



CITY OF MARSHALL

AGENDA ITEM REPORT

PC 3/12/25

Presenter:	Ilya Gutman
Meeting Date:	Wednesday, March 12, 2025
Category:	NEW BUSINESS
Type:	ACTION
Subject:	Manufactured Home Park Closure Notice
Background Information:	<p>The City received notice from Paul Schierholz on behalf of Schierholz & Associates of an intent to cease operation of Broadmoor Valley as a manufactured home park as of March 1, 2026. This notice triggers a statutory hearing process for the City under Minnesota Statute § 327C.07 et seq., and specifically Minn. Stat. § 327C.095. To simplify, the statute requires the city, as “host or steward” of the public, to ensure that the residents of the Park are getting notice of the intended closure, have an opportunity to be heard, and have opportunity to learn about options for financial reimbursement from a state fund.</p> <p>The Statute requires notification of the Planning Commission and City Council once the city receives a closure notice, and it requires the City Council to establish a public hearing regarding the Park closure notice. At this hearing, the City Council must appoint a neutral third-party arbiter. The third-party neutral gathers information and acts as an arbitrator for requests from the park residents. Payment of the qualified neutral, based on the neutral’s hourly cost, comes from the Fund.</p> <p>Mr. Schierholz has indicated that the costs of maintaining the Park and the lack of public investment into Park facilities is creating the need to consider closure of the Park. Mr. Schierholz has not provided any specific information or insight with respect to his intentions with the property if park is closed.</p> <p>Relevant Dates</p> <ul style="list-style-type: none"> • 2/18/2025 = date the City received sufficient notice (Letter is dated 2/10/2025 but City did not receive until 2/18/2025) • 3/12/24 = Planning Commission date when it will officially notify Council about receiving the Notice of Intent to Cease Operation and ask to conduct a public hearing. • 3/25/2025 = Proposed date of Council meeting to set the date of public hearing. • 5/7/2025 = Potential date of public hearing. • 5/19/2025 = the last date by which the City must have held hearing (90 days from when received notice)

	<p>Pursuant to Minn. Stat. § 327C.095, the Planning Commission, upon receipt of the closure statement from Schierholz & Associates, shall submit the closure statement to the Council, which shall set the date for public hearing on the proposed closure. The City must provide notice of the hearing to at least one resident of each manufactured home in the park listing the time, place, and purpose of the public hearing. At the hearing, the City will serve in the role as a “host” of the meeting to ensure that the residents of the Park have an opportunity to be heard.</p> <p>At the public hearing, the Council reviews the closure statement and informs future displaced residents that a Minnesota Manufactured Home Relocation Trust Fund (“Relocation Fund”) exists, and residents, if they qualify, could receive compensation for reasonable relocation costs or, alternatively, an amount in lieu of relocation costs if their manufactured home meets certain criteria. Other than informing the residents of the existence of the Fund, the Council does not administer that Fund or decide who has eligibility for compensation.</p> <p>Summary of City Responsibilities</p> <ul style="list-style-type: none"> • Publicly “receive notice” of the Park closure through the Planning Agency of the City. • Schedule and host a public hearing within 90 days after receiving notice of the closure. • Provide notice of the hearing to at least one resident of each manufactured home in the park listing the time, place, and purpose of the public hearing. • At the hearing, City Council reviews the closure statement. • At the hearing, City Council hears from attendees who want to speak at the hearing about the impact that the park closing may have on the displaced residents and on the park owner. • At the hearing, the City Council appoints the third-party neutral who acts as the contact for dispute resolution and payment determination. • The third party neutral, and not the City, has decision making authority related to the contributions or disbursements to and from the Fund by either the manufactured home park owner or the owners of the manufactured home(s).
Fiscal Impact:	None
Alternative/ Variations:	None
Recommendations:	Motion to pass the closure letter onto the Council and recommend calling for public hearing.