



**HERITAGE PRESERVATION COMMISSION
Regular Meeting December 18, 2025 - 4:00 p.m.
Minnesota Valley Room, First Floor, Intergovernmental Center**

Any person speaking to the Commission shall give to the Secretary of the
Commission the NAME and HOME ADDRESS of such person prior to speaking.

1. **CALL TO ORDER**

2. **APPROVAL OF AGENDA**

3. **APPROVAL OF MINUTES**

1. November 2025 Minutes

4. **OLD BUSINESS**

1. Project Updates

5. **NEW BUSINESS**

1. Remodel at 731 S. Front St.
2. New Sign at 227 E. Main St.

6. **MISCELLANEOUS**

1. 2026 Tasks

7. **ADJOURNMENT**

Heritage Preservation Commission

3. 1.

Meeting Date: 12/18/2025

Title

November 2025 Minutes

Attachments

November 2025 Minutes

Historic Preservation Commission

Regular Meeting

November 13th, 2025 4:30pm

City of Mankato

Present: Jessica Potter, Mike Lagerquist, John Zehnder, Justin Vossen.

Staff: Brittany Mitchell, Courtney Kramlinger, Travis Johnson, Chris Talamantez

Guest: None

Call to Order

The meeting was called to order at 4:30 pm.

Approval of Agenda

Mike Lagerquist moved to approve the agenda; John Zehnder seconded with all in favor.

Approval of Minutes

October 9th, 2025 Minutes:

Justin Vossen moved to approve the October minutes. Mike Lagerquist seconded. The motion carried with all in favor; John Zehnder abstained.

Old Business

October 2025 Old Business

Ms. Mitchell recapped the improvements discussed at the October meeting at 509 S. Front Street. She provided the members with an update and noted that although a final plan is not yet in place, progress is moving in a positive direction.

New Business

Scope of Work Review: 1416 N. Riverfront Dr.

Today's Action Items

1. Courtney Kramlinger presented the scope of work for the proposed project at 1416 N. Riverfront Drive. She noted that, due to the intent to utilize public EDA levy funds, the HPC is required to determine whether the property holds historical significance and to offer any relevant comments.
2. Mr. Zehnder made a motion for the Historic Preservation Committee to determine that the building located at 1416 N. Riverfront Drive is not historically significant and that the committee offer no comments on the proposed project. The motion was seconded by Mr. Vossen and carried unanimously.

Upcoming Action Items

1. None.

Minutes:

Ms. Kramlinger presented the scope of work, noting that the project proposes to utilize the City's EDA levy funds. In accordance with program guidelines and policies, HPC review and approval is required for any project using city funds. She reported that the EIFS previously located on the building's exterior has been removed, revealing clay block. The commercial rehab loan request includes installation of windows, a new storefront, and doors. The clay block will remain in place but will be painted. She noted that the building dates to 1950 and emphasized that the HPC's role is to determine whether the structure holds historical significance and to provide comments if applicable. She added that the scope of work indicates that 16 windows would be added for different offices throughout the building.

Mr. Lagerquist inquired if the entire building would be occupied by Aaron Hatanpa Insurance.

Ms. Kramlinger indicated that a hair salon would also occupy the property, with a potential third tenant yet to be identified.

Ms. Mitchell explained that the existing building's front half would be used by Aaron's insurance company, while the back half is planned for a hair salon. The remaining space will be used for storage but could potentially be leased to a future tenant. She also mentioned the possibility of adding a second building on the site, though at this time, the only work being planned is the remodeling of the current structure.

Mr. Lagerquist commented that he liked the look of the uncovered brick and appreciated seeing the building being used. He also asked about the building's original purpose, noting that, since it is located next to where Jakobe Lumber was once located, its original use may have been related to that business.

Mr. Zehnder asked whether it was part of Jakobe Lumber or merely situated adjacent to it.

Ms. Potter stated that Beacon records indicate the structure was built in 1950 and functioned as a store; however, no further historical details are documented. She noted that as with the project reviewed in the previous month, the building has undergone extensive alterations and no longer reflects its original historical context.

Mr. Vossen agreed and added that, even from an architectural standpoint, the building is not significant. He added that he didn't believe there would be any reason to hold the project up.

Mr. Lagerquist added that, based on photos and their most recent uses, the interior is essentially a wide-open space.

Mr. Zehnder moved that the Historic Preservation Committee determine the building at 1416 N. Riverfront Drive to be not historically significant and that the committee offer no comments on the proposed project. The motion was seconded by Mr. Vossen and carried unanimously.

New HPC Member

Today's Action Item:

1. The vacant HPC seat will be filled by Jeff Kagermeier

Upcoming Action Item:

1. Mr. Kagermeier will be present for the meeting in December.

Minutes:

Ms. Mitchell stated that the vacant Planning Commission seat has been accepted by Jeff Kagermeier and that he will be joining the commission in December.

Staff update on current projects

Today's Action Items:

1. General discussion regarding projects previously discussed at HPC meetings, including the Kern Bridge, Good Counsel, and Ardent Mills.

Upcoming Action Items:

1. City staff will continue providing updates on projects previously discussed at HPC meetings.

Minutes:

Ms. Mitchell stated her interest in initiating broader discussions about projects the HPC may deem significant or previously reviewed, citing examples such as the Kern Bridge and Hotel Mankato. She further noted that she was seeking guidance from the commission members on the types of information or considerations they would like addressed when projects are submitted to the city.

Mr. Lagerquist noted that he had seen a large dumpster behind the former National Bank of Commerce. He inquired whether any applications had been submitted to the city regarding that site.

Mr. Konz stated that no applications have been submitted to the city for that site at this time.

Ms. Potter stated that she had spoken with Ms. Mitchell last week regarding updates on projects previously reviewed by the HPC and inquired whether the heritage marker for Lincoln School had been ordered.

Ms. Mitchell indicated that the heritage marker has not been ordered yet, as they were awaiting final signatures. She indicated the necessary documents have since been provided to the appropriate parties to obtain those signatures. Additionally, Michael Koop had advised waiting until the funds are available before placing the order.

Ms. Potter indicated that these are the types of items for which it would be helpful to receive updates moving forward, along with other projects previously discussed by the HPC.

Ms. Mitchell indicated, based on recent federal changes, the entire application had to be amended to change the verbiage.

Mr. Konz added that this item was brought back to the HPC because there had been a discussion regarding the size of the proposed sign. The decision was made that any sign is better than none, which required the application to be amended; this has since been completed, and the project has moved forward accordingly. He also noted that many development-related items are beyond the city's control, and no further updates have been received by the city. As an example, he referenced the Post Office, where a land use plan amendment was made, but no further action has been taken since.

Mr. Zehnder questioned if the post office project was stalled.

Mr. Konz indicated that the project is not stalled, but potential future tenants are still being explored and negotiated with.

Ms. Potter asked whether the preservation easement proposed for the Post Office was approved and inquired whether the local designation had been completed.

Mr. Konz indicated that he believes the preservation easement was approved. He also stated that the local designation was not completed because it was never pursued by the owners, noting that the ordinance requires the owners to apply. The city had previously reached out to the owners, but the process was not pursued.

Ms. Potter stated that if a list of properties were to be recreated for potential local designation, the new owners of the post office property would be placed at the top of the list. She also inquired about the Kern Bridge and asked whether there were any new updates on that project.

Mr. Konz reported that the project has been approved to proceed and that pre-construction meetings have begun. He noted that no timeline has been established but stated he will provide updates as the project progresses.

Ms. Potter asked whether he anticipated any further need for HPC input as the project progresses.

Mr. Konz indicated that an application could be submitted for a historic marker for the Kern Bridge.

Ms. Potter asked whether the heritage marker for Lincoln School will be installed in the spring or summer of 2026.

Ms. Mitchell confirmed that the project would occur within that general timeline but noted that an exact date has not yet been determined.

Ms. Potter noted that the HPC can include this in next year's planning to help draw attention to the heritage marker. She added that the marker's location will be determined by the property owner, although the HPC may provide input.

Mr. Lagerquist questioned if there were any new updates to any projects happening at the Good Counsel property.

Mr. Konz indicated that the pastor has been approved for development. He added that the Hilltop section has received a lot of questions and preparation has begun for submittal next year, but at this time nothing is ready yet. He added that he did not believe any buildings were expected to be demolished. He noted that one dormitory building is in poor condition, but at this time there are no indications that any structures will be removed. He added that the property could receive local designation without being listed on the National Register.

Ms. Potter asked whether there were any new updates regarding the Ardent Mill property.

Mr. Konz stated that there are no updates and that no applications have been submitted at this time.

Miscellaneous

End of year items to discuss

Today's action items:

1. General discussion regarding the continued use of the three documents presented at a previous meeting and their ongoing role in helping the HPC identify, track, and plan future items.
2. Initial discussion related to plans for the upcoming preservation month 2026.

Upcoming action items:

1. HPC members should review the three work plan documents and bring ideas for potential projects to the December Meeting.
2. Ms. Potter will compile a list of tours and programs conducted over the years to serve as a reference for planning Preservation Month 2026.
3. Ms. Mitchell will bring a list of events from surrounding communities as potential ideas for Preservation Month 2026.

Minutes

Mr. Talamantez attended the meeting to thank the HPC members for their input on the recent NPO Directors Conference hosted by MAPO. He stated that the HPC served as a valuable resource and noted that conference attendees shared many positive comments.

Update the work plan for the start of 2026.

Ms. Mitchell opened the discussion by requesting input from the commission members regarding three separate documents that had previously been presented by Mary Murray. She asked for feedback on the templates and inquired whether the HPC would like to adopt them to assist with the organization and tracking of future HPC items.

Mr. Vossen noted that he had reviewed some of the material and found it logical and useful, emphasizing that it could serve as a guide for future HPC actions.

Ms. Potter agreed that the template would be an important tool for the HPC and helpful for tracking and organizing items. She asked whether an intern or volunteer could review and update the template to include information such as survey dates for local properties.

Ms. Mitchell noted that the information currently included in the template did not contain all relevant dates. She stated that there was an opportunity to add missing dates and include additional properties, and that it would simply require someone to review the template and update it accordingly.

Ms. Potter added that Ms. Murray had three different documents: a historical inventory form, context study action items, and the Heritage Preservation Commission work plan. She noted that the historical inventory form had been updated with the information she had previously provided to Ms. Murray, and once she receives it back, she will be able to make additional updates. Ms. Potter also stated that the context study action item form contains relevant information, and it will be up to the HPC to determine the next steps. She suggested adding additional columns to the context study form—such as “Completed,” “Dates,” and “Notes”—to indicate the status of each item would be helpful.

Preservation Month 2026

Ms. Mitchell initiated a discussion on potential activities for Preservation Month in May 2026. She noted that January would be an appropriate time to begin developing concrete plans.

Mr. Konz noted that existing walking tours, which have been popular in the past, could be used for Preservation Month. He added that upcoming construction projects may create congestion, making this an ideal time to offer such activities.

Mr. Lagerquist noted that 2026 marks the 40th anniversary of the Veterans Bridge and suggested that it could be highlighted in any tours planned for Preservation Month.

Ms. Potter indicated that she would compile a list of tours and programs conducted over the years to serve as a reference. She noted that earlier tours focused primarily on local designations. She also mentioned the planned Lincoln School marker as a potential item to incorporate into Preservation Month activities.

Mr. Konz added that tours have also included historic buildings, such as the courthouse and the Betsy-Tacy House, noting that tours do not always need to be walking or bus-based.

Ms. Mitchell emphasized the need for different types of events to engage multiple age groups. She stated that she has created a list of events from surrounding communities, which she will bring to the next meeting. This list could provide the HPC with additional ideas for Preservation Month activities.

Ms. Potter added that if a meeting is held in December, the HPC could further discuss Preservation Month and the work plan, allowing members to provide input on what they would like to see happen. She also encouraged members to review the context study action items and come prepared to the next meeting with ideas for potential projects.

Ms. Mitchell suggested exploring the possibility of coordinating with North Mankato to determine if they are conducting similar historic preservation activities with businesses or residents.

Adjournment

Mike Lagerquist motioned to adjourn and John Zehnder seconded with all in favor.

The meeting was adjourned at 5:28 pm.

Meeting Date: 12/18/2025

Title

Project Updates

Review

1. 1416 N. Riverfront Dr -
 1. Project progress continues.
 2. Kern Bridge -
 1. Update from the Parks CIP Meeting: The project has started and will proceed immediately. The work will be done next year, and a heritage plaque was discussed. This could be a project for the HPC. Parks that have been historically designated should also be reviewed when work is occurring.
 3. Hotel Mankato -
 1. The project is in a value engineering phase and will continue work in the spring.
 4. Post Office -
 1. No Update
 5. Ardent Mills -
 1. No Update
 6. Good Council -
 1. Working with potential developers on concept plans.
-

Heritage Preservation Commission

5. 1.

Meeting Date: 12/18/2025

Title

Remodel at 731 S. Front St.

Review

Property owner at 731 S. Front St, is requesting funds to remodel the exterior of the building.

See attached specifications for full project scope.

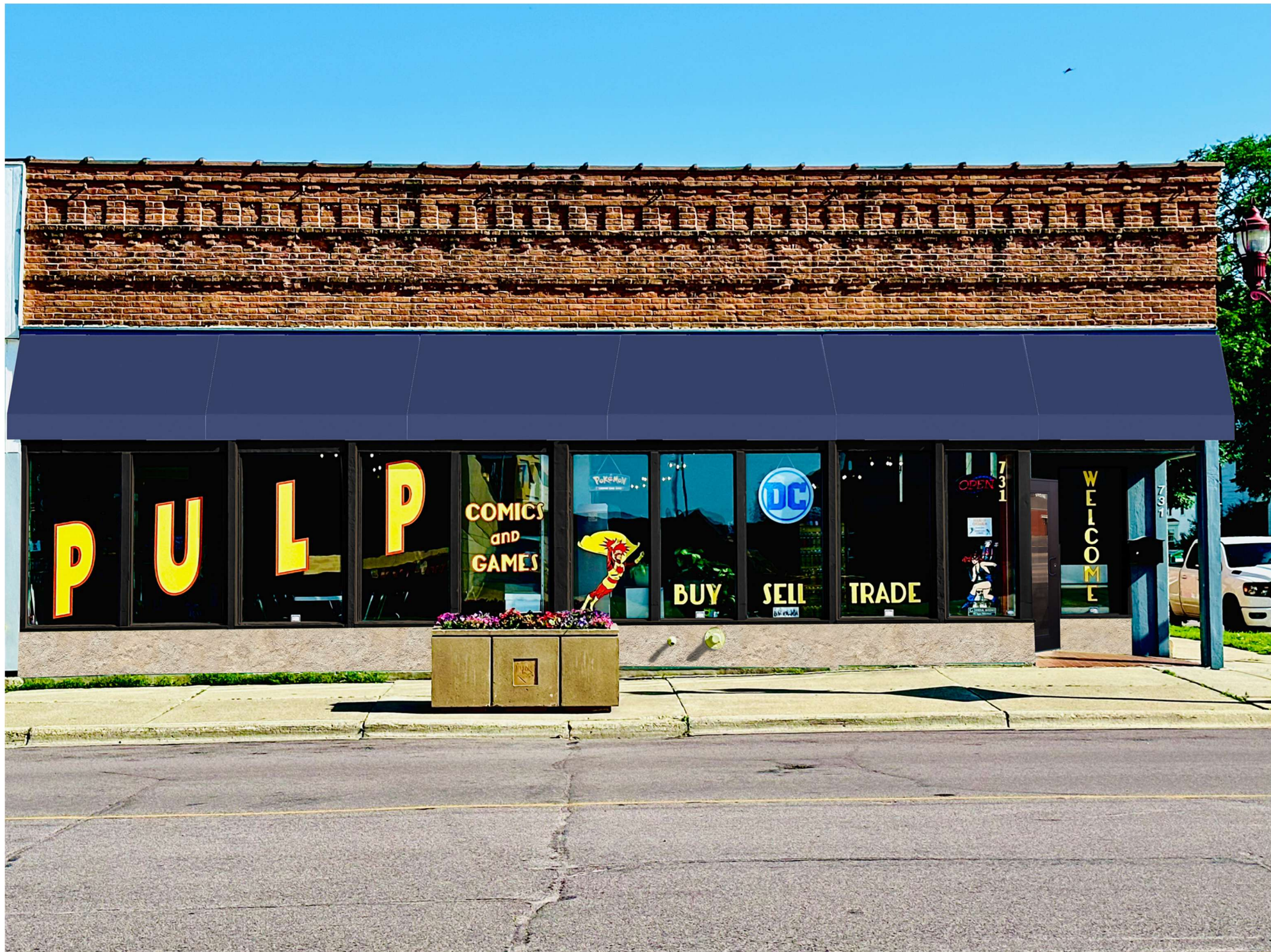
Attachments

Rehab Project Scope









COMMERCIAL REHABILITATION PROJECT SPECIFICATIONS

Owner: Patrick & Sara Anderson

Business

Name: Anderson Endeavors, LLC - Pulp Comics & Games

Address: 731 S Front Street, Mankato, MN 56001

GENERAL CONSTRUCTION CONTRACT

All Work and Materials Must Meet or Exceed All State and Local Codes. Only Good Quality Materials and Workmanship Will Be Acceptable. Each Trade Is responsible for disposing of their related debris. If you are the General Contractor, all other trades and Subs will be hired and paid by the General Contractor. Each trade must cooperate and coordinate with other trades on this project. Lead Safe Work Practices must be performed in accordance with 29CFR1926.62 OSHA Lead Safety Standards or Contractors can be a Certified Renovator, Repair & Painting Contractor with the Environmental Protection Agency to work on homes 1978 and older. No changes or additional work may be completed without the prior written approval of MVAC. All Contractors are responsible for obtaining required building permits and inspections.

The Specifications listed below are Intended to provide guidance and relevant details to the work performed as part of this Rehabilitation Project. In all cases, the Contractors and Subcontractors are to install all materials, fixtures, and appliances in accordance with Manufacturer's Specifications and/or as per State and Local Building Codes. In the event that a listed specification is contrary to the Manufacturer's Specifications or State and Local Building Codes, the Manufacturer's Specifications and/or State and Local Building Codes Shall supersede the listed specification. If this occurs, contact the Housing Rehabilitation Coordinator to discuss and confirm. Any other code violations identified by the General Contractor or Subcontractors during initial inspection shall be corrected as needed to comply with codes.

<u>ITEM #</u>	<u>SCOPE OF WORK SPECIFICATION DESCRIPTIONS</u>
1	<u>DEMOLITION OF STORE FRONT EXTERIOR COMPONENTS</u> Complete the following demolition of exterior components on the store front for rehab work. - Remove the existing wood crown molding above the wood sign area and dispose of. - Remove the decorative trim on the wood sign area. - Remove the brick molding and damaged panels installed above the windows. - Remove the wood sill and installed panels below the windows to provide access to the framing.
2	<u>REPAIR OR REPLACE DAMAGED FRAMING UNDER WINDOWS</u> Repair or replace any damaged or rotted framing discovered under the windows once the existing panels are removed. It is anticipate that a limited amount of the framing will be rotted where the window sills were rotted and leaking before the temporary sills were installed. - Repair or replace and damaged or missing studs or top and bottom plates in wall below windows. - Any damaged framing in contact with the concrete shall be replaced with code approved treated lumber. - Add furring strips as needed to bring the framing out flush with the support posts.
3	<u>REPAIR OR REPLACE DAMAGED OR MISSING WINDOW TRIM & SILL</u> Contractor shall replace any damaged, rotted or missing trim around the exterior side of the windows to square them off and to prepare for wrapping the trim in metal. Includes corner support post by front door. Repairs to include: - Repair or replace all damaged or missing trim around the front windows. - Add wood blocking as needed to the trim areas to square off the areas to prep for metal wraps. - Install a new sloped wood window sill at base of windows that will extend out over the new stucco at least one inch. - The new sill shall be a minimum of 3/4" thick with a slope to the sidewalk for water run off. - Include repairing or replacing the wood wrap around the front corner support post by the front door.

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4 INSULATE WALL AREA UNDER FRONT WINDOWS WITH CLOSED CELL SPRAY FOAM

Insulate stud cavity areas under the front windows from the exterior side with a minimum of 4" closed cell polyurethane spray foam insulation.

5 INSTALL EXTERIOR SHEATHING & STUCCO BELOW WINDOWS

Install OSB sheathing over the exterior side of the wall areas below the front windows and then install a 3 coat stucco system on the exterior wall areas below the windows. Installation to include:

- Install furring strips as needed on the framing to build out to be flush with support posts.
- Install 1/2" OSB sheathing on the exterior wall areas below the windows per code.
- Install code approved and required weatherproof membrane on OSB sheathing.
- Install wire mesh over weather proof membrane.
- Install a weep screed at bottom of wire mesh per code.
- Install vertical control breaks to allow for expansion and contraction.
- Install scratch coat, brown coat and finish coat per manufacturer's specifications and code.
- Coordinate the color of the finish coat with building owner and to match building on opposite corner.
- Include clean-up of work area and removal of debris.

6 WRAP ALL EXTERIOR WINDOW TRIM & POST WITH BRONZE METAL

Provide and install steel metal wraps on all exterior window and door trim on front of building with approved .019" coil stock material. Also include the front corner post that is wrapped in wood. Installation to include:

- Include all trim, jambs, and new wood sills.
- Include a drip flashing above the window areas at base of sign board area above windows.
- Metal wraps to be bent and installed to minimize face nailing.
- Wraps to be lapped and sealed with caulk for proper water drainage and to prevent water intrusion.
- Color of metal wrap to be bronze color to match windows of adjacent building.

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7 INSTALL BRONZE FLASHING ABOVE SIGN BOARD AREA

Provide and install custom metal flashing/drip cap above the top of the sign board area to prevent water intrusion behind the sign board. Installation to include:

- New custom flashing/drip cap shall be let or cut into the brick/mortar joint above the top of the sign board.
- Include counter flashing and sealant as needed for watertight installation and per code.
- Lap all joints and seal joints with a color match sealant.
- Flashing/Drip Cap to be bronze in color to match window trim wraps

8 REPLACE FRONT DOOR WITH ALUMNINUM GLASS STORE FRONT DOOR

Furnish and install a new pre-finished bronze colored, anodized aluminum glass store front exterior entrance door for the front entrance to the store. Installation shall include:

- Removal and disposal of old door and frame.
- Provide and install a anodized aluminum framed store front glass door that is hinged right and swings in-ward.
- Door specifics to include the following:
 - Low E insulated, argon gas filled glass with a tint.
 - Low profile ADA approved sill/threshold.
 - Weather stripping on all sides for an air-tight seal.
 - Door closer and handles - shall not require tight grasping, tight pinching or twisting of the wrist to operate.
 - Deadbolt Lock - keyed on the exterior side only unless a readily visible and durable sign is posted on the egress side of the door stating: THIS DOOR MUST REMAIN UNLOCKED WHEN BUILDING IS OCCUPIED as per code.
 - Door shall be readily openable without the use of a key or special knowledge or effort.
- Coordinate style and color (bronze) with the owner.
- Installation per Manufacturer's specifications and/or state and local building codes.

9 NEW METAL SOFFIT BY FRONT DOOR

Provide and install new pre-finished .019" gauge metal soffit panels on the exterior ceiling area above the front door. Installation to include:

COMMERCIAL REHABILITATION PROJECT SPECIFICATIONS

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-
- Use "F" channel along structure to secure soffit panels
 - Secure soffit panels with Sheetmetal screws - no staples.
 - Install a soffit trim or cover where any exposed soffit ends are.
 - Color to be bronze colored to match new window trim wraps.

10 REPAINT SIGN BOARD AREA ABOVE WINDOWS

Repaint the sign board area above the windows and any other unwrapped exposed wood areas after other rehab work has been completed. Repairs to include:

- All nail holes and cracks shall be filled with wood filler and sanded.
- All exposed wood including any new wood materials shall be thoroughly primed with at least one coat of an high quality exterior grade acrylic latex or oil based primer.
- A second coat of primer may be needed if the first coat does not fully seal the surfaces.
- After dry, apply two finish coats of an exterior grade acrylic latex paint.
- Painting is not to be done during foggy, rainy, or frosty weather or when temperatures are likely to drop below 50F.
- Avoid painting surfaces while they are exposed to the hot sun.
- All surfaces shall have a minimum of two finish coats.
- All materials shall be completely free of lead or lead compound.
- The color choice for acrylic latex-based paint shall be determined by owner Heritage Preservation Commission.

11 ALTERNATIVE/ADD-ON #1 -

All contractors are required to bid on the listed projects as specified and in accordance with listed materials and instructions. However, we recognize that there may be alternatives to completing one or more of the listed project items based on a contractor's knowledge and experience that may work equally well and at a lower cost. Any contractor that wants to propose an alternative approach and/or material to complete a project line item may do so by entering the cost on the bid page and attaching a separate detailed page that identifies the line item you are proposing an alternative for and includes a detailed description of the proposed alternative including methods, materials and related cost. In addition, if the Contractor discovers some other required repair not included in the scope of work, the contractor can add the item to the bid proposal here and attach a detailed description of the work and cost.

COMMERCIAL REHABILITATION PROJECT SPECIFICATIONS

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12 ALTERNATIVE/ADD-ON #2 -

All contractors are required to bid on the listed projects as specified and in accordance with listed materials and instructions. However, we recognize that there may be alternatives to completing one or more of the listed project items based on a contractor's knowledge and experience that may work equally well and at a lower cost. Any contractor that wants to propose an alternative approach and/or material to complete a project line item may do so by entering the cost on the bid page and attaching a separate detailed page that identifies the line item you are proposing an alternative for and includes a detailed description of the proposed alternative including methods, materials and related cost. In addition, if the Contractor discovers some other required repair not included in the scope of work, the contractor can add the item to the bid proposal here and attach a detailed description of the work and cost.

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ITEM #

SCOPE OF WORK SPECIFICATION DESCRIPTIONS

1 PROVIDE & INSTALL STORE FRONT AWNING

Provide and install a canvas new awning above the front windows per the attached rendered drawing. The new awning will also be used as signage for the store in lieu of any other sign. Installation to include:

- New awning to have an aluminum framework that is securely fastened to the building.
- Awning Material shall be water-repellent or vinyl-coated canvas material.
- New awning shall not extend out more than four (4) feet from the front of the building.
- Color of canvas awning to be determined by building owner with Heritage Preservation Commission approval.

Meeting Date: 12/18/2025

Title

New Sign at 227 E. Main St.

Review

Reface the existing Cultivate Daycare wall cabinet sign on the West Elevation.

The new sign will be "New Horizon Academy".

The smaller sign cabinet on the West elevation to be removed.

Attachments

Sign Replacement



Proposed Reface of Existing Sign Cabinet - West Elevation



Night View



Existing Sign Cabinet
Remove Existing 'Community Relationships Authenticity Love' Cabinet

Meeting Date: 12/18/2025

Title

2026 Tasks

Review

1. Potential Collaboration with URSI
 1. Work Plan Task
 2. Mid-Century Modern Discussion
2. Work Plan
3. Preservation Month May 2026
 1. Previous years activities

Mankato HPC National Preservation Month Activities

Year	Activity
2009	Rack card announcing HPC and purpose
2010	Thursdays in May: Presentations (Front Street, Mankato Development, House History Workshop) each week and tours of buildings: Graif, Emy Frentz, Carnegie, History Center; HPC Open House to unveil Context Study, resolution from Mayor, meet HPC members.
2011	Thursdays in May: Virtual Hidden Front Street tour, Landmark Designation at First Presbyterian Church, MN Main Street Program.
2012	Thursdays in May: Landmark Designations at Blue Earth County Courthouse and R.D. Hubbard House, MN Main Street Program.
2013	Historic Mankato Tour
2014	Historic Parks Bus Tour
2015	Captains of Industry Bus Tour
2016	Old Town Walking Tour
2017	Transportation Bus and Bike Tours
2018	Hidden Front Street Walking Tour
2019	NO TOUR - Heritage Plaques Bus Tour planned but HELD until plaques received
2020	NO TOUR - COVID
2021	NO TOUR
2022	NO TOUR
2023	NO TOUR - Planning for SHPO Conference
2024	Mankato History Bus Tour - local designations and heritage plaques
2025	Mankato Historic Places brochure - bus tour
