HOPKINS CITY COUNCIL
AGENDA
Tuesday, September 3, 2024
6:30 pm

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

Schedule HRA Meeting before City Council Meeting

I. CALL TO ORDER

II. ADOPT AGENDA

III. PRESENTATIONS

IV. CONSENT AGENDA

1. Minutes of the August 20, 2024, Regular Meeting Proceedings
2. Ratify Checks Issued in August, 2024; Bishop
3. Second Reading: Ordinance 2024-1211 Amending the Hopkins Development Code; Krzos

V. PUBLIC HEARINGS

VI. OLD BUSINESS

VII. NEW BUSINESS

1. First Reading: Ordinance 2024-1214 Rezoning 100 Jackson Ave. N.; Krzos
2. Central Avenues Improvements Scoping Study – City Project 2024-10; Klingbeil
3. Resolution Approving the Proposed 2025 Tax Levy, Proposed 2025 General Fund Budget and Setting Budget Meeting Date; Bishop
4. Resolution Approving the Proposed 2025 HRA/EDA Tax Levy; Bishop

VIII. PUBLIC COMMENT

IX. ANNOUNCEMENTS

- Next City Council Regular Meeting: Tuesday, Sept. 10 and Wednesday, Sept. 18 at 6:30 p.m.

X. ADJOURN

HOPKINS CITY COUNCIL
REGULAR MEETING PROCEEDINGS
AUGUST 20, 2024

CALL TO ORDER

Pursuant to due call and notice thereof a regular meeting of the Hopkins City Council was held on Tuesday, August 20, 2024, at 6:30 p.m. in the Council Chambers at City Hall, 1010 1st Street South.

Mayor Hanlon called the meeting to order with Council Members Garrido, Goodlund, Hunke and Kuznia attending. Others attending included City Manager Mornson, City Clerk Domeier, Special Projects and Initiatives Manager Imihy Bean, Director of Planning and Economic Development Director Elverum, Planner Krzos and City Attorney Riggs.

ADOPT AGENDA

Motion by Hunke. **Second** by Garrido.

> **Motion** to Adopt the Agenda.
>
> **Ayes: Garrido, Goodlund, Hanlon, Hunke, Kuznia**
> **Nays: None. Motion carried.**

CITY COUNCIL MEMBER APPOINTMENT AND OATH OF OFFICE

Mayor Hanlon shared the City Council appointment process and recommended that Aaron Kuznia be appointed to complete the current vacancy.

Motion by Hunke. **Second** by Garrido.

> **Motion** to Approve Resolution 2024-053 Appointing a City Council Member to the Hopkins City Council.
>
> **Ayes: Garrido, Goodlund, Hanlon, Hunke**
> **Nays: None. Motion carried.**

City Clerk Domeier issued the Oath of Office to Council Member Kuznia.

PRESENTATIONS

IV.1. Update from Team Tucker Association; Hanlon/Anderson-Helstrom

Dana Anderson-Helstrom shared more about her son Tucker and the Team Tucker All Start Party will be held on Saturday, September 14.

IV.2. Park Systems Master Plan Implementation Update; Imihy Bean

Special Projects and Initiatives Manager Imihy Bean provided an update on the implementation of the Park System Master Plan including the following: planning phase of Central Park; the Hopkins Pavilion; and recreation and resilience hubs.

The City Council appreciated the coordination and collaboration with Nine Mile Creek Watershed District along with the focus on the creek and added character. Brief discussion was held about having a field for Hopkins Fast Pitch. Ms. Imihy Bean replied with the engagement process, requests made by the team, other softball field location opportunities and Park Board discussions. Council Member Goodlund questioned Hopkins School District contributions and overall project costs. He also shared his

concerns about funding the project. Ms. Imihy Bean noted that the current project does not impact the district so funding would not be likely at this time. She also talked about the cost of the project but noted that more soil studies need to be done. A representative from Nine Mile Creek Watershed District shared part of their vision and feasibility options for capital investment plans.

CONSENT AGENDA
Motion by Hunke. **Second** by Goodlund.

> **Motion** to Approve the Consent Agenda.
> 1. Minutes of the August 5, 2024, Regular Meeting Proceedings
>
> **Ayes: Garrido, Goodlund, Hanlon, Hunke, Kuznia**
> **Nays: None. Motion carried.**

NEW BUSINESS
VII.1. Cannabis Business Regulation Discussion; Krzos
City Planner Krzos provided an overview of cannabis business regulations and asked for input and direction on policy and regulatory elements.

Retail Registration – Number: The City Council supported allowing between 5 and 9 registrations. Further discussion required.

Retail Registration – Fee: The City Council supported the $500 for initial and $1,000 for renewals.

Zoning: The City Council supported group business types of analogous existing uses.

Imposing buffers on cannabis retailers: The City Council supported 350-foot and 500-foot buffer based upon existing buffers for off-sale and tobacco sales. Further discussion required.

Additional buffers: The City Council did not support additional buffers on other cannabis businesses or lower potency sales.

Hours of Retail Sales: The City Council supported following off-sale liquor sales apart from Sunday sales.

Events: The City Council and staff had questions on the event regulations. Further discussion required.

Delegating registration to County: The City Council did not support the delegation.

Study Municipal Sales: The City Council supported doing a study for municipal sales.

Mr. Krzos will prepare an ordinance for further discussion with the City Council. DiAnn Lawson from Serene Green Cannabis expressed her interest in locating a cannabis store in Hopkins. She cautioned that the product must be grown locally so consider that regulation when determining the number of allowed registrations.

VII.2. First Reading: Development Code Amendment; Krzos
City Planner Krzos summarized City Council Report 2024-100. The proposed Amendment addresses adult day care uses, entertainment uses, final plat procedures, front porch encroachment, half-story and backyard cottage roofs, home businesses, signage, tree replacement, twin homes, urban agriculture, and use percentages.

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

> **Motion** to Adopt Resolution 2024-052 Approving a First Reading of Ordinance 2024-1211 Amending the Hopkins Development Code.
>
> **Ayes: Garrido, Goodlund, Hanlon, Hunke, Kuznia**
> **Nays: None. Motion carried.**

ANNOUNCEMENTS
Mayor Hanlon shared the City Council meeting schedule.

ADJOURNMENT
There being no further business to come before the City Council, and upon a motion by Garrido, second by Goodlund, the meeting was unanimously adjourned at 8:49 p.m.

Respectfully Submitted,

Amy Domeier City Clerk

Finance Department

CITY OF HOPKINS

City Council Report 2024-107

To: Honorable Mayor and Council Members
Mike Mornson, City Manager

From: Nicholas Bishop, Finance Director

Date: September 3, 2024

Subject: Ratify Checks Issued in August 2024

RECOMMENDED ACTION
MOTION TO Ratify Checks issued between August 1, 2024 and August 29, 2024 with numbers 135771 thru 136096 for total distribution of $2,137,210.83.

OVERVIEW

The checks issued, along with the purpose for those payments are attached for your review.

The check registers and detail of those checks can be reviewed at any time in the Finance Department.

SUPPORTING INFORMATION
- Check Register

Accounts Payable

Checks by Date - Summary by Check Date

User: cdahlstrom@hopkinsmn.com
Printed: 8/29/2024 10:16 AM

City of Hopkins
1010 First Street South
Hopkins, MN 55343
952-935-8474
M-F, 8 am-4:30 pm
www.hopkinsmn.com

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
135771	28422	ADVANCED IMAGING SOLUTIONS	08/08/2024	0.00	5,389.75
135772	28422	ADVANCED IMAGING SOLUTIONS	08/08/2024	0.00	257.47
135773	30030	AMERICAN LEGION 0320 JOHN WILBU	08/08/2024	0.00	5,000.00
135774	28600	APPLE VALLEY FORD LINCOLN	08/08/2024	0.00	823.77
135775	02047	BADGER METER INC	08/08/2024	0.00	56.12
135776	31728	BEAR ISLE LLC	08/08/2024	0.00	9,209.55
135777	29817	GARY BINGER	08/08/2024	0.00	4,000.00
135778	02563	BOLTON & MENK, INC	08/08/2024	0.00	86,396.97
135779	27782	BOUND TREE MEDICAL LLC	08/08/2024	0.00	652.93
135780	26976	BUCKEYE INTERNATIONAL INC	08/08/2024	0.00	52.20
135781	31568	CARE RESOURCE CONNECTION	08/08/2024	0.00	1,250.00
135782	28981	CHESTNUT CAMBRONNE PA	08/08/2024	0.00	21,317.78
135783	31267	CINTAS CORPORATION	08/08/2024	0.00	811.87
135784	31158	CLARK COMPANIES INCORPORATED	08/08/2024	0.00	13,759.71
135785	31676	COLLINS BROTHERS TOWING OF ST (	08/08/2024	0.00	500.00
135786	26951	COMCAST	08/08/2024	0.00	10.70
135787	30509	COMMERCIAL RECREATION SPECIAL	08/08/2024	0.00	682.00
135788	28747	CULLIGAN BOTTLED WATER CO	08/08/2024	0.00	129.00
135789	29807	DAKOTA SUPPLY GROUP	08/08/2024	0.00	745.53
135790	31733	DISCOUNT WINDOWS INC	08/08/2024	0.00	38,000.00
135791	04328	DISPLAY SALES	08/08/2024	0.00	1,134.00
135792	28898	ECM PUBLISHERS INC	08/08/2024	0.00	244.00
135793	05481	EMERGENCY APPARATUS MAINT INC	08/08/2024	0.00	6,410.47
135794	28780	ENVIRONMENTAL EQUIPMENT & SER	08/08/2024	0.00	344.00
135795	06008	FASTENAL CO	08/08/2024	0.00	116.61
135796	29491	FERGUSON WATERWORKS #2518	08/08/2024	0.00	820.00
135797	06336	FIRST HOSPITAL LAB INC	08/08/2024	0.00	305.80
135798	06567	FORCE AMERICA	08/08/2024	0.00	320.00
135799	06581	FOREST LAKE SPORTSMENS CLUB	08/08/2024	0.00	720.00
135800	30229	FORKLIFTS OF MINNESOTA, INC.	08/08/2024	0.00	694.00
135801	31696	GMH ASPHALT CORPORATION	08/08/2024	0.00	1,051,556.81
135802	07564	GOPHER STATE ONE-CALL, INC	08/08/2024	0.00	386.10
135803	29745	GRAYBAR ELECTRIC COMPANY, INC.	08/08/2024	0.00	44.74
135804	08000	H & L MESABI	08/08/2024	0.00	14,367.70
135805	31143	SARA HALPERN	08/08/2024	0.00	375.00
135806	08038	HAWKINS, INC	08/08/2024	0.00	6,863.72
135807	29748	HENNEPIN COUNTY PUBLIC WORKS	08/08/2024	0.00	10,889.37
135808	27454	HENNEPIN CTY TREASURER	08/08/2024	0.00	8,984.87
135809	27454	HENNEPIN CTY TREASURER	08/08/2024	0.00	15,000.00
135810	27454	HENNEPIN CTY TREASURER	08/08/2024	0.00	20,679.25
135811	29818	HIAWATHA TREE SERVICE INC.	08/08/2024	0.00	3,750.00
135812	08336	HIRSHFIELDS	08/08/2024	0.00	116.97
135813	08576	HOPKINS F.D. RELIEF ASSOC	08/08/2024	0.00	780.00
135814	31765	HOPKINS HEALTH & WELLNESS CEN	08/08/2024	0.00	5,000.00
135815	29345	IMPACT MAILING OF MN	08/08/2024	0.00	2,623.89
135816	09521	INDELCO	08/08/2024	0.00	13.90
135817	09578	INNOVATIVE OFFICE SOLUTIONS LLC	08/08/2024	0.00	2,078.90

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
135818	30269	JANELLE JASPERS JONES	08/08/2024	0.00	320.00
135819	27456	JAZZ88 KBEM	08/08/2024	0.00	211.74
135820	10172	JEFFERSON FIRE & SAFETY	08/08/2024	0.00	3,408.01
135821	11327	KILLMER ELECTRIC CO INC	08/08/2024	0.00	725.60
135822	31715	KARI KRISTINE KOZNICK	08/08/2024	0.00	455.00
135823	13012	MACQUEEN EQUIPMENT INC	08/08/2024	0.00	641.56
135824	31257	SCOTT ANDREWS MARKS	08/08/2024	0.00	180.00
135825	31505	MARTIN MARIETTA MATERIALS INC	08/08/2024	0.00	1,780.41
135826	31305	MARY MCCALLUM	08/08/2024	0.00	400.00
135827	13160	MEDICINE LAKE TOURS	08/08/2024	0.00	1,394.00
135828	13167	MENARDS	08/08/2024	0.00	198.94
135829	13179	METROPOLITAN COUNCIL	08/08/2024	0.00	2,460.15
135830	13179	METROPOLITAN COUNCIL	08/08/2024	0.00	153,181.87
135831	13251	MINNEAPOLIS SAW INC	08/08/2024	0.00	486.80
135832	31131	MINNESOTA POLLUTION CONTROL	08/08/2024	0.00	1,170.00
135833	13354	MN BENEFIT ASSOCIATION	08/08/2024	0.00	84.18
135834	28034	MN PLAYGROUND INC	08/08/2024	0.00	5,840.00
135835	28599	MN PUBLIC RADIO	08/08/2024	0.00	833.00
135836	13399	MN SAFETY COUNCIL, INC	08/08/2024	0.00	575.00
135837	30300	NORDIC SOLAR HOLDCO LLC	08/08/2024	0.00	6,904.86
135838	16801	PUMP & METER SERVICE, INC	08/08/2024	0.00	120.00
135839	17806	QWEST CORP	08/08/2024	0.00	62.38
135840	19004	SAMARITAN TIRE COMPANY	08/08/2024	0.00	680.00
135841	28309	SCOTT COUNTY TREASURER	08/08/2024	0.00	700.00
135842	29384	SITEONE LANDSCAPE SUPPLY	08/08/2024	0.00	2,582.80
135843	31301	SMSC ENTERPRISES	08/08/2024	0.00	2,058.20
135844	29414	SNAP ON INDUSTRIAL	08/08/2024	0.00	2,148.88
135845	19520	SNAP PRINT INC	08/08/2024	0.00	330.36
135846	19581	SOUTHWEST LOCK & KEY	08/08/2024	0.00	439.00
135847	29200	SPRINGBROOK SOFTWARE INC	08/08/2024	0.00	1,492.50
135848	19602	SPS COMPANIES INC	08/08/2024	0.00	615.50
135849	19777	STREICHERS	08/08/2024	0.00	1,386.00
135850	30964	STUDIO 6 LLC	08/08/2024	0.00	5,000.00
135851	31688	TRIMBLE INC	08/08/2024	0.00	96.00
135852	20687	TRI-STATE BOBCAT INC	08/08/2024	0.00	71,089.65
135853	31764	TRUE NORTH CONTROLS	08/08/2024	0.00	1,200.00
135854	27981	ULINE INC	08/08/2024	0.00	401.43
135855	29475	VERIZON WIRELESS	08/08/2024	0.00	105.03
135856	30819	VERIZON WIRELESS	08/08/2024	0.00	390.50
135857	22563	VOSS LIGHTING	08/08/2024	0.00	8,522.76
135858	28123	WRAP CITY GRAPHICS INC	08/08/2024	0.00	205.00
135859	25080	XCEL ENERGY	08/08/2024	0.00	66.42
135860	25080	XCEL ENERGY	08/08/2024	0.00	179.98
135861	25080	XCEL ENERGY	08/08/2024	0.00	48.33
135862	25080	XCEL ENERGY	08/08/2024	0.00	31.30
135863	25080	XCEL ENERGY	08/08/2024	0.00	25.59
135864	25080	XCEL ENERGY	08/08/2024	0.00	76.33
			Total for 8/8/2024:	0.00	1,624,970.51
135865	01328	AIRGAS USA	08/15/2024	0.00	98.27
135866	31739	YULIA AVGUSTINOVICH	08/15/2024	0.00	500.00
135867	31768	AXTELL GROUP LLC	08/15/2024	0.00	20,000.00
135868	31773	LEROY BAER	08/15/2024	0.00	1,000.00
135869	31769	GUY D BAILEY	08/15/2024	0.00	1,000.00
135870	30230	BARNA, GUZY & STEFFEN, LTD.	08/15/2024	0.00	60.00
135871	28430	CENTURY LINK	08/15/2024	0.00	23.36

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
135872	31267	CINTAS CORPORATION	08/15/2024	0.00	162.76
135873	30127	CINTAS CORPORATION NO. 2	08/15/2024	0.00	97.53
135874	27467	CITY OF ST PAUL	08/15/2024	0.00	600.00
135875	31384	CONSOLIDATED COMMUNICATIONS (	08/15/2024	0.00	171.19
135876	31032	COVERALL NORTH AMERICA	08/15/2024	0.00	5,965.00
135877	03640	CPT SERVICES, INC	08/15/2024	0.00	510.00
135878	03800	CULLIGAN - METRO	08/15/2024	0.00	234.00
135879	28747	CULLIGAN BOTTLED WATER CO	08/15/2024	0.00	69.60
135880	30710	MOLLY CUMMINGS	08/15/2024	0.00	500.00
135881	28898	ECM PUBLISHERS INC	08/15/2024	0.00	176.90
135882	05282	EHLERS AND ASSOCIATES, INC	08/15/2024	0.00	3,251.25
135883	31603	ELEVATOR SERVICE HOLDINGS LLC	08/15/2024	0.00	630.00
135884	29006	ENTERPRISE FLEET MANAGEMENT	08/15/2024	0.00	4,193.95
135885	29398	ENTERPRISE FLEET MANAGEMENT	08/15/2024	0.00	2,110.45
135886	31468	ABBY FINIS	08/15/2024	0.00	4,400.00
135887	28609	GRANICUS INC	08/15/2024	0.00	11,485.12
135888	29820	GROUP HEALTH PLAN INC	08/15/2024	0.00	165.00
135889	08170	HENNEPIN CTY FIRE CHIEFS ASSN	08/15/2024	0.00	97.56
135890	08166	HENNEPIN CTY TREASURER	08/15/2024	0.00	2,187.96
135891	08166	HENNEPIN CTY TREASURER	08/15/2024	0.00	4,978.46
135892	08166	HENNEPIN CTY TREASURER	08/15/2024	0.00	277.80
135893	08401	HILDI INC	08/15/2024	0.00	1,150.00
135894	08576	HOPKINS F.D. RELIEF ASSOC	08/15/2024	0.00	30.00
135895	08625	HOPKINS POLICE ASSOCIATION	08/15/2024	0.00	980.00
135896	31034	INDIGO SIGNWORKS INC	08/15/2024	0.00	125.00
135897	31592	INFINITE HEALTH COLLABORATIVE I	08/15/2024	0.00	175.00
135898	31683	INTERNATIONAL ASSOC OF FIRE FIGI	08/15/2024	0.00	435.12
135899	31720	JEREMY JONES	08/15/2024	0.00	119.00
135900	11161	KENNEDY & GRAVEN, CHARTERED	08/15/2024	0.00	11,679.06
135901	31770	SCOTT E KOEPP	08/15/2024	0.00	999.00
135902	31606	MATTHEW LAUER	08/15/2024	0.00	500.00
135903	12012	LAW ENFORCEMENT LABOR SERVICI	08/15/2024	0.00	476.82
135904	29529	LEXISNEXIS RISK SOLUTIONS	08/15/2024	0.00	99.51
135905	30392	CIGNA LIFE INS COMP OF AMERICA -	08/15/2024	0.00	625.02
135906	30023	CIGNA LIFE INS COMP OF N AMERICA	08/15/2024	0.00	958.12
135907	31585	LOCKRIDGE GRINDAL NAUEN PLLP	08/15/2024	0.00	3,333.33
135908	30391	THE HARTFORD LTD	08/15/2024	0.00	2,472.84
135909	13167	MENARDS	08/15/2024	0.00	822.87
135910	31767	MGMT FIVE INC	08/15/2024	0.00	217.72
135911	31772	MIDWEST CONCRETE SPECIALTIES IN	08/15/2024	0.00	37,405.00
135912	13446	MN DEPT OF LABOR & INDUSTRY	08/15/2024	0.00	100.00
135913	29452	OFFICE OF MN IT SERVICES	08/15/2024	0.00	880.77
135914	29331	POSTMASTER	08/15/2024	0.00	364.62
135915	30125	PROJECT COMPANY FINCO PHASE III	08/15/2024	0.00	40,558.41
135916	17806	QWEST CORP	08/15/2024	0.00	198.00
135917	19085	SCHINDLER ELEVATOR CORP	08/15/2024	0.00	443.01
135918	30422	SM ENGINEERING	08/15/2024	0.00	279.34
135919	31625	BRIAN SMOLIAK	08/15/2024	0.00	500.00
135920	31771	JOHN I SOUBA	08/15/2024	0.00	1,000.00
135921	30495	SPEEDWAY LLC	08/15/2024	0.00	80.00
135922	19681	SRF CONSULTING GROUP INC	08/15/2024	0.00	5,131.12
135923	28590	ST CLOUD STATE UNIV	08/15/2024	0.00	1,145.00
135924	31766	IL Dept of Healthcare - Child Support STA	08/15/2024	0.00	130.92
135925	30390	THE HARTFORD STD	08/15/2024	0.00	3,429.15
135926	20294	THYSSENKRUPP ELEVATOR	08/15/2024	0.00	698.51
135927	30093	TRANSUNION RISK AND ALTERNATIV	08/15/2024	0.00	196.60
135928	27981	ULINE INC	08/15/2024	0.00	344.93

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
135929	27981	ULINE INC	08/15/2024	0.00	862.00
135930	21523	UNION LOCAL 49	08/15/2024	0.00	875.00
135931	28757	SCOTT C VADNAIS	08/15/2024	0.00	3,900.00
135932	29458	VERIZON WIRELESS	08/15/2024	0.00	3,631.46
135933	31361	VIQ SOLUTIONS INC	08/15/2024	0.00	321.13
			Total for 8/15/2024:	0.00	192,619.54
135968	29270	A-1 OUTDOOR POWER INC	08/22/2024	0.00	501.86
135969	01045	ABM EQUIPMENT & SUPPLY LLC	08/22/2024	0.00	96.02
135970	29535	ADVANCED ENGINEERING	08/22/2024	0.00	1,183.00
135971	01328	AIRGAS USA	08/22/2024	0.00	194.99
135972	31776	ALATUS HOPKINS LIHTC I LLC	08/22/2024	0.00	17,714.12
135973	30899	BAUERS MINNOCO	08/22/2024	0.00	24.95
135974	31728	BEAR ISLE LLC	08/22/2024	0.00	525.00
135975	14571	BLUE TARP FINANCIAL INC	08/22/2024	0.00	21.98
135976	02563	BOLTON & MENK, INC	08/22/2024	0.00	7,627.00
135977	31400	BZDOK INSPECTIONS INC	08/22/2024	0.00	5,463.75
135978	02985	C & E AUTO UPHOLSTERY	08/22/2024	0.00	325.00
135979	03160	CENTERPOINT ENERGY MINNEGASC	08/22/2024	0.00	1,018.96
135980	03160	CENTERPOINT ENERGY MINNEGASC	08/22/2024	0.00	26.03
135981	28430	CENTURY LINK	08/22/2024	0.00	738.25
135982	31267	CINTAS CORPORATION	08/22/2024	0.00	137.46
135983	26951	COMCAST	08/22/2024	0.00	404.93
135984	26951	COMCAST	08/22/2024	0.00	136.12
135985	26951	COMCAST	08/22/2024	0.00	142.07
135986	30560	COMPUTER INTEGRATION TECHNOL	08/22/2024	0.00	4,776.00
135987	30321	CONCRETE SCIENCE LLC	08/22/2024	0.00	1,400.00
135988	27060	CROWN MARKING INC	08/22/2024	0.00	97.71
135989	31616	DAN LARSON ENTERPRISES INC	08/22/2024	0.00	994.36
135990	04168	DEM-CON LANDFILL, INC	08/22/2024	0.00	2,652.55
135991	01523	EARL F. ANDERSEN, INC	08/22/2024	0.00	3,805.50
135992	28898	ECM PUBLISHERS INC	08/22/2024	0.00	61.00
135993	05282	EHLERS AND ASSOCIATES, INC	08/22/2024	0.00	775.00
135994	31076	FERGUSON US HOLDINGS INC	08/22/2024	0.00	7,463.93
135995	31774	FOX PRESS LLC	08/22/2024	0.00	297.86
135996	27492	FRIENDS OF THE HOPKINS	08/22/2024	0.00	203.70
135997	07185	GENUINE PARTS	08/22/2024	0.00	492.35
135998	07689	GRAFIX SHOPPE	08/22/2024	0.00	72.90
135999	08000	H & L MESABI	08/22/2024	0.00	2,380.00
136000	08001	HACH COMPANY	08/22/2024	0.00	332.19
136001	31752	SHAUN HAGGERTY	08/22/2024	0.00	1,260.00
136002	08004	HANCE HARDWARE, INC	08/22/2024	0.00	1,730.41
136003	08038	HAWKINS, INC	08/22/2024	0.00	10.00
136004	08223	HENNEPIN CTY TREASURER	08/22/2024	0.00	15,607.34
136005	27248	HENNEPIN CTY TREASURER	08/22/2024	0.00	3,468.00
136006	31342	HI-LINE ELECTRIC COMPANY INC	08/22/2024	0.00	495.82
136007	31059	INTEGRATED FIRE & SECURITY INC	08/22/2024	0.00	315.00
136008	09002	I-STATE TRUCK CENTER	08/22/2024	0.00	149.99
136009	11013	KATH FUEL OIL SERVICE	08/22/2024	0.00	1,498.77
136010	29366	KAY PARK & RECREATION	08/22/2024	0.00	1,814.00
136011	31727	PHILLIP KIVEL	08/22/2024	0.00	501.00
136012	31695	KATELYN LINDBERY	08/22/2024	0.00	125.00
136013	31505	MARTIN MARIETTA MATERIALS INC	08/22/2024	0.00	3,464.79
136014	13167	MENARDS	08/22/2024	0.00	86.69
136015	13275	MICRO CENTER	08/22/2024	0.00	419.88
136016	30363	MINNEAPOLIS OXYGEN COMPANY	08/22/2024	0.00	101.07

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
136017	13251	MINNEAPOLIS SAW INC	08/22/2024	0.00	502.31
136018	28034	MN PLAYGROUND INC	08/22/2024	0.00	1,379.94
136019	13760	MTI DISTRIBUTING INC	08/22/2024	0.00	956.52
136020	31194	NORTHLAND MECH CONTRACTORS I	08/22/2024	0.00	4,566.15
136021	29317	OFFICE OF MN IT SERVICES	08/22/2024	0.00	359.10
136022	15521	ON SITE COMPANIES	08/22/2024	0.00	2,166.00
136023	26974	O'REILLY AUTO PARTS	08/22/2024	0.00	25.78
136024	15682	ORKIN LLC	08/22/2024	0.00	261.64
136025	16337	PIRTEK PLYMOUTH	08/22/2024	0.00	299.48
136026	16566	POMPS TIRE SERVICE INC	08/22/2024	0.00	1,584.04
136027	30199	PULSE ELECTRIC	08/22/2024	0.00	430.00
136028	31775	PUTNAM PROPERTIES LLC	08/22/2024	0.00	734.00
136029	31120	REPUBLIC SERVICES INC	08/22/2024	0.00	33,918.74
136030	19004	SAMARITAN TIRE COMPANY	08/22/2024	0.00	763.00
136031	28834	SHI INTERNATIONAL CORP	08/22/2024	0.00	3,906.15
136032	29143	SHRED IT USA	08/22/2024	0.00	82.68
136033	29384	SITEONE LANDSCAPE SUPPLY	08/22/2024	0.00	300.17
136034	19520	SNAP PRINT INC	08/22/2024	0.00	933.22
136035	29590	SYN-TECH SYSTEMS	08/22/2024	0.00	1,175.00
136036	20120	TDS METROCOM - MN	08/22/2024	0.00	81.40
136037	29729	T-MOBILE USA, INC.	08/22/2024	0.00	50.00
136038	20560	TOLL GAS & WELDING SUPPLY	08/22/2024	0.00	79.06
136039	20687	TRI-STATE BOBCAT INC	08/22/2024	0.00	1,451.99
136040	27981	ULINE INC	08/22/2024	0.00	283.70
136041	29490	VERIZON WIRELESS	08/22/2024	0.00	704.59
136042	30017	VERIZON WIRELESS	08/22/2024	0.00	2,248.68
136043	30016	WARNING LITES OF MN, INC.	08/22/2024	0.00	13,250.00
136044	27900	WATER CONSERVATION SERVICES	08/22/2024	0.00	600.49
136045	25080	XCEL ENERGY	08/22/2024	0.00	13,043.23
136046	25080	XCEL ENERGY	08/22/2024	0.00	9,367.15
136047	25080	XCEL ENERGY	08/22/2024	0.00	6,441.87
			Total for 8/22/2024:	0.00	195,080.38
136048	30728	AFSCME COUNCIL 5	08/29/2024	0.00	1,234.22
136049	01445	ALL SAFE INC	08/29/2024	0.00	2,813.30
136050	30933	ANCHOR SOLAR INVESTMENTS LLC	08/29/2024	0.00	3,696.24
136051	01543	ANCOM COMMUNICATIONS INC	08/29/2024	0.00	275.00
136052	27782	BOUND TREE MEDICAL LLC	08/29/2024	0.00	175.17
136053	31400	BZDOK INSPECTIONS INC	08/29/2024	0.00	1,584.00
136054	31778	CANINE SEARCH SOLUTIONS LLC	08/29/2024	0.00	450.00
136055	31573	JASON THOMAS CARDINAL	08/29/2024	0.00	2,908.75
136056	29854	CENTURY COLLEGE	08/29/2024	0.00	975.00
136057	28672	COIT SERVICES MINNESOTA INC	08/29/2024	0.00	10,440.00
136058	26951	COMCAST	08/29/2024	0.00	286.85
136059	26951	COMCAST	08/29/2024	0.00	69.95
136060	31780	CUSTOM QUALITY TREE CARE LLC	08/29/2024	0.00	4,200.00
136061	30330	FAE LSE 6 LLC	08/29/2024	0.00	7,526.87
136062	30601	FAE LSE 8 LLC	08/29/2024	0.00	8,216.62
136063	30428	GALLAGHER BENEFIT SERVICES INC	08/29/2024	0.00	250.00
136064	31143	SARA HALPERN	08/29/2024	0.00	420.00
136065	31777	HENNEPIN CTY TREASURER	08/29/2024	0.00	5,400.00
136066	08336	HIRSHFIELDS	08/29/2024	0.00	44.48
136067	31056	HOPKINS MENS SHED	08/29/2024	0.00	336.13
136068	30941	HOPKINS POLICE CRIME FUND	08/29/2024	0.00	70.29
136069	09801	I.U.O.E. CENTRAL PENSION FUND	08/29/2024	0.00	2,920.00
136070	29249	JR'S ADVANCED RECYCLERS	08/29/2024	0.00	40.00

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
136071	11161	KENNEDY & GRAVEN, CHARTERED	08/29/2024	0.00	9,348.66
136072	31715	KARI KRISTINE KOZNICK	08/29/2024	0.00	260.00
136073	30128	MATTHEW LEX	08/29/2024	0.00	31.50
136074	30165	THOMAS LORENTZ	08/29/2024	0.00	500.00
136075	31505	MARTIN MARIETTA MATERIALS INC	08/29/2024	0.00	1,092.86
136076	31305	MARY MCCALLUM	08/29/2024	0.00	320.00
136077	13275	MICRO CENTER	08/29/2024	0.00	502.94
136078	31314	MINNEAPOLIS AQUATENNIAL SENIOI	08/29/2024	0.00	150.00
136079	13760	MTI DISTRIBUTING INC	08/29/2024	0.00	208.29
136080	29883	NONHOF PAINTING SOLUTIONS INC	08/29/2024	0.00	1,684.82
136081	16035	PACE ANALYTICAL SERVICES INC	08/29/2024	0.00	785.40
136082	08568	RESOURCE WEST	08/29/2024	0.00	12.66
136083	28834	SHI INTERNATIONAL CORP	08/29/2024	0.00	14,994.57
136084	19287	SHORT ELLIOTT HENDRICKSON INC	08/29/2024	0.00	1,210.00
136085	19777	STREICHERS	08/29/2024	0.00	478.72
136086	19777	STREICHERS	08/29/2024	0.00	84.95
136087	19802	SUBURBAN RATE AUTHORITY	08/29/2024	0.00	976.00
136088	31740	DAN TORO	08/29/2024	0.00	20,000.00
136089	31779	STACEY TUPPER	08/29/2024	0.00	500.00
136090	27981	ULINE INC	08/29/2024	0.00	216.96
136091	21529	UNITED WAY	08/29/2024	0.00	57.69
136092	29466	VERIZON WIRELESS	08/29/2024	0.00	1,402.86
136093	31361	VIQ SOLUTIONS INC	08/29/2024	0.00	625.98
136094	25080	XCEL ENERGY	08/29/2024	0.00	54.86
136095	25080	XCEL ENERGY	08/29/2024	0.00	94.65
136096	30650	Z SYSTEMS INC	08/29/2024	0.00	14,613.16
			Total for 8/29/2024:	0.00	124,540.40
			Report Total (292 checks):	0.00	2,137,210.83

Planning & Development

CITY OF HOPKINS

City Council Report 2024-102

To: Honorable Mayor and Council Members
Mike Mornson, City Manager

From: Ryan Krzos, City Planner

Date: September 3, 2024

Subject: Second Reading Development Code Amendment – Miscellaneous Housekeeping Matters

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RECOMMENDED ACTION

MOTION TO Adopt for second reading, Ordinance 2024-1211, amending the Hopkins Development Code.

BACKGROUND

Ordinance 2023-1211 is unchanged from the first reading conducted at the August 20, 2024 City Council meeting. The proposed Amendment addresses adult day care uses, entertainment uses, final plat procedures, front porch encroachment, half-story and backyard cottage roofs, home businesses, signage, tree replacement, twin homes, urban agriculture, and use percentages.

SUPPORTING INFORMATION

- Ordinance 2024-1211 amending the Hopkins Development Code regarding miscellaneous housekeeping matters.

CITY OF HOPKINS
HENNEPIN COUNTY, MINNESOTA

ORIDNANCE 2024-1211

AN ORDINANCE AMENDING CHAPTER 102 OF THE HOPKINS CITY CODE RELATED TO MISCELLANEOUS PROVISIONS

THE CITY COUNCIL OF THE CITY OF HOPKINS HEREBY ORDAINS AS FOLLOWS:

SECTION 1. Hopkins City Code, Part III, Chapter 102, Article 2, Subsubsection 102-260(a), is hereby amended by adding the double-underlined language as follows:

102-260 (a) DESCRIPTION

A traditional house is a residential building, other than a manufactured housing unit or mobile home, that is located on a single lot, or on two lots in the case of a twin home dwelling, not occupied by other principal buildings and includes characteristics of traditional house design.

SECTION 2. Hopkins City Code, Part III, Chapter 102, Article 2, Subsection 102-260(c), is hereby amended by adding the double-underlined language as follows:

		Zones		
		N3-A	N3-B	Additional/References
120-260 (c) BUILDING SITING. See Figure 260-A				
❶	Lot Area	6,400 s.f. min.	5,000 s.f. min.	Lots containing a dwelling unit as part of a twin home dwelling shall have a minimum of one-half of the minimum lot area and lot width.
❷	Lot Width	50 ft.	40 ft.	
❸	Building Width	20 ft. min. 65 ft. max.	20 ft min. 55 ft. max.	
❹	Front Street Setback	25 ft. min.	25 ft. min.	Contextual front and side setback regulations apply. See 102-1620 (f) for allowed encroachments into setbacks. Porches may extend into the required front street setback no more by a distance no more than five feet.
❺	Side Street Setback	8 ft. min.	8 ft. min.	
❻	Side Setback	5 ft. min.	5 ft. min.	
❼	Rear Setback	25 ft. min.	25 ft. min.	
❽	Building Coverage Overall Impervious Coverage Additional Semi-Pervious Area	35% max. 55% max. +10% additional	45% max. 55% max. +10% additional	

SECTION 3. Hopkins City Code, Part III, Chapter 102, Article 2, Subsection 102-250(c), is hereby amended by adding the double-underlined language as follows:

		Zones			
		N1	N2-A	N2-B	Additional/References
120-250 (c) BUILDING SITING. See Figure 250-A					
❶	Lot Area	40,000 s.f. min.	10,000 s.f. min.	8,000 s.f. min.	
❷	Lot Width	140 ft.	80 ft.	60 ft.	
❸	Building Width	20 ft. min.	20 ft min.	20 ft min.	
❹	Front Street Setback	35 ft. min.	35 ft. min.	30 ft. min.	Contextual front and side setback regulations apply. See 102-1620 (f) for allowed encroachments into setbacks. Porches may extend into the required front street setback no more by a distance no more than five feet.
❺	Side Street Setback	25 ft. min.	15 ft. min.	10 ft. min.	
❻	Side Setback	15 ft. min.	8 ft. min.	6 ft. min.	
❼	Rear Setback	40 ft. min.	30 ft. min.	30 ft. min.	
❽	Building Coverage Overall Impervious Coverage Additional Semi-Pervious Area	35% max. 55% max. +10% additional	35% max. 55% max. +10% additional	35% max. 55% max. +10% additional	

SECTION 4. Hopkins City Code, Part III, Chapter 102, Article 5, Subsection 102-510(a) Table 5-1 is hereby amended by deleting the ~~struck-through language~~ and adding the double-underlined language as follows:

Table 5-1. Principal Use Table	ZONES																		Reference
	MX-TOD	MX-D	MX-N	MX-S	RX-TOD	RX-D	RX-N	IX-TOD	I-TOD	IX-S	I1	N1, N2	N3-A	N3-B	NX1	NX2	P1	P2	
RESIDENTIAL																			102-530
Household Living, 1 unit	◓	◓	◓	◓	●	●	●	–	–	–	–	●	●	●	●	●	–	–	
Household Living, 2 units	◓	◓	◓	◓	●	●	●	–	–	–	–	–	●	●	●	●	–	–	
Household Living, 3–4 units	◓	◓	◓	◓	●	●	●	–	–	–	–	–	–	–	●	●	–	–	
Household Living, 5+ units	◓	◓	◓	◓	●	●	●	–	–	–	–	–	–	–	–	●	–	–	
Manufactured Home Park	–	–	–	–	–	–	–	–	–	–	–	–	○	○	○	○	–	–	
Group Living (except as below)	◓	◓	◓	◓	●	●	●	–	–	–	–	–	–	–	○	○	–	–	
Residential Facility, Small	●	●	●	●	●	●	●	–	–	–	–	●	●	●	●	●	–	–	102-580 (h)~~(g)~~
Residential Facility, Large	○	○	○	○	○	○	○	–	–	–	–	–	–	–	○	○	–	–	102-580 (h)~~(g)~~
COMMERCIAL																			102-540
Adult-Oriented Business	–	–	–	●	–	–	–	–	–	●	●	–	–	–	–	–	–	–	
Animal Boarding	–	–	–	–	–	–	–	●	●	●	●	–	–	–	–	–	–	–	
Consumer Service	●	●	●	●	◐	◐	◐	◐	●	●	●	–	–	–	–	–	–	◐	

Day Care, Adult	●	◓	●	●	◐	◐	◐	◐	●	●	–	–	–	–	○	○	–	●	
Day Care, Small	●	◓	●	●	◐	◐	◐	◐	–	–	–	●	●	●	●	●	–	–	
Day Care, Large	●	◓	●	●	◐	◐	◐	◐	–	–	–	–	–	–	○	○	–	–	
Entertainment Venue, Large	–	–	–	●	–	●	–	●	–	●	–	–	–	–	–	–	○	●	
Funeral & Mortuary Service	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	
Lodging (except as below)	●	◓	◓	●	●	●	●	–	–	●	–	–	–	–	–	–	–	–	
Short-Term Rental	◓	◓	◓	◓	●	●	●	–	–	–	–	○	○	○	○	○	–	–	102-580 (h)~~(i)~~
Office	◑	◑	●	●	●	●	●	●	●	●	●	–	–	–	–	–	–	–	102-580 (d)~~(c)~~
Personal Credit Establishment	○	–	–	○	–	–	–	–	–	–	–	–	–	–	–	–	–	–	102-580 (g)~~(f)~~
Retail & Entertainment (except as below)	●	●	●	●	◐	◐	◐	◐	–	–	–	–	–	–	–	–	–	◐	
Brewpub	–	●	●	●	–	◐	◐	–	–	–	–	–	–	–	–	–	–	–	102-580 (a)
Firearms Sales Establishment	–	–	–	○	–	–	–	–	–	–	–	–	–	–	–	–	–	–	102-580 (b)
Liquor Sales, Off-Sale	●	●	●	●	◐	◐	◐	◐	–	–	–	–	–	–	–	–	–	–	102-580 (e)~~(d)~~
Tobacco Sales Establishment	●	●	●	●	◐	◐	◐	◐	–	–	–	–	–	–	–	–	–	–	102-580 (j)~~(k)~~
Self-Service Storage	–	–	–	–	–	–	–	○	–	–	○	–	–	–	–	–	–	–	102-580 (l)~~(h)~~
Vehicle Sales & Service (except as below)	–	–	–	○	–	–	–	–	○	○	○	–	–	–	–	–	–	–	102-580 (n)~~(l)~~
Major Vehicle Repair & Maintenance	–	–	–	–	–	–	–	–	○		○	–	–	–	–	–	–	–	102-580 (n)~~(l)~~
MANUFACTURING & INDUSTRY																			102-550
Manufacturing, Artisan	●	●	●	●	◐	◐	◐	●	●	●	●	–	–	–	–	–	–	–	
Manufacturing, Limited	–	–	–	–	–	–	–	●	●	●	●	–	–	–	–	–	–	–	
High-Impact Industry	–	–	–	–	–	–	–	–	–	–	●	–	–	–	–	–	–	–	
Urban Farm	–	–	–	–	–	–	–	●	●	●	●	–	–	–	–	–	●	–	102-580 (l)
Warehousing & Distribution	–	–	–	–	–	–	–	–	●	●	●	–	–	–	–	–	–	–	
CIVIC & INSTITUTIONAL																			102-560
College	◓	◓	◓	◓	●	●	●	●	–	–	–	–	–	–	–	–	–	●	
Community Assembly	◓	◓	◓	◓	●	●	●	–	–	–	–	–	–	–	–	–	–	○	
Cultural Facility	●	●	●	●	●	●	●	●	●	●	–	–	–	–	–	–	●	●	
Community Garden	●	–	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	102-580 (c)
Detention or Correctional Facility	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	○	
Hospital	–	–	–	–	○	○	–	–	–	–	–	–	–	–	–	–	–	●	
Parks and Open Space	–	–	●	●	●	●	●	●	●	●	●	○	–	–	–	–	●	●	102-580 (f)~~(e)~~
School	◓	◓	◓	◓	●	●	●	–	–	–	–	–	–	–	–	–	–	○	
Utilities & Services, Minor	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	102-580 (m)~~(k)~~
Utilities & Services, Major	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	102-580 (m)~~(k)~~
OTHER																			102-570
Wireless Communication Facility																			102-580 (o)~~(m)~~
Tower	–	–	–	–	–	–	–	–	–	–	○	–	–	–	–	–	–	–	102-580 (o)~~(m)~~

KEY: ●= Permitted ◓= Permitted in Upper Stories Only ◐= Limited to No More than 25% of ~~Footprint~~ Building Area
◑= Limited on first floor to buildings on the interior of a block see 102-580 (d)~~(c)~~ ○= Requires Conditional Use Approval –= Prohibited

SECTION 5. Hopkins City Code, Part III, Chapter 102, Article 5, Subsection 102-510(b)(4) relating to interpretation of the use table, is hereby amended by deleting the ~~struck-through language~~ and adding the double-underlined language as follows:

(4) Permitted in Limited Portion of Building Area~~Footprint~~. Uses identified with a "◐" are permitted as-of-right in the subject zone but such use may not occupy more than 25% of the building area~~footprint~~. Uses identified with a "◑" are permitted as-of-right in the subject zone but such uses is limited on first floor to buildings on the interior of a block per 102-580 (c).

SECTION 6. Hopkins City Code, Part III, Chapter 102, Article 5, Subsection 102-540(d) is hereby amended by deleting the ~~struck-through language~~ and adding the double-underlined language as follows:

102-540 (d) DAY CARE

(1) Description. The day care use category includes establishments licensed by the state that provide nonmedical care to children or aged, infirm, or disabled adults for only part of a day, typically during normal working hours. Examples include adult day care centers, group family day care facilities, child care centers, and similar use types.

a. Adult Day Care. A state-licensed center-based facility that provides adult day services to adults who have functional impairments on a regular basis for periods of fewer than 24 hours during the day in a setting that is not a residence

b. ~~a.~~ Day Care, Small. A state-licensed day care facility serving 12 or fewer persons or a group family day care facility licensed under Minnesota Rules, parts 9502.0315 to 9502.0445 to serve 14 or fewer children.

c. ~~b.~~ Day Care, Large. All day care uses that do not meet the definition of a small day care or adult day care.

SECTION 7. Hopkins City Code, Part III, Chapter 102, Article 5, Subsection 102-540(j)(c) relating to Entertainment Uses, is hereby amended by deleting the ~~struck-through language~~ and adding the double-underlined language as follows:

c. Entertainment, General. Establishments that provide gathering places for participant or spectator entertainment and that have no more than 25,000 square feet of total gross floor area. Typical general entertainment uses include cinemas, theaters, bowling centers, and experienced-based entertainment establishments.

1. Experience-based Entertainment Establishment. An establishment offering group or team-based entertainment activities such as axe throwing, escape

rooms, cooking or painting classes, and arts and crafts workshops. Does not include bingo or other forms of charitable gambling, live music venues, karaoke, arcade or video game centers, hookah lounges, art galleries, spas, oxygen bars, event centers, or adult-oriented businesses.

2. Exceptions. Entertainment-related uses with more than ~~10,000~~ 25,000 square feet of total gross floor area are classified as "large entertainment venues" (see 102-540 (e)). Senior centers, community centers, religious institutions and similar facilities are classified as "community assembly" uses (see 102-560 (b)).

SECTION 8. Hopkins City Code, Part III, Chapter 102, Article 5, Section 102-550 is hereby amended by renumbering subsection (d) to subsection (e) and adding a new subsection (d) with the double-underlined language as follows:

102-550 (d) URBAN FARM

(1) **Description**. Privately owned land used for the cultivation of fruits, vegetables, plants, flowers, or herbs, by an individual, organization, or business with the primary purpose of growing flora and/or food for sale or donation. Urban Farms include, outdoor growing operations, indoor growing operations, greenhouses, vertical farms, aquaponics, aquaculture, hydroponics, and rooftop farms, but does not include cannabis cultivation. Retail sales of products cultivated on site is permitted as an accessory use.

SECTION 9. Hopkins City Code, Part III, Chapter 102, Article 5, Section 102-550 is hereby amended by renumbering subsections (c) through (h) to subsections (d) to (i) and adding a new subsection (c) with the double-underlined language as follows:

102-560 (c) COMMUNITY GARDEN

(1) Description. An area of land managed and maintained by a public or non-profit organization or a group of individuals to grow and harvest food crops and/or ornamental crops, such as flowers, for personal or group use, consumption, or donation. Community gardens may be divided into separate plots for cultivation by one or more individuals or may be farmed collectively by members of the group and may include common areas maintained and used by group members. Community gardens may be principal uses or accessory to other residential, public or semi-public uses, such as parks, schools, community centers, or community assembly uses. This classification does not include gardens that are accessory to residential uses when access is limited to those who reside on the subject property. Sales of products produced in association with a community garden is permitted as an accessory use in zones in which retail sales & entertainment uses are allowed.

SECTION 10. Hopkins City Code, Part III, Chapter 102, Article 5, Subsection 102-560(f) is hereby amended by deleting the ~~struck-through language~~ and adding the double-underlined language as follows:

102-560 (f) PARKS & OPEN SPACE

(1) Description. The parks and open space use category includes recreational, social, or multi-purpose uses associated with public parks, public open spaces, public play fields, public or private golf courses, or other outdoor open space or recreation areas. ~~It also includes urban agriculture uses, such as community gardens, outdoor urban farms and beekeeping~~. The parks and open space use category includes the following subcategories:

a. Cemetery. Land or structures used for burial or permanent storage of the dead or their cremated remains. Typical uses include cemeteries and mausoleums. Also includes pet cemeteries.

~~b. Community Garden. An area of land managed and maintained by a public or non-profit organization or a group of individuals to grow and harvest food crops and/or ornamental crops, such as flowers, for personal or group use, consumption, or donation. Community gardens may be divided into separate plots for cultivation by one or more individuals or may be farmed collectively by members of the group and may include common areas maintained and used by group members. Community gardens may be principal uses or accessory to other public or semi-public uses, such as parks, schools, community centers, or community assembly uses. This classification does not include gardens that are accessory to residential uses when access is limited to those who reside on the subject property. Sales of products produced in association with a community garden is permitted as an accessory use in zones in which retail sales & entertainment uses are allowed.~~

b.~~c.~~ Natural Resource Preservation. Undeveloped land left in a natural state for specific use as visual open space or environmental purposes. Typical uses include wildlife or nature preserves, arboretums, flood management projects and reservoirs.

c.~~d.~~ Parks and Recreation. Parks, playgrounds, recreation facilities, and related open spaces that are open to the general public. This subcategory also includes playing fields, courts, gymnasiums, swimming pools, picnic facilities, tennis courts, boat docks, and golf courses, as well as related food concessions or clubhouses within a principal structure or in an accessory structure on the same site.

SECTION 11. Hopkins City Code, Part III, Chapter 102, Article 5, Subsection 102-580 hereby amended by adding new subsections (c) and (l) with the double-underlined language as follows, and renumbering the remaining subsections alphanumerically:

102-580 (c) COMMUNITY GARDENS

Community gardens are subject to the following supplemental regulations:

(1) Keeping of animals is prohibited except as allowed in Section 6-30 of the City Code.

(2) The use shall not be located in a required side or a required rear yard not abutting an improved alley when such side or rear is abutting a property in the N zones.
(3) Prior to establishment, the property owner and/or garden manager shall ensure that community members have adequate access to water for the purpose of maintaining their plot(s)
(4) Compost and waste material must be properly stored away to prevent the spread of odor and/or pollution
(5) The site must comply with ADA design standards for accessible entrance routes and accessible routes between different components of the garden
(6) Tools, equipment and supplies shall be stored in an enclosed storage building/container.
(7) The site must be designed and maintained so that water and fertilizer will not drain onto adjacent property.

102-580 (I) URBAN FARMS
Urban farms are subject to the following supplemental regulations:

(1) Keeping of animals is prohibited.
(2) The use shall not be located in a required side or a required rear yard not abutting an improved alley when such side or rear is abutting a property in the N zones.
(3) Tools, equipment and supplies shall be stored in an enclosed storage building/container.
(4) Compost and waste material must be properly stored away to prevent the spread of odor and/or pollution
(5) The site must be designed and maintained so that water and fertilizer will not drain onto adjacent property

SECTION 12. Hopkins City Code, Part III, Chapter 102, Article 6, Subsection 102-620(I) relating to Backyard Cottages, is hereby amended by deleting the ~~struck-through language~~ and adding the double-underlined language as follows:

102-620 (I) DESIGN

The design regulations of this subsection apply to all newly constructed backyard cottages.

(1) Exterior Finish Materials. The exterior finish material must be the same or visually match in type, size and placement, the exterior finish material of the principal building on the lot.

(2) Roof Pitch. The roof pitch must ~~be the same~~ substantially similar as the predominant roof pitch of the principal building on the lot.

(3) Trim. Type, size and location of trim elements must be the same or visually match those of the principal building on the lot.

(4) Entrances. Entrances to backyard cottages may not face the nearest side or rear lot line of the subject lot unless there is an alley abutting that lot line.

SECTION 13. Hopkins City Code, Part III, Chapter 102, Article 6, Subsection 102-650(h) relating to home-based businesses, is hereby amended by deleting the ~~struck-through language~~ as follows:

102-650 (h) HOME-BASED BUSINESSES

Home-based businesses are allowed as an accessory use to a principal use in the household living use category ~~only upon approval of a home occupation permit~~. Home-based businesses are subject to the following regulations.

(1) Home-based businesses require approval of a home occupation permit. Home occupation permits may be revoked for uncorrected violations of applicable regulations.

(2) Home-based businesses must be accessory and subordinate to the principal residential use of the property and may not occupy more than 49% of the gross floor area of the principal building, whether the home-based business is located in the principal residential building, an accessory building, or both.

(3) At least one individual engaged in the home-based business must reside in the dwelling unit in which the home-based business is located as their primary place of residence.

(4) Customers or clients may visit the site only from 8:00 a.m. to 8:00 p.m. No more than 2 clients or customers may be present at any one time, except that up to 3 students may be present at one time in a teaching-related home occupation (e.g., tutor or music/dance instructor).

(5) A maximum of 2 nonresident employees are allowed with a home-based business if the business does not serve customers or clients on site. Home-based businesses that serve customers or clients on site may not have nonresident employees. For the purpose of this provision, the term “nonresident employee” includes an employee, contractor, business partner, co-owner or any other person affiliated with the home-based business, who does not live at the site, but who visits the site as part of the home-based business.

(6) Face-to-face or walk-in retail sales activities are prohibited as a principal home-based business activity. Any face-to-face or walk-in retail sales of goods must be entirely accessory to any services provided on the site. This retail sales restriction is not intended to prohibit on-line retail sales.

(7) Home-based businesses that change the physical form of the residential building they occupy or that adversely affect the surrounding neighborhood are prohibited. Home-based businesses may not, for example, produce light, noise, vibration, odor, parking demand, or traffic impacts that are not typical of a residential neighborhood. Home-based businesses must be operated so as not to create or cause a nuisance.

(8) External structural alterations or site improvements that change the physical residential form of the lot upon which a home-based business is located are prohibited. Examples of such prohibited alterations include construction of parking lots, the addition of commercial-like exterior lighting, the addition of a separate building entrance that is visible from abutting streets or the exterior display of signs.

(9) Any tools or equipment used as part of a home-based business must be operated in a manner or soundproofed so as not to be audible beyond the lot lines of the subject property.

(10) Home-based businesses and all related activities, including storage (other than the lawful parking of passenger vehicles), must be conducted entirely within the principal residential building or an allowed accessory structure.

(11) Deliveries or pickups of supplies or products associated with a home office are allowed only between 8:00 a.m. and 8:00 p.m. Vehicles used for delivery and pickup are limited to those normally serving residential neighborhoods.

(12) No more than one home-based business is allowed on a single property, and a home-based business may not be conducted on a lot occupied by an accessory dwelling unit.

SECTION 14. Hopkins City Code, Part III, Chapter 102, Article 6, Subsection 102-6180, is hereby amended by adding the double-underlined language as follows:

102-6180 Outdoor Storage Areas

102-6180 (a) DESCRIPTION

The regulations of this section govern the outdoor storage of goods that are not typically stored or sold indoors.

102-6180 (b) GENERAL REGULATIONS

The following regulations apply to all outdoor storage areas:

(1) Outdoor storage areas are subject to all applicable setback regulations that apply to the principal building unless otherwise expressly stated in this code.

(2) Outdoor storage areas count toward maximum building coverage limitations.

(3) All materials or wastes stored outdoors that cause fumes or dust or that constitute a fire hazard or that may be

(4) All outdoor storage areas must be enclosed by a durable, permanent fence that is at least 6 feet in height and maintained to prevent any unauthorized access. Such storage area must be screened from view of streets and neighborhood zones in accordance with the buffer and screening regulations of Sections 102-8110 & 102-8120.

SECTION 15. Hopkins City Code, Part III, Chapter 102, Article 8, Subsections 102-840 (c) through (f) are hereby amended by deleting the ~~struck-through language~~ and adding the double-underlined language as follows:

102-840 (c) SIGNIFICANT AND CONTRIBUTING TREES

Trees of significant size, type, or meaning must be retained on the site, unless otherwise ~~determined by the municipal arborist~~ replaced in accordance with this section.

(1) Definitions.

a. Significant tree. A significant tree is one of the following:

1. ~~a.~~ ~~Any~~ A tree with a diameter at breast height of 13 inches or more.

2. ~~b.~~ A grove of trees totaling 13 inches and as determined by the municipal arborist.

3. ~~c.~~ Any specific tree type designated significant by the municipal arborist, based upon the tree's age, species, health, meaning within the community, and/ or historical importance.

4. Aspen, Cottonwood, or Silver Maple are considered significant if they are at least 20 inches in diameter.

b. Contributing trees are existing trees that are not significant trees, measuring greater than 6 inches, contributing to the City's overall tree canopy cover.

c. Boxelder, Siberian Elm, Black Locust, Mulberry, a fruit tree species, or a tree that is defined as an invasive species by the Minnesota Department of Natural Resources are not considered significant or contributing trees.

(2) Removal of Significant and Contributing Trees. A significant or contributing tree may be removed with approval of the municipal arborist under the following conditions:

a. The tree is in poor health or diseased with an expected life span less than 2 years.

b. The tree poses a danger to human safety, health and welfare.

c. If approved by the municipal arborist, the removal is mitigated by one of the following:

1. Planting of replacement trees per the following:

i. Trees with a total of caliper inches equal to ~~3 times~~ the diameter of the removed significant and contributing tree(s), or ~~planted on the site or a site approved by the municipal arborist and the zoning administrator.~~

ii. Trees with a total of caliper inches equal to three times the diameter of the removed significant trees and equal to the diameter of removed contributing trees if the site is located within 500 feet of Blake Road and Excelsior Boulevard, identified as having the highest relative surface temperature in the Hopkins Heat Vulnerability Study.

2. When planting of replacement trees is determined impracticable by the municipal arborist and the zoning administrator, a fee in-lieu of replacement trees will be assessed and paid into the City's Tree Planting Fund in accordance with the City's fee schedule. The fee must include a cost per diameter inch of tree not replaced.

3. A combination of replacement trees and fee-in-lieu per this subsection.

4. Replacement trees may be planted on the site or a site approved by the municipal arborist and the zoning administrator.

~~**102-840 (d) CONTRIBUTING TREES**~~

~~Contributing trees are existing trees that are not significant trees, measuring greater than 6 inches, contributing to the City's overall tree canopy cover.~~

~~(1) Removal of Contributing Trees. A contributing tree may be removed under the following conditions:~~

~~a. The tree is in poor health or diseased with an expected life span less than 2 years.~~

~~b. The tree poses a danger to human safety, health and welfare.~~

~~c. The removal is mitigated by one of the following:~~

~~1. Trees with a total of caliper inches equal to the diameter of the removed trees planted on the site or a site approved by the municipal arborist and the zoning administrator.~~

~~2. A fee in-lieu of replacement trees is assessed and paid into the City's Tree Planting Fund in accordance with the City's fee schedule. The fee must include a cost per diameter inch of tree not replaced.~~

~~3. A combination of replacement trees and fee-in-lieu per this subsection.~~

102-840 (d)~~(e)~~ TREE PROTECTION DURING CONSTRUCTION

During construction, all available precautions must be undertaken to prevent damage to existing trees, 6" in diameter or larger, to be retained on the site.

(1) Protection Fencing. Tree protection fencing and trunk protection must be performed on existing trees per ANSI guidelines.

(2) Prevention of Injury. Protection must include prevention of injury to the trunk, branches, and root systems of existing trees to be retained on the site and any trees on adjacent sites with root systems extending onto the site.

(3) Regrading within Dripline. No soil removal, trenching, or regrading must occur within the root system or beneath the dripline of any tree to be retained on the site without mitigation of the impact of the activity on the tree per a certified arborist's recommendation.

(4) Compaction of Soil. No parking of vehicles or machinery, or storage of materials must occur within the dripline of any existing tree to be retained to avoid the compaction of soil around roots.

(5) Inspection. Before, during, and after the start of construction activity, the municipal arborist may inspect the site and impose additional procedures to ensure the health of existing trees to be retained.

(6) Mitigation of Damage. The municipal arborist may assess mitigation of trees damaged during or as a result of construction activities. Mitigation may include replacement trees or fees paid into the tree fund.

102-840 (e)~~(f)~~ PENALTIES

Any person who removes a significant tree without prior permission from the municipal arborist or causes the death of a significant tree through other means as determined by the municipal arborist must be subject to a fine equivalent to the value of the tree. The tree value must be established using the Trunk Formula Method set forth in the latest edition of Guide for Plant Appraisal authored by the Council of Tree and Landscape Appraisers.

SECTION 16. Hopkins City Code, Part III, Chapter 102, Article 10, Section 102-10100 is hereby amended by deleting the ~~struck-through language~~ and adding the double-underlined language as follows:

102-10100 Window Signs

Temporary or permanent window signs must be on the inside of the window. Temporary or permanent window signs are limited to 33% of the surface area of the

window to which they are affixed. Window signs place on storefront windows must not cover the middle vertical one-third of any one window. Such signs are not counted against the maximum limits established in Table 10-4.

SECTION 17. Hopkins City Code, Part III, Chapter 102, Article 10, Subsection 102-10170, is hereby amended by adding the double-underlined language as follows:

102-10170 (b) FREESTANDING SIGNS

Freestanding signs may not exceed the maximum height limits stated in Table 10-2.

Table 10-2. Maximum Sign Heights

ZONE	MAXIMUM HEIGHT (FEET)
N, NX, RX-N, & MX-N	6
MX-S, MX-TOD & RX-TOD	10
IX-TOD, I-TOD, & IX-S	10
I-1 & CLR	10
P	6

SECTION 18. Hopkins City Code, Part III, Chapter 102, Article 10, Subsection 102-10190, is hereby amended by adding the double-underlined language as follows:

102-10190 Signs in Mixed-Use Zones

102-10190 (a) MAXIMUM SIGN AREA

The area of permitted signs in mixed-use zones may not exceed the maximum limits established in Table 10-4.

Table 10-4. Signs in Mixed-Use Zones

ZONE	SINGLE SIGN MAXIMUM AREA	MAXIMUM CUMULATIVE SIGN AREA
MX-TOD, MX-D, MX-N, RX-TOD, RX-D, RX-N	60 sq ft	2 sq ft per foot of building frontage [1]
MX-S	80 sq ft	3 sq ft per foot of building frontage [1]
IX-TOD, I-TOD, IX-S	80 sq ft	3 sq ft per foot of building frontage [1]

[1] On corner lots building frontage is measured along narrowest frontage

102-10190 (b) ILLUMINATION

Signs in the MX-D zone may employ only "Halo" lighting or lighting sources that are external to the sign (e.g. Goose neck lighting). Any other form of internal sign illumination is prohibited.

102-10190 (c) MULTIPLE TENANT BUILDINGS

The property owner may allocate the allowable sign area among the tenants of a multi-tenant building. If the property owner does not allocate the sign area, the City

may do so based on the proportion of floor area or tenant frontage occupied by each tenant.

SECTION 19. Hopkins City Code, Part III, Chapter 102, Article 13, Subsection 102-1380(a), is hereby amended by deleting the ~~struck-through language~~ and adding the double-underlined language as follows:

102-1380 (a) APPLICABILITY
The administrative subdivision approval procedures of this section apply to:

(1) Lot line adjustments that combine multiple, existing abutting lots into a fewer number of lots than existed before the lot line adjustment occurred;
(2) Lot line adjustments that alter the boundary between or reconfigure the shapes of existing abutting lots without creating additional lots;
(3) Resubdivision of previously platted land that result in no more than one additional lot being created; and
(4) Subdivision of a lot for the purposes of establishing a twin home provided:
(a) Verification is submitted to the City that the building would meet building code requirements with the new lot line;
(b) The lot line(s) is located along a common wall;
(c) Upon approval, documents shall be recorded that establish how common elements of the building, utilities, and site elements will be maintained;
(5)~~(4)~~ Other minor land division activities authorized by the Planning & Zoning Commission

SECTION 20. Hopkins City Code, Part III, Chapter 102, Article 13, Subsection 102-13120(e), is hereby amended by deleting the ~~struck-through language~~ and adding the double-underlined language as follows:

102-13120 (e) PROCESS; DECISION-MAKING

Two types of site plan review are established under this development code—major site plan review and administrative site plan review.

(1) Major Site Plans. Major site plans require review and recommendation by the planning & zoning commission and final review and decision-making by the city council.

a. Applicability. The following are subject to the major site plan review process:

1. Site plans that accompany a conditional use permit application, which must be reviewed in accordance with the conditional use permit procedures of 102-1390;

2. Site plans that accompany a zoning variance application, which must be reviewed in accordance with the ~~conditional use permit~~ variance procedures of 102-13130;

3. Construction of a new building with more than 25,000 square feet of gross floor area and building enlargements resulting in the addition of more than 25,000 square feet of gross floor area.

4. Site plans that qualify as administrative site plans but which are referred by the zoning administrator for processing as a major site plan;

and

5. Any other activities for which major site plan approval is expressly identified in this development code.

SECTION 21. Hopkins City Code, Part III, Chapter 102, Article 13, Subsection 102-1370(c) relating to final plat review procedures, is hereby amended by deleting the ~~struck-through language~~ and adding the double-underlined language as follows:

102-1370 (c) FINAL PLATS

(1) Application Filing. Following approval of a required preliminary plat, applicants may file an application for final plat approval for all or a portion of the proposed subdivision. The City may review and consider applications for preliminary and final plat approval concurrently. Applications for final plat approval must be submitted to the zoning administrator.

~~(2) Commission Review and Recommendation. Following receipt of a complete application, the Planning & Zoning Commission must consider the proposed final plat conformance with the approved preliminary plat and compliance with all applicable development code regulations and act to recommend that the proposed final plat be approved as proposed, approved with modifications, or denied and transmit its report and recommendations to the City Council. The Planning & Zoning Commission may also act to continue the matter for further consideration and deliberation. Motions to approve, approve with modifications or deny final subdivision plats may be approved by a simple majority vote. If the Planning & Zoning Commission arrives at a tie vote, the application must be forwarded to the City Council with a notation of the tie vote.~~

(2) ~~(3)~~ City Council Action. Following receipt of a complete application ~~the Planning & Zoning Commission's recommendation~~, the City Council must act to approve the final plat or disapprove the final plat. The City Council is also authorized to continue the matter or remand the proposed final plat application ~~back~~ to the Planning & Zoning Commission for further consideration. Final plats may be approved by a simple majority vote of the City Council.

(3) ~~(4)~~ Time-Frame for Final Action. In accordance with section 462.358 of the Minnesota Statutes, if the City Council does not take action on a final plat application

within 60 days of receipt of a complete application, the application is deemed approved, unless the applicant agrees in writing to waive the 120-day rule.

(4) ~~(5)~~ Recording of Final Plat. If the final plat is approved by the City Council, the subdivider must record it with the county recorder within 100 days of the date of approval; otherwise, the approval of the final plat is void. Immediately upon recording, the subdivider must furnish the clerk ~~with four~~ a print~~s~~ of the recorded plat and proof of recording. ~~Three copies~~ One copy of the certified plan showing the improvements as built or as they are to be built within the subdivisions must also be submitted with the final plat.

Figure 13-D. Major Subdivision Final Plats

SECTION 22. Hopkins City Code, Part III, Chapter 102, Article 16, Subsection 102-620(k)(5) relating to Measurement of Building Height in Stories, is hereby amended by adding the double-underlined language as follows:

102-1620 (k) BUILDING HEIGHT IN STORIES

(5) Half Stories. Half stories are stories either located fully within the roof type or in a visible basement.

a. Roof. Where occupied building space is allowed within the roof type (see 102-720), any space within the roof and within the floor to floor height of the building type counts as a half story towards the overall allowable height. Dormers on roofs on half stories are limited to no more than 50% of the facade length of the story below.

SECTION 23. Hopkins City Code, Part III, Chapter 102, Article 16, Section 102-1620 relating to measurements and interpretations, is hereby amended by adding subsection (o) with the double-underlined language as follows:

102-1620 (o) USE PERCENTAGES

Uses that are limited in the percentage of floor area are not subject to said limit when the building in which said use is located is less than 6,000 square feet in total building area.

SECTION 24. Hopkins City Code, Part III, Chapter 102, Article 16, Section 102-1660, is hereby amended by adding the double-underlined language as follows:

102-1660 Terms Beginning with "D"

DWELLING UNIT, TWIN HOME. a 1 unit-household dwelling unit attached by party walls with another 1 unit-household dwelling unit, within the traditional house building type, in such a manner that the common party wall(s) is located on the common lot lines. Twin Home dwellings are considered 2-unit uses and are subject to the applicable regulations of Articles 3, 4, and 5.

SECTION 25. Hopkins City Code, Part III, Chapter 102, Article 16, Section 102-16140, is hereby amended by deleting the ~~struck-through language~~ as follows:

102-16140 Terms Beginning with "L"

~~**LOT**. A contiguous area of land as recorded in a deed, or on a recorded plan, as in a duly filed A-2 survey.~~

SECTION 26. The effective date of this ordinance shall be September 12, 2024.

First Reading:	August 20, 2024
Second Reading:	September 3, 2024
Date of Publication:	September 12, 2024
Date Ordinance Takes Effect:	September 12, 2024

By:_____

Patrick Hanlon, Mayor

ATTEST:

_____

Amy Domeier, City Clerk

Planning & Development

CITY OF HOPKINS

City Council Report 2024-104

To: Honorable Mayor and Council Members
Mike Mornson, City Manager

From: Ryan Krzos, City Planner

Date: September 3, 2024

Subject: First Reading of an Ordinance Rezoning 100 Jackson Ave N

RECOMMENDED ACTION

MOTION TO: Adopt Resolution 2024-054 Approving a first reading of Ordinance 2024-1214 Rezoning 100 Jackson Ave N from IX-S with a Planned Unit Development to RX-TOD with a Planned Unit Development.

OVERVIEW

Cargill Incorporated, the property owner of 100 Jackson Ave N, requests a Zoning Map Amendment (Rezoning). The subject parcel is an undeveloped 0.57-acre parcel currently zoned IX-S, Employment Mix Suburban Center with a Planned Unit Development. The associated Planned Unit Development is the approval granted for the Excelsior Crossings development. IX-S is the zoning designation of the large office building portions of Excelsior Crossings. An undeveloped 0.52-acre parcel, fronting on the intersection of Jackson Avenue N and St Louis Street is currently zoned RX-TOD, Residential-Office Mix Transit-Oriented District (TOD) Center with a Planned Unit Development. The subject property and the adjoining undeveloped lot were approved as a retail/office component of the Excelsior Crossings development.

The request would rezone the subject property to RX-TOD to facilitate an administratively processed lot combination of the two parcels. Currently, no specific development requests are proposed; however, the property is being marketed for such. Any future development of the subject property would require City review of a site plan approval request. The Planning & Zoning Commission conducted a public hearing on the rezoning request at their August 27, 2024 meeting. Based on the findings in this report, the Planning & Zoning Commission and staff recommend approval of the requested rezoning.

BACKGROUND

In 2006, the City granted land use approvals, including a Planned Unit Development, for the Excelsior Crossing development. The overall mater plan for the Excelsior Crossings Development is included as an attachment. Site development plan approvals were granted subsequently for the three large-scale office buildings.

In 2008 the then property owner requested site plan approval of a 14,300 square foot day care facility on the subject property. That day care facility project never moved forward. A subdivision plat was approved in conjunction with the day care facility. The plat defined the property boundaries of the retail outlot which was comprised of the subject property and the adjoining undeveloped property. When that plat was being recorded with Hennepin County the retail outlot was split, creating the two lots in the current configuration. At the time, the County believed the lot split was necessary because the subject property area was within a Tax Increment Finance (TIF) District and the adjoining portion was outside of that boundary. A lot is not able to be partially within a TIF boundary. City records show that both parcels have been within the TIF boundary since its inception.

In 2022 as part of the Development Code update, the subject property was assigned the IX-S zone as it was the designation of the adjacent office properties. The RX-TOD zoning was applied to the Jackson Avenue fronting lot as the other lots along Jackson had that same designation. Cargill is now requesting a rezoning of the subject property to RX-TOD which would establish a unified zoning designation for the subject property and the adjoining undeveloped parcel. The RX-TOD zoning designation was identified as the designation that is generally consistent with the retail/office uses envision by the Planned Unit Development. The rezoning would facilitate a lot combination of the two parcels, as the Development Code does not allow more than one zoning designation on a lot.

Community Engagement and Comment
The Zoning Map Amendment procedure requires the Planning & Zoning Commission to conduct a public hearing. The City published notice of the public hearing in the official paper and mailed notices directly to property owners and residents within 500 feet of the subject property. The City did not receive any comments on this item. No public comments were provided during the public hearing at the August 27, 2024 Planning & Zoning Commission meeting. The Planning & Zoning Commission unanimously approved a resolution recommending approval of the rezoning request.

ANALYSIS
The Hopkins Development code regulates development and the use of land in the city to implement the vision and policies of the Comprehensive Plan. A central function of the development code is to divide the city into discrete zones, regulated by specific standards in each. Changes to zoning designations may occur in the form of a Zoning Map Amendment (rezoning). In making recommendations and decisions regarding approval of a Zoning Map Amendment, the City must consider at least the following factors:

(1) Whether the proposed zoning map amendment is in conformity with the comprehensive plan; and
(2) Whether the proposed zoning map amendment corrects an error or inconsistency or will help meet the challenge of a changed or changing condition.

Legal Authority
Decisions on Zoning Map Amendments are considered a legislative action. When considering a legislative action, the City is assigning zoning classifications or creating development standards to regulate the types of uses and/or structures. Under the law,

the City has wide flexibility to create standards that will ensure the type of development it desires; however, these regulations must be reasonable and supported by a rational basis relating to promoting the public health, safety, and welfare.

Criteria Evaluation
Staff has evaluated the zoning map amendment request and offers the following findings:

Criterion 1 - whether the proposed zoning map amendment is consistent with the comprehensive plan:

The Comprehensive Plan identifies the subject site with the Commerce and Employment future land use category. The proposed RX-TOD zoning designation in conjunction with the applicable Planned Unit Development controls for the site would be consistent with guidance for Commerce and Employment Districts as they allow for retail and office uses.

The Commerce and Employment District areas are envisioned as being contemporary auto-oriented development supporting regional and interstate commerce. Uses in commerce and employment corridors is expected to include a mix of commercial, office, service, medical, research and technology uses. Secondary uses may include retail and office/showroom uses. A characteristic of the commerce and employment district is high visibility and excellent vehicle access. The subject site is consistent with this guidance. Accordingly, staff finds that this criterion is met.

Criterion 2 - whether the proposed Zoning Map Amendment corrects an error or inconsistency or will help meet the challenge of a changed or changing condition:

The rezoning would correct an error in having two zoning designations for an area that was meant to be a singular development site in the Excelsior Crossings approval. The RX-TOD zone allows for office and retail uses which were envisioned for this site. Accordingly, staff finds that this criterion is met.

ALTERNATIVES

1. Vote to approve a first reading of an Ordinance amending the Zoning Map for 100 Jackson St N. A second reading of the Ordinance is required for adoption.

2. Vote to deny the rezoning request. Should the City Council consider this option, it must also identify specific findings that support this alternative.

3. Continue for further information. If the City finds that further information is needed, the item may be continued.

SUPPORTING INFORMATION

- Ordinance 2024-1214
- Resolution 2024-054
- Excelsior Crossings Master Plan Exhibit
- Current Zoning Map
- Current Future Land Use Map

CITY OF HOPKINS
HENNEPIN COUNTY, MINNESOTA

ORDINANCE 2024-1214

AN ORDINANCE REZONING THE PROPERTY AT 100 JACKSON AVE N (WITH PID 19-117-21-31-0069) FROM IX-S, EMPLOYMENT MIX SUBURBAN CENTER WITH A PLANNED UNIT DEVELOPMENT TO RX-TOD, RESIDENTIAL-OFFICE MIX TOD CENTER WITH A PLANNED UNIT DEVELOPMENT

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

1. That the following described premises is hereby rezoned from IX-S, Employment Mix Suburban Center with a Planned Unit Development to RX-TOD, Residential-Office Mix Transit Oriented Development Center with a Planned Unit Development.

2. The property to be rezoned is legally described in Exhibit A.

First Reading:	September 3, 2024
Second Reading:	September 10, 2024
Date of Publication:	September 19, 2024
Date Ordinance Takes Effect:	September 19, 2024

_____
Patrick Hanlon, Mayor

ATTEST:

_____
Amy Domeier, City Clerk

Exhibit A
Legal Description of Subject Parcel

That part of Lot 3, Block 1, Excelsior Crossings 2nd Addition, embraced within the following described three parcels:

(1) Lot 3, Block 1, Excelsior Crossings

(2) Lots 1 and 10, Block 13, West Minneapolis Center, and the vacated North and South alley in said Block 13; and Lots 14 and 15, except the East 16 feet of Lots 14 and 15, Block 4, West Minneapolis Center, and that part of vacated First Street North, dedicated in West Minneapolis Center, lying between the Southerly extensions across it of the West line of the East 16.00 feet of Lot 14 and the West line of Lot 14 in Block 4, West Minneapolis Center and that part of the South Half of vacated First Street North, dedicated in the plat of West Minneapolis Center, lying easterly of the southerly extension of the west line of the East 16 feet of Lot 14, Block 4, said plat, and westerly of a line drawn from the southeast corner of Lot 13, said block, to the most northerly northwest corner of Parcel 34C, City of Hopkins Highway Right-of-Way Plat No. 1

(3) That part of vacated 1st Street North, dedicated in the plat of Excelsior Crossings, described as beginning at the northwest corner of Lot 4, Block 1, said plat: thence on an assumed bearing of South 87 degrees 31 minutes 58 seconds East, along the north line of said Lot 4, a distance of 17.50 feet; thence North 43 degrees 53 minutes 44 seconds West a distance of 15.57 feet to the west line of said 1st Street North: thence South 32 degrees 35 minutes 57 seconds West, along said west line of 1st Street North, a distance of 12.42 feet to the point of beginning.

CITY OF HOPKINS
HENNEPIN COUNTY, MINNNESOTA

RESOLUTION 2024-054

A RESOLUTION APPROVING A FIRST READING OF ORDINANCE 2024-1214 REZONING THE PROPERTY AT 100 JACKSON AVE N (WITH PID 19-117-21-31-0069) FROM IX-S, EMPLOYMENT MIX SUBURBAN CENTER WITH A PLANNED UNIT DEVELOPMENT TO RX-TOD, RESIDENTIAL-OFFICE MIX TOD CENTER WITH A PLANNED UNIT DEVELOPMENT

WHEREAS, Cargill Incorporated, the property owner of 100 Jackson Avenue N with PID: 19-117-21-31-0069, has requested a zoning map amendment, rezoning the property from IX-S Employment Mix Suburban Center with a Planned Unit Development to RX-TOD Residential-Office Mix Transit Oriented Development Center with a Planned Unit Development; and,

WHEREAS, this property is legally described in Exhibit A; and,

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

1. That the above stated application was initiated by the applicant, and deemed complete on August 5, 2024; and,

2. That the Hopkins Planning & Zoning Commission, pursuant to published and mailed notice, held a public hearing on the application and reviewed such application on August 27, 2024 and all persons present were given an opportunity to be heard; and,

3. That written comments and analysis of City staff were considered;

4. That the Hopkins Planning & Zoning Commission reviewed this application during their August 27, 2024 meeting and recommended approval by the City Council; and,

WHEREAS, staff recommended approval of the above stated application based on the findings outlined in Council Report 2024-104 dated September 3, 2024.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hopkins hereby approves a first reading of Ordinance 2024-1214 rezoning the property with PID 19-117-21-31-0069, from IX-S with a PUD to RX-TOD with a PUD.

Adopted this 3rd day of September 2024.

ATTEST: _____
Patrick Hanlon, Mayor

_____
Amy Domeier, City Clerk

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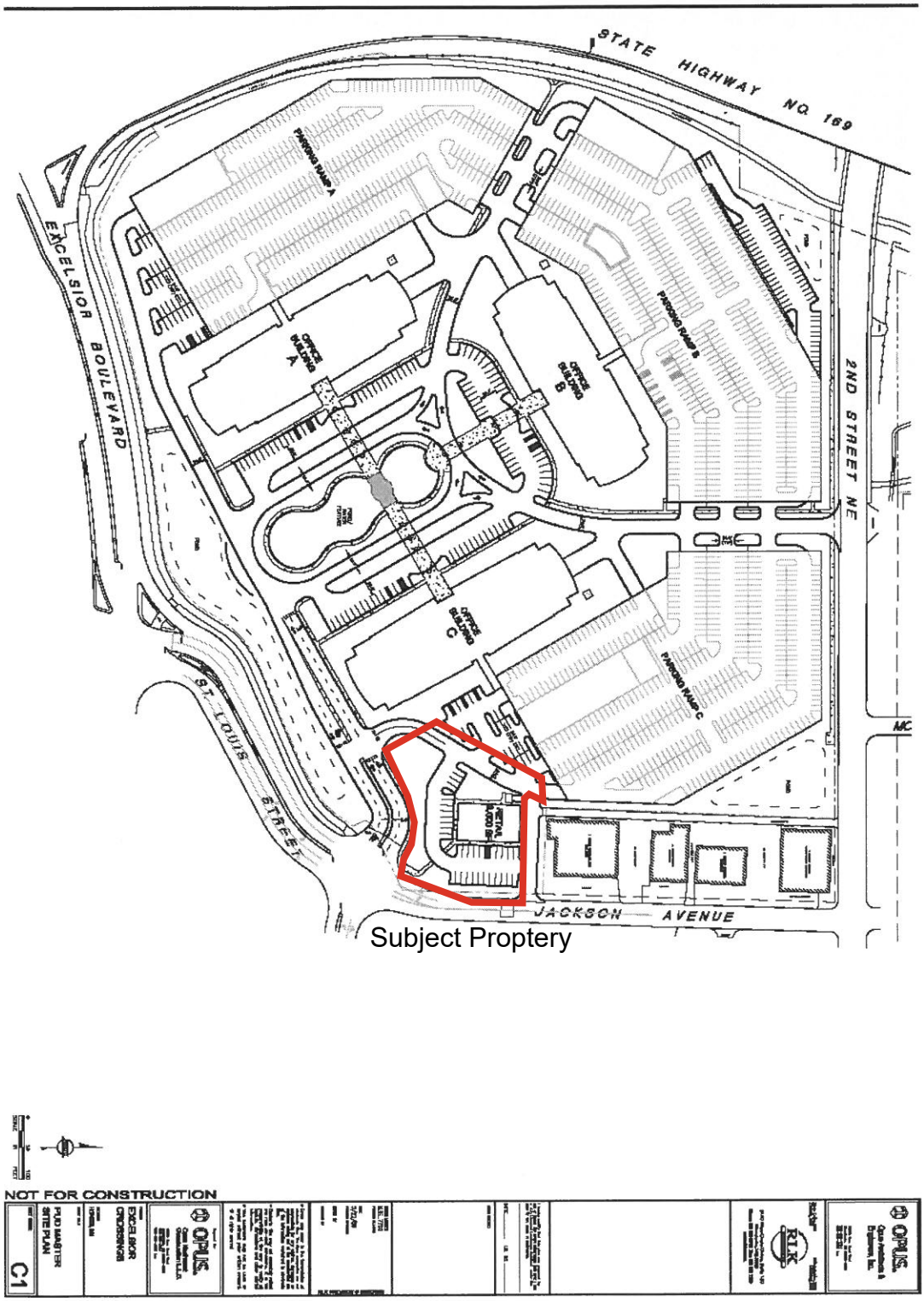
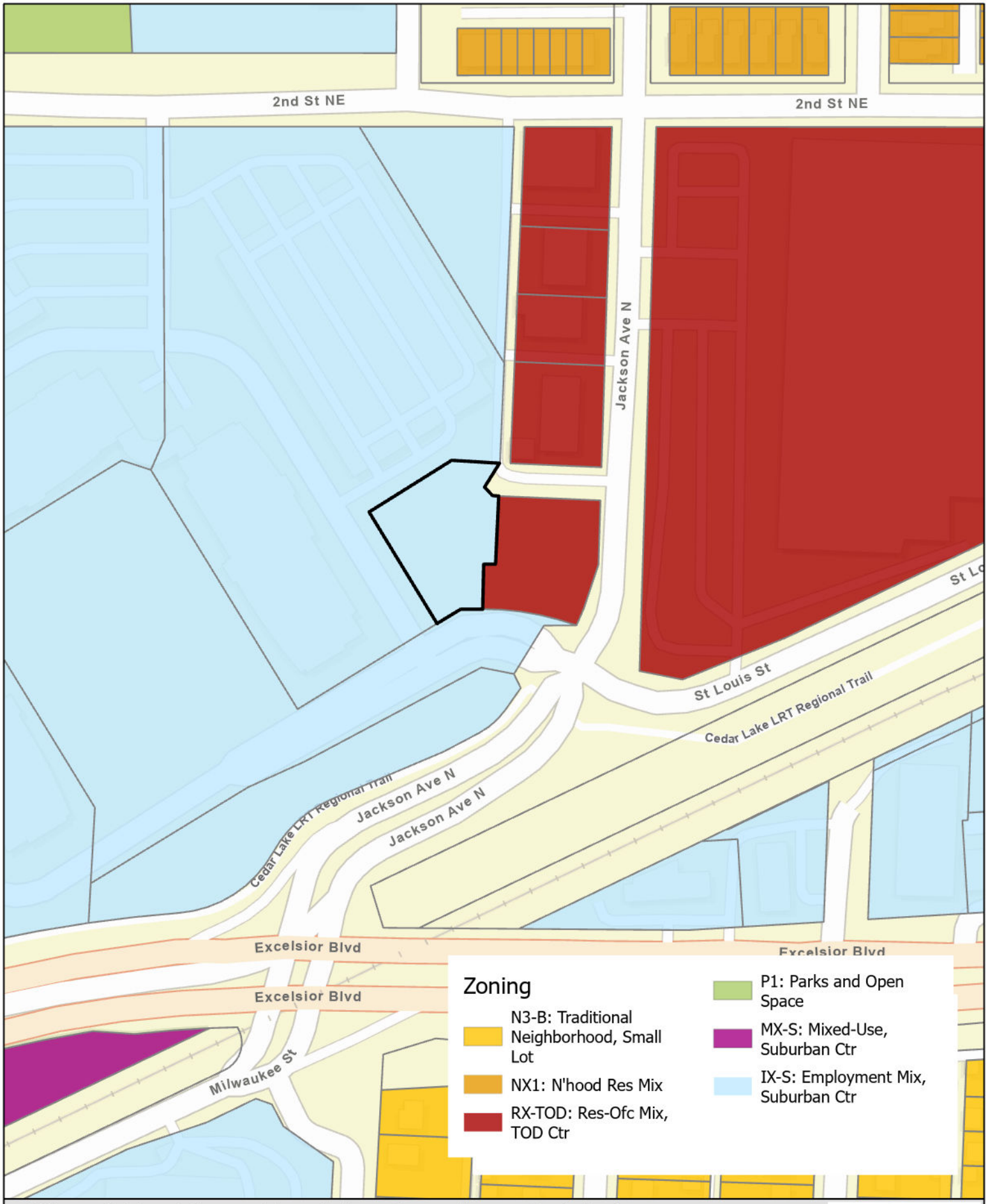
EXHIBIT D

MASTER PLAN





City of Hopkins - Excelsior Crossings Out Lot

8/22/2024

City of Hopkins - Excelsior Crossings Out Lot

8/22/2024

Public Works Dept.

CITY OF HOPKINS

City Council Report 2024-0103

To: Honorable Mayor and Council Members
Mike Mornson, City Manager

From: Eric Klingbeil, PE, City Engineer

Date: September 3, 2024

Subject: Central Avenues Improvements Scoping Study, City Project 2024-10

OVERVIEW

At the April 16, 2024 City Council meeting, staff was directed to perform topographic survey and prepare a Project Scoping Study for Central Avenue Phase 2 Improvements, City Project 2024-10. This study is now complete, and staff is looking for Council direction.

SUPPORTING INFORMATION

- Central Avenue Phase 2 Project Scoping Study Report
    - Portions attached, entire report available upon request

ANALYSIS OF ISSUES

Traditionally, a feasibility report is the first stage of an assessable street and utility improvement project, but with concerns of timing and project costs a topographic survey and a Project Scoping Study of all remaining areas in the Central Avenues needing reconstruction was completed at the direction of council to provide multiple scenarios of phasing, contracts, timing, and cost of completing the remaining work. This scoping study could be considered a preliminary feasibility report.

After reviewing the infrastructure needs and analyzing multiple phasing, contract, and timing scenarios, three main options were considered in depth with multiple contract scenarios for each option. There are pros and cons of each option.

Option A – Complete the improvements in two years. This option has the lowest total project cost, the lowest risk of catastrophic utility failure, and the lowest pavement maintenance needs. This option does have a higher cost per year than the other options due to the shorter time frame. This option could be completed with one contact covering both phases, similar to the 2020-2021 Street and Utility Improvement project completed in the Interlachen Park Neighborhood, or it could be done as two discrete projects each bid on their own in separate years.

Option B – Complete the improvements in three years in two unequally sized phases. This option has a higher total project cost than Option A, but has a more budget friendly project in 2025 with larger sized projects in 2026 and 2027. There is an elevated risk of utility failure and increase interim pavement maintenance costs with this option due to the longer timeframe. This option does have a lower per year cost than Option A, but does have a higher overall project cost. This option could be completed under two separate construction contracts (one smaller one year single phase project, and one larger two year two phase project), or it could be completed as three discrete projects over three years.

Option C – This option is like Option B, but it completes the work in three similar sized projects over three years. It was decided to not consider one-three year project after discussion with several contractors who indicated that a three year project introduces a level of risk that begins to negatively affect bid prices.

Project Costs

The construction work being performed in all options is equal, the variables affecting total project costs between options are project size, increased construction/material costs over time and the number of contracts/projects required. Larger quantities of work typically equate to more favorable unit prices. Construction and material costs continue to rise year over year, and this is anticipated to continue. The largest cost savings can be realized by minimizing the number of discrete construction contracts required to complete the work, it is anticipated that one-two year project in Option A will be more than $1,000,000 cheaper than three-one year projects as in Option C.

Project Schedule

If council directs staff to move forward, the anticipated schedule is as follows:

Order Feasibility	September 10, 2024
Mail Resident Questionnaire/Meeting Invite	September 11, 2024
Neighborhood Meeting #1	October 2, 2024
Council Set Public Hearing Date/Present Feasibility	October 15, 2024
Neighborhood Meeting #2	November 7, 2024
Public Hearing/Order Final Plans/Specifications	November 12, 204
Approve final plans/order bids	Late Jan/ Early Feb, 2025
Bid Opening	Late Feb/Early Mar, 2025
Order Assessment Hearing	March, 2024
Neighborhood Meeting #2	Late Mar/Early Apr, 2025
Conduct Public Assessment Hearing	April, 2025
Adopt Assessment Roll/Award Contract	April, 2025
Begin Construction	Spring 2025

Staff Recommendation
Staff is looking for council direction on how to proceed. With Council direction, staff will return at the September 10, 2024 City Council Meeting with an item for council to direct staff to prepare a Feasibility Report for the proposed improvements.

Staff recommends **Option A** with one construction contract for a 2 year project, with construction starting in Spring 2025. This is the most cost effective option when the entire project area is considered. It also reduces the risks associated with utility failures and interim pavement maintenance needs.

Central Avenues Phase 2

Project Scoping Study Report

City of Hopkins

Submitted by:
Nicholas J. Amatuccio, P.E.
Senior Associate Project Manager
nicholas.amatuccio@bolton-menk.com

Bolton & Menk, Inc.
12224 Nicollet Avenue
Burnsville, MN 55337
P: 952-890-0509

Real People. Real Solutions.

Certification

Project Scoping Study Report

for

Central Avenues Phase 2

City of Hopkins

August 2024

PROFESSIONAL ENGINEER

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Signature: _____

Typed or Printed Name: Nicholas J. Amatuccio, PE

Date: 8/20/2024 License Number: 53639

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I. Executive Summary

A. Background Information

The Hopkins City Council ordered the preparation of this project scoping study report at its May 7, 2024 meeting. The scoping study has been completed to better identify the infrastructure improvements that are still needed within the Central Avenues neighborhood after the completion of the 2024 Central Avenues Improvements project, to define costs associated with the improvements, and to evaluate different project phasing scenarios knowing that the remaining improvements will span over at least two constructions seasons.

B. Proposed Improvements

This report examines potential street and utility construction of several streets in the Central Avenues Neighborhood in the City of Hopkins. These areas are depicted in Figure 1 of Appendix A. The proposed improvements are described in the body of this report and are graphically illustrated in Appendix A. In brief, the proposed improvements consist of:

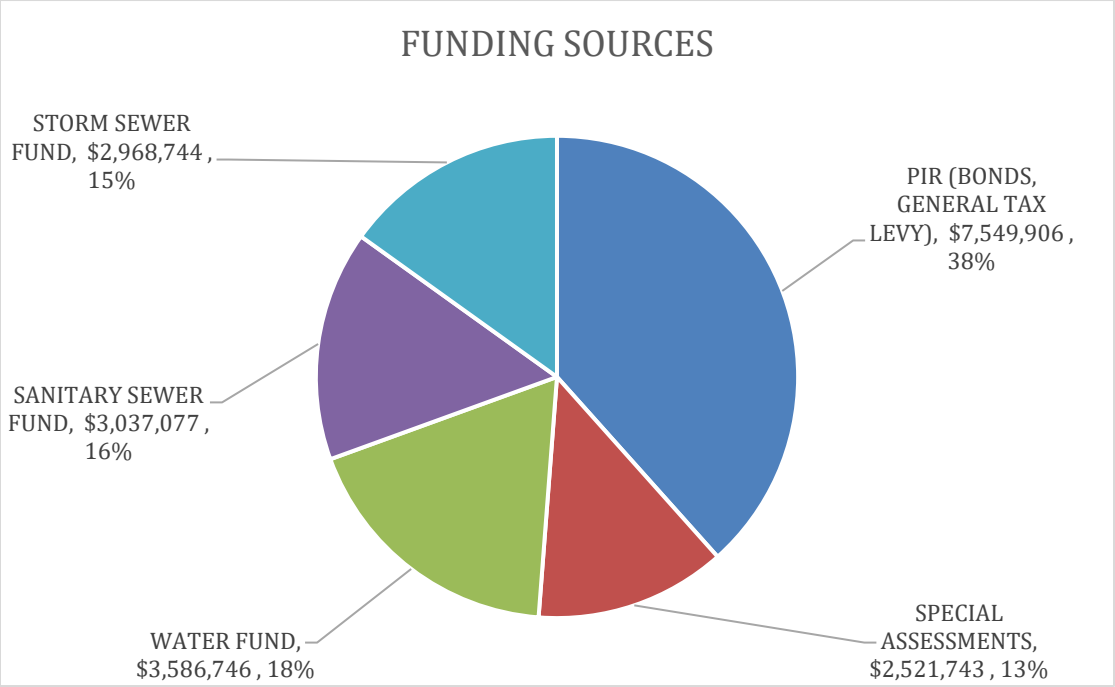
- Full reconstruction of the following street sections in the Central Avenues Neighborhood with replacement of concrete curb and gutter and concrete sidewalk, and replacement or rehabilitation of watermain, sanitary sewer, and storm sewer utilities.
    - 9th Ave N from 1st St N to 3rd St N
    - 10th Ave N from 1st St N to 4th St N
    - 11th Ave N from 1st St N to Minnetonka Mills Rd
    - 12th Ave N from 1st St N to Highway 7
    - 13th Ave N from the dead-end north of Maetzold Field to South Service Dr
    - 3rd St N from 9th Ave N to 11th Ave N
    - 4th St N from 9th Ave N to 10th Ave N and from 11th Ave N to 12th Ave N
- Reclamation and resurfacing of 3rd St N from 11th Ave N to 15th Ave N.
- Mill and overlay of 2nd St N from 8th Ave N to 12th Ave N.

C. Estimated Costs and Proposed Funding

Cost estimates have been prepared to address the varying needs of all areas reviewed. Detailed cost estimates are provided in Appendix B and summarized below in Table 1.

Table ES-1 – Estimated Cost of Proposed Central Avenues Phase 2 Improvements	
Streets	$5,013,000
Pedestrian Facilities	$1,440,000
Sanitary Sewer	$2,356,000
Watermain	$2,785,000
Storm Sewer	$2,062,000
Construction Cost with Contingencies (20%)	**$16,387,000**
Engineering & Administration (20%)	$3,277,000
Total Estimated Project Costs	**$19,664,000**

These improvements would be funded with general obligation bonds, utility funds, and assessments to individual properties. The chart below illustrates proposed funding sources inclusive of contingencies, engineering, and administration.



II. Scoping Study Introduction

This scoping study report examines future street and utility improvements including storm sewer replacement, water main replacement, sanitary sewer replacement, and street reconstruction or resurfacing throughout the Central Avenues Neighborhood. The following streets that will be included in this study are shown on Figure 1 in Appendix A and listed below:

- 9th Ave N from 1st St N to 3rd St N
- 10th Ave N from 1st St N to 4th St N
- 11th Ave N from 1st St N to Minnetonka Mills Rd
- 12th Ave N from 1st St N to Highway 7
- 13th Ave N from the dead-end north of Maetzold Field to South Service Dr
- 2nd St N from 8th Ave N to 12th Ave N
- 3rd St N from 9th Ave N to 15th Ave N
- 4th St N from 9th Ave N to 10th Ave N and from 11th Ave N to 12th Ave N

The improvements on these streets will include some or all of the following proposed work:

- Addition/replacement of storm sewer
- Watermain replacement
- Water service replacement
- Sanitary sewer replacement
- Sanitary sewer rehabilitation
- Sanitary sewer service replacement
- Concrete curb & gutter replacement
- Bituminous street removal and reconstruction
- Bituminous street resurfacing
- Concrete sidewalk replacement

III. Background

The Central Avenues Neighborhood has been included in the City's Capital Improvement Plan in some capacity for the several years. The Hopkins City Council ordered the preparation of this project scoping study report at its May 7, 2024 meeting. The scoping study has been completed to better identify the infrastructure improvements that are still needed within the Central Avenues neighborhood after the completion of the 2024 Central Avenues Improvements project, to define costs associated with the improvements, and to evaluate different project phasing scenarios knowing that the remaining improvements will span over at least two constructions seasons. This report will be used as the basis for City Staff recommendations to Council, which may include the request to order a feasibility report for a defined project area and scope to be constructed in 2025 or later.

IV. Existing Conditions

A. Streets

The bituminous streets within the project areas are aged and exhibit various levels of wear and distress. This is evident on the surface by transverse, block, and alligator cracking. There is evidence of previous additional street repairs and maintenance throughout the project area including numerous street patches. Examples of the existing pavement conditions are shown below (pictures were taken on 12th Ave N between 1st St N and 2nd St N).

Consistent with observations of the existing pavements made during preparation of this report, the City of Hopkins' Pavement Management System also indicates that the "Pavement Condition Index" (PCI) for several streets in the neighborhood are in fair or poor condition and beyond the pavement's life cycle.

The streets within the project area have varying widths (measured curb face to curb face). Table 1 below summarizes these and other existing conditions. Parking is typically allowed on both sides of the streets throughout the neighborhood. Large, mature trees can be found throughout the project within the City's ROW and near the back of curb.

Table 1: Summary of Existing Corridor Conditions			
Roadway	**Existing Street Width**	**Existing Curb Type**	**Existing ROW Width**
9th Ave N	35 feet	Concrete B618 Curb & Gutter	66 feet
10th Ave N	36 feet	Concrete B618 Curb & Gutter north of the regional trail; some Curb w/ no gutter south of the regional trail	66 feet
11th Ave N	31 feet – 35 feet	Concrete B618 Curb & Gutter	66 feet
12th Ave N	36 feet	Concrete B618 Curb & Gutter north of the regional trail; mostly Curb w/ no gutter south of the regional trail	66 feet
13th Ave N	36 feet	Concrete B618 Curb & Gutter south of 4th St N; Curb w/ no gutter north of 4th St	66 feet
2nd St N	36 feet	Concrete B618 Curb & Gutter	66 feet
3rd St N	30 feet	Concrete B618 Curb & Gutter west of 11th Ave N; mixture of Concrete B618 Curb & Gutter and Curb w/ no gutter between 11th Ave N and 9th Ave N	60 feet
4th St N	36 feet	Curb w/ no gutter	66 feet

Subgrade soil sampling was completed throughout the neighborhood by Braun Intertec in the Summer of 2024. A copy of Braun Intertec's Geotechnical Evaluation Report is included in Appendix C of this report. Twenty-two soil borings and five pavement cores were taken throughout the area and summarized in Table 2 below.

Table 2: Summary of Geotechnical Evaluation		
Street	**Bituminous Thickness**	**Subgrade Material**
9th Ave N	4 inches – 5.5 inches	Mixture of silty and clayey sand
10th Ave N	4 inches – 9 inches	Mixture of silty, clayey, and poorly graded sand
11th Ave N	4.5 inches – 8 inches	Mixture of silty, clayey, and poorly graded sand; gravel with silt; sandy silt; and sandy lean clay
12th Ave N	4.5 inches – 6.5 inches	Mixture of silty, clayey, and poorly graded sand; and sandy lean clay
13th Ave N	4 inches – 6.5 inches	Mixture of silty, clayey, and poorly graded sand with silt; and lean and sandy lean clay
2nd St N	3.5 inches – 5.5 inches	Aggregate base material
3rd St N	2 inches – 6.5 inches	Mixture of silty, clayey, and poorly graded sand with silt; lean clay; sandy silt; and possible buried asphalt
4th St N	4.5 inches to 6.5 inches	Mixture of silty, clayey, and poorly graded sand; and sandy lean clay

The soils found just beneath pavements in the neighborhood were most commonly fill soils classified as poorly graded sand, silty sand, clayey sand, sandy silt, or lean clay. At least one of the borings in the neighborhood found slightly organic clay (buried topsoil). Buried topsoil is an undesirable material for roadway construction as it's unable to adequately support heavy vehicles, leading to earlier failure of overlying pavements.

B. Storm Sewer

The existing storm sewer systems serving the neighborhood are mostly comprised of reinforced concrete pipe (RCP), varying in size from 12-inch diameter to 60-inch diameter, with some 12-inch diameter clay pipes as well. The storm sewer catch basins and manholes are a mixture of precast concrete and block structures.

The neighborhood generally drains south through an existing 60-inch trunk storm sewer main along the alley between 11th Ave N and 10th Ave N, south of 3rd St N, then turns down 11th Ave N, west on Mainstreet over to 13th Ave S ultimately discharging to Nine Mile Creek near south of Excelsior Blvd. Some of the neighborhood drains to the east and south before turning west south of Mainstreet, but ultimately connects to the same trunk storm sewer system as the rest of the neighborhood that discharges to Nine Mile Creek south of Excelsior Blvd.

Drainage issues have been identified throughout the neighborhood through evaluation of site grades and elevations by the project team and visual inspections from site visits. These drainage issues can be generalized as:

1. Due to the flat grades of some of the streets, especially from 2nd St N to 3rd St N on

9th Ave N, 10th Ave N, and 11th Ave N, localized drainage problems are prevalent.

2. There is a lack of catch basin inlets at a few of the intersections in the project area, and these limited catch basins can be overloaded during heavier rain events which causes ponding in the street.
3. There is a lack of gutters along several of the streets to adequately direct water through areas of flat topography to drainage inlets.
4. Many of the sidewalks throughout the neighborhood have isolated low spots and do not drain well after rain events or during snow melt.

Proposed storm sewer improvements are discussed later in this report.

C. Sanitary Sewer

The existing sanitary sewer system throughout the neighborhood primarily consists of 8-inch diameter clay pipe, except for the following blocks that differ in either material or size:

- 11th Ave N from 2nd St N to 3rd St N and 2nd St N from 10th Ave N to 11th Ave N consists of 12-inch diameter clay sewer pipe.
- 11th Ave N from 1st St N to 2nd St N consists of 15-inch diameter clay sewer pipe.
    - The sewer pipe on this block is also deeper than the rest of the sanitary sewer system in the neighborhood at over 20 feet in depth with tall risers off the main for each sanitary sewer service.
- 2nd St N from 8th Ave N to 10th Ave N consists of 10-inch diameter clay sewer pipe.
- An 8-inch PVC (plastic) sewer pipe runs up the alley between 9th Ave N and 10th Ave N from 2nd St N to 4th St N, which serves Alice Smith Elementary School and Eisenhower Elementary School across Highway 7.
    - While this pipe consists of newer material than the rest of the neighborhood, the pipe is in somewhat poor condition with sags, deflections, and dents in the interior of the pipe based on televising in the last 10 years.
    - It is also not ideal to have a sanitary sewer with a larger flow run down an alley with limited right-of-way for access, maintenance, and repairs.

Clay pipe is susceptible to infiltration and root intrusion over time due to the large number of joints and the deterioration of the gasket material originally used to seal the joints.

The project's sanitary manholes are made of a mixture of brick, concrete block, and precast concrete structures. Brick and block structures were typically built around the 1950's/1960's or earlier, whereas precast structures indicate these structures were replaced at some point after initial construction of the other infrastructure, likely in response to some deficiency with the original structure while some were replaced as part of an adjacent reconstruction project in the past 15 years. Brick and block manholes are susceptible to infiltration over time due to cracks and deterioration of the mortared joints. Precast concrete manholes continue to be used in modern construction and are generally acceptable provided proper gaskets were provided with the initial construction and remain in good working order.

Service lines in the neighborhood are typically 4-inch or 6-inch and their material may be clay, cast iron, orangeburg, transite, or PVC. Clay and orangeburg sanitary sewer pipes are highly susceptible to infiltration by groundwater, causing groundwater to be treated by the Met Council at its treatment facilities downstream at a cost to the public. The vast majority

of sanitary sewer mains and service lines in the neighborhood are made of clay material. Based on observations of sewer service replacements to individual properties performed recently in nearby neighborhoods, potential exists for encountering orangeburg sewer service pipes during construction of the project. Orangeburg pipe, which can generally be described as layered tar paper wrapped in a round manner to create a pipe, was commonly installed around the time several neighborhoods in Hopkins originally developed. Orangeburg pipe is widely known to 'rot' where exposed to water, generally on the bottom of the pipe, and ultimately collapse as it ages and is unable to support the surrounding soil.

Proposed sanitary sewer improvements are discussed later in this report.

D. Watermain

The water main throughout the neighborhood is primarily 6-inch cast iron pipe (CIP). CIP is a common watermain material, however upon reaching its useful life tends to fail. Because it is so brittle, as the soils around the pipe move slowly over decades, CIP cannot support shearing forces and ultimately breaks. These portions of the watermain system were installed in the 1950s and 1960s. CIP installed around this time period was also occasionally installed with lead-packed fittings.

Service lines for single family homes in the project area are typically ¾-inch or 1-inch and their material may be copper, galvanized steel, or lead. However, lead service material (outside of fittings) have not been found on recent reconstruction projects on adjacent streets in the Central Avenues neighborhood.

Proposed watermain improvements are discussed later in this report.

V. Proposed Improvements

A. Streets

Several of the streets within the neighborhood have reached a point where maintenance procedures such as seal coating or milling and overlaying are no longer cost-effective strategies. In addition, the age and material of the underground sewer and water throughout the neighborhood requires that most of the streets are fully reconstructed after the replacement of these utility mains and services nearing the end of their life expectancy. The streets that would be recommended for full reconstruction include:

- 9th Ave N from 1st St N to 3rd St N
- 10th Ave N from 1st St N to 4th St N
- 11th Ave N from 1st St N to Minnetonka Mills Rd
- 12th Ave N from 1st St N to Highway 7
- 13th Ave N from the dead-end north of Maetzold Field to South Service Dr
- 3rd St N from 9th Ave N to 11th Ave N
- 4th St N from 9th Ave N to 10th Ave N and from 11th Ave N to 12th Ave N

Proposed reconstruction improvements include replacement of concrete curb and gutter and replacement of the full depth of the pavement section with underlying aggregate base. It is also recommended to install a sand section under the aggregate base for additional roadway stability and pavement longevity. Concrete curb will be replaced per City Policy 8.02 with B618 concrete curb and gutter, which will help extend the life of the pavement by keeping water out of the subgrade and will provide a solid edge for the asphalt pavement.

Some of the streets within the neighborhood, including blocks of 10th Ave N, 12th Ave N, 13th Ave N, 3rd St N, and 4th St N, do not have an existing concrete gutter, just a curb back which does not convey stormwater effectively. Existing drainage patterns will be maintained and the elevation of the existing roadways at their edge is proposed to approximate the existing elevations. Attempts at lowering the road will be made (during final design) where appropriate to improve drainage within and toward the street where beneficial and practical.

Proposed street widths from face of curb to face of curb will vary from street to street throughout the neighborhood but will generally be narrowed on reconstructed streets to the City's standard width for residential streets (28 feet wide from curb face to face) where feasible. Using a proposed street width of 28 feet will provide a consistent street width along each roadway's length, reduce impervious area to reduce costs and stormwater management needs, and create a wider turf boulevard for healthier trees, additional snow storage, and increased pedestrian safety.

The following specific improvements are proposed for each unique roadway corridor:

- 9th Ave N is proposed to be reconstructed, including the replacement of concrete curb and gutter, at 28 feet wide from curb face to face. This will narrow the road by approximately 7 feet. Parking regulations will remain consistent with existing conditions throughout this area.
- 10th Ave N is proposed to be reconstructed, including the replacement of concrete curb and gutter, at 28 feet wide from curb face to face. This will narrow the road by approximately 8 feet. Parking regulations will remain consistent with existing conditions throughout this area.
- 11th Ave N is proposed to be reconstructed, including the replacement of concrete curb and gutter, at 28 feet wide from curb face to face. This will narrow the road by approximately 3 feet on the north end of 11th Ave, and up to 7 feet near 1st St N. Parking regulations will remain consistent with existing conditions throughout this area.
- 12th Ave N is proposed to be reconstructed, including the replacement of concrete curb and gutter, at 36 feet wide from curb face to face. This road is proposed to remain the same width at 36 feet due to it being a state aid route, truck route, and corridor that is used for additional parking, especially along Maetzold Field south of 2nd St N. Parking regulations will remain consistent with existing conditions throughout this area.
- 13th Ave N is proposed to be reconstructed, including the replacement of concrete curb and gutter, at 28 feet wide from curb face to face. This will narrow the road by approximately 8 feet. Parking regulations will remain consistent with existing conditions throughout this area.
- 3rd St N from 9th Ave N to 11th Ave N is proposed to be reconstructed, including the replacement of concrete curb and gutter, at 28 feet wide from curb face to face. This will narrow the road by approximately 2 feet. Parking regulations will be consistent with existing conditions throughout this area.

- 4th St N is proposed to be reconstructed, including the replacement of concrete curb and gutter, at 36 feet wide from curb face to face. This road is proposed to remain the same width at 36 feet because the two blocks that are proposed for reconstruction are not adjacent to each other and this will maintain a consistent street width along the 4th St N corridor. Parking regulations will remain consistent with existing conditions throughout this area.

The minimum proposed street grade is 0.50% consistent with City standards. Street grades flatter than 0.50% are undesirable for drainage. In some areas, new low-points with adequate storm sewer will need to be created to increase roadway longitudinal slope for proper drainage. These locations will be confirmed during the final design process, but a few locations have been identified based on a review of the existing topography and site conditions including 9th Ave N, 10th Ave N, and 11th Ave N between 2nd St N and 3rd St N. Overall drainage patterns/directions throughout the project area are not proposed to change.

The preliminary proposed typical pavement section for all reconstructed streets consists of 2-inches wearing course bituminous pavement, 2-inches non-wear course bituminous pavement, 8-inches aggregate base class 5, 12-inches select granular, and spot subgrade soil corrections. The exception to this pavement section is on 12th Ave N, where a 3-inch non-wear course bituminous pavement section would be proposed due to the higher traffic levels, including truck traffic.

Pavement maintenance is proposed for the following streets in the project area:

- 2nd St N from 8th Ave N to 12th Ave N
    - A 2-inch mill and overlay is recommended based on the PCI rating and a geotechnical investigation of the existing pavement conditions, confirming this to be a feasible maintenance operation for the pavement. This will extend the life of the pavement at a significantly lower cost than full reconstruction.
    - The existing B618 curb and gutter is in relatively good condition, requiring minimal spot concrete repairs.
    - The original underground sanitary sewer from 8th Ave N to 11th Ave N can be rehabilitated without excavation using a CIPP (cured in place pipe) liner since there are no confirmed sewer services to replace along the corridor. This is discussed further in the proposed sanitary sewer improvements section later in this report.
    - There is no watermain along 2nd St N and the storm sewer is not in need of replacement except for the catch basin inlets at the intersections, which would be reconstructed with the improvements to 9th Ave N, 10th Ave N, 11th Ave N, and 12th Ave N.
- 3rd St N from 11th Ave N to 15th Ave N
    - Reclamation and resurfacing with 2-inches wearing course and 2-inches non-wearing course bituminous pavement is recommended based on the PCI rating and a geotechnical investigation of the existing pavement conditions, confirming this to be a feasible maintenance operation for the pavement. While the

pavement is not in good enough condition for a cheaper mill and overlay operation, reclaiming the existing bituminous pavement and underlying aggregate base to pave a new bituminous pavement section overtop will extend the life of the pavement longer than a mill and overlay and still at a significantly lower cost than full reconstruction.

- The existing B618 curb and gutter is in relatively good condition, requiring only spot concrete repairs.
- The original underground sanitary sewer can be rehabilitated without excavation using a CIPP (cured in place pipe) liner since there are no confirmed sewer services to replace along the corridor. This is discussed further in the proposed sanitary sewer improvements section later in this report.
- The original watermain from 11th Ave N and 13th Ave N has no confirmed services and is not needed for the water distribution system, so this watermain does not need to be replaced and can be abandoned without excavation. This is discussed further in the proposed watermain improvements section later in this report.
- The storm sewer is not in need of replacement except for the catch basin inlets at some of the intersections, which would be reconstructed with the improvements to 13th Ave N, 12th Ave N, 11th Ave N, and 10th Ave N.

B. Storm Sewer

Most of the smaller 12-inch diameter storm sewer in the neighborhood would be reconstructed for constructability of other utilities, changing curb alignment, replacing aging materials, or increasing the storm water pipe capacities to meet City standards for a 10-year rainfall event. Storm sewer will generally be replaced in the same location as the existing system, other than some additional catch basin inlets and storm sewer pipe as needed for drainage. Most of the larger diameter storm sewer (27-inches and larger) is in good condition and would not be replaced as part of the proposed improvements. The following is a summary of the most significant improvements proposed to the storm sewer system, and proposed stormwater improvements are also shown on Figure 2 in Appendix A.

- 12-inch diameter storm sewer along 12th Ave N (south of 3rd St N), 11th Ave N (north of 4th St N), and 4th St N would be replaced with 15-inch diameter storm sewer.
- Storm sewer along 12th Ave N (north of 1st St N) would be replaced with a minimum pipe size of 24-inch diameter storm sewer.
- Storm sewer would likely be extended down 9th Ave N, 10th Ave N, and 11th Ave N between 2nd St N and 3rd St N to mid-block, with additional catch basin inlets to create a new low point on this block with flat grades. This will improve drainage on this block by providing a location for the water to flow in the curb line. While other blocks in the project area are not as flat as these 3 blocks, they will also be evaluated further during final design to determine if additional storm sewer pipe and catch basins will be necessary for proper drainage.
- Storm sewer catch basin inlets will be added and reconfigured at intersections to improve the efficiency of stormwater runoff collection during larger rain events, and to provide appropriate pedestrian ramp access.

C. Stormwater Management

The proposed improvements will result in more than 1 acre of land disturbance; therefore, stormwater management will be required by the Municipal Separate Storm Sewer System (MS4) General Permit and Nine Mile Creek Watershed District (NMCWD) with their updated rules to align with MS4 permit requirements.

The water quality volume was calculated as one-half (0.5) inch times the sum of the new and fully reconstructed impervious surface (currently estimated to be 10.36 acres), equaling approximately 18,800 cubic feet of required water quality volume to be treated with the improvements for Central Avenues Phase 2. During preliminary and final design, the actual treatment volume will be verified, but feasible treatment options have been investigated to maximize the treatment of the water quality volume prior to discharge from the MS4:

1. Reduction in Impervious Surface
    - If determined to be an accepted treatment option by NMCWD, the reduction in impervious surface from narrowing the roads (a reduction of 1.23 acres) could provide up to 3,750 cubic feet of required water quality volume.
    - This would be at no additional cost to the project since it is already planned to be included in the improvements and is a cost savings due to the reduction in pavement area.
2. Perforated Infiltration Pipes along the west side of 12th Ave N by Maetzold Field
    - With no houses along this stretch of road and more boulevard space, underground large, perforated pipes could be installed to provide approximately 2,500 cubic feet of required water quality volume.
    - This treatment option is only viable if the soil types are favorable for infiltration which would be verified with preliminary design.
    - This treatment option would cost approximately $100,000.
3. Underground Chambers in the Parking Lot at 10th Ave N & 1st St N
    - A large City owned lot such as this parking lot is an ideal location for stormwater management.
    - Large chambers would be installed under the parking lot in a series of rows to provide up to 27,500 cubic feet of water quality volume, which would be in excess of the required treatment volume for the Central Avenues improvements area, but credits could be banked for future projects with the watershed.
    - This treatment option would cost approximately $800,000.
        - This cost includes the removal and replacement of the parking lot (new paved and striped surface) and assumes a drain tile system which may not be needed if soil types are favorable for infiltration (to be verified with preliminary design).
4. Stormwater Wet Pond at Valley Park
    - This would be a backup treatment option if the above options become infeasible and would act as regional stormwater treatment downstream of the project area and within the Nine Mile Creek Watershed.

- The pond would be about 10 to 12 feet deep to treat 2 feet of water that sits above the normal water level, and the pond could be located on the east edge of the park near the wooded area adjacent to Nine Mile Cove.
- Additional site investigations, staff coordination, and community outreach would be necessary if this option is considered, but it could provide up to 34,000 cubic feet of water quality volume (nearly double the required treatment volume for the Central Avenues improvements area).
- This treatment option would cost approximately $1,000,000 at the proposed size and assumed soil conditions/groundwater depths.

A combination of the above treatment options will be proposed to meet the requirements of MS4 and NMCWD. Option 1 is already proposed as part of the improvements. Option 2 will be proposed as part of the improvements if soil conditions verify that infiltration is feasible. Option 3 will also be proposed as part of the improvements, pending direction from City Staff to allow an underground chamber system to be constructed under the public parking lot. Option 4 would only be considered as part of these improvements if the first three options are determined infeasible or do not provide enough water quality volume as required by MS4 and NMWCD. However, Option 4 or similar could be considered again in the future as part of the Parks Master Plan if not included with these improvements.

D. Sanitary Sewer

As summarized in the existing conditions section of this report discussing sanitary sewer, most of the existing system in the reconstruction area is relatively old, made of an outdated (clay) material, and in poor condition. Given these conditions, the opportunity to excavate to this utility given removal of overlying roadway pavement for street reconstruction, and the City of Hopkins policy to replace clay sewers during street projects, the existing clay gravity sanitary sewer system throughout the neighborhood is proposed to be replaced with PVC pipe or rehabilitated with a trenchless CIPP liner.

An 8-inch PVC pipe was installed underneath the alley between 9th Ave N and 10th Ave N from 2nd St N to 4th St N to service the Alice Smith and Eisenhower Elementary schools. While this sewer is made from a current and acceptable pipe material, it has several significant defects and is located in an undesirable location (narrow alley right-of-way) for maintenance or future repairs. The proposed reconstruction of 10th Ave N and its sanitary sewer main provides an opportunity to replace and relocate the existing PVC sewer pipe beneath the alley. The 8-inch PVC pipe is proposed to be extended down 4th St N from 9th Ave N and connect to the existing sewer on 10th Ave N instead of turning down the alley between 9th Ave N and 10th Ave N. The sanitary sewer main along 10th Ave N between 4th St N and 2nd St N would be upsized to at least a 10-inch PVC sewer pipe to accommodate the additional flow from the elementary schools before connecting to the larger 12-inch sewer main along 2nd St N. After this sewer main in the alley is redirected to 10th Ave N, the deficient pipe in the alley can be abandoned in place with a grout or sand material without any excavation outside of the roadway.

The clay sanitary sewer along 2nd St N and 3rd St N can be rehabilitated with a trenchless CIPP liner since there are no confirmed services that need to be replaced along these corridors and the sewer can remain its existing location.

While most of the clay sewer mains along the avenues will be excavated and replaced with 8-inch to 12-inch diameter PVC pipe, the deep 15-inch diameter clay sewer main along 15th Ave N between 1st St N and 2nd St N would be proposed for rehabilitation using a CIPP liner. While this rehabilitation method is not typically used on streets designated for

reconstruction with many service laterals, the overly deep sewer main (20-feet below ground) makes open cut excavation costly and infeasible on a residential street. Not only would replacing a 20-foot-deep sanitary sewer main be expensive, but it would also be nearly impossible to maintain daily access to residents with slower progress and larger trenches. Due to the additional complexity and cost of full replacement of the sewer on this block, trenchless CIPP rehabilitation would be proposed. Existing sewer service wyes and laterals may also be lined from inside the main and/or from the right-of-way (ROW) line if found to be feasible and cost effective during the final design and bidding process.

Where gravity mains are to be excavated and replaced, new service wyes will be provided to each home. Per City policy, sanitary services which are not PVC are proposed to be replaced with PVC pipe to the ROW line. New precast concrete manholes will be installed and will incorporate the City standard 27-inch diameter cover utilizing concealed pick-holes to minimize inflow and infiltration. The proposed sanitary sewer mainline improvements are summarized in Table 3 below and shown on Figure 3 in Appendix A.

The exact age of the existing pipes listed in Table 3 could not be verified. Ages were reasonably estimated based on the existing pipe material and the known age of other utilities in the area.

Table 3: Proposed Sanitary Sewer Improvements

Roadway	From/To	Existing Pipe			Proposed Improvements
		Dia.	Matl.	Age	
9th Ave N	1st St N to 3rd St N	8”	VCP (Clay)	1950	8” PVC
10th Ave N	1st St N to 2nd St N	8”	VCP	1950	8” PVC
10th Ave N	2nd St N to 4th St N	8”	VCP	1950	10” PVC
11th Ave N	1st St N to 2nd St N	15”	VCP	1950	15” CIPP Liner
11th Ave N	2nd St N to 3rd St N	12”	VCP	1950	12” PVC
11th Ave N	3rd St N to Minnetonka Mills Rd	8”	VCP	1950	8” PVC
12th Ave N	1st St N to Highway 7	8”	VCP	1950	8” PVC
13th Ave N	Dead-End by Maetzold Field to South Service Dr	8”	VCP	1950	8” PVC
2nd St N	8th Ave N to 10th Ave N	10”	VCP	1950	10” CIPP Liner
2nd St N	10th Ave N to 11th Ave N	12”	VCP	1950	12” CIPP Liner
2nd St N	11th Ave N to 12th Ave N	N/A	N/A	N/A	None/No Sewer
3rd St N	9th Ave N to 11th Ave N	N/A	N/A	N/A	None/No Sewer
3rd St N	11th Ave N to 15th Ave N	8”	VCP	1950	8” CIPP Liner
4th St N	9th Ave N to 10th Ave N	8”	PVC	1970	8” PVC Extension
4th St N	11th Ave N to 12th Ave N	N/A	N/A	N/A	None/No Sewer
Alley b/w 9th Ave N & 10th Ave N	2nd St N to 4th St N	8”	PVC	1970	Abandon Sewer

E. Watermain

All existing cast iron pipe (CIP) watermain along the Avenues in the neighborhood is proposed to be replaced with new ductile iron pipe (DIP). An 8-inch pipe is proposed on all the roadways to most cost effectively achieve adequate fire flows and water distribution. Fire Hydrants will also be replaced along the new watermain, and gate valves will be added at each intersection for more efficient operations and maintenance.

The only east-west street with existing watermain is 3rd St N from 11th Ave N to 13th Ave N. This watermain has no confirmed services and is not necessary to achieve adequate fire flows and water distribution in the area. Due to the redundancy of this watermain, and to avoid additional costs from excavation and full street reconstruction on these two blocks of 3rd St N, it is recommended that this watermain along 3rd St N is abandoned in place with grout or sand material. The City's standard flushing and sampling station would be installed at the dead-end of 13th Ave N to ensure water quality in the system.

Per City policy all water service lines to single family homes are proposed to be replaced to the right-of-way with a new 1" diameter copper service line. A new curb stop valve and box will be provided on each service, approximately on the right-of-way line. Multi-family residential properties and commercial properties will receive a new 6" service line or a service line matching their existing service diameter, whichever is greater. The proposed watermain mainline improvements are summarized in Table 4 below and shown on Figure 4 in Appendix A.

The exact age of the existing pipes listed in Table 4 could not be verified. Ages were reasonably estimated based on the existing pipe material and the known age of other utilities in the area.

Table 4: Proposed Watermain Improvements

Roadway	From/To	Existing Pipe			Proposed Improvements
		Dia.	Matl.	Age	
9th Ave N	1st St N to 3rd St N	6"	CIP	1950	8" DIP
10th Ave N	1st St N to 4th St N	6"	CIP	1950	8" DIP
11th Ave N	1st St N to Minnetonka Mills Rd	6"	CIP	1950	8" DIP
12th Ave N	1st St N to Highway 7	6"	CIP	1950	8" DIP
13th Ave N	Dead-End to South Service Dr	6"	CIP	1950	8" DIP
2nd St N	8th Ave N to 12th Ave N	N/A	N/A	N/A	None/No Watermain
3rd St N	9th Ave N to 11th Ave N	N/A	N/A	N/A	None/No Watermain
3rd St N	11th Ave N to 13th Ave N	6"	CIP	1950	Abandon Watermain
3rd St N	13th Ave N to 15th Ave N	N/A	N/A	N/A	None/No Watermain
4th St N	9th Ave N to 10th Ave N	N/A	N/A	N/A	None/No Watermain
4th St N	11th Ave N to 12th Ave N	N/A	N/A	N/A	None/No Watermain

F. Pedestrian Facilities

Replacement of existing concrete sidewalks is proposed on all Avenues to be fully reconstructed. This will be necessary due to the proposed street and utility construction and because the existing sidewalks are in poor condition and/or do not drain properly. The sidewalks are proposed to be constructed at 6 feet width, and the proposed turf boulevard width will vary but will be somewhat consistent and generally wider than existing since most roadways are being narrowed. The preliminary proposed typical sidewalk section consists of 4" concrete, 4" aggregate base class 5, and spot subgrade soil corrections.

The existing concrete sidewalk on 13th Ave N from 4th St N to South Service Dr will need to be removed due to the proposed street and utility construction. However, the sidewalk on both sides of this block does not connect to any existing pedestrian facilities to the north, south, east, or west. Due to the lack of existing pedestrian connectivity and lower pedestrian use, it could be considered to not replace this sidewalk and instead replace the area with additional turf (sod). Not replacing the sidewalk would be a cost saving measure if desired by Council and the residents/property owners on this block.

There are no sidewalks along 13th Ave N south of 4th St N, and it would not be proposed to add sidewalks along these blocks unless desired by Council and the residents/property owners due to the lack of other pedestrian facilities to connect to in the area and the relatively lower pedestrian use with 13th Ave N being a dead-end to the south of 3rd St N.

Spot sidewalk replacements are proposed along 2nd St N and 4th St N as determined by the engineer in the field for areas with poor drainage, cracked sidewalk, or settled sidewalk which could become a tripping hazard.

There are no sidewalks along 3rd St N, and it would not be proposed to add sidewalks along these blocks unless desired by Council and the residents/property owners. There are no existing sidewalks along 3rd St to the east of the proposed street improvements (9th Ave N) or to the west of the proposed street improvements (15th Ave N), and there are existing east-west sidewalks along 1st St N, 2nd St N, 4th St N, and Minnetonka Mills Rd. There is also neighborhood access to the Lake Minnetonka Regional Trail at the intersection of 3rd St N & 15th Ave N and every other Avenue within the neighborhood.

The proposed improvements to pedestrian facilities are shown on Figure 5 in Appendix A.

G. Boulevard Trees

As with all street and utility improvements being considered by the City of Hopkins, it is a goal of Staff and the project team to protect healthy boulevard trees and/or make improvements to the urban tree canopy where feasible. Design and construction of improvements, including appropriate selection of street widths and utility main placement, are proposed to be completed in a manner to achieve the City's goals to save healthy trees. An evaluation of boulevard tree species and condition throughout the neighborhood will be completed with City Staff in consideration of the adjacent street and utility improvements to facilitate design and construction and meet these criteria.

Due to their susceptibility to the emerald ash borer, green ash trees are generally considered undesirable trees. Similarly, silver maple trees are more susceptible to storm damage than other species, create more litter because of their soft wood and weak, brittle branches, and thus are not desirable trees to Public Works staff and local residents. Silver maples are also known to have an intrusive root system that can damage sidewalks and curbs and penetrate sewer joints. Finally, American Elm are still susceptible to Dutch Elm disease. These three undesirable species, as well as other trees that are either dead or in poor health, should either be removed or otherwise not protected through the design/construction process.

An inventory of the trees located in the right of way would be performed during the preliminary design process by City public works staff and the project design and construction team. Consistent with all City of Hopkins annual street and utility improvement projects, trees that are dead or in very poor condition, and "undesirable" species in fair or poor condition, would be proposed for removal and replacement. Trees may be identified for removal due to conflicts with utilities or street grading and will be further evaluated during preliminary and final design to see if reasonable measures can be taken to preserve them. Options to preserve highly desirable trees in harm's way include small retaining walls or moving service lines around trees but these practices are not always feasible. Unfortunately, there is always the possibility that additional trees will need to be removed and replaced during the construction process that were not planned for removal during design due to various unforeseen circumstances. The project team and field representatives would communicate and coordinate tree replacement with the property owner for each of these occurrences.

This project provides an opportunity to increase the health of the neighborhood forest by replacing some of the undesirable species with trees better suited for boulevard areas. One tree is proposed to be installed per each tree removed. New 2-inch balled and burlapped trees are typically planted in replacement of those removed. The City will communicate with the property owners to replace trees as part of the project in the event tree removal is necessary. The species of trees to be planted will be a wide variety and coordinated with the City's public works staff.

Properties located adjacent to boulevard tree removals will be contacted and allowed to provide input on their desire for a particular tree species to be planted based on the list provided.

VI. Estimated Costs and Funding

Estimated construction costs presented in this report are based on anticipated 2025 unit bid prices and include a 20 percent contingency factor. Overhead costs, estimated at 20 percent, include legal, engineering, administrative and fiscal costs. Final costs and any assessments would be determined by using low-bid construction costs of the proposed work.

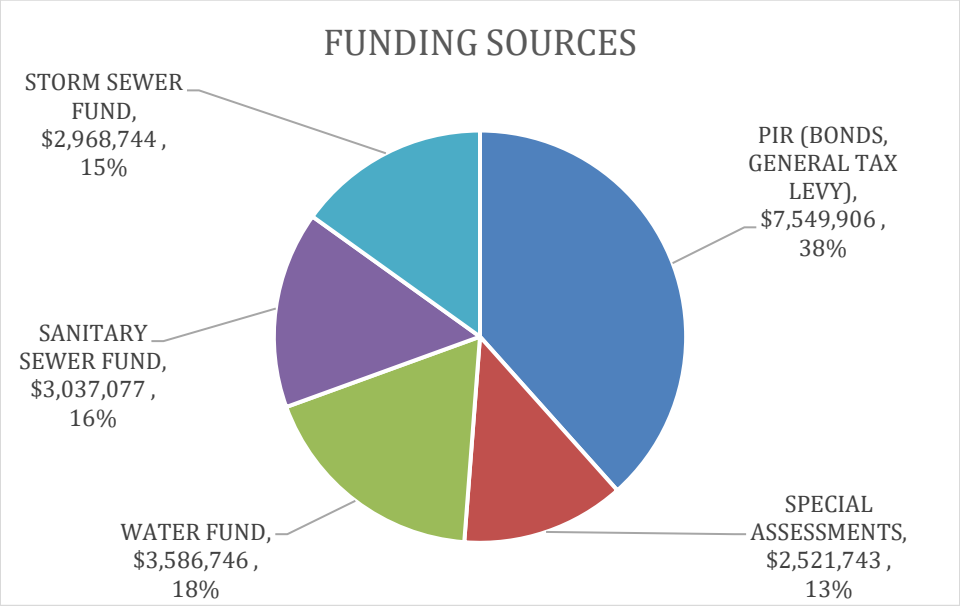
Proposed construction costs for the Central Avenues Phase 2 improvements (including curb and gutter, bituminous street, pedestrian facilities, storm sewer, sanitary sewer, water main, and turf restoration) are itemized in Appendix B and are summarized in Table 5 below.

These cost estimates are based upon public construction cost information. Because 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 no warranty or guarantee as to the accuracy of construction cost estimates is made. It is recommended that costs for project financing should be based upon actual, competitive bid prices with reasonable contingencies.

Table 5: Estimated Cost of Proposed Central Avenues Phase 2 Improvements	
Proposed Street Improvements	$5,013,000
Proposed Pedestrian Facility Improvements	$1,440,000
Proposed Sanitary Sewer Improvements	$2,356,000
Proposed Watermain Improvements	$2,785,000
Proposed Storm Sewer Improvements	$2,062,000
Construction Cost Subtotal	**$13,656,000**
Construction Cost with Contingencies (20%)	**$16,387,000**
Engineering & Administration (20%)	$3,277,000
Total Estimated Project Costs	**$19,664,000**

The improvements would be funded using the following sources:

PIR (BONDS, GENERAL TAX LEVY)	$	7,549,906
SPECIAL ASSESSMENTS	$	2,521,743
WATER FUND	$	3,586,746
SANITARY SEWER FUND	$	3,037,077
STORM SEWER FUND	$	2,968,744
Total	**$**	**19,664,216**



Special assessment funding was estimated using the 2025 cap amount per front foot of each parcel and multiplying it by the sum of the parcel lengths along all Avenues to be reconstructed. The 2025 cap amount for residential properties was determined to be $109.32 per front foot by adding 3% to the 2024 assessment cap according to City policy. There is no cap amount for commercial properties but there is only one commercial property in the neighborhood, which an estimated additional $22,500 was accounted for in the assessment funds.

Assessments for side street assessments are calculated on a unit basis for each parcel one block to the north and south of the reconstructed street, but this does not apply to parcels already hitting the cap amount for reconstruction on the Avenues. It was assumed that there would be minimal to zero assessments from side street reconstruction in this neighborhood due to the configuration of streets proposed for reconstruction.

There are no assessments for maintenance work, including milling or reclaiming and street resurfacing, per City policy.

There are no assessments for storm sewer mains, sanitary sewer mains, or watermain improvements, but there are assessments for utility service lines owned by the property owner for sewer and water. Per City policy, each residential property owner receiving a new utility service from the main to the property line as part of the improvements is assessed for 50% of the actual costs. These costs were estimated using unit prices for each item of work to construct the service and divided in half for the property owner's share. The City would pay the remaining 50% of the costs through their water and sanitary sewer funds.

A preliminary assessment roll is not included in this report but would be included in a feasibility report if ordered by Council.

Potential outside funding opportunities include MPCA grants for Stormwater Resilience Planning and Stormwater Resilience Implementation, both expected to be available for applications in Fall 2024. The City could consider applying for one or both grants to assist in funding some of the costs for planning and construction of the storm sewer improvements that will improve flood resiliency throughout the neighborhood. Available funds from the MPCA are expected to be about $750,000 for the planning grant and about $35,000,000 for the implementation grant to be awarded to approved applications throughout the State.

VII. Right-of-Way/Easements/Permits

The majority of the proposed improvements would be limited to the existing street ROW along all corridors. Temporary construction easements may be needed for work outside the street ROW such as driveway apron replacement, grading and turf restoration, but is not anticipated. It is also not anticipated that any permanent easements would be required for the proposed improvements. Therefore, there are no anticipated costs for easement acquisition.

Permits would be required from the Minnesota Pollution Control Agency for grading (National Pollutant Discharge Elimination System permit), Minnesota Department of Health for Water Main Replacement, and the Nine Mile Creek Watershed District for Erosion Control and Stormwater Management.

VIII. Project Phasing

The Central Avenues Phase 2 improvements area includes too much work to be constructed during one construction season. Therefore, the proposed improvements need to be split into separate phases and constructed over multiple years. Construction sequencing and scope of work were considered when evaluating different project phasing options, and three phasing options were considered for the proposed improvements.

Phasing Option A, shown on Figure 6 in Appendix A, divides the streets to be reconstructed or resurfaced into two equally sized phases to be constructed over two years. This option could be constructed under two separate construction contracts (one phase/project for each year) or one construction contract/project to be constructed over two years. There are several benefits to one construction contract versus two including one Contractor to complete all the work resulting in fewer chances for overlap of work and conflicts, one plan and specifications resulting more efficient engineering, and larger quantities of work which typically equates to cheaper unit prices and an ultimate cost savings. It was considered to delay the project by one year to start two years/phases in 2026, but this is not recommended due to anticipated inflation in construction costs, additional street maintenance costs to patch potholes and cracks, and increased risk of underground utility failure of the sanitary sewer or watermain.

Phasing Option B, shown on Figure 7 in Appendix A, divides the streets to be reconstructed or resurfaced into two unequally sized phases to be constructed over three years. This option could be constructed under two separate construction contracts (one smaller one-year phase/project and one larger two-year phase/project) or three separate construction contracts (one smaller one-year phase/project and two medium sized one-year phases/projects). This option was evaluated to provide the City with an option for a more budget friendly project in 2025 before completing a larger project(s) in 2026 and 2027. However, while there would be cost savings in 2025, costs would increase in 2026 and 2027 due to inflation, additional contracts, and larger quantities of

work that are pushed back by at least one year, making this less desirable than Option A.

Phasing Option C, shown on Figure 8 in Appendix A, divides the streets to be reconstructed or resurfaced into three equally sized phases to be constructed over three years. This option could be constructed under three separate construction contracts (one phase/project for each year) or one construction contract/project to be constructed over three years. This option is similar to Option A but would spread the costs out over three years instead of two years. While the cost per year would be lower, the total cost would be anticipated to be higher due to inflation of construction costs and more risks with either splitting this up into three sperate projects or constructing one project over three years. Three separate projects could cause complications and additional overlap of efforts at the project limits. One project over three years is a risk to the Contractor when bidding due to the unknowns of material and labor costs two to three years out, resulting in Contractors inflating their bid to compensate for these unknown cost increases regardless of the quantity of work. There is also no reason from a constructability standpoint to split the improvements into three phases/years when the improvements can feasibly be constructed in two phases/years, making this option less desirable than Option A

The estimated costs for the proposed improvements were evaluated for each phasing option and each contract/project scenario (one, two, or three contracts/projects). It was determined that the phasing option did not affect the total cost of the improvements as much as the number of contracts/projects did. The fewer contracts/projects, the lower total costs for the proposed improvements. One contract/project is anticipated to be about $1 million and up to $2.5 million cheaper in total project costs than three separate contracts/projects for the same improvements throughout the Central Avenues Neighborhood.

One construction contract for a two-year project (Phasing Option A) is recommended with construction starting in Spring 2025 and concluding in Fall 2026. Construction in 2025 would be completed in Fall 2025, work would be suspended during the winter of 2025 to 2026, and construction would begin again in Spring 2026 to be completed later that year.

IX. Conclusion and Recommendations

From an engineering standpoint, these improvements are feasible, cost effective, and necessary and can best be accomplished by letting competitive bids for the work. It is recommended that a feasibility report is ordered for a project to start the Minnesota Statutes Chapter 429 assessment process since special assessments would be proposed for the streets to be fully reconstructed. A feasibility report should be ordered and completed in Fall 2024 if it is desired to order final plans and specifications for contractors to bid and start construction on the proposed improvements in 2025. It is also recommended that the work be done under one contract, for all street and utility improvements described in this report, to complete the work in an orderly and efficient manner over two construction seasons. This is anticipated to provide the City with the best quality product at the lowest cost, but the City, its financial consultant, and any persons assessed will have to determine the economic feasibility of the proposed improvements.

X. Project Schedule

If a Feasibility Report is ordered by the City Council for a project to start construction in 2025, the following tentative schedule is proposed:

Present Project Scoping Report and Staff Recommendations /

Order Feasibility Report ..... September 3, 2024

Mail Questionnaires & Neighborhood Meeting Invites .....September 4 – 6, 2024

Neighborhood Meeting 1 ..... October 2, 2024

Council Set Public Hearing Date / Present Feasibility Report ..... October 15, 2024

Neighborhood Meeting 2 ..... November 6, 2024

Present Feasibility Report / Conduct Public Hearing /

Order Final Plans/Specifications ..... November 12, 2024

Approve Final Plans & Specifications /

Authorize Advertisement for Bids ..... Late January/Early February 2025

Bid Opening ..... Late February/Early March 2025

Council Sets Public Assessment Hearing Date .....March 2025

Neighborhood Meeting 3 ..... Late March/Early April 2025

Council Accepts Bids / Conduct Public Assessment Hearing /

Adopt Assessment Roll / Award Bid .....April 2025

Start of Construction ..... May 2025

Appendix A: Figures

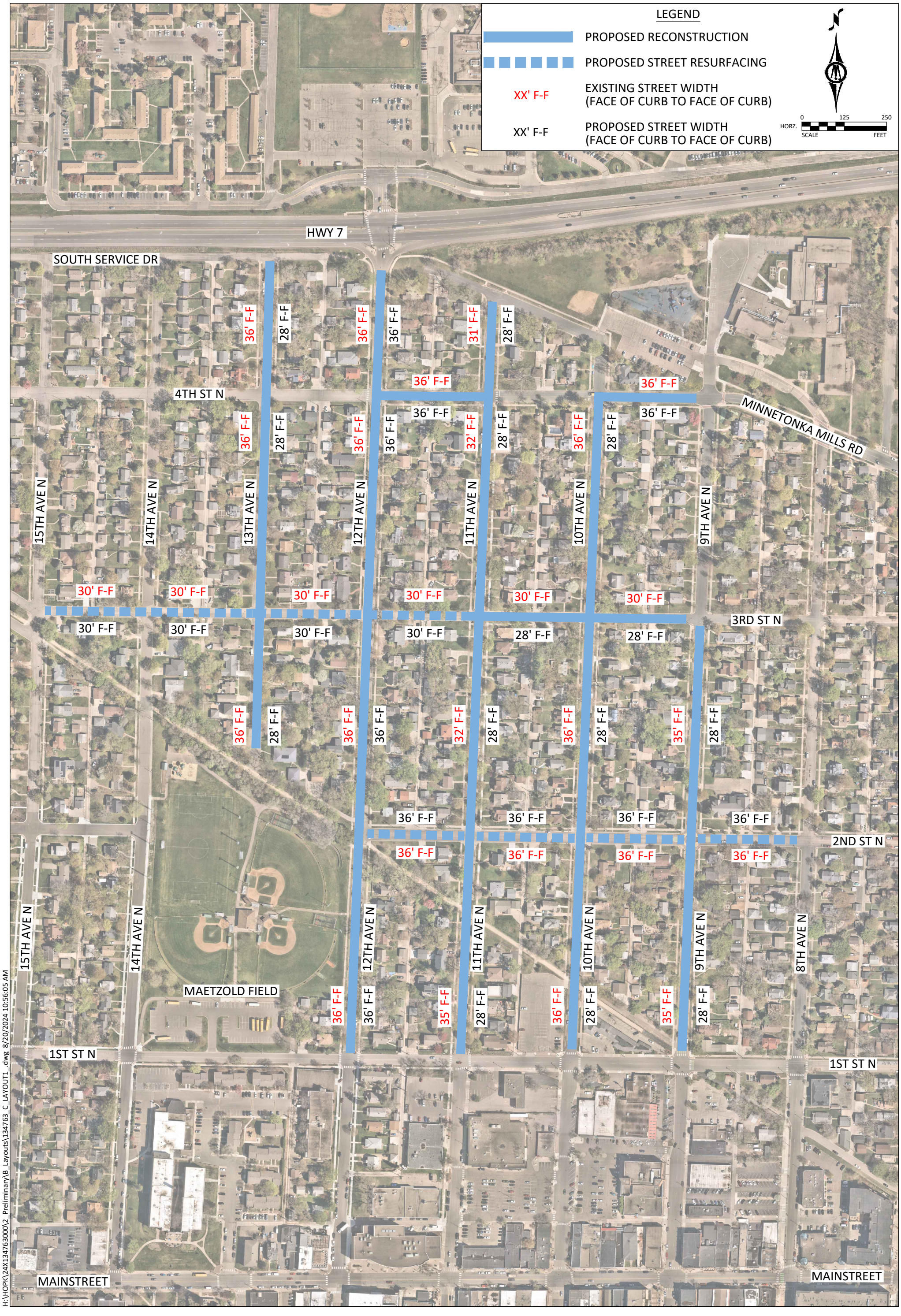
CENTRAL AVENUES IMPROVEMENTS PHASE 2

CITY OF HOPKINS

FIGURE 1: PROJECT SCOPE & STREET WIDTHS

AUGUST 2024

BOLTON & MENK



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CENTRAL AVENUES IMPROVEMENTS PHASE 2

CITY OF HOPKINS

FIGURE 2: STORM SEWER

AUGUST 2024

BOLTON & MENK

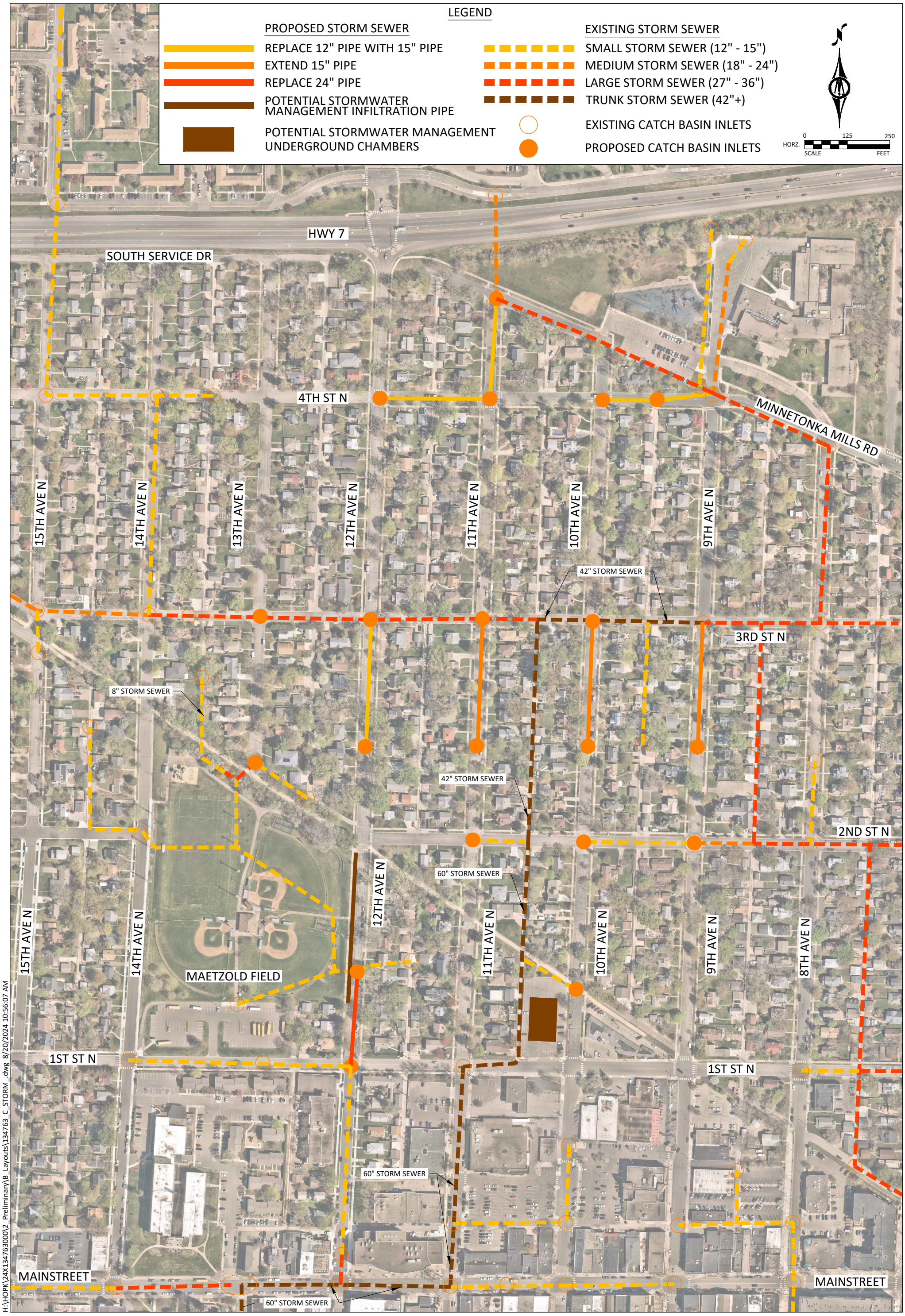

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FIGURE 3: SANITARY SEWER

AUGUST 2024

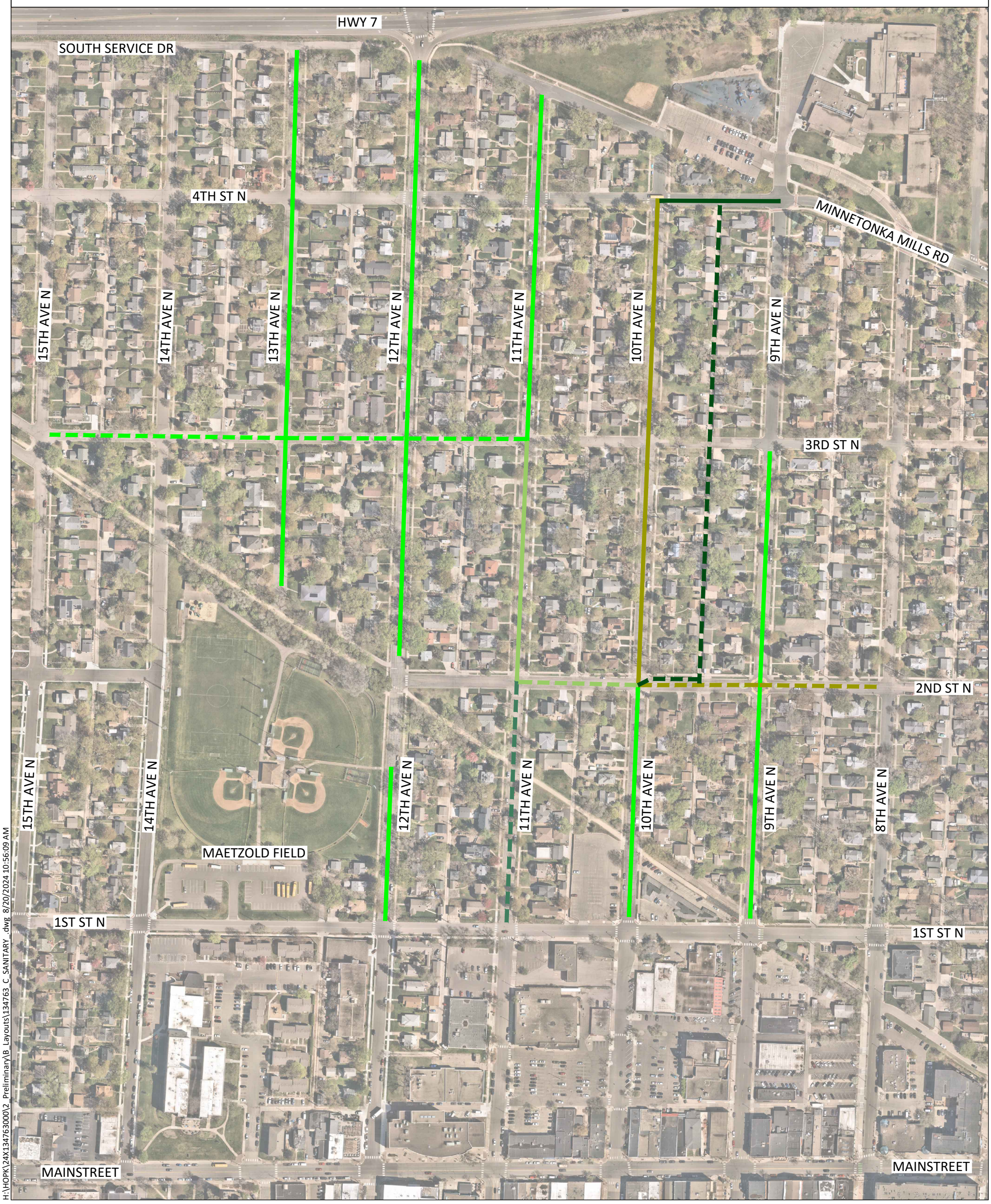
BOLTON & MENK

LEGEND

- EXISTING 8" VCP SANITARY SEWER (REPLACE WITH 8" PVC AND NEW SERVICES)
- EXISTING 8" VCP SANITARY SEWER (CIPP LINING)
- EXISTING 8" PVC SANITARY SEWER (REPLACE & RELOCATE WITH 8" PVC)
- EXISTING 8" PVC SANITARY SEWER (ABANDON IN PLACE)
- EXISTING 15" VCP SANITARY SEWER (CIPP LINING AND LATERAL LINING)
- EXISTING 8" VCP SANITARY SEWER (REPLACE WITH 10" PVC AND NEW SERVICES)
- EXISTING 10" VCP SANITARY SEWER (CIPP LINING)
- EXISTING 12" VCP SANITARY SEWER (REPLACE WITH 12" PVC AND NEW SERVICES)
- EXISTING 12" VCP SANITARY SEWER (CIPP LINING)

N

HORZ. 0 125 250
SCALE FEET



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CENTRAL AVENUES IMPROVEMENTS PHASE 2

CITY OF HOPKINS

FIGURE 4: WATERMAIN

AUGUST 2024

BOLTON & MENK

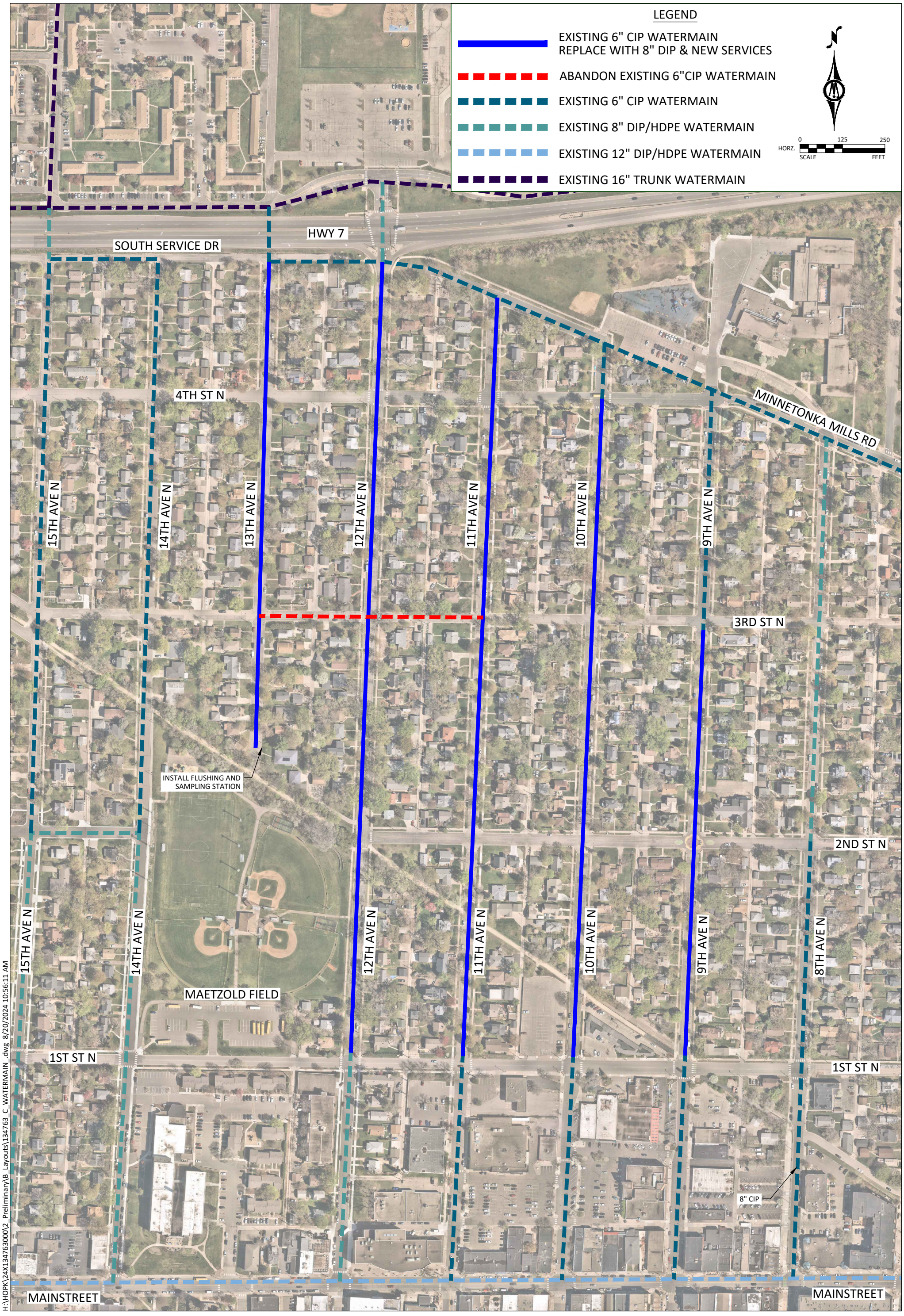

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FIGURE 5: PEDESTRIAN FACILITIES

AUGUST 2024

BOLTON & MENK

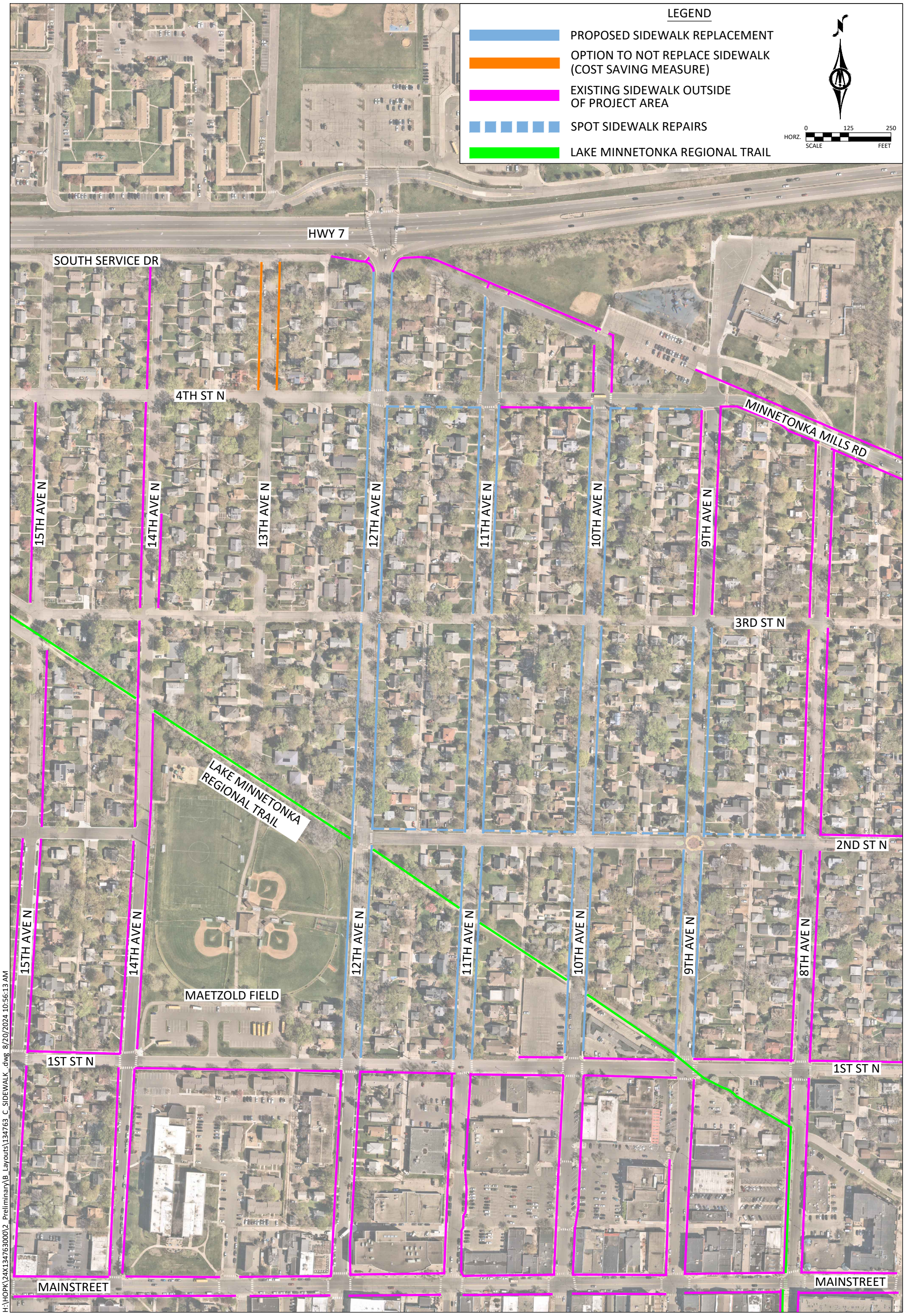

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FIGURE 6: PROJECT PHASING OPTION A

AUGUST 2024

BOLTON & MENK

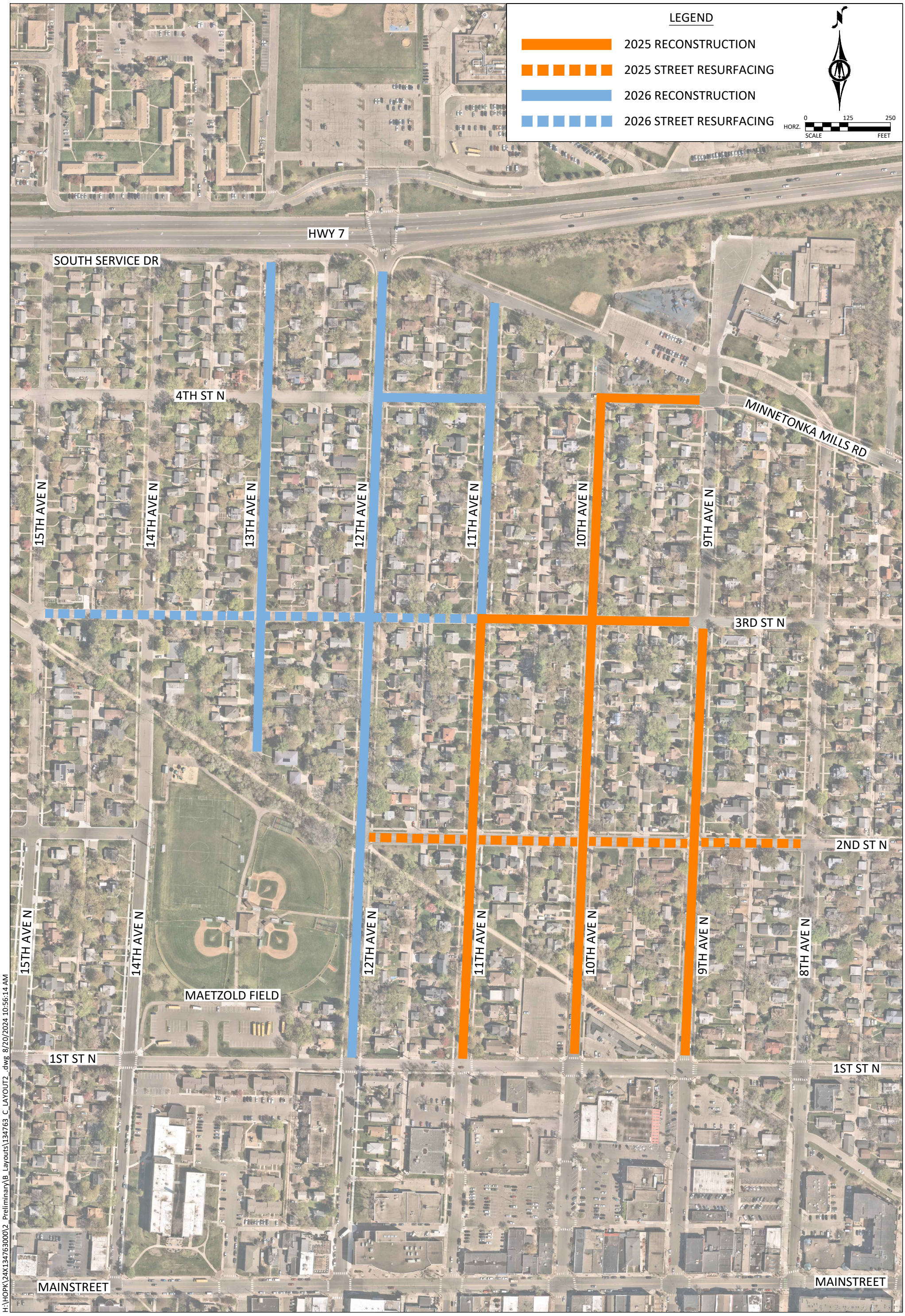

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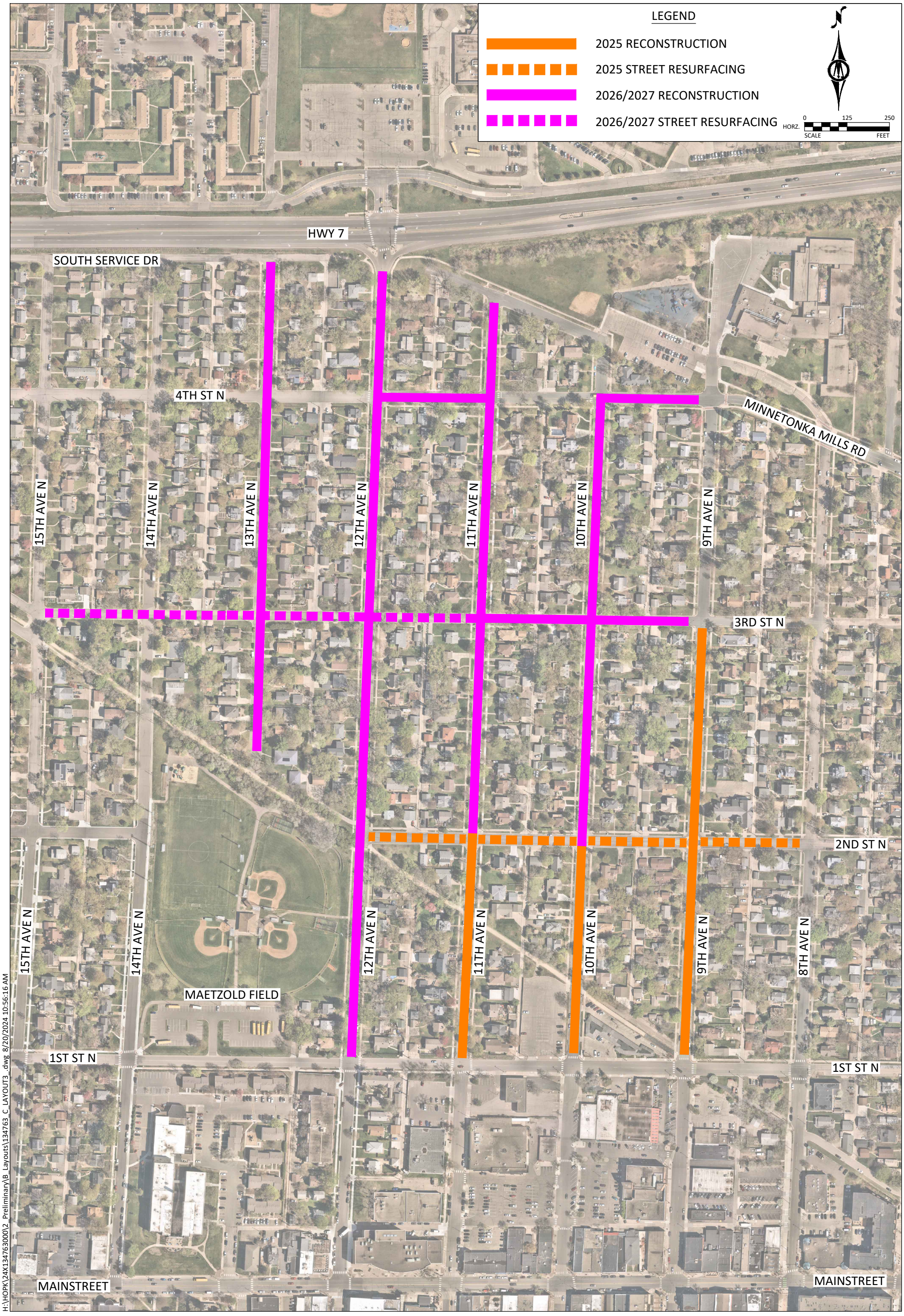
FIGURE 7: PROJECT PHASING OPTION B

AUGUST 2024

BOLTON & MENK



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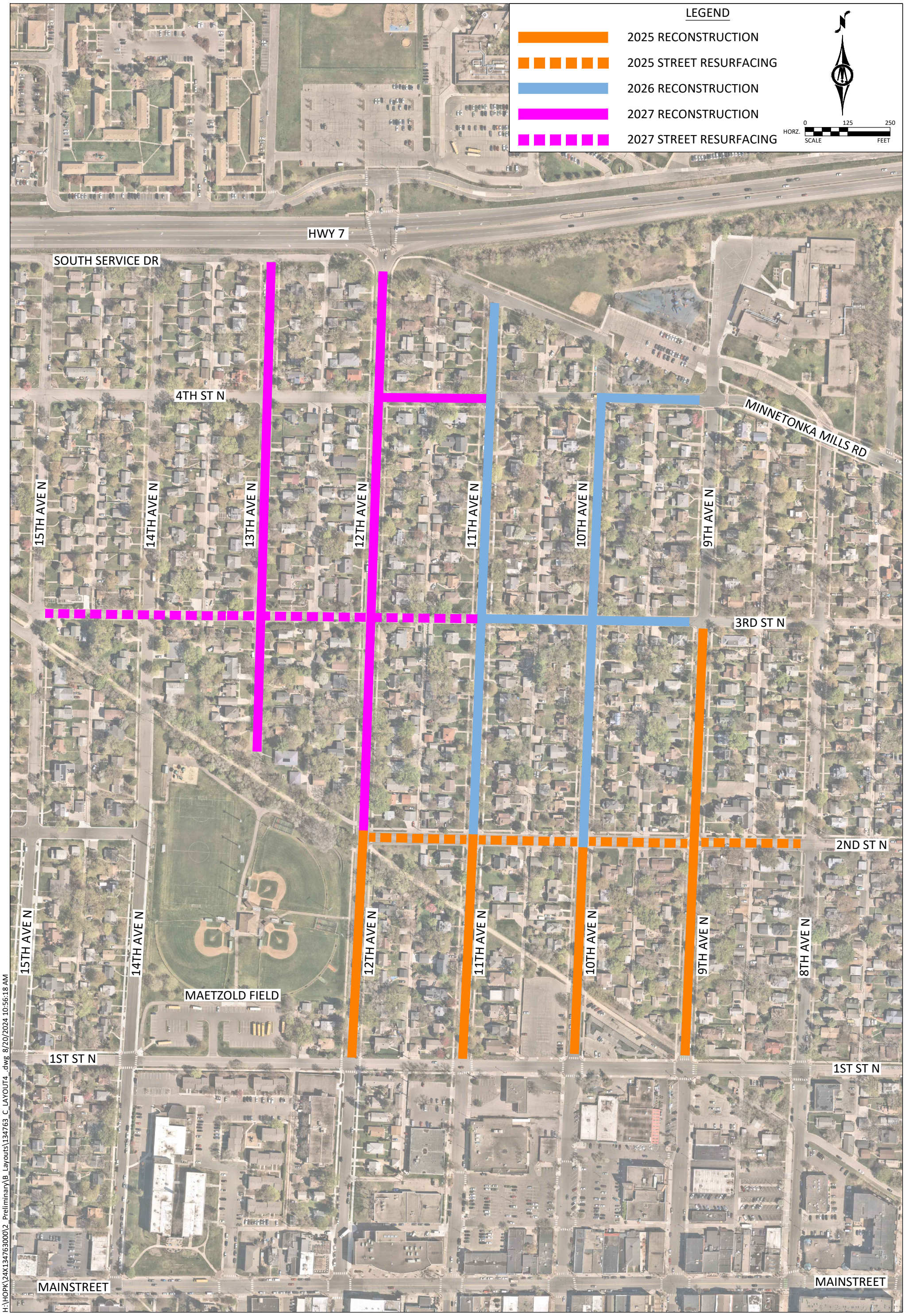
CENTRAL AVENUES IMPROVEMENTS PHASE 2

CITY OF HOPKINS

FIGURE 8: PROJECT PHASING OPTION C

AUGUST 2024

BOLTON & MENK



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Appendix B: Preliminary Cost Estimates

PRELIMINARY ENGINEER'S ESTIMATE

CENTRAL AVENUES PHASE 2

ESTIMATED UNIT PRICES FOR 2025 CONSTRUCTION

CITY OF HOPKINS, MN

BOLTON & MENK

Real People. Real Solutions.

ITEM NO.	ITEM	UNIT	UNIT PRICE	ESTIMATED QUANTITIES					ESTIMATED COSTS					TOTAL QUANTITY	TOTAL COST
				SIDEWALK TOTAL	STREET TOTAL	SANITARY TOTAL	STORM TOTAL	WATER TOTAL	SIDEWALK TOTAL	STREET TOTAL	SANITARY TOTAL	STORM TOTAL	WATER TOTAL		
1	MOBILIZATION	LUMP SUM	$750,000.00	0.10	0.40	0.20	0.10	0.20	$75,000.00	$300,000.00	$150,000.00	$75,000.00	$150,000.00	1.00	$750,000.00
2	CLEARING	TREE	$450.00		161					$72,450.00				161	$72,450.00
3	GRUBBING	TREE	$250.00		161					$40,250.00				161	$40,250.00
4	DECIDUOUS TREE 2" CAL B&B	EACH	$550.00		161					$88,550.00				161	$88,550.00
5	REMOVE SIGN POST	EACH	$75.00		200					$15,000.00				200	$15,000.00
6	REMOVE SIGN PANEL	EACH	$50.00		200					$10,000.00				200	$10,000.00
7	REMOVE CURB AND GUTTER	LIN FT	$5.00		20700					$103,500.00				20700	$103,500.00
8	REMOVE CURB AND GUTTER (SPOT)	LIN FT	$10.00		1183					$11,830.00				1183	$11,830.00
9	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SQ YD	$9.00		520					$4,680.00				520	$4,680.00
10	REMOVE BITUMINOUS STREET PAVEMENT	SQ YD	$4.50		36945					$166,252.50				36945	$166,252.50
11	REMOVE CONCRETE WALK	SQ FT	$1.25	105630					$132,037.50					105630	$132,037.50
12	REMOVE CONCRETE WALK (SPOT)	SQ FT	$3.00		1765					$5,295.00				1765	$5,295.00
13	REMOVE CONCRETE STEP	EACH	$110.00	360					$39,600.00					360	$39,600.00
14	REMOVE CONCRETE ALLEY/DRIVEWAY PAVEMENT	SQ YD	$12.00		2795					$33,540.00				2795	$33,540.00
15	SALVAGE & REINSTALL SIGN PANEL	EACH	$225.00		40					$9,000.00				40	$9,000.00
16	SALVAGE & REINSTALL PAVERS	SQ FT	$25.00	120					$3,000.00					120	$3,000.00
17	REMOVE RAILING	LIN FT	$35.00	240					$8,400.00					240	$8,400.00
18	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN FT	$5.50	1007					$5,538.50					1007	$5,538.50
19	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	$3.50		1150					$4,025.00				1150	$4,025.00
20	SALVAGE & REINSTALL FENCE	LIN FT	$120.00	275					$33,000.00					275	$33,000.00
21	REMOVE RETAINING WALL	LIN FT	$22.00	950					$20,900.00					950	$20,900.00
22	SALVAGE & REINSTALL BLOCK RETAINING WALL	LIN FT	$100.00	150					$15,000.00					150	$15,000.00
23	REMOVE HYDRANT	EACH	$500.00					16					$8,000.00	16	$8,000.00
24	REMOVE WATERMAIN	LIN FT	$6.00					9860					$59,160.00	9860	$59,160.00
25	REMOVE DRAINAGE STRUCTURE (STORM)	EACH	$600.00				63					$37,800.00		63	$37,800.00
26	REMOVE STORM SEWER PIPE	LIN FT	$16.00				2450					$39,200.00		2450	$39,200.00
27	REMOVE SANITARY SEWER PIPE	LIN FT	$5.00			10285					$51,425.00			10285	$51,425.00
28	REMOVE SANITARY MANHOLE	EACH	$725.00			32					$23,200.00			32	$23,200.00
29	EXPLORATORY EXCAVATION	HOUR	$1,000.00			15	15	15			$15,000.00	$15,000.00	$15,000.00	45	$45,000.00
30	COMMON EXCAVATION	CU YD	$30.00		34656					$1,039,680.00				34656	$1,039,680.00
31	SUBGRADE EXCAVATION	CU YD	$30.00		1517					$45,510.00				1517	$45,510.00
32	RECLAIM BITUMINOUS SURFACE (IN PLACE)	SQ YD	$3.50		3585					$12,547.50				3585	$12,547.50
33	SUBGRADE PREPARATION	SQ YD	$3.00		3585					$10,755.00				3585	$10,755.00
34	GEOTEXTILE FABRIC TYPE V	SQ YD	$2.00		41576					$83,152.00				41576	$83,152.00
35	STABILIZING AGGREGATE	CU YD	$45.00		1395					$62,775.00				1395	$62,775.00
36	SELECT GRANULAR BORROW	TON	$18.00		25269					$454,842.00				25269	$454,842.00
37	CLASS 5 AGGREGATE BASE	TON	$20.00		17155					$343,100.00				17155	$343,100.00
38	CLASS 2 AGGREGATE SURFACING (GRAVEL DRIVEWAY)	TON	$60.00		5					$300.00				5	$300.00
39	BITUMINOUS WEARING COURSE (SPWEA240C)	TON	$95.00		3714					$352,830.00				3714	$352,830.00
40	BITUMINOUS -NON-WEARING COURSE (SPNWB230C)	TON	$90.00		3203					$288,270.00				3203	$288,270.00
41	BITUMINOUS WEARING COURSE (SPWEA340C)	TON	$100.00		1034					$103,400.00				1034	$103,400.00
42	BITUMINOUS -NON-WEARING COURSE (SPNWB330C)	TON	$95.00		1553					$147,535.00				1553	$147,535.00
43	BITUMINOUS MATERIAL FOR TACK COAT	GAL	$3.50		2297					$8,039.50				2297	$8,039.50
44	2" BITUMINOUS STREET PATCH	SQ YD	$30.00		633					$18,990.00				633	$18,990.00
45	MILL BITUMINOUS SURFACE (2")	SQ YD	$3.25		4217					$13,705.25				4217	$13,705.25
46	3" BITUMINOUS DRIVEWAY	SQ YD	$55.00		520					$28,600.00				520	$28,600.00
47	JOINT ADHESIVE (MASTIC)	LIN FT	$0.75		20700					$15,525.00				20700	$15,525.00
48	MODULAR BLOCK RETAINING WALL	SQ FT	$55.00		1500					$82,500.00				1500	$82,500.00
49	TIMBER RETAINING WALL	LIN FT	$120.00		350					$42,000.00				350	$42,000.00
50	6" PERF PVC UNDERDRAIN	LIN FT	$22.50				5179					$116,527.50		5179	$116,527.50
51	6" PERF PVC UNDERDRAIN CLEANOUT	EACH	$375.00				76					$28,500.00		76	$28,500.00
52	15" RC STORM PIPE	LIN FT	$72.00				3075					$221,400.00		3075	$221,400.00
53	24" RC STORM PIPE	LIN FT	$110.00				250					$27,500.00		250	$27,500.00
54	STORM MANHOLE (48-4020)	EACH	$3,000.00				6					$18,000.00		6	$18,000.00
55	STORM MANHOLE (60-4020)	EACH	$6,000.00				2					$12,000.00		2	$12,000.00
56	STORM MANHOLE (72-4020)	EACH	$8,000.00				1					$8,000.00		1	$8,000.00
57	STORM MANHOLE (84-4022)	EACH	$10,000.00				1					$10,000.00		1	$10,000.00
58	STORM CATCH BASIN	EACH	$2,250.00				60					$135,000.00		60	$135,000.00
59	SAFL BAFFLE	SQ FT	$530.00				30					$15,900.00		30	$15,900.00
60	INSTALL CASTING (R-3067)(STORM)	EACH	$1,000.00				55					$55,000.00		55	$55,000.00
61	INSTALL CASTING (R-3067-C)(STORM)	EACH	$1,050.00				5					$5,250.00		5	$5,250.00

PRELIMINARY ENGINEER'S ESTIMATE

CENTRAL AVENUES PHASE 2

ESTIMATED UNIT PRICES FOR 2025 CONSTRUCTION

CITY OF HOPKINS, MN

ITEM NO.	ITEM	UNIT	UNIT PRICE	ESTIMATED QUANTITIES					ESTIMATED COSTS					TOTAL QUANTITY	TOTAL COST
				SIDEWALK TOTAL	STREET TOTAL	SANITARY TOTAL	STORM TOTAL	WATER TOTAL	SIDEWALK TOTAL	STREET TOTAL	SANITARY TOTAL	STORM TOTAL	WATER TOTAL		
62	INSTALL CASTING (R-1733)(STORM)	EACH	$1,200.00				8					$9,600.00		8	$9,600.00
63	INSTALL CASTING (R-1733 - SLOTTED GRATE)(STORM)	EACH	$1,250.00				2					$2,500.00		2	$2,500.00
64	ADJUST FRAME & RING CASTINGS (STORM)	EACH	$875.00				14					$12,250.00		14	$12,250.00
65	CONNECT TO EXISTING STORM PIPE	EACH	$1,600.00				20					$32,000.00		20	$32,000.00
66	CONNECT TO EXISTING STORM STRUCTURE	EACH	$2,100.00				27					$56,700.00		27	$56,700.00
67	STORMWATER MANAGEMENT - PERFORATED PIPES	LIN FT	$350.00				200					$70,000.00		200	$70,000.00
68	STORMWATER MANAGEMENT - UNDERGROUND CHAMBERS	LUMP SUM	$325,000.00				1					$325,000.00		1	$325,000.00
69	STORMWATER MANAGEMENT - PARKING LOT	LUMP SUM	$275,000.00				1					$275,000.00		1	$275,000.00
70	8" PVC SDR 35 SANITARY SEWER PIPE	LIN FT	$65.00			7075					$459,875.00			7075	$459,875.00
71	10" PVC SDR 35 SANITARY SEWER PIPE	LIN FT	$75.00			1305					$97,875.00			1305	$97,875.00
72	12" PVC SDR 35 SANITARY SEWER PIPE	LIN FT	$85.00			650					$55,250.00			650	$55,250.00
73	COARSE AGGREGATE BEDDING (TYPE B)	LIN FT	$10.00			775					$7,750.00			775	$7,750.00
74	8" CIPP LINING	LIN FT	$55.00			1195					$65,725.00			1195	$65,725.00
75	10" CIPP LINING	LIN FT	$65.00			675					$43,875.00			675	$43,875.00
76	12" CIPP LINING	LIN FT	$75.00			320					$24,000.00			320	$24,000.00
77	15" CIPP LINING	LIN FT	$90.00			650					$58,500.00			650	$58,500.00
78	CIPP LATERAL LINING	LIN FT	$25.00			216					$5,400.00			216	$5,400.00
79	CIPP TAP LINER	EACH	$5,000.00			18					$90,000.00			18	$90,000.00
80	SEAL SANITARY MANHOLE	EACH	$4,500.00			9					$40,500.00			9	$40,500.00
81	TRIM PROTRUDING TAP	EACH	$550.00			4					$2,200.00			4	$2,200.00
82	6" PVC SDR 26 SANITARY SEWER SERVICE PIPE	LIN FT	$45.00			9372					$421,740.00			9372	$421,740.00
83	8" X 6" SDR 26 PVC SERVICE WYE	EACH	$675.00			203					$137,025.00			203	$137,025.00
84	10" X 6" SDR 26 PVC SERVICE WYE	EACH	$750.00			41					$30,750.00			41	$30,750.00
85	12" X 6" SDR 26 PVC SERVICE WYE	EACH	$850.00			22					$18,700.00			22	$18,700.00
86	INSTALL CASTING (R-1733)(SANITARY)	EACH	$1,250.00			39					$48,750.00			39	$48,750.00
87	SANITARY MANHOLE	EACH	$6,000.00			35					$210,000.00			35	$210,000.00
88	RECONNECT SANITARY SEWER SERVICE	EACH	$450.00			284					$127,800.00			284	$127,800.00
89	SANITARY SERVICE REPAIR	EACH	$3,000.00			12					$36,000.00			12	$36,000.00
90	CONNECT TO EXISTING SANITARY SEWER PIPE	EACH	$3,500.00			10					$35,000.00			10	$35,000.00
91	CONNECT TO EXISTING SANITARY MANHOLE	EACH	$4,500.00			11					$49,500.00			11	$49,500.00
92	HYDRANT	EACH	$7,500.00					16					$120,000.00	16	$120,000.00
93	DUCTILE IRON FITTINGS	POUND	$15.00					4950					$74,250.00	4950	$74,250.00
94	6" GATE VALVE & BOX	EACH	$2,750.00					17					$46,750.00	17	$46,750.00
95	8" GATE VALVE & BOX	EACH	$3,750.00					80					$300,000.00	80	$300,000.00
96	6" DIP WATERMAIN	LIN FT	$80.00					240					$19,200.00	240	$19,200.00
97	8" DIP WATERMAIN	LIN FT	$85.00					9280					$788,800.00	9280	$788,800.00
98	1" TYPE K COPPER SERVICE PIPE	LIN FT	$45.00					9372					$421,740.00	9372	$421,740.00
99	1" CURB STOP & BOX	EACH	$650.00					284					$184,600.00	284	$184,600.00
100	1" CORPORATION STOP	EACH	$425.00					284					$120,700.00	284	$120,700.00
101	INSTALL FLUSHING STATION	EACH	$5,000.00					1					$5,000.00	1	$5,000.00
102	INSTALL SAMPLING STATION	EACH	$5,000.00					1					$5,000.00	1	$5,000.00
103	GROUNDING ANODE	EACH	$150.00					309					$46,350.00	309	$46,350.00
104	TRACER WIRE ACCESS BOX (NON ROADWAY)	EACH	$150.00					284					$42,600.00	284	$42,600.00
105	TRACER WIRE TEST STATION (HYDRANT)	EACH	$175.00					16					$2,800.00	16	$2,800.00
106	HYDRANT EXTENSION	LIN FT	$1,800.00					6					$10,800.00	6	$10,800.00
107	RECONNECT WATER SERVICE	EACH	$425.00					284					$120,700.00	284	$120,700.00
108	CONNECT TO EXISTING WATERMAIN	EACH	$2,500.00					9					$22,500.00	9	$22,500.00
109	4" POLYSTYRENE INSULATION	SQ YD	$50.00					320					$16,000.00	320	$16,000.00
110	FORD TYPE A-1 CURB BOX COVER	EACH	$300.00					44					$13,200.00	44	$13,200.00
111	TEMPORARY WATER SERVICE	EACH	$500.00					284					$142,000.00	284	$142,000.00
112	4" CONCRETE WALK	SQ FT	$7.25	105630					$765,817.50					105630	$765,817.50
113	4" CONCRETE WALK (SPOT)	SQ FT	$10.50		1765					$18,532.50				1765	$18,532.50
114	CONCRETE STEP	EACH	$320.00	360					$115,200.00					360	$115,200.00
115	CONCRETE CURB & GUTTER DESIGN B618	LIN FT	$20.00				20700					$414,000.00		20700	$414,000.00
116	CONCRETE CURB & GUTTER DESIGN B618 (SPOT)	LIN FT	$37.50		1183					$44,362.50				1183	$44,362.50
117	6" CONCRETE WALKS (PED RAMPS)	SQ YD	$140.00	790					$110,600.00					790	$110,600.00
118	6" CONCRETE DRIVEWAY	SQ YD	$90.00		1370					$123,300.00				1370	$123,300.00
119	8" CONCRETE DRIVEWAY/ALLEY	SQ YD	$115.00		1275					$146,625.00				1275	$146,625.00
120	TRUNCATED DOMES	SQ FT	$60.00	309					$18,540.00					309	$18,540.00
121	TRAFFIC CONTROL	LUMP SUM	$100,000.00	0.10	0.40	0.20	0.10	0.20	$10,000.00	$40,000.00	$20,000.00	$10,000.00	$20,000.00	1.00	$100,000.00
122	SIGN POST U CHANNEL	EACH	$160.00		180					$28,800.00				180	$28,800.00

PRELIMINARY ENGINEER'S ESTIMATE

CENTRAL AVENUES PHASE 2

ESTIMATED UNIT PRICES FOR 2025 CONSTRUCTION

CITY OF HOPKINS, MN

ITEM NO.	ITEM	UNIT	UNIT PRICE	ESTIMATED QUANTITIES					ESTIMATED COSTS					TOTAL QUANTITY	TOTAL COST
				SIDEWALK TOTAL	STREET TOTAL	SANITARY TOTAL	STORM TOTAL	WATER TOTAL	SIDEWALK TOTAL	STREET TOTAL	SANITARY TOTAL	STORM TOTAL	WATER TOTAL		
123	SIGN POST W/ FOUNDATION	EACH	$450.00		20					$9,000.00				20	$9,000.00
124	SIGN PANELS TYPE C	SQ FT	$35.00		160					$5,600.00				160	$5,600.00
125	SIGN PANELS TYPE D	SQ FT	$45.00		40					$1,800.00				40	$1,800.00
126	STREET SWEEPER WITH OPERATOR	HOUR	$175.00		120					$21,000.00				120	$21,000.00
127	STABILIZED CONSTRUCTION EXIT	EACH	$2,000.00		8					$16,000.00				8	$16,000.00
128	STORM DRAIN INLET PROTECTION	EACH	$250.00				78					$19,500.00		78	$19,500.00
129	TOPSOIL BORROW (SPECIAL)	CU YD	$40.00		4340					$173,600.00				4340	$173,600.00
130	HYDROSEEDING	SQ YD	$4.00		405					$1,620.00				405	$1,620.00
131	SODDING, TYPE LAWN	SQ YD	$11.00		24919					$274,109.00				24919	$274,109.00
132	SILT FENCE	LIN FT	$4.50		987					$4,441.50				987	$4,441.50
133	BIOROLL	LIN FT	$4.00		498					$1,992.00				498	$1,992.00
134	FABRICATED RAILING	LIN FT	$300.00	240					$72,000.00					240	$72,000.00
135	LANDSCAPE ALLOWANCE	LUMP SUM	$150,000.00	0.10	0.40	0.20	0.10	0.20	$15,000.00	$60,000.00	$30,000.00	$15,000.00	$30,000.00	1.00	$150,000.00
136	4" SKIP YELLOW STRIPING - MULTI COMPONENT LIQUID	LIN FT	$1.50		699					$1,048.50				699	$1,048.50
137	24" SOLID WHITE STOP BAR - THERMOPLASTIC	LIN FT	$27.50		58					$1,595.00				58	$1,595.00
138	CROSSWALK WHITE - THERMOPLASTIC	SQ FT	$13.50		1600					$21,600.00				1600	$21,600.00
SUBTOTAL									$ 1,439,633.50	$ 5,013,454.75	$ 2,355,840.00	$ 2,061,627.50	$ 2,785,150.00		$13,655,705.75
CONTINGENCIES (20%)									$ 287,926.70	$ 1,002,690.95	$ 471,168.00	$ 412,325.50	$ 557,030.00		$ 2,731,141.15
ENGINEERING AND ADMINISTRATION (20%)									$ 345,512.04	$ 1,203,229.14	$ 565,401.60	$ 494,790.60	$ 668,436.00		$ 3,277,369.38
TOTAL ESTIMATED PROJECT COST									**$ 2,073,072.24**	**$ 7,219,374.84**	**$ 3,392,409.60**	**$ 2,968,743.60**	**$ 4,010,616.00**		**$ 19,664,216.28**

Finance Department

CITY OF HOPKINS

City Council Report 2024-099

To: Honorable Mayor and Council Members
Mike Mornson, City Manager

From: Nick Bishop, Finance Director

Date: September 3, 2024

Subject: Approve Proposed 2025 Levy, Proposed 2025 General Fund Budget and Set Budget Meeting Date

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RECOMMENDED ACTION

MOTION TO Approve Resolution 2024-051 Approving the Proposed 2025 Tax Levy, Setting Debt Service Levels at Amounts Under Those Required in the Bond Documents, Approving the Proposed 2025 Budget and Setting the Budget Meeting Date.

OVERVIEW

The City is required to certify a proposed tax levy and submit it to Hennepin County by September 30th. This will be the maximum levy for 2025 and can only be reduced. The certified levy amount is also used for truth in taxation notices.

The City must hold a public hearing on the budget between November 25th and December 28th. The proposed date of Tuesday, December 3rd would allow time to consider comments heard at the public hearing before passing the final tax levy and budget.

SUPPORTING INFORMATION

- Overview of Preliminary Tax Levy and General Fund Budget
- 2025 Preliminary General Fund Budget
- 2025 Tax Levy Summary
- Resolution 2024-051

Overview of Preliminary Tax Levy and General Fund Budget

The City Council reviewed draft proposals for the 2025 General Fund Budget and Tax Levy on July 16th. The three proposals presented were for an 8.46%, 6.88% and 5.26% levy increase when compared to 2024. The City Council gave input and indicated their support for a levy increase between 5% and 6%. The council also indicated interest in including some items that had been proposed as reductions. A levy increase of 3% or no increase (0%) when compared to 2024 would require further reductions of $590,368 or $1,104,616 when compared to the tax levy being recommended for approval.

The City Council reviewed the 2025-2029 Capital Improvement Plan and Equipment Replacement Plan on August 5th. Council will continue to review both plans in the upcoming months. Council also expressed concern with the continued delay of street light upgrades. Staff is proposing the use of available fund balance reserves in the Equipment Replacement Plan as a potential funding source.

2025 Tax Levy

The 2025 Tax Levy has been prepared based on debt service needs, preliminary ERP/CIP documents, initial budgets for special revenue funds and City Council input. The total tax levy is $20,783,55, this is a $1,104,616 or 5.61% increase from 2024. Based on preliminary tax capacity information, city taxes on a median value home ($378,800) would be $2,245, which is a $54 or 2.46% increase from 2024.

2025 General Fund Budget

The 2025 Budget includes salary and benefit increases for current positions. Other additions with tax levy impacts are:

- Additional City Contribution to the Fire Relief - $96,000
    - The City makes an annual contribution to the Hopkins Fire Department Relief Association. The contribution is deposited into a pension trust fund and used for retirement, disability or death benefit payments. An increased City Contribution would allow for an increase in retirement benefits. This is a retention and recruitment tool for paid on-call firefighters. 3
- Youth Social Worker Contract with Hennepin County - $88,000
    - This is a current contract that has been funded through ARPA grant funds.
- Planner Position - $40,000
    - This is a current position that has been funded through ARPA grant funds. Current responsibilities include: Partners in Energy Plan, Sustainable Building Policy, Façade Loan Program, End of Trip Facilities Plan, Grant Administration, Single-Family Zoning and Sign Permits.
    - The budget increase represents 1/3 of the position costs. The remaining cost is proposed to be split between the Economic Development and Sustainability Funds.
- Maintenance Worker for Forestry/Parks Division - $30,000
    - This position was funded in the 2024 Budget with a May 1st start date. Additional costs are for the annual salary/benefit cost.

The General Fund budget will decrease its fund balance by $400,000. Revenues are set at $19,305,940. Expenditures are set at $19,705,940.

Use of Fund Balance in 2024 & 2025

The City's Fund Balance Policy (Legislative Policy 6-G) is to maintain a fund balance minimum of five months or 42% of the prior fiscal year General Fund operating expenditures for cashflow, contingencies or emergencies. The 2024 Approved/Final Budget and the 2025 Proposed/Preliminary Budget both include the use of $400,000 of fund balance. The use of fund balance in 2024 & 2025 is possible based on operating surpluses in 2020-2023. Based on the 2024 Approved/Final Budget & 2025 Proposed/Preliminary Budget the City would end 2025 with a fund balance of $7,903,397 or 42.9% of the operating budget. The use of fund balance allows for a lower tax levy in 2025, while also maintaining fund balance based on policy.

Capital Levy

There will be a $445,000 capital levy in 2025. Major projects include tuckpointing, brick repair and roof replacement at the Activity Center and a City-Wide door access control system upgrades.

Arts Center Levy

The Arts Center Levy will be set at $380,000, an increase of $35,000 or 10.14%. Communications fund transfers to the Arts Center would be eliminated in 2025, which is offset by the high tax levy increase. The operating support received by the Arts Center is consistent with levels received since 2018 (with 3% annual increases).

Pavilion Levy

The Pavilion Levy will be set at $448,500 in 2025. The majority of the levy ($340,000) will provide for debt service payments related to the 2018 remodel project. The remaining amounts will be used for exit door replacements and equipment.

Equipment Replacement Levy

The equipment levy will be set at $250,000 and rely on reserves to fund purchases in 2025. On August 5th, staff presented a draft of the ERP with a projected ending fund balance of $929,427. Staff is proposing using a portion of this balance to fund street light upgrades in 2025.

Permanent Improvement Levy

There will be a $50,000 permanent improvement levy used to repair or replace fencing along Excelsior Blvd. This levy has previously been used to fund street lighting upgrades.

Communications Levy

A tax levy is needed to support the Communications fund in 2025. It will be set at $40,000. The Communications Fund has operated at a loss for several years due to declining cable franchise revenue.

Parking Levy

A tax levy is needed to support parking operations in 2025. It will be set at $75,000. The parking ramp fund was historically supported by parking permits and other user fees. Revenue has dropped significantly since the COVID-19 pandemic.

City of Hopkins
General Fund Revenue Budget
For the Year Ending December 31, 2025

Preliminary
September 3, 2024

Department	2024 Budget	2025 Budget	% Increase (Decrease)
Property Taxes	**14,511,326**	**15,431,525**	**6.34%**
Intergovernmental Revenue			
Local Government Aid	1,081,012	1,084,775	
Intergovernmental Revenue - Other	797,000	810,000	
Total Intergovernmental Revenue	**1,878,012**	**1,894,775**	**0.89%**
Licenses, Permits & Fines			
Court Fines & Penalties	176,000	176,000	
Building Permits & Inspections	563,000	693,500	
Inspection Fines & Citations	3,000	3,000	
City Clerk - Business Licenses	8,900	12,400	
PD - Liquor, Animal Licenses & Penalties	101,800	110,150	
Fire - Licenses & Permits	4,000	4,000	
Public Works - Licenses & Permits	19,615	19,615	
Planning & Zoning - Licenses & Permits	2,000	4,000	
Total Licenses, Permits & Fines	**878,315**	**1,022,665**	**16.43%**
Charges for Service			
Finance Department	8,500	8,600	
Inspections	175,450	274,775	
Police	35,000	35,000	
Fire	10,500	10,500	
Public Works	3,150	3,000	
Activity Center	118,500	154,500	
Planning & Zoning	-	16,000	
Total Charges for Service	**351,100**	**502,375**	**43.09%**
Miscellaneous Revenue			
Franchise Fees	346,200	380,600	
Miscellaneous	25,250	45,000	
Finance Department	3,000	3,000	
Police	500	500	
Fire	3,500	3,500	
Public Works	10,600	8,000	
Activity Center	14,000	14,000	
Total Miscellaneous	**403,050**	**454,600**	**12.79%**
Total Revenues	**18,021,803**	**19,305,940**	**7.13%**

City of Hopkins
General Fund Expenditure Budget
For the Year Ending December 31, 2025

Preliminary
September 3, 2024

Department	2024 Budget	2025 Budget	% Increase (Decrease)
City Council	133,033	156,598	17.71%
Administrative Services	536,656	678,990	26.52%
Information Technology	644,926	718,226	11.37%
Diversity, Equity & Inclusion	133,530	107,000	-19.87%
Finance	732,254	623,879	-14.80%
Legal	250,000	265,000	6.00%
Municipal Building	404,690	407,462	0.68%
City Clerk	339,242	327,542	-3.45%
Inspections	1,208,270	1,265,343	4.72%
Police	7,185,841	7,519,164	4.64%
Fire	1,709,014	1,982,178	15.98%
Public Works	3,858,812	4,289,317	11.16%
Recreation	276,441	276,735	0.11%
Activity Center	554,334	609,694	9.99%
Planning & Zoning	196,248	247,455	26.09%
Community Development	129,312	125,357	-3.06%
Tuition Reimbursement	19,200	19,200	0.00%
Contingency	50,000	25,000	-50.00%
Transfer to Depot/ACE Program	60,000	61,800	3.00%
Total Expenditures	**18,421,803**	**19,705,940**	**6.97%**

Preliminary
September 3, 2024

City of Hopkins
Tax Levy
For the Year Ending December 31, 2025

Purpose	Actual FY2024	Preliminary FY 2025	% Increase (Decrease)
General Operations			
General Fund	14,426,326	15,346,525	6.38%
Capital Levy	-	445,000	100.00%
Arts Center	345,000	380,000	10.14%
Pavilion Fund	440,000	448,500	1.93%
Equipment Replacement	360,000	250,000	-30.56%
Permanent Improvement	-	50,000	100.00%
Communications	-	40,000	100.00%
Parking	-	75,000	100.00%
Total General Operations	15,571,326	17,035,025	9.40%
Debt Levy	4,107,613	3,748,530	-8.74%
Total Levy	19,678,939	20,783,555	5.61%

Preliminary Tax Calculation for a Median Value Home

	Actual FY2024	Preliminary 5.61% Increase
City Taxes	$ 2,191	$ 2,245
Dollar Increase	$ 3	$ 54
Percentage Increase	0.14%	2.46%

CITY OF HOPKINS
HENNEPIN COUNTY, MINNESOTA

RESOLUTION 2024-051

APPROVING THE PROPOSED 2025 TAX LEVY, SETTING DEBT SERVICE LEVELS AT LEVELS UNDER THOSE REQUIRED IN THE BOND DOCUMENTS, APPROVING THE PROPOSED 2025 BUDGET, AND SETTING THE BUDGET MEETING DATE

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Hopkins hereby approves the following sums be levied for 2025 upon the taxable property in the City of Hopkins, for the following purposes:

General Levy		
General		$17,035,025
Special Levies		
Debt Levies		
2014A GO Bonds	97,000	
2015A GO Street Reconstruction Bonds	240,000	
2015B GO Tax Abatement Bonds	105,000	
2016A GO Improvement Bonds	85,000	
2016B GO Tax Abatement Bonds	10,000	
2016C GO Bonds	125,000	
2017A GO Street Reconstruction Bonds	990,000	
2017B GO Tax Abatement Bonds	158,020	
2018A GO Equipment Certificates	52,794	
2018A GO Improvement Bonds	375,000	
2019A GO Bonds	384,889	
2019B GO Refunding Bonds	165,000	
2020A GO Bonds	156,934	
2020B GO Refunding Bonds	238,627	
2021A GO Bonds	214,038	
2022A GO Bonds	197,486	
2022A GO Equipment Certificates	123,742	
2023A GP Temporary Bonds	30,000	
Subtotal Special Levies		$3,748,530
Total Levy		**$20,783,555**

That based upon staff analysis of special assessments currently levied for Permanent Improvement Bonds, alternative revenue sources for the Capital Improvement Bonds and Equipment Certificates, and available reserves within all debt service funds listed below, that the debt service levies for 2025 for the following issues be levied at amounts less than provided by the bond covenants.

Bond Issue

$1,895,000 GO Bonds of 2014A	$ 97,000
$4,100,000 GO Street Reconstruction Bonds of 2015A	$240,000
$2,940,000 GO Tax Abatement Bonds of 2015B	$105,000
$4,335,000 GO Improvement Bonds of 2016A	$ 85,000
$1,630,000 GO Tax Abatement Bonds of 2016B	$ 10,000
$1,875,000 GO Bonds of 2016C	$125,000
$6,125,000 GO Improvement Bonds of 2018A	$375,000
$590,000 GO Equipment Certificates of 2018A	$ 52,794
$3,285,000 GO Tax Abatement Bonds of 2018B	$ 0
$12,185,000 GO Bonds of 2019A	$384,889
$2,785,000 GO Bonds of 2020A	$156,934

That the Proposed 2025 General Fund Budget be set at $19,705,940

That the budget meeting to discuss the 2025 budget and tax levy be set for December 3, 2024 at 6:30 PM in the City Council Chambers.

BE IT FURTHER RESOLVED that the City Clerk is hereby ordered and directed to transmit a certified copy of this resolution to the County Auditor of Hennepin County, Minnesota

Adopted by the City Council of the City of Hopkins this 3rd day of September, 2024.

By:_____
Patrick Hanlon, Mayor

ATTEST:

_____
Amy Domeier, City Clerk

Finance Department

CITY OF HOPKINS

City Council Report 2024-106

To: Honorable Mayor and Council Members
Mike Mornson, City Manager

From: Nick Bishop, Finance Director

Date: September 3, 2024

Subject: Approve Proposed 2025 HRA/EDA Tax Levy

RECOMMENDED ACTION

MOTION TO Approve Resolution 2024-055 Approving the Proposed 2025 HRA/EDA Tax Levy

OVERVIEW

The City is required to certify a proposed HRA/EDA tax levy and submit it to Hennepin County by September 30th. There are levy limits based on 0.1850% of the City's estimated market value. The market value used for the 2025 levy is $2,847,535,300, resulting in a maximum tax levy of $526,794 which would be an increase of $39,141 or 8.03% from 2024. The HRA/EDA Levy was set at the maximum allowed in 2020 & 2023 and lesser amount in 2021, 2022 and 2024.

Tax Year	Maximum Allowable Levy	HRA/EDA Levy	$ Increase	% Increase
2020	367,951	367,951	17,797	5.08%
2021	407,727	378,070	10,119	2.75%
2022	434,750	391,302	13,232	3.50%
2023	451,531	451,531	60,229	15.39%
2024	497,414	487,653	36,122	8.00%
2025-Proposed	526,794	515,010	27,357	5.61%

The HRA/EDA Levy is the main revenue source for the City's Economic Development Fund and plays an important role in the City's continued efforts for redevelopment. The fund also supports Artstreet, the Arts Center, the Façade Improvement program and marketing efforts. The HRA/EDA levy is a separate levy and appears on tax statements under Other Taxing Districts.

Staff is recommending that City Council set the levy at $515,010, which is less than is allowed based on levy limits. This is an increase of $27,357 or 5.61%. The percentage increase matches the proposed increase to the City of Hopkins Levy.

SUPPORTING INFORMATION

- Resolution 2024-055

CITY OF HOPKINS
HENNEPIN COUNTY, MINNESOTA

RESOLUTION 2024-055

RESOLUTION APPROVING THE PROPOSED
2025 HRA/EDA TAX LEVY

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Hopkins hereby approves that the following sum be levied for 2025 upon the taxable property in the City of Hopkins, for the following purposes.

HRA/EDA Levy
Housing & Redevelopment Authority Levy **$515,010**

That the levy is less than the maximum allowable based on 0.01850% of market value as allowed by law for the City's Economic Development purposes.

BE FURTHER RESOLVED that the City Clerk is hereby ordered and directed to transmit a certified copy of this resolution to the County Auditor of Hennepin County, Minnesota.

Adopted by the City Council of the City of Hopkins this 3rd day of September, 2024.

By:_____
Patrick Hanlon, Mayor

ATTEST:

_____
Amy Domeier, City Clerk