



MINUTES

Mankato City Council
Regular Meeting
May 12, 2025 - 6 p.m.
IGC - Mankato Room

1. Call Meeting to Order

Roll Call

Members Present: Jenn Melby-Kelley, Jessica Hatanpa, Kevin Mettler, Mike Laven, Dennis Dieken, Michael McLaughlin, and Mayor Najwa Massad.

Staff Present: City Manager Susan Arntz, Community Development Director Mark Konz, Administrative Services Director Parker Skophammer, Facilities Project Manager Jim Tatge, and City Clerk Renae Kopischke.

Pledge of Allegiance

2. Approval of Agenda

Mayor Massad added item 6.K. Motion approving Proclamation designating May 27, 2025, as Bravo Zulu House Day. Mr. Laven moved and Mr. Mettler seconded a motion to approve the agenda as amended. The motion carried unanimously.

3. Approval of Minutes

Mr. Dieken moved and Mr. Laven seconded a motion to approve the minutes of the Regular Meeting of April 28, 2025, as written. The motion carried unanimously.

4. Appearances, Recognition, and Proclamations

Recognition of 2025 Arbor Day Poster Contest Winners

5. **Public Open Forum (15 Minutes)**

James Kuettner, 427 South Broad Street, commented on cannabis licensing and noted that they would be obtaining a manufacturing permit for a location outside the city as well as a retail for in the city. He noted that they are also looking at holding classes for the community. He mentioned opening a cannabis dispensary in Mankato. He expected that there would be ongoing changes at the state level. He stated that they are looking at a location in the downtown area.

Ms. Arntz stated that the city approved ordinances in November 2025 related to cannabis which included the number of licenses and allowed locations. She suggested that contact information be provided so that staff could reach out with further information.

Curt Thompson, 413 North 4th Street, felt there needed to be restrictions on where smoking is occurring, especially in Washington Park. He mentioned maintenance items that need to be addressed within the park as well. He commented on HUD and those that are allowed to occupy low-income housing and mentioned the new development and how he would like to relocate.

6. **Consent Calendar**

NOTE: All items listed under the Consent Calendar will be enacted by one motion. There will be no separate discussion of these items. If a Council Member wishes to discuss any of these items, they may ask that the item be removed from the Consent Calendar. Removed item(s) will be discussed and acted upon by separate motion.

Mr. Dieken pulled item 6.B. Ms. Hatanpa moved and Mr. McLaughlin seconded a motion to approve the Consent Calendar as amended. With all members voting in favor, the motion carried.

- A. Motion approving the All Seasons Arena Change Order and considering request for quotations.
- B. Resolution accepting feasibility report, ordering project for Capital Improvement Project 11050; Parking Control Equipment Replacement, and authorizing the City Manager to enter into a contract with T2 Systems through the Sourcewell Cooperative Purchasing agreement.

Mr. Dieken mentioned the license plate reader and wondered if it was feasible to purchase a permanent one. Mr. Tatge replied that they looked at installing a fixed one, and it required the placement of more cameras where the mobile allowed more flexibility. Mr. Skophammer commented on the fund balance and the proposed budget for the project.

Mr. Dieken moved and Ms. Hatanpa seconded a motion to approve the Resolution accepting the feasibility report, ordering project for Capital Improvement Project 11050; Parking Control Equipment Replacement, and authorizing the City Manager to enter into a contract with T2 Systems through the Sourcewell Cooperative Purchasing agreement. The motion carried unanimously.

- C. Resolutions accepting feasibility report, ordering project for Capital Improvement Project 11110; Mayo Clinic Health System Event Center Arena Audio Replacement, and authorizing the City Manager to enter into a Professional Services Agreement with EDC Solutions, Inc. regarding final design for the replacement of the arena audio system at the Mayo Clinic Health System Event Center.
- D. Resolution authorizing the City Manager to purchase the Transit Automated Passenger Counters.
- E. Resolution authorizing the purchase of three heavy equipment units previously identified in the 2025 Budget.
- F. Resolution authorizing the City Manager to accept a cash donation from the Friends and Family of the Mankato Police Explorer Unit Program Post #243.
- G. Consideration of bids on Capital Improvement Project Number 11114; Germania Park – Phase 5.
- H. Resolution Ordering Feasibility Report and setting May 27, 2025, as the date of public hearing for Capital Improvement Project: 11188 - Bassett Drive Extension.
- I. Set June 9, 2025, as the date of the public hearing to amend the permitted uses in the B-1 Zoning District of Chapter 10 of the City Code pertaining to low-potency cannabis; by request of the City of Mankato.
- J. Motion changing the date of public hearing to May 27, 2025, for the 2025–2029 Community Development Block Grant (CDBG) Consolidated Plan, including the 2025 Action Plan.
- K. Motion approving Proclamation designating May 27, 2025, as Bravo Zulu House Day in the City of Mankato.

7. **Public Hearings**

- A. Mr. Konz reported that Trellis, with the permission of the property owner, is requesting a Land Use Amendment to change the land use classification from Heavy Industrial to Office Residential to allow for a supportive housing project. He noted that per the Land Use Amendment process, Trellis held a neighborhood meeting on February 19, 2025, and conducted a traffic study that was submitted with the application packet.

Mr. Konz stated that the City of Mankato Land Use Plan is utilized for guiding and accomplishing a coordinated, adjusted, and harmonious development of the city and its environs which will, in accordance with present and future needs, best promote health, safety, order, and general welfare. He added that the policies, goals, and objectives are to be complementary to the City of Mankato Comprehensive Plan and Strategic Plan. He commented that the Land Use Plan is intended to promote efficiency and economy in the process of development, including, among other things, adequate provision for traffic; the promotion and protection of environmentally sensitive areas; distribution of population, providing housing alternatives, the promotion of good civic design and arrangement; efficient expenditure of public funds; and the adequate provision of public utilities and other public requirements.

Mr. Konz indicated that the proposed land use changes should address the items listed in the land use plan under the policies, goals, and objectives. He stated that the applicant is proposing to amend the Land Use Plan from Heavy Industrial to Office Residential, facilitating the development of a 40-unit supportive housing project, providing permanent housing for individuals and families experiencing or at risk of homelessness. He noted that the area is bordered by three public roads: Sibley Parkway is directly to the north, Linder Avenue is directly to the south, and Poplar Street is directly to the west. He mentioned that there are five parcels which are currently owned by the City of Mankato. He summarized excerpts from the Land Use Plan related to Office Residential.

Mr. Konz pointed out that, in accordance with Mankato's City Charter, on March 24, 2025, the Council referred the Land Use Plan amendment request to the Planning Commission for review and consideration, as the Commission is responsible for evaluating the proposal and submitting its recommendations to the Council. He concluded that prior to any future development, the applicant will be required to submit requests for rezoning of the subject parcels, vacation of utilities, dedication of public right of way, platting, planned unit development requests, and any other applicable zoning requests.

Mayor Massad opened the public hearing. There being no one wishing to speak, Mayor Massad closed the public hearing.

Mr. Laven moved and Mr. Mettler seconded a motion to approve the Resolution approving a Land Use Plan Amendment to change the guided land use from Heavy Industrial to Office Residential with the intent of constructing a supportive housing project (750 Linder Avenue). The motion carried unanimously.

- B. Mr. Konz stated that Brett Skilbred, with permission of Pentagon Acquisition, LLC, property owners, has applied for a Land Use Plan amendment to change the guided land use from Light Industrial to Medium Density Residential allowing for the construction of single-family dwellings, either attached or detached. He mentioned that the properties included in the request are located on 8th Avenue in the Germania Park neighborhood between Harper and Cleveland Avenue. He indicated that the change was considered during the review of the Jefferson Quarry Redevelopment Plan, which envisioned the area as a transitional zone between existing single-family homes and future quarry-related uses.

Mr. Konz reported that the Council reviewed and approved the Jefferson Quarry Redevelopment Plan on September 11, 2023, following the neighborhood engagement requirements outlined in the City of Mankato's Land Use Plan amendment process. He commented that through the small area plan, three open houses were held in May 2022, June 2022, and October 2022. He added that one of the findings generated from engagement was that a buffer containing lower-density development, compatible with the single-family neighborhood, was desired at the location proposed by this land use plan amendment. He stated that the preliminary concepts outlined in the Quarry Plan also highlighted the need for alternative housing options, including different mixes of apartments and townhomes with housing types that could include both affordable and market-rate housing and that future development would be heavily dependent on the market.

Mr. Konz explained that with the proposal there are two types of development, each compatible with the land use amendment request and with the previously approved Jefferson Quarry Redevelopment Plan. He noted that the developer has stated that the western side of 8th Avenue will be targeted for attached single-family twin homes and will be included in a future planned unit development zoning request that supports density, spacing, and green space. He added that the land use plan request includes several individual parcels on the east side of 8th Avenue matching the original subdivision lot lines, that may be sold individually as conforming lots to include single-family homes or may be part of a larger planned unit development lot with twin homes like what is proposed on the

west side of 8th Avenue. He mentioned that the applicant has indicated that the development will be marketed as affordable owner-occupied single-family homes with prices targeting buyers with income at or below 115% of the AMI, area median income or statewide median income.

Mr. Konz stated that it is anticipated that the developer(s) will keep rental options open if home sales are not feasible. He indicated that the income limits for home buyers (and renters, if necessary) in the development are driven by a combination of the redevelopment plan, the desire of the landowner and developer(s), as well as potential funding source restrictions.

Mr. Konz noted that the applicant has submitted a Trip Generation Memorandum prepared by a professional engineer, which analyzes the traffic and trip generation associated with the proposed development. He added that because specific development plans for the area are still being developed, the plan contemplates scenarios for 36 single-family attached homes or 20 single-family detached homes. He summarized the site trips and traffic volumes for both scenarios and stated that the daily traffic volume generated for either type of land use option is expected to be below the thresholds required for a Traffic Impact Study (TIS) based on the Minnesota Department of Transportation (MnDOT) Access Manual.

Mr. Konz commented that it is expected that the development will have minimal impact on the surrounding roadway network; however, a more in-depth traffic study would be necessary to determine if there would be any need for intersection geometry or traffic control improvements. He indicated that a recommended condition of approval is that, as plans are solidified, and with subsequent future zoning requests, a more in-depth traffic study be provided at the time of application submission to assess the need for intersection geometry or traffic control improvements associated with the subject development.

Mr. Konz stated that in accordance with Mankato's City Charter, on February 24, 2025, the Council referred the proposal to the Planning Commission for review and consideration at their regular meeting on March 26, 2025. He touched on the feedback at the meeting related to concerns over storm water issues in this area. He explained that the issues addressed are unrelated to the current project and are being evaluated with the next phase of the Germania Park construction project. He mentioned that the applicant's storm water requirements will be addressed during the future reviews and approvals related to the project and listed below. He concluded that prior to any future development, the applicant will be required to submit zoning requests for rezoning of the subject parcels and may also seek approvals for plating, planned unit development requests, and vacation of unused right-of-way.

Mayor Massad opened the public hearing. There being no one wishing to speak, Mayor Massad closed the public hearing.

Mr. Dieken moved and Mr. Mettler seconded a motion to approve the Resolution approving a Land Use Plan Amendment to change the guided land use from Light Industrial to Medium Density Residential (Part of Blocks 7-10, Columbia Park Addition, and Part of Blocks 23-24, Germania Park Add, City of Mankato (8th Avenue located between Harper Street and Cleveland Street). The motion carried unanimously.

8. **City Manager's Report**

Ms. Arntz mentioned the Senate Tax Committee and upcoming deadlines. She commented on one item that will affect cities and counties throughout the state, which is the impact of state aid, with the impact on Mankato being \$263,880. She touched on cannabis and the request for the tax to be adjusted to go back to the state versus being shared with the cities.

9. **Reports of City Council Members**

A. Summary of City Manager's Performance Review.

Mr. Laven reported that the Mayor and each Council Member independently evaluated the City Manager in a closed session on Monday, May 5, 2025. He touched on the areas of review, which included relationships, policy execution, professional skills, reporting, staff supervision, fiscal management and more. He indicated that the consensus of the Council found that Ms. Arntz scored "above average", meaning she "generally exceeded performance standards," or was rated "excellent", meaning she always exceeded performance standards. He stated that in addition to the review, the Council discussed potential adjustment to wages, and it was recommended to allow for a step increase from Step 5 to Step 6 on the approved pay scale, which results in a salary of \$218,046.40.

Mr. Dieken moved and Mr. Mettler seconded a motion to approve adjusting the City Manager's wages from Step 5 to Step 6 on the approved pay scale effective July 1. The motion carried unanimously.

Mayor Massad announced that Ms. Arntz was recently awarded the Dr. Robert A. Barrett Award for Management Excellence at the annual conference of the Minnesota City/County Management Association. She noted that the award is a top honor and stated that it was an honor and privilege that she is part of the City of Mankato team.

10. **Miscellaneous Business**

View all city committee meetings by clicking on our [City Calendar](#)

Regular Council Meeting, May 27, 2025, 6 p.m., Mankato Room (with Work Session to follow)

Work Session, June 2, 2025, 6 p.m., Minnesota River Room

Regular Council Meeting, June 9, 2025, 6 p.m., Mankato Room (with EDA to follow if needed)

11. **Adjournment**

There being no further business before the Council, Ms. Hatanpa moved and Ms. Melby-Kelley seconded a motion to adjourn. With all members voting in favor, the meeting adjourned at 6:40 p.m.

Minutes Approved.

Mayor Massad

ATTEST:

Renae Kopischke
City Clerk