

**HOPKINS CITY COUNCIL  
AGENDA  
Tuesday, March 19, 2019  
7:00 pm**

**THIS AGENDA IS SUBJECT TO CHANGE  
UNTIL THE START OF THE CITY COUNCIL MEETING**

**Schedule**      Work Session after close of Regular Meeting

**I. CALL TO ORDER**

**II. ADOPT AGENDA**

**III. PRESENTATIONS**

1. Hopkins Police Department 2018 Annual Report; Johnson

**IV. CONSENT AGENDA**

1. Minutes of the March 5, 2019 City Council Regular Meeting Proceedings
2. Minutes of the March 5, 2019 City Council Work Session following Regular Meeting Proceedings
3. Minutes of the March 6, 2019 City Council Special Meeting Proceedings
4. Resolution Supporting Motor Vehicle Lease Sales Tax Allocation to Hennepin County; Stanley
5. Resolution Amending City Code Section 1020.13 – Refuse Fees; Stadler
6. Resolution Approving Revised Athletic Field Use Fees; Stadler
7. Second Reading: Ordinance 2019-1138 approving a zoning code text amendment for auto related uses and authorizing its publication; Elverum
8. Second Reading: Ordinance 2019-1139 rezoning all properties within the Downtown Overlay District currently zoned B-3, General Commercial District to B-2, Central Business District; Elverum

**V. PUBLIC HEARING**

**VI. OLD BUSINESS**

**VII. NEW BUSINESS**

1. Declare Cost to be Assessed and Order Assessment Hearing – 2019 Street and Utility Improvements, City Project No. 2018-10; Klingbeil
2. Order Feasibility Report – 2020 & 2021 Street and Utility Improvements, City Project 2019-10; Klingbeil
3. Authorize the Sale of \$12,185,000 General Obligation Bonds, Series 2018A; Bishop

**VIII. ANNOUNCEMENTS**

**IX. ADJOURN**

**OPEN AGENDA – PUBLIC COMMENTS/CONCERNS**

Public must fill out a Speaker Request Form. During this time, anyone wanting to address a topic **not listed on the agenda** may do so. Three minute time limit per person.

The Hopkins City Council Chambers are enabled with a hearing loop system and hearing amplification options are available. Please notify staff for assistance.



# HOPKINS POLICE DEPARTMENT

# 2018

ANNUAL REPORT

## LETTER FROM THE CHIEF

As I reflect on this past year, it has definitely been a year of **Enhanced Services**. These services go above the call of duty and reflect the core values of our organization. At the same time, we handled over 26,000 calls for service and worked diligently to prevent and deter crime. Again, I am proud to say that our crime rate is 2.1 percent lower than the previous year.

Some of the enhanced services from 2018 include raising money for the ICA Food Shelf, holding a school supply and winter clothing drive for ResourceWest and delivering 72 beds to children in need with the Hopkins Rotary. We also partnered with the community to clean up 11th Avenue S, Valley Park and Nine Mile Creek. In addition, members of our department assisted some residents in need with a fall yard clean-up, and others served food at Loaves and Fishes.

This past year we also focused on developing meaningful relationships with the youth in our community. Some of the youth initiatives included: delivering pencils to every elementary school child in Hopkins during the first week of school and making connections with their families. We also held Cops 'n' Kids Fishing and Shopping events and hosted another successful Summer Youth Program.

The department continued working with the Hopkins School District, Gethsemane Lutheran Church and the City on the Hopkins Race and Equity Initiative. This partnership provides for meaningful discussions to improve our services to all of the community we serve.

This past year, we held eight separate community academies, educating our residents on police practices and creating an environment of transparency in which the public can trust and believe in the legitimacy of their police department.

We hosted numerous trainings for the Hopkins Apartment Manager's Association (HAMA) and other civic organizations to partner with them on crime prevention and problem solving. We also provided training to a variety of companies on workplace violence and conducted site safety assessments.

As a department we developed new technology in the form of an interactive Hopkins Police App. This smartphone app enables our community to submit anonymous tips, receive crime alerts, view various resources and even compliment an officer.

This past year we have increased our training standards through our use of force training and scenario-based training. We have continued de-escalation training, and began working on a mental health outreach team and procedure to provide services to underserved populations within our community. We have continued to take care of our employees by providing mental health check-ins and various wellness incentives -- and this is just to name a few.

Our agency is continually enhancing our level of services to our community while simultaneously reducing crime and increasing positive, meaningful relationships with our community. We could not do this work without the support of our dedicated elected officials who partner with us to make all of this possible.

Sincerely,



Brent Johnson  
Chief of Police





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# Cops ‘n’ Kids Events

The Hopkins Police Department recognizes the importance of reaching out to youth in the community and creating positive social interactions with law enforcement in an effort to cultivate partnerships that secure the future.

The department participates each year in Cops ‘n’ Kids Fishing for kids ages 8 to 10 and Cops ‘n’ Kids Shopping for ages 12 to 14.



Cops ‘n’ Kids Fishing on Lake Minnetonka

# Summer Youth Program

In 2018, Hopkins Police and Joint Community Police Partnership Liaison Julia Ross facilitated the third annual Summer Youth Program. The objective of the program is to connect with youth that are in transitional grades from junior high to senior high school, and to break down barriers that sometimes exist between youth and the police.

The group met every Thursday for nine weeks during the summer. Staff incorporated fun activities like kickball while teaching the kids life lessons on positive self-image and healthy relationships. Guest speakers educated the youth on a variety of topics and mock interviews helped to prepare them for their future.



Staff and summer Youth Program Participants

The kids had a lot of fun getting to know each other, and learning about the police and things that will help them navigate through life. The department is excited for the 2019 Summer Youth Program and have invited past program participants to join us as ambassadors.

Want to learn more about the Hopkins Police Department’s outreach events? Find us on social media at [facebook.com/hopkinspolice](https://www.facebook.com/hopkinspolice), [Instagram/hopkinspolice](https://www.instagram.com/hopkinspolice) and [twitter.com/hopkinspolice](https://www.twitter.com/hopkinspolice).

# Kick-Off to Summer Safety

The Hopkins Police Department, in partnership with the Hopkins Fire Department, hosts the Kick-Off to Summer Safety event annually in May. Families can gather information from experts on water safety, and meet bike patrol officers and firefighters.

While at the event, children can enjoy bubble fun and sidewalk chalk drawing while their parents have the opportunity to purchase half-price bike helmets and have their children’s car seats inspected. In the event the car seat is expired or unsafe, parents are provided with a new child safety seat.

All participants are encouraged to enter the drawing for a bicycle donated by Tonka Cycle & Ski.



Public Service Officer Brian Bakeberg helps a child with his helmet

# Crime Fund

The Hopkins Police Department Crime Fund helps provide monetary rewards for crime information, leads or arrests through a non-profit, tax-exempt fund.

The Crime Fund also provides funding for crime prevention initiatives, public awareness and community-building opportunities, and is used to support programs that are not within the scope of the City's general fund budget.

The fund is overseen by a board of directors who represent local businesses and residential areas. The Chief of Police makes recommendations to the board for funding based on the needs of the community and the department.

Many recent donations to the crime fund have been invested in the youth of Hopkins. Donations and funds are also used for engaging in activities and cooperating with other groups for the purpose of preventing crime or apprehending criminals.

Donations are tax deductible and can be mailed or delivered in-person to the Hopkins Police Department located at 1010 First Street S. Thank you for your support!

*Hopkins Officers and McGruff at National Night Out*



## COMMUNITY ENGAGEMENT



# National Night Out

The 2018 National Night Out (NNO) offered the opportunity to create many valuable new relationships with the community. The NNO celebration in Hopkins continues to grow every year with 52 neighborhoods participating in 2018, several of which participated for the first time ever.

The NNO kick-off event was held at Valley Park and was sponsored by Luther Hopkins Honda. The celebration featured hometown DJ Xeno, The Purple People Feeder food truck and hometown root beer from LTD! Hundreds of neighbors, many of whom had never met each other before, spent the night getting to know each other and playing with their children at the park. Several neighbors agreed to organize Neighborhood Watch groups on their block and will be leading efforts to plan NNO 2019.

Thank you to all of the neighborhood coordinators who hosted block parties and invited the mayor, city council, police, fire fighters and public works crews to join you. Also a big thanks to our partners at the Hennepin County Attorney's Office for joining us and educating neighbors.

**Want an officer to participate in your event? Visit [www.hopkinsmn.com/797/Police-Participation-Request](http://www.hopkinsmn.com/797/Police-Participation-Request) to fill out an online request form.**

# Halloween in Hopkins

The second annual Halloween in Hopkins event was bigger than ever. The police department and the Hopkins Business and Civic Association (HBCA) partnered together to feature a haunted jail tour and trick-or-treating on Mainstreet at local businesses.

Hundreds of children and their families came out for the Saturday event, which provided them a safe and fun environment, and allowed officers to have some fun as well.

New in 2018 was the HBCA sponsored costume contest and pumpkin display contest. Check out the #halloweeninhopkins hashtag for additional photos and stories.



*A future Hopkins police officer*



*The HBCA costume contest winner (Photo courtesy of Vanessa Swenson)*



## Vitals Aware Service

The Hopkins Police Department is consistently looking for new innovations, tools, training, and ways to improve safety for officers and the residents and visitors we come in contact with.

Hopkins police are proud to partner with the Vitals organization to offer an app to help improve communication and increase understanding between the police and those living with invisible disabilities such as mental health, autism and dementia, among others.

What does the Vitals App do? It provides officers with the following information:

- Individual demographics
- Behavior triggers and de-escalation techniques
- Primary and secondary conditions
- Medications
- Medical Information
- Contact information
- Videos and photos

Contact the Hopkins Police Department or visit [www.thevitalsapp.com](http://www.thevitalsapp.com) for more information about the Vitals app.

## Sojourner Partnership

In order to provide the best possible service to Hopkins residents, the Hopkins Police Department employs the services of the Sojourner Domestic Abuse Shelter.



The Sojourner Project is a local domestic abuse shelter that serves over 1,000 women and children a year.

When officers respond to a domestic disturbance, officers will contact the domestic abuse shelter and advise them of the situation. This notification to the shelter occurs no matter if an arrest is made or not.

On occasion, Hopkins officers will work with shelter advocates to visit involved families after the initial call to ensure services are provided to potential victims.

In addition to working with the shelter regarding cases of domestic abuse, Hopkins officers provide presentations at the shelter several times a year on topics such personal safety and internet safety.

Residents who have any concerns about domestic abuse can contact the Hopkins Police Department at 952-258-5323 or the Sojourner Domestic Abuse Shelter at 952-933-7422.

### 2018 Statistics

- 165 adult residents received a total of 836.2 hours of intervention advocacy consultation and support in criminal cases
- 103 adult residents received a total of 821.6 hours of more intensive advocate support related to extended safety planning
- 16 residents in non-arrest cases received home visits and follow-up advocacy services as a result of referrals by the Hopkins Police Department.

## CornerHouse Children’s Advocacy Center

Founded in 1989, CornerHouse is an accredited Children’s Advocacy Center that coordinates a multi-disciplinary team to assist children and their families. In order to effectively investigate a traumatic case involving a minor while being cognizant of the delicate nature of a juvenile’s perspective, the police department utilizes the forensic interviewers at CornerHouse. In addition to forensic interviews, CornerHouse also provides services to families and training to law enforcement.

In 2018, the Hopkins Police Department utilized the services of CornerHouse on eight separate occasions. Additionally, the Hopkins Police Department hosted a training with CornerHouse to provide officers, surrounding police agencies, local school employees and social workers with more information on how to receive reports of abuse involving children.



# Supporting our Youth

Secure detention of juveniles has been shown to have a negative impact on behavior and often leads to a higher risk of recidivism.

In accordance with the Juvenile Detention Alternative Initiative (JDAI), the Hopkins Police Department collaborates with several local organizations to limit instances of secure detention of juveniles, instead offering families positive and constructive options. Organizations include:

### The Juvenile Supervision Center

The Juvenile Supervision Center is a non-detention, 24/7 supervised space for youth who have been arrested/cited for low-level crimes or who are at a high risk for trafficking.

### Northern Star Juvenile Diversion Program

Juveniles who are arrested/cited for low-level offenses are referred to the Northern Star Juvenile Diversion in lieu of prosecution.

### Bridge for Youth

The Bridge for Youth is a place where youth between 10-17 years can go for a night or longer. They offer counseling for the child, parents and families with the hope of reuniting them and keeping the child from becoming homeless.



Staff and partners at a Crime Assessment and Planning Meeting

## Crime Assessment and Planning Meetings

The police department hosts Crime Assessment and Planning meetings to bring members of various departments together to address community concerns.

Active representation includes members from the City Inspections Department, the City Attorney's Office, Public Works, Planning and Economic Development and the Fire Department. Staff from the Hennepin County adult and juvenile probation offices also attend.

By focusing on current crime statistics and trends, this collaborative effort successfully strategizes for improving crime prevention methods.

## Crime Mapping

The Hopkins Police Department continued efforts in 2018 to reduce crime and traffic crashes through crime mapping.



LexisNexis Community Crime Map data is available to all citizens of Hopkins. This program allows citizens to do their own crime mapping and analyzing to find out what is happening in their neighborhoods.

Visit [www.communitycrimemap.com](http://www.communitycrimemap.com) to view the map.



## HPD App

The new HPD app allows users to stay in touch with the police department in a variety of ways, all from the convenience of a mobile phone.

The app includes pertinent information regarding the department and the many services available to serve the citizens of the community. It also provides users with the opportunity to submit tips (written and photo) to help solve or prevent crime in Hopkins neighborhoods.

Among the features users will find is the ability to sign-up for additional patrols while on vacation, receive urgent push notifications and local news updates.



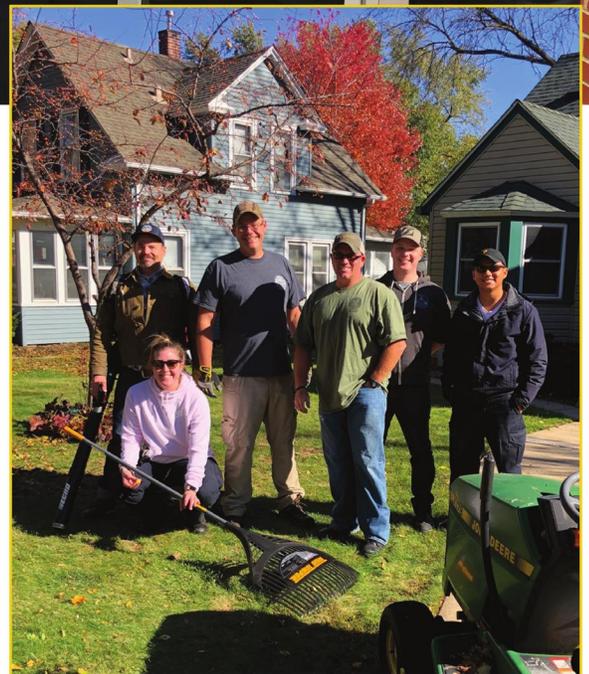
Police department staff hand out pencils on the first day of school

## Chief Johnson’s Community Engagement Team Projects

In 2018, Chief Johnson challenged each patrol team to identify a community policing project where they could make a positive impact in the community.

### Building Relationships with Youth

In coordination with the Hopkins Schools, the police department delivered pencils to all elementary children the first week of school. This interaction allowed staff to build relationships with the youth and their families. Department staff also spent time throughout the year having lunch with the students and reading to various classes.



Department staff help a Hopkins family with yard clean-up

### Beds for Kids Program

In partnership with the Hopkins Rotary, the police department identified children in the community who did not have a bed to sleep in. Together department staff and Rotary members delivered 72 beds to Hopkins children this past year.

### Community Assistance - Giving Back

Officers spent time in 2018 serving food at Loaves and Fishes, which provides free meals to families in need. The department also spent time helping families with fall yard clean-up.

### Cleaning Up the Community

The police department adopted 11th Avenue S from Excelsior Boulevard to Smetana Road. A half dozen citizens joined staff to improve roadways in the community. Staff also spent time cleaning up Nine Mile Creek and Valley Park with community members. Pride in the community is contagious!

## Tree Planting

The police department participated in a boulevard tree planting activity with Hennepin County, partnering with community members and the county's Forestry workers to plant several dozen trees along Excelsior Boulevard from Central Park to Blake Road.

## Partnerships with the ICA Food Shelf and ResourceWest

This past year the police department raised money and held "Stuff the Squad" food drives to support ICA, the local food shelf. The department also sponsored school supply drives and winter clothing collection for ResourceWest. The Hopkins Police Department is truly a service-oriented agency!



Officers hold a "Stuff the Squad" food drive for the ICA Food Shelf

## DEPARTMENT AWARDS



## Hopkins Race and Equity Initiative Award



HREI members at the Humphrey Institute award ceremony

The Hopkins Race and Equity Initiative (HREI) is a collaborative effort creating opportunities to increase awareness and understanding of race, equity and diversity, while promoting a sense of community that welcomes and values its residents.

This unique partnership is made up of members from the Hopkins Police Department, the City of Hopkins, Gethsemane Lutheran Church and Hopkins Public Schools.

The Humphrey Institute recognized HREI in 2018, awarding the group with a Local Government Innovation Award.

## International Association of Chiefs of Police 40 Under 40 Award

Captain Erik Husevold was recognized in 2018 by the International Association of Chiefs of Police for his leadership and dedication to the profession. Captain Husevold has been instrumental in many of the department's community outreach initiatives and works diligently to improve community and police relations.

## Mothers Against Drunk Driving Award

In 2018, Mothers Against Drunk Driving recognized Officer Lucas Wilcox for his proactive impaired driving efforts. Officer Wilcox removed over 100 impaired drivers from City roadways in the last year, making the community a much safer place.



Captain Husevold accepts his 40 Under 40 Award



Police Cadet Eliana Welbes and Officers Winkler and Frederick help with Cops 'n' Kids event

## JCPP Cadet Program

The Hopkins Police Cadet program, which is partially funded by Hennepin County through the Joint Community Police Partnership, is intended to diversify the department by recruiting underrepresented populations to work in law enforcement.

This program provides grants for law enforcement students who are beginning their education and provides them with a paid position within the police department to learn the many facets of the profession. This program also provides partial funding for college tuition in a law enforcement program.

## Joint Community Police Partnership

The Joint Community Police Partnership (JCPP) is a collaborative effort between Hennepin County and the cities of Hopkins, St. Louis Park, Brooklyn Center, Brooklyn Park, Crystal, Richfield and Bloomington. The mission of the JCPP Mission “is to enhance communication and understanding between law enforcement officers and multi-cultural residents.”

JCPP liaisons within these cities employ the following strategies to aid them in their work:

- Establish a Multicultural Advisory Committee (MAC)
- Provide education for both officers and community members
- Focus on community outreach and engagement
- Establish and maintain the Cadet Program.

## Multicultural Advisory Committee

Over the past 10 years, the JCPP’s Multicultural Advisory Committee (MAC) members have been representing various cultural groups in the City of Hopkins. The Hopkins MAC provides advice, suggestions and assistance to the Hopkins Police Department to aid officers in better serving, communicating with, and understanding the many cultures that live, work, worship and visit our community. Focused recruitment efforts have helped us to create a space where all voices can be honored.

MAC activities in 2018 included:

- Roll Call training for police officers
- Procedural Justice Training
- Celebration of Community Event
- Community building through fostering diverse relationships.



## POLICE RESERVE & VOLUNTEER UNIT

In 2018, the Hopkins Police Reserve Unit donated over 1,000 hours of service to the City of Hopkins. These dedicated volunteers supplement patrol officers by responding to animal complaints, parking complaints, motor vehicle lockouts and motorist assists. This allows sworn officers more opportunity to conduct proactive patrols. While many reserve officers have aspirations to become a licensed police officer, it is not a requirement. Interested in becoming a Hopkins Police Reserve? Contact Sergeant Greg Pilon at 952-548-6421 or [gpilon@hopkinsmn.com](mailto:gpilon@hopkinsmn.com).

Additionally, the Hopkins Police Department has a civilian volunteer group. Police volunteers assist the agency by helping officers at outreach events, and performing clerical tasks and building tours. For more information on how to become a police volunteer, contact Police Liaison Anne Marie Buck at 952-548-6407 or [abuck@hopkinsmn.com](mailto:abuck@hopkinsmn.com), or JCPP Liaison Julia Ross at 952-548-6428 or [jross@hopkinsmn.com](mailto:jross@hopkinsmn.com).



Reserve Officer Alex Malmstedt at a Daddy & Me reading event



*Officer Alex Cady answers questions about police equipment*

The Hopkins Police Department continues to pride itself on the level of training provided to employees that continually exceeds state minimum standards. Department instructors strive to facilitate in-house training that mirrors real life situations, not only in terms of physical activity, but also decision making.



*Sergeant Greg Pilon instructs on safety at Ramsgate*

Officers proactively seek outside training opportunities to further enhance their skill set. The Hopkins Police Department also takes a proactive role in bringing valuable training to the region by hosting training opportunities that would not otherwise be available to the department and law enforcement partners.

## Roll Call Training

The Hopkins Police Department facilitates various roll call trainings throughout the year. These sessions, typically held over the evening shift change, cover a variety of subjects to include overviews of resources available in the community, overviews of training other officers have attended, and updates on policy and procedure.

## Community Academies

In an ongoing effort to promote transparency, the Hopkins Police Department facilitated eight Community Academies in 2018. These Community Academies are facilitated at various locations within the community and provide an opportunity to showcase the police department's mission, vision and core values.

The academies also create an environment where people feel comfortable seeking answers to questions regarding the department, community or other law enforcement related issues.

In addition to the Community Academies, the Hopkins Police Department also participated in the biennial Hopkins Academy. Participants received a tour of the police department, conducted a traffic stop as a role player and participated in a use of force demonstration.

The Hopkins Police Department is continually looking for opportunities to build relationships through transparency and education.

## Combatting Opioid Abuse

Law enforcement continues to battle opioid abuse and overdoses by promoting awareness and education. In addition to the deployment of Naloxone in 2016, the Hopkins Police Department acquired and began disbursing medical disposal bags in 2017. The bags facilitate the safe deactivation of prescription pills, liquids, and patches. The availability of abused drugs is reduced by safely and effectively deactivating prescriptions and controlled substances.



## Investigations

When criminal cases need additional follow-up, such as interviewing witnesses, victims and suspects, writing and executing search warrants and submitting cases to prosecution for criminal charges, the investigations unit will take over the case. This helps to keep patrol officers on the street and available for calls.

Investigators work closely with the Hopkins City Attorney and the Hennepin County Attorney’s Office to provide the best possible service to the community and further cases through the criminal justice system. They also partner with the Hennepin County Crime Lab regarding the forensic collection and processing of evidence, as well as with Hennepin County Child Protection and Adult Protection when there are concerns for children and vulnerable adults in the community.

Investigators also handle administrative tasks, including pre-employment background checks, gun permits and information sharing with other law enforcement agencies.



*Hopkins Police Bicycle Patrol Unit Officer Hanson with a child during a Summer Safety Camp*

## Bike Patrol

The Hopkins Police Bicycle Patrol Unit consists of 14 officers and/or public service officers who completed a challenging one-week course on bicycle skills and tactics.

Having officers out in the community on bicycles increases positive contacts with community members. This helps reinforce efforts to establish relationships of trust between the community and the department. Bicycle patrol officers also provide education, safety camps, security and enforcement while on patrol.

Residents are likely to see Hopkins Bike Patrol Officers at various city events, such as the Raspberry Festival, National Night Out and Celebration of Community.

## Parking Enforcement

The parking enforcement officer issued 542 citations for parking and registration violations in 2018.

The parking enforcement officer position is a non-sworn position, meaning that the officer does not have arrest or other authority granted to sworn police officers. The parking enforcement officer’s job is to respond to parking complaints and to patrol the city, looking for parking violations, expired registration and vehicles parked in designated areas over the time limit allowed.

## Traffic & DWI Enforcement

In 2015, the Hopkins Police Department received a \$500,000 grant from the Minnesota Office of Traffic Safety to fund a DWI officer position for 4 years. The officer assigned to this position focuses solely on traffic enforcement, with the main objective being to arrest impaired drivers and keep roads safe. The officer assigned to this position works during the peak hours for DWI arrests based on past data.

In September 2017, Officer Lucas Wilcox was assigned to the position. In 2018, Officer Wilcox made 1,263 traffic stops, with a total of 6,212 stops made by all officers. Through traffic enforcement, not only did officers arrest 158 impaired drivers in 2018, they also removed guns and drugs from the street, as well as take wanted persons into custody.

Additionally, the Hopkins Police Department continues to participate in the Towards Zero Deaths (TZD) campaign funded by the state of Minnesota. TZD is the state’s cornerstone traffic safety program, utilizing an enforcement and education approach to lowering the number of traffic crashes, injuries and deaths on Minnesota roads.



*Officers participate in SWAT training*

## Hopkins SWAT Team

The Hopkins Police Department has a ten-person SWAT team, which is utilized when a situation exceeds the capabilities of patrol. The SWAT team members train at least once a month in order to maintain a high level of proficiency in all tactical fields.

The Hopkins SWAT team routinely trains together with partners in the Southwest SWAT consortium, Edina, Minnetonka, St. Louis Park and Eden Prairie. The partnership with these police departments allows the Hopkins Police Department to call upon a significant amount of resources, if needed.



*Officers participate in SWAT training*

The Hopkins Police Department SWAT team is a member of the Minnesota Tactical Officers Association (MTOA), the Special Operations Training Association and the National Tactical Officers Association. By participating in regionally and nationally recognized training, the department is ensuring that the citizens of Hopkins receive the most professional service possible from its SWAT Team.

## Drug Task Force

Hopkins police dedicate one investigator to the Southwest Hennepin Drug Task Force (SWHDTF). Members of the drug task force work diligently to rid the community of dangerous narcotics.

Task force officers conduct their own investigations and also regularly assist local departments when patrol officers encounter narcotics.

In addition to enforcement and proactive police work, members of the SWHDTF also educate the community about narcotics by presenting at community meetings, town-hall events, and apartment manager meetings.

The SWHDTF is comprised of several south metro police agencies, including Edina, St Louis Park, Minnetonka, Eden Prairie, and the Hennepin County Sheriff's Office.



# Use of Force

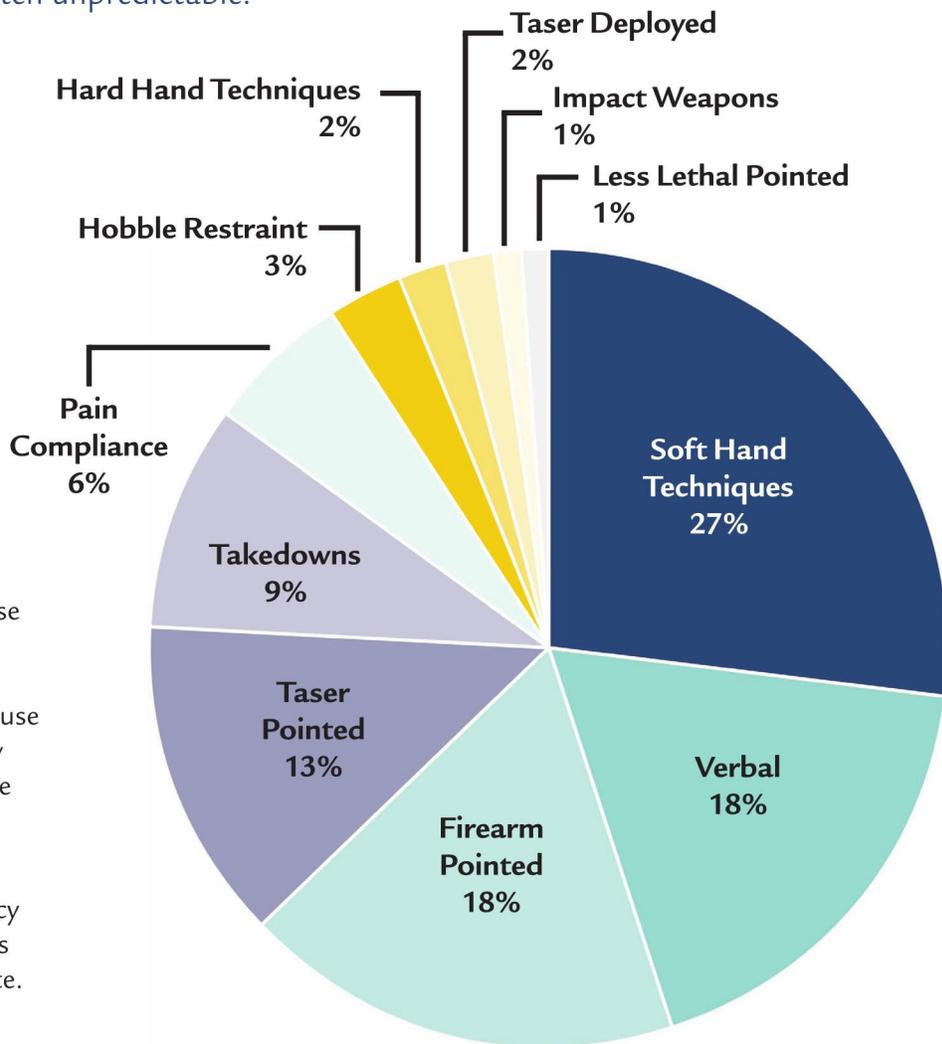
The force used by an officer in a given situation needs to be reasonable and necessary given the totality of the circumstances. Officers may lawfully use force to control an individual during varying and rapidly unfolding circumstances, which are often unpredictable.

The Hopkins Police Department trains officers to the highest of standards, and attempts to use de-escalation and crisis intervention techniques. The department provides officers with state of the art technology, such as Tasers and less lethal munitions.

The Use of Force continuum used to train officers begins with verbal skills and escalates incrementally to lethal force. Officers must document force used upon an individual in accordance with the department's Use of Force policy.

Officers responded to approximately 26,000 calls for service in 2018. During these interactions, officers used force requiring documentation in 75 incidents or less than one percent of the time. Each documented use of force incident requires a thorough review for training and policy compliance to ensure officers are performing to the highest of professional standards.

The entire Hopkins Police Department policy manual, including the Use of Force policy, is available on the police department's website.



## Use of Force Definitions

**Firearm Pointed** - When a firearm is pointed at an individual to gain compliance, but is not discharged.

**Hard Hand Techniques/Impact Weapons** - When an officer strikes a combative individual to gain control of them with either the officer's body or a baton.

**Hobble Restraint** - A device used to restrain the lower body of an individual who is violent or resisting.

**Less Lethal Pointed** - When an officer points a less lethal launcher at an individual.

**Pain Compliance** - When an officer inflicts momentary discomfort to achieve compliance.

**Soft Hand Techniques** - When an officer places their hands on an individual to escort or direct them.

**Takedowns** - When an officer forces an individual to the ground to control them.

**Taser Pointed/Deployed** - When a Taser is pointed or deployed at an individual to gain compliance.

**Verbal Use of Force** - When an officer gives commands to an individual in a situation.



# Crime Comparison

**Part I Offenses** reported in 2018 showed an overall decrease of 24 percent from 2017. Part I Offenses reflect information on eight serious crime classifications and are generally referred to as the crime index measurement.

**Part II Offenses** represent less serious crime classifications that include assault, vandalism, fraud, narcotics, liquor laws, drunk driving, family/children and disorderly conduct. Part II Offenses reported in 2018 showed an increase of 2.8 percent with an overall total crime reduction of 2.1 percent from 2017.

	2018	2017	2008	1-Year Change	10-Year Change
<b>Part I Violent Crimes</b>					
Homicide	0	1	1	-100%	-100%
Rape	7	6	14	16.7%	-50%
Robbery	8	13	25	-38.5%	-68%
Aggravated Assault	23	30	22	-23.3%	4.5%
<b>Total Violent Crimes</b>	<b>38</b>	<b>50</b>	<b>62</b>	<b>-24%</b>	<b>-38.7%</b>
<b>Part I Property Crimes</b>					
Burglary	58	71	121	-18.3%	-52.1%
Larceny/Theft	307	268	366	13.7%	-16.1%
Auto Theft	20	34	57	-37.5%	-64.9%
Arson	0	3	1	-300%	-100%
<b>Total Property Crimes</b>	<b>385</b>	<b>376</b>	<b>545</b>	<b>2.4%</b>	<b>-29.4%</b>
<b>Total Part I Crimes</b>	<b>423</b>	<b>426</b>	<b>607</b>	<b>-0.7%</b>	<b>-30.3%</b>
<b>Part II Crimes</b>					
Assault	124	141	153	-12.1%	-19%
Forgery/Counterfeiting	34	27	22	25.9%	54.5%
Fraud	102	102	83	0%	22.9%
Embezzlement	0	1	0	-100%	0%
Possess Stolen Property	7	8	16	-12.5%	-56.3%
Vandalism	153	164	456	-6.7%	-66.4%
Weapons	3	11	18	-72.7%	-83.3%
Prostitution	1	0	1	100%	0%
Criminal Sexual Conduct	12	16	11	-25%	9.1%
Narcotics	44	84	150	-47.6%	-70.7%
Gambling	0	0	0	0%	0%
Family/Children	3	3	2	0%	50%
DUI	158	100	162	58%	-2.5%
Liquor Violations	9	6	49	50%	-81.6%
Disorderly Conduct	46	61	88	24.6%	-47.7%
Vagrancy	0	0	0	0%	0%
All Other Offenses	112	107	174	4.7%	-35.6%
<b>Total Part II Crimes</b>	<b>808</b>	<b>831</b>	<b>1,385</b>	<b>-2.8%</b>	<b>-41.7%</b>
<b>Total Crimes</b>	<b>1,231</b>	<b>1,257</b>	<b>1,992</b>	<b>-2.1%</b>	<b>-38.2%</b>

# Calls for Service

Hopkins Police Department recorded 26,063 calls for service in 2018.



Calls for service included a variety of calls including theft, assault, burglary, fraud, domestic assault and other crime events, as well as suspicious activity, lockouts, medicals, alarms, welfare checks and disturbances.

A total of 584 motor vehicle crashes were reported in 2018. These included motor vehicle property damage, hit and run property damage, and hit and run personal injury crashes.

Medical calls for service in 2018 remained the same as 2017, with a total of 1,655 calls.

Hopkins Fire Rescue responds to medical or assistance calls for service during daytime hours, Monday through Friday. The assistance the daytime rescue crew provides to the police department is critical in that it allows the on-duty police officers sufficient time to handle other calls for service during the day.

Many of the requests for assistance require two certified First Responders. In addition to all officers being trained First Responders, Hopkins Police Public Service Officers and a number of experienced Police Reserve Officers have been certified for emergency medical response.

# HOPKINS

## MISSION

Service to the community with honesty, integrity and respect.

## VISION STATEMENT

To be recognized as a progressive law enforcement agency striving to enhance the quality of life for all citizens. We seek to collaborate with all stakeholders to continually improve our community. The Hopkins Police Department will recruit, hire and retain the most qualified personnel to fulfill this vision.

## CORE VALUES

### ETHICAL-

We employ personnel of the highest ethical character who are guided by the principles of honesty, integrity and respect.

### DEDICATED-

Being committed to oneself, partner, department and the public which we serve where going above and beyond the call of duty is the expectation, not exception.

### PROGRESSIVE-

Looking ahead to find new ways, procedures, and tools to best serve the community.

### PROBLEM SOLVERS-

We are committed to identifying and solving problems through building positive community partnerships.

### TRANSPARENCY-

Through openness we will build trust and mutual understanding.

# POLICE

**HOPKINS CITY COUNCIL  
REGULAR MEETING PROCEEDINGS  
MARCH 5, 2019**

**CALL TO ORDER**

Pursuant to due call and notice thereof a regular meeting of the Hopkins City Council was held on Tuesday, March 5, 2019 at 7:05 p.m. in the Fire Training Room at the Hopkins Fire Station, 101 17<sup>th</sup> Avenue South.

Mayor Cummings called the meeting to order with Council Members Gadd, Halverson, Hunke and Kuznia attending. Staff present included City Manager Mornson, Assistant City Manager Lenz, City Clerk Domeier, City Attorney Riggs, Director of Public Works Stadler, Director of Planning and Economic Development Elverum and City Planner Lindahl.

**ADOPT AGENDA**

**Motion** by Kuznia. **Second** by Hunke.

**Motion** to Adopt the Agenda.

**Ayes: Cummings, Gadd, Halverson, Hunke, Kuznia**

**Nays: None. Motion carried.**

**CONSENT AGENDA**

Council Member Hunke questioned the process for Item 7 Adopt Resolution 2019-015 Approving Execution of a Hennepin County Healthy Tree Canopy Grant Agreement. Director of Public Works Stadler provided the proposed phasing and project.

**Motion** by Gadd. **Second** by Kuznia.

**Motion** to Approve the Consent Agenda.

1. Minutes of the February 19, 2019 City Council Regular Meeting Proceedings
2. Minutes of the February 19, 2019 City Council Work Session following Regular Meeting Proceedings
3. Extension of On-Sale Liquor License for LTD Brewing LLC DBA LTD Brewing Co.; Domeier
4. Approval of Temporary Liquor License for GiGi's Playhouse Inc.; Domeier
5. Approval of Temporary Liquor License for JCI Hopkins; Domeier
6. Ratify Checks Issued in February 2019; Bishop
7. Adopt Resolution 2019-015 Approving Execution of a Hennepin County Healthy Tree Canopy Grant Agreement; Stadler

**Ayes: Cummings, Gadd, Halverson, Hunke, Kuznia**

**Nays: None. Motion carried.**

**NEW BUSINESS**

**VII.1. First Reading: Auto Related Uses Zoning Code Text Amendment; Lindahl**

City Planner Lindahl provided a summary of the information provided in City Council Report 2019-026. The zoning amendments were initiated by staff in response to code enforcement complaints and a study of auto related uses in Hopkins.

Linda McGinty with the Luther Companies addressed the City Council regarding the building to parking display ratio. Mr. Lindahl explained that the standard has been in place since 1990. In that time Luther Companies has relocated their business and the new location does not meet the requirement; however, the use was allowed under a Planned Unit Development (PUD) process.

Mayor Cummings questioned if not changing the standard would affect Luther Companies current business. Mr. Lindahl replied that they are the only auto sales location with the BP district and the current standards do not apply. Ms. McGinty expressed concerns about future development on another property. Mr. Lindahl noted that it would be reviewed at the time of development.

Nand Mehra with Walser companies addressed the City Council regarding the building to parking display ratio, outdoor storage and vehicle parking or display. Mr. Mehra requested that language be added “related to sales and service business” allowed for storage purposes.

Council Member Kunzia thanked staff for their work on the ordinance. Mayor Cummings questioned the Planning Commission approval. Mr. Lindahl shared the comments and revisions that were discussed and approved by the Planning Commission.

**Motion** by Gadd. **Second** by Cummings.

**Motion** to Adopt Resolution 2019-017 approving the first reading of Ordinance 2019-1138 amending the City Code related to auto uses.

**Ayes: Cummings, Gadd, Halverson, Hunke, Kuznia**

**Nays: None. Motion carried.**

**VII.2. First Reading: Downtown Overlay District Rezoning; Lindahl**

City Planner Lindahl provided a summary of the information provided in City Council Report 2019-027. The rezoning was initiated by staff to make zoning classifications consistent in the code.

Council Member Hunke thanked staff for defining the carryout food and allowing the bike sales. He questioned the health club definition and uses. Mr. Lindahl stated the definition and uses will be cleaned up with the ordinance codification. Council Member

**HOPKINS CITY COUNCIL  
REGULAR MEETING PROCEEDINGS  
MARCH 5, 2019**

Gadd appreciated that the consistency was created in the zoning districts. Mayor Cummings questioned if the changes met recent concerns. Mr. Lindahl replied yes.

The second reading of the item is scheduled for March 19, 2019.

**Motion** by Halverson. **Second** by Hunke.

**Motion** to Adopt Resolution 2019-018 approving the first reading of Ordinance 2019-1139 rezoning all properties within the Downtown Overlay District currently zoned B-3, General Commercial District to B-2, Central Business District.

**Ayes: Cummings, Gadd, Halverson, Hunke, Kuznia**

**Nays: None. Motion carried.**

**VII.3. Conditional Use Permit to Allow a Private High School Use in a Residential Zone; Lindahl**

City Planner Lindahl provided a summary of the information provided in City Council Report 2019-025. St. Gabriel Church has requested approval of a conditional use permit to allow operation of the Chesterton Academy in the existing school portion of the St. Joseph Church campus at 1310 Mainstreet.

**Motion** by Hunke. **Second** by Gadd.

**Motion** to Adopt Resolution 2019-016, Approving a Conditional Use Permit for St. Gabriel Church to private high school (the Chesterton Academy) within a residential zone, subject to conditions.

**Ayes: Cummings, Gadd, Halverson, Hunke, Kuznia**

**Nays: None. Motion carried.**

**VII.4 Resolution Declaring a Vacancy on the Hopkins City Council; Domeier**

Mayor Cummings shared that she was appointed to the Met Council. She officially resigns as Mayor effective 11:59 p.m. on Tuesday, March 5.

City Clerk Domeier provided a summary of the information provided in City Council Report 2019-022. The City Council will hold a Special Meeting on Wednesday, March 6 at 5:00 p.m. to discuss the transition plan and potentially appoint a mayor and declare a vacancy on the City Council.

Council Member Halverson thanked Mayor Cumming for her service to the community. Director of Public Works Stadler also thanked Mayor Cummings for supporting the Public Works Department.

**Motion** by Hunke. **Second** by Gadd.

**HOPKINS CITY COUNCIL  
REGULAR MEETING PROCEEDINGS  
MARCH 5, 2019**

**Motion** to Adopt Resolution 2019-014 Declaring a Vacancy on the Hopkins City Council.

**Ayes: Cummings, Gadd, Halverson, Hunke, Kuznia**

**Nays: None. Motion carried.**

**ANNOUNCEMENTS**

- Empty Bowls Event Annual Empty Bowls Fundraiser for Hunger at the Hopkins Center for the Arts, 1111 Mainstreet: Tuesday, March 12 – 11 a.m. to 7 p.m.
- World's Shortest St. Patrick Day Parade from Hopkins Elks Lodge to the Hopkins American Legion: Sunday, March 17 – 2 p.m.

**ADJOURNMENT**

There being no further business to come before the City Council and upon a motion by Kuznia, second by Gadd, the meeting was unanimously adjourned at 8:12 p.m.

**OPEN AGENDA – PUBLIC COMMENTS AND CONCERNS**

None.

Respectfully Submitted,  
Amy Domeier, City Clerk

ATTEST:

\_\_\_\_\_  
Jason Gadd, Mayor

\_\_\_\_\_  
Amy Domeier, City Clerk

**HOPKINS CITY COUNCIL  
WORK SESSION AFTER REGULAR MEETING PROCEEDINGS  
MARCH 5, 2019**

**CALL TO ORDER**

Pursuant to due call and notice thereof a regular meeting of the Hopkins City Council was held on Tuesday, March 5, 2019 at 8:22 p.m. in the Fire Training Room at the Hopkins Fire Station, 101 17<sup>th</sup> Avenue South.

Mayor Cummings called the meeting to order with Council Members Gadd, Halverson, Hunke and Kuznia attending. Staff present included City Manager Mornson, Assistant City Manager Lenz and City Clerk Domeier.

**RANK CHOICE VOTING (RCV)**

David Haeg, RCV for Minnetonka Field Director provided information about rank choice voting. Barb West Moreland, Member of the League of Women Voters shared the benefits to implementing RCV.

**CITY COUNCIL UPDATES**

Council Member Gadd shared that the City Council provided a letter of support for Mayor Cummings appointment to the Met Council.

Council Member Hunke and Mayor Cummings attended the Cream and Amber Grand Opening event.

**ADMINISTRATION UPDATES**

City Manager Mornson provided information on the May Day on Main event scheduled for May 4. Council Member Kuznia volunteered to help with the event. Mornson also provided information about upcoming agenda items.

**ADJOURNMENT**

There being no further business to come before the City Council and upon a motion by Gadd, second by Hunke, the meeting was unanimously adjourned at 9:14 p.m.

Respectfully Submitted,  
Amy Domeier, City Clerk

ATTEST:

\_\_\_\_\_  
Jason Gadd, Mayor

\_\_\_\_\_  
Amy Domeier, City Clerk

**HOPKINS CITY COUNCIL  
SPECIAL MEETING PROCEEDINGS  
MARCH 6, 2019**

**CALL TO ORDER**

Pursuant to due call and notice thereof a special meeting of the Hopkins City Council was held on Wednesday, March 6, 2019 at 5:00 p.m. in the Fire Training Room at the Hopkins Fire Station, 101 17<sup>th</sup> Avenue South. The purpose of the special meeting was to discuss the City Council vacancy transition plan.

Mayor Pro Tempore Halverson called the meeting to order with Council Members Gadd, Hunke and Kuznia attending. Staff present included City Manager Mornson, Assistant City Manager Lenz, City Clerk Domeier, Finance Director Bishop and Director of Planning and Economic Development Elverum.

**NEW BUSINESS**

**Discussion Regarding Transition Plan for City Council Vacancy**

Mayor Pro Tempore Halverson requested that City Clerk Domeier explain the process for the City Council Vacancy and Appointment of Mayor.

**Approve Resolution Appointing the Mayor**

City Clerk Domeier provided a summary of Council Report 2019-023. The City Charter states that the City Council is required to appoint an individual to complete the rest of the mayoral term until the next election.

Mayor Pro Tempore nominated Jason Gadd to serve as Mayor. Council Member Kuznia supported the nomination.

**Motion** by Halverson. **Second** by Kuznia.

**Motion** to Adopt Resolution 2019-015 Appointing the Mayor.

**Ayes: Gadd, Halverson, Hunke, Kuznia**

**Nays: None. Motion carried.**

City Clerk Domeier issued the Oath of Office to Jason Gadd.

**Resolution Declaring a Vacancy on the Hopkins City Council**

City Clerk Domeier provided a summary of Council Report 2019-027. Council Member Gadd was appointed Mayor on March 6, 2019 creating a vacancy on the City Council. The City Council is required to declare a vacancy.

**Motion** by Kuznia. **Second** by Halverson.

**Motion** to Adopt Resolution 2019-019 Declaring a Vacancy on the Hopkins City Council.

**Ayes: Gadd, Halverson, Hunke, Kuznia**

**Nays: None. Motion carried.**

**HOPKINS CITY COUNCIL  
SPECIAL MEETING PROCEEDINGS  
MARCH 6, 2019**

Discussion was held regarding the appointment process for open City Council seat. Recruitment will begin immediately and end on March 22, 2019 at 4 p.m. Interviews will be held on Wednesday, April 3 at it is anticipated the appointment will occur in April.

**ADJOURNMENT**

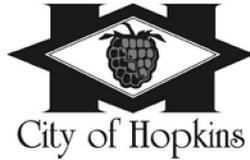
There being no further business to come before the City Council and upon a motion by Halverson, second by Kuznia, the meeting was unanimously adjourned at 5:13 p.m.

Respectfully Submitted,  
Amy Domeier, City Clerk

ATTEST:

\_\_\_\_\_  
Jason Gadd, Mayor

\_\_\_\_\_  
Amy Domeier, City Clerk



March 19, 2019

Council Report 2019-029

## **MOTOR VEHICLE LEASE SALES TAX ALLOCATION TO HENNEPIN COUNTY**

### **Proposed Action**

Staff recommends the following motion: Adopt Resolution 2019-023, Resolution Supporting Motor Vehicle Lease Sales Tax to Hennepin County.

### **Overview**

In 2015, state legislation was passed to reallocate \$32 million of the sales tax collected from leased vehicles from the State's general fund; 50% to Greater Minnesota Transit and 50% to metro counties through the County State Aid Highway (CSAH) Fund. In an effort to balance funding for transit and road/bridge projects, the new law excluded Hennepin and Ramsey counties from receiving their percentage of this funding. Instead, the other five metro counties split the proceeds generated in Hennepin and Ramsey counties. With the elimination of the Counties Transit Improvement Board (CTIB) in 2017, all seven metro counties now collect their own local transportation sales tax and spend the proceeds on their own transportation projects, with each having equal opportunity for funding.

The return of the Motor Vehicle Lease Sales Tax (MVLST) revenue to Hennepin County and distributing per the County State Aid formula amongst all metro counties is vital for the metro area transportation network. The change would provide an estimated \$10.7 million in annual funding to Hennepin County to be used on road, bridge, pedestrian, and bikeway projects.

### **Supporting Information**

- Motor Vehicle Lease Sales Tax Fact Sheet
- Resolution 2019-023

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Nate Stanley, P.E.  
City Engineer

Financial Impact: N/A Budgeted: Y/N N/A Source: N/A

\_Related Documents (CIP, ERP, etc.): \_\_\_\_\_

Notes: \_\_\_\_\_

# Motor Vehicle Lease Sales Tax

## HENNEPIN COUNTY MINNESOTA

### Hennepin and Ramsey counties deliberately excluded from metro-wide transportation funding

Minnesota's general sales tax applies to long-term motor vehicle leases — the motor vehicle lease sales tax (MVLST). Hennepin County residents contribute substantially to the MVLST but the county is excluded by state law from receiving funding from this transportation source. If included, Hennepin County would receive **\$10.7 million** annually for roads, bridges, and pedestrian and bikeway projects.

### Transportation funds critical to all counties including Hennepin

The economic strength and competitiveness of our state and region depend on an effective, efficient and well-maintained transportation system. County roads and bridges are a critical component of the state and regional transportation system, and no county should be excluded from a key revenue source for keeping pace with the escalating costs of maintaining our transportation infrastructure.

### Previous rationale for Hennepin exclusion has ceased to exist

In 2006, voters overwhelmingly supported a constitutional amendment to dedicate the MVLST to transportation. Subsequent legislative action directed the MVLST to transportation but excluded Hennepin and Ramsey counties.

The rationale to exclude Hennepin and Ramsey counties from receiving MVLST formula funds was based on enabling of new taxing authority through the creation of the Counties Transit Improvement Board (CTIB). With CTIB's dissolution in 2017, this rationale for excluding Hennepin and Ramsey counties from receiving MVLST formula funds has ceased to exist.

### MVLST funds should be distributed to all seven metro counties

In FY2018, MVLST revenues are being distributed according to the following formula:

- 11% Highway User Tax Distribution Fund (HUTDF)
- 13% MN Transportation Fund (Local Bridges)
- 38% Greater MN Transit
- 38% County State Aid Highway (CSAH) to five metro counties: Anoka, Carver, Dakota, Scott, Washington

## Contacts

### Hennepin County Intergovernmental Relations

#### Kareem Murphy

Director

Office: 612-596-9711

Cell: 612-559-5279

kareem.murphy@hennepin.us

### Transportation Planning

#### John Doan

Assistant Director

Office: 612-543-1468

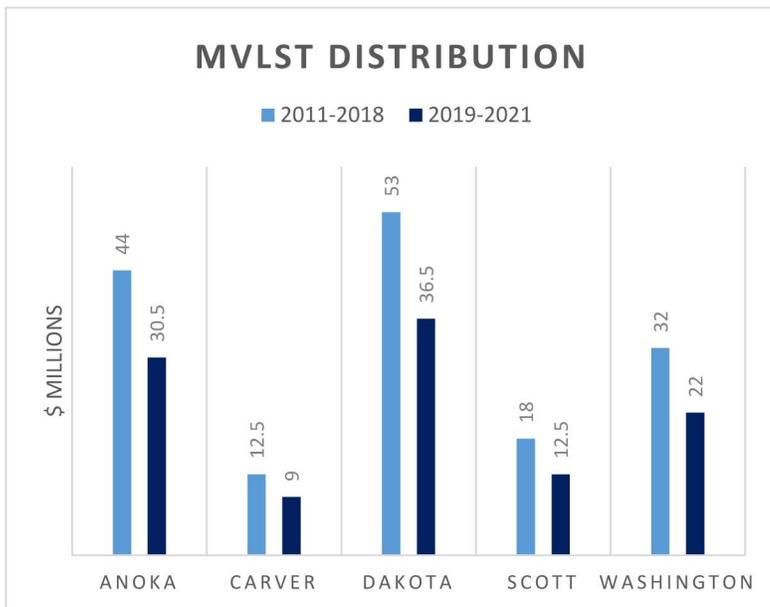
Cell: 763-355-8746

john.doan@hennepin.us

## Website

hennepin.us

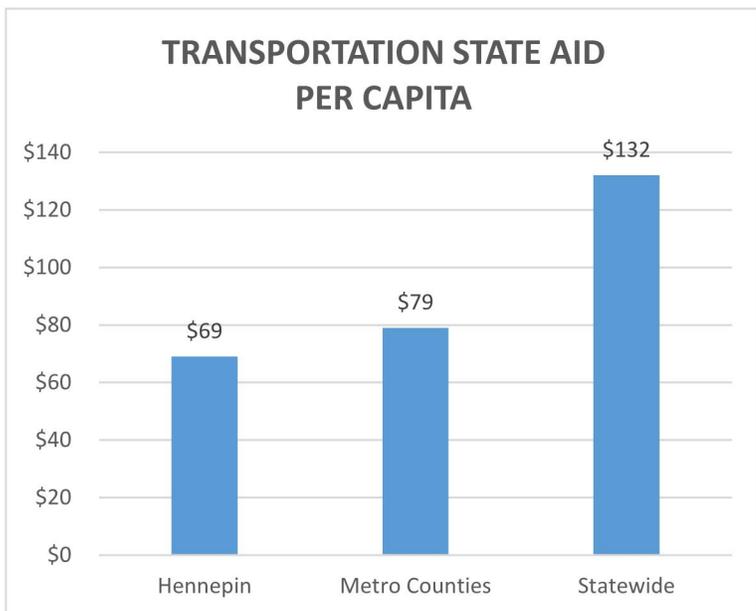
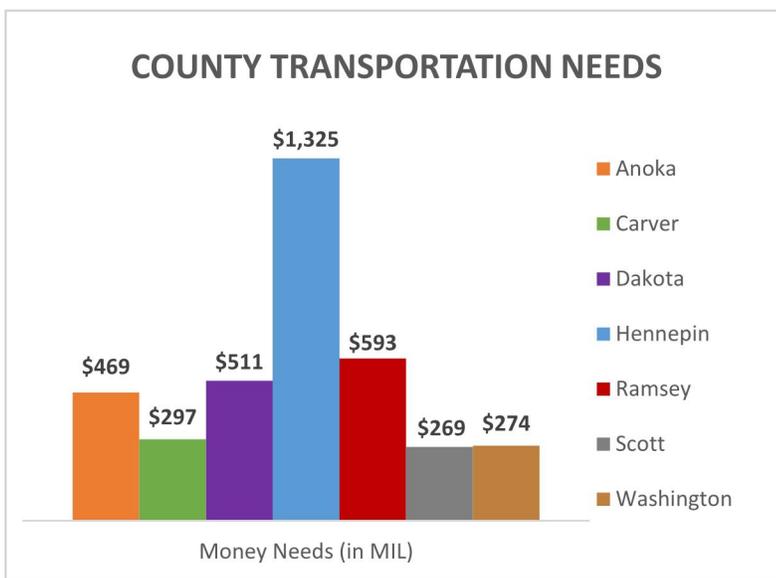




The 38% of revenue distributed to the CSAH fund is allocated to *only* five metro counties, Anoka, Carver, Dakota, Scott and Washington, and *excludes* Ramsey and Hennepin. The MVLST is distributed proportionally based on the population in each of the five eligible metro counties. In FY2018, nearly **\$40 million** was generated and distributed to the five metro counties. If FY2018 MVLST funds were distributed to all seven metro counties, Hennepin County's share would have been approximately **\$10.7 million**. Between 2011 and 2021, an estimated **\$270 million** in MVLST revenues will be distributed to Anoka, Carver, Dakota, Scott, and Washington counties for use on their county roads. Since 2011, approximately **\$160 million** in MVLST revenues have been distributed to those five counties, and it is anticipated that an additional **\$110 million** will be provided by 2021.

### Hennepin needs MVLST funding for essential road and bridge infrastructure

Hennepin County has more than double the center line miles, more than four times the signalized intersections, and serves twice the vehicle miles traveled of any of the five counties receiving MVLST revenues. Hennepin County's 25-year construction needs exceed **\$1.3 billion**, based on the 2018 MnDOT CSAH Distribution Report. When compared to the five counties receiving the MVLST, our need is equal to 73% of the five other counties combined. MnDOT's estimated Money Needs for each of the seven metro counties is shown in the chart at right.



### More transportation funds generated in Hennepin should stay in Hennepin

According to the Minnesota House Research December 2017 State Aid Report, Hennepin County generated approximately **\$480 million** from the Motor Vehicle Sales Tax, Registration Tax and Fuels Tax combined in 2014. In the same year, Hennepin County and its 45 municipalities received **\$83.4 million** in the form of County and Municipal Highway State Aid. Thus, about **\$400 million per year** of transportation funds generated within Hennepin County went to fund statewide priorities.

Currently, Hennepin County receives **\$69 per capita** in the form of County and Municipal Highway State Aid, compared to **\$79 per capita** metro-wide and **\$132 per capita** statewide.

CITY OF HOPKINS  
HENNEPIN COUNTY, MINNESOTA

RESOLUTION NO. 2019-023

**RESOLUTION SUPPORTING MOTOR VEHICLE LEASE SALES TAX ALLOCATION  
TO HENNEPIN COUNTY**

WHEREAS, Hennepin and Ramsey counties were excluded from receiving Motor Vehicle Lease Sales Tax (MVLST) revenue due to the creation of the Counties Transit Improvement Board (CTIB); and

WHEREAS, CTIB was dissolved in 2017; and

WHEREAS, the rationale for excluding Hennepin and Ramsey counties from receiving MVLST revenue no longer exists; and

WHEREAS, Hennepin and Ramsey counties are a major source of MVLST revenue;

THEREFORE, BE IT RESOLVED, that the City Council of the City of Hopkins hereby supports returning to the original intent by eliminating the exemption of Hennepin and Ramsey counties and distributing the MVLST per the County State Aid formula for all metro counties.

Adopted this 19<sup>th</sup> day of March, 2019

By:

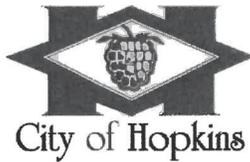
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Jason Gadd, Mayor

Attest:

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Amy Domeier, City Clerk



March 19, 2019

Council Report 2019-034

**APPROVE RESOLUTION 2019-020, AMENDING  
CITY CODE SECTION 1020.13 FOR REFUSE FEES**

**Proposed Action**

Staff recommends the following motion: Approve Resolution 2019-020, amending city code section 1020.13 for refuse fees.

**Overview**

Staff recommends that City Code Section 1020.13 be amended to:

- 1) No longer specify exact tax rates applied to refuse charges. Hennepin County is raising their tax rate to 15.5% effective April 1, 2019, and in lieu of making that specific rate change to the code, it would be more sustainable to denote that applicable County, State and Waste Management fees apply to said charges.
- 2) Denote that taxes apply to all refuse related charges. While these fees have always applied to all refuse charges, the code section did not fully reflect that.
- 3) Itemize the charges applied to mattress, box spring and hide-a-bed bulk item pickups. Air Conditioners and appliances do not need to be itemized, as they seem to be random examples of large items and do not carry a different charge than that already quoted above in line 2. However, Hennepin County charges the City of Hopkins \$50.00 each for mattresses, box springs and hide-a-beds, and thus warrant itemizing.

<b>1020.13.</b>	<b>Refuse utility</b>		
<b>1</b>	Refuse utility rates		
	95 gallon	25.30	<i>(plus applicable County, State &amp; Waste Management fees)</i>
	65 gallon	21.85	<i>(plus applicable County, State &amp; Waste Management fees)</i>
	35 gallon	17.85	<i>(plus applicable County, State &amp; Waste Management fees)</i>
<b>2</b>	Bulk Pick-Up service	25.00	per ¼ cubic yard and/or large item (plus applicable County, State & Waste Management fees)
		<del>County (9.75%) 2.44</del>	
		<del>State (9%) 2.25</del>	
		<del>Total 29.69</del>	
	<del>Air Conditioners</del>	<del>25.00</del>	
	<del>Sofas</del> or Hide-a-beds	<del>25.00</del> 50.00	<i>(plus applicable County, State &amp; Waste Management fees)</i>
	<del>Appliances</del>	<del>25.00</del>	
	Mattresses & box springs	50.00	<i>(plus applicable County, State &amp; Waste Management fees)</i>

3	Garbage Call Back Fees	15.00	per call (plus applicable County, State & Waste Management fees)
4	Extra Dump Charges		
	95 gallon	9.00	(plus applicable County, State & Waste Management fees)
	65 gallon	6.00	(plus applicable County, State & Waste Management fees)
	35 gallon	3.00	(plus applicable County, State & Waste Management fees)
5	Yard Waste Stickers	3.00	
6	Curbside Brush pick up		
	0-5 Cubic Yards	12.00	
	5 – 17 Cubic Yards	30.00	
	18 Cubic yards/truck load	50.00	
7	Recycling Service Charge	5.00	per month/per unit

Staff recommends approving Resolution 2019-020 to amend City Code Section 1020.13 pertaining to refuse fees, so as to reflect accurate charges.

**Supporting Information**

- Resolution 2019-020

Pam Hove  
Pam Hove, Solid Waste Coordinator

Financial Impact: \$ _____	Budgeted: Y/N _____	Source: _____
Related Documents (CIP, ERP, etc.): _____	Notes: _____	

**CITY OF HOPKINS  
HENNEPIN COUNTY, MINNESOTA**

**RESOLUTION 2019-020**

RESOLUTION AMENDING CITY CODE SECTION 1020.13 FOR REFUSE FEES

**WHEREAS**, city code section 1020.13 lists the specific County and State taxes applied to refuse charges; and

**WHEREAS**, Hennepin County is raising their tax rate to 15.5% effective April 1, 2019; and

**WHEREAS**, the taxes charged to Hopkins refuse customers need to be adjusted to reflect the increase; and

**WHEREAS**, it would be prudent to change the city code section 1020.13 to state “applicable County and State taxes” will be applied to eligible refuse charges; and

**WHEREAS**, Hennepin County charges the City of Hopkins \$50.00 each for mattresses, box springs and hide-a-beds; and

**WHEREAS**, city code section 1020.13 currently lists the charge for mattresses, box springs and hide-a-beds as \$25.00 each; and

**WHEREAS**, the charges for mattresses, box springs and hide-a-beds need to be adjusted to reflect actual costs; and

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Hopkins, Minnesota, that the City Council accepts the following amended city code section 1020.13:

<b>1020.13.</b>	<b>Refuse utility</b>		
<b>1</b>	Refuse utility rates		
	95 gallon	25.30	(plus applicable County, State & Waste Management fees)
	65 gallon	21.85	(plus applicable County, State & Waste Management fees)
	35 gallon	17.85	(plus applicable County, State & Waste Management fees)
<b>2</b>	Bulk Pick-Up service	25.00	per ¾ cubic yard and/or large item
		<del>County (9.75%) 2.44</del>	(plus applicable County, State & Waste Management fees)
		<del>State (9%) 2.25</del>	
		<del>Total 29.69</del>	
	<del>Air Conditioners</del>	<del>25.00</del>	
	<del>Sofas</del> or Hide-a-beds	<del>25.00</del> 50.00	(plus applicable County, State & Waste Management fees)

	—Appliances	25.00	
	Mattresses & box springs	50.00	(plus applicable County, State & Waste Management fees)
<b>3</b>	Garbage Call Back Fees	15.00	per call (plus applicable County, State & Waste Management fees)
<b>4</b>	Extra Dump Charges		
	95 gallon	9.00	(plus applicable County, State & Waste Management fees)
	65 gallon	6.00	(plus applicable County, State & Waste Management fees)
	35 gallon	3.00	(plus applicable County, State & Waste Management fees)
<b>5</b>	Yard Waste Stickers	3.00	
<b>6</b>	Curbside Brush pick up		
	0-5 Cubic Yards	12.00	
	5 - 17 Cubic Yards	30.00	
	18 Cubic yards/truck load	50.00	
<b>7</b>	Recycling Service Charge	5.00	per month/per unit

Adopted by the City Council of Hopkins, Minnesota, this 19<sup>th</sup> day of March, 2019.

\_\_\_\_\_  
Jason Gadd, Mayor

ATTEST:

\_\_\_\_\_  
Amy Domeier, City Clerk



March 12, 2019

Council Report 2019-033

## APPROVE REVISED ATHLETIC FIELD USE FEES

### Proposed Action

Staff recommends adoption of the following motion: "Move to adopt Resolution 2019-028 approving revised athletic field use fees."

### Overview

The Park Board has recommended that the current athletic field user fees be revised to reflect current area field use rates and, more specifically, to match the fees currently being charged by the Recreation Dept. for the use of Minnetonka athletic fields. The current field fees were established seven years ago by City Council resolution and were last revised in 2015. Accordingly, revised fees must be approved by City Council resolution. The proposed 2019 fees will bring the Hopkins field fees in-line with those charged in the City of Minnetonka. The largest rate increase is for teams falling under Category C, less than 50% Hopkins/Minnetonka resident participation. These are predominantly corporate-sponsored teams playing in non-recreation program leagues. It is likely that the fee increase will be reflected in participant costs, however, there are ample scholarship programs available based on financial need. With the proposed increase a category A user (minimum 50% Hopkins/Minnetonka residents + open registration) will see an increase from \$14/hr to \$16/hr for use of Central Park fields and the Maetzold soccer field, from \$20/hr to \$22/hr for use of these fields with lights. The Park Board unanimously approved a recommendation to increase the fees at its February 25 meeting.

### Primary Issues to Consider

- ◆ User fees are, in part, based on residency. How is that checked?

### Supporting Documents

- ◆ Resolution 2019-028
- ◆ Revised fee schedule matrix

A handwritten signature in black ink, appearing to read 'Steven J. Stadler', is written over a horizontal line.

Steven J. Stadler, Public Works Director

Financial Impact: \$12,000 revenue (est. \$2,000 increase) Budgeted: No Source:
Related Documents (CIP, ERP, etc.): _____
Notes: _____

## Primary Issues to Consider

- ◇ User fees are, in part, based on residency. How is that checked?

If the reservation is being made by a new organization, the Recreation Dept. staff will check the registration forms to ensure that the minimum 50% Minnetonka/Hopkins residency requirement is met. If it is a long-established organization, the 50% residency requirement has previously been established and is assumed to be met.

CITY OF HOPKINS

RESOLUTION NO. 2019-028

RESOLUTION REVISING THE ATHLETIC FIELD USE FEES FOR CERTAIN CITY OF HOPKINS  
ATHLETIC FIELDS

WHEREAS, the City of Hopkins allows non-recreation program athletic organizations to reserve the use of certain City athletic fields; and

WHEREAS, the City of Hopkins maintains, repairs and improves the athletic fields and, through the Joint Hopkins-Minnetonka Recreation agreement, manages the reservation system and process; and

WHEREAS, since 2015 the cost to maintain athletic fields has increased; and

WHEREAS, athletic field use fees have not been increased since 2015; and

WHEREAS, it is desirable to manage demand for Hopkins fields by keeping user fees comparable to those paid for City of Minnetonka and other city's athletic fields.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Hopkins:

- I. The City will revise its fees charged for the reservation and use of certain athletic fields by organizations that are not controlled through a Hopkins-Minnetonka Joint Recreation program.
- II. Such fees are revised as shown on the attached table and will be periodically reviewed and further revised via City Council resolution.

Adopted by the Hopkins City Council on this 19<sup>th</sup> day of March, 2019.

BY \_\_\_\_\_  
Jason Gadd, Mayor

ATTEST:

\_\_\_\_\_  
Amy Domeier, City Clerk

## 2019 Hopkins Athletic Field Use Fees – Proposed (red)

	Central Park #1	Central Park #1 w/lights	Central Park #2	Maetzold Park Youth Baseball Field #'s 1, 2, 3	Maetzold Park Youth Baseball #'s 1,2, 3 w/lights	Maetzold Park Soccer	Maetzold Park Soccer w/lights	Burnes, Oakes, Central #3 & Valley Multi Purpose	Buffer, Harley Hopkins
<b>Category A</b> Minimum of 50% Hopkins/Minnetonka resident participation & open registration	\$14/hr (\$16)	\$20/hr (\$22)	\$14/hr (\$16)	N/A (HALL does not pay for use of these designated fields)	N/A (HALL pays an agreed upon amount for lighting)	\$14/hr (\$16)	\$20/hr (\$22)	\$5/hr (\$6)	\$5 per day/reservation (\$6?)
<b>Category B</b> Minimum of 50% Hopkins/Minnetonka resident participation & closed registration	\$17/hr (\$19)	\$24/hr (\$27)	\$17/hr (\$19)	\$14/hr (\$16)	\$21/hr (\$23)	\$17/hr (\$19)	\$24/hr (\$27)	\$10/hr (\$11)	\$5 per day/reservation (\$6?)
<b>Category C</b> Less than 50% Hopkins/Minnetonka resident participation	\$36/hr (\$40)	\$43/hr (\$48)	\$36/hr (\$40)	\$36/hr (\$40)	\$43/hr (\$48)	\$44/hr (\$49)	\$54/hr (\$60)	N/A (do not rent to non-resident groups)	N/A (do not rent to non-resident groups)



# MEMO

To: Honorable Mayor and City Council

From: Jason Lindahl, City Planner

Date: March 19, 2019

Subject: Second reading of Ordinance 2019-1138 approving a zoning code text amendment for auto related uses and authorizing its publication

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## **Proposed Action**

Move to adopt Resolution 2019-021 approving the second reading of Ordinance 2019-1138 amending the City Code related to auto related uses and authorizing its publication.

## **Overview**

This application was initiated by staff in response to code enforcement complaints and a study of auto related uses in Hopkins. In 2018, the City considered revisions to the zoning standards for auto related uses (auto sales, auto repair, outdoor storage and junk vehicles). The Planning & Zoning Commission reviewed staff's recommended zoning changes during their February and March meetings where they recommended approval by the City Council.

Staff reviewed this item with the City Council during the February and March 2018 work sessions and brought the Planning & Zoning Commission's recommended changes to the City Council in April. During that meeting, the City Council tabled the item. In May, the City Council decided to approve a one year moratorium on auto related uses to allow more time for study and public engagement.

During the Moratorium, staff met with the City Council to review and revise its original proposal while also seeking feedback from businesses and stakeholders. A revised zoning code text amendment was released to the public in January 2019. The Planning & Zoning Commission reviewed the revised zoning code text amendment during their February 26, 2019 meeting and recommended approval by the City Council. The City Council approved the first reading of this revised zoning code text amendment during their March 5, 2019. Staff now recommends the City Council approve the second reading of this revised zoning code text amendment and authorize its publication.

## **Attachments**

Resolution 2019-021  
Ordinance 2019-1138

**CITY OF HOPKINS**  
**Hennepin County, Minnesota**

**RESOLUTION 2019-021**

**A RESOLUTION APPROVING THE SECOND READING OF ORDINANCE 2019-1138  
AMENDING SECTIONS 515, 535, 540 AND 550 OF THE CITY CODE RELATED TO  
AUTOMOBILE REPAIR, AUTOMOBILE SALES, OUTDOOR STORAGE & JUNK VEHICLES**

**WHEREAS**, the City of Hopkins initiated an application to amend the Zoning Ordinance for automobile related uses and outdoor storage; and

**WHEREAS**, the procedural history of the application is as follows:

1. That an application to amend the Zoning Ordinance for auto related uses was initiated by the City of Hopkins on January 26, 2018; and
2. That the Hopkins City Council reviewed and discussed this item during their February 13, 2018 work session; and
3. That the Hopkins Planning & Zoning Commission, pursuant to published notice, held a public hearing to review such application on February 27 and March 27, 2018 and all persons present were given an opportunity to be heard; and
4. That written comments and analysis of City staff were considered.
5. That the Hopkins City Council was updated on this item during their March 20, 2018 City Council meeting; and
6. That the Hopkins City Council reviewed this item on April 3, 2018 and continued voted to continue it to allow more time for study; and
7. That the Hopkins City Council reviewed this item on April 17, 2018 and voted to approve Resolution 2018-033 approving the first reading of Interim Ordinance 2018-1131, regarding the regulation of automobile repair and automobile sales or leasing uses; and
8. That the Hopkins City Council reviewed this item on May 1, 2018 and voted to approve Resolution 2019-040 approving the second reading of Interim Ordinance 2018-1131, regarding the regulation of automobile repair and automobile sales or leasing uses and authorizing its publication on May 1, 2018; and
9. That Ordinance 2018-1131 was published on May 10, 2018 and established a one year moratorium on auto related uses to allow more time to study and engage the public; and
10. That the Hopkins Planning & Zoning Commission, pursuant to published notice, held a public hearing to review such application on February 26, 2019 and all persons present were given an opportunity to be heard; and
11. That written comments and analysis of City staff were considered; and

12. That the Hopkins City Council reviewed this item during their March 5, 2019 meeting and agreed with the findings of the Planning & Zoning Commission and approved the first reading.

**WHEREAS**, Minnesota Statutes, Section 412.191, Subd. 4, allows publication by title and summary in the case of lengthy ordinances; and

**WHEREAS**, the City Council finds that the following summary would clearly inform the public of the intent and effect of the Ordinances.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Hopkins hereby approves Resolution 2019-021 approving the second reading of Ordinance 2019-1138 amending Sections 515, 535, 540 and 550 of the city code related to automobile repair, automobile sales, outdoor storage and junk vehicles and authorizing its publication.

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, that the City Clerk shall cause the following summary of Ordinance 2019-1138 to be published in the official newspaper in lieu of the entire ordinance:

Public Notice

In summary, Ordinance 2019-1138 amends Sections 515 (Policy; Definitions), 535 (Business Districts), 540 (Industrial Districts) and 550 (Off-Street Parking) of the city code related to zoning standards for automobile repair, automobile sales, outdoor storage and junk vehicles.

Adopted by the City Council of the City of Hopkins this 19<sup>th</sup> day of March 2019.

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Jason Gadd, Mayor

ATTEST:

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Amy Domeier, City Clerk

**CITY OF HOPKINS**  
**Hennepin County, Minnesota**

**ORDINANCE NO. 2019-1138**

**AN ORDINANCE AMENDING SECTIONS 515, 535, 540 AND 550 OF THE CITY  
CODE RELATED TO AUTOMOBILE REPAIR, AUTOMOBILE SALES  
OUTDOOR STORAGE AND JUNK VEHICLES**

THE COUNCIL OF THE CITY OF HOPKINS DOES HEREBY ORDAIN AS FOLLOWS:

**SECTION 1.** Section 515.7, Definitions, is hereby amended to add the following:

Automobile or motor vehicle reduction yard: a lot or yard where one or more unlicensed vehicles, or the remains thereof, are kept for the purpose of dismantling, wrecking, crushing, repairing, rebuilding, sale of parts, sale of scrap, storage or abandonment.

Accessory or Ancillary Use: A use incidental to and customarily associated with a specific principal use, located on the same lot or parcel.

Subd. 169. Open Outdoor storage: The keeping in an unroofed and open area a substantial part of which is visible to the public view from a street right-of-way 50 feet or more in width, or adjacent to a residentially zoned area used for such purposes, any equipment, machinery, inventory, junk, parts, and other such items in the same location for more than 24 hours. (Added Ord. 95-758) Exterior depository, stockpiling, or safekeeping of all merchandise, materials, supplies, products (finished or unfinished), equipment, vehicles or trailers, or the like. Outdoor storage areas are located within a clearly defined boundary and may be enclosed by a structure that includes a roof but no side walls or any uncovered areas surrounded by fencing, berming, landscaping or other screening material. Outdoor storage does not include, and shall not be located in any parking, loading, maneuvering or pedestrian area.

Sub. 196. Restaurant – Carry Out and/or Delivery: Food is prepared for consumption off the premises only. Any establishment that provides, as a principal use, the preparation and sale of food and/or beverages in a ready-to consume state, primarily for consumption off the premises. A carryout restaurant shall not include drive-through facilities.

**SECTION 2.** 535 Subdivision 3, Permitted Uses, is hereby amended to add the following:

<b>Permitted Uses</b>	<b>B-1</b>	<b>B-2</b>	<b>B-3</b>	<b>B-4</b>
8. <u>Automobile Repair - Minor</u>			<u>X(2)XB</u>	
10. <u>Automobile Sales and/or Lease</u>			(2)XA	
18. <u>Bike Sales</u>		<u>X</u>	<u>X</u>	X
74. <u>Motors Repairing</u>			<u>X</u>	
83. <u>Pet Grooming</u>		<u>X</u>	X	
Sub. 196. <u>Restaurant – Carry Out and/or Delivery</u>		<u>X</u>		

**SECTION 3.** 535.03, Subdivision 3, Conditional Use Requirements, is hereby amended to add the following:

A) New Automobile Sales or Leasing ~~including sales lot and major auto repair provided:~~

1. Building to Parking/Display Area Ratio. ~~The sales lot parking or display area shall not be larger in square footage than the square footage of the building devoted to the related business.~~
2. Setback. A 20-foot front yard setback in which there shall be no auto parking. Within this 20-foot setback there shall be a permanent barrier of landscaping.
3. Exterior Lighting. Exterior Lighting shall be consistent in character, design and bulb type throughout the entire site.
  - a. Lighting of the sales lot shall be totally from indirect lighting;
  - b. Light shall be directed toward the ground. Externally lit signs, display, building and aesthetic lighting must be lit from the top and shine downward. Lighting must be shielded to prevent direct glare.
  - c. Light levels shall not exceed 0.5 lumens at any residential property line or 1.0 lumens at any nonresidential property line.
  - d. The maximum height for exterior lighting shall be thirty (30) feet. The maximum height for exterior lighting within one hundred (100) feet of a residential use or district shall be twenty (20) feet.
  - e. All nonessential lighting shall be turned off after business hours, leaving only the lighting necessary for site security.
4. Screening. ~~Should the lot abut an R district an acceptable design of screening fence five~~ six feet in height shall be constructed along the abutting lot line(s);
5. Vehicle Size. The auto sales lot shall not include vehicles over a 9,000 lb. rated weight;
6. Junk Vehicles. ~~No Junk vehicles which are unlicensed and/or inoperative shall be stored on the premises; (Added Ord. 96-787).~~ shall comply with Section 550.01, Subdivision 11, Junk Vehicles.
7. Outdoor Activity. ~~All repair, assembly, disassembly or maintenance of vehicles shall occur within a closed building, except minor maintenance including tire inflation, adding oil, and wiper replacement.~~

8. Outdoor Storage. Outdoor storage of parts, materials, or equipment is prohibited. No outside storage or display except vehicles for sale or rent lease with a valid license or dealer inventory control number.
9. Public Address Systems. No public address system.
10. Test Driving. No test driving of vehicles on local residential streets as designated in the comprehensive plan.
11. Sales Activity. Used car lots sales shall be permitted only when an integral part of a new car dealership.
12. Vehicle Parking or Display. Automobile Sales and Leasing uses shall designate on a site plan areas for required off-street parking including customer parking and areas for inventory vehicle display. Such required off-street parking areas shall be designed and maintained in compliance with Section 550, Off-Street Parking and other applicable sections of this code. No site shall contain more vehicles than can be placed in accordance with these standards. No vehicle shall be positioned in any way to interfere with access to any parking, loading, maneuvering or pedestrian area.
13. Accessory Fuel Station. An Accessory Fuel Station may be allowed provided it is not visible from a public right-of-way and it is secured so as to insure its exclusive use by the Automobile Sales or Leasing business for the fueling its inventory. Retail sale of gasoline to the general public is prohibited.
14. Ancillary Automobile Repair. Automobile Sales or Leasing uses require a separate conditional use permit for ancillary automobile repair. Ancillary automobile repair associated with an Automobile Sales or Leasing use may include either minor and/or major automobile repair. Automobile Sales or Leasing uses that include ancillary automobile repair shall not be located on property that abuts a residential use or district.

B) Automobile Repair – Minor

1. Building to Parking Area Ratio. The parking area shall not be larger in square footage than the square footage of the building devoted to the related business.
2. Setback. Conformance with the standard setbacks for the zoning district in which the property is located.
3. Exterior Lighting. Exterior lighting shall be consistent in character, design and bulb type throughout the entire site.
  - a. Light shall be directed toward the ground. Externally lit signs, display, building and aesthetic lighting must be lit from the top and shine downward. Lighting must be shielded to prevent direct glare.

- b. Light levels shall not exceed 0.5 lumens at any residential property line or 1.0 lumens at any nonresidential property line.
- c. The maximum height for exterior lighting shall be thirty (30) feet. The maximum height for exterior lighting within one hundred (100) feet of a residential use or district shall be twenty (20) feet.
- d. All nonessential lighting shall be turned off after business hours, leaving only the lighting necessary for site security.
- 4. Screening. Should the lot abut an R district, an acceptable design of screening fence five six (6) feet in height shall be constructed along the abutting lot line(s);
- 5. Junk Vehicles. Junk vehicles shall comply with Section 550.01, Subdivision 11, Junk Vehicles.
- 6. Outdoor Activity. All repair, assembly, disassembly or maintenance of vehicles shall occur within an enclosed building, except minor maintenance including tire inflation, adding oil, wiper or battery replacement, glass repair or replacement, paintless dent repair and the like.
- 7. Outdoor Storage. Outdoor storage of parts, materials, or equipment is prohibited except licensed vehicles awaiting repair or repaired vehicles awaiting pick up.
- 8. Public Address Systems. No public address system.
- 9. Test Driving. No test driving of vehicles on local residential streets as designated in the comprehensive plan.
- 10. Vehicle Parking or Display. Automobile repair uses shall designate on a site plan areas for required off-street parking including customer parking, storage of inoperable vehicles awaiting repair and repaired vehicles awaiting pick up. Such required off-street parking areas shall be designed and maintained in compliance with Section 550, Off-Street Parking and other applicable sections of this code. No site shall contain more vehicles than can be placed in accordance with these standards. No vehicle shall be positioned in any way to interfere with access to any repair bay or any parking, loading, maneuvering or pedestrian area.

**SECTION 4.** 540.01, Industrial Districts, is hereby amended as follows:

<b>Permitted Uses</b>	<b>I-1 Industrial</b>	<b>I-2 General Industrial</b>
<u>Auto Reduction Yard</u>	<u>X</u>	<u>X</u>
<u>Vehicle painting, body work, repair</u>	<u>X</u>	<u>X</u>

**SECTION 5.** 540.03. Conditional Uses: I Districts, is hereby amended as follows:

A) Automobile Repair – Major subject to:

1. Building to Parking/Display Area Ratio. The parking or display area shall not be larger in square footage than the square footage of the building devoted to the related business.
2. Setback. Conformance with the standard setbacks for the zoning district in which the property is located.
3. Exterior Lighting. Exterior Lighting shall be consistent in character, design and bulb type throughout the entire site.
  - a. Light shall be directed toward the ground. Externally lit signs, display, building and aesthetic lighting must be lit from the top and shine downward. Lighting must be shielded to prevent direct glare.
  - b. Light levels shall not exceed 0.5 lumens at any residential property line or 1.0 lumens at any nonresidential property line.
  - c. The maximum height for exterior lighting shall be thirty (30) feet. The maximum height for exterior lighting within one hundred (100) feet of a residential use or district shall be twenty (20) feet.
  - d. All nonessential lighting shall be turned off after business hours, leaving only the lighting necessary for site security.
4. Screening. Should the site abut an R district an acceptable design of screening six feet in height shall be constructed along the abutting lot line(s);
5. Junk Vehicles. Junk vehicles awaiting repair or pick up shall comply with Section 550.01, Subdivision 11, Junk Vehicles.
6. Outdoor Activity. All repair, assembly, disassembly or maintenance of vehicles shall occur within an enclosed building, except minor maintenance including tire inflation, adding oil, and wiper or battery replacement, glass repair or replacement, paintless dent repair and the like.
7. Outdoor Storage. Outdoor storage of parts, materials, or equipment is prohibited ~~No outside storage or display~~ except licensed vehicles awaiting repair or repaired vehicles awaiting pick up.
8. Public Address Systems. No public address system.
9. Test Driving. No test driving of vehicles on local residential streets as designated in the comprehensive plan.
10. Vehicle Parking or Display. Automobile repair uses shall designate on a site plan areas for required off-street parking including customer parking, storage of inoperable vehicles

awaiting repair and repaired vehicles awaiting pick up. Such required off-street parking areas shall be designed and maintained in compliance with Section 550, Off-Street Parking and other applicable sections of this code. No site shall contain more vehicles than can be placed in accordance with these standards. No vehicle shall be positioned in any way to interfere with access to any repair bay or any parking, loading, maneuvering or pedestrian area.

11. All painting must be conducted in an approved paint booth. All paint booths and all other activities of the operation shall thoroughly control the emission of fumes, dust, or other particulate matter in compliance with Minnesota pollution control standards and applicable fire and building codes.

**SECTION 6.** 550.01, Subdivision 11. Junk Vehicles, is hereby amended as follows:

~~Subd. 11. Junk vehicles. The parking of any junk vehicle, as defined in Section 515.07 Subd. 93, for more than 30 days within any business district (B-1, B-2, B-3, or B-4), or industrial district (I-1 or I-2) is prohibited, including the parking of vehicles awaiting repair. The extension of no more than 150 days extension may be obtained for vehicles awaiting Sheriff's sale upon application to the City Planner and presentation of evidence sufficient to the Planner of intent to sell the vehicles at the Sheriff's sale. (Added Ord. 07-986). It is unlawful for any person to park, store or leave any junked motor vehicle, whether attended or not, upon any public or private property within the city, or for any person, as an owner of or an occupant having control of private property within the city to permit the parking, storing or leaving of any junked vehicle upon such private property, unless such junked vehicle is within an enclosed building or structure lawfully situated upon private property or is so parked, stored or left upon private property lawfully zoned and operated as a recycling operation.~~

**SECTION 7.** This ordinance shall take effect and be in force upon its publication, in accordance with Section 3.07 of the City Charter.

First Reading:	March 5, 2019
Second Reading:	March 19, 2019
Date of Publication:	March 28, 2019
Date Ordinance Takes Effect:	March 28, 2019

ATTEST:

\_\_\_\_\_  
Amy Domeier, City Clerk

\_\_\_\_\_  
Jason Gadd, Mayor



# MEMO

To: Honorable Mayor and City Council

From: Jason Lindahl, City Planner

Date: March 19, 2019

Subject: Second reading of Ordinance 2019-1139, rezoning all properties within the Downtown Overlay District currently zoned B-3, General Commercial District to B-2, Central Business District.

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## **Proposed Action**

Move to adopt Resolution 2019-022 approving the second reading of Ordinance 2019-1139, rezoning all properties within the Downtown Overlay District currently zoned B-3, General Commercial District to B-2, Central Business District and authorizing its publication.

## **Overview**

The applicant, the City of Hopkins, requests rezoning of selected properties within the Downtown Overlay District. In reviewing the zoning standards for auto related uses (Planning Application 2018-03-TA), staff discovered inconsistent zoning classifications within the Downtown Overlay district. To resolve this inconsistency, staff recommends rezoning all properties within the Downtown Overlay District currently zoned B-3, General Commercial to B-2, Central Business District. These properties are generally located on either side of Mainstreet between 6<sup>th</sup> and 8<sup>th</sup> Avenues and between 11<sup>th</sup> and 13<sup>th</sup> Avenues (see attached maps).

The Planning & Zoning Commission recommended the City Council approve this item after holding a public hearing during their February 26, 2019 meeting. The City Council approved the first reading of this item during their March 5, 2019 meeting. Staff now recommends the City Council approve the second reading of this item and authorize its publication.

## **Attachments**

Resolution 2019-022  
Ordinance 2019-1139  
Downtown Overlay District Rezoning Map

**CITY OF HOPKINS**  
**Hennepin County, Minnesota**

**RESOLUTION 2019-022**

**A RESOLUTION APPROVING THE SECOND READING OF ORDINANCE 2019-1139  
REZONING ALL PROPERTIES WITHIN THE DOWNTOWN OVERLAY DISTRICT  
CURRENTLY ZONED B-3, GENERAL COMMERCIAL DISTRICT TO B-2, CENTRAL  
BUSINESS DISTRICT**

**WHEREAS**, the applicant, the City of Hopkins, initiated an application requesting to rezone all properties within the Downtown Overlay District currently zoned B-3, General Commercial to B-2, Central Business District, and

**WHEREAS**, these properties are legally described in Ordinance 2019-1139; and

**WHEREAS**, the procedural history of the application is as follows:

1. That the above stated application were initiated by the applicant on January 25, 2019;
2. That the Hopkins Planning and Zoning Commission, pursuant to published and mailed notice, held a public hearing on the application and reviewed such application on February 26, 2019: all persons present were given an opportunity to be heard; and,
3. That the written comments and analysis of City staff were considered; and,
4. That the Hopkins Planning & Zoning Commission voted 6-0 to recommend the City Council approve this request; and
5. That the Hopkins City Council reviewed this application during their March 5, 2019 meeting, agreed with the findings of the Planning & Zoning Commission and approved the first reading; and

**WHEREAS**, Minnesota Statutes, Section 412.191, Subd. 4, allows publication by title and summary in the case of lengthy ordinances; and

**WHEREAS**, the City Council finds that the following summary would clearly inform the public of the intent and effect of the Ordinances.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Hopkins hereby approves Resolution 2019-022 approving the second reading of Ordinance 2019-1139 rezoning all properties within the Downtown Overlay District currently zoned B-3, General Commercial District to B-2, Central Business District and authorizing its publication.

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, that the City Clerk shall cause the following summary of Ordinance 2019-1139 to be published in the official newspaper in lieu of the entire ordinance:

Public Notice

In summary, Ordinance 2019-1139 rezones all properties within the Downtown Overlay District currently zoned B-3, General Commercial District to B-2, Central Business District. All such properties are described in Exhibit A below and shall remain part of the Downtown Overlay

District.

**EXHIBIT A**

**PROPERTY AFFECTED**

<b>Properties within the Downtown Overlay District to be Rezoned from B-3 to B-2</b>			
<b>Number</b>	<b>Address &amp; Parcel Identification Number (PID)</b>	<b>Number</b>	<b>Address &amp; Parcel Identification Number (PID)</b>
1	6 – 6th Avenue North PID 24-117-22-42-0029	17	3 – 7th Avenue North PID 24-117-22-42-0179
2	611 Mainstreet PID 24-117-22-42-0184	18	1106 Mainstreet PID 24-117-22-34-0249
3	615 Mainstreet PID 24-117-22-42-0183	19	621 Mainstreet PID 24-117-22-42-0181
4	619 Mainstreet PID 24-117-22-42-0182	20	1221 Mainstreet PID 24-117-22-31-0062
5	621 Mainstreet PID 24-117-22-42-0181	21	Common area for townhomes PID 24-117-22-42-0185
6	9 - 7th Avenue South PID 24-117-22-43-0032	22	1209 Mainstreet PID 24-117-22-31-0135
7	750 Mainstreet PID 24-117-22-43-0164	23	1201 Mainstreet PID 24-117-22-31-0059
8	30 Address Unassigned PID 24-117-22-43-0159	24	1111 Mainstreet PID 24-117-22-31-0149
9	15 - 8th Avenue South PID 24-117-22-34-4085	25	3 ½ - 7th Avenue North PID 24-117-22-42-0178
10	PID 24-117-22-34-0300 (only the segment that was zoned B-3 when this Ordinance was adopted)	26	15 – 8th Avenue North PID 24-117-22-42-0177
11	1 – 7th Avenue North PID 24-117-22-42-0180	27	10 – 7th Avenue North PID 24-117-22-42-0173
12	1218 Mainstreet PID 24-117-22-34-0301	28	19 – 8th Avenue North PID 24-117-22-42-0176
13	1208 Mainstreet PID 24-117-22-34-0081	29	1213 Mainstreet PID 24-117-22-31-0136
14	1208 Mainstreet PID 24-117-22-34-0082	30	715 Mainstreet PID 24-117-22-42-0172
15	1206 Mainstreet PID 24-117-22-34-0083	31	9 – 7th Avenue South PID 24-117-22-43-0239
16	1200 Mainstreet PID 24-117-22-42-0179	32	9 – 7th Avenue South PID 24-117-22-43-0240

Adopted by the City Council of the City of Hopkins this 19<sup>th</sup> day of March 2019.

\_\_\_\_\_  
Jason Gadd, Mayor

ATTEST:

\_\_\_\_\_  
Amy Domeier, City Clerk

**CITY OF HOPKINS  
Hennepin County, Minnesota**

**ORDINANCE NO. 2019-1139**

**AN ORDINANCE REZONING PROPERTY WITHIN THE DOWNTOWN OVERLAY  
DISTRICT CURRENTLY ZONED B-3, GENERAL COMMERCIAL DISTRICT TO B-2,  
CENTRAL BUSINESS DISTRICT**

THE COUNCIL OF THE CITY OF HOPKINS DOES HEREBY ORDAIN AS  
FOLLOWS:

1. That all property within the Downtown Overlay District currently zoned B-3, General Commercial, which property is described on Exhibit A attached hereto, is hereby rezoned to B-2, Central Business District.
2. The property remains part of the Downtown Overlay District.

First Reading:	March 5, 2019
Second Reading:	March 19, 2019
Date of Publication:	March 28, 2019
Date Ordinance Takes Effect:	March 28, 2019

ATTEST:

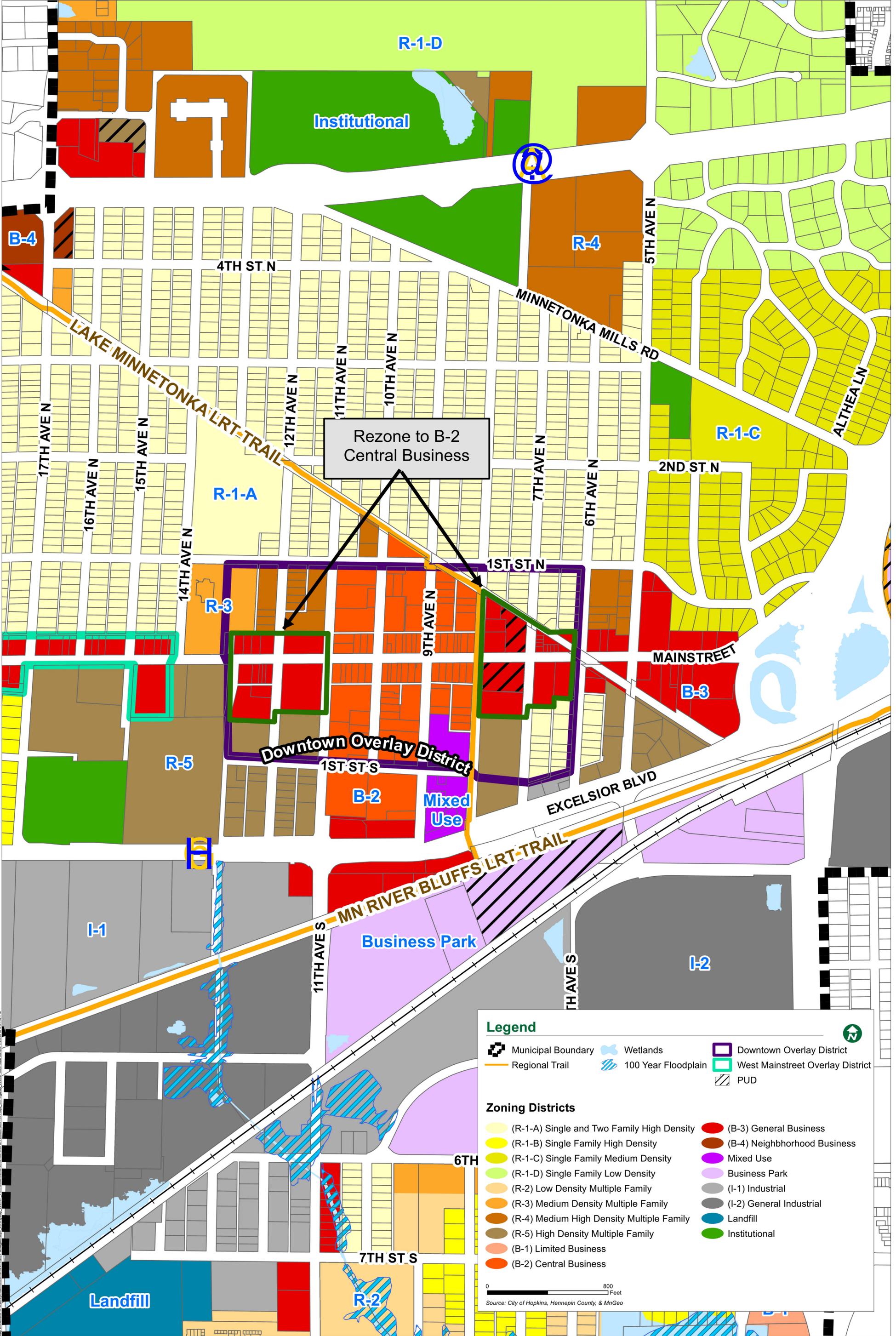
\_\_\_\_\_  
Jason Gadd, Mayor

\_\_\_\_\_  
Amy Domeier, City Clerk

**EXHIBIT A**

PROPERTY AFFECTED

<b>Properties within the Downtown Overlay District to be Rezoned from B-3 to B-2</b>			
<b>Number</b>	<b>Address &amp; Parcel Identification Number (PID)</b>	<b>Number</b>	<b>Address &amp; Parcel Identification Number (PID)</b>
1	6 – 6th Avenue North PID 24-117-22-42-0029	17	3 – 7th Avenue North PID 24-117-22-42-0179
2	611 Mainstreet PID 24-117-22-42-0184	18	1106 Mainstreet PID 24-117-22-34-0249
3	615 Mainstreet PID 24-117-22-42-0183	19	621 Mainstreet PID 24-117-22-42-0181
4	619 Mainstreet PID 24-117-22-42-0182	20	1221 Mainstreet PID 24-117-22-31-0062
5	621 Mainstreet PID 24-117-22-42-0181	21	Common area for townhomes PID 24-117-22-42-0185
6	9 - 7th Avenue South PID 24-117-22-43-0032	22	1209 Mainstreet PID 24-117-22-31-0135
7	750 Mainstreet PID 24-117-22-43-0164	23	1201 Mainstreet PID 24-117-22-31-0059
8	30 Address Unassigned PID 24-117-22-43-0159	24	1111 Mainstreet PID 24-117-22-31-0149
9	15 - 8th Avenue South PID 24-117-22-34-4085	25	3 ½ - 7th Avenue North PID 24-117-22-42-0178
10	PID 24-117-22-34-0300 (only the segment that was zoned B-3 when this Ordinance was adopted)	26	15 – 8th Avenue North PID 24-117-22-42-0177
11	1 – 7th Avenue North PID 24-117-22-42-0180	27	10 – 7th Avenue North PID 24-117-22-42-0173
12	1218 Mainstreet PID 24-117-22-34-0301	28	19 – 8th Avenue North PID 24-117-22-42-0176
13	1208 Mainstreet PID 24-117-22-34-0081	29	1213 Mainstreet PID 24-117-22-31-0136
14	1208 Mainstreet PID 24-117-22-34-0082	30	715 Mainstreet PID 24-117-22-42-0172
15	1206 Mainstreet PID 24-117-22-34-0083	31	9 – 7th Avenue South PID 24-117-22-43-0239
16	1200 Mainstreet PID 24-117-22-42-0179	32	9 – 7th Avenue South PID 24-117-22-43-0240



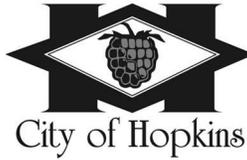
**Legend**

- Municipal Boundary
- Regional Trail
- Wetlands
- 100 Year Floodplain
- Downtown Overlay District
- West Mainstreet Overlay District
- PUD

**Zoning Districts**

- (R-1-A) Single and Two Family High Density
- (R-1-B) Single Family High Density
- (R-1-C) Single Family Medium Density
- (R-1-D) Single Family Low Density
- (R-2) Low Density Multiple Family
- (R-3) Medium Density Multiple Family
- (R-4) Medium High Density Multiple Family
- (R-5) High Density Multiple Family
- (B-1) Limited Business
- (B-2) Central Business
- (B-3) General Business
- (B-4) Neighborhood Business
- Mixed Use
- Business Park
- (I-1) Industrial
- (I-2) General Industrial
- Landfill
- Institutional

0 800 Feet  
Source: City of Hopkins, Hennepin County, & MnGeo



March 19, 2019

Council Report 2019-031

**DECLARE COST TO BE ASSESSED AND  
ORDER ASSESSMENT HEARING  
2019 STREET AND UTILITY IMPROVEMENTS**

**CITY PROJECT NO. 2018-10**

**Proposed Action**

Staff recommends approval of the following motion: adopt Resolution 2019-025, Declaring Cost to be Assessed and Ordering Preparation of Proposed Assessment; and Resolution 2019-026, Resolution for Hearing on Proposed Assessments, 2019 Street and Utility Improvements, City Project 2018-10.

This action continues an assessable project.

**Overview**

The bid opening for the 2019 Street and Utility Improvements was March 7, 2019. The low bid was \$4,610,065.34, submitted by Northwest Asphalt. A total of three (3) bids were received. Assessment calculations will be prepared based on the lowest responsible bid and include construction contingency and indirect costs.

**Primary Issues To Consider**

- Project Costs and Assessments
- Public Information
- Schedule
- Recommendation

**Supporting Information**

- Resolutions: 2019-025, 2019-026

Eric Klingbeil, P.E.  
Assistant City Engineer

Financial Impact: <u>N/A</u> Budgeted Y/N <u>  </u> Source: <u>N/A</u>
Related Documents (CIP, ERP, etc.): _____
Notes: _____

- **Project Costs and Assessments**

Based on the low bid the total estimated project cost is \$4,610,065.34. The current estimated project amount has remained unchanged from estimate at the time of plan approval. An additional benefit appraisal report was order for a number of properties with unique situations to ensure the assessment policy was being applied in an equitable manner. A summary of assessment impacts from previous assessment rolls to the current assessment is as follows:

- 60 properties will see no change from the estimated assessment amount.
- 94 properties will see a decrease from the estimated assessment.
  - 62 properties have been removed from the assessment roll because a benefit appraisal showed that the property was not befitting from this project.
  - 32 properties facing a utility service assessment will see a decrease for the utility costs from the preliminary assessment estimate due to unit prices on smaller utility services
- 9 properties will see increases from the estimates.
  - 9 properties facing a utility service assessment will see a increase for the utility costs from the preliminary assessment estimate due to unit prices on larger utility services

The interest rate will be 2 percentage points above the Total Interest Cost (TIC) of the bonds to be sold for the project, it is anticipated that the rate will be between 4.25% and 7% for this project. Staff recommends adopting a 15-year term for the assessment as discussed at previous City Council meetings.

- **Public Information**

Staff will be holding a public information meeting in advance of the public hearing to provide additional information relating to the assessment process and answer questions. The tentative date for this meeting is April 10, 2019, an update will be provided to council once the dates are finalized. Notice of these meetings will be mailed with the public hearing notice.

- **Schedule**

Order Assessment Hearing	March 19, 2019
Assessment Hearing/Adopt Assessment Roll/ Accept Bids/Award Contract	April 16, 2019

- **Recommendation**

Staff recommends that council order preparation of the proposed assessment and schedule a public hearing for the assessment for April 16, 2019.

**CITY OF HOPKINS  
HENNEPIN COUNTY, MINNESOTA**

**RESOLUTION 2019-025**

**RESOLUTION DECLARING COST TO BE ASSESSED, AND ORDERING  
PREPARATION OF PROPOSED ASSESSMENT**

**WHEREAS**, costs have been determined for the improvements along Cambridge Street, Lake Street Northeast, Van Buren Avenue N, Tyler Avenue N, Hiawatha Avenue, and Oak Park Lane, including pavement, curbing, sidewalk, signage, drainage, water and sanitary sewer improvements and all necessary appurtenances and the bid price for such improvement is \$4,610,065.34, and the expenses incurred or to be incurred in the making of such improvement including construction contingencies amount to \$964,934.66 so that the total cost of the improvement will be \$5,575,000.00.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Hopkins, Minnesota, that:

1. The portion of the cost of such improvement to be paid by the city is hereby declared to be \$4,384,451.58, the portion of the cost to be assessed against benefited property owners is declared to be \$1,190,548.42.
2. Assessments shall be payable in equal annual installments extending over a period of 15 years, the first of the installments to be payable on or after the first Monday in January, 2020, and shall bear interest at the rate 2 percentage points above the true interest cost of the bonds sold for this project.
3. The city clerk, with the assistance of the city engineer, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and she shall file a copy of such proposed assessment in her office for public inspection.
4. The clerk shall upon the completion of such proposed assessment, notify the council thereof.

Adopted by the City Council this 19<sup>th</sup> day of March, 2019.

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Jason Gadd, Mayor

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Amy Domeier, City Clerk

**CITY OF HOPKINS  
HENNEPIN COUNTY, MINNESOTA**

**RESOLUTION 2019-026**

**RESOLUTION FOR HEARING ON PROPOSED ASSESSMENT**

**WHEREAS**, by a resolution passed by the Hopkins City Council on March 19, 2019 the city clerk was directed to prepare a proposed assessment of the cost of improvements along Cambridge Street, Lake Street Northeast, Van Buren Avenue N, Tyler Avenue N, Hiawatha Avenue, and Oak Park Lane, including pavement, curbing, sidewalk, signage, drainage, water and sanitary sewer improvements and all necessary appurtenances,

**AND WHEREAS**, the clerk has been directed to complete the proposed assessment and put it on file in her office for public inspection,

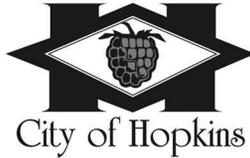
**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Hopkins, Minnesota, that:

1. A hearing shall be held on the 16<sup>th</sup> day of April, 2018 in the Fire Hall at 7:00 p.m. to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The city clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and she shall state in the notice the total cost of the improvement. She shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearings.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the assessment clerk, except that no interest shall be charged if the entire assessment is paid on or before July 31, 2019. Any such owner may at any time thereafter, pay to the assessment clerk the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 29, 2019 or interest will be charged through December 31 of the succeeding year.

Adopted by the council this 19<sup>th</sup> day of March, 2019.

\_\_\_\_\_  
Jason Gadd, Mayor

\_\_\_\_\_  
Amy Domeier, City Clerk



March 19, 2019

Council Report 2019-032

**ORDER FEASIBILITY REPORT  
2020 & 2021 STREET AND UTILITY IMPROVEMENTS  
CITY PROJECT 2019-010**

**Proposed Action**

Staff recommends the following motion: Adopt Resolution 2019-027 ordering the preparation of a feasibility report for the 2020 & 2021 Street and Utility Improvements and authorizing Mayor and City Manager to enter into an agreement with Bolton & Menk, Inc. to prepare the report.

This action is the first step in the process of improving selected streets in 2020 & 2021 and assessing abutting properties per City assessment policy. A petition to improve any of the proposed streets has not been submitted to the City.

**Overview**

The 2019 - 2023 CIP identifies street and utility improvements for the years 2020 & 2021. Streets proposed for improvement include Preston Lane, Boyce Street, Goodrich Street, Ashley Road, Holly Road, Oakwood Road, Interlachen Road, Maple Hill Road, Homedale Road, Hawthorne Road, Meadowbrook Road, and Blake Road from Spruce Road to Boyce Street.

The first step in proceeding with the project is ordering a feasibility report. Staff has selected a qualified consultant to undertake topographic survey work, geotechnical evaluation and the preliminary engineering report. The cost of these services is \$393,899. Final design and construction observation services will be negotiated separately after the feasibility report phase and the Council's ordering of the improvement project.

**Primary Issues to Consider**

- Project background
- Consultant Selection and Fees
- Project schedule

**Supporting Information**

- Consultant Proposal
- Project Location Map
- Resolution 2019-027

Eric Klingbeil, P.E., Assistant City Engineer

Financial Impact: \$ 393,899 Budgeted: Y/N Y Source: Utility Funds, PIR Funds, Special Assessments, Other Government Agencies Related Documents (CIP, ERP, etc.): CIP

Notes:

### **Analysis of Issues**

- **Project background**

The condition of the street segments selected for improvement is generally categorized as poor by the City's Pavement Management Program. In addition, public utilities in the project area are nearing the end of their lifecycle.

The amount budgeted for this project in the current CIP is \$17,960,000.

- **Selection of consultant/proposed fees**

Staff solicited a proposal from Bolton & Menk, Inc. This firm has provided exemplary service on many past City projects. Staff believes the value of a quality consultant with considerable Hopkins experience and a proven track record is important to a successful project. Their close interaction with residents on past projects has been a key component for success, and a major factor in the selection of this firm.

The proposed fee of \$393,899 includes costs for wetland investigation, preliminary design, private utility coordination including UAV photography, geotechnical investigations, benefit appraisals, and alternatives analysis for bicycle and pedestrian facilities. The cost compares favorably with comparable projects in other communities and fees charged by other consultants.

- **Project schedule**

The feasibility report is tentatively scheduled to be presented to Council at the August 20, 2019 meeting. This puts us on a schedule to advertise for bids in January 2020, which should help secure competitive bids for the project. Construction is anticipated to begin in the spring of 2020 and be completed in the fall of 2021.

As in the past, the staff will conduct multi-step public outreach including notification to residents of the project and survey work to be done, upcoming public information meetings, and information regarding assessments and the accompanying public process.

**CITY OF HOPKINS**

**HENNEPIN COUNTY, MINNESOTA**

**RESOLUTION 2019-027**

**RESOLUTION ORDERING THE PREPARATION OF A FEASIBILITY REPORT  
FOR YEAR 2020 & 2021 STREET AND UTILITY IMPROVEMENTS  
CITY PROJECT 2019-010**

**WHEREAS**, the following streets are in need of reconstruction: Preston Lane, Boyce Street, Goodrich Street, Ashley Road, Holly Road, Oakwood Road, Interlachen Road, Maple Hill Road, Homedale Road, Hawthorne Road, Meadowbrook Road, and Blake Road from Spruce Road to Boyce Street; and

**WHEREAS**, City staff is requesting that these streets be upgraded under the City's assessment policy even though no petition for the upgrade has been submitted; and

**WHEREAS**, the first step in the assessment procedure is the ordering of a feasibility report.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Hopkins, Minnesota, that the proposed improvements be referred to the firm Bolton and Menk, Inc. for study and that they be instructed to report to the Council with all convenient speed advising the Council in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible and as to whether it should best be made as proposed or in connection with some other improvement, and the estimated cost of the improvement as recommended.

Adopted by the City Council of the City of Hopkins, Minnesota, this 19<sup>th</sup> day of March, 2019.

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Jason Gadd, Mayor

ATTEST:

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Amy Domeier, City Clerk



**BOLTON  
& MENK**

Real People. Real Solutions.

12224 Nicollet Avenue  
Burnsville, MN 55337-1649

Ph: (952) 890-0509  
Fax: (952) 890-8065  
Bolton-Menk.com

February 22, 2019

Mr. Eric Klingbeil, P.E., Assistant City Engineer  
City of Hopkins  
11100 Excelsior Blvd  
Hopkins, MN 55343

Re: Proposal for Professional Engineering and Surveying Services  
2020/2021 Street and Utility Improvements – Topographic Survey & Feasibility Study  
City of Hopkins, Minnesota

Mr. Klingbeil:

We are pleased to offer you our proposal for professional engineering and surveying services for the feasibility phase of the City of Hopkins' 2020/2021 Street and Utility Improvements. This proposal is based on our conversation and review of the project areas over the past months, our knowledge of the project needs based on past experience with similar infrastructure, and an initial review of project area record drawings.

Our proposed fee for the topographic survey and feasibility phase of this project is \$393,899 for 2,796 proposed hours of labor and efforts by two specialized subconsultants. In addition to our standard topographic survey, preliminary design and feasibility report preparation, and public engagement, the proposed efforts include:

- A UAV drone flight for improved aerial photography and enhanced private utility coordination
- Geotechnical work by Braun Intertec and benefit appraisals by an independent subconsultant

This proposal has been prepared in the form of our standard agreement consistent with past projects. In addition to the enclosed standard agreement, Exhibit I details the scope of work to be performed. The schedule presented in Exhibit I illustrates a streamlined schedule consistent with the approach followed by Hopkins on past projects. If you have any questions regarding this proposal or would like to discuss any of its details, please do not hesitate to contact either of us.

We truly appreciate and value our continued working relationship with the City of Hopkins.

Sincerely,

**Bolton & Menk, Inc.**

Michael J. Waltman, P.E.  
Principal Engineer

Nicholas J. Amatuccio, P.E.  
Project Engineer

**AGREEMENT FOR PROFESSIONAL SERVICES**

**TOPOGRAPHIC SURVEY AND FEASIBILITY STUDY**  
**2020/2021 STREET & UTILITY IMPROVEMENTS**

**CITY OF HOPKINS, MINNESOTA**

This Agreement, made this 19<sup>th</sup> day of March, 2019, by and between CITY OF HOPKINS, 11100 Excelsior Blvd, Hopkins, MN 55343, hereinafter referred to as CLIENT, and BOLTON & MENK, INC., 12224 Nicollet Avenue, Burnsville, MN 55337, hereinafter referred to as CONSULTANT.

WITNESS, whereas the CLIENT requires professional services in conjunction with the 2020/2021 STREET & UTILITY IMPROVEMENTS and whereas the CONSULTANT agrees to furnish the various professional services required by the CLIENT.

NOW, THEREFORE, in consideration of the mutual covenants and promises between the parties hereto, it is agreed:

**SECTION I - CONSULTANT'S SERVICES**

- A. The CONSULTANT agrees to perform the various Basic Services in connection with the proposed project as described in Exhibit I.
- B. Upon mutual agreement of the parties hereto, Additional Services may be authorized as described in Exhibit I or as described in Paragraph IV.B.

**SECTION II - THE CLIENT'S RESPONSIBILITIES**

- A. The CLIENT shall promptly compensate the CONSULTANT in accordance with Section III of this Agreement.
- B. The CLIENT shall place any and all information related to the project in its custody at the disposal of the CONSULTANT for its use. Such information shall include but shall not be limited boundary surveys, topographic surveys, preliminary sketch plan layouts, building plans, soil surveys, abstracts, deed descriptions, tile maps and layouts, aerial photos, utility agreements, environmental reviews, and zoning limitations. The CONSULTANT may rely upon the accuracy and sufficiency of all such information in performing services unless otherwise instructed, in writing, by CLIENT. This obligation shall not include information that is classified as private or confidential under the Minnesota Government Data Practices Act (MGDPA), unless access to such information is essential to the CONSULTANT's scope of services, in which case the CLIENT shall establish in writing, and CONSULTANT shall comply with, any conditions governing access to and use of such private or confidential information.
- C. The CLIENT will guarantee access to and make all provisions for entry upon both public and private portions of the project and pertinent adjoining properties.
- D. The CLIENT will give prompt notice to the CONSULTANT whenever the CLIENT observes or otherwise becomes aware of any defect in the proposed project.

- E. The CLIENT shall designate a liaison person to act as the CLIENT'S representative with respect to services to be rendered under this Agreement. Said representative shall have the authority to transmit instructions, receive instructions, receive information, interpret and define the CLIENT'S policies with respect to the project and CONSULTANT'S services.
- F. The CLIENT shall provide such legal, accounting, independent cost estimating and insurance counseling services as may be required for completion of the consultant services described in this agreement.
- G. The CLIENT will obtain any and all regulatory permits required for the proper and legal execution of the project.
- H. The CLIENT will hire, when requested by the CONSULTANT, an independent test company to perform laboratory and material testing services, and soil investigation that can be justified for the proper design and construction of the project. The CONSULTANT shall assist the CLIENT in selecting a testing company. Payment for testing services shall be made directly to the testing company by the CLIENT and is not part of this Agreement.

**SECTION III - COMPENSATION FOR SERVICES**

A. FEES.

1. The CLIENT will compensate the CONSULTANT in accordance with the following schedule of fees for the time spent in performance of Agreement services.

**Schedule of Fees**

<u>Classification</u>	<u>Hourly Rates</u>
Sr. Project Manager – Sr. Principal Engineer/Surveyor	\$140-205/Hour
Sr. Project Manager – Principal Engineer/Surveyor	\$135-195/Hour
Project Manager	\$120-175/Hour
Project/Design Engineer/Planner	\$100-144/Hour
Licensed Surveyor	\$120-165/Hour
Project Surveyor	\$115-165/Hour
Specialist (Nat. Resources; GIS; Traffic; Other)	\$80-135/Hour
Senior Technician (Inc. Survey <sup>1</sup> )	\$105-155/Hour
Technician (Inc. Survey <sup>1</sup> )	\$95-125/Hour
Administrative Support & Clerical	\$85-90/Hour
<b>GPS/Robotic Survey Equipment</b>	<b>No Charge</b>
<b>CAD/Computer Usage</b>	<b>No Charge</b>
<b>Routine Photo Copying/Reproduction</b>	<b>No Charge</b>
<b>Routine Office Supplies</b>	<b>No Charge</b>
<b>Field Supplies/Survey Stakes &amp; Equipment</b>	<b>No Charge</b>
<b>Mileage</b>	<b>No Charge</b>

<sup>1</sup>No separate charges will be made for GPS or robotic total stations on Bolton & Menk, Inc. survey assignments; the cost of this equipment is included in the rates for Survey Technicians.

2. Total cost for the services itemized under Exhibit I, Section A (Basic Services) is estimated to be \$393,899. Itemization of this cost is as shown in the attached DETAILED WORK PLAN and PROJECT FEES tables, attached hereto as Exhibit II.
3. In addition to the foregoing, CONSULTANT shall be reimbursed at cost plus an overhead fee (not-to-exceed 10%) for the following Direct Expenses when incurred in the performance of the work.
  - a. CLIENT approved outside (facilities not owned by CONSULTANT) computer services.
  - b. CLIENT approved outside professional and technical services.
  - c. Outside reproduction and reprographic charges.
  - d. Expendable field supplies and special field equipment rental.
  - e. Other costs for such additional items and services that the CLIENT may require the CONSULTANT to provide to fulfill the terms of this Agreement.
4. Additional services as outlined in Section I.B will vary depending upon project conditions and will be billed on an hourly basis at the rate described in Section III.A.1.
5. The payment to the CONSULTANT will be made by the CLIENT upon billing at intervals not more often than monthly at the herein rates. Itemized invoices identifying all work completed shall be submitted to the CLIENT by CONSULTANT and paid in the same manner as other claims made to the CLIENT.

## SECTION IV - GENERAL

### A. STANDARD OF CARE

Professional services provided under this Agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the Consultant's profession currently practicing under similar conditions. No warranty, express or implied, is made.

### B. CHANGE IN PROJECT SCOPE

In the event the CLIENT changes or is required to change the scope of the project from that described in Section I and/or the applicable addendum, and such changes require Additional Services by the CONSULTANT, the CONSULTANT shall be entitled to additional compensation at the applicable hourly rates. The CONSULTANT shall give notice to the CLIENT of any Additional Services, prior to furnishing such additional services and the CLIENT must approve an Additional Services in writing. The CLIENT may request an estimate of additional cost from the CONSULTANT, and upon receipt of the request, the CONSULTANT shall furnish such, prior to authorization of the changed scope of work.

### C. INDEPENDENT CONTRACTOR

The CONSULTANT shall at times be deemed an independent contractor. The CONSULTANT is not to be deemed an employee or agent of the CLIENT and has no authority to make any binding commitments or obligations on behalf of the CLIENT except to the extent expressly provided herein. All services provided by the CONSULTANT pursuant to this agreement shall be provide on an independent contractor basis not as an employee of the CLIENT for any purpose including, but not limited to, income tax withholding, workers' compensation, unemployment compensation, FICA taxes, liability for torts, and eligibility for employee benefits.

### D. LIMITATION OF LIABILITY

CONSULTANT shall indemnify, defend, and hold harmless CLIENT and its officials, agents and employees from any loss, claim, liability, and expense (including reasonable attorneys' fees and expenses of litigation) arising from, or based in the whole, or in any part, on any negligent act or omission by CONSULTANT'S employees, agents, or subconsultants. In no event shall CLIENT be liable to CONSULTANT for consequential, incidental, indirect, special, or punitive damages.

CLIENT shall indemnify, defend, and hold harmless CONSULTANT and its employees from any loss, claim, liability, and expense (including reasonable attorneys' fees and expenses of litigation) arising from, or based in the whole, or in any part, on any negligent act or omission by CLIENT'S employees, agents, or consultants. In no event shall CONSULTANT be liable to CLIENT for consequential, incidental, indirect, special, or punitive damages.

Nothing contained in this Agreement shall be construed as a limitation on or waiver of any immunities or limitations on liability otherwise available to the CLIENT. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the CLIENT or the CONSULTANT. The CONSULTANT'S services under this Agreement are being performed solely for the CLIENT'S benefit, and no other entity shall have any claim against the CONSULTANT because of this Agreement or the performance or nonperformance of services provided hereunder. The CLIENT agrees to include a provision in all

contracts with contractors and other entities involved in this project to carry out the intent of the paragraph.

#### E. INSURANCE

1. The CONSULTANT agrees to maintain, at CONSULTANT'S expense a commercial general liability and excess umbrella general liability insurance policy or policies insuring CONSULTANT against claims for bodily injury, death or property damage arising out of CONSULTANT'S general business activities. The general liability coverage shall provide limits of not less than \$2,000,000 per occurrence and not less than \$2,000,000 general aggregate. Coverage shall include Premises and Operations Bodily Injury and Property Damage; Personal and Advertising Injury; Blanket Contractual Liability; Products and Completed Operations Liability.
2. The CONSULTANT also agrees to maintain, at CONSULTANT'S expense, a single limit or combined limit automobile liability insurance and excess umbrella liability policy or policies insuring owned, non-owned and hired vehicles used by CONSULTANT under this Agreement. The automobile liability coverages shall provide limits of not less than \$1,000,000 per accident for property damage, \$2,000,000 for bodily injuries, death and damages to any one person and \$2,000,000 for total bodily injury, death and damage claims arising from one accident.
3. CLIENT shall be named Additional Insured for the above liability policies.
4. The CONSULTANT agrees to maintain, at the CONSULTANT'S expense, statutory worker's compensation coverage together with Coverage B, Employer's Liability limits of not less than \$500,000 for Bodily Injury by Disease per employee, \$500,000.00 for Bodily Injury by Disease aggregate and \$500,000 for Bodily Injury by Accident.
5. During the period of design and construction of the project, the CONSULTANT also agrees to maintain, at CONSULTANT'S expense, Professional Liability Insurance coverage insuring CONSULTANT against damages for legal liability arising from an error, omission or negligent act in the performance of professional services required by this agreement. The professional liability insurance coverage shall provide limits of not less than \$2,000,000 per claim and an annual aggregate of not less than \$2,000,000 on a claims-made basis.
6. Prior to commencement of this Agreement, the CONSULTANT will provide the CLIENT with certificates of insurance, showing evidence of required coverages. All policies of insurance shall contain a provision or endorsement that the coverage afforded will not be canceled or reduced in limits by endorsement for any reason except non-payment of premium, until at least 30 days' prior written notice has been given to the CLIENT, and at least 10 days' prior written notice in the case of non-payment of premium.

#### F. OPINIONS OR ESTIMATES OF CONSTRUCTION COST

Where provided by the CONSULTANT as part of Exhibit I or otherwise, opinions or estimates of construction cost will generally be based upon public construction cost information. Since the CONSULTANT has no control over the cost of labor, materials, competitive bidding process, weather conditions and other factors affecting the cost of construction, all cost estimates are opinions for general information of the CLIENT and the CONSULTANT does not warrant or guarantee the accuracy of construction cost opinions or estimates. The CLIENT acknowledges that

costs for project financing should be based upon contracted construction costs with appropriate contingencies.

#### G. CONSTRUCTION SERVICES

It is agreed that the CONSULTANT and its representatives shall not be responsible for the means, methods, techniques, schedules or procedures of construction selected by the contractor or the safety precautions or programs incident to the work of the contractor.

#### H. USE OF ELECTRONIC/DIGITAL DATA

Because of the potential instability of electronic/digital data and susceptibility to unauthorized changes, copies of documents that may be relied upon by CLIENT are limited to the printed copies (also known as hard copies) that are signed or sealed by CONSULTANT. Except for electronic/digital data which is specifically identified as a project deliverable by this AGREEMENT or except as otherwise explicitly provided in this AGREEMENT, all electronic/digital data developed by the CONSULTANT as part of the PROJECT is acknowledged to be an internal working document for the CONSULTANT'S purposes solely and any such information provided to the CLIENT shall be on an "AS IS" basis strictly for the convenience of the CLIENT without any warranties of any kind. As such, the CLIENT is advised and acknowledges that use of such information may require substantial modification and independent verification by the CLIENT (or its designees). Provision of electronic/digital data, whether required by this Agreement or provided as a convenience to the Client, does not include any license of software or other systems necessary to read, use or reproduce the information. It is the responsibility of the CLIENT to verify compatibility with its system and long-term stability of media. CLIENT shall indemnify and hold harmless CONSULTANT and its Subconsultants from all claims, damages, losses, and expenses, including attorneys' fees arising out of or resulting from third party use or any adaptation or distribution of electronic/digital data provided under this AGREEMENT, unless such third party use and adaptation or distribution is explicitly authorized by this AGREEMENT.

#### I. DATA PRACTICES

All data collected, created, received, maintained, or disseminated, or used for any purposes in the course of the CONSULTANT'S performance of the Agreement is governed by the Minnesota Government Data Practices Act, Minnesota Statutes Section 13.01, et seq. or any other applicable state statutes and state rules adopted to implement the Act, as well as state statutes and federal regulations on data privacy. The Consultant agrees to abide by these statutes, rules and regulations and as they may be amended. In the event the CONSULTANT receives a request to release data, it shall notify CLIENT as soon as practical. The CLIENT will give instructions concerning release of data to requesting party and CONSULTANT will be reimbursed as Additional Services by CLIENT for its reasonable expenses in complying with the request.

J. PERIOD OF AGREEMENT

This Agreement will remain in effect for the longer of a period of two years or such other explicitly identified completion period, after which time the Agreement may be extended upon mutual agreement of both parties.

K. PAYMENTS

If CLIENT fails to make any payment due CONSULTANT for services and expenses within 60 days after date of the CONSULTANT'S itemized invoice, a service charge of one and one-half percent (1.5%) per month or the maximum rate permitted by law, whichever is less, will be charged on any unpaid balance. In addition after giving seven days' written notice to CLIENT, CONSULTANT may, without waiving any claim or right against the CLIENT and without incurring liability whatsoever to the CLIENT, suspend services and withhold project deliverables due under this Agreement until CONSULTANT has been paid in full all amounts due for services, expenses and charges.

L. TERMINATION

This Agreement may be terminated by the CLIENT for any reason or for convenience by the CLIENT upon seven (7) days written notice. The CONSULTANT may only terminate for non-payment by CLIENT upon CLIENT's failure to cure upon 30 days written notice.

M. CONTINGENT FEE

The CONSULTANT warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the CONSULTANT to solicit or secure this Contract, and that it has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift or any other consideration, contingent upon or resulting from award or making of this Agreement.

N. NON-DISCRIMINATION

The provisions of any applicable law or ordinance relating to civil rights and discrimination shall be considered part of this Agreement as if fully set forth herein.

**The CONSULTANT is an Equal Opportunity Employer** and it is the policy of the CONSULTANT that all employees, persons seeking employment, subcontractors, subconsultants and vendors are treated without regard to their race, religion, sex, color, national origin, disability, age, sexual orientation, marital status, public assistance status or any other characteristic protected by federal, state or local law.

O. CONTROLLING LAW

This Agreement is to be governed by the law of the State of Minnesota.

P. DISPUTE RESOLUTION

CLIENT and CONSULTANT agree to negotiate all disputes between them in good faith for a period of 30 days from the date of notice of dispute prior to proceeding to formal dispute resolution or exercising their rights under law.

Q. SURVIVAL

All obligations, representations and provisions made in or given in Section IV of this Agreement will survive the completion of all services of the CONSULTANT under this Agreement or the termination of this Agreement for any reason.

R. SEVERABILITY

Any provision or part of the Agreement held to be void or unenforceable under any law or regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon CLIENT and CONSULTANT, who agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

S. AUDIT DISCLOSURE

The CONSULTANT must allow the CLIENT, or its duly authorized agents, and the state auditor or legislative auditor reasonable access to the CONSULTANT's books, records, documents, and accounting procedures and practices that are pertinent to all services provided under this Agreement for a minimum of six years from the termination of this Agreement.

[remainder of the page intentionally blank]

**SECTION V - SIGNATURES**

THIS INSTRUMENT embodies the whole agreement of the parties, there being no promises, terms, conditions or obligation referring to the subject matter other than contained herein. This Agreement may only be amended, supplemented, modified or canceled by a duly executed written instrument signed by both parties.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in their behalf.

CLIENT: City of Hopkins, Minnesota

CONSULTANT: Bolton & Menk, Inc.

\_\_\_\_\_

\_\_\_\_\_  
Mike Waltman, P.E., Principal Engineer

\_\_\_\_\_

\_\_\_\_\_  
Marcus A. Thomas, P.E., BMI Office Manager

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## EXHIBIT I

### SCOPE OF WORK: TOPOGRAPHIC SURVEY AND FEASIBILITY STUDY FOR CITY OF HOPKINS, MINNESOTA 2020/2021 STREET AND UTILITY IMPROVEMENTS

#### A. BASIC SERVICES

In accordance with the City of Hopkins Capital Improvements Plan, the City has designated the following streets for construction in 2020 and 2021:

- Preston Ln, Ashley Rd to Homedale Rd
- Boyce St, Blake Rd S to Meadowbrook Rd
- Goodrich St, Blake Rd S to Meadowbrook Rd
- Ashley Rd, Excelsior Blvd to southern limits
- Holly Rd, Boyce St to southern limits
- Oakwood Rd, Boyce St to southern limits
- Interlachen Rd, Excelsior Blvd to southern limits
- Maple Hill Rd, Preston Ln to southern limits
- Homedale Rd, Excelsior Blvd to southern limits
- Hawthorne Rd, Excelsior Blvd to southern limits
- Meadowbrook Rd, Excelsior Blvd to southern limits
- Blake Rd S, Spruce Rd to Boyce St (watermain and partial street construction)

A map of the project area is also attached for reference.

Bolton & Menk, Inc. will complete a topographic survey and feasibility study for proposed improvements within the project area. A description of our proposed services is detailed as follows:

#### **Task 1: Topographic Survey and Mapping**

##### Topographic Survey & Drafting

Bolton & Menk, Inc. will complete a topographic survey of the existing conditions along all streets within the project area. The survey will be completed within the right-of-way and will include all visible features such as, but not limited to, pavements, curb lines, manholes, catch basins, valves, sidewalks, turf areas, driveways, power poles, trees, gardens, mailboxes, retaining walls, etc. All underground utility information will be located and described per available as-builts, field markings, and private utility map information. Manhole reports will also be completed for located manholes and catch basins. Right-of-way will be illustrated based on found field monumentation and plat information.

##### Utility Coordination, Aerial Photography – UAV Flight

Bolton & Menk will provide enhanced utility coordination services on this project through use of its unmanned aerial vehicle (UAV) coupled with topographic survey efforts. Following placement of the initial Gopher State One Call request for field

markings, we will conduct a flight of the project corridors and gather detailed aerial photography of each showing the field markings. This photography will be used for improved aerial imagery in project figures, but also be used to confirm all private utility owners' information was in fact marked and incorporated into the project drawings. In addition to improving the communication between the design team and private utility owners, this process will save design team time/costs during the final design process.

## **Task 2: Feasibility Study and Report**

In general, the feasibility report will include the assembly of existing conditions, discussion of needs for improvement, preliminary design recommendations and resulting proposed conditions, preliminary estimated costs, and a preliminary assessment roll. A more detailed description of the development of these items is as follows.

### Collection and Review of Record Drawings, Preliminary Street/Utility Recommendations

Bolton & Menk, Inc. will collect record drawings from the City database and review the records for utility age and material. We will also request and utilize pavement maintenance reports, sewer videos and logs, and relevant utility maintenance reports to assist in making recommendations. After review of this information, Bolton & Menk will facilitate a meeting with the City of Hopkins Engineering and Public Works Staff to discuss the existing conditions and receive input from the City's Staff regarding their opinions of any necessary improvements and/or known utility problems. With this information, Bolton & Menk will make recommendations for proposed utility replacements. Recommended utility improvements will be drafted in plan view and documented in the feasibility report as proposed conditions. In consideration of necessary utility replacements, the geotechnical evaluation from Braun Intertec, and our own field review of pavement and curb conditions, Bolton & Menk will also make pavement reconstruction or rehabilitation recommendations based on geotechnical evaluation and underlying utility needs.

### Preliminary Stormwater & Permitting Analysis

Efforts put forth under Task 2 will also include a pipe capacity analysis of the storm sewer within the project area, including further development of the City-wide storm sewer network model, to gauge the need for storm sewer improvements to be completed with the proposed street reconstruction. From these findings, preliminary design of recommended drainage improvements will be developed for the roadway corridors. Initial estimates suggest an increase of impervious surface area greater than 10,000 square feet is possible. Preliminary/conceptual sizing and placement of permanent storm water management features necessary to meet MCWD storm water management requirements will be completed.

### Street Width Evaluation

The width of each road segment will be evaluated with consideration given to the following criteria:

- Adopted City standard street width minimums
- Impacts of adding curb & gutter to existing rural roadway sections
- Impacts to other features within the ROW including trees, fencing, retaining

- walls, and landscaping
- MCWD stormwater management requirements related to impervious areas

Bolton & Menk will develop typical section renderings of the proposed street sections for better visualization by the public and decision makers.

#### Preliminary Roadway / Corridor Design

As part of preliminary design, Bolton & Menk will use AutoCAD Civil 3D software to develop a preliminary street corridor design including preliminary centerline alignments and profiles for streets in need of reconstruction. This preliminary design will be used to identify potential major retaining wall locations, identify preliminary tree removals due to street widening, the addition of trails or sidewalks, or significant grade changes, and identify potential property needs. Design of retaining walls and property acquisition services are not proposed as part of the feasibility study, however the location of these needs would be identified in figures within the feasibility study.

Sidewalks and/or trails are not being considered for this project at this time, except for a potential multi-use trail along one side Goodrich Street which has a relatively wider existing right-of-way. A typical section rendering will be developed to depict the preliminary trail location with respect to the roadway and other typical features along the corridor.

#### Project Phasing

The scope of this feasibility study will cover the full Interlachen neighborhood with limits defined above. However, we understand City funding will require construction be completed over two construction seasons. Bolton & Menk will evaluate and describe in the feasibility study the at least two project development alternatives for City consideration, including but not limited to:

1. Issuing one construction plan set and construction contract through a single bidding process, but including requirements in the contract dictating a two year completion schedule. This process would be similar to the City of Hopkins' 2009 and 2010 Street & Utility Improvements process in the Park Ridge neighborhood.
2. Issuing two construction plans and contracts, with separate bidding processes.

Within the feasibility study Bolton & Menk will define the intended 'split' of the neighborhood construction sequencing to delineate intended 2020 and 2021 construction limits. Rationale for this delineation will be provided based on our knowledge of construction techniques, the preliminary layout of the infrastructure, and City funding available in each calendar year so as to 'right size' each year's improvements to match available funding.

### Preliminary Cost Estimating & Assessment Rolls

Bolton & Menk, Inc. will prepare itemized preliminary cost estimates for the proposed improvements throughout the project area. Preliminary estimates will be split by individual City funding sources and planned funding year.

Preliminary estimates will be used along with any available plat information to prepare preliminary assessment rolls for the project area based on the adopted City assessment policy, including the following methods as applicable per policy:

- Front footage basis and/or unit basis with applicable cap amounts for residential properties
- Benefit Appraisals for Commercial Properties and Apartments with larger assessment amounts
- Unit basis for irregularly shaped lots, flag lots, and condos

Our efforts will include review assessment practices on past projects to apply to some past practice to uniquely positioned properties within the project area. A figure will be developed and included in the feasibility report documenting the proposed properties to receive assessments and if easily communicable due to the presence of a consistent cap, assessment amounts shall be displayed on the figure.

Bolton & Menk, Inc. will coordinate with City Staff on all additional sub-project areas that may not be within the Interlachen project area, but will be included under the same construction contract. Consistent with past City projects, the scope of work in these sub-project areas may include but are not limited to spot concrete sidewalk & alley repairs, sanitary sewer lining, and streets to be milled & overlaid. Such improvements will be identified by City staff and subsequently included in the preliminary cost estimates.

### Public Engagement & Meetings

As with all public improvement projects, public engagement is a valuable method for gathering information and opinions. Early in the project development process, Bolton & Menk will prepare and distribute a neighborhood survey form. We will review the results of the surveys for discussion prior to the neighborhood meeting and include the results in the feasibility report. Bolton & Menk will also distribute invitations to and facilitate two neighborhood meetings for discussion about the project:

1. At the first public meeting we will review and collect input on the scope of the proposed improvements. Input will be collected and received on these improvements as well as other needs identified by the public.
2. At the second public meeting, which will be held after quantification and distribution of preliminary assessment amounts, a presentation will be given to communicate the scope of the proposed improvements (including any revisions from the first meeting as a result of input) and the process/schedule for determination and application of special assessment amounts.

Bolton & Menk will prepare and deliver presentations on the proposed improvements and preliminary estimated assessments at two neighborhood meetings and at two City Council meetings – including attendance at the public improvement hearing.

### Feasibility Report

The results of the feasibility study including descriptions of the existing infrastructure, proposed improvements, estimated costs, preliminary assessment roll, and proposed project schedule will be detailed in a written report in form and quality similar to the 2019 Street & Utility Improvements feasibility report.

### **Task 3: Contracted Services By Others**

Soil boring reports prepared by the geotechnical consultant will serve as the basis of our pavement evaluation. Bolton & Menk will secure a geotechnical consultant as part of Task 3 for investigation of site soils and determination of an assumed R-Value. From this geotechnical report, as discussed above in Task 2, Bolton & Menk will develop a preliminary pavement design and typical section. The evaluations of this report will be summarized for inclusion into the final feasibility study. Attached is a proposal from Braun Intertec who will perform geotechnical evaluation of the project site.

Bolton & Menk will contract with a qualified appraiser capable of quantifying benefit to unique properties within the site as determined necessary by the City. The process of identifying such properties will require additional discussion with the City. To attempt to account for cost and minimize unforeseen additional costs, we have included in our proposal an estimated \$10,000 for the cost of benefit appraisals. Costs for services by subconsultants to Bolton & Menk are proposed to be furnished at actual cost plus 10% overhead fee, consistent with our standard agreement.

**The following is a preliminary schedule for the 2020/2021 Street & Utility Improvements:**

**Council Orders Preparation of Feasibility Report ..... March 19, 2019**

Topographic Survey, Collect Existing Condition Data .....March 25 – May 31, 2019

Geotechnical Evaluation .....May 6 – May 31, 2019

1<sup>st</sup> Meeting with City Staff – Discuss Existing Conditions .....June 3 – June 7, 2019

Neighborhood Meeting 1 .....June 19 – June 27, 2019

2<sup>nd</sup> Meeting with City Staff – Review Proposed Improvements .....July 15 – July 19, 2019

**Council Set Public Hearing Date/Present Feasibility Report .....August 20, 2019**

Neighborhood Meeting 2.....September 4 – September 12, 2019

**Present Feasibility Report / Conduct Public Hearing /  
Order Final Plans & Specifications .....September 17, 2019**

Preparation of Final Plans & Specifications .....September 18, 2019 – January 7, 2020

**Approve Final Plans & Specifications / Set Bid Date / Set Assessment Hearing  
Authorize Advertisement for Bids .....January 7, 2020**

Bid Opening ..... February 6, 2020

**Council Sets Public Assessment Hearing Date .....February 18, 2020**

Neighborhood Meeting 3 .....March 4 – March 11, 2020

**Council Accepts Bids / Conduct Public Assessment Hearing /  
Adopt Assessment Roll / Award Bid ..... March 17, 2020**

Construction .....April 2020 - November 2021

**B. ADDITIONAL SERVICES**

Consulting services performed other than those authorized under Section I.A. shall be considered not part of the Contract Services and may be authorized by the CLIENT as additional services. Additional Services consist of those services which are not generally considered to be Contract Services; or exceed the requirements of the Contract Services; or are not definable prior to the commencement of the project; or vary depending on the technique, procedures or schedule of the project contractor. Additional services may consist of the following:

1. Cost of postage for mass mailing (those with greater than 100 recipients).
2. All other services not specifically identified in Section A.



### Legend

- City Limits
- Protected Waters
  - Public Water Basin
  - Public Water Wetland
- Protected Waters - Watercourse
- Parcels (8-1-2017)
- Lot Lines



### 2020 Streets



#### Disclaimer:

This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information, and data located in various city, county, and state offices, and other sources affecting the area shown, and is to be used for reference purposes only. The City of Hopkins is not responsible for any inaccuracies herein contained.

0 280 Feet



**DETAILED WORK PLAN**  
**ESTIMATED PERSON-HOURS**  
**2020/2021 STREET & UTILITY IMPROVEMENTS: TOPOGRAPHIC SURVEY & FEASIBILITY STUDY**  
**CITY OF HOPKINS, MINNESOTA**

2/22/2019

CLIENT: CITY OF HOPKINS, MINNESOTA PROJECT: 2020/2021 STREET & UTILITY IMPROVEMENTS: FEASIBILITY STUDY CONSULTANT: BOLTON & MENK, INC.		ESTIMATED PERSON-HOURS											
Task No.	Work Task Description	Principal Engineer	Senior Project Engineer	Design Engineer	Communications Specialist	Engineering Technician	Landscape Architect	GIS Specialist	Survey Manager / L.S.	Survey Technician	Survey Crew	Clerical	Totals
<b>1.0</b>	<b>TOPOGRAPHIC SURVEY AND MAPPING</b>												
1.1	Plat Research (15 O&E Reports @ \$125/EACH), GSOC, Calculations/Preparation for Field								20	16		4	40
1.2	Set Horizontal and Vertical Control								8	5	80		93
1.3	Topographic Survey		2					24	40	5	720		791
1.4	Manhole Inventories & Reports		1			40			5	5	40		91
1.5	Data Processing, Drafting, and Mapping		2					12	25	120			159
1.6	UAV Services		1					12	2	65	4		84
	<b>SUBTOTAL HOURS: TASK 1</b>	0	6	0	0	40	0	48	100	216	844	4	1258
<b>2.0</b>	<b>FEASIBILITY STUDY AND REPORT</b>												
2.1	Review Geotechnical Report and Final Recommendations	2	8										10
2.2	Review/Compile Existing Infrastructure Data (As-builts, Private Utilities, Sewer Videos, etc.)	2	24			48							74
2.3	Prepare/Mail Resident Questionnaire and Review Responses	2	12		4	6						12	36
2.4	Preliminary Pavement Design and Utility Replacement Recommendations	4	18										22
2.5	Preliminary Stormwater Analysis and Stormwater Management	4	120	80		40							244
2.6	Preliminary Roadway / Corridor Design	6	60	200		120							386
2.7	Prepare Preliminary Cost Estimates	4	16	16		16							52
2.8	Prepare Preliminary Assessment Rolls	16	40					4					60
2.9	Prepare Written Feasibility Report & Figures	12	48	32		120						12	224
2.10	Develop & Prepare Typical Sections	12	16	16			60						104
2.11	Prepare Exhibits for Report and Meeting Presentations	12	24	24		72		16				16	164
2.12	Prepare for and Attend Meetings*	36	48		30	24						24	162
	<b>SUBTOTAL HOURS: TASK 2</b>	112	434	368	34	446	60	20	0	0	0	64	1538
	<b>TOTAL HOURS</b>	<b>112</b>	<b>440</b>	<b>368</b>	<b>34</b>	<b>486</b>	<b>60</b>	<b>68</b>	<b>100</b>	<b>216</b>	<b>844</b>	<b>68</b>	<b>2796</b>

\*Assumed meetings include: 2-staff meetings, 2-neighborhood meetings, 2-City Council meetings

**ESTIMATE OF PROJECT FEES**  
**2020/2021 STREET & UTILITY IMPROVEMENTS: TOPOGRAPHIC SURVEY & FEASIBILITY STUDY**  
**CITY OF HOPKINS, MINNESOTA**

2/22/2019

CLIENT: CITY OF HOPKINS, MINNESOTA		PROJECT FEES												
PROJECT: 2020/2021 STREET & UTILITY IMPROVEMENTS: FEASIBILITY STUDY		Principal Engineer	Senior Project Engineer	Design Engineer	Communications Specialist	Engineering Technician	Landscape Architect	GIS Specialist	Survey Manager / L.S.	Survey Technician	Survey Crew	Clerical	Contracted/ Specialty Services	Total
CONSULTANT: BOLTON & MENK, INC.														
TASK	AVERAGE RATE:	\$168.00	\$135.00	\$120.00	\$95.00	\$120.00	\$120.00	\$115.00	\$150.00	\$104.00	\$140.00	\$85.00		
<b>1.0</b>	<b>TOPOGRAPHIC SURVEY AND MAPPING</b>													
1.1	Plat Research (15 O&E Reports @ \$125/EACH), GSOC, Calculations/Preparation for Field	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00	\$1,664.00	\$0.00	\$340.00	\$1,875.00	\$6,879.00
1.2	Set Horizontal and Vertical Control	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,200.00	\$520.00	\$11,200.00	\$0.00	\$0.00	\$12,920.00
1.3	Topographic Survey	\$0.00	\$270.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,760.00	\$6,000.00	\$520.00	\$100,800.00	\$0.00	\$0.00	\$110,350.00
1.4	Manhole Inventories & Reports	\$0.00	\$135.00	\$0.00	\$0.00	\$4,800.00	\$0.00	\$0.00	\$750.00	\$520.00	\$5,600.00	\$0.00	\$0.00	\$11,805.00
1.5	Data Processing, Drafting, and Mapping	\$0.00	\$270.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,380.00	\$3,750.00	\$12,480.00	\$0.00	\$0.00	\$0.00	\$17,880.00
1.6	UAV Services	\$0.00	\$135.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,380.00	\$300.00	\$6,760.00	\$560.00	\$0.00	\$0.00	\$9,135.00
	<b>SUBTOTAL FEES: TASK 1</b>	<b>\$0.00</b>	<b>\$810.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,800.00</b>	<b>\$0.00</b>	<b>\$5,520.00</b>	<b>\$15,000.00</b>	<b>\$22,464.00</b>	<b>\$118,160.00</b>	<b>\$340.00</b>	<b>\$1,875.00</b>	<b>\$168,969.00</b>
<b>2.0</b>	<b>FEASIBILITY STUDY AND REPORT</b>													
2.1	Review Geotechnical Report and Final Recommendations	\$336.00	\$1,080.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,416.00
2.2	Review/Compile Existing Infrastructure Data (As-builts, Private Utilities, Sewer Videos, etc.)	\$336.00	\$3,240.00	\$0.00	\$0.00	\$5,760.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,336.00
2.3	Prepare/Mail Resident Questionnaire and Review Responses	\$336.00	\$1,620.00	\$0.00	\$380.00	\$720.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,020.00	\$0.00	\$4,076.00
2.4	Preliminary Pavement Design and Utility Replacement Recommendations	\$672.00	\$2,430.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,102.00
2.5	Preliminary Stormwater Analysis and Stormwater Management	\$672.00	\$16,200.00	\$9,600.00	\$0.00	\$4,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,272.00
2.6	Preliminary Roadway / Corridor Design	\$1,008.00	\$8,100.00	\$24,000.00	\$0.00	\$14,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$47,508.00
2.7	Prepare Preliminary Cost Estimates	\$672.00	\$2,160.00	\$1,920.00	\$0.00	\$1,920.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,672.00
2.8	Prepare Preliminary Assessment Rolls	\$2,688.00	\$5,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$460.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,548.00
2.90	Prepare Written Feasibility Report & Figures	\$2,016.00	\$6,480.00	\$3,840.00	\$0.00	\$14,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,020.00	\$0.00	\$27,756.00
2.11	Prepare Exhibits for Report and Meeting Presentations	\$2,016.00	\$3,240.00	\$2,880.00	\$0.00	\$8,640.00	\$7,200.00	\$1,840.00	\$0.00	\$0.00	\$0.00	\$1,360.00	\$0.00	\$27,176.00
2.12	Prepare for and Attend Meetings*	\$6,048.00	\$6,480.00	\$0.00	\$2,850.00	\$2,880.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,040.00	\$0.00	\$20,298.00
	<b>SUBTOTAL FEES: TASK 2</b>	<b>\$16,800.00</b>	<b>\$56,430.00</b>	<b>\$42,240.00</b>	<b>\$3,230.00</b>	<b>\$53,520.00</b>	<b>\$7,200.00</b>	<b>\$2,300.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$5,440.00</b>	<b>\$0.00</b>	<b>\$187,160.00</b>
<b>3.0</b>	<b>CONTRACTED SERVICES BY OTHERS</b>													
3.1	Geotechnical Engineering by Braun Intertec												\$27,770.00	\$27,770.00
3.2	Benefit Appraisals												\$10,000.00	\$10,000.00
	<b>SUBTOTAL FEES: TASK 3</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$37,770.00</b>	<b>\$37,770.00</b>
	<b>TOTAL FEES</b>	<b>\$16,800.00</b>	<b>\$57,240.00</b>	<b>\$42,240.00</b>	<b>\$3,230.00</b>	<b>\$58,320.00</b>	<b>\$7,200.00</b>	<b>\$7,820.00</b>	<b>\$15,000.00</b>	<b>\$22,464.00</b>	<b>\$118,160.00</b>	<b>\$5,780.00</b>	<b>\$39,645.00</b>	<b>\$393,899.00</b>

\*Assumed meetings include: 2-staff meetings, 2-neighborhood meetings, 2-City Council meetings

February 21, 2019

Proposal QTB094344

Nick Amatuccio, PE  
Bolton & Menk, Inc.  
12224 Nicollet Avenue  
Burnsville, MN 55337

Re: Proposal for a Geotechnical Evaluation  
2020-2021 Street and Utility Improvements  
Hopkins, Minnesota

Dear Mr. Amatuccio:

Braun Intertec Corporation is pleased to present this proposal to perform a geotechnical evaluation for the 2020-2021 Street and Utility Improvements on various streets in Hopkins, Minnesota.

## Our Understanding of Project

The 2020-2021 Street and Utility Improvements project will include utility improvements (storm, water, sanitary) and pavement reconstruction along the streets shown in Figure 1.

**Figure 1. Streets in the 2020-2021 Project Area**



Figure provided by Bolton & Menk, Inc.

AA/EOE

Total length of the project streets is about 20,500 feet. The optional segment of Blake Road ("*Option 1*") is about 1,330 feet long.

## **Purpose**

The purpose of our geotechnical evaluation will be to characterize subsurface geologic conditions at selected exploration locations and evaluate their impact on the design and construction of the Hopkins 2020-2021 Street and Utility Improvements.

## **Scope of Services**

The following tasks are proposed to help achieve the stated purpose. If unfavorable or unforeseen conditions are encountered at any point during the completion of the tasks that lead us to recommend an expanded scope of services, we will contact you to discuss the conditions before resuming work.

## **Environmental Well Notification**

This proposal contains provisions for characterizing subsurface conditions to depths of 15 feet or deeper. Auger borings, cores, and cone penetration test soundings advanced to such depths, whether instrumented for monitoring or not, are considered environmental wells by the Minnesota Department of Health (MDH), and need to be made known as such to the MDH *before they are completed*. This requires that applicable MDH notification forms be signed by the well owner, or representative/agent, and returned to us. *Braun Intertec cannot mobilize equipment and crews until an MDH notification form has been signed and submitted*. An MDH notification form is attached for this purpose.

The MDH notification fees that accompany Environmental Well sealing may include site, individual well, well combination, and maintenance fees based on the depths and purpose of the "wells." The fees applicable to this project are described in further detail below.

## **Site Access, Staking and Utility Clearance**

We will stake prospective subsurface exploration locations and obtain surface elevations at those locations using GPS technology. For purposes of linking the GPS data to an appropriate reference, we request that you provide CAD files indicating location/elevation references appropriate for this project.

We assume we can access all borings with a truck-mounted drill rig. Depending on access requirements, ground conditions, or potential utility conflicts, our field crew may alter the exploration locations from those proposed to facilitate accessibility.

Prior to drilling or excavating, we will contact Gopher State One Call and arrange for notification to the appropriate utility vendors to mark and clear the proposed exploration locations of public underground utilities. You or your authorized representative are responsible for notifying us before we begin our work of the presence and location of any underground objects or private utilities that are not the responsibility of public agencies.

**Penetration Test Borings**

We propose to drill standard penetration test (SPT) borings as shown in Table 1. This results in an average horizontal spacing between borings of about 500 feet.

**Table 1. Proposed Soil Boring Program**

Locations	Rig Type	# of Borings	Depth (feet)	SPT Sampling Interval	Total (feet)	Borehole Abandonment
Ashley Rd Boyce St Hawthorne Rd Holly Rd Homedale Rd Interlachen Rd Maple Hill Rd Oakwood Rd Preston Ln	Truck	32	14 1/2	Half-flight*	464	Cuttings and cold-mix bituminous patch
Goodrich St Meadowbrook Rd		9	25	Half-flight to 15 feet Full flight to 25 feet	225	Grout; cold-mix bituminous patch
<b>Total</b>					<b>689 feet</b>	
Blake Rd (Option 1)	Truck	3	25	Half-flight to 15 feet Full flight to 25 feet	75	Grout; cold-mix bituminous patch

\*Half-flight = 2 1/2-foot intervals; full-flight = 5-foot intervals.

At each boring location, we will record the thickness of the existing bituminous surfacing and aggregate base when visually observed. If groundwater is encountered in the boreholes, the depth where it is observed will be recorded on the boring logs.

**Borehole Abandonment**

Minnesota Well Code requires that environmental wells that are 15 feet deep or deeper be sealed. Based on our proposed subsurface characterization depths, we will seal 225 linear feet of borehole with grout and prepare associated sealing records which must also be submitted to the MDH.

*Option 1* – Borings on Blake Road will require 75 feet of grout.

Fees associated with the sealing are included in our Lump Sum cost.

Over time, subsidence of borehole backfill may occur, requiring surface grades to be re-leveled or bituminous or concrete patches to be replaced. Braun Intertec is not assuming responsibility for re-leveling or re-patching subsequent to initial backfilling and patching long term.

### **Traffic Control**

Based on the locations of the projects and apparent nature of the traffic, we have not budgeted for traffic control beyond warning signs for our work area. We will need to revise our proposal if more extensive traffic control measures appear to be required based on conditions encountered at the site.

*Option 1* – traffic volumes on Blake Road will require flagging. The cost of this subcontracted service is included in our budget for this option.

### **Sample Review and Laboratory Testing**

We will return soil samples to our laboratory where a geotechnical engineer will visually classify and log them. To help classify the materials encountered and estimate their engineering properties, we have budgeted to perform 30 moisture content tests and 15 sieve analyses (through a #200 sieve only) or organic content tests.

*Option 1* – Two moisture content tests and one sieve analysis (#200 only)/organic content test.

### **Reporting**

Data obtained from the borings and laboratory tests will be used to evaluate the subsurface profile and groundwater conditions, perform engineering analyses related to pavement and utility design and performance, and prepare a geotechnical report including:

- CAD sketches showing exploration locations.
- Logs of the borings describing the materials encountered and presenting the results of our groundwater observations and laboratory tests.
- A summary of the subsurface profile and groundwater conditions.
- Discussion identifying the site conditions that will impact pavement and utility design and performance, qualifying the nature of their impact, and outlining alternatives for mitigating their impact.
- Recommendations for preparing pavement subgrades, estimated design R-value based on observed soil type(s) and our experience, and the selection, placement, and compaction of excavation backfill and other fill, including potential subcut depths.
- Recommendations for pavement and utility design.

We will submit an electronic copy of the report to you.

## Cost

We will furnish the services described in this proposal for the lump-sum fee of **\$23,960**, broken down as shown in Table 2.

The cost for Option 1 requires including it with the other proposed work.

**Table 2. Cost Estimate**

Services	Fee
Staking, utility clearance, CAD	\$1,325
Drilling and related services	16,185
Laboratory soils testing	1,350
Engineering, analysis, and reporting	5,100
<b>Total</b>	<b>\$23,960</b>
<b>Option 1 – Blake Road</b>	<b>\$3,810</b>

Our work will extend over several invoicing periods. As such, for work that is performed during the course of each invoicing period, we will submit partial progress invoices.

## Schedule

We anticipate the field exploration can begin within approximately three to four weeks of written authorization; the field exploration will take up to two weeks to complete. Sample classification and laboratory testing will likely take an additional week.

We anticipate we can submit our report approximately six weeks following the completion of our field work.

If our proposed scope of services cannot be completed according to this schedule due to circumstances beyond our control, we may need to revise this proposal prior to completing the remaining tasks.

## General Remarks

We will be happy to meet with you to discuss our proposed scope of services further and clarify the various scope components.

We appreciate the opportunity to present this proposal to you. ***Please sign and return a copy in its entirety.***

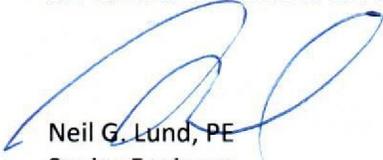
The proposed fee is based on the scope of services described and the assumptions that our services will be authorized within 30 days and that others will not delay us beyond our proposed schedule.

We will complete our work under the terms of the Master Subconsultant Agreement for Professional Services dated January 1, 2017 between Bolton & Menk, Inc. and Braun Intertec Corporation.

To have questions answered or schedule a time to meet and discuss our approach to this project further, please call Neil Lund at 952.995.2284 or Bryan Field at 952.995.2254.

Sincerely,

BRAUN INTERTEC CORPORATION



Neil G. Lund, PE  
Senior Engineer

*Cotette Brandenburg for:*

Bryan C. Field, PE  
Principal – Principal Engineer

Attachment:  
MDH Well Sealing Notification Form

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The proposal is accepted, and you are authorized to proceed.

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**Authorizer's Firm**

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**Authorizer's Signature**

---

**Authorizer's Name (please print or type)**

---

**Authorizer's Title**

---

**Date**



**Braun Intertec Corporation**  
 11001 Hampshire Avenue S  
 Minneapolis, MN 55438

Phone: 952.995.2000  
 Fax: 952.995.2020  
 Web: braunintertec.com

February 21, 2019

Proposal QTB094344

Nick Amatuccio, PE  
 Bolton & Menk, Inc.  
 12224 Nicollet Avenue  
 Burnsville, MN 55337

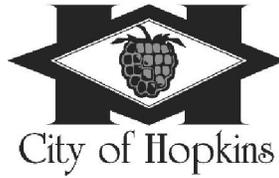
Re: Minnesota Department of Health Well Sealing Notification Form  
 2020-2021 Street and Utility Improvements  
 Hopkins, Minnesota

Dear Mr. Amatuccio:

Please have the property owner, representative or agent complete the "Well Owner" section only of the Minnesota Department of Health (MDH) Well Sealing Notification form below and return it to Braun Intertec along with the signed proposal. We will complete the remainder of the form and submit it to the MDH.

**NOTE:** *This form must be completed and returned to Braun Intertec prior to us scheduling the mobilization of our equipment and crews to the project site.*

<b>WELL SEALING NOTIFICATION-WELL SEALING NOTIFICATION IS VALID FOR 18 MONTHS</b> Send notification form and payment (check, money order, or credit card information) to: Minnesota Department of Health, Well Management Section, P.O. Box 64502, St. Paul, Minnesota 55164-0502. <b>ATTN: CASHIER</b> Well Management Section Fax Number: (651) 201-4599.						Minnesota Unique Well No. or W-series No. <small>(Leave blank if not known)</small>		<b>Minnesota Well and Boring Sealing No.</b> <div style="border: 1px solid black; padding: 2px; text-align: center; font-weight: bold; font-size: 1.2em;">H</div>		
<input type="checkbox"/> Well Sealing Notification (269)      Check Box If: <input type="checkbox"/> Well is Multiple Cased <input type="checkbox"/> Larger than 8-inch Inside Diameter						Card Type: <input type="checkbox"/> Visa <input type="checkbox"/> Mastercard <input type="checkbox"/> Discover    Exp. Date _____ Print Cardholder Name _____		3-Digit Security Code <small>(Printed on back side of card.)</small>		
<input type="checkbox"/> Water-Supply Well <input type="checkbox"/> Monitoring Well <input type="checkbox"/> Other _____						Card Number _____ Authorized Signature _____				
<b>WELL LOCATION</b>	County		Township Name		Township No.	Range No.	Section No.	Fraction (sm. → lg.) ¼      ½      ¾		
	Well Location Address				City	State	Zip Code	Est. Depth	Casing Diameter	
<b>WELL OWNER</b>	Well Owner Name (Print)						Daytime Telephone Number (    )			
	Well Owner Street Address					City	State	Zip Code		
	Well Owner Signature							Date		
<b>WELL CONTRACTOR</b>	Well Contractor Company Name (Print) <b>Braun Intertec Corporation</b>				Certified Rep. Signature			Date	Company License No. <b>1323</b>	
<small>Failure to provide proper identification and fee prior to the beginning of well sealing is a violation of Minnesota Statutes, Chapter 103I, and may result in the assessment of an administrative penalty. Notification is not required to seal a boring.</small>										



March 18, 2019

City Council Report 2019-030

**AUTHORIZE THE SALE OF \$12,185,000 GENERAL OBLIGATION BONDS, SERIES 2018A**

**Proposed Action**

Staff recommends approval of the following motions: Adopt Resolution 2019-024 providing for the sale of \$12,185,000 General Obligation Bonds Series 2019A.

**Overview**

The Series 2019A bonds will be general obligations of the city for which it's full faith, credit and taxing authority powers are pledged. The bonds are being sold to finance four projects:

- Capital Improvements to City Hall. City Hall has not been remodeled or updated since 1989. Work space and facility needs have changed significantly since that time. The update will help the City attract and retain quality employees. The principal amount was reduced by \$216,511 in contributions from the Communications Fund.
- Blake Road will be reconstructed from Excelsior Boulevard to state trunk Highway 7. The project will span 2018/2019 and will receive approximately \$6.3 million from Hennepin County. Bonds will also be issued in 2019 to finance the remainder of Hopkins's project costs.
- 2019 street improvements located in Northeast Hopkins, including Cambridge Street, Hiawatha Avenue and Lake Street. The principal amount was reduced by prepaid assessments of \$250,000
- Utility system improvements done as part of Southwest Light Rail Construction

The bonds are being issued with a 16 year term with payments to come from a tax levy, franchise fees, utility revenue and special assessments. They will be issued pursuant to MN statues 475.521 (capital improvement bonds), 429 (street and special assessment), 475.58 (street reconstruction), 444.075 (sewer and water), 444.16 (storm sewer) and 475 (general bonding authority). Standard and Poor's affirmed the City's AA+ rating with a stable outlook on February 21<sup>st</sup>.

**Primary Issues**

- None

**Staff Recommendation**

Staff recommends approval of the resolution and further recommends, along with the City's financial advisor, to proceed with awarding bond sale on April 2<sup>nd</sup>.

**Supporting Information**

- Resolution No. 2019-024
- Bond Pre-Sale Report for both the 2019A

Nicholas Bishop, CPA  
Finance Director

Financial Impact: \$ <u>12,185,000</u> bond issue
Budgeted: Y/N <u>Yes</u>
Source: <u>Bond Funds</u>
Related Documents: <u>None</u>

Resolution No. 2019-024

Council Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

**Resolution Providing for the Sale of  
\$12,185,000 General Obligation Bonds, Series 2019A**

- A. WHEREAS, the City Council of the City of Hopkins, Minnesota has heretofore determined that it is necessary and expedient to issue the City's \$12,185,000 General Obligation Bonds, Series 2019A (the "Bonds"), to finance improvements to City Hall, Blake Road reconstruction, the City's 2019 road reconstruction projects and various utility improvements in the City; and
- B. WHEREAS, the City has retained Ehlers & Associates, Inc., in Roseville, Minnesota ("Ehlers"), as its independent municipal advisor for the Bonds in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9);

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hopkins, Minnesota, as follows:

- 1. Authorization; Findings. The City Council hereby authorizes Ehlers to assist the City for the sale of the Bonds.
- 2. Meeting; Proposal Opening. The City Council shall meet at 7:00 p.m. on April 2, 2019, for the purpose of considering proposals for and awarding the sale of the Bonds.
- 3. Official Statement. In connection with said sale, the officers or employees of the City are hereby authorized to cooperate with Ehlers and participate in the preparation of an official statement for the Bonds and to execute and deliver it on behalf of the City upon its completion.

The motion for the adoption of the foregoing resolution was duly seconded by City Council Member \_\_\_\_\_ and, after full discussion thereof and upon a vote being taken thereon, the following City Council Members voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

Dated this 19th day of March 2019.

\_\_\_\_\_  
City Clerk

March 19, 2019

## Pre-Sale Report for

City of Hopkins, Minnesota

\$12,185,000 General Obligation Bonds, Series 2019A



**Prepared by:**

Stacie Kvilvang, CIPMA  
Senior Municipal Advisor

Jason Aarsvold, CIPMA  
Senior Municipal Advisor

## Executive Summary of Proposed Debt

Proposed Issue:	\$12,185,000 General Obligation Bonds, Series 2019A
Purposes:	<p>The proposed issue includes financing for the following purposes:</p> <ul style="list-style-type: none"> <li>• <b><u>City Hall Improvements (\$4,665,000)</u></b> This portion of the bonds is to finance remodeling of City Hall. Debt service will be paid from ad valorem property taxes.</li> <li>• <b><u>2018 Street Projects (\$5,175,000)</u></b> This portion of the bonds is to finance the City’s 2019 street and utility reconstruction projects. Debt service will be paid from special assessments and ad valorem property taxes.</li> <li>• <b><u>Blake Road (\$1,830,000)</u></b> This portion of the Bonds is being issued to pay for the City’s portion of costs to reconstruct Blake Road. Debt service will be paid from ad valorem property taxes.</li> <li>• <b><u>Sewer/Water/Storm Improvements (\$525,000)</u></b> This portion of the Bonds is being used to finance various utility improvements in the City. Debt service will be paid from utility funds.</li> </ul>
Authority:	<p>The Bonds are being issued pursuant to Minnesota Statutes, Chapters:</p> <ul style="list-style-type: none"> <li>• 475.521 – City Hall Improvements</li> <li>• 429 – 2019 Street Projects</li> <li>• 475.58 – Blake Road Street Reconstruction</li> <li>• 444.075 – Sewer and Water</li> <li>• 444.16 – Storm Sewer</li> <li>• 475 – General bonding authority</li> </ul> <p><b><u>City Hall Improvement Portion.</u></b> The Bonds count against the City’s general obligation debt capacity limit of 3% of the City’s estimated market value. In the City, the estimated market value is \$2,006,534,000. Therefore, the total amount of outstanding debt cannot exceed \$60,196,020. These values are for 2018/19 tax year. As of December 18, 2018, the City has \$17,350,000 subject to the legal debt limit (this amount includes the 2012A, 2015A, 2014A (SRP portion), 2014B (CIP portion), 2017A SRP Portion, 2018A (SRP and Equipment Certificate portion), 2012A (Equipment Certificate portion), 2016C (Equipment Certificate portion). As such, issuance of the CIP Bonds will be within the overall statutory debt limit for the City.</p> <p>In addition, a separate limitation under the CIP Act is that, without referendum, the total amount of principal and interest in any one year on all CIP Bonds issued by the City debt cannot exceed 0.16% of the total estimated market value in the municipality. In the City, that maximum annual debt service amount is \$3,210,454 based upon the 2018/19 tax year (\$2,006,534,000 x .0016). The annual principal and interest</p>

	<p>payments on the 2012A CIP Bonds, the CIP portion of the 2014B Bonds and the CIP portion of the 2019A Bonds proposed to be issued under this CIP will average approximately \$1,445,677. As such, debt service on the CIP Bonds will be within the annual limits under the CIP Act.</p> <p><b><u>2019 Street Projects Portion.</u></b> Because the City is assessing at least 20% of the project costs, the Bonds can be a general obligation without a referendum and will not count against the City’s debt limit. The City intends to levy a total of \$1,250,000 in special assessments to benefitting property owners, of which \$250,000 (20%) is anticipated to be collected in pre-paid assessments (this portion of the Bond issue was reduced accordingly). The remaining \$1,000,000 of special assessments will be collected in years 2020 to 2034 at a rate of 2% over the True Interest Costs (TIC) of the Bonds. Annual assessments are paid on an equal principal basis.</p> <p><b><u>Blake Road Street Reconstruction Portion.</u></b> This portion of the Bonds are being issued under a Street Reconstruction and Overlay Plan (SROP) that was approved in 2017. Projects that are part of an approved SROP can be a general obligation without a referendum. However, this portion of the Bonds will count toward the City’s statutory debt limit of 3% of estimated market value. As noted under the City Hall Improvement Portion above, that portion of the Bonds and this portion fall below the statutory requirement.</p> <p><b><u>Utility Portion.</u></b> Chapter 444 allows cities to issue debt without limitation as long as debt service is expected to be paid from utility revenues.</p> <p>The Bonds will be general obligations of the City for which its full faith, credit and taxing powers are pledged.</p>
<p>Term/Call Feature:</p>	<p>The Bonds are being issued for a term of 16 years. Principal on the Bonds will be due on February 1 in the years 2021 through 2035. Interest is payable every six months beginning February 1, 2020.</p> <p>The Bonds will be subject to prepayment at the discretion of the City on February 1, 2027 or any date thereafter.</p>
<p>Bank Qualification:</p>	<p>Because the City is issuing, or expects to issue, more than \$10,000,000 in tax-exempt obligations during the calendar year, the City will be not able to designate the Bonds as “bank qualified” obligations.</p>
<p>Rating:</p>	<p>The City’s held their rating call with S &amp; P on February 6, 2019 and on February 21, 2019, received the rating report which affirmed the City’s AA+ rating with a stable outlook.</p> <p>If the winning bidder on the Bonds elects to purchase bond insurance, the rating for the issue may be higher than the City’s bond rating in the event that the bond rating of the insurer is higher than that of the City.</p>
<p>Basis for Recommendation:</p>	<p>Based on our knowledge of your situation, your objectives communicated to us, our advisory relationship as well as characteristics of various municipal financing options,</p>

	<p>we are recommending the issuance of general obligation bonds as a suitable financing option for the following reasons:</p> <ul style="list-style-type: none"> <li>- This is the only viable option available to finance these types of projects under State law</li> <li>- This is the most overall cost-effective option that still maintains future flexibility for the repayment of debt</li> <li>- This coincides with the City’s past practices to finance these types of projects with this type of debt issue.</li> </ul>
<p><b>Method of Sale/Placement:</b></p>	<p>We will solicit competitive bids for the purchase of the Bonds from underwriters and banks.</p> <p>We will include an allowance for discount bidding in the terms of the issue. The discount is treated as an interest item and provides the underwriter with all or a portion of their compensation in the transaction.</p> <p>If the Bonds are purchased at a price greater than the minimum bid amount (maximum discount), the unused allowance may be used to reduce your borrowing amount.</p>
<p><b>Premium Pricing:</b></p>	<p>In some cases, investors in municipal bonds prefer “premium” pricing structures. A premium is achieved when the coupon for any maturity (the interest rate paid by the issuer) exceeds the yield to the investor, resulting in a price paid that is greater than the face value of the bonds. The sum of the amounts paid in excess of face value is considered “reoffering premium.” The underwriter of the bonds will retain a portion of this reoffering premium as their compensation (or “discount”) but will pay the remainder of the premium to the City. The amount of the premium varies, but it is not uncommon to see premiums for new issues in the range of 2.00% to 10.00% of the face amount of the issue. This means that an issuer with a \$2,000,000 offering may receive bids that result in proceeds of \$2,040,000 to \$2,200,000.</p> <p>For this issue of Bonds, we have been directed to use the net premium to reduce the size of the issue/increase the net proceeds for the project. The resulting adjustments may slightly change the true interest cost of the issue, either up or down.</p> <p>The amount of premium can be restricted in the bid specifications. Restrictions on premium may result in fewer bids but may also eliminate large adjustments on the day of sale and unintended impact with respect to debt service payment. Ehlers will identify appropriate premium restrictions for the Bonds intended to achieve the City’s objectives for this financing.</p>
<p><b>Review of Existing Debt:</b></p>	<p>We have reviewed all outstanding indebtedness for the City and find that there are no refunding opportunities at this time.</p> <p>We will continue to monitor the market and the call dates for the City’s outstanding debt and will alert you to any future refunding opportunities.</p>

<p>Continuing Disclosure:</p>	<p>Because the City has more than \$10,000,000 in outstanding debt (including this issue) and this issue is over \$1,000,000, the City will be agreeing to provide certain updated Annual Financial Information and its Audited Financial Statement annually, as well as providing notices of the occurrence of certain reportable events to the Municipal Securities Rulemaking Board (the “MSRB”), as required by rules of the Securities and Exchange Commission (SEC). The City is already obligated to provide such reports for its existing bonds and has contracted with Ehlers to prepare and file the reports.</p>
<p>Arbitrage Monitoring:</p>	<p>Because the Bonds are tax-exempt obligations, the City must ensure compliance with certain Internal Revenue Service (IRS) rules throughout the life of the issue. These rules apply to all gross proceeds of the issue, including initial bond proceeds and investment earnings in construction, escrow, debt service, and any reserve funds. How issuers spend bond proceeds and how they track interest earnings on funds (arbitrage/yield restriction compliance) are common subjects of IRS inquiries. Your specific responsibilities will be detailed in the Tax Certificate prepared by your Bond Attorney and provided at closing. You have retained Ehlers to assist you with compliance with these rules.</p>
<p>Investment of and Accounting for Proceeds:</p>	<p>In order to more efficiently segregate funds for this project and maximize interest earnings, we recommend using an investment advisor, to assist with the investment of bond proceeds until they are needed to pay project costs. Ehlers Investment Partners, a subsidiary of Ehlers and registered investment advisor, will discuss an appropriate investment strategy with the City.</p>
<p>Risk Factors:</p>	<p><b>Special Assessments:</b> We have assumed \$250,000 of pre-paid special assessments (20%) and have assumed that the remaining \$1,000,000 of assessments are levied as projected. If the City receives significantly more of pre-paid assessments above this amount or does not levy the projected assessments, the City may need to increase the levy portion of the debt service to make up for the lower interest earnings than the expected assessment interest rate.</p>
<p>Other Service Providers:</p>	<p>This debt issuance will require the engagement of other public finance service providers. This section identifies those other service providers, so Ehlers can coordinate their engagement on your behalf. Where you have previously used a particular firm to provide a service, we have assumed that you will continue that relationship. For services you have not previously required, we have identified a service provider. Fees charged by these service providers will be paid from proceeds of the obligation, unless you notify us that you wish to pay them from other sources. Our pre-sale bond sizing includes a good faith estimate of these fees, but the final fees may vary. If you have any questions pertaining to the identified service providers or their role, or if you would like to use a different service provider for any of the listed services please contact us.</p> <p><b>Bond Counsel:</b> Kennedy &amp; Graven, Chartered</p> <p><b>Paying Agent:</b> Bond Trust Services Corporation</p>

	<b>Rating Agency:</b> Standard & Poor's Global Ratings (S&P)
Summary:	<p>The decisions to be made by the City Council are as follows:</p> <ul style="list-style-type: none"> <li>• Accept or modify the finance assumptions described in this report</li> <li>• Adopt the resolution attached to this report.</li> </ul>

This presale report summarizes our understanding of the City’s objectives for the structure and terms of this financing as of this date. As additional facts become known or capital markets conditions change, we may need to modify the structure and/or terms of this financing to achieve results consistent with the City’s objectives.

## Proposed Debt Issuance Schedule

Public Hearing on CIP Portion of the Bonds	January 2, 2019
February 2, 2019	Reverse referendum period ends for CIP portion of the Bonds
Pre-Sale Review by City Council:	March 19, 2019
Distribute Official Statement:	Week of February 4, 2019
Conference with Rating Agency:	February 6, 2019
City Council Meeting to Award Sale of the Bonds:	April 2, 2019
Estimated Closing Date:	End of April

### Attachments

- Estimated Sources and Uses of Funds
- Estimated Proposed Debt Service Schedule
- Resolution Authorizing Ehlers to Proceed with Bond Sale

### Ehlers Contacts

Municipal Advisors:	Stacie Kvilvang	(651) 697-8506
	Jason Aarsvold	(651) 697-8512
Disclosure Coordinator:	Silvia Johnson	(651) 697-8580
Financial Analyst:	Alicia Gage	(651) 697-8551

The Preliminary Official Statement for this financing will be sent to the City Council at their home or email address for review prior to the sale date.

# City of Hopkins, Minnesota

\$12,185,000 General Obligation Bonds, Series 2019A

Issue Summary

Assumes Current Market Non-BQ AA+ Rates plus 30bps

## Total Issue Sources And Uses

Dated 04/30/2019 | Delivered 04/30/2019

	CIP - City Hall	Street Reconstruction - Blake Road	Improvement - 2019 Residential Streets	Utility Revenue (Water & Sewer)	Issue Summary
<b>Sources Of Funds</b>					
Par Amount of Bonds	\$4,655,000.00	\$1,830,000.00	\$5,175,000.00	\$525,000.00	\$12,185,000.00
Communication Fund Cash	216,511.00	-	-	-	216,511.00
Sotrm Water Fund Cash	-	-	380,000.00	120,000.00	500,000.00
Prepaid Assessments	-	-	250,000.00	-	250,000.00
<b>Total Sources</b>	<b>\$4,871,511.00</b>	<b>\$1,830,000.00</b>	<b>\$5,805,000.00</b>	<b>\$645,000.00</b>	<b>\$13,151,511.00</b>
<b>Uses Of Funds</b>					
Total Underwriter's Discount (1.200%)	55,860.00	21,960.00	62,100.00	6,300.00	146,220.00
Costs of Issuance	42,405.01	16,670.49	47,141.98	4,782.52	111,000.00
Deposit to Capitalized Interest (CIF) Fund	113,485.01	44,602.08	125,275.40	12,789.69	296,152.18
Deposit to Project Construction Fund	4,656,521.00	1,745,300.00	5,575,000.00	620,000.00	12,596,821.00
Rounding Amount	3,239.98	1,467.43	(4,517.38)	1,127.79	1,317.82
<b>Total Uses</b>	<b>\$4,871,511.00</b>	<b>\$1,830,000.00</b>	<b>\$5,805,000.00</b>	<b>\$645,000.00</b>	<b>\$13,151,511.00</b>

# City of Hopkins, Minnesota

## \$12,185,000 General Obligation Bonds, Series 2019A

### Issue Summary

Assumes Current Market Non-BQ AA+ Rates plus 30bps

### Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
04/30/2019	-	-	-	-	-
02/01/2020	-	-	296,152.18	296,152.18	296,152.18
08/01/2020	-	-	196,706.25	196,706.25	-
02/01/2021	685,000.00	2.350%	196,706.25	881,706.25	1,078,412.50
08/01/2021	-	-	188,657.50	188,657.50	-
02/01/2022	700,000.00	2.400%	188,657.50	888,657.50	1,077,315.00
08/01/2022	-	-	180,257.50	180,257.50	-
02/01/2023	710,000.00	2.600%	180,257.50	890,257.50	1,070,515.00
08/01/2023	-	-	171,027.50	171,027.50	-
02/01/2024	720,000.00	2.650%	171,027.50	891,027.50	1,062,055.00
08/01/2024	-	-	161,487.50	161,487.50	-
02/01/2025	740,000.00	2.800%	161,487.50	901,487.50	1,062,975.00
08/01/2025	-	-	151,127.50	151,127.50	-
02/01/2026	755,000.00	2.900%	151,127.50	906,127.50	1,057,255.00
08/01/2026	-	-	140,180.00	140,180.00	-
02/01/2027	775,000.00	3.000%	140,180.00	915,180.00	1,055,360.00
08/01/2027	-	-	128,555.00	128,555.00	-
02/01/2028	800,000.00	3.250%	128,555.00	928,555.00	1,057,110.00
08/01/2028	-	-	115,555.00	115,555.00	-
02/01/2029	820,000.00	3.350%	115,555.00	935,555.00	1,051,110.00
08/01/2029	-	-	101,820.00	101,820.00	-
02/01/2030	845,000.00	3.500%	101,820.00	946,820.00	1,048,640.00
08/01/2030	-	-	87,032.50	87,032.50	-
02/01/2031	870,000.00	3.600%	87,032.50	957,032.50	1,044,065.00
08/01/2031	-	-	71,372.50	71,372.50	-
02/01/2032	890,000.00	3.650%	71,372.50	961,372.50	1,032,745.00
08/01/2032	-	-	55,130.00	55,130.00	-
02/01/2033	925,000.00	3.750%	55,130.00	980,130.00	1,035,260.00
08/01/2033	-	-	37,786.25	37,786.25	-
02/01/2034	955,000.00	3.850%	37,786.25	992,786.25	1,030,572.50
08/01/2034	-	-	19,402.50	19,402.50	-
02/01/2035	995,000.00	3.900%	19,402.50	1,014,402.50	1,033,805.00
<b>Total</b>	<b>\$12,185,000.00</b>	<b>-</b>	<b>\$3,908,347.18</b>	<b>\$16,093,347.18</b>	<b>-</b>

### Yield Statistics

Bond Year Dollars	\$112,722.60
Average Life	9.251 Years
Average Coupon	3.4672260%
Net Interest Cost (NIC)	3.5969427%
True Interest Cost (TIC)	3.5981903%
Bond Yield for Arbitrage Purposes	3.4408208%
All Inclusive Cost (AIC)	3.7194300%

### IRS Form 8038

Net Interest Cost	3.4672260%
Weighted Average Maturity	9.251 Years

# City of Hopkins, Minnesota

\$12,185,000 General Obligation Bonds, Series 2019A

Issue Summary

Assumes Current Market Non-BQ AA+ Rates plus 30bps

## Net Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	Fiscal Total
04/30/2019	-	-	-	-	-	-	-
02/01/2020	-	-	296,152.18	296,152.18	(296,152.18)	-	-
08/01/2020	-	-	196,706.25	196,706.25	-	196,706.25	-
02/01/2021	685,000.00	2.350%	196,706.25	881,706.25	-	881,706.25	1,078,412.50
08/01/2021	-	-	188,657.50	188,657.50	-	188,657.50	-
02/01/2022	700,000.00	2.400%	188,657.50	888,657.50	-	888,657.50	1,077,315.00
08/01/2022	-	-	180,257.50	180,257.50	-	180,257.50	-
02/01/2023	710,000.00	2.600%	180,257.50	890,257.50	-	890,257.50	1,070,515.00
08/01/2023	-	-	171,027.50	171,027.50	-	171,027.50	-
02/01/2024	720,000.00	2.650%	171,027.50	891,027.50	-	891,027.50	1,062,055.00
08/01/2024	-	-	161,487.50	161,487.50	-	161,487.50	-
02/01/2025	740,000.00	2.800%	161,487.50	901,487.50	-	901,487.50	1,062,975.00
08/01/2025	-	-	151,127.50	151,127.50	-	151,127.50	-
02/01/2026	755,000.00	2.900%	151,127.50	906,127.50	-	906,127.50	1,057,255.00
08/01/2026	-	-	140,180.00	140,180.00	-	140,180.00	-
02/01/2027	775,000.00	3.000%	140,180.00	915,180.00	-	915,180.00	1,055,360.00
08/01/2027	-	-	128,555.00	128,555.00	-	128,555.00	-
02/01/2028	800,000.00	3.250%	128,555.00	928,555.00	-	928,555.00	1,057,110.00
08/01/2028	-	-	115,555.00	115,555.00	-	115,555.00	-
02/01/2029	820,000.00	3.350%	115,555.00	935,555.00	-	935,555.00	1,051,110.00
08/01/2029	-	-	101,820.00	101,820.00	-	101,820.00	-
02/01/2030	845,000.00	3.500%	101,820.00	946,820.00	-	946,820.00	1,048,640.00
08/01/2030	-	-	87,032.50	87,032.50	-	87,032.50	-
02/01/2031	870,000.00	3.600%	87,032.50	957,032.50	-	957,032.50	1,044,065.00
08/01/2031	-	-	71,372.50	71,372.50	-	71,372.50	-
02/01/2032	890,000.00	3.650%	71,372.50	961,372.50	-	961,372.50	1,032,745.00
08/01/2032	-	-	55,130.00	55,130.00	-	55,130.00	-
02/01/2033	925,000.00	3.750%	55,130.00	980,130.00	-	980,130.00	1,035,260.00
08/01/2033	-	-	37,786.25	37,786.25	-	37,786.25	-
02/01/2034	955,000.00	3.850%	37,786.25	992,786.25	-	992,786.25	1,030,572.50
08/01/2034	-	-	19,402.50	19,402.50	-	19,402.50	-
02/01/2035	995,000.00	3.900%	19,402.50	1,014,402.50	-	1,014,402.50	1,033,805.00
<b>Total</b>	<b>\$12,185,000.00</b>	<b>-</b>	<b>\$3,908,347.18</b>	<b>\$16,093,347.18</b>	<b>(296,152.18)</b>	<b>\$15,797,195.00</b>	<b>-</b>

# City of Hopkins, Minnesota

\$12,185,000 General Obligation Bonds, Series 2019A

Issue Summary

Assumes Current Market Non-BQ AA+ Rates plus 30bps

## Detail Costs Of Issuance

Dated 04/30/2019 | Delivered 04/30/2019

### COSTS OF ISSUANCE DETAIL

Municipal Advisor	\$73,000.00
Bond Counsel (Kennedy & Graven)	\$18,000.00
Rating Agency Fee (S&P)	\$19,000.00
Miscellaneous	\$1,000.00
<b>TOTAL</b>	<b>\$111,000.00</b>

# City of Hopkins, Minnesota

\$12,185,000 General Obligation Bonds, Series 2019A

Issue Summary

Assumes Current Market Non-BQ AA+ Rates plus 30bps

## Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	105% of Total	Other Revenue	Levy/(Surplus)
02/01/2020	-	-	296,152.18	296,152.18	(296,152.18)	-	-	-	-
02/01/2021	685,000.00	2.350%	393,412.50	1,078,412.50	-	1,078,412.50	1,132,333.13	693,333.35	438,999.78
02/01/2022	700,000.00	2.400%	377,315.00	1,077,315.00	-	1,077,315.00	1,131,180.75	689,600.01	441,580.74
02/01/2023	710,000.00	2.600%	360,515.00	1,070,515.00	-	1,070,515.00	1,124,040.75	685,866.69	438,174.06
02/01/2024	720,000.00	2.650%	342,055.00	1,062,055.00	-	1,062,055.00	1,115,157.75	682,133.35	433,024.40
02/01/2025	740,000.00	2.800%	322,975.00	1,062,975.00	-	1,062,975.00	1,116,123.75	678,400.01	437,723.74
02/01/2026	755,000.00	2.900%	302,255.00	1,057,255.00	-	1,057,255.00	1,110,117.75	674,666.68	435,451.07
02/01/2027	775,000.00	3.000%	280,360.00	1,055,360.00	-	1,055,360.00	1,108,128.00	670,933.34	437,194.66
02/01/2028	800,000.00	3.250%	257,110.00	1,057,110.00	-	1,057,110.00	1,109,965.50	667,200.00	442,765.50
02/01/2029	820,000.00	3.350%	231,110.00	1,051,110.00	-	1,051,110.00	1,103,665.50	663,466.68	440,198.82
02/01/2030	845,000.00	3.500%	203,640.00	1,048,640.00	-	1,048,640.00	1,101,072.00	659,733.34	441,338.66
02/01/2031	870,000.00	3.600%	174,065.00	1,044,065.00	-	1,044,065.00	1,096,268.25	655,999.97	440,268.28
02/01/2032	890,000.00	3.650%	142,745.00	1,032,745.00	-	1,032,745.00	1,084,382.25	652,266.65	432,115.60
02/01/2033	925,000.00	3.750%	110,260.00	1,035,260.00	-	1,035,260.00	1,087,023.00	648,533.31	438,489.69
02/01/2034	955,000.00	3.850%	75,572.50	1,030,572.50	-	1,030,572.50	1,082,101.13	644,799.97	437,301.15
02/01/2035	995,000.00	3.900%	38,805.00	1,033,805.00	-	1,033,805.00	1,085,495.25	641,066.65	444,428.60
<b>Total</b>	<b>\$12,185,000.00</b>	<b>-</b>	<b>\$3,908,347.18</b>	<b>\$16,093,347.18</b>	<b>(296,152.18)</b>	<b>\$15,797,195.00</b>	<b>\$16,587,054.75</b>	<b>\$10,008,000.00</b>	<b>\$6,579,054.75</b>

## Significant Dates

Dated	4/30/2019
First Coupon Date	2/01/2020

## Yield Statistics

Bond Year Dollars	\$112,722.60
Average Life	9.251 Years
Average Coupon	3.4672260%
Net Interest Cost (NIC)	3.5969427%
True Interest Cost (TIC)	3.5981903%
Bond Yield for Arbitrage Purposes	3.4408208%
All Inclusive Cost (AIC)	3.7194300%

# City of Hopkins, Minnesota

\$4,655,000 General Obligation Bonds, Series 2019A

CIP - City Hall

Assumes Current Market Non-BQ AA+ Rates plus 30bps

## Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
04/30/2019	-	-	-	-	-
02/01/2020	-	-	113,485.01	113,485.01	113,485.01
08/01/2020	-	-	75,377.50	75,377.50	-
02/01/2021	250,000.00	2.350%	75,377.50	325,377.50	400,755.00
08/01/2021	-	-	72,440.00	72,440.00	-
02/01/2022	260,000.00	2.400%	72,440.00	332,440.00	404,880.00
08/01/2022	-	-	69,320.00	69,320.00	-
02/01/2023	265,000.00	2.600%	69,320.00	334,320.00	403,640.00
08/01/2023	-	-	65,875.00	65,875.00	-
02/01/2024	270,000.00	2.650%	65,875.00	335,875.00	401,750.00
08/01/2024	-	-	62,297.50	62,297.50	-
02/01/2025	280,000.00	2.800%	62,297.50	342,297.50	404,595.00
08/01/2025	-	-	58,377.50	58,377.50	-
02/01/2026	285,000.00	2.900%	58,377.50	343,377.50	401,755.00
08/01/2026	-	-	54,245.00	54,245.00	-
02/01/2027	295,000.00	3.000%	54,245.00	349,245.00	403,490.00
08/01/2027	-	-	49,820.00	49,820.00	-
02/01/2028	305,000.00	3.250%	49,820.00	354,820.00	404,640.00
08/01/2028	-	-	44,863.75	44,863.75	-
02/01/2029	315,000.00	3.350%	44,863.75	359,863.75	404,727.50
08/01/2029	-	-	39,587.50	39,587.50	-
02/01/2030	325,000.00	3.500%	39,587.50	364,587.50	404,175.00
08/01/2030	-	-	33,900.00	33,900.00	-
02/01/2031	335,000.00	3.600%	33,900.00	368,900.00	402,800.00
08/01/2031	-	-	27,870.00	27,870.00	-
02/01/2032	345,000.00	3.650%	27,870.00	372,870.00	400,740.00
08/01/2032	-	-	21,573.75	21,573.75	-
02/01/2033	360,000.00	3.750%	21,573.75	381,573.75	403,147.50
08/01/2033	-	-	14,823.75	14,823.75	-
02/01/2034	375,000.00	3.850%	14,823.75	389,823.75	404,647.50
08/01/2034	-	-	7,605.00	7,605.00	-
02/01/2035	390,000.00	3.900%	7,605.00	397,605.00	405,210.00
<b>Total</b>	<b>\$4,655,000.00</b>	<b>-</b>	<b>\$1,509,437.51</b>	<b>\$6,164,437.51</b>	<b>-</b>

## Yield Statistics

Bond Year Dollars	\$43,454.18
Average Life	9.335 Years
Average Coupon	3.4736301%
Net Interest Cost (NIC)	3.6021793%
True Interest Cost (TIC)	3.6036595%
Bond Yield for Arbitrage Purposes	3.4408208%
All Inclusive Cost (AIC)	3.7239643%

## IRS Form 8038

Net Interest Cost	3.4736301%
Weighted Average Maturity	9.335 Years

# City of Hopkins, Minnesota

\$4,655,000 General Obligation Bonds, Series 2019A

CIP - City Hall

Assumes Current Market Non-BQ AA+ Rates plus 30bps

## Net Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	Fiscal Total
04/30/2019	-	-	-	-	-	-	-
02/01/2020	-	-	113,485.01	113,485.01	(113,485.01)	-	-
08/01/2020	-	-	75,377.50	75,377.50	-	75,377.50	-
02/01/2021	250,000.00	2.350%	75,377.50	325,377.50	-	325,377.50	400,755.00
08/01/2021	-	-	72,440.00	72,440.00	-	72,440.00	-
02/01/2022	260,000.00	2.400%	72,440.00	332,440.00	-	332,440.00	404,880.00
08/01/2022	-	-	69,320.00	69,320.00	-	69,320.00	-
02/01/2023	265,000.00	2.600%	69,320.00	334,320.00	-	334,320.00	403,640.00
08/01/2023	-	-	65,875.00	65,875.00	-	65,875.00	-
02/01/2024	270,000.00	2.650%	65,875.00	335,875.00	-	335,875.00	401,750.00
08/01/2024	-	-	62,297.50	62,297.50	-	62,297.50	-
02/01/2025	280,000.00	2.800%	62,297.50	342,297.50	-	342,297.50	404,595.00
08/01/2025	-	-	58,377.50	58,377.50	-	58,377.50	-
02/01/2026	285,000.00	2.900%	58,377.50	343,377.50	-	343,377.50	401,755.00
08/01/2026	-	-	54,245.00	54,245.00	-	54,245.00	-
02/01/2027	295,000.00	3.000%	54,245.00	349,245.00	-	349,245.00	403,490.00
08/01/2027	-	-	49,820.00	49,820.00	-	49,820.00	-
02/01/2028	305,000.00	3.250%	49,820.00	354,820.00	-	354,820.00	404,640.00
08/01/2028	-	-	44,863.75	44,863.75	-	44,863.75	-
02/01/2029	315,000.00	3.350%	44,863.75	359,863.75	-	359,863.75	404,727.50
08/01/2029	-	-	39,587.50	39,587.50	-	39,587.50	-
02/01/2030	325,000.00	3.500%	39,587.50	364,587.50	-	364,587.50	404,175.00
08/01/2030	-	-	33,900.00	33,900.00	-	33,900.00	-
02/01/2031	335,000.00	3.600%	33,900.00	368,900.00	-	368,900.00	402,800.00
08/01/2031	-	-	27,870.00	27,870.00	-	27,870.00	-
02/01/2032	345,000.00	3.650%	27,870.00	372,870.00	-	372,870.00	400,740.00
08/01/2032	-	-	21,573.75	21,573.75	-	21,573.75	-
02/01/2033	360,000.00	3.750%	21,573.75	381,573.75	-	381,573.75	403,147.50
08/01/2033	-	-	14,823.75	14,823.75	-	14,823.75	-
02/01/2034	375,000.00	3.850%	14,823.75	389,823.75	-	389,823.75	404,647.50
08/01/2034	-	-	7,605.00	7,605.00	-	7,605.00	-
02/01/2035	390,000.00	3.900%	7,605.00	397,605.00	-	397,605.00	405,210.00
<b>Total</b>	<b>\$4,655,000.00</b>	<b>-</b>	<b>\$1,509,437.51</b>	<b>\$6,164,437.51</b>	<b>(113,485.01)</b>	<b>\$6,050,952.50</b>	<b>-</b>

# City of Hopkins, Minnesota

\$4,655,000 General Obligation Bonds, Series 2019A

CIP - City Hall

Assumes Current Market Non-BQ AA+ Rates plus 30bps

## Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	105% of Total	Franchise Fees	Levy/(Surplus)
02/01/2020	-	-	113,485.01	113,485.01	(113,485.01)	-	-	-	-
02/01/2021	250,000.00	2.350%	150,755.00	400,755.00	-	400,755.00	420,792.75	360,000.00	60,792.75
02/01/2022	260,000.00	2.400%	144,880.00	404,880.00	-	404,880.00	425,124.00	360,000.00	65,124.00
02/01/2023	265,000.00	2.600%	138,640.00	403,640.00	-	403,640.00	423,822.00	360,000.00	63,822.00
02/01/2024	270,000.00	2.650%	131,750.00	401,750.00	-	401,750.00	421,837.50	360,000.00	61,837.50
02/01/2025	280,000.00	2.800%	124,595.00	404,595.00	-	404,595.00	424,824.75	360,000.00	64,824.75
02/01/2026	285,000.00	2.900%	116,755.00	401,755.00	-	401,755.00	421,842.75	360,000.00	61,842.75
02/01/2027	295,000.00	3.000%	108,490.00	403,490.00	-	403,490.00	423,664.50	360,000.00	63,664.50
02/01/2028	305,000.00	3.250%	99,640.00	404,640.00	-	404,640.00	424,872.00	360,000.00	64,872.00
02/01/2029	315,000.00	3.350%	89,727.50	404,727.50	-	404,727.50	424,963.88	360,000.00	64,963.88
02/01/2030	325,000.00	3.500%	79,175.00	404,175.00	-	404,175.00	424,383.75	360,000.00	64,383.75
02/01/2031	335,000.00	3.600%	67,800.00	402,800.00	-	402,800.00	422,940.00	360,000.00	62,940.00
02/01/2032	345,000.00	3.650%	55,740.00	400,740.00	-	400,740.00	420,777.00	360,000.00	60,777.00
02/01/2033	360,000.00	3.750%	43,147.50	403,147.50	-	403,147.50	423,304.88	360,000.00	63,304.88
02/01/2034	375,000.00	3.850%	29,647.50	404,647.50	-	404,647.50	424,879.88	360,000.00	64,879.88
02/01/2035	390,000.00	3.900%	15,210.00	405,210.00	-	405,210.00	425,470.50	360,000.00	65,470.50
<b>Total</b>	<b>\$4,655,000.00</b>	<b>-</b>	<b>\$1,509,437.51</b>	<b>\$6,164,437.51</b>	<b>(113,485.01)</b>	<b>\$6,050,952.50</b>	<b>\$6,353,500.13</b>	<b>\$5,400,000.00</b>	<b>\$953,500.13</b>

## Significant Dates

Dated	4/30/2019
First Coupon Date	2/01/2020

## Yield Statistics

Bond Year Dollars	\$43,454.18
Average Life	9.335 Years
Average Coupon	3.4736301%
Net Interest Cost (NIC)	3.6021793%
True Interest Cost (TIC)	3.6036595%
Bond Yield for Arbitrage Purposes	3.4408208%
All Inclusive Cost (AIC)	3.7239643%

Series 2019A GO Bonds - P | CIP - City Hall | 1/16/2019 | 2:04 PM

# City of Hopkins, Minnesota

\$1,830,000 General Obligation Bonds, Series 2019A

Street Reconstruction - Blake Road

Assumes Current Market Non-BQ AA+ Rates plus 30bps

## Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
04/30/2019	-	-	-	-	-
02/01/2020	-	-	44,602.08	44,602.08	44,602.08
08/01/2020	-	-	29,625.00	29,625.00	-
02/01/2021	100,000.00	2.350%	29,625.00	129,625.00	159,250.00
08/01/2021	-	-	28,450.00	28,450.00	-
02/01/2022	100,000.00	2.400%	28,450.00	128,450.00	156,900.00
08/01/2022	-	-	27,250.00	27,250.00	-
02/01/2023	105,000.00	2.600%	27,250.00	132,250.00	159,500.00
08/01/2023	-	-	25,885.00	25,885.00	-
02/01/2024	105,000.00	2.650%	25,885.00	130,885.00	156,770.00
08/01/2024	-	-	24,493.75	24,493.75	-
02/01/2025	110,000.00	2.800%	24,493.75	134,493.75	158,987.50
08/01/2025	-	-	22,953.75	22,953.75	-
02/01/2026	115,000.00	2.900%	22,953.75	137,953.75	160,907.50
08/01/2026	-	-	21,286.25	21,286.25	-
02/01/2027	115,000.00	3.000%	21,286.25	136,286.25	157,572.50
08/01/2027	-	-	19,561.25	19,561.25	-
02/01/2028	120,000.00	3.250%	19,561.25	139,561.25	159,122.50
08/01/2028	-	-	17,611.25	17,611.25	-
02/01/2029	125,000.00	3.350%	17,611.25	142,611.25	160,222.50
08/01/2029	-	-	15,517.50	15,517.50	-
02/01/2030	130,000.00	3.500%	15,517.50	145,517.50	161,035.00
08/01/2030	-	-	13,242.50	13,242.50	-
02/01/2031	130,000.00	3.600%	13,242.50	143,242.50	156,485.00
08/01/2031	-	-	10,902.50	10,902.50	-
02/01/2032	135,000.00	3.650%	10,902.50	145,902.50	156,805.00
08/01/2032	-	-	8,438.75	8,438.75	-
02/01/2033	140,000.00	3.750%	8,438.75	148,438.75	156,877.50
08/01/2033	-	-	5,813.75	5,813.75	-
02/01/2034	145,000.00	3.850%	5,813.75	150,813.75	156,627.50
08/01/2034	-	-	3,022.50	3,022.50	-
02/01/2035	155,000.00	3.900%	3,022.50	158,022.50	161,045.00
<b>Total</b>	<b>\$1,830,000.00</b>	<b>-</b>	<b>\$592,709.58</b>	<b>\$2,422,709.58</b>	<b>-</b>

## Yield Statistics

Bond Year Dollars	\$17,067.58
Average Life	9.327 Years
Average Coupon	3.4727212%
Net Interest Cost (NIC)	3.6013861%
True Interest Cost (TIC)	3.6028579%
Bond Yield for Arbitrage Purposes	3.4408208%
All Inclusive Cost (AIC)	3.7232495%

## IRS Form 8038

Net Interest Cost	3.4727212%
Weighted Average Maturity	9.327 Years

# City of Hopkins, Minnesota

\$1,830,000 General Obligation Bonds, Series 2019A

Street Reconstruction - Blake Road

Assumes Current Market Non-BQ AA+ Rates plus 30bps

## Net Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	Fiscal Total
04/30/2019	-	-	-	-	-	-	-
02/01/2020	-	-	44,602.08	44,602.08	(44,602.08)	-	-
08/01/2020	-	-	29,625.00	29,625.00	-	29,625.00	-
02/01/2021	100,000.00	2.350%	29,625.00	129,625.00	-	129,625.00	159,250.00
08/01/2021	-	-	28,450.00	28,450.00	-	28,450.00	-
02/01/2022	100,000.00	2.400%	28,450.00	128,450.00	-	128,450.00	156,900.00
08/01/2022	-	-	27,250.00	27,250.00	-	27,250.00	-
02/01/2023	105,000.00	2.600%	27,250.00	132,250.00	-	132,250.00	159,500.00
08/01/2023	-	-	25,885.00	25,885.00	-	25,885.00	-
02/01/2024	105,000.00	2.650%	25,885.00	130,885.00	-	130,885.00	156,770.00
08/01/2024	-	-	24,493.75	24,493.75	-	24,493.75	-
02/01/2025	110,000.00	2.800%	24,493.75	134,493.75	-	134,493.75	158,987.50
08/01/2025	-	-	22,953.75	22,953.75	-	22,953.75	-
02/01/2026	115,000.00	2.900%	22,953.75	137,953.75	-	137,953.75	160,907.50
08/01/2026	-	-	21,286.25	21,286.25	-	21,286.25	-
02/01/2027	115,000.00	3.000%	21,286.25	136,286.25	-	136,286.25	157,572.50
08/01/2027	-	-	19,561.25	19,561.25	-	19,561.25	-
02/01/2028	120,000.00	3.250%	19,561.25	139,561.25	-	139,561.25	159,122.50
08/01/2028	-	-	17,611.25	17,611.25	-	17,611.25	-
02/01/2029	125,000.00	3.350%	17,611.25	142,611.25	-	142,611.25	160,222.50
08/01/2029	-	-	15,517.50	15,517.50	-	15,517.50	-
02/01/2030	130,000.00	3.500%	15,517.50	145,517.50	-	145,517.50	161,035.00
08/01/2030	-	-	13,242.50	13,242.50	-	13,242.50	-
02/01/2031	130,000.00	3.600%	13,242.50	143,242.50	-	143,242.50	156,485.00
08/01/2031	-	-	10,902.50	10,902.50	-	10,902.50	-
02/01/2032	135,000.00	3.650%	10,902.50	145,902.50	-	145,902.50	156,805.00
08/01/2032	-	-	8,438.75	8,438.75	-	8,438.75	-
02/01/2033	140,000.00	3.750%	8,438.75	148,438.75	-	148,438.75	156,877.50
08/01/2033	-	-	5,813.75	5,813.75	-	5,813.75	-
02/01/2034	145,000.00	3.850%	5,813.75	150,813.75	-	150,813.75	156,627.50
08/01/2034	-	-	3,022.50	3,022.50	-	3,022.50	-
02/01/2035	155,000.00	3.900%	3,022.50	158,022.50	-	158,022.50	161,045.00
<b>Total</b>	<b>\$1,830,000.00</b>	<b>-</b>	<b>\$592,709.58</b>	<b>\$2,422,709.58</b>	<b>(44,602.08)</b>	<b>\$2,378,107.50</b>	<b>-</b>

# City of Hopkins, Minnesota

\$1,830,000 General Obligation Bonds, Series 2019A

Street Reconstruction - Blake Road

Assumes Current Market Non-BQ AA+ Rates plus 30bps

## Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	105% of Total	Utility Revenue	Levy/(Surplus)
02/01/2020	-	-	44,602.08	44,602.08	(44,602.08)	-	-	-	-
02/01/2021	100,000.00	2.350%	59,250.00	159,250.00	-	159,250.00	167,212.50	65,000.01	102,212.49
02/01/2022	100,000.00	2.400%	56,900.00	156,900.00	-	156,900.00	164,745.00	65,000.01	99,744.99
02/01/2023	105,000.00	2.600%	54,500.00	159,500.00	-	159,500.00	167,475.00	65,000.01	102,474.99
02/01/2024	105,000.00	2.650%	51,770.00	156,770.00	-	156,770.00	164,608.50	65,000.01	99,608.49
02/01/2025	110,000.00	2.800%	48,987.50	158,987.50	-	158,987.50	166,936.88	65,000.01	101,936.87
02/01/2026	115,000.00	2.900%	45,907.50	160,907.50	-	160,907.50	168,952.88	65,000.00	103,952.88
02/01/2027	115,000.00	3.000%	42,572.50	157,572.50	-	157,572.50	165,451.13	65,000.00	100,451.13
02/01/2028	120,000.00	3.250%	39,122.50	159,122.50	-	159,122.50	167,078.63	65,000.00	102,078.63
02/01/2029	125,000.00	3.350%	35,222.50	160,222.50	-	160,222.50	168,233.63	65,000.00	103,233.63
02/01/2030	130,000.00	3.500%	31,035.00	161,035.00	-	161,035.00	169,086.75	65,000.00	104,086.75
02/01/2031	130,000.00	3.600%	26,485.00	156,485.00	-	156,485.00	164,309.25	64,999.99	99,309.26
02/01/2032	135,000.00	3.650%	21,805.00	156,805.00	-	156,805.00	164,645.25	64,999.99	99,645.26
02/01/2033	140,000.00	3.750%	16,877.50	156,877.50	-	156,877.50	164,721.38	64,999.99	99,721.39
02/01/2034	145,000.00	3.850%	11,627.50	156,627.50	-	156,627.50	164,458.88	64,999.99	99,458.89
02/01/2035	155,000.00	3.900%	6,045.00	161,045.00	-	161,045.00	169,097.25	64,999.99	104,097.26
<b>Total</b>	<b>\$1,830,000.00</b>	<b>-</b>	<b>\$592,709.58</b>	<b>\$2,422,709.58</b>	<b>(44,602.08)</b>	<b>\$2,378,107.50</b>	<b>\$2,497,012.88</b>	<b>\$975,000.00</b>	<b>\$1,522,012.88</b>

## Significant Dates

Dated	4/30/2019
First Coupon Date	2/01/2020

## Yield Statistics

Bond Year Dollars	\$17,067.58
Average Life	9.327 Years
Average Coupon	3.4727212%
Net Interest Cost (NIC)	3.6013861%
True Interest Cost (TIC)	3.6028579%
Bond Yield for Arbitrage Purposes	3.4408208%
All Inclusive Cost (AIC)	3.7232495%

# City of Hopkins, Minnesota

\$5,175,000 General Obligation Bonds, Series 2019A

Improvement - 2019 Residential Streets

Assumes Current Market Non-BQ AA+ Rates plus 30bps

## Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
04/30/2019	-	-	-	-	-
02/01/2020	-	-	125,275.40	125,275.40	125,275.40
08/01/2020	-	-	83,208.75	83,208.75	-
02/01/2021	305,000.00	2.350%	83,208.75	388,208.75	471,417.50
08/01/2021	-	-	79,625.00	79,625.00	-
02/01/2022	310,000.00	2.400%	79,625.00	389,625.00	469,250.00
08/01/2022	-	-	75,905.00	75,905.00	-
02/01/2023	310,000.00	2.600%	75,905.00	385,905.00	461,810.00
08/01/2023	-	-	71,875.00	71,875.00	-
02/01/2024	315,000.00	2.650%	71,875.00	386,875.00	458,750.00
08/01/2024	-	-	67,701.25	67,701.25	-
02/01/2025	320,000.00	2.800%	67,701.25	387,701.25	455,402.50
08/01/2025	-	-	63,221.25	63,221.25	-
02/01/2026	325,000.00	2.900%	63,221.25	388,221.25	451,442.50
08/01/2026	-	-	58,508.75	58,508.75	-
02/01/2027	330,000.00	3.000%	58,508.75	388,508.75	447,017.50
08/01/2027	-	-	53,558.75	53,558.75	-
02/01/2028	340,000.00	3.250%	53,558.75	393,558.75	447,117.50
08/01/2028	-	-	48,033.75	48,033.75	-
02/01/2029	345,000.00	3.350%	48,033.75	393,033.75	441,067.50
08/01/2029	-	-	42,255.00	42,255.00	-
02/01/2030	355,000.00	3.500%	42,255.00	397,255.00	439,510.00
08/01/2030	-	-	36,042.50	36,042.50	-
02/01/2031	365,000.00	3.600%	36,042.50	401,042.50	437,085.00
08/01/2031	-	-	29,472.50	29,472.50	-
02/01/2032	370,000.00	3.650%	29,472.50	399,472.50	428,945.00
08/01/2032	-	-	22,720.00	22,720.00	-
02/01/2033	385,000.00	3.750%	22,720.00	407,720.00	430,440.00
08/01/2033	-	-	15,501.25	15,501.25	-
02/01/2034	395,000.00	3.850%	15,501.25	410,501.25	426,002.50
08/01/2034	-	-	7,897.50	7,897.50	-
02/01/2035	405,000.00	3.900%	7,897.50	412,897.50	420,795.00
<b>Total</b>	<b>\$5,175,000.00</b>	<b>-</b>	<b>\$1,636,327.90</b>	<b>\$6,811,327.90</b>	<b>-</b>

## Yield Statistics

Bond Year Dollars	\$47,310.63
Average Life	9.142 Years
Average Coupon	3.4586901%
Net Interest Cost (NIC)	3.5899502%
True Interest Cost (TIC)	3.5908903%
Bond Yield for Arbitrage Purposes	3.4408208%
All Inclusive Cost (AIC)	3.7133606%

## IRS Form 8038

Net Interest Cost	3.4586901%
Weighted Average Maturity	9.142 Years

# City of Hopkins, Minnesota

\$5,175,000 General Obligation Bonds, Series 2019A

Improvement - 2019 Residential Streets

Assumes Current Market Non-BQ AA+ Rates plus 30bps

## Net Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	Fiscal Total
04/30/2019	-	-	-	-	-	-	-
02/01/2020	-	-	125,275.40	125,275.40	(125,275.40)	-	-
08/01/2020	-	-	83,208.75	83,208.75	-	83,208.75	-
02/01/2021	305,000.00	2.350%	83,208.75	388,208.75	-	388,208.75	471,417.50
08/01/2021	-	-	79,625.00	79,625.00	-	79,625.00	-
02/01/2022	310,000.00	2.400%	79,625.00	389,625.00	-	389,625.00	469,250.00
08/01/2022	-	-	75,905.00	75,905.00	-	75,905.00	-
02/01/2023	310,000.00	2.600%	75,905.00	385,905.00	-	385,905.00	461,810.00
08/01/2023	-	-	71,875.00	71,875.00	-	71,875.00	-
02/01/2024	315,000.00	2.650%	71,875.00	386,875.00	-	386,875.00	458,750.00
08/01/2024	-	-	67,701.25	67,701.25	-	67,701.25	-
02/01/2025	320,000.00	2.800%	67,701.25	387,701.25	-	387,701.25	455,402.50
08/01/2025	-	-	63,221.25	63,221.25	-	63,221.25	-
02/01/2026	325,000.00	2.900%	63,221.25	388,221.25	-	388,221.25	451,442.50
08/01/2026	-	-	58,508.75	58,508.75	-	58,508.75	-
02/01/2027	330,000.00	3.000%	58,508.75	388,508.75	-	388,508.75	447,017.50
08/01/2027	-	-	53,558.75	53,558.75	-	53,558.75	-
02/01/2028	340,000.00	3.250%	53,558.75	393,558.75	-	393,558.75	447,117.50
08/01/2028	-	-	48,033.75	48,033.75	-	48,033.75	-
02/01/2029	345,000.00	3.350%	48,033.75	393,033.75	-	393,033.75	441,067.50
08/01/2029	-	-	42,255.00	42,255.00	-	42,255.00	-
02/01/2030	355,000.00	3.500%	42,255.00	397,255.00	-	397,255.00	439,510.00
08/01/2030	-	-	36,042.50	36,042.50	-	36,042.50	-
02/01/2031	365,000.00	3.600%	36,042.50	401,042.50	-	401,042.50	437,085.00
08/01/2031	-	-	29,472.50	29,472.50	-	29,472.50	-
02/01/2032	370,000.00	3.650%	29,472.50	399,472.50	-	399,472.50	428,945.00
08/01/2032	-	-	22,720.00	22,720.00	-	22,720.00	-
02/01/2033	385,000.00	3.750%	22,720.00	407,720.00	-	407,720.00	430,440.00
08/01/2033	-	-	15,501.25	15,501.25	-	15,501.25	-
02/01/2034	395,000.00	3.850%	15,501.25	410,501.25	-	410,501.25	426,002.50
08/01/2034	-	-	7,897.50	7,897.50	-	7,897.50	-
02/01/2035	405,000.00	3.900%	7,897.50	412,897.50	-	412,897.50	420,795.00
<b>Total</b>	<b>\$5,175,000.00</b>	<b>-</b>	<b>\$1,636,327.90</b>	<b>\$6,811,327.90</b>	<b>(125,275.40)</b>	<b>\$6,686,052.50</b>	<b>-</b>

# City of Hopkins, Minnesota

\$5,175,000 General Obligation Bonds, Series 2019A

Improvement - 2019 Residential Streets

Assumes Current Market Non-BQ AA+ Rates plus 30bps

## Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	105% of Total	Assessments/ Utility Revenue	Levy/(Surplus)
02/01/2020	-	-	125,275.40	125,275.40	(125,275.40)	-	-	-	-
02/01/2021	305,000.00	2.350%	166,417.50	471,417.50	-	471,417.50	494,988.38	235,000.00	259,988.38
02/01/2022	310,000.00	2.400%	159,250.00	469,250.00	-	469,250.00	492,712.50	231,266.66	261,445.84
02/01/2023	310,000.00	2.600%	151,810.00	461,810.00	-	461,810.00	484,900.50	227,533.34	257,367.16
02/01/2024	315,000.00	2.650%	143,750.00	458,750.00	-	458,750.00	481,687.50	223,800.00	257,887.50
02/01/2025	320,000.00	2.800%	135,402.50	455,402.50	-	455,402.50	478,172.63	220,066.66	258,105.97
02/01/2026	325,000.00	2.900%	126,442.50	451,442.50	-	451,442.50	474,014.63	216,333.35	257,681.28
02/01/2027	330,000.00	3.000%	117,017.50	447,017.50	-	447,017.50	469,368.38	212,600.01	256,768.37
02/01/2028	340,000.00	3.250%	107,117.50	447,117.50	-	447,117.50	469,473.38	208,866.67	260,606.71
02/01/2029	345,000.00	3.350%	96,067.50	441,067.50	-	441,067.50	463,120.88	205,133.35	257,987.53
02/01/2030	355,000.00	3.500%	84,510.00	439,510.00	-	439,510.00	461,485.50	201,400.01	260,085.49
02/01/2031	365,000.00	3.600%	72,085.00	437,085.00	-	437,085.00	458,939.25	197,666.65	261,272.60
02/01/2032	370,000.00	3.650%	58,945.00	428,945.00	-	428,945.00	450,392.25	193,933.33	256,458.92
02/01/2033	385,000.00	3.750%	45,440.00	430,440.00	-	430,440.00	451,962.00	190,199.99	261,762.01
02/01/2034	395,000.00	3.850%	31,002.50	426,002.50	-	426,002.50	447,302.63	186,466.65	260,835.98
02/01/2035	405,000.00	3.900%	15,795.00	420,795.00	-	420,795.00	441,834.75	182,733.33	259,101.42
<b>Total</b>	<b>\$5,175,000.00</b>	<b>-</b>	<b>\$1,636,327.90</b>	<b>\$6,811,327.90</b>	<b>(125,275.40)</b>	<b>\$6,686,052.50</b>	<b>\$7,020,355.13</b>	<b>\$3,133,000.00</b>	<b>\$3,887,355.13</b>

## Significant Dates

Dated	4/30/2019
First Coupon Date	2/01/2020

## Yield Statistics

Bond Year Dollars	\$47,310.63
Average Life	9.142 Years
Average Coupon	3.4586901%
Net Interest Cost (NIC)	3.5899502%
True Interest Cost (TIC)	3.5908903%
Bond Yield for Arbitrage Purposes	3.4408208%
All Inclusive Cost (AIC)	3.7133606%

# City of Hopkins, Minnesota

\$525,000 General Obligation Bonds, Series 2019A

Utility Revenue (Water & Sewer)

Assumes Current Market Non-BQ AA+ Rates plus 30bps

## Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
04/30/2019	-	-	-	-	-
02/01/2020	-	-	12,789.69	12,789.69	12,789.69
08/01/2020	-	-	8,495.00	8,495.00	-
02/01/2021	30,000.00	2.350%	8,495.00	38,495.00	46,990.00
08/01/2021	-	-	8,142.50	8,142.50	-
02/01/2022	30,000.00	2.400%	8,142.50	38,142.50	46,285.00
08/01/2022	-	-	7,782.50	7,782.50	-
02/01/2023	30,000.00	2.600%	7,782.50	37,782.50	45,565.00
08/01/2023	-	-	7,392.50	7,392.50	-
02/01/2024	30,000.00	2.650%	7,392.50	37,392.50	44,785.00
08/01/2024	-	-	6,995.00	6,995.00	-
02/01/2025	30,000.00	2.800%	6,995.00	36,995.00	43,990.00
08/01/2025	-	-	6,575.00	6,575.00	-
02/01/2026	30,000.00	2.900%	6,575.00	36,575.00	43,150.00
08/01/2026	-	-	6,140.00	6,140.00	-
02/01/2027	35,000.00	3.000%	6,140.00	41,140.00	47,280.00
08/01/2027	-	-	5,615.00	5,615.00	-
02/01/2028	35,000.00	3.250%	5,615.00	40,615.00	46,230.00
08/01/2028	-	-	5,046.25	5,046.25	-
02/01/2029	35,000.00	3.350%	5,046.25	40,046.25	45,092.50
08/01/2029	-	-	4,460.00	4,460.00	-
02/01/2030	35,000.00	3.500%	4,460.00	39,460.00	43,920.00
08/01/2030	-	-	3,847.50	3,847.50	-
02/01/2031	40,000.00	3.600%	3,847.50	43,847.50	47,695.00
08/01/2031	-	-	3,127.50	3,127.50	-
02/01/2032	40,000.00	3.650%	3,127.50	43,127.50	46,255.00
08/01/2032	-	-	2,397.50	2,397.50	-
02/01/2033	40,000.00	3.750%	2,397.50	42,397.50	44,795.00
08/01/2033	-	-	1,647.50	1,647.50	-
02/01/2034	40,000.00	3.850%	1,647.50	41,647.50	43,295.00
08/01/2034	-	-	877.50	877.50	-
02/01/2035	45,000.00	3.900%	877.50	45,877.50	46,755.00
<b>Total</b>	<b>\$525,000.00</b>	<b>-</b>	<b>\$169,872.19</b>	<b>\$694,872.19</b>	<b>-</b>

## Yield Statistics

Bond Year Dollars	\$4,890.21
Average Life	9.315 Years
Average Coupon	3.4737209%
Net Interest Cost (NIC)	3.6025498%
True Interest Cost (TIC)	3.6040926%
Bond Yield for Arbitrage Purposes	3.4408208%
All Inclusive Cost (AIC)	3.7246671%

## IRS Form 8038

Net Interest Cost	3.4737209%
Weighted Average Maturity	9.315 Years



# City of Hopkins, Minnesota

\$525,000 General Obligation Bonds, Series 2019A

Utility Revenue (Water & Sewer)

Assumes Current Market Non-BQ AA+ Rates plus 30bps

## Net Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	Fiscal Total
04/30/2019	-	-	-	-	-	-	-
02/01/2020	-	-	12,789.69	12,789.69	(12,789.69)	-	-
08/01/2020	-	-	8,495.00	8,495.00	-	8,495.00	-
02/01/2021	30,000.00	2.350%	8,495.00	38,495.00	-	38,495.00	46,990.00
08/01/2021	-	-	8,142.50	8,142.50	-	8,142.50	-
02/01/2022	30,000.00	2.400%	8,142.50	38,142.50	-	38,142.50	46,285.00
08/01/2022	-	-	7,782.50	7,782.50	-	7,782.50	-
02/01/2023	30,000.00	2.600%	7,782.50	37,782.50	-	37,782.50	45,565.00
08/01/2023	-	-	7,392.50	7,392.50	-	7,392.50	-
02/01/2024	30,000.00	2.650%	7,392.50	37,392.50	-	37,392.50	44,785.00
08/01/2024	-	-	6,995.00	6,995.00	-	6,995.00	-
02/01/2025	30,000.00	2.800%	6,995.00	36,995.00	-	36,995.00	43,990.00
08/01/2025	-	-	6,575.00	6,575.00	-	6,575.00	-
02/01/2026	30,000.00	2.900%	6,575.00	36,575.00	-	36,575.00	43,150.00
08/01/2026	-	-	6,140.00	6,140.00	-	6,140.00	-
02/01/2027	35,000.00	3.000%	6,140.00	41,140.00	-	41,140.00	47,280.00
08/01/2027	-	-	5,615.00	5,615.00	-	5,615.00	-
02/01/2028	35,000.00	3.250%	5,615.00	40,615.00	-	40,615.00	46,230.00
08/01/2028	-	-	5,046.25	5,046.25	-	5,046.25	-
02/01/2029	35,000.00	3.350%	5,046.25	40,046.25	-	40,046.25	45,092.50
08/01/2029	-	-	4,460.00	4,460.00	-	4,460.00	-
02/01/2030	35,000.00	3.500%	4,460.00	39,460.00	-	39,460.00	43,920.00
08/01/2030	-	-	3,847.50	3,847.50	-	3,847.50	-
02/01/2031	40,000.00	3.600%	3,847.50	43,847.50	-	43,847.50	47,695.00
08/01/2031	-	-	3,127.50	3,127.50	-	3,127.50	-
02/01/2032	40,000.00	3.650%	3,127.50	43,127.50	-	43,127.50	46,255.00
08/01/2032	-	-	2,397.50	2,397.50	-	2,397.50	-
02/01/2033	40,000.00	3.750%	2,397.50	42,397.50	-	42,397.50	44,795.00
08/01/2033	-	-	1,647.50	1,647.50	-	1,647.50	-
02/01/2034	40,000.00	3.850%	1,647.50	41,647.50	-	41,647.50	43,295.00
08/01/2034	-	-	877.50	877.50	-	877.50	-
02/01/2035	45,000.00	3.900%	877.50	45,877.50	-	45,877.50	46,755.00
<b>Total</b>	<b>\$525,000.00</b>	<b>-</b>	<b>\$169,872.19</b>	<b>\$694,872.19</b>	<b>(12,789.69)</b>	<b>\$682,082.50</b>	<b>-</b>

# City of Hopkins, Minnesota

\$525,000 General Obligation Bonds, Series 2019A

Utility Revenue (Water & Sewer)

Assumes Current Market Non-BQ AA+ Rates plus 30bps

## Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	105% of Total	Utility Revenue	Levy/(Surplus)
02/01/2020	-	-	12,789.69	12,789.69	(12,789.69)	-	-	-	-
02/01/2021	30,000.00	2.350%	16,990.00	46,990.00	-	46,990.00	49,339.50	33,333.34	16,006.16
02/01/2022	30,000.00	2.400%	16,285.00	46,285.00	-	46,285.00	48,599.25	33,333.34	15,265.91
02/01/2023	30,000.00	2.600%	15,565.00	45,565.00	-	45,565.00	47,843.25	33,333.34	14,509.91
02/01/2024	30,000.00	2.650%	14,785.00	44,785.00	-	44,785.00	47,024.25	33,333.34	13,690.91
02/01/2025	30,000.00	2.800%	13,990.00	43,990.00	-	43,990.00	46,189.50	33,333.34	12,856.16
02/01/2026	30,000.00	2.900%	13,150.00	43,150.00	-	43,150.00	45,307.50	33,333.33	11,974.17
02/01/2027	35,000.00	3.000%	12,280.00	47,280.00	-	47,280.00	49,644.00	33,333.33	16,310.67
02/01/2028	35,000.00	3.250%	11,230.00	46,230.00	-	46,230.00	48,541.50	33,333.33	15,208.17
02/01/2029	35,000.00	3.350%	10,092.50	45,092.50	-	45,092.50	47,347.13	33,333.33	14,013.80
02/01/2030	35,000.00	3.500%	8,920.00	43,920.00	-	43,920.00	46,116.00	33,333.33	12,782.67
02/01/2031	40,000.00	3.600%	7,695.00	47,695.00	-	47,695.00	50,079.75	33,333.33	16,746.42
02/01/2032	40,000.00	3.650%	6,255.00	46,255.00	-	46,255.00	48,567.75	33,333.33	15,234.42
02/01/2033	40,000.00	3.750%	4,795.00	44,795.00	-	44,795.00	47,034.75	33,333.33	13,701.42
02/01/2034	40,000.00	3.850%	3,295.00	43,295.00	-	43,295.00	45,459.75	33,333.33	12,126.42
02/01/2035	45,000.00	3.900%	1,755.00	46,755.00	-	46,755.00	49,092.75	33,333.33	15,759.42
<b>Total</b>	<b>\$525,000.00</b>	<b>-</b>	<b>\$169,872.19</b>	<b>\$694,872.19</b>	<b>(12,789.69)</b>	<b>\$682,082.50</b>	<b>\$716,186.63</b>	<b>\$500,000.00</b>	<b>\$216,186.63</b>

## Significant Dates

Dated	4/30/2019
First Coupon Date	2/01/2020

## Yield Statistics

Bond Year Dollars	\$4,890.21
Average Life	9.315 Years
Average Coupon	3.4737209%
Net Interest Cost (NIC)	3.6025498%
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