

Pursuant to due call and notice thereof, a meeting of the North Mankato Port Authority Commission was held in the Council Chambers of the Municipal Building on Monday, May 7, 2018.

President Arnold called the meeting to order at 6:15 p.m. The following were present: Commissioners Dehen, Freyberg, Steiner, Whitlock, Norland, Arnold, and Olenius, Executive Vice President Harrenstein, Finance Director McCann, Community Development Director Fischer and City Clerk Van Genderen.

Approval of the Minutes

Commissioner Dehen moved, seconded by Commissioner Norland, to approve the minutes of the Port Authority meeting of September 18, 2017. Vote on the motion: Dehen, Freyberg, Whitlock, Norland, Olenius and Arnold aye; no nays. Motion carried.

Approval of Bills

Commissioner Steiner moved, seconded by Commissioner Dehen to approve the bills as presented. Vote on the motion: Dehen, Freyberg, Whitlock, Norland, Olenius and Arnold aye; no nays. Motion carried.

Consider Offer for the purchase or sale of real property located at 315 Range Street (This portion of the meeting will be closed as permitted by Minnesota Statute 13D.05 Subdivision C(3)).

Commissioner Steiner moved, seconded by Commissioner Norland to close the meeting to discuss the purchase or sale of real property located at 315 Range Street. Vote on the motion: Dehen, Freyberg, Whitlock, Norland, Olenius and Arnold aye; no nays. Motion carried.

Commissioner Steiner moved, seconded by Commissioner Norland to open the meeting. Vote on the motion: Dehen, Freyberg, Whitlock, Norland, Olenius and Arnold aye; no nays. Motion carried.

Consider Resolution Authorizing Extension of Promissory Note for Countryside Refrigeration.

Finance Director McCann reported Countryside Refrigeration received a loan in 2002. Countryside received an extension in 2012 and is requesting a five-year extension of the loan. Countryside has been paying on the loan and hopes to pay it down low enough to finish it off. President Arnold noted the terms would be the same.

Commissioner Steiner moved, seconded by Commissioner Norland to adopt the Resolution Authorizing Extension of Promissory Note for Countryside Refrigeration. Vote on the motion: Dehen, Freyberg, Whitlock, Norland, Olenius and Arnold aye; no nays. Motion carried.

Consider Establishing Policy, Procedure, and Application Process for Northside Revival Program

Planning Analyst Courtney Kietzer appeared before the Port Authority and presented

the Northside Revival Program. The program is a home improvement program which offers incentives to homeowners completing major remodeling projects. The program was modeled after Coon Rapids Minnesota's Homes for Generations which provided funding for 40 homes in 2 years. In North Mankato the properties must be 50+ years old, homesteaded, the primary residence and the total project cost must be more than \$25,000. There is currently no income or housing value limit on the program. To be eligible, the project must add living space or repurpose existing living space. The program components include architectural & design assistance, building permit rebate of 50%, incentive grant up to \$3,000 and low-interest loan up to \$25,000. Ms. Keitzer noted the loan was up to \$25,000 with terms up to 15 years at an interest rate of prime +1% and if the home is sold, non-homesteaded or a rental permit is obtained, the loan must be paid in full. The funding source is the Local Revolving Loan Fund which has \$57,400 and will cover the cost of 2 remodels for the program year. The program will be administered through the Minnesota Valley Action Council. President Arnold thanked Ms. Keitzer and requested clarification on how the City would get the word out about the program. Finance Director McCann noted that the City had received several calls asking if the program was available. President Arnold indicated the program seems to cover all of the bases. Executive Vice President Harrenstein noted the program currently does not have an income or housing limit indicating there was enough room to try the program without those stipulations. Commissioner Olenius requested clarification on the average loan provided in Coon Rapids. Ms. Keitzer stated the minimum project value was \$30,000. Commissioner Dehen moved, seconded by Commissioner Norland to adopt Resolution Establishing the Northside Revivals Home Improvement Program. Vote on the motion: Dehen, Freyberg, Whitlock, Norland, Olenius and Arnold aye; no nays. Motion carried.

Consider 4D Tax Classification Pilot Initiative.

Commissioner Dehen moved, seconded by Commissioner Norland to move the discussion on the 4D Tax Classification Pilot Initiative to the Council Meeting. Vote on the motion: Dehen, Freyberg, Whitlock, Norland, Olenius and Arnold aye; no nays. Motion carried.

Other Business

None.

Open Meeting to the Public

President Arnold opened the meeting to the public with no one appearing.

There being no further business, Commissioner Norland moved, seconded by Commissioner Steiner, to adjourn. Vote on the motion: all ayes. Motion carried. The meeting was adjourned at 7:03 p.m.

President

Secretary