

Pursuant to due call and notice thereof, a regular meeting of the North Mankato City Council was held in the Municipal Building Council Chambers on April 7, 2014. 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, Mayor Dehen, Council Members Freyberg, Spears, Steiner and Norland, City Administrator Harrenstein, Finance Director Thorne, Attorney Kennedy, City Clerk Gehrke, Planner Fischer and Public Works Director Swanson.

Approval of Agenda

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

Approval of Minutes

Council Member Norland moved, seconded by Council Member Freyberg, to approve the minutes of the Council Workshop of March 17, 2014 and the Council meeting of March 17, 2014. Vote on the motion: **Freyberg, Spears, Steiner, Norland and Dehen, aye; no nays. Motion carried.**

Public Hearing, 7 p.m. – Improvement Hearing for Project No. 13-02AC Roe Crest-Noretta-Belgrade Ravine and Belgrade Avenue Improvements

The Mayor opened the improvement hearing for Project No. 13-02AC Roe Crest-Noretta-Belgrade Ravine and Belgrade Avenue Improvements. A notice of public hearing was published in the official newspaper. City Engineer Dan Sarff gave a PowerPoint presentation of the proposed improvements which include in the ravine: trunk sanitary sewer, trunk storm sewer, watermain and access road/trail; and for Belgrade Avenue: sanitary sewer, storm sewer, watermain, street and surface improvements. He presented two options for the proposed street improvements; Option 1 which included a 6' wide sidewalk on one side and Option 2 with no sidewalk. Engineer Sarff reviewed the estimated project costs and the assessments for street improvements for properties abutting Belgrade Avenue. He reported the City Council has approved a \$7,000 maximum assessment which does not include the driveway assessments for a total estimated assessment range of \$7,500 to \$8,500. Engineer Sarff reviewed the proposed schedule for the project noting construction would begin in June/July 2014 and residents affected by the project would be provided updates of the project on the City website and/or project website and newsletters. Completion of the project is scheduled for October/November 2014 with the exception of the bituminous wearing course which will be completed in June 2015. An Assessment Hearing will be scheduled for November 3, 2014. Tom Maus, 1014 Belgrade Avenue, appeared before for the Council and stated his objection to placing a sidewalk in this area stating he did not want a retaining wall or to lose his oak trees. Corrie Vihstadt, 1025 Belgrade Avenue, appeared before the Council also supporting Option 2 with no sidewalk and stating her opposition to a retaining wall and losing trees. Phil Henry, 1300 Noretta Drive, appeared before the Council and stated his opposition to the cost of the trail in the ravine. Tom Sullivan, 2022 Roe Crest Drive, appeared before the Council to ask about the ravine property behind his home and the City Engineer will speak with him about the project. With no one else appearing before the Council, the Mayor closed this portion of the meeting. **Council Member Steiner moved, seconded by Council Member Spears, to exclude the sidewalk from the Belgrade Avenue portion of the project. Vote on the motion: Freyberg, Spears, Steiner, Norland and Dehen, aye; no nays. Motion carried.**

Res. No. 18-14 Ordering Improvement and Authorizing Preparation of Plans and Specifications for Project No. 13-02AC Roe Crest-Noretta-Belgrade Ravine and Belgrade Avenue Improvements

Council Member Freyberg moved, seconded by Council Member Norland, to adopt Resolution No. 18-14 Ordering Improvement and Authorizing Preparation of Plans and Specifications for Project No. 13-02AC Roe Crest-Noretta-Belgrade Ravine and Belgrade Avenue Improvements. Vote on the Resolution: Freyberg, Spears, Steiner, Norland and Dehen, aye; no nays. Motion carried.

Consent Agenda

Council Member Freyberg requested Item E. Consider Approving Quote for Municipal Building Roof Replacement and HVAC Units be removed from the Consent Agenda for separate discussion and action. Council Member Norland moved, seconded by Council Member Steiner, to approve the Consent Agenda Items A-D which includes:

- A. Bills and Appropriations.
- B. Res. No. 19-14 Approving Donations/Contributions/Grants.
- C. Parade Permit for A.B.A.T.E Awareness Parade, Saturday, May 3, 2014, from 1-1:30 p.m.
- D. Set Public Hearing for Tax Abatement for 7 p.m. on Monday, May 19, 2014.

Vote on the motion: Freyberg, Spears, Steiner, Norland and Dehen, aye; no nays. Motion carried. The Mayor thanked Bill Altnow for the donation to the Police Department and the Taylor Corporation for their donation to the summer reading program.

Consider Approving Quote for Municipal Building Roof Replacement and HVAC Units

Administrator Harrenstein reported the funding source for the Municipal Building roof replacement and HVAC units would come from the General Fund and the Utility Fund. Three quotes were received for the roof replacement as follows: Laraway Roofing - \$77,153, Kato Roofing, Inc. - \$87,916; and Schwickert's - \$91,840. Two quotes were received for the HVAC replacement: Countryside Refrigeration and Heating, Inc. - \$18,793.33, and Schwickert's - \$26,638.97. Council Member Steiner moved, seconded by Council Member Norland, to award the quote for the Municipal Building roof replacement to Laraway Roofing in the amount of \$77,153 and award the quote for the HVAC replacement to Countryside Refrigeration and Heating, Inc. in the amount of \$18,793.33. Vote on the motion: Freyberg, Spears, Steiner, Norland and Dehen, aye; no nays. Motion carried.

Public Comments

Denny Savick, 810 Belgrade Avenue

Denny Savick, 810 Belgrade Avenue, appeared before the Council and spoke in favor of the change of refuse and recycling haulers.

Merlyn Plotz, 1609 Clare Court

Merlyn Plotz, 1609 Clare Court, appeared before the Council and stated that in his 35-year history with Hansen Sanitation, he has never had a problem. He stated that his garage was small and asked where he was going to store the two large containers.

Barb Church, 102 E. Wheeler Avenue

Barb Church, 102 E. Wheeler Avenue, appeared before the Council and asked if garbage would still be picked up in the alleys in lower North Mankato and asked if the City would consider re-instituting the brush pickup.

Bob Klesath, 1430 Parkside Lane

Bob Klesath, 1430 Parkside Lane, appeared before the Council and noted that Hansen Sanitation only missed one day of trash pickup after the fire that destroyed their trucks.

Phil Henry, 1300 Noretta Drive

Phil Henry, 1300 Noretta Drive, appeared before the Council and asked about the payment of the concession stand at Caswell North Soccer Complex.

Business Items**Res. No. 20-14 Authorizing City Administrator to Execute a Contract with West Central Sanitation, Inc. for the Collection and Disposal of Residential Solid Waste and Recyclable Material**

The City Administrator reported he had received several questions from citizens regarding the refuse and recycling bids. He reported a unique opportunity occurred since both the City of Mankato and the City of North Mankato refuse and recycling contracts currently in place end December 31, 2014. This allowed for a joint Request for Proposals with the City of Mankato and created greater savings. Some of the concerns from citizens included alley pickup and he reported that some alley pickups will change to street; however, Belgrade Avenue will remain an alley pickup. He reported Spring Cleanup will continue, the City will purchase the carts and those using Hansen carts will be able to keep them. Dan Krevit, Senior Project Manager for Foth Infrastructure & Environment appeared before the Council, reviewing the Request for Proposal (RFP) process. He reported the City of Mankato received three proposals and the City of North Mankato received four proposals. Hansen Sanitation presented a proposal for the City of North Mankato only. He reported the only variable in the RFP was city-owned or contractor-owned. Mr. Krevit reported a Joint Committee of the two Cities reviewed the proposals and determined West Central Sanitation, Inc. was the most cost-effective contractor and also that it would be advantageous for the Cities to own the carts. The next step in the process is for the City Council to authorize staff to execute the contract with West Central Sanitation, Inc., for the collection of solid waste and recyclable materials and authorize City staff to solicit price quotes for carts and coordinate with the City of Mankato for the purchase of carts. Administrator Harrenstein stated that with the change in contractors, the City will remain true to its values; recycling will now be a single source and the trucks will be powered with compressed natural gas. Council Member Freyberg stated he believes this was a good process. Council Member Norland stated the City cannot overlook this type of savings. Council Member Steiner reported Hansen Sanitation has provided the City with 35 years of loyal service and his constituents wish to stay with Hansen Sanitation. **Council Member Freyberg moved, seconded by Council Member Norland, to adopt Resolution No. 20-14 Authorizing City Administrator to Execute a Contract with West Central Sanitation, Inc. for the Collection and Disposal of Residential Solid Waste and Recyclable Material. Vote on the Resolution: Freyberg, Spears, Norland and Dehen, aye; Steiner nay. Motion carried.** Mayor Dehen thanked Hansen Sanitation for their many years of service to the City of North Mankato. Don Williamson and Ray Sweetman from West Central Sanitation, Inc. were introduced to the Council.

Consider Approving Construction of Field Accessories and Concession Building at Caswell North Soccer Complex

Council Member Spears stated he believes this is a tier 3 type activity and a concession stand is not needed to play soccer. The Mayor reported that with the type of traffic we expect, we will need to provide restrooms which are part of this project. **Council Member Norland moved, seconded by Council Member Steiner, to approve the construction of the field accessories and concession building at Caswell North Soccer Complex. Vote on the motion: Freyberg, Steiner, Norland and Dehen, aye; Spears nay. Motion carried.**

North Mankato Police Department 2013 Year-End Report

Chief Boyer presented the 2013 Year-End Report for the North Mankato Police Department. He reported that burglaries and thefts from unlocked vehicles and homes are increasing, the City had no fatalities, vehicle crashes were up due to the long winter and the City has very few problems with teens. The Chief reported the report is available on the City's website at www.northmankato.com. The Mayor reported a grant has been received for the Safe to School Program and will be used for safer walkways.

City Administrator and Staff Comments

Rack & Roll Initiative

Administrator Harrenstein reported the Rack & Roll Initiative is seeking sponsors to substantially increase the quantity, quality and visibility of bike parking in the Greater Mankato area. Staff from the two Cities will install the bike racks.

Mayor and Council Comments:

Mayor

The Mayor reported Bike Week will be held May 10-17, 2014. The Mayors' bike ride will be held on May 15, 2014 starting at Jackson Park.

The Mayor reported a Regional Economic Development Alliance (REDA) meeting will be held on Wednesday, April 9, 2014.

"Coffee with the Council" will be held on Saturday, April 12, 2014, from 10-11 a.m. at Midwest Knifemaker Supply, 1350 Lake Street.

Public Comments

Barb Church, 102 E. Wheeler Avenue

Barb Church, 102 E. Wheeler Avenue, appeared before the Council and requested that at least one Council Member be present when meetings are held to discuss the individual sections of the Comprehensive Plan.

There being no further business, on a motion by Council Member Norland, seconded by Council Member Steiner, the meeting was adjourned at 8:50 p.m.

Mayor

City Clerk

CLAIM REPORT
FOR REGULAR COUNCIL MEETING OF APRIL 21, 2014

77450	Enventis	telephone & internet bill-All Depts.	\$3,370.03
77451	Petty Cash, Clara Thorne	starting cash funds-Caswell Concessions	\$3,157.00
77452	Xcel Energy	electric bill-All Depts.	\$4,743.14
77453	Charter Communications	high speed data service-All Depts.	\$463.96
77454	Minnesota Department of Health	food manager license-Caswell	\$35.00
77455	Navitor	business cards-Comm Dev	\$56.67
77456	Cardmember Service	charge card items-All Depts.	\$8,659.17
77457	Verizon Wireless	cell phone bill-Admin, Police & Comm Dev	\$147.68
77458	AT & T Mobility	cell phone bill-Bookmobile	\$24.84
77459	ICMA Retirement Trust - 457	employee payroll deductions	\$3,923.85
77460	ICMA Retirement Trust - Roth IRA	employee payroll deductions	\$685.00
77461	Void	Void	\$0.00
77462	Mankato West Activities Dept.	10% concession stand sales tournament 4/14	\$109.36
77463	NCPERS Minnesota-Unit 662400	employee payroll deductions	\$192.00
77464	Law Enforcement Labor Service	employee payroll deductions	\$450.00
77465	United Way	employee payroll deductions	\$225.62
	A-1 Key City Locksmiths, Inc.	door lock repair-Library	\$130.00
	Advantage Signs & Graphics, Inc.	signs-Street Dept.	\$1,072.55
	All American Towing	towing charge-Street Dept.	\$60.00
	Alpha Wireless Communications	equipment repair-Police Dept.	\$202.00
	Ameripride Services	mats & uniform service-Street & Library	\$90.51
	American Pest Control	professional service-Recycling	\$65.00
	Apt Machining & Fabricating, Inc.	equipment parts-Street Dept.	\$4,519.20
	Arnold's of North Mankato	equipment parts-Park Dept.	\$102.86
	Baker & Taylor	books-Library & Bookmobile	\$33.98
	Bureau of Criminal Apprehension	CJSN connect fee-Police Dept.	\$270.00
	Burger, Cameron	overpayment of parking ticket #5012-Police Dept.	\$10.00
	Caretakers of Mankato	snow removal-Public Access	\$170.00
	Cargill, Inc	road salt-Street Dept.	\$1,775.34
	Carquest Auto Parts	equipment parts & supplies-All Depts.	\$1,308.26
	City of Mankato	water bill-Public Access	\$38.07
	City of Mankato	operation & maint Lake St Flood Station-Storm Water	\$17,265.00
	Computer Technology Solutions	computers & toner-Pol, Library, Wtr, Swr & Recycling	\$14,805.00
	Culligan Water Conditioning	bottled water-Public Access	\$28.00
	Dalco	supplies-All Depts.	\$553.56
	Energy Sales, Inc.	heater repair-Shop	\$681.45

CLAIMS CONTINUED

Express Services, Inc.	crossing guards-Police Dept.	\$341.90
Fastenal Company	equipment parts & supplies-Shop, Water & Storm Wtr	\$212.00
Ferguson Enterprises, Inc.	plumbing supplies-Park Dept.	\$101.37
Ferrellgas	LP tank rental-Street Dept.	\$12.00
First Line/Leewes Ventures	items for concession stand-Caswell	\$1,032.80
FleetPride	equipment parts-Street & Park Depts.	\$511.74
Forrey Septic System's & Excavating	sand-Park Dept.	\$836.03
Forster, Dan	travel expenses for conference-Police Dept.	\$28.55
Foth Infrastructure & Environment	professional service-Solid Waste	\$2,824.40
Free Press	ads-Gen Gov, Comm Dev & Water	\$690.37
Freyberg Petroleum Sales, Inc.	oil-All Depts.	\$1,290.00
G & L Auto Supply	equipment parts & supplies-All Depts.	\$698.74
G & K Services	uniform & towel service	\$158.31
Gale/Cengage Learning	books-Library	\$236.72
Gopher State One-Call	one-call locates-Comm Dev	\$64.10
Grainger	equip parts & electrical supplies-Sewer & Recycling	\$423.35
Greater Mankato Rotary Club	dues & meals-Gen Gov	\$199.00
Hansen Sanitation	refuse pickup-Shop, Park, Recycling & Public Access	\$159.12
Hendrickson, Chris	travel expenses for training-Police Dept.	\$29.84
Infratech Infrastructure Technologies	equipment parts-Sewer Dept.	\$762.10
Ingram Library Services	books-Library & Bookmobile	\$1,769.47
International Assn of Fire Chiefs	membership dues-Fire Dept.	\$209.00
Iowa League of Cities	ad-Gen Gov	\$65.00
JT Services	supplies-Recycling	\$247.50
Jackson-Hirsh, Inc.	laminating supplies-All Depts.	\$70.29
Jacobson, Theodore	refund water bill credit	\$39.34
Keller, J.J. & Associates, Inc.	drug testing-All Depts.	\$630.00
Kendell Doors & Hardware, Inc.	equipment part-Bookmobile	\$420.00
Kennedy & Kennedy Law Office	legal services-Attorney & Port Authority	\$8,842.60
Kusssmaul Electronics	equipment parts-Bookmobile	\$304.51
LJP Enterprises of St. Peter	wire baling-Recycling	\$180.00
LJP Waste & Recycle	transportation charges-Recycling	\$594.00
Lakes Gas Co.	LP gas-Recycling	\$235.00
Larkstur Engineering	equipment parts-Water Dept.	\$41.72
Lawson Products	plow bolts & supplies-Street & Caswell	\$555.95
League of Kansas Municipalities	ad-Gen Gov	\$115.00
Mac Tools Distributor	equipment parts-Water Dept.	\$31.98
MacQueen Equipment, Inc.	equipment parts-Street Dept.	\$7,124.33
Mankato Bearing Co.	equipment parts-Street & Park Depts.	\$1,093.93
Mankato Ford, Inc.	equipment parts-Police, Street & Water Depts.	\$489.17

CLAIMS CONTINUED

Mankato Motor Co.	equipment parts-Street & Park Depts.	\$890.07
Matheson Tri-Gas, Inc.	welding supplies-Shop	\$146.34
Metro Sales, Inc,	copier maintenance-Gen Gov	\$182.00
McGowan Water Conditioning	salt for softener-Police & Library	\$52.20
Menards-Mankato	supplies-All Depts.	\$309.11
Minnesota Iron & Metal Co.	equip parts & building supp-Str, Park & Bookmobile	\$1,418.29
Minnesota Pipe & Equipment	equipment parts-Water Dept.	\$904.93
Minnesota Valley Testing Lab	water & sample testing-Water & Sewer Depts.	\$218.00
Minnesota Waste Processing Co.	processing fees-Solid Waste	\$16,731.69
Mobile Glass Service	equipment parts-Street Dept.	\$233.96
MRCI	wages for MRCI employees-Recycling	\$8,456.80
Neopost USA	postage meter rental-Water & Sewer Depts.	\$294.00
Northland Securities	professional service-Port Authority	\$462.50
OverDrive	downloadable ebooks-Library	\$371.93
Owatonna Fire Conference Fund	registration fees for conference-Fire Dept.	\$960.00
Paragon Printing, Mailing & Specialties	newsletter, inserting & mailing utility bills-All Depts.	\$5,566.66
Parrott, Matt/Storey Kenworthy	accounts payable checks-Gen Gov	\$640.34
Pet Expo Distribution	aquatic service-Library	\$40.00
Petty Cash, Clara Thorne	petty cash items-All Depts.	\$70.97
Premier Veterinary Center	animal impound-Police Dept.	\$594.05
Quest Diagnostics	drug testing-Fire Dept.	\$43.56
Real Green Systems, Inc.	supplies-Park Dept.	\$211.50
Rehrig Pacific Co.	recycling bins-Recycling	\$915.00
Rickway, Inc.	tile & grout-Public Access	\$380.00
River Bend Business Products	copier maintenance-Gen Gov & Library	\$368.37
Sherwin-Williams	paint-Water Dept.	\$46.39
Simco Drilling Equipment, Inc.	equipment parts-Water Dept.	\$591.08
South Central College	training-Police Dept.	\$179.01
Southern Minnesota Inspection	annual safety inspections-Street, Shop, Water & Sewer	\$700.00
SPS Companies	plumbing supplies & equip parts-Sales Tax & Water	\$596.93
Staples Advantage	supplies-All Depts.	\$779.07
Steffen, Chris	refund water bill credit	\$233.48
Terminal Supply Co.	drill set-Water Dept.	\$152.58
Tire Associates	tires-All Depts.	\$13,127.78
Toyota-Lift of Minnesota	equipment parts-Recycling	\$44.13

CLAIMS CONTINUED

US Foods	items for concession stand-Caswell	\$865.48
United Rentals	equipment rental-Sales Tax	\$280.62
Upstart	supplies for summer reading-Library	\$944.70
Viking Electric Supply	electrical supplies-Street, Water, Sewer & Recycling	\$802.60
Wall Street Journal	renew subscription-Library	\$413.40
Wells Fargo Bank	administration charges on bonds	<u>\$525.00</u>
Total		<u><u>\$163,839.85</u></u>

CLAIMS CONTINUED

General	\$100,118.83
Local Option Sales Tax	\$746.99
Port Authority	\$1,002.50
Capital Facilities & Equipment Replacement-General	\$1,552.30
GO Improvement Bond of 2004	\$126.00
GO Refunding Bond of 2012A	\$131.00
Water	\$5,545.16
Sewer	\$2,419.33
Recycling	\$12,471.46
Storm Water	\$18,480.14
Solid Waste	\$20,061.62
Public Access	\$1,184.52
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Total	\$163,839.85
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PORT AUTHORITY INVOICES
FOR REGULAR COUNCIL MEETING OF APRIL 21, 2014

Kennedy & Kennedy Law Office	legal services-Port Authority	\$540.00
Northland Securities	professional service-Port Authority	<u>\$462.50</u>
Total		<u><u>\$1,002.50</u></u>

List of Port Authority Bills in the Amount of \$1,002.50

Council Meeting of April 21, 2014

Mayor Mark Dehen

Council Member Kim Spears

Council Member Diane Norland

Council Member William Steiner

Council Member Robert Freyberg

List of Bills in the Amount of \$163,839.85

Council Meeting of April 21, 2014

Mayor Mark Dehen

Council Member Kim Spears

Council Member Diane Norland

Council Member William Steiner

Council Member Robert Freyberg

RESOLUTION APPROVING DONATIONS/CONTRIBUTIONS/GRANTS

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

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

Donor of Gift	Restriction on Gift	Amount
Jo Marie Robbins	General Fund – Library audio books	\$60.00
Dawn Richardson	General Fund – Library paver brick	\$50.00
Ernest J. Davis Estate	General Fund – Library	\$70.00

Adopted by the City Council this 21st day of April 2014.

Mayor

City Clerk

CITY OF NORTH MANKATO PARK PERMIT

This permit does reserve space in a City Park.

PERMIT #: 25 -2014 SHELTER: Wheeler + Bandshell FEE: 80.00

TYPE OF EVENT: Church Service DATE VALID: 6-29-14 HOURS: 8am-4 pm

ORGANIZATION: Grace Lutheran Church SIZE: 125-200

APPLICANT NAME: Audrey Tolzmann

ADDRESS: 320 E. Main CITY: Mankato

ZIP: _____ DAYTIME PHONE #: 507-345-4248 (Sandy)

TENTS: NO ELECTRICITY: yes ALCOHOL: NO

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

AUDIO DEVICES: _____
Amplified music or band requires Council approval

OTHER: _____

PERMIT APPROVED: _____

DATE: 1-15-14

PERMIT DENIED: _____

REFER TO COUNCIL:

Nancy Gehrke by VS
City Clerk

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

PROHIBITED

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

ALLOWED

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

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

SIGNED: [Signature]
Applicant

2/6/14
Date

For Office Use Only	Receipt # <u>161445</u>	Book _____	Park _____	Police _____
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CITY OF NORTH MANKATO PARK PERMIT

This permit does reserve space in a City Park.

cash

PERMIT #: 48 -2014 SHELTER: Wheeler FEE: 80.00
TYPE OF EVENT: Picnic/Talent Variety Show DATE VALID: 8-11-14 HOURS: 4-8:30 PM

ORGANIZATION: _____ SIZE: 100
APPLICANT NAME: Elaine O. Hardwick
ADDRESS: 806 Garfield Ave CITY: N Mkt
ZIP: _____ DAYTIME PHONE #: 995-2170

TENTS: NO ELECTRICITY: Yes ALCOHOL: NO

AUDIO DEVICES: yes - mics / speakers / amplifiers
If keg beer, a \$250 deposit and \$25 fee are required.
Amplified music or band requires Council approval

OTHER: variety show (1-10min play; 2 singers; 2 dance groups; 1 electric band; karaoke; 2 art activity groups)

PERMIT APPROVED: _____ DATE: 4-3-14

PERMIT DENIED: _____

REFER TO COUNCIL: ✓

Mary Kuhn
City Clerk

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

PROHIBITED

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

ALLOWED

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

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

SIGNED: Elaine O. Hardwick 4/3/2014
Applicant Date

For Office Use Only	Receipt # _____	<input checked="" type="checkbox"/> Book	<input type="checkbox"/> Park	<input type="checkbox"/> Police
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CITY OF NORTH MANKATO ~~PARK~~ PERMIT

Audio / Large grp

This permit does reserve space in a City Park.

PERMIT #: 53 -2014 SHELTER: parking lot FEE: _____

TYPE OF EVENT: band - parking lot DATE VALID: 6/14/14 HOURS: 8 - midnight or 1am

ORGANIZATION: Nakato Bar SIZE: 150

APPLICANT NAME: Jim Downs

ADDRESS: 753 Belgrade CITY: _____

ZIP: _____ DAYTIME PHONE #: 388-8999

TENTS: _____ ELECTRICITY: _____ ALCOHOL: _____

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

AUDIO DEVICES: _____

Amplified music or band requires Council approval

Outdoor music - band in parking lot

OTHER: _____

PERMIT APPROVED: _____ DATE: 4/14/14

PERMIT DENIED: _____

REFER TO COUNCIL: Nancy Gehrke / by vs
City Clerk

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

PROHIBITED

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

ALLOWED

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SIGNED: Jim Downs 4-14-14
Applicant Date

For Office Use Only	Receipt # _____	Book _____	Park _____	Police _____
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CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 7F	Department: Finance Director	Council Meeting Date: 4/21/14
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TITLE OF ISSUE: Monthly Budget Report

BACKGROUND AND SUPPLEMENTAL INFORMATION:
 Staff has prepared a Budget Monitoring Report for Council for 2014; to be updated and presented to Council at the second meeting of each month.

If additional space is required, attach a separate sheet

REQUESTED COUNCIL ACTION: No Action Required; Informational Only.

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

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

SUPPORTING DOCUMENTS ATTACHED

Resolution	Ordinance	Contract	Minutes	Map
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify) <u>Monthly Budget Report</u>				

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

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

**City of North Mankato
2014 Budget Monitoring
March 31, 2014**

Budgeted Funds	2014 Budgeted Expense	Year to Date Expenses	2014 Budgeted Expense Balance	Year to Date % Expensed	2014 Budgeted Revenue	Year to Date Revenue	2014 Budgeted Revenue Balance	Year to Date % Revenue	2014 Beginning Fund (Cash) Balance	2014 Projected Year End Fund (Cash) Balance
Operating Funds										
General Fund	\$ 7,203,450	\$ 1,410,544	\$ 5,792,906	20%	\$ 7,390,721	\$ 198,820	\$ (7,191,901)	3%	\$ 1,440,673	\$ 1,627,944
Local Option Sales Tax	\$ 309,288	\$ -	\$ 309,288	0%	\$ 500,000	\$ 38,076	\$ (461,924)	8%	\$ 73,176	\$ 263,888
Port Authority	\$ 218,260	\$ 7,245	\$ 211,015	3%	\$ 211,754	\$ -	\$ (211,754)	0%	\$ 35,328	\$ 28,822
Port Authority Revolving Loan - Local	\$ -	\$ -	\$ -	0%	\$ 19,615	\$ 1,871	\$ (17,744)	10%	\$ 111,546	\$ 131,161
Port Authority Tax Increment Funds	\$ 280,593	\$ -	\$ 280,593	0%	\$ 298,866	\$ -	\$ (298,866)	0%	\$ 313,170	\$ 331,443
Port Authority Joint Economic Development (*)	\$ 156,000	\$ 117,675	\$ 38,325	75%	\$ 129,307	\$ 782	\$ (128,525)	1%	\$ 296,160	\$ 269,467
Debt Service Funds	\$ 2,878,005	\$ 2,965,352	\$ (87,347)	103%	\$ -	\$ 346,382	\$ 346,382	0%	\$ 83,422	\$ (2,794,583)
Capital Facilities/Equipment - General	\$ 205,000	\$ 12,478	\$ 192,522	6%	\$ 370,000	\$ 9,000	\$ (361,000)	2%	\$ 33,054	\$ 198,054
Construction Funds	\$ -	\$ 8,110	\$ (8,110)	0%	\$ -	\$ -	\$ -	0%	\$ 1,405,225	\$ 1,405,225
Port Authority Construction	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ 17,030	\$ 17,030
Water Utility	\$ 2,043,405	\$ 617,735	\$ -	30%	\$ -	\$ 432,913	\$ 432,913	0%	\$ 1,038,438	\$ (1,004,967)
Sewer Utility	\$ 1,855,755	\$ 454,396	\$ -	24%	\$ -	\$ 534,164	\$ 534,164	0%	\$ 420,636	\$ (1,435,119)
Sanitary Collection Utility	\$ 355,215	\$ 135,039	\$ 220,176	38%	\$ 377,935	\$ 73,363	\$ (304,572)	19%	\$ 134,988	\$ 157,708
Storm Water Utility	\$ 283,755	\$ 28,749	\$ 255,006	10%	\$ 275,000	\$ 68,528	\$ (206,472)	25%	\$ 115,790	\$ 107,035
Solid Waste Utility	\$ 1,109,250	\$ 208,432	\$ 900,818	19%	\$ 1,112,000	\$ 245,521	\$ (866,479)	22%	\$ -	\$ 2,750
Library Endowment (*)	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ 51,049	\$ 51,049
Park Development (*)	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ 14,180	\$ 14,180
CDBG (*)	\$ 54,000	\$ 10,191	\$ 43,809	19%	\$ 50,000	\$ -	\$ (50,000)	0%	\$ -	\$ (4,000)
Port Authority Revolving Loan - Federal (*)	\$ -	\$ -	\$ -	0%	\$ 81,117	\$ 8,306	\$ (72,811)	10%	\$ 750,202	\$ 831,319
Port Authority Revolving Loan - State (*)	\$ 28,968	\$ 1,176	\$ 27,792	4%	\$ 28,968	\$ 1,176	\$ (27,792)	4%	\$ 993	\$ 993
Public Access Authority (*)	\$ 232,931	\$ 43,520	\$ 189,411	19%	\$ 185,420	\$ 149	\$ (185,271)	0%	\$ 410,015	\$ 362,504
Public Access Equipment (*)	\$ 20,811	\$ -	\$ 20,811	0%	\$ 30	\$ -	\$ (30)	0%	\$ 126,117	\$ 105,336
Gambling (*)	\$ -	\$ 2,200	\$ (2,200)	0%	\$ -	\$ 1,395	\$ 1,395	0%	\$ 2,794	\$ 2,794
Totals	\$ 17,234,686	\$ 6,022,842	\$ 8,384,816	35%	\$ 11,030,733	\$ 1,960,445	\$ (9,070,288)	18%	\$ 6,873,984	\$ 670,031

(*) Restricted cash balances

RESOLUTION NO.

RESOLUTION APPROVING
CONSENT ASSESSMENT AGREEMENT

WHEREAS, the City of North Mankato has, at the property owner's request, paid for certain improvements that will benefit such property, specifically repair/replacement of water main to the property for the following described real estate:

Pt. of NW-1/4 of SW-3/4 beg. at NW cor. of SW ¼ Sec. 11, Thence S 1284.1', E 161.61 to POB, Thence E 250' to int. SW R/W of V.S. #14, NW along R/W 285' Thence at rt. Angles to RW 130', S 190' to POB A-09, Section 11-108-27

1425 Lookout Drive

PIN #18.011.1200

Cost: \$3,733.20

WHEREAS, the property owner desires that the cost of the repair/replacement of water main to the property be made as a special assessment against the property; and

WHEREAS, the property owner has executed a consent assessment agreement;

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

That the attached consent assessment agreement is approved and that the City Clerk is directed to forward a certified copy of this resolution along with a copy of the consent assessment agreement to the Nicollet County Auditor.

Adopted by the City Council this 21st day of April 2014.

Mayor

ATTEST:

City Clerk

CONSENT ASSESSMENT AGREEMENT

This Agreement is made between the City of North Mankato (City) and Stanley Defries and Beverly Defries (Owner).

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

1. Owner's property is described as follows:
1425 Lookout Drive
PIN # 18.011.1200
Secton 11-108-27
Pt. of NW ¼ of SW ¾ beg. at NW cor. of SW ¼ sec. 11, Thence S 1284.1', E 161.61 to POB, Thence E 250' to int. SW R/W of V.S. #14, NW along R/W 285' Thence at rt. Angles to RW 130', S 190' to POB A-09.
2. Owner desires to repair/replace water main to the property.
3. Owner desires to waive all of the procedures mandated by Chapter 429 of Minnesota Statutes and to consent to the imposition of an assessment directly upon the described property.
4. City is willing to repair in consideration for the owner's consent to the assessments.

The parties therefore make the following agreement:

1. As a result of the improvement, a special assessment shall be filed against owner's land in the amount of \$3,733.20. The assessment shall payable in equal installments extending over a period of ten years and shall bear interest at the rate of 7.00% per annum from the date of this agreement. The City may transmit notice of this assessment to the County Auditor to be recorded against the affected property.
2. Prior to transmitting notice of the assessment to the County Auditor, the City shall fully perform all necessary construction concerning the improvement.

Adopted this 21st day of April, 2014.

City of North Mankato

By: *Alan Thoma*

Its: FINANCE DIRECTOR

Stanley Defries
Beverly Defries
Property Owner

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 9A	Department: City Engineer	Council Meeting Date: 4/21/14
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TITLE OF ISSUE: Consider Amendments to City Code Chapter 155 Subdivision Regulations

BACKGROUND AND SUPPLEMENTAL INFORMATION: Chapter 155.46 of the City Code specifies that "B-style" curb is to be used on all new private streets. The proposed changes allow a developer to use either "B-style" or drive-over/mountable style ("M-style") curb for new private streets. The current City Code language does not address the type of curb to be used for new public streets. The proposed Code changes create a new paragraph addressing curb design for public streets in new subdivisions. Concrete curb and gutter will be required on both sides of all public (and private) streets within new subdivisions. The proposed language provides some guidelines for public streets as to when each type of curb design is to be considered. In general, M-style curb and gutter is to be used for all new local streets in new residential developments. The use of M-style curb in residential developments will avoid having to remove and replace the curb and gutter within each driveway. B-style curb will be required for new collector and arterial streets within residential developments, and for new streets in commercial and industrial areas. Since there are invariability situations where specific project details create some uncertainty as to the type of curb to be used, the proposed language allows for variations and interpretations to be made by the City Council based on recommendations from City Staff.

A copy of the proposed Code language changes is attached. A drawing showing "B-style" and "M-style" curbs is also attached.

REQUESTED COUNCIL ACTION: Set public hearing date for proposed changes to the City Code.

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

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

SUPPORTING DOCUMENTS ATTACHED

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

Other (specify Notice of Public Hearing
Proposed language changes to the City Code
Drawings showing "B-style" and "M-style" curb

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

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

NOTICE OF PUBLIC HEARING TO
AMEND CITY CODE, CHAPTER 155
SUBDIVISION REGULATIONS

Notice is hereby given that the City Council of the City of North Mankato, Minnesota, will hold a public hearing on Monday, May 5, 2014 at 7 p.m. in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, to consider amending the City Code for Chapter 155, Subdivision Regulations, to include guidelines for installation of curb and gutter in all new subdivisions.

Such persons as desire to be heard with reference to this issue should appear at this meeting. Public comments may be sent to the North Mankato Municipal Building, 1001 Belgrade Avenue, North Mankato, MN 56003. All comments must be received by May 5, 2014.

Dated this 21th day of April 2014.

Nancy Gehrke, CMC
City Clerk
City of North Mankato

PROPOSED CHANGES TO CHAPTER 155 OF THE NORTH MANKATO CITY CODE

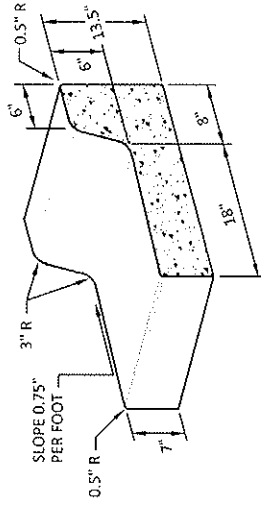
Modify paragraph (N) of Chapter 155.46 - STREETS, ALLEYS AND SIDEWALKS as follows:

- (N) *Private streets.* The use of private streets are subject to the following:
- (1) Be called trails;
 - (2) Have a minimum width of 28 feet;
 - (3) Use a B-curb design; and Concrete curb and gutter shall be provided. Curb and gutter design shall conform to the City's standard for either B style or M style, as recommended by City Staff and/or approved by the City Council based on project-specific considerations.
 - (4) Be subject to city design and inspection.

Add new paragraph (Q) to Chapter 155.46 - STREETS, ALLEYS AND SIDEWALKS as follows:

(Q) Within all new subdivisions, the installation of concrete curb and gutter is required on both sides of all streets. Curb and gutter design shall conform to the City's standard for either B style or M style, with the following guidelines:

- (1) M-style curb and gutter shall be used for all new streets that are functionally classified as local streets in predominantly single-family or multi-family residential areas.
- (2) B-style curb and gutter shall be used for all new streets that are functionally classified as anything higher than local streets in predominantly single-family or multi-family residential areas.
- (3) B-style curb shall be used on all new streets in predominantly commercial or industrial areas.
- (4) Variations and interpretations to the curb and gutter design standards specified in Paragraphs (1), (2) and (3) above may be made upon approval by the City Council upon on recommendations provided by City Staff in consideration of project-specific conditions.



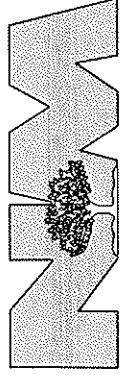
CONCRETE CURB & GUTTER
DESIGN B618
 NOT TO SCALE

CONCRETE CURB & GUTTER
DESIGN B618
 CITY OF NORTH MANKATO
 STANDARD DETAIL

APPROVED BY:

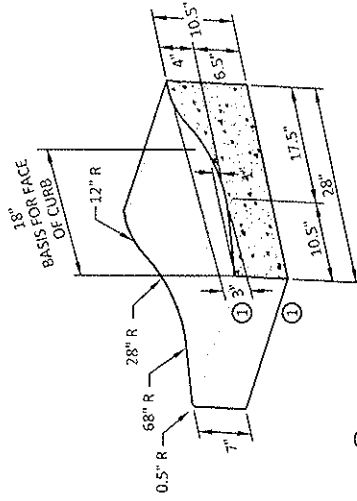
REVISED:

REMARKS:



CITY OF NORTH MANKATO

STANDARD DETAIL
 PLATE NO:
7-000



① NOTE:
CURB SHALL BE PLACED IN A TILTED POSITION AS SUCH
TO PROVIDE A 3" DEPTH FROM THE TOP OF CURB TO
THE FLOWLINE WHEN MEASURED ON A LEVEL PLANE.

CONCRETE CURB & GUTTER

DESIGN M STYLE

NOT TO SCALE

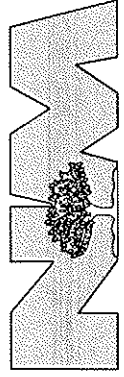
**CONCRETE CURB & GUTTER
DESIGN M STYLE**

CITY OF NORTH MANKATO
STANDARD DETAIL

APPROVED BY:

REVISED:

REMARKS:



CITY OF NORTH MANKATO

STANDARD DETAIL
PLATE NO:

7-006

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 9B	Department: Community Dev.	Council Meeting Date: 4/21/14
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TITLE OF ISSUE: Set Public Hearing to Amend the 2010-2014 Consolidated Plan.

BACKGROUND AND SUPPLEMENTAL INFORMATION: As a HUD Entitlement Community, the Consolidated Plan is used as a guideline as to how the City will utilize Community Development Block Grant (CDBG) funds from 2010-2014. In the 2014-2015 Action Plan, staff is recommending the use of CDBG Funds to replace the entrance doors at the Municipal Building in compliance with the Americans with Disabilities Act. As the use of funds for this purpose was not originally listed in the 2010-2014 Consolidated Plan, it would be necessary to amend the Plan to include the use of CDBG funds for the Municipal Building door project.

REQUESTED COUNCIL ACTION: Set Public Hearing for May 5, 2014 at 7 p.m.

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

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

SUPPORTING DOCUMENTS ATTACHED

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

Other (specify _____ Notice of Public Hearing
 Changes to 2010-2014 Consolidated Plan

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

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

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

NOTICE IS HEREBY GIVEN that the City Council of the City of North Mankato, Minnesota, will meet in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, North Mankato, Minnesota, at 7 p.m. on the 5th day of May 2014, to hold a public hearing to amend the HUD Consolidated Plan.

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

Dated this 21st day of April 2014.

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

City of North Mankato



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

*Submitted to the Department of Housing and Urban Development (HUD)
May 25, 2010
(Amended May 2014)*

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

Priority Need: Affordable Housing Units

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

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

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

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

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

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

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

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

Objective 2A-3 – Identify and demolish substandard properties

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

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

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

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

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

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

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

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

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

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

Strategy B – Create both active and passive parks

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

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

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

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

Priority Need: Street Improvements (03K) - High

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

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

Priority Need: Sidewalks (03L) - High

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

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

Priority Need: Parking Facilities (03G) - High

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

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

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

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

Objective 2B6 – Promote growth, expansion, innovation, increased productivity, and improved management for small businesses and entrepreneurs.

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

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

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

Administration and Planning (20)

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

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

Priority Need: Public Facility Improvements (3)

Objective 2B-9 – Make accessibility improvements to public buildings so persons with disabilities can access public services and meetings.

Strategy A – Replace doors and flooring at the North Mankato Municipal Building to comply with Americans Disabilities Act (ADA) accessibility requirements.

CITY OF NORTH MANKATO

REQUEST FOR COUNCIL ACTION



Agenda Item # 9C	Department: Community Dev.	Council Meeting Date: 4/21/14
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TITLE OF ISSUE: Set Public Hearing to Approve 2014 CDBG Action Plan

BACKGROUND AND SUPPLEMENTAL INFORMATION: It is necessary to set and hold a public hearing to approve a 2014 Action Plan for the use of HUD entitlement funds. We recently received notice that our 2014 allocation is in the amount of \$63,840. The following is the proposed use of the HUD funds: Replace doors at Municipal Building - \$28,000; Single-Family Housing Rehabilitation - \$27,840; and Administration - \$8,000. To use HUD funds for the Municipal Building project, it is necessary to amend the 2010-2014 Consolidated Plan. The amendment is necessary due to the fact the Plan does not include the use of HUD funds for the replacement of doors. In a previous Action Plan, the use of \$95,000 of HUD funds was approved to relocate a home on Nicollet Avenue to Christensen Street including rehabilitation. Due to timing issues, that project never occurred. As our 2014 HUD allocation is \$63,840, adequate funds are not available to proceed with that project at this time. Attached are pages taken from the Consolidated Plan which are applicable to the proposed amendment.

REQUESTED COUNCIL ACTION: Set Public Hearing for 7 p.m. on Monday, May 5, 2014.

For Clerk's Use:

Motion By: _____
 Second By: _____

Vote Record:

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

SUPPORTING DOCUMENTS ATTACHED

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

Other (specify Notice of Public Hearing
2014-2015 CDBG Action Plan)

Workshop

Regular Meeting

Special Meeting

Refer to: _____

Table until: _____

Other: _____

NOTICE OF PUBLIC HEARING TO APPROVE 2014 COMMUNITY DEVELOPMENT
BLOCK GRANT PROGRAM (CDBG) ACTION PLAN
CITY OF NORTH MANKATO

NOTICE IS HEREBY GIVEN that the City Council of the City of North Mankato, Minnesota, will meet in the Council Chambers of the Municipal Building, 1001 Belgrade Avenue, North Mankato, Minnesota, at 7 p.m. on the 5th day of May, 2014, to hold a public hearing to approve the 2014 Community Development Block Grant Program (CDBG) Action Plan.

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

Dated this 21st day of April 2014.

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

City of North Mankato



*Community Development Block Grant Program
Action Plan
2014-2015*

Submitted to the Department of Housing and Urban Development (HUD)

May 16, 2014

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Community Development Block Grant (CDBG) Program

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**Funding Sources
CDBG Final Statement**

July 1, 2014 – June 30, 2015
City of North Mankato

Estimated 2014 CDBG Allocation

\$63,840

I. Executive Summary

The City of North Mankato's 2014 Action Plan is in the fifth year investment plan of the 2010-2014 Consolidated Plan. The Five-Year Consolidated Plan outlines community development issues, partnerships and strategies to meet the needs of its citizens, principally those having low or moderate incomes.

The 2014 Action Plan outlines how the City plans to use CDBG resources in compliance with HUD regulations.

The City of North Mankato will utilize Community Development Block Grant (CDBG) funds to achieve goals identified in the Consolidated Plan and will amend the Consolidated Plan to accommodate a new initiative. During the development of the consolidated plan the City of North Mankato conducted extensive community research, analyzed community input, and used these to assess community needs through specific objectives, strategies, and goals. Based on these findings, the City will utilize entitlement funds to address these community needs.

In this Action Plan, the City has created performance measures to ensure that the goals are achieved for this program year, as well as for the five-year plan, and that the funds are utilized properly. The planned activities relate to housing rehabilitation and Americans with Disabilities Act accountability improvements.

In its first year of receiving CDBG Entitlement Funds, in the FY 2010 program year, one grant was allocated to provide homeownership assistance. In the FY 2011 program year, funds were used to acquire a vacant lot and to acquire a residential dwelling for demolition. In FY 2012, funds were scheduled to be used to relocate and rehabilitate a single-family dwelling. In 2013, funds were used for owner-occupied housing rehabilitation and comprehensive planning purposes.

II. Citizen Participation

Citizen participation and consultation with local organizations is an important aspect in developing effective community plans. The Action Plan, as well as all other CDBG documents, follows the Citizen Participation Plan which lays out in detail the efforts to incorporate and broaden citizen participation.

As part of the 2014 Action Plan, on April 23, 2014 the City published the Notice of Public Hearing for a public hearing to be held on May 5, 2014. A thirty (30) day public comment period began May 17, 2014. Copies of the 2014 Action Plan were available at the North Mankato Municipal Building and the North Mankato Taylor Library and on the City website beginning April 17, 2014.

At the public hearing on May 5, 2013, North Mankato City staff presented two proposed projects to be funded with CDBG funds in 2014-2015 as follows:

- Rehabilitation of single-family owner-occupied housing units in lower North Mankato.
- ADA improvements at Municipal Building.

III. Resources

The following is the proposed use of CDBG funds in 2014-2015:

Single-Family Housing Rehabilitation	-	\$27,840
ADA Improvements to Municipal Building	-	28,000
Administration	-	<u>8,000</u>
		\$63,840

The City has no involvement in Section 108 loan guarantees, surplus funds from any other activities, grants returned to the line of credit, or income from float-funded activities. The City also does not expect to receive any state, federal or local resources to implement the plan. The City does not receive any Section 8, Low-Income Housing Tax Credits, or McKinney-Vento Homeless Assistance Act funds.

IV. Annual Objectives

Goals and objectives to be carried out during the action plan period are indicated by placing a check in the following boxes.

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

**Table 3A
Summary of Specific Annual Objectives**

Obj #	Specific Objectives	Sources of Funds	Performance Indicators	Expected Number	Actual Number	Outcome/Objective*
	Rental Housing Objectives					
	Owner Housing Objectives					
2A-2	Housing Rehabilitation	CDBG	Housing Units	3	3	DH-3
	Homeless Objectives					
	Special Needs Objectives					
	Community Development Objectives					
	Infrastructure Objectives					
	Public Facilities Objectives					
2B-9	ADA Accessibility	CDBG	Public Facilities	1	1	SC-1
	Public Services Objectives					
	Economic Development Objectives					
	Other Objectives					

*Outcome/Objective Codes

	Availability/Accessibility	Affordability	Sustainability
Decent Housing	DH-1	DH-2	DH-3
Suitable Living Environment	SL-1	SL-2	SL-3
Economic Opportunity	EO-1	EO-2	EO-3

V. Description of Activities

The following are Consolidated Plan Projects as proposed in the 2014-2015 program year with CDBG funding.

- Rehabilitation assistance for single-family owner occupied housing in Lower North Mankato. Estimated 3 dwellings.
- Replace front doors at North Mankato Municipal Building to accommodate persons with disabilities.

The major obstacle to meeting underserved needs is the lack of funding. The City of North Mankato's community needs are greater than the projected funds available through the CDBG as well as other state, local, and private sources. The goals and activities for the CDBG program should be able to be completed based upon the projected available funds.

In 2010, the City used CDBG funds to purchase and demolish a home addressed as 706 Range Street. The City intended to purchase and demolish adjacent homes and redevelop multiple properties for residential purposes. As the City has not been able to purchase adjacent homes as planned, the 706 Range Street property has remained undeveloped. According to HUD regulations, the reuse of the property should occur within 3 years of the funding allocation. Therefore, HUD regulations would allow the use of this vacant lot as parkland until we have a specific reuse. As a result, the intent of the City is to classify the property as parkland until a permanent reuse is determined.

Tables 3C illustrates the activities the City will use its entitlement funds for. The tables list the activities and provide a description, the objective, the outcome, and amount of funding for each project. This provides an effective way for the community to review the projects and understand what the objectives and benefits are.

**Table 3C
Consolidated Plan Listing of Projects**

Applicant's Name: North Mankato, MN
Priority Need: Housing Rehabilitation
Project: Owner-Occupied Housing Rehabilitation

Project Description:

CDBG funds will be used to provide financial assistance to rehabilitate owner-occupied single-family dwellings. Eligible rehabilitation activities would include, but not limited to plumbing, electrical, structural, roofing, doors, windows, siding and other building code compliance activities. Grants equal to 50% of the project costs will be awarded on a first-come first-serve basis to property owners who meet the Low (80%) HUD Income Limits. The City is currently developing the granting and application criteria including the selection of housing rehabilitation coordinator to administer the program. The program would be marked by the coordinator in cooperation with the City.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity

Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area: Lower North Mankato

Specific Objective Number 2A-2	Project Id N/A	Funding Sources: CDBG.....\$27,840 ESG HOME HOPWA Total Formula Prior Years Funding Assisted Housing PHA Other Funding Total.....\$27,840
HUD Matrix Code 14A	CDBG Citation 570.202 (a)(1)	
Type of Recipient LMI	CDBG National Objective LMH 570.208	
Start Date 8/01/2014	Completion Date 11/01/2015	
Performance Indicator Housing	Annual Units 3	
Local ID N/A	Units Upon Completion 3	

The primary purpose of this project is to help: The Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

**Table 3C
Consolidated Plan Listing of Projects**

Applicant's Name: North Mankato, MN
Priority Need: Accessibility Improvements
Project: 1001 Belgrade Avenue

Project Description:

Replace front entrance doors at North Mankato Municipal Building including area flooring to provide accessibility to persons with disabilities who attend public meetings, need public data or wish to personally communicate with City staff.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity

Outcome category: Availability/Accessibility Affordability Sustainability

Location/Target Area: North Mankato Municipal Building

Specific Objective Number 2B-9	Project Id N/A	Funding Sources: CDBG.....\$28,000 ESG HOME HOPWA Total Formula Prior Years Funding Assisted Housing PHA Other Funding Total.....\$28,000
HUD Matrix Code 3	CDBG Citation 570.208 (a)(2)	
Type of Recipient LMC	CDBG National Objective LMH 570.208a,2,i.a	
Start Date 8/01/2014	Completion Date 08/31/2014	
Performance Indicator Public Facility	Annual Units 1	
Local ID N/A	Units Upon Completion NA	

The primary purpose of this project is to help: The Homeless Persons with HIV/AIDS Persons with Disabilities Public Housing Needs

Consolidated Plan Listing of Projects

Applicant's Name: North Mankato, MN
Priority Need: Program Administration
Project: Program Administration

Project Description:

For FY 2014, \$8,000 will be used for overall administration for the planned activities including Davis-Bacon wage compliance.

Objective category: Suitable Living Environment Decent Housing Economic Opportunity

Outcome category: Availability/Accessibility Affordability Sustainability

Location: Citywide

Specific Objective Number	Project Id	Funding Sources:
HUD Matrix Code 21-A	CDBG Citation 570.202(a)(1)	CDBG\$8,000 ESG
Type of Recipient Municipal Corporation	CDBG National Objective LMH 570.208	HOME HOPWA
Start Date 08/01/14	Completion Date 07/31/2014	Total Formula Prior Years Funding
Performance Indicator	Annual Units	Assisted Housing PHA
Local ID	Units Upon Completion	Other Funding Total: \$8,000

VI. Geographic Distribution/Allocation Priorities

The housing rehabilitation project will be available City-wide and the ADA accessibility improvements will be made at the Municipal Building.

VII. Annual Affordable Housing Goals

The housing rehabilitation program is expected to benefit 3 income-qualified households.

Table 3B
Annual Housing Completion Goals

Grantee Name: City of North Mankato Program Year: FY 2014	Expected Annual Number of Units To Be Completed	Actual Annual Number of Units Completed	Resources used during the period			
			CDBG	HOME	ESG	HOPWA
BENEFICIARY GOALS						
(Sec. 215 Only)						
Homeless households	0		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Non-homeless households	0		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special needs households	0		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total Sec. 215 Beneficiaries*			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
RENTAL GOALS						
(Sec. 215 Only)						
Acquisition of existing units	0		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Production of new units	0		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rehabilitation of existing units	0		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance	0		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total Sec. 215 Affordable Rental			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HOME OWNER GOALS						
(Sec. 215 Only)						
Acquisition of existing units	0		<input type="checkbox"/>	<input type="checkbox"/>		
Production of new units	0		<input type="checkbox"/>	<input type="checkbox"/>		
Rehabilitation of existing units	0		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Homebuyer Assistance	0		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Total Sec. 215 Affordable Owner	0		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
COMBINED RENTAL AND OWNER GOALS (Sec. 215 Only)						
Acquisition of existing units	0		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Production of new units	0		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Rehabilitation of existing units	3	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance	0		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>

Homebuyer Assistance	0		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Combined Total Sec. 215 Goals*	0		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
OVERALL HOUSING GOALS (Sec. 215 + Other Affordable Housing)						
Annual Rental Housing Goal	0		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Annual Owner Housing Goal	0		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total Overall Housing Goal	3		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

VIII. Barriers to Affordable Housing

The City of North Mankato does its best to create housing policies which do not negatively affect the development of privately funded affordable housing. Policies which can affect the affordability of housing include excessive taxes, fees and utilities, restrictive land use and zoning, and strict building code regulations.

As mentioned in the Consolidated Plan, the City of North Mankato has experienced very little if any negative effects that policies can have on affordable housing. The City attempts to create flexibility under its zoning and land use controls to minimize negative effects and promote affordable housing.

During FY 2011, down payment assistance grants/deferred loans were made available which combats some of the upfront costs of homeownership which are a major barrier. Annually, the City applies for funds through the Minnesota Housing Finance Agency for first-time homebuyers.

IX. Public Housing

The FY 2014 Action Plan does not include public housing activities at this time. This is based upon the funding available and the identified need. No public housing will be created through the 5 years of this plan either. Once again, this is largely due to the lack of funding available.

X. Other Actions

In the next year, the City will try to address the obstacles to meeting underserved needs. The two obstacles are the lack of funds and available data. The City will research other funding sources in order to compliment the CDBG funds. The City will work with local area service providers as well and other outside organizations in attempts to enhance coordination, citizen participation, and create a better database for future plans and projects. The City will also coordinate its housing strategy with local and regional transportation planning strategies to ensure adequate transportation services will be available for the residents of affordable housing projects.

In an attempt to increase awareness of fair housing issues, the City will continue to distribute and make available various types of literature at public buildings free-of-charge. Additionally, the City will partner with Cities of Mankato, St. Peter and Madelia to offer a one-day housing program held at the Mankato Civic Center. The agenda will include property management, fair housing, lease agreements and legal issues. All North Mankato landlords will receive an invitation to this event. Any cost associated with the housing program will be covered by the City's General Fund budget.

XI. Monitoring

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

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

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

XII. Homeless and Other Special Needs Activities

1) One-Year Goals and Active Steps

- i. The City has begun discussions with Three Rivers Community Action Program (CAP), Minnesota Valley Action Council (MVAC) and Nicollet County Social Services regarding establishing partnerships and coordinating efforts for outreach to homeless persons and assessing their individual needs. These agencies use plans such as Heading Home South Central Minnesota, Opening Doors and Minnesota's Roadmap for Ending Homelessness. The City has obtained these plans and intends on working with these agencies to address homelessness. Additionally, the City has offered free use of public meeting rooms for regional homelessness meetings and distribution of applicable outreach materials.
 - ii. As the City has limited knowledge and experience in addressing emergency shelter and transitional housing needs, the City will attempt to coordinate planning efforts with CAP, MVAC and Nicollet County. Once the City has a better understanding of these needs, strategies to address this population will be coordinated.
 - iii. The Southeast Continuum of Care (COC) in conformance with the McKinney-Vento Act, addresses policies and protocols to ensure that persons discharged from foster care, health care, mental health, and correctional institutions, including families with children, veterans and their families are addressed appropriately. In cooperation with the COC and the Nicollet County Service Coordinating team, the City will address the transitions to permanent housing and independent living for these populations.
 - iv. In an attempt to help low-income individuals and families from becoming homeless, in partnership with the applicable agencies, the City will investigate opportunities to create suitable living environments and provide decent affordable housing for this population through acquisition, rental rehabilitation, new construction, emergency rent, mortgage and utility assistance and homelessness prevention. This strategy applies to those receiving assistance from public and private agencies.
- 2) To address housing and supportive service needs of persons with special needs the City will be actively involved in creating strategic plans and collaborating with applicable local, county, state and federal agencies to address the needs of this population. One strategy to address the needs may include monetary assistance to applicable agencies who routinely work with these populations to address homelessness.
- 3) The following is a list of area agencies who assist chronically homeless individuals and families, families with children, veterans and their families:

Three Rivers Community Action: Offers housing, health, employment, education and transportation to low-income families.

Southeast Continuum of Care: This is a plan developed by Three Rivers Community Action to organize and deliver housing and services to meet the specific needs of people who are homeless as they move to stable and self-sufficiency. It includes action steps to end homelessness and prevent a return to homelessness.

Minnesota Valley Action Council: Develops resources and opportunities that empower people in low-wage work to secure affordable housing, viable transportation, employment, training for employment and educational opportunities for children.

Nicollet County Social Services: Provides essential governmental services directed towards an acceptable quality of life.

Habitat for Humanity: A nonprofit, ecumenical Christian ministry founded on the conviction that every, man, woman and child should have a decent, safe and affordable place to live.

Partners for Affordable Housing: Provides shelter for homeless families and individuals, and helps them to secure economically viable long-term housing.

Realtors Association of Southern Minnesota: The Realtors Association of Southern MN exists to enhance the members ability to conduct business successfully, cooperatively, competently and profitably and covers 10 counties.

South Central Minnesota Multi-County HRA: Operates the public housing programs for the counties of Martin, Nicollet, Sibley, Waseca and Watonwan.

Southern Minnesota Regional Legal Services: Provides a full range of high-quality legal services to low-income groups in civil matters.

As the above listed agencies are dedicated and funded to assist with persons which are homeless, very low income or transitioning into affordable housing, the City will support their missions and offer any form of assistance possible.

**APPLICATION FOR
FEDERAL ASSISTANCE**

OMB Approved No. 3076-0006

Version 7/03

1. TYPE OF SUBMISSION: Application		2. DATE SUBMITTED		Applicant Identifier	
<input type="checkbox"/> Construction		3. DATE RECEIVED BY STATE		State Application Identifier	
<input checked="" type="checkbox"/> Non-Construction		4. DATE RECEIVED BY FEDERAL AGENCY		Federal Identifier	
Pre-application					
<input type="checkbox"/> Construction					
<input type="checkbox"/> Non-Construction					
5. APPLICANT INFORMATION					
Legal Name: City of North Mankato			Organizational Unit: Department: Community Development		
Organizational DUNS: 057156549			Division: NA		
Address: Street: 1001 Belgrade Avenue			Name and telephone number of person to be contacted on matters involving this application (give area code)		
City: North Mankato			Prefix:	First Name: Michael	
County: Nicollet			Middle Name Kenneth		
State: MN			Last Name Fischer		
Zip Code 56003			Suffix:		
Country: USA			Email: michaelf@northmankato.com		
6. EMPLOYER IDENTIFICATION NUMBER (EIN): 41-6005432			Phone Number (give area code) 507-625-4141		Fax Number (give area code) 507-625-4151
8. TYPE OF APPLICATION: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) (See back of form for description of letters.) Other (specify) <input type="checkbox"/> <input type="checkbox"/>			7. TYPE OF APPLICANT: (See back of form for Application Types) Municipal Other (specify)		
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 41-218 TITLE (Name of Program): Labor Management Cooperation Program			9. NAME OF FEDERAL AGENCY: Department of Housing and Urban Development		
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): City of North Mankato			11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: Housing rehabilitation, ADA improvements		
13. PROPOSED PROJECT Start Date: 7-1-14			14. CONGRESSIONAL DISTRICTS OF: a. Applicant 1		
Ending Date: 6-30-2015			b. Project 1		
15. ESTIMATED FUNDING:			16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?		
a. Federal		\$ 63,840 ⁰⁰	a. Yes. <input type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON		
b. Applicant		\$ ⁰⁰	DATE:		
c. State		\$ ⁰⁰	b. No. <input checked="" type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372		
d. Local		\$ ⁰⁰	<input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW		
e. Other		\$ ⁰⁰	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?		
f. Program Income		\$ ⁰⁰	<input type="checkbox"/> Yes If "Yes" attach an explanation. <input checked="" type="checkbox"/> No		
g. TOTAL		\$ 63,840 ⁰⁰			
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.					
a. Authorized Representative					
Prefix		First Name John		Middle Name	
Last Name Harrenstein			Suffix		
b. Title City Administrator			c. Telephone Number (give area code) 507-625-4141		
d. Signature of Authorized Representative			e. Date Signed 4-16-14		

CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

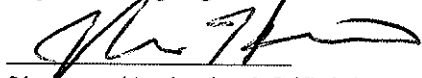
Anti-Lobbying -- To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.



Signature/Authorized Official

Date

Specific CDBG Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
2. Overall Benefit. The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2014, 2015 (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its


jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Compliance With Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, subparts A, B, J, K and R;

Compliance with Laws -- It will comply with applicable laws.


Signature/Authorized Official 4-16-14
Date

City Administrator
Title