19<sup>th</sup> day of June 2017, to hold a public hearing to consider the 2017-2018 Annual Action Plan.

Such persons as desire to be heard with reference to the proposed 2017-2018 Annual Action will be heard at this meeting.

Dated this 5<sup>th</sup> day of June 2017.

April Van Genderen  
City Clerk  
City of North Mankato



# AFFIDAVIT OF PUBLICATION

State of Minnesota, ss.  
County of Blue Earth

Steve Jameson, being duly sworn, on oath states as follows:

1. I am the publisher of The Free Press, or the publisher's designated agent. I have personal knowledge of the facts stated in this Affidavit, which is made pursuant to Minnesota Statutes §331A.07.
2. The newspaper has complied with all of the requirements to constitute a qualified newspaper under Minnesota law, including those requirements found in Minnesota Statutes §331A.02.
3. The dates of the month and the year and day of the week upon which the public notice attached/copied below was published in the newspaper are as follows:

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 Tuesday the 6 day of June, 2017, and was thereafter printed and published on every Tuesday to and including Tuesday, the 6 day of June, 2017; 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

4. The Publisher's lowest classified rate paid by commercial users for comparable space, as determined pursuant to § 331A.06, is as follows: \$21.50.
5. Pursuant to Minnesota Statutes §580.033 relating to the publication of mortgage foreclosure notice: The newspaper's known office is located in Blue Earth County. The newspaper complies with the conditions described in §580.033, subd. 1, clause (1) or (2). If the newspaper's known office of issue is located in a county adjoining the county where the mortgaged premises or some part of the mortgaged premises described in the notice are located, a substantial portion of the newspaper's circulation is in the latter county.

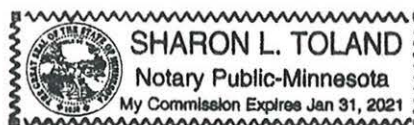
FURTHER YOUR AFFIANT SAITH NOT.

By: Steve Jameson  
Steve Jameson, Publisher

Subscribed and sworn to before me on this 6 day of June, 2017.

Sharon L. Toland

Notary Public



June 6, 2017  
NOTICE OF  
PUBLIC HEARING ON 2017-2018  
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 19th day of June 2017, to hold a public hearing to consider the 2017-2018 Annual Action Plan. Such persons as desire to be heard with reference to the proposed 2017-2018 Annual Action will be heard at this meeting.  
Dated this 5th day of June 2017.  
April Van Genderen  
City Clerk  
City of North Mankato





City of North Mankato, MN

## Claims List - Regular

By Vendor Name

Date Range: 6-19-17

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
00416	1st LINE/LEEWEES VENTURES LLC	06/19/2017	Regular	0	1,475.79	87524
00551	A.H. HERMEL COMPANY	06/19/2017	Regular	0	148.13	87525
00027	AFFORDABLE JETTING, INC.	06/19/2017	Regular	0	262.50	87526
00029	AG SPRAY EQUIPMENT	06/19/2017	Regular	0	516.24	87527
02254	ALBRIGHT LAWNS	06/19/2017	Regular	0	405.00	87528
00070	AMLAWN, INC.	06/19/2017	Regular	0	60.00	87529
00102	AUDIO EDITIONS	06/19/2017	Regular	0	8.00	87530
02434	AUSTIN'S AUTO REPAIR CENTER, INC.	06/19/2017	Regular	0	60.00	87531
00105	AUTO VALUE MANKATO	06/19/2017	Regular	0	167.28	87532
02248	BLINDS & MORE	06/19/2017	Regular	0	436.80	87533
00176	BORDER STATES ELECTRIC SUPPLY	06/19/2017	Regular	0	650.48	87534
02608	BUD'S NUISANCE WILDLIFE REMOVAL LLC	06/19/2017	Regular	0	200.00	87535
00255	CITY OF MANKATO	06/19/2017	Regular	0	217,295.94	87536
00312	CULVER'S OF NORTH MANKATO	06/19/2017	Regular	0	237.50	87537
00315	CUSHMAN MOTOR CO., INC	06/19/2017	Regular	0	62.25	87538
00320	DAIRY QUEEN WEST	06/19/2017	Regular	0	49.50	87539
00322	DALCO	06/19/2017	Regular	0	1,490.46	87540
00348	DIRT MERCHANT, INC.	06/19/2017	Regular	0	20,993.18	87541
00364	DRUMMER'S GARDEN CENTER & FLORAL	06/19/2017	Regular	0	97.49	87542
00401	EXPRESS SERVICES, INC.	06/19/2017	Regular	0	814.32	87543
00404	FASTENAL COMPANY	06/19/2017	Regular	0	76.03	87544
00447	FREE PRESS	06/19/2017	Regular	0	327.88	87545
00462	G & K SERVICES	06/19/2017	Regular	0	171.58	87546
00460	G AND H READY MIX, LLC	06/19/2017	Regular	0	1,012.50	87547
01098	GILLETTE GROUP/PEPSI-COLA	06/19/2017	Regular	0	10,161.02	87548
02560	GOLD MEDAL	06/19/2017	Regular	0	2,050.73	87549
02295	GRAYBAR	06/19/2017	Regular	0	1,841.88	87550
00538	HAWKINS, INC.	06/19/2017	Regular	0	3,874.27	87551
00561	HILLTOP FLORIST & GREENHOUSE	06/19/2017	Regular	0	108.99	87552
00595	HY-VEE, INC.	06/19/2017	Regular	0	1,247.77	87553
00680	J.J. KELLER & ASSOCIATES, INC.	06/19/2017	Regular	0	805.50	87554
00637	JETTER CLEAN, INC.	06/19/2017	Regular	0	405.00	87555
00639	JOHN DEERE FINANCIAL	06/19/2017	Regular	0	723.98	87556
02609	JOHNSON, PETER	06/19/2017	Regular	0	259.24	87557
00653	JONCKOWSKI, DICK	06/06/2017	Regular	0	250.00	87516
02605	KSL	06/13/2017	Regular	0	350.00	87521
02610	KUTIE KARI BOOKS, INC.	06/19/2017	Regular	0	480.00	87558
02344	LEIGHTRONIX	06/19/2017	Regular	0	2,388.00	87559
00776	LLOYD LUMBER CO.	06/19/2017	Regular	0	1,185.22	87560
00793	M & M SIGNS, INC.	06/19/2017	Regular	0	187.50	87562
00800	MADDEN, GALANTER, HANSEN, LLP	06/19/2017	Regular	0	919.84	87563
02110	MAKING FACES MANKATO	06/19/2017	Regular	0	250.00	87564
00812	MANKATO BEARING COMPANY	06/19/2017	Regular	0	50.88	87565
00817	MANKATO EAST	06/02/2017	Regular	0	586.32	87512
00832	MANKATO TENT & AWNING CO.	06/19/2017	Regular	0	680.00	87566
00847	MATHESON TRI-GAS, INC.	06/19/2017	Regular	0	116.33	87567
00860	MCFOA	06/19/2017	Regular	0	40.00	87568
00874	MENARDS-MANKATO	06/19/2017	Regular	0	69.85	87569
00890	MII LIFE, INC.- VEBA	06/06/2017	Regular	0	3,627.03	87517
00956	MINNESOTA WASTE PROCESSING CO.	06/19/2017	Regular	0	23,862.95	87570
00981	MORRIS, GRAYLYN	06/19/2017	Regular	0	250.00	87571
00996	MT BALLOONS	06/19/2017	Regular	0	270.00	87572
01033	NEWMAN TRAFFIC SIGNS	06/19/2017	Regular	0	317.89	87573
02611	PATHSTONE CAFE & CATERING	06/19/2017	Regular	0	246.55	87574
02379	PERFECTION PACKAGING	06/19/2017	Regular	0	513.60	87575
01106	PETTY CASH	06/14/2017	Regular	0	1,000.00	87523
01106	PETTY CASH	06/19/2017	Regular	0	155.87	87576

02601	PORCHLIGHTS, THE	06/09/2017	Regular	0	350.00	87520
01133	POWERPLAN/RDO EQUIPMENT	06/19/2017	Regular	0	10.30	87577
01177	RECORDED BOOKS, LLC	06/19/2017	Regular	0	28.49	87578
01182	REGION 2A	06/02/2017	Regular	0	497.26	87513
01190	REINHART FOODSERVICE LLC	06/19/2017	Regular	0	3,947.28	87579
02612	REPTILE & AMPHIBIAN DISCOVERY ZOO	06/19/2017	Regular	0	250.00	87580
02613	SHANK CONSTRUCTORS, INC.	06/19/2017	Regular	0	57,911.00	87581
01286	SKARPOHL PRESSURE WASHER SALES	06/19/2017	Regular	0	150.27	87582
01079	SMC-SOUTHERN MINNESOTA CONSTRUCTION	06/19/2017	Regular	0	2,336.06	87583
01402	TIRE ASSOCIATES	06/19/2017	Regular	0	426.26	87584
02591	UNITED TEAM ELITE	06/19/2017	Regular	0	690.00	87585
02536	USAQUATICS, INC.	06/19/2017	Regular	0	28,550.00	87586
01477	VIKING ELECTRIC SUPPLY, INC.	06/19/2017	Regular	0	88.52	87587
02282	WARD EINESS STRATEGIES	06/19/2017	Regular	0	2,000.00	87588
01523	WENZEL AUTO ELECTRIC CO	06/19/2017	Regular	0	119.00	87589
01525	WEST CENTRAL SANITATION, INC.	06/19/2017	Regular	0	26,393.38	87590
02606	WHITE, DAN	06/13/2017	Regular	0	850.00	87522
01552	WW BLACKTOPPING, INC	06/19/2017	Regular	0	5,461.06	87591
00101	AT&T MOBILITY	06/13/2017	Bank Draft	0	26.05	DFT0001197
00241	CHARTER COMMUNICATIONS	06/07/2017	Bank Draft	0	496.58	DFT0001186
00258	CITY OF MANKATO-WATER BILL	06/07/2017	Bank Draft	0	22.10	DFT0001188
02058	CONSOLIDATED COMMUNICATIONS	06/07/2017	Bank Draft	0	3,143.39	DFT0001185
02058	CONSOLIDATED COMMUNICATIONS	06/14/2017	Bank Draft	0	39.00	DFT0001198
02058	CONSOLIDATED COMMUNICATIONS	06/14/2017	Bank Draft	0	40.62	DFT0001199
02058	CONSOLIDATED COMMUNICATIONS	06/14/2017	Bank Draft	0	30.61	DFT0001200
02058	CONSOLIDATED COMMUNICATIONS	06/14/2017	Bank Draft	0	42.94	DFT0001201
02058	CONSOLIDATED COMMUNICATIONS	06/14/2017	Bank Draft	0	254.92	DFT0001202
02058	CONSOLIDATED COMMUNICATIONS	06/14/2017	Bank Draft	0	30.61	DFT0001203
00311	CULLIGAN WATER CONDITIONING	06/07/2017	Bank Draft	0	7.95	DFT0001183
00311	CULLIGAN WATER CONDITIONING	06/07/2017	Bank Draft	0	54.00	DFT0001184
00608	INGRAM LIBRARY SERVICES	06/14/2017	Bank Draft	0	1,581.65	DFT0001204
00733	LAKES GAS CO #10	06/13/2017	Bank Draft	0	79.80	DFT0001195
00775	LJP WASTE & RECYCLE, LLC	06/13/2017	Bank Draft	0	240.00	DFT0001196
02607	ROCHESTER MAGAZINE	06/13/2017	Bank Draft	0	100.00	DFT0001194
01335	STAPLES ADVANTAGE	05/20/2017	Bank Draft	0	88.85	DFT0001180
01335	STAPLES ADVANTAGE	05/31/2017	Bank Draft	0	550.14	DFT0001181
01335	STAPLES ADVANTAGE	06/06/2017	Bank Draft	0	222.67	DFT0001182
02178	WASTE MANAGEMENT OF WI-MN	06/07/2017	Bank Draft	0	100.73	DFT0001187
01525	WEST CENTRAL SANITATION, INC.	06/13/2017	Bank Draft	0	3,549.00	DFT0001193
00050	ALPHA WIRELESS COMMUNICATIONS	06/21/2017	EFT	0	371.50	220
00174	BOLTON & MENK, INC.	06/21/2017	EFT	0	37,132.50	221
00216	C & S SUPPLY CO, INC.	06/21/2017	EFT	0	275.23	222
00334	DEHEN, MARK	06/21/2017	EFT	0	6.00	223
00343	DH ATHLETICS LLC	06/21/2017	EFT	0	505.00	224
00493	GOODWIN, TONY	06/21/2017	EFT	0	400.00	225
00494	GOPHER STATE ONE-CALL	06/21/2017	EFT	0	257.85	226
00691	KENNEDY & KENNEDY LAW OFFICE	06/21/2017	EFT	0	9,149.27	227
00889	MIDWEST TAPE/HOOPLA	06/21/2017	EFT	0	619.61	228
00902	MINNESOTA IRON & METAL CO	06/21/2017	EFT	0	118.80	229
00935	MINNESOTA PIPE & EQUIPMENT	06/21/2017	EFT	0	4,986.61	230
00997	MTI DISTRIBUTING CO	06/21/2017	EFT	0	1,394.28	231
01036	NICOLLET COUNTY RECORDER/ABSTRACTER	06/21/2017	EFT	0	46.00	232
02005	PANTHEON COMPUTERS	06/21/2017	EFT	0	7,540.92	233
01090	PARAGON PRINTING, MAILING & SPECIALTIES	06/21/2017	EFT	0	3,807.78	234
01179	RED FEATHER PAPER CO.	06/21/2017	EFT	0	893.94	235
01211	RIVER BEND BUSINESS PRODUCTS	06/21/2017	EFT	0	628.83	236
01323	SPS COMPANIES, INC.	06/21/2017	EFT	0	344.40	237
					515,534.07	114

## Authorization Signatures

### All Council

The above manual and regular claims lists for 6-19-17 are approved by:

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MARK DEHEN- MAYOR

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DIANE NORLAND- COUNCIL MEMBER

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WILLIAM STEINER- COUNCIL MEMBER

---

ROBERT FREYBERG- COUNCIL MEMBER

---

JAMES WHITLOCK- COUNCIL MEMBER

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
William Olinger & Amy Jo Brandel	Adopt-A-Family Swim Pass Donation	\$40.00
Anonymous	Library Materials	\$230.00
		\$270.00

Adopted by the City Council this 19<sup>th</sup> day of June 2017.

\_\_\_\_\_  
Mayor

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

Permit #: \_\_\_\_\_-2017

Start time: 6:00 pm

Date: 07/04/2017

Stop time: Midnight 10 pm

Location: Valley Landscape Supply, LLC

Event Name: Customer / Employee Recognition Event

Name: Valley Landscape Supply

Address: 1040 N River Drive, North Mankato, MN

Phone: 507-218-8976

# of People: 150

Use of Tents (or anything requiring staking) ☐ No ☐ Yes \* If Yes, Please contact Gopher State One Call  
\*Bounce House requires waiver 800-252-1166 one week prior to event.

Notes: \_\_\_\_\_

Alcoholic Beverages (wine & beer only) ☐ No ☒ Yes \* \$250 refundable deposit and \$25 keg permit

Please specify: Cans Keg Catering\* (must contact City Hall)

Audio (requires audio permit)

☐ No ☒ Yes \* If Yes, Please fill out Audio Permit.

**Allowed**

- Personal grills
- Keg beer provided a permit is obtained
- Fishing/ice fishing on Ladybug Lake and Spring Lake only
- Pets in Benson Park and Bluff Park provided they are on a 6' leash
- Canoes and kayaks on Ladybug Lake and Spring Lake (children under 12 must be accompanied by an adult and wear a life preserver)
- Hog roasts provided they are on a hard-surfaced lot

**Prohibited**

- Vehicles are not allowed to be parked or driven on the grass for any reason unless permission is given from the Parks Department.
- Pets (allowed in Benson Park and Bluff Park only)
- Glass containers
- Campfires / Bonfires / Fire Rings
- Snowmobiles, ATVs, golfing, swimming, boating and motorized flotation devices
- Dunk Tanks
- Audio equipment may not be played so loud as to interfere with the reasonable use of the park by others. All audio devices must end at 10 PM

☒ I, the undersigned, understand that the park shelter reservation fee is non-refundable. If prior approval is not obtained for the installation of additional tents or stakes and causes disruption of utility services, I agree to be held liable for any repairs to service lines.

☒ I, the undersigned, have received the Audio Permit Instructions and understand that failure to comply with the audio instructions may terminate the event and prevent future ability to obtain an audio permit.

SIGNED: \_\_\_\_\_

Applicant

05/30/2017

Date

☐ APPROVED ☐ DENIED

☐ REFER TO COUNCIL

City Clerk

Date

Receipt # \_\_\_\_\_ Book \_\_\_\_\_ Online \_\_\_\_\_ Park \_\_\_\_\_ Police \_\_\_\_\_ Staff Initials \_\_\_\_\_



1001 Belgrade Avenue  
North Mankato, MN 56003  
507-625-4141 Fax: 507-625-4151  
[www.northmankato.com](http://www.northmankato.com)

Audio Permit \_\_\_\_\_ 2017  
Park Permit \_\_\_\_\_ 2017

## Audio Permit

### About:

An audio permit is required for anyone operating outdoor amplified sound (i.e., a loudspeaker, public address system, or sound amplifying equipment). All Audio Permits must be approved by the Council. The sound system cannot be operated before 7:00 am or after 10:00 pm. There is a \$25 fee.

### Audio Permit Responsibilities:

- An onsite event coordinator must be available by mobile during the event.
- An applicant will provide a schedule of any music or entertainment proposed to occur during the event.
- A beginning and end time must be supplied on the application, and the event coordinator must ensure compliance.
- Applicants must comply with City Code Ordinance 90.045 and Minnesota Rules Chapter 7030 which limits noise.
- Noise levels cannot exceed 60 dBA more than 50 percent of the time.

### What happens if there is a noise complaint?

- A North Mankato Patrol Officer will meet with the complainant and evaluate and measure the noise using a decibel reader at the location of the complainant.
- If the noise is found out of compliance, the Patrol Officer will contact the onsite event coordinator, and the amplified sound must be turned down.
- If the onsite event coordinator does not comply, the event will be immediately terminated, and the group will be disbursed.
- Failure to comply will affect future ability to obtain an audio permit.

AMPLIFIED SOUND: ☐ LIVE MUSIC/BAND  
☐ DJ/KARAOKE MACHINE  
☒ OTHER: Radio

DATE OF EVENT: 07/04/2017  
BEGIN TIME: 6:00 pm  
END TIME: Midnight 10 pm

LOCATION / SHELTER: Valley Landscape Supply, LLC  
EVENT NAME: Customer / Employee Recognition Event  
ONSITE COORDINATOR: PRINT NAME: Jordan Smith  
MOBILE NUMBER: 507-317-8833

☒ I, THE UNDERSIGNED, HAVE RECEIVED THE AUDIO PERMIT AND UNDERSTAND THAT FAILURE TO COMPLY WITH THE AUDIO POLICY MAY TERMINATE THE EVENT AND PREVENT FUTURE ABILITY TO OBTAIN AN AUDIO PERMIT.

SIGNATURE: \_\_\_\_\_ DATE: 05/30/2017

POLICE CHIEF: CA #701

CITY CLERK: \_\_\_\_\_

☐ DENIED ☒ APPROVED

☐ BOOK ☐ POLICE ☐ ONLINE ☐ \$25.00 FEE

STAFF INITIALS \_\_\_\_\_



# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #8D	Department: Admin	Council Meeting Date: 6/19/17																												
<b>TITLE OF ISSUE: Consider Adopting Resolution Approving Special Legislation.</b>																														
<b>BACKGROUND AND SUPPLEMENTAL INFORMATION: The Minnesota Legislature has adopted the 2017 Omnibus Tax Bill, and pursuant to Minnesota Statute 645.021, Subd. 2, in order to become effective, the special legislation must be adopted by Resolution of the City Council of the City of North Mankato.</b>																														
<i>If additional space is required, attach a separate sheet</i>																														
<b>REQUESTED COUNCIL ACTION: Adopt Resolution Approving Special Legislations.</b>																														
Motion By: _____ Second By: _____  Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Whitlock</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Steiner	_____	_____	Norland	_____	_____	Freyberg	_____	_____	Whitlock	_____	_____	Dehen	<div style="text-align: center; border-bottom: 1px solid black; margin-bottom: 10px;"> <b>SUPPORTING DOCUMENTS ATTACHED</b> </div> <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) _____ _____ _____ _____		Resolution	Ordinance	Contract	Minutes	Map	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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RESOLUTION APPROVING SPECIAL LEGISLATION

WHEREAS, the Minnesota Legislature has adopted the 2017 Omnibus Tax Bill; and

WHEREAS, 2017 Session Laws, Chapter 66, Section 20, Subd. 2 of that bill specifically authorizes the Use of Revenues for the City of North Mankato; and

WHEREAS, the special legislation becomes effective only after the City Council of the City of North Mankato passes a resolution approving the legislation pursuant to Minnesota Statutes §645.021, Subd. 2.

NOW THEREFORE BE IT RESOLVED that the City Council for the City of North Mankato hereby approves the special legislation authorizing the City of North Mankato to use the revenues from the City's sales tax to pay all or a portion of the expenses listed within the bill (see attached copy of adopted Legislation).

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

Dated this 19<sup>th</sup> day of June 2017.

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Mayor

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City Clerk

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #10A	Department: Comm. Dev.	Council Meeting Date: 6/19/17																																																
<b>TITLE OF ISSUE:</b> Consider Approving the 2017-2018 Annual Action Plan.																																																		
<b>BACKGROUND AND SUPPLEMENTAL INFORMATION:</b> As part of our participation in the HUD Entitlement Program, it is necessary to create an Action Plan for the use of our annual CDBG funds for 2017/2018. HUD reported the City of North Mankato, as an entitlement community, will receive an allocation of \$71,389. For 2017/2018, staff is recommending the CDBG funds be used for owner-occupied single-family housing rehabilitation. As we have some unused CDBG funds, the proposed budget for the rehabilitation program would be:																																																		
<table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">Formula Funds -</td> <td style="text-align: right;">\$71,389</td> </tr> <tr> <td>Prior Year Unused Funds -</td> <td style="text-align: right;">\$17,048</td> </tr> <tr> <td><b>TOTAL</b></td> <td style="text-align: right;"><b>\$88,437</b></td> </tr> </table>			Formula Funds -	\$71,389	Prior Year Unused Funds -	\$17,048	<b>TOTAL</b>	<b>\$88,437</b>																																										
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The Public Hearing was held earlier in the evening.																																																		
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<b>REQUESTED COUNCIL ACTION:</b> Approve the 2017-2018 Annual Action Plan.																																																		
Motion By: _____ Second By: _____  Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Whitlock</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Steiner	_____	_____	Norland	_____	_____	Freyberg	_____	_____	Whitlock	_____	_____	Dehen	<div style="text-align: center; border-bottom: 1px solid black; margin-bottom: 10px;"> <b>SUPPORTING DOCUMENTS ATTACHED</b> </div> <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td colspan="5">           Other (specify) <u>Annual Action Plan</u> </td> </tr> <tr><td colspan="5">_____</td></tr> <tr><td colspan="5">_____</td></tr> <tr><td colspan="5">_____</td></tr> </table>		Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other (specify) <u>Annual Action Plan</u>					_____					_____					_____				
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# COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

2017 Action Plan



*Draft 2017 Plan*

## **Executive Summary**

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

#### **1. Introduction**

The 2015-2019 Consolidated Plan describes community needs and determines local priorities for using public resources to assist low-and moderate-income residents of the City of North Mankato. It sets forth a five-year strategic plan consisting of goals and actions to address community needs.

The Consolidated Plan is augmented by annual Action Plans, which identify how the City will spend the public resources each year to meet the goals and priorities identified in the Consolidated Plan. This Action Plan covers the third year of the Consolidated Plan and formulates a plan to achieve many of the objectives and outcomes stated in the Consolidated Plan. Affordable housing, specifically the rehabilitation of existing single-family dwellings, continues to be a priority for the coming year.

#### **2. Summarize the objectives and outcomes identified in the Plan**

The goals and outcomes identified in this Action Plan are taken from the Consolidated Plan's Strategic Plan which describes how CDBG funds and other resources will be deployed and what other actions will be taken to address community development and affordable housing needs over the next five years. This year, goals are being carried out through projects that relate to housing rehabilitation.

The City proposes to complete 5 owner-occupied housing rehabilitation projects. The outcome of these projects will be an increase in the availability/accessibility to decent housing by providing owner occupied housing rehabilitation funds for four units.

This will be accomplished by providing 5 year 0% interest deferred loans (\$1500-\$7500) to income qualified households to make improvements that make homes energy efficient, safe, habitable and accessible to physically challenged occupants.

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

The owner-occupied rehabilitation program has been effective in preserving the existing housing stock as well as improving the quality of life for low- to moderate-income homeowners. Much of North Mankato's housing stock (42%) is over 50 years old and demand for this program remains strong as does the need for continued investment for owner-occupied housing rehabilitation.

The 2015 Consolidated Annual Performance and Evaluation Report (CAPER) provided an evaluation of the first year of the Consolidated Plan. North Mankato made significant progress in meeting its first-year

goals. Some notable accomplishments during the first years of the 2015-2019 Consolidated Plan include the following:

- Four low- to moderate-income households received grants through the Single-Family Residential Rehabilitation Program.
- Seventeen North Mankato residents participated in the Tapestry Project providing education to help orient new immigrants into the community.
- Accessibility improvements to the Municipal Building

**4. Summary of Citizen Participation Process and consultation process**

A draft of the 2017 Annual Action Plan was made available on the City's website and copies were also available for review at the North Mankato Municipal Building, located at 1001 Belgrade Avenue, North Mankato, MN 56003 during the office hours of 8:00 a.m. to 5:00 p.m.

**5. Summary of public comments**

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

**7. Summary**



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

### 1. Agency/entity responsible for preparing/administering the Consolidated Plan

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

Agency Role	Name	Department/Agency
CDBG Administrator	NORTH MANKATO	Community Development Department

Table 1 – Responsible Agencies

### Narrative (optional)

The Community Development Department is the Lead Agency for the development of the Action Plan. The City of North Mankato worked closely with a number of public and private agencies in the development of this plan.

### Consolidated Plan Public Contact Information

Michael Fischer, Community Development Director

1001 Belgrade Avenue

North Mankato, MN 56003

507-625-4141

michaelf@northmankato.com

## **AP-10 Consultation – 91.100, 91.200(b), 91.215(l)**

### **1. Introduction**

The main focus on consulting with other entities occurred during the development of the 2015-2019 Consolidated Plan. To develop the goals for the 2017 Action Plan, the City of North Mankato considered public comments received during focus groups to determine community need. The North Mankato Community Development Department works closely with many organizations to administer a spectrum of housing programs serving a variety of needs.

The provision of these programs requires the communication and coordination with a large array of local social service providers, homeless shelters, advocates for victims of domestic abuse, advocates for Veterans, lenders, market rate housing providers, health care professionals, religious organizations, employers, and credit counselors. Working together with these services provides the communication needed to assess community need and keep CDBG Action Plan goals relevant.

#### **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(l))**

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 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 Continuum of Care. Beginning in April of this year, The CoC began participation in the Southeast Minnesota River Valleys Continuum of Care Coordinated Entry System (CES), for housing and support services for the homeless.

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

North Mankato is a part of the Southeast Minnesota Continuum of Care covering 20 counties in the southeast region of Minnesota. Members of the Continuum represent the agencies that provide homeless services in the region. Meetings are held monthly in various locations around the region and participants work together to develop performance standards and outcome evaluation protocols that are then used to rank projects for continued funding. Peer review is an important part of the evaluation process. Continuum members regularly discuss policies and procedures for the administration of the HMIS system and its use for reports and as a possible coordinated entry platform.

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

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>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Homelessness Strategy Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. 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.

2	<b>Agency/Group/Organization</b>	Minnesota Valley Action Council Inc
	<b>Agency/Group/Organization Type</b>	Housing PHA Services - Housing Services-Children Services-Elderly Persons Services-homeless Services-Employment Child Welfare Agency Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Community Development Department contracts with MVAC to provide financial literacy education for first time home buyers, and to provide rehabilitation project management. 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.
3	<b>Agency/Group/Organization</b>	Continuum of Care - Southeast Region
	<b>Agency/Group/Organization Type</b>	Regional organization Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	As a member of the Continuum of Care, 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 the Continuum of Care staff and are approved by the Continuum of Care members. Representatives of the Continuum of Care have provided input in the CDBG planning process.
4	<b>Agency/Group/Organization</b>	MN Council of Churches
	<b>Agency/Group/Organization Type</b>	Services-Education Services-Employment Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Serves the Immigrant Community
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City staff and the North Mankato Department of Public Safety work closely with the local office of the Council of Churches to provide resources and education to new Americans living in our community. The major effort is the provision of the Tapestry Program that educates newly arrived immigrants in local resources such as public transportation, library services, and the role of the fire and police departments. Input from the MN Council of Churches resulted in CDBG funding for the Tapestry Program in the 2016 funding year.
5	<b>Agency/Group/Organization</b>	VINE Faith in Action
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons Services-Persons with Disabilities Regional organization Services - Immigrants
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Transportation



	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	VINE attended the focus groups and provided comments. The organization offers the People to Jobs Program which provides employment related transportation for single parents, immigrants, and other low-income workers. VINE also provides chore services, meals on wheels and services to the elderly in our community.
6	<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>Briefly describe how the Agency/Group/Organization was consulted. 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.

#### Identify any Agency Types not consulted and provide rationale for not consulting

All community service providers were invited to participate in the focus groups that took place during the consolidated planning process.

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

<b>Name of Plan</b>	<b>Lead Organization</b>	<b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>
City of North Mankato Comprehensive Plan	City of North Mankato	The City of North Mankato's Comprehensive Plan identifies the need for ongoing commercial and housing rehabilitation of existing buildings.

**Table 3 – Other local / regional / federal planning efforts**

## AP-12 Participation – 91.105, 91.200(c)

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

The citizen participation process for the overarching Consolidated Plan set the goals and priorities for the five-year period. City staff utilized the City of North Mankato 2015-2019 Consolidated Plan to guide the goals of the 2017 Action plan. The first step taken in creating the 2015-2019 Consolidated Plan was the implementation of the Citizen Participation Plan. The City of North Mankato developed and followed the detailed plan which provides for, and encourages, citizen participation and which emphasizes participation by persons of low or moderate income, particularly residents of predominantly low and moderate income neighborhoods.

As part of the 2017 Action Plan, on June 6, 2017 the City published the Notice of Public Hearing for a public hearing to be held on June 19, 2017. After the public hearing, a 14-day public comment period occurred from June 20, 2017 to July 3, 2017. Copies of the 2017 Action Plan were available at the North Mankato Municipal Building, located at 1001 Belgrade Avenue, North Mankato, MN 56003 during the office hours of 8:00 a.m. to 5:00 p.m.

### 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)
1	Public Hearing	Non-targeted/broad community				

Table 4 – Citizen Participation Outreach

## Expected Resources

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

#### Introduction

A variety of funding sources will complement and leverage CDBG funds to meet established goals. These resources include matching funds from property owners participating in the rehabilitation programs. The City will consider all possible resources, including any future programs for affordable housing, to assist with meeting community needs.

#### Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	71,389	5,500	11,548	88,437	212,000	Funds will be used to complete five owner-occupied rehabilitation projects and administer the program.

Table 5 - 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.**

Not applicable.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Residential Rehabilitation	2015	2019	Affordable Housing	North Mankato	Single Family Residential Rehabilitation	CDBG: \$64,889	Homeowner Housing Rehabilitated: 5 Household Housing Unit

Table 6 – Goals Summary

#### Goal Descriptions

1	Goal Name	Residential Rehabilitation
	Goal Description	Five units of owner-occupied housing will be rehabilitated in 2017.

Table 7 – Goal Descriptions

**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 91.215(b):**

It is estimated that affordable housing will be provided to five low- to moderate-income families in the form of a grant/loan for rehabilitation of their home to address deficiencies.



## AP-35 Projects – 91.220(d)

### Introduction

The projects planned for the 2017 program year are based on identified community needs and include rehabilitation assistance for single-family owner occupied housing.

#	Project Name
1	Administration
2	Single-Family Housing Rehabilitation

Table 8 – Project Information

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

Allocation priorities were made based on input received as to needs in the community. Affordable housing has been identified as one of the highest priorities in needs assessments for North Mankato, so the majority of CDBG funding is allocated to help increase affordable housing through rehabilitation of existing units.

The largest obstacle in addressing underserved needs is the lack of available funds. It is difficult to address the needs of low to moderate income households with the existing budget.

## Projects

### AP-38 Projects Summary

#### Project Summary Information

Table 9 – Project Summary

1	<b>Project Name</b>	Administration
	<b>Target Area</b>	
	<b>Goals Supported</b>	Residential Rehabilitation
	<b>Needs Addressed</b>	Single Family Residential Rehabilitation
	<b>Funding</b>	CDBG: \$6,500
	<b>Description</b>	Funds will be used to administer the housing rehabilitation program.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is anticipated that five low- to moderate-income households will benefit from the proposed activity.
	<b>Location Description</b>	
	<b>Planned Activities</b>	Cover the administration costs for the Single-Family Residential Rehabilitation Program.
2	<b>Project Name</b>	Single-Family Housing Rehabilitation
	<b>Target Area</b>	
	<b>Goals Supported</b>	Residential Rehabilitation
	<b>Needs Addressed</b>	Single Family Residential Rehabilitation
	<b>Funding</b>	CDBG: \$64,889

	<b>Description</b>	Funds will be provided in the form of a grant/loan to Low- to Moderate-Income individuals to make improvements to their home.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is anticipated that five low- to moderate-income households will benefit from the proposed activity.
	<b>Location Description</b>	Specific addresses are not yet known.
	<b>Planned Activities</b>	Planned activities include, but are not limited to remediation of lead based paint hazards, energy efficiency upgrades, exterior improvements, and other code compliance improvements to make homes safe, habitable and accessible to physically challenged occupants.

## **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**

For 2017, the majority of CDBG funds will be allocated towards single-family housing rehabilitation in lower North Mankato and for any eligible person living in the City of North Mankato.

### **Geographic Distribution**

Target Area	Percentage of Funds
North Mankato	100

**Table 10 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

Although the Single-Family Rehabilitation Program is available to any qualified household city-wide, it is in lower North Mankato where the largest concentration of low- to moderate-income households and the oldest housing/building stock is located and where most rehabilitation projects will be completed.

## Affordable Housing

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

#### Introduction

The rehabilitation of 5 existing single-family homes is planned for the coming year. CDBG dollars will be spent on administration of the program through a third party and provided in the form of a grant/loan to low- to moderate-income households.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	5
Special-Needs	0
Total	5

**Table 11 - 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	5
Acquisition of Existing Units	0
Total	5

**Table 12 - One Year Goals for Affordable Housing by Support Type**

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

### **Introduction**

The City of North Mankato owns and administers the 74 unit Koppen Gardens complex providing a critical housing resource for the City. Additional apartment complexes with subsidized/public housing units in the City of North Mankato include the Bell Tower Apartments, Colony Apartments, Medford Manor, Northridge Estates, Northway Townhomes, Page Apartments, Tscohl Apartments, and WSK Holdings.

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

The 2017 Action Plan does not propose to use CDBG funding for public housing activities.

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

Home Stretch first time homebuyer education, Housing Choice Voucher Program moving families to self-sufficiency and homeownership.

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

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

### **Introduction**

While the proposed use of CDBG funds is not dedicated to homeless and other special needs activities, the City will continue to work with area providers who serve these populations.

**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**

Shelter + Care, VASH, and Bridges rental assistance programs are available programs that reach out to long-term homeless in the community.

<b>One year goals for the number of households to be provided housing through the use of HOPWA for:</b>
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family
Tenant-based rental assistance
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds
Total

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

### **Introduction**

The Analysis of Fair Housing Impediments report completed in February 2015 found that North Mankato's current policies and procedures are in compliance with the Federal Fair Housing Guidelines and do not adversely affect citizen's housing choice. The study reported that the city has had no charge or finding of probable cause of housing discrimination made against it according to the Department of Housing and Urban Development and the Minnesota Department of Human Rights. The City has never been involved in a housing discrimination lawsuit with the Department of Justice, Minnesota Attorney General's Office, or any other private party. The City has also never received a complaint relating to fair housing practices or discrimination from a citizen.

**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**

The City of North Mankato fosters equal opportunity. Local land use policies, regulations, zoning ordinances, building codes, and site selection policies do not discriminate or limit the availability of fair housing. The following activities are being addressed in the Action Plan:

- Support efforts to provide funding for owner-occupied housing rehabilitation to low-income households
- Continue partnership with agencies who provide services and housing



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

### **Introduction**

Efforts will continue in the 2017 program year to address community needs, including increasing and maintaining affordable housing, providing safe living conditions, reducing the number of poverty level families and enhancing coordination of service providers.

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

Continued support for community organizations serving the homeless and maintaining a membership with the Southeastern Continuum of Care.

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

The City's existing public housing will require continued maintenance. As turnover of units occurs, the housing units may be rehabilitated to assist with their maintenance in the future. Efforts to rehabilitate the stock of affordable housing will continue to be made a priority for future projects.

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

Through the rehabilitation of single-family dwellings, lead hazards will be abated.

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

Continued partnership and support for community organizations providing public services including medical care, transportation to work, meals on wheels, and other chore services that improve the lives of the extremely low-income citizens.

### **Actions planned to develop institutional structure**

Continued coordination with community providers to meet the goals defined in the Consolidated Plan will ensure continued institutional structure.

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

A strong partnership with the Minnesota Valley Action Council who administers our single-family rehabilitation program and offers financial education to low-income individuals on home ownership. Continued coordination and support by the South Central Minnesota Multi-County HRA who distributes Section 8 Vouchers and operates public housing programs for five Counties and is located in North Mankato. Maintaining a membership with the Southeast Minnesota Continuum of Care and participating in decision making for projects that serve the homeless and other needs in the region.

## Program Specific Requirements

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

#### Introduction

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

##### Reference 24 CFR 91.220(l)(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	0
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.	0
3. The amount of surplus funds from urban renewal settlements	0
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	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>0</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #10B	Department: Comm. Dev.	Council Meeting Date: 6/19/17																																																					
<b>TITLE OF ISSUE:</b> Consider Approving the Final Plat of Birchwood Cottages: A Request from Cottage Properties of Mankato, LLC.																																																							
<b>BACKGROUND AND SUPPLEMENTAL INFORMATION:</b> Please review the Planning Commission Report.																																																							
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Motion By: _____ Second By: _____  <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">Vote Record:</td> <td style="width: 10%; text-align: center;">Aye</td> <td style="width: 10%; text-align: center;">Nay</td> <td></td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Whitlock</td> </tr> <tr> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Vote Record:	Aye	Nay			_____	_____	Steiner		_____	_____	Norland		_____	_____	Freyberg		_____	_____	Whitlock		_____	_____	Dehen	<div style="text-align: center; border-bottom: 1px solid black; margin-bottom: 10px;"> <b>SUPPORTING DOCUMENTS ATTACHED</b> </div> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;">Resolution</td> <td style="width: 20%;">Ordinance</td> <td style="width: 20%;">Contract</td> <td style="width: 20%;">Minutes</td> <td style="width: 20%;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td colspan="5" style="padding-top: 10px;">           Other (specify) <u>Planning Commission Report</u> </td> </tr> <tr><td colspan="5" style="height: 20px;"></td></tr> <tr><td colspan="5" style="height: 20px;"></td></tr> <tr><td colspan="5" style="height: 20px;"></td></tr> </table>	Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other (specify) <u>Planning Commission Report</u>																			
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FINAL PLAT OF BIRCHWOOD COTTAGES  
A REQUEST FROM COTTAGE PROPERTIES OF MANKATO, LLC

## THE CITY OF NORTH MANKATO

SUBJECT: Final Plat of Birchwood Cottages  
APPLICANT: Cottage Properties of Mankato, LLC  
LOCATION: Part of Section 11-108-27  
EXISTING ZONING: R-3A, Medium Density Residential  
DATE OF HEARING: June 8, 2017  
DATE OF REPORT: June 1, 2017  
REPORTED BY: Mike Fischer, Community Development Director

### APPLICATION SUBMITTED

Request for final platting consideration of Birchwood Cottages

### COMMENT

In May of 2017, the Planning Commission and City Council approved the Preliminary Plat of Birchwood Cottages as shown on Exhibit A. This is the former Tschohl property located at the intersection of Lee Boulevard and Lor Ray Drive addressed as 1610 Lor Ray Drive. As the property is scheduled to be developed upon, and that it has never been formally platted, the applicants are requesting that it be platted as Birchwood Cottages to accommodate future development of memory care housing. The final plat is shown on Exhibit B and the final development plan is shown on Exhibit C.

The property consists of 7.80 acres as follows:

Lot 1, Block 1 - 3.90 acres  
Outlot A (ravine) - 2.96 acres  
Right of Way - .94 acres

As required in the City Code, all ravine property shall be dedicated to the city for ravine maintenance purposes. Therefore, Outlot A would be dedicated and deeded to the City.

The approval of the final plat and development agreement are the final steps in the Planned Unit Development (PUD) process. Subject to approval of these two items, the property is ready to be developed. It is expected that construction of the first building will begin in July of 2017 and the second building in 2018. As part of the Conditional Use Permit (CUP) request, the proposed third building

would require an amendment to the PUD. Also as part of the CUP, it states that the applicant grant an easement along the north side of the property for a pedestrian trail which runs through the adjacent ravine. Attached as Exhibit D is such easement.

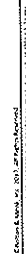
#### RECOMMENDATION

Staff recommends approval of the Final Plat of Birchwood Cottages











Minnesota.

05/22/2017  
Date

An easement for pedestrian walkway and access purposes over and across the northerly 20 feet of Lot 1, Block 1, Birchwood Cottages, according to the plat thereof on file and of record with the Nicollet County Recorder.

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# EASEMENT DRAWING

## NORTH MANKATO, MINNESOTA



# BOLTON & MENK

1960 PREMIER DRIVE  
MANKATO, MINNESOTA 56001  
(507) 625-4171

LOT 1, BLOCK 1, BIRCHWOOD COTTAGES

FOR: COTTAGES PROPERTIES OF MANKATO, LLC

# CITY OF NORTH MANKATO

## REQUEST FOR COUNCIL ACTION



Agenda Item #10C	Department: Comm. Dev.	Council Meeting Date: 6/19/17																												
<b>TITLE OF ISSUE:</b> Consider Approving the Development Agreement Between Cottage Properties of Mankato and the City of North Mankato.																														
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Motion By: _____ Second By: _____  Vote Record: <table style="margin-left: 40px; border: none;"> <tr> <td style="text-align: center;">Aye</td> <td style="text-align: center;">Nay</td> <td></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Steiner</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Norland</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Freyberg</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Whitlock</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td>Dehen</td> </tr> </table>	Aye	Nay		_____	_____	Steiner	_____	_____	Norland	_____	_____	Freyberg	_____	_____	Whitlock	_____	_____	Dehen	<div style="text-align: center; border-bottom: 1px solid black; margin-bottom: 10px;"> <b>SUPPORTING DOCUMENTS ATTACHED</b> </div> <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Resolution</td> <td style="text-align: center;">Ordinance</td> <td style="text-align: center;">Contract</td> <td style="text-align: center;">Minutes</td> <td style="text-align: center;">Map</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> Other (specify) <u>Planning Commission Report</u> <u>Planning Commission Minutes</u> _____ _____ _____		Resolution	Ordinance	Contract	Minutes	Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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DEVELOPMENT AGREEMENT BETWEEN COTTAGE PROPERTIES OF MANKATO AND  
CITY OF NORTH MANKATO

## THE CITY OF NORTH MANKATO

SUBJECT: Cottage Properties Development Agreement

APPLICANT: Cottage Properties of Mankato/City of North Mankato

LOCATION: Birchwood Cottages

EXISTING ZONING: R-3A, Medium Density Residential

DATE OF HEARING: June 8, 2017

DATE OF REPORT: June 1, 2017

REPORTED BY: Mike Fischer, Community Development Director

### APPLICATION SUBMITTED

Request to approve Development Agreement

### COMMENT

As part of the Planned Unit Development (PUD) process, it is necessary for the City to enter into a Development Agreement with Cottage Properties of Mankato, LLC. The Development Agreement shall note all conditions of the development and be submitted with the Final Plat. Attached is a Development Agreement which lists all the conditions from the Conditional Use Permit approved in May of 2017 including additional items for consideration.

### RECOMMENDATION

Staff recommends approval of the Development Agreement.

## **DEVELOPMENT AGREEMENT**

NOW COMES FORTH, the City of North Mankato, hereinafter referred to as "City" and Cottage Properties, LLC herein referred to as "Developer," who agree to as follows:

WHEREAS, the Developer warrants that it holds legal title to the lands located in North Mankato, Minnesota, with said lands being more particularly described in Exhibit A; and

WHEREAS, the development proposed under this Development Agreement is consistent with the City's Comprehensive Plan; and

WHEREAS, in conformance with Section 156.057 of the North Mankato City Code, Planned Unit Developments, it is required that a development agreement, signed by the applicant and noting all conditions of the final development plan, shall be submitted with the final plat: and

WHEREAS, the parties wish to formalize the agreement regarding various site issues; and

WHEREAS, the parties desire that this Agreement shall supplement Conditional Use Permit, CUP-1-17; and

WHEREAS, the duration of this Agreement is binding and runs with the land in perpetuity, unless amended; and

WHEREAS, the Developer is responsible for obtaining, permitting and the payment of all fees for site permits; and

WHEREAS, if the Developer fail to undertake and complete its obligations as described in this Agreement to the City's specifications, then the City shall give the Owner/Developer or Developer thirty (30) days written notice to commence and ninety (90) days to complete said required obligation. If the

Owner/Developer or Developer fails to complete the obligations within the ninety (90) day period, then the City, without further notice to the Owner/Developer or Developer, or its successors in interest, may, without prejudice to any other rights or remedies it may have, place liens and take enforcement action on the Subject Property; and

NOW, THEREFORE, the parties agree as follows:

1. Developer agrees that the use of the buildings shall be for assisted living memory care housing.
2. Developer agrees to deed Outlot A of Birchwood Cottages to the City as ravine property.
3. Developer agrees to provide an easement for a pedestrian trail along the north side of the property.
4. Developer agrees to remove the southernmost existing curb cut into the property.
5. Developer agrees the southernmost driveway be designated with appropriate signage as an exit only when turning onto LorRay Drive.
6. Developer agrees that buildings 1 and 2 are permitted for construction and building 3 would require a Planned Unit Development (PUD) Amendment.
7. Developer agrees to begin construction of building 1 in 2017 and begin construction of building 2 no later than 2018.
8. Developer agrees to maintain the public sidewalk adjacent to the property along Lor Ray Drive including the timely removal of snow and ice.
9. City agrees to construct and maintain a pedestrian trail along the north side of Lot 1, Block 1, Birchwood Cottages into and through the ravine described as Outlot A, Birchwood Cottages.

CITY:

CITY OF NORTH MANKATO

By \_\_\_\_\_

Its \_\_\_\_\_

Date \_\_\_\_\_

STATE OF MINNESOTA            )  
  )SS.  
COUNTY OF \_\_\_\_\_        )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_, of \_\_\_\_\_, who is personally known to me or who had/have produced \_\_\_\_\_ as identification and who did not take an oath.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal, the day and year in this certificate first above written.

(NOTARY SEAL)

\_\_\_\_\_  
Signature of Notary

\_\_\_\_\_  
Print or type name

DEVELOPER:

COTTAGE PROPERTIES OF MANKATO, LLC

By \_\_\_\_\_

Its \_\_\_\_\_

Date \_\_\_\_\_

STATE OF MINNESOTA            )  
  )SS.  
COUNTY OF \_\_\_\_\_        )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_, of \_\_\_\_\_, who is personally known to me or who had/have produced \_\_\_\_\_ as identification and who did not take an oath.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal, the day and year in this certificate first above written.

(NOTARY SEAL)

\_\_\_\_\_  
Signature of Notary

\_\_\_\_\_  
Print or type name



Minutes  
of the  
NORTH MANKATO PLANNING COMMISSION MEETING  
North Mankato, Minnesota  
June 8, 2017

A regular meeting of the North Mankato Planning Commission was held at 7 p.m., June 8, 2017, in the Council Chambers of the Municipal Building.

Planning Commission Members present: Chair Stephanie Stoffel, Bryan Bode, Jason Beal, and Isaac Kerry. Staff Members present: City Attorney Mike Kennedy and Community Development Director Mike Fischer.

A motion was made by Commissioner Beal, seconded by Commissioner Kerry to approve the minutes of May 11, 2017, regular meeting of the Planning Commission. Vote on the motion: all ayes, 0 nays; motion carried.

**Final Plat of Birchwood Cottages**

Staff presented a request from Cottage Properties of Mankato for final plat consideration of Birchwood Cottages. Staff indicated that the preliminary plat was approved by the Planning Commission and City Council in May of 2017. As proposed, the plat consists of Lot 1, Block 1 and Outlot A. Outlot A will be deeded to the City for ravine maintenance purposes. In conjunction with the final plat, staff presented the final development plan which showed the physical layout of the proposed development which was permitted under a Planned Unit Development (PUD). As the PUD required the applicant to grant an easement for a future pedestrian trail, such easement was presented. As there were no changes from the preliminary plat to the final plat, it was moved by Commissioner Kerry, seconded by Commissioner Beal to approve the final plat of Birchwood Cottages. Vote on the motion: all ayes, 0 nays; motion carried.

**Development Agreement with Cottage Properties of Mankato**

As part of the Planned Unit Development (PUD) process, staff presented a required Development Agreement between the City of North Mankato and Cottage Properties of Mankato. Staff noted that the Development Agreement and final plat are the final steps in the PUD process. After review of the conditions of the Development Agreement, the Planning Commission held a discussion regarding the future pedestrian trail and the size of the required easement. In regards to the use of the property, Dustin Lee of Cottage Properties provided a summary of the type of licensing required and the admission criteria used to accept tenants. Mr. Lee also stated while the first building is expected to begin in 2017, the second building is expected to begin in 2019 due to the length of construction, financing approval and time needed to occupy the first building fully. After continued discussion of the Development

Agreement, it was moved by Commissioner Beal, seconded by Commissioner Bode to approve the Development Agreement subject to the following changes:

1. Developer agrees that the use of the buildings shall be for assisted living provider/memory care housing.
2. Developer agrees to begin construction of building one in 2017 and begin construction of building two no later than 2019.

Vote on the motion: all ayes, 0 nays; motion carried.

In other business, it was moved by Commissioner Kerry, seconded by Commissioner Bode to reschedule the August 10, 2017, regular meeting of the Planning Commission to August 17, 2017, at 7:00 p.m. Vote on the motion: all ayes, 0 nays; motion carried. It was moved by Commissioner Beal, seconded by Commissioner Kerry to adjourn. Vote on the motion: all ayes, 0 nays; motion carried. The meeting was adjourned at 7:20 p.m.

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Chairperson

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Secretary

**CITY OF NORTH MANKATO**  
**REQUEST FOR COUNCIL ACTION**



Agenda Item #10D	Department: Admin	Council Meeting Date: 6/19/17														
<b>TITLE OF ISSUE: Receive Draft Strategic Plan.</b>																
<b>BACKGROUND AND SUPPLEMENTAL INFORMATION: Please review the memo prepared by City Administrator Harrenstein.</b>																
<i>If additional space is required, attach a separate sheet</i>																
<b>REQUESTED COUNCIL ACTION: Receive Draft Strategic Plan.</b>																
<div style="border-bottom: 1px solid black; margin-bottom: 5px;">Motion By: _____</div> <div style="border-bottom: 1px solid black; margin-bottom: 5px;">Second By: _____</div> <div style="display: flex; justify-content: space-between;"> <div style="width: 15%;">Vote Record:</div> <div style="width: 15%;"> <div style="display: flex; justify-content: space-between; margin-bottom: 5px;"> <span>Aye</span> <span>Nay</span> </div> <div style="display: flex; justify-content: space-between;"> <div style="width: 40%; border-bottom: 1px solid black;"></div> <div style="width: 40%; border-bottom: 1px solid black;"></div> </div> <div style="display: flex; justify-content: space-between;"> <div style="width: 40%; border-bottom: 1px solid black;"></div> <div style="width: 40%; border-bottom: 1px solid black;"></div> </div> <div style="display: flex; justify-content: space-between;"> <div style="width: 40%; border-bottom: 1px solid black;"></div> <div style="width: 40%; border-bottom: 1px solid black;"></div> </div> <div style="display: flex; justify-content: space-between;"> <div style="width: 40%; border-bottom: 1px solid black;"></div> <div style="width: 40%; border-bottom: 1px solid black;"></div> </div> </div> <div style="width: 15%;"> Steiner Norland Freyberg Whitlock Dehen </div> </div>	<div style="text-align: center; border-bottom: 1px solid black; margin-bottom: 10px;"> <b>SUPPORTING DOCUMENTS ATTACHED</b> </div> <table style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 20%; text-align: left; padding: 5px;">Resolution</th> <th style="width: 20%; text-align: left; padding: 5px;">Ordinance</th> <th style="width: 20%; text-align: left; padding: 5px;">Contract</th> <th style="width: 20%; text-align: left; padding: 5px;">Minutes</th> <th style="width: 20%; text-align: left; padding: 5px;">Map</th> </tr> <tr> <td style="text-align: center; padding: 10px 5px;"><div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto;"></div></td> <td style="text-align: center; padding: 10px 5px;"><div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto;"></div></td> <td style="text-align: center; padding: 10px 5px;"><div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto;"></div></td> <td style="text-align: center; padding: 10px 5px;"><div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto;"></div></td> <td style="text-align: center; padding: 10px 5px;"><div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto;"></div></td> </tr> <tr> <td colspan="5" style="padding: 10px 5px;"> Other (specify) _____  _____  _____  _____  _____ </td> </tr> </table>	Resolution	Ordinance	Contract	Minutes	Map	<div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto;"></div>	<div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto;"></div>	<div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto;"></div>	<div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto;"></div>	<div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto;"></div>	Other (specify) _____ _____ _____ _____ _____				
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## City of North Mankato, Minnesota

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**To:** Mayor Dehen & City Council  
**From:** John D. Harrenstein, City Administrator  
**Date:** June 13, 2017  
**Re:** DRAFT Strategic Plan

### **OVERVIEW**

Attached for your review is a DRAFT of the proposed updated North Mankato strategic plan. This plan has been informed by the City Council retreat, meetings with Department leaders and the results of the citizen survey completed earlier this year. The plan is expected to guide the organization for the next three to five years. It should also be noted the plan is informed and a supplement to the many guiding policies and plans adopted by the City Council in the previous four years that have included engagement with the public. These plans and policies include:

- Comprehensive Land Use Plan
- Pavement Management Plan
- Parks Master Plan
- Bluff Park Master Plan
- Economic Development Policy
- Wellhead Protection Plan
- Sidewalk maintenance and improvement plan
- Complete Street Plan
- Belgrade Master Planning process and Transportation Plan
- Public Arts Plan
- Extension of the local option sales tax
- Citizen Engagement & Participatory Leadership adopted and used by city staff and city council
- Investment Policy
- Debt Management Policy
- City Council Handbook
- Monthly Department Meetings

The action steps included in the strategic plan represent activities above and beyond the existing services provided by city staff as well as the steps included in previously adopted plans and policies. The action steps were developed to promote increased service levels and amenities for residents as well as to ensure the organization continues move forward in a manner that reflects the priorities of the governing body.

### **VISION**

The vision of the organization remains the same as adopted in 2015:

*North Mankato is a growing and safe community with outstanding recreational assets, well maintained infrastructure, vibrant business districts and neighborhoods, and provides residents with an excellent quality of life.*

## **GOALS & STRATEGIC PROGRAM AREAS**

The goals and strategic program areas of the strategic plan also remain unchanged as they were determined by both the City Council and Department Heads to represent key areas of continued emphasis for the organization. These include:

<b>Goals</b>	<b>Strategic Program Areas</b>
Outstanding Recreational Assets	Library, Parks & Trails
Well Planned & Maintained Infrastructure	Public Works & Infrastructure
Safe Community	Public Safety
Growing & Vibrant Business, Industrial, & Residential Districts	Community & Economic Development
Excellent Quality of Life	Legislation, Administration, & Public Engagement

## **RECCOMENDATION**

Staff recommends approval of the updated strategic plan.



**VISION** - *North Mankato is a growing and safe community with outstanding recreational assets, well maintained infrastructure, vibrant business districts and neighborhoods, and provides residents with an excellent quality of life.*

**ADAPTABILITY:** The ability to adjust means and methods to resolve changing situations.

**EXCELLENCE:** Going above and beyond expectations.

**RESPONSIBILITY:** Taking ownership and being accountable for performance.

**INTEGRITY:** Being honest, impartial and aligning actions with principles.

**LEADERSHIP:** Achieving a common goal by motivating others.





**VISION** - *North Mankato is a growing and safe community with outstanding recreational assets, well maintained infrastructure, vibrant business districts and neighborhoods, and provides residents with an excellent quality of life.*

## Goals

**Outstanding Recreational Assets**

**Well Planned & Maintained Infrastructure**

**Safe Community**

**Growing & Vibrant Business, Industrial & Residential Districts**

**Excellent Quality of Life**

## Strategic Program Areas

**Library, Parks & Trails**

**Public Works & Infrastructure**

**Public Safety**

**Community & Economic Development**

**Legislation, Administration & Public Engagement**

## Action Steps

- ☐ Continue implementing Benson Park Master Plan & Improvements
- ☐ Complete Bluff Park Master Plan including environmental classroom & overlook
- ☐ Re-establish Trail from Lake Street to Mary Lane
- ☐ Complete Warming House / Community Space at Spring Lake Park
- ☐ Complete improvements to outdoor hockey rinks at Spring Lake Park
- ☐ Complete upgrades to Spring Lake Park Swim Facility
- ☐ Pursue hosting Hockey Day Minnesota at Spring Lake Park
- ☐ Complete Master Plan for Wheeler Park incorporating upgrades to bandshell and a historical marker
- ☐ Pursue indoor recreational facility at Caswell Park
- ☐ Expand trail network for interconnectivity and add signage to the trail system
- ☐ Complete strategic plan for Taylor Library
- ☐ Implement Ash Bore Prevention plan
- ☐ Complete Master Plan for Walter S. Farm Park
- ☐ Continue Implementing Parks Master Plan
- ☐ Continue programming and events for residents at Taylor Library

- ☐ Implement Well Head Master Plan
- ☐ Review benefits of sewer lining program
- ☐ Consider upgrades to Carol Court / Marvin Blvd Lift Stations
- ☐ Continue implementing the Pavement Management Plan
- ☐ Complete Facility Assessment for Public Works Facility
- ☐ Transition street lighting to LED
- ☐ Review funding for storm water utility
- ☐ Assess what actions can be taken to promote water quality
- ☐ Explore renewable energy and energy conservation options
- ☐ Implement sidewalk Master Plan
- ☐ Consider Radio Read Meters

- ☐ Train residents and first responders in active violence and active shooter response
- ☐ Continue participation in Tapestry Program
- ☐ Conduct an in-house safety audit of public facilities and make upgrades as necessary
- ☐ Continue nuisance abatement enforcement program
- ☐ Continue rental inspection program
- ☐ Consider the benefits of shared School Resource Officer with Mankato Area Schools
- ☐ Continue the culture of community policing
- ☐ Public education in schools, businesses, and neighborhoods

- ☐ Continue implementing technology upgrades for ease of access to permits and licenses
- ☐ Implement goals and policies of the Comprehensive Land Use Plan
- ☐ Continue development of North Port Industrial Park
- ☐ Implement Northside revivals housing rehabilitation program
- ☐ Implement Belgrade Avenue Master Plan
- ☐ Pursue and Increase property available for single family residential development
- ☐ Complete Commerce Drive Redevelopment and Beautification Plan
- ☐ Review pedestrian connectivity options north and south of Highway 14
- ☐ Partner with Mankato Area Schools for expansion of facilities
- ☐ Complete inventory of historically relevant properties
- ☐ Recruit complementary businesses to service industrial and residential growth
- ☐ Partner with South Central College to maintain North Mankato's attractiveness to the workforce

- ☐ Expand the use of Public Art and beautification efforts
- ☐ Formalize a wellness program for city employees
- ☐ Complete an organization communication/marketing plan
- ☐ Consider airspace policies for drones
- ☐ Update Christmas Lights
- ☐ Review existing transit service
- ☐ Encourage opportunities for neighborhood networking
- ☐ Consider becoming a Blue Zone community
- ☐ Continue implementing Greenway maintenance policy
- ☐ Continue to use community engagement and participatory leadership strategies
- ☐ Affirm support for community events and groups that produce a sense of place and destination through tourism (i.e. BoB, Fun Days, Caswell, etc)
- ☐ Continue boulevard tree program





## Strategic Program Areas

### Library, Parks & Trails

### Public Works & Infrastructure

### Public Safety

### Community & Economic Development

### Legislation, Administration & Public Engagement

## Existing Services

- Operate Caswell Park
- Maintain Spring Lake Swim Facility
- Operate Caswell North Soccer Complex
- Maintain Benson Park
- Maintain neighborhood parks (19)
- Maintain greenways and trails
- Schedule & host softball tournaments
- Act as liaison between recreation groups and city
- Drag, paint, and maintain ball fields
- Maintain volleyball, tennis, football, & soccer fields/courts
- Maintain & plow trails, city boulevard sidewalks
- Weed abatement
- Mow parks
- Tree management (trimming/planting/watering)
- Turf management
- Install park equipment and features
- Plant and maintain flowers
- Act as representative on Regional Sports Commission
- Host High School Girls Softball Tournament
- Winter ice rinks and warming house maintenance
- Snow removal for alleyways
- Maintain storm water detention and retention ponds
- Operate Bookmobile
- Interlibrary loan
- Adult programming
- Children programming
- Teen programming
- Provide & maintain an up-to-date collection of materials
- Assist patrons in finding information and materials
- Provide community meeting space
- Seek additional funding from other sources
- Partner with outside organizations to provide new services

- Sweep streets
- Patch streets
- Seal streets
- Conduct structural maintenance
- Hang flags & banners
- Jet & televise sewers
- Manage brush pile
- Haul grass clippings
- Haul sweepings
- Repair concrete curbs
- Conduct manhole inspections
- Repair manholes
- Paint crosswalks
- Repair sewer main breaks
- Clean vehicles, buildings, & catch basins
- Repair & install signs
- Maintain ravines
- Weather event cleanups
- Pump water
- Produce water
- Distribute water
- Flush fire hydrants
- Inspect & repair fire hydrants
- Exercise valves
- Repair water main breaks
- Conduct water samples
- Maintain lift stations
- Conduct wastewater samples
- Locates
- Clear snow from hydrants
- Big item pickup
- Maintain storm water pumping stations
- Meter replacements
- Plow snow
- Preventative maintenance on water system
- Maintain backflow prevention (RPZ)
- Flood control

- Maintain 24/7 patrol
- Pd & fd response to calls for service
- Conduct & clear investigations
- Provide security for special events
- Recruitment & retention of volunteers
- Traffic control for special events
- Coordinate training for emergency management (natural disasters, missing persons, river rescue, terroristic, hazardous material)
- Training
- Public education (elementary schools, day cares, businesses, annual fire prevention open house, safety camp)
- Maintain civil defense system
- Regional emergency management team
- Regional tactical response team
- Regional drug taskforce

- Issue building permits
- Conduct building inspections
- Manage rental licensing
- Manage CGDB funding
- Economic development
- Planning & zoning
- Plan reviews
- Construction inspection
- Code enforcement
- Transportation planning
- Record and prepare planning commission minutes, packets, and agendas
- Participate in Regional Economic Development Alliance
- Participate in City Center Partnership
- Implement city art sculpture walk
- Coordinate with DEED & Region Nine on local programs
- Administer wetland conservation act
- Staff traffic & safety committee
- Participate in Envision 2020 subcommittees

- Produce annual audit
- Produce annual budget
- Produce annual capital improvement plan
- Provide customer service to citizens
- Utility billing & collection
- Risk management
- Administer health benefits
- Administer payroll
- Administer accounts payable
- Administer accounts receivable / cashing
- Licensing (liquor, dog)
- Elections
- Record and prepare council minutes, packets, and agendas
- Record and prepare port authority minutes, packets, and agendas
- Records management
- Human resources
- Assessment searches
- Public information officer
- Public service announcements
- Website & newsletter
- Record minutes for hra
- Mail processing
- Community room & park rental
- Issue water meters







CITY OF NORTH MANKATO

January 19, 2017

Ms. Sheri Allen  
Superintendent  
Mankato Area Public Schools  
10 Civic Center Plaza, Suite Two  
P.O. Box 8741  
Mankato, MN 56002-8741

RE: North Mankato Demographics

Dear Ms. Allen:

At your request, the following is a summary of population data for the City of North Mankato:

Year	Population	% Increase
1970	7,347	-
1980	9,145	24.5
1990	10,164	11.1
2000	11,798	16.1
2010	13,394	13.5
2020 (projected)	14,430	7.7
2030 (projected)	16,109	11.6

Below is a summary of the number of housing units added annually since 2010:

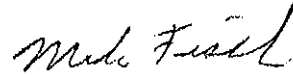
Year	Housing Units
2010	23
2011	29
2012	47
2013	58
2014	56
2015	72
2016	29



In support of expected future growth, enclosed is a map showing areas of the City where future residential housing will occur. As some areas are further along in the development process, the expected number of units is shown. Other areas simply show the amount of acres available for future residential development.

Sincerely,

THE CITY OF NORTH MANKATO

A handwritten signature in black ink, appearing to read "Mike Fischer". The signature is fluid and cursive, with the first name "Mike" and last name "Fischer" clearly distinguishable.

Mike Fischer  
Community Development Director

Enc



