

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 19, 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 Steiner, Norland and Freyberg, Mayor Dehen, City Administrator Harrenstein, Finance Director McCann, Community Development Director Fischer, Public Works Director Swanson and City Clerk Van Genderen. Absent: Council Member Whitlock and Attorney Kennedy.

Approval of Agenda

Council Member Steiner moved, seconded by Council Member Norland, to approve the agenda as presented. Vote on the motion: 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 June 5, 2017. Vote on the motion: Steiner, Norland, Freyberg, and Dehen, aye; no nays. Motion carried.

Public Hearing, 7 p.m. – Consider the 2017-2018 Annual Action Plan.

Community Development Director Fischer reported that as part of the City of North Mankato's participation in the HUD Entitlement Program, it is necessary to create an Action Plan for the use of the 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, the staff is recommending the CDBG funds be used for owner-occupied single-family housing rehabilitation. The City did not expend \$17,048 last year and plans to combine those unused funds with this year's allocation for a total of \$88,437. Phil Henry, 1300 Noretta Drive, appeared before Council and stated he was in favor of using the funds for owner-occupied housing rehabilitation. He indicated he thought the City should actively get the word out concerning the potential grant money. Mayor Dehen inquired about concerning advertising for the program. Community Development Director Fischer indicated the grant would be on the City website, in a utility bill stuffer, and those administering the grant for the City will also advertise. Council Member Norland requested clarification on the number of homes the grant will potentially be able to service. Community Development Director Fischer reported between five and seven homes with each loan at approximately \$10,000. With no one else appearing before Council the Mayor closed the public hearing.

Consent Agenda

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

- A. Bills and Appropriations.
- B. Res. No. 39-17 Approving Donations/Contributions/Grants.
- C. Approved Large Group and Audio Permit for Valley Landscape Supply, LLC at 1040 North River Drive from 6:00 p.m. until 10:00 p.m. on July 4, 2017.
- D. Res. No. 40-17 Approving Special Legislation.

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

Public Comments

None.

Business Items

Consider Approving the 2017-2018 Annual Action Plan. Council Member Freyberg moved, seconded by Council Member Norland to approve the 2017-2018 Annual Action Plan. Vote on the motion: Steiner, Norland, Freyberg, and Dehen, aye; no nays. Motion carried

Consider Approving Final Plat of Birchwood Cottages. Community Development Director Fischer reported the Final Plat is very similar to the preliminary plat approved earlier in the year. He noted one change which is the removal of the third building from the plat. The Planning Commission and the City Council determined that the third building must be added as an amendment to the PUD. Council Member Norland noted the City would own the ravine. Council Member Steiner indicated a trail easement was included in the Final Plat. **Council Member Norland moved, seconded by Council Member Freyberg to approve the Final Plat of Birchwood Cottages. Vote on the motion: Steiner, Norland, Freyberg, and Dehen, aye; no nays. Motion carried**

Consider Approving Development Agreement Between Cottage Properties and North Mankato. Community Development Director Fischer reported the Planning Commission reviewed the proposed development agreement between Cottage Properties and North Mankato, suggesting two changes. The Planning Commission requested the developer agrees that the use of the buildings shall be for assisted living provider/memory care housing and the developer agrees to begin construction of Building One in 2017 and begin construction of Building Two no later than 2019. With those two changes, the Planning Commission recommended the development agreement. **Council Member Steiner moved, seconded by Council Member Norland to approve the Development Agreement between Cottage Properties and North Mankato with the suggested changes. Vote on the motion: Steiner, Norland, Freyberg, and Dehen, aye; no nays. Motion carried**

Receive Draft Strategic Plan. City Administrator Harrenstein reviewed the proposed updated North Mankato strategic plan. He reported the plan was informed by the City Council retreat, meetings with Department leaders and the results of the citizen survey completed earlier in the year. The plan is expected to guide the organization for the next three to five years. City Administrator Harrenstein reported the plan is a supplement to the plans and policies adopted by City Council in the previous four years. He stated the action steps included in the strategic plan represent activities above and beyond the existing services provided by city staff. The action steps were developed to promote increased service levels and amenities for residents as well as to ensure the organization continues to move forward in a manner that reflects the priorities of the governing body. The vision of the organization will remain the same as adopted in 2015, and the goals and strategic program areas also remain the same. He stated staff recommends approval of the updated strategic plan. Council Member Freyberg noted that the 2015 Strategic Plan included an orderly annexation agreement with Belgrade Township and the City has not established an agreement. He would like to see an orderly annexation agreement on the strategic plan because as the City is looking to grow, it would make growth smoother. Administrator Harrenstein agreed that an orderly annexation should be pursued. Council Member Norland approved of the Strategic Plan but indicated the City might need to consider hiring additional staff. She noted the Strategic Plan included renewable energy and green initiatives, stating that Public Works Director Swanson and his staff have already been pursuing renewable energy. Council Member Norland reported she was saddened that programs such as Active Violence, Active Shooter training were included in the Strategic Plan. Administrator Harrenstein reported the efforts

would be used to train the public how to respond if such an event took place. Council Member Steiner noted it was relevant to the times. Mayor Dehen stated he was looking forward to using the Strategic Plan during future budget work. **Council Member Norland moved, seconded by Council Member Steiner to approve the Strategic Plan. Vote on the motion: Steiner, Norland, Freyberg, and Dehen, aye; no nays. Motion carried**

City Administrator and Staff Comments

North Mankato Demographics provided to ISD 77 School Board during expansion discussions. Administrator Harrenstein reported the information was provided to the ISD School Board during their long-range strategic planning. Community Development Director Fischer reported the information included the history of population growth from 2010 along with the number of housing units added. He indicated the information included projections and possible locations for construction of additional units in North Mankato. Council Member Freyberg stated he reviewed the information and researched projected population growth from 1970-2030. The projected growth is a total of 8,762 which averages to 146 people per year. Housing units built from 2010-2016 is 314 if you divide that by seven there have been 44.86 units added per year. If you review US Statistical the average home has 2.92 per household, making the current construction of buildings right on where it needs to be. He requested clarification on the projected additional housing. Administrator Harrenstein stated the City is not anticipating a housing boom. He said the best guide for a practical average of units needed includes the work that Community Development Director Fischer laid out and a housing study completed by Mankato in 2014 or 2015 which indicates a need for additional 200-216 housing units between Eagle Lake, Mankato, and North Mankato. He reported new developments such as North Gate #3 would increase inventory which is needed because the City has been seeing sales of over \$200,000 for homes in lower north that would have been selling for \$150,000 to \$170,000 in previous years.

Administrator Harrenstein read a letter from Dustin Lee of Birchwood Cottages thanking the City for their support of Birchwood Cottages development of the Memory Care Cottages in North Mankato. Dustin Lee indicated his experience with City staff was responsive, timely, effective, cooperative and collaborative in nature, but he wanted to point out one city government servant who was phenomenal to collaborate with; City Planner Fischer. Mr. Lee stated Mr. Fischer was a “true professional, a person of authenticity, great customer service, an individual with great honor, character, and integrity. Much of the reason why North Mankato is such a great community to live in, work in, and call home is due to our local leadership and individuals such as Mr. Fischer.” Administrator Harrenstein thanked Community Development Director Fischer for his service and excellent work.

Administrator Harrenstein thanked the staff for their work on the Grand Prix and ArtSplash which was held on June 17, 2017. He thanked Public Works Director Swanson, Interim Library Director Heintz, Project and Equipment Manager Nate Nimps, Caswell Sports Director Tostenson, Lieutenant Morgan and KTV.

Public Works Director Swanson thanked the local ham radio operators who assisted with communication for the bike race, the many volunteers, Nicollet County and the North Mankato Police Department for their work.

Mayor and Council Comments

Council Member Steiner reported the North Mankato Taylor Library would be hosting Music in the Park on July 13th, 20th and 27th from 5-7 pm in Storybook Park located across from the library.

Mayor Dehen reported that Mankato, St. Peter and North Mankato were selected for the 2018 Summer Conference Site for the Coalition of Greater Minnesota Cities. The conference will be July 25-July 27th.

Council Member Norland provided a final report concerning City Administrator Harrenstein's review. The City Council gave unanimous support for the City Administrator and gave him a 3% increase consistent with staff raises.

Public Comments

Tom Hagen, 927 Lake Street, appeared before Council and thanked the City Council for speaking with the DNR and the Minnesota Department of Health concerning the deer. Mr. Hagen stated that if the DNR wanted to come out to his property, it would be best if they visited in the spring. Mr. Hagen stated he wanted the City to develop an Historic Preservation Commission.

Phil Henry, 1300 Noretta Drive, appeared before Council and suggested educating the public how to behave if you are pulled over by the Police.

There being no further business, on a motion by Council Member Norland, seconded by Council Member Steiner, the meeting adjourned at 7:35 pm.

Mayor

City Clerk