

HOPKINS CITY COUNCIL

AGENDA

Tuesday, April 1, 2025

6:30 pm

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

Schedule HRA Meeting at 6:30 p.m.

I. CALL TO ORDER

II. ADOPT AGENDA

III. PRESENTATIONS

1. Proclamation Celebrating Arbor Day in Hopkins; Larson
2. Proclamation Recognizing Arab American Heritage Month in Hopkins; Imihy

IV. CONSENT AGENDA

1. Approval of Minutes of the March 18, 2025, Regular Meeting Proceedings; Domeier
2. Resolution Identifying the Need for Livable Communities Demonstration Account Funding and Authorizing Application for Grant Funds for Footprint Development; Needham
3. Resolution of Support for Application to Brownfield GAP Financing Program; Needham
4. Ratify Checks Issued in March, 2025; Bishop

V. PUBLIC HEARINGS

VI. OLD BUSINESS

VII. NEW BUSINESS

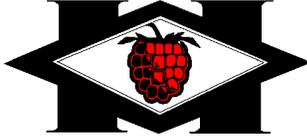
1. First Reading: Ordinance Rezoning the Property at 100 Jackson Avenue North; Krzos
2. First Reading: Ordinance Amending Part 2, Chapter 8 of the Hopkins City Code relating to Establish a Hopkins Sustainable Building Policy; Howard
3. Enter into Memorandum of Understanding with the Hopkins Historical Society for 907 Mainstreet; Imihy

VIII. PUBLIC COMMENT

IX. ANNOUNCEMENTS

- City Council Special Meeting: Tuesday, April 8 at 6:30 p.m.
- Next City Council Regular Meeting: Tuesday, April 15 at 6:30 p.m.

X. ADJOURN



CITY OF HOPKINS

Engineering

City Council Report 2025-054

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

From: Mikala Larson, Sustainability Specialist

Date: April 1, 2025

Subject: Proclamation Celebrating Arbor Day

RECOMMENDED ACTION

MOTION TO adopt a proclamation celebrating Arbor Day in Hopkins.

OVERVIEW

Arbor Day dates back to the early 1870s in Nebraska City. A journalist by the name of Julius Sterling Morton moved to the state with his wife and purchased 160 acres in Nebraska City and planted a wide variety of trees. Morton spread his knowledge of trees and stressed their ecological importance to Nebraska. And on January 4, 1872, Morton first proposed a tree planting holiday to be called “Arbor Day” at a meeting of the State Board of Agriculture. After the board passed the resolution, more than one million trees were planted on the first official celebration of the day on April 10, 1872.

The City of Hopkins is a recognized Tree City USA community and is committed to preserving a healthy and robust tree canopy. This year, Arbor Day is on Friday, April 25th. Arbor Day is a day of recognition and celebration of the benefits and beauty trees provide, with the intention that Arbor Day can be celebrated every day of the year.

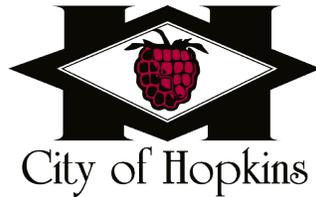
On April 25th from 4 p.m. – 5 p.m., the City of Hopkins is partnering with Alice Smith Elementary and Tree Trust to hold a community celebration of Arbor Day. The event will take place at Alice Smith Elementary, where community members can participate in a community tree mulching activity, an engaging tree talk, and cookies. Earlier in the day, Alice Smith Elementary STEAM (Science, Technology, Engineering, Arts and Math) students will plant trees in front of the school during their class times.

Next Steps

Staff recommends that the City Council adopt a proclamation celebrating April 25, 2025, as Arbor Day.

SUPPORTING INFORMATION

- Proclamation Commemorating Arbor Day in Hopkins
- Flyer for 2025 Arbor Day Celebration



A Proclamation Commemorating Arbor Day

WHEREAS, in 1872, the Nebraska Board of Agriculture established a special day to be set aside for the planting of trees; and

WHEREAS, trees are an essential resource to our city and the world, trees make our homes and community more livable and beautiful; and

WHEREAS, the City of Hopkins is a Tree City USA community and recognizes that trees can be a solution to combat climate change as they play an important role in cleaning the air, conserving energy, producing life-giving oxygen, and providing habitat for wildlife; and

WHEREAS, each year people across the country celebrate Arbor Day and pay special attention to the treasure our trees represent, while we as a society become more aware that human activities, along with acts of nature, threaten our trees, creating the need for action to ensure the future of our urban forests; and

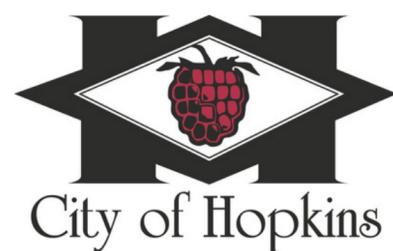
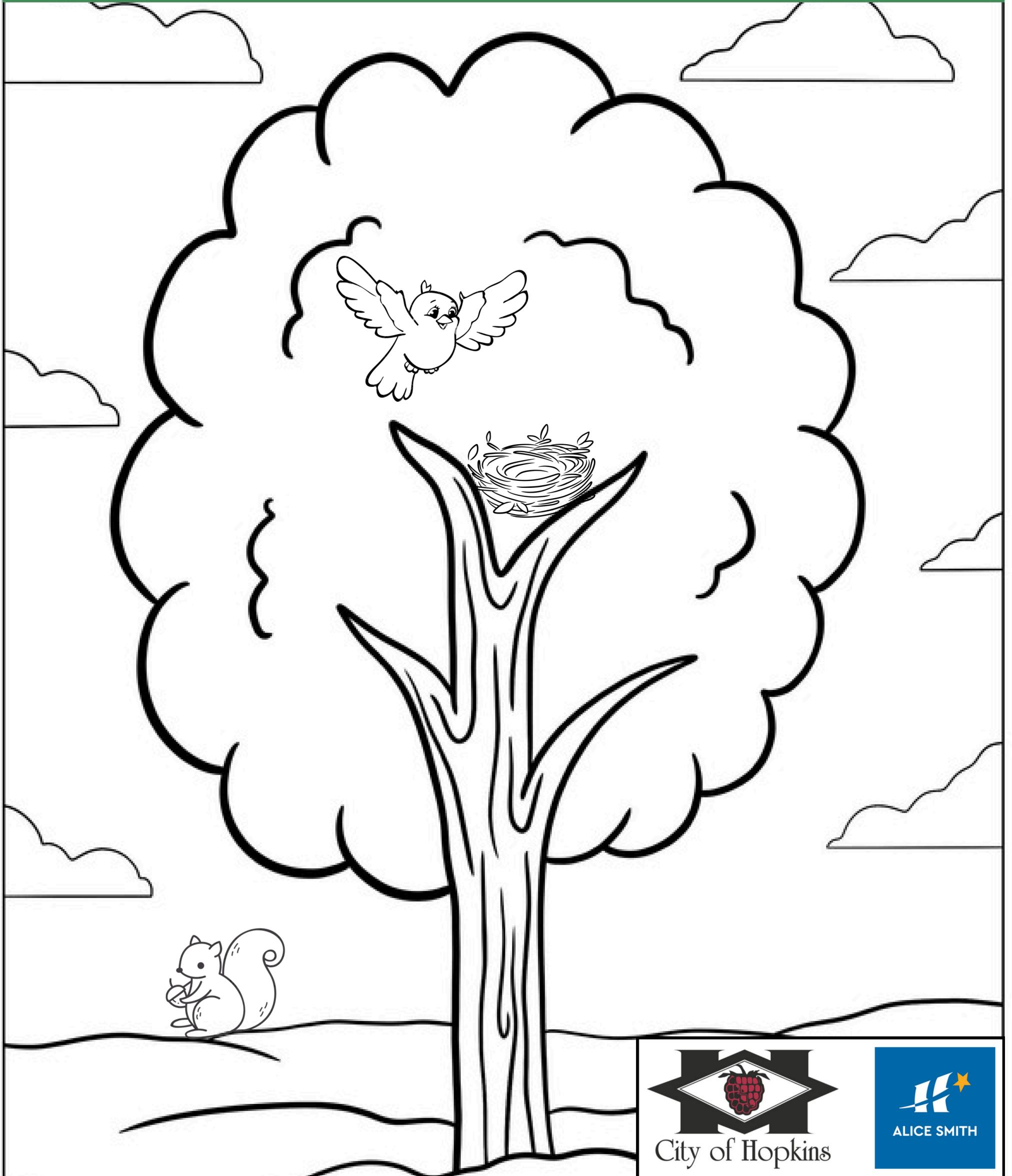
NOW THEREFORE, I, Patrick Hanlon, Mayor of the City of Hopkins in the State of Minnesota, along with my fellow Council Members, recognize, adopt, and proclaim April 25, 2025, as Arbor Day in the City of Hopkins, and urge all residents to be more aware of the importance of trees to their well-being, and to participate in tree planning programs that will ensure a healthy and green city.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Hopkins, Minnesota to be affixed this 1st day of April 2025.

Patrick Hanlon, Mayor

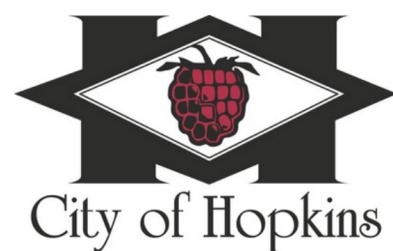
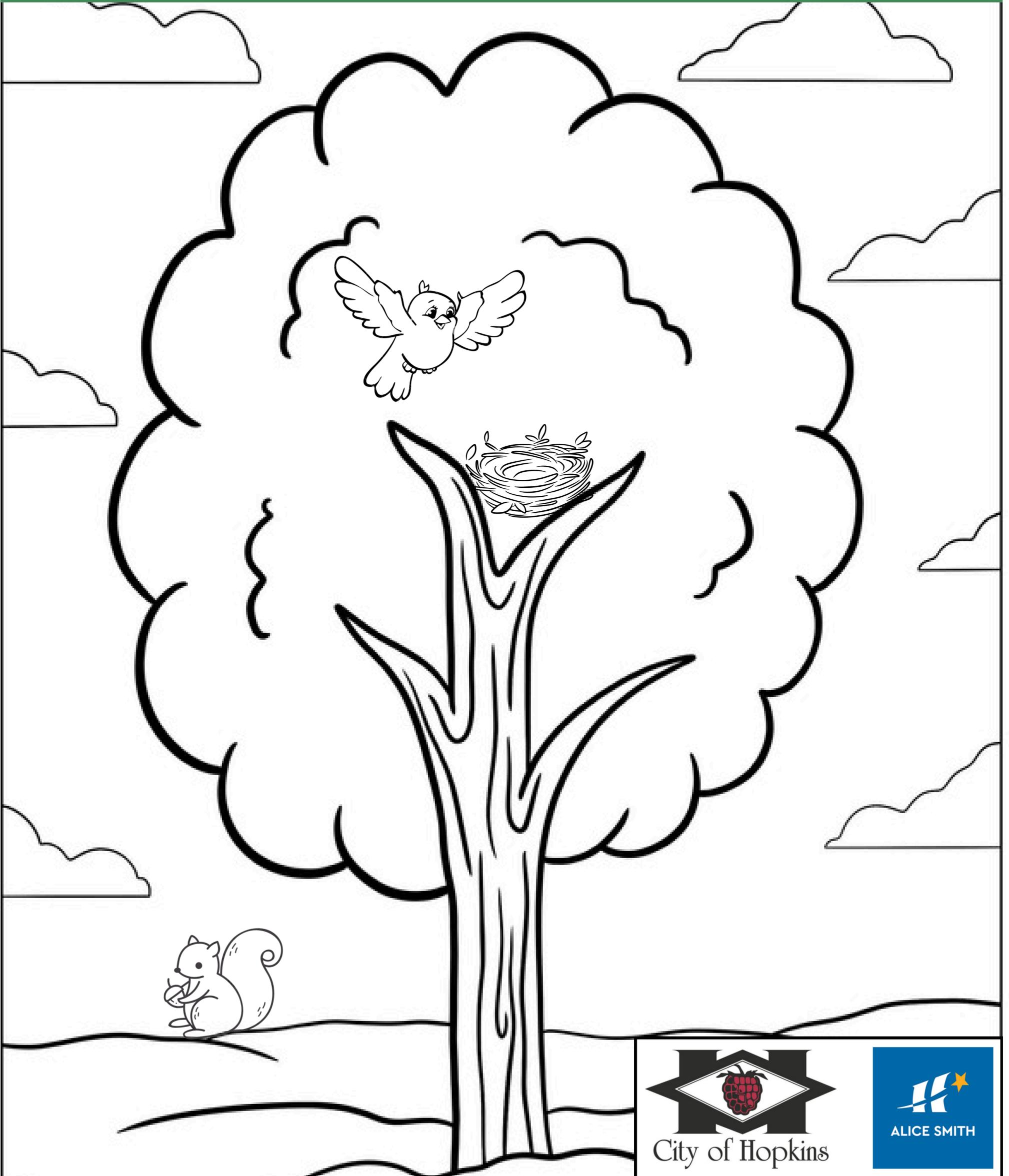
ARBOR DAY CELEBRATION

FRIDAY, APRIL 25 | 4 - 5 P.M.
ALICE SMITH ELEMENTARY



CELEBRACIÓN DEL DÍA DEL ÁRBOL

VIERNES 25 DE ABRIL | 4 - 5 P.M.
ALICE SMITH ELEMENTARY





Administration

CITY OF HOPKINS

City Council Report 2025-051

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

From: Laila Imihy, AICP, Special Projects and Initiatives Manager

Date: April 1, 2025

Subject: Proclamation Recognizing Arab American Heritage Month

RECOMMENDED ACTION

MOTION TO Adopt a Proclamation recognizing April as Arab American Heritage Month in Hopkins.

OVERVIEW

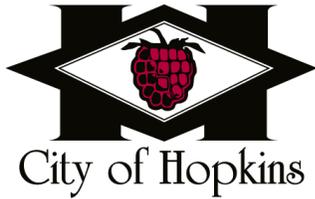
Arab American Heritage Month (AAHM) has been officially recognized in April since 2021, with more informal celebrations dating back to the 1990s.

AAHM is a celebration of people who trace their family roots back to Arabic-speaking countries and their history since arriving in the United States. It is a chance for greater understanding and education against misinformation and stereotypes, as well as an opportunity to appreciate the contributions made by Arabic people to our community.

Tonight, in dedication to true inclusion, Hopkins staff wishes to recognize Arab American Heritage Month as a celebration of our diverse and welcoming residents and visitors.

SUPPORTING INFORMATION

- Proclamation Recognizing April as Arab American Heritage Month



A Proclamation Recognizing Arab American Heritage Month

WHEREAS, Arab American Heritage celebrations have been observed since the 1990s with the official designation of April as Arab American Heritage Month at the national level coming in 2021; and

WHEREAS, Arab Americans can trace their ancestry back to Arabic-speaking countries of the Middle East and North Africa; and

WHEREAS, the story of Arabic people in America has been written over 170 years and includes innumerable stories of hard work, community-building, dedication to family and faith, and success in every area of society; and

WHEREAS, the celebration of Arab American Heritage Month provides an opportunity for education in the face of stereotypes, misconceptions, and barriers to equal treatment; and

WHEREAS, the City of Hopkins is fortunate to be made better and more diverse with the inclusion of its Arab American residents and visitors and wishes to embrace the unique cultural contributions they make; and

NOW THEREFORE, I, Patrick Hanlon, Mayor of the City of Hopkins in the State of Minnesota, along with my fellow Council Members, recognize, adopt, and proclaim April as a celebration of Arab American Heritage Month and invite all residents to learn more about and reflect upon the history of our Arab American neighbors.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Hopkins, Minnesota to be affixed this 1st day of April in the year 2025.

Patrick Hanlon, Mayor

**HOPKINS CITY COUNCIL
REGULAR MEETING PROCEEDINGS
MARCH 18, 2025**

CALL TO ORDER

Pursuant to due call and notice thereof a regular meeting of the Hopkins City Council was held on Tuesday, March 18, 2025, 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, Assistant City Manager Casella, City Clerk Domeier, Special Projects and Initiatives Manager Imihy, Finance Director Bishop, Director of Planning and Development Elverum, Planner Krzos, Community Development Manager Needham, City Engineer Klingbeil, Director Public Works Autio, Public Works Superintendents Pavek and Moilanen, Facilities Manager Olson and City Attorney Riggs.

ADOPT AGENDA

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

Motion to Adopt the Agenda.

Ayes: Garrido, Goodlund, Hanlon, Hunke, Kuznia

Nays: None. Motion carried.

PRESENTATIONS

III.1. Recognition of Public Works Director Autio; Mornson

City Manager Mornson recognized Public Works Director, Chuck Autio, for over 10 years of loyal and dedicated service to the City of Hopkins.

CONSENT AGENDA

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

Motion to Approve the Consent Agenda.

1. Approval of Minutes of the March 4 Regular Meeting Proceedings; Domeier
2. Approval of Minutes of the March 4 Closed Meeting Proceedings; Domeier
3. Approval of Temporary Liquor License for American Legion 320 DBA John Wilbur Moore Post; Domeier
4. Extension of On-Sale Liquor License for LTD Brewing LLC DBA LTD Brewing Co.; Domeier
5. Resolutions Declaring Cost to be Assessed and Ordering Assessment Hearing – Central Avenues Street and Utility Improvements, City Project 2024-10; Klingbeil
6. Resolution for Approval of West Metro Multi-Community Wellhead Protection Plan (Part 1) and Agreement to Continue Participation in the Development and Implementation of the Remainder of the Plan (Part II); Klingbeil
7. Resolution Approving Amendment No. 1 to Agreement No. PW 04-01-16 for the reconstruction and jurisdictional transfer of CSAH 20, Blake Road; Klingbeil
8. Resolution Supporting Application to Hennepin County's Business District Initiative Grant Program; Needham
9. Second Reading: Ordinance Amending Chapter 102 of the Hopkins City Code relating to Nonconforming Structures; Krzos

**HOPKINS CITY COUNCIL
REGULAR MEETING PROCEEDINGS
MARCH 18, 2025**

10. Second Reading: Ordinance Amending Chapter 32 of the Hopkins City Code relating to Parks and Recreation; Imihy

Ayes: Garrido, Goodlund, Hanlon, Hunke, Kuznia
Nays: None. Motion carried.

NEW BUSINESS

V11.1. Accept Petitions from Summit on 7 Homeowners and Set Public Hearing for the Creation of Housing Improvement Area; Needham

Community Development Manager Needham summarized City Council Report 2025-044. The association submitted signed petitions March 10, 2025, from most owners requesting the City Council schedule a public hearing to establish the HIA and impose fees. Per state statute, cities may only establish an HIA when 50% or more of the association owners petition the city to do so. The City set a higher 75% threshold in the HIA policy. The Petitions were received from over 80% of the owners at Summit on 7 and certified by staff. A Summit on 7 board member provided more information about the project and financing. Brief discussion was held regarding the financing of the project and Finance Director Bishop clarified the financial planning and projections.

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

Motion to accept petitions for the creation of a Housing Improvement Area for Summit on 7 and set the public hearing after the details are finalized.

Ayes: Garrido, Goodlund, Hanlon, Hunke, Kuznia
Nays: None. Motion carried.

V11.2. Approval of Public Trailway Perpetual Easement and Permanent Irrevocable Permit, and Temporary Construction Easement with Three Rivers Park District; Klingbeil

City Engineer Klingbeil summarized City Council Report 2025-042. The improved trail is being constructed within City Right-of-Way and City owned parcels, but will be owned and maintained by the District, the District desired to have a mechanism to preserve and allow for continued use and existence of the trail.

Motion by Kuznia. **Second** by Garrido.

Motion to Authorize Mayor and City Manager to approve Public Trailway Perpetual Easement and Permanent Irrevocable Permit, and Temporary Construction Easement with Three Rivers Park District with the Approval of the City Attorney.

Ayes: Garrido, Goodlund, Hanlon, Hunke, Kuznia
Nays: None. Motion carried.

V11.3. Approval of Temporary Permit to Construct for Governmental Agencies with Minnesota Department of Transportation; Klingbeil

City Engineer Klingbeil summarized City Council Report 2025-043. Most of the project is being constructed within MnDOT right-of-way along TH7, portions of trail, including the ADA accessible route, will need to be constructed in a parcel owned by the City of

**HOPKINS CITY COUNCIL
REGULAR MEETING PROCEEDINGS
MARCH 18, 2025**

Hopkins. To allow for this construction, MnDOT utilizes a Temporary Permit to Construct for Governmental Entities.

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

Motion to Authorize Mayor and City Manager to approve Temporary Permit to Construct for Governmental Entities.

Ayes: Garrido, Goodlund, Hanlon, Hunke, Kuznia

Nays: None. Motion carried.

V11.4. Resolution transferring the property at 101 Oakwood Road to the Hopkins Housing Redevelopment Authority; Imihy

Special Projects and Initiatives Manager Imihy summarized City Council Report 2025-047. To sell the home, the City will need to transfer ownership of the property from the City of Hopkins to the Hopkins Housing and Redevelopment Authority as the regulations for home sale by the HRA are significantly more flexible than the rules of the City Charter.

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

Motion to Approve Resolution 2025-019 transferring the property at 101 Oakwood Road to the Hopkins Housing Redevelopment Authority.

Ayes: Garrido, Goodlund, Hanlon, Hunke, Kuznia

Nays: None. Motion carried.

ANNOUNCEMENTS

Council Member Kuznia shared information about Hopkins Academy and congratulated the Hopkins' Women's Basketball championship team. City Engineer Klingbeil shared that the Central Avenue Project bids came in under \$2.5 million under staff's estimate. Council Member Goodlund shared his experience at the NLC Congressional City Conference. Mayor Hanlon thanked all that took part in the St. Patrick's Day parade and shared the City Council meeting schedule.

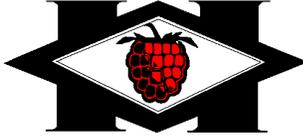
ADJOURNMENT

There being no further business to come before the City Council, and upon motion by Hunke, second by Garrido, the meeting was unanimously adjourned at 7:43 p.m.

Respectfully Submitted,



Amy Domeier, City Clerk



CITY OF HOPKINS

Planning & Economic
Development

City Council Report 2025-048

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

From: Revée Needham, Community Development Manager

Date: April 1, 2025

Subject: Resolution of Support for LCDA Grant Application for Footprint
Development

RECOMMENDED ACTION

MOTION TO approve Resolution 2025-020 supporting an application for Footprint Development LLC to the Metropolitan Council's Pre-Development grant program.

OVERVIEW

To apply to the Metropolitan Council's Pre-Development grant program, the City Council needs to approve a resolution of support.

Pre-Development Grant Program

Pre-development grants are for teams who are defining or redefining a project that will support Livable Communities and Imagine 2050 goals. Eligible costs are for early-stage activities like design workshops, financial studies, project impact analyses, and community engagement. Pre-Development Goals:

- Add new housing types and create affordable housing. Priority for projects with deep affordability and/or serving populations who have barriers to finding housing
- Create or preserve long-term living wage jobs or support economic opportunity for people experiencing the most economic hardships
- Increase density on the site and make it easier for people to travel between housing, jobs, services, and amenities
- Minimize climate impact by reducing greenhouse gas emissions and conserving natural resources
- Further equity outcomes by fostering regional connections, mitigating climate impacts and implicit bias, removing barriers to access affordable housing, creating living wage jobs, and supporting the creation of small businesses owned and operated by a historically marginalized population

Approximately \$2,000,000 is available in funding for 2025 across two rounds, with a limit of \$300,000 per City each round. A resolution of support is required to submit an application. Developers cannot apply directly to the Metropolitan Council for funding, the City must apply on behalf of developers. The Metropolitan Council awards grant funds to cities, who then administer the funds to the subrecipient.

City of Hopkins Application

Footprint Development has proposed a development project on City-owned property on Mainstreet. As part of the Pre-Development Agreement, the City agreed to support an application to the Metropolitan Council's Pre-Development grant program. If the grant were awarded to the City of Hopkins, the City would enter into a subrecipient grant agreement with Footprint Development.

Supporting the application to the Pre-Development grant program does not commit the City to grant land use approvals nor to sell the property.

SUPPORTING INFORMATION

- Resolution 2025-020
- [Hyperlink to Met Council Pre-Development Grant Webpage](#)

**CITY OF HOPKINS
HENNEPIN COUNTY, MINNESOTA**

RESOLUTION 2025-020

**RESOLUTION IDENTIFYING THE NEED FOR LIVABLE COMMUNITIES
DEMONSTRATION ACCOUNT FUNDING AND AUTHORIZING APPLICATION FOR
GRANT FUNDS FOR FOOTPRINT DEVELOPMENT**

WHEREAS, the City of Hopkins is a participant in the Livable Communities Act's Local Housing Incentives Account Program for 2025 as determined by the Metropolitan Council, and is therefore eligible to apply for Livable Communities Demonstration Account funds; and

WHEREAS, the City has identified a proposed project within the City that meets the Demonstration Account's purposes and criteria and is consistent with and promotes the purposes of the Metropolitan Livable Communities Act and the policies of the Metropolitan Council's adopted metropolitan development guide; and

WHEREAS, the City has the institutional, managerial and financial capability to ensure adequate project administration; and,

WHEREAS, Footprint Development LLC has requested that the City sponsor an application for Livable Communities Demonstration Account for its Sustainable Missing Middle Housing project in the City of Hopkins; and,

WHEREAS, the City certifies that it will comply with all applicable laws and regulations as stated in the grant agreement; and,

WHEREAS, the City agrees to act as a legal sponsor the project contained in the grant application submitted on or before April 21, 2025; and,

WHEREAS, the City acknowledges Livable Communities Demonstration Account grants are intended to fund projects or project components that can serve as models, examples or prototypes for development or redevelopment projects elsewhere in the region, and therefore represents that the proposed project or key components of the proposed project can be replicated in other metropolitan-area communities; and,

WHEREAS, only a limited amount of grant funding is available through the Metropolitan Council's Livable Communities Demonstration Account during each funding cycle and the Metropolitan Council has determined it is appropriate to allocate those scarce grant funds only to eligible projects that would not occur without the availability of Demonstration Account grant funding; and,

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Hopkins after appropriate examination and due consideration, hereby:

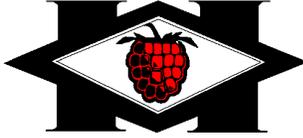
1. Finds that it is in the best interests of the City's development goals and priorities for the proposed project to occur at this particular site and at this particular time.
2. Finds that the project components for which Livable Communities Demonstration Account funding is sought:
 - a. Will not occur solely through private or other public investment within the reasonably foreseeable future; and
 - b. Will occur within three years after a grand award only if Livable Communities Demonstration Account funding is made available for this project at this time.
3. Represents that Footprint Development LLC has undertaken reasonable and good faith efforts to procure funding for the project components for which Livable Communities Demonstration Account funding is sought but was not able to find or secure from other sources funding that is necessary for project component completion within three years.
4. Authorizes its City Manager or designee to submit on behalf of the City and Footprint Development LLC an application for Metropolitan Council Livable Communities Demonstration Account grant funds for the project component(s) identified in the application, and authorizes the Mayor and City Manager to execute such agreements as may be necessary to implement the project on behalf of the City.

Adopted by the City Council of the City of Hopkins this 1st day of April, 2025.

By: _____
Patrick Hanlon, Mayor

ATTEST:

Amy Domeier, City Clerk



CITY OF HOPKINS

Planning & Economic
Development

City Council Report 2025-049

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

From: Revée Needham, Community Development Manager

Date: April 1, 2025

Subject: Resolution of Support for Brownfield Gap Financing Program Application

RECOMMENDED ACTION

MOTION TO approve Resolution 2025-021 supporting an application for Footprint Development LLC to the Hennepin County Brownfield Gap Financing Program.

OVERVIEW

In order for Footprint Development to submit an application to the Brownfield Gap Financing Program, the City Council needs to approve a resolution of support.

Brownfield Gap Financing Program

The Brownfield Gap Financing Program (BGFP) provides grants to nonprofit organizations, local units of government, and emerging developers for environmental assessment of property in Hennepin County through funding from the County's Environmental Response Fund (ERF). Typical BGFP grants are <\$25,000 and are the seed money for future redevelopment projects. The program can fund: Phase I Environmental Site Assessment (ESA), Phase II ESA or other pertinent environmental sampling, Regulated Building Materials Survey, and/or Response Action Plan Development.

Footprint Development Application

Footprint Development has proposed a development project on City-owned property on Mainstreet. As part of the Pre-Development Agreement, the City agreed to support updated environmental site assessments for the properties. Footprint Development qualifies as an Emerging Developer and is therefore eligible to apply under the BGFP. Developers that have been awarded Brownfield Gap Financing work directly with Hennepin County in administering the funds, although Hennepin County requires a resolution of support from the City for the project. There is no financial obligation or staff involvement from the City with the administration of these funding awards. Any additional environmental remediation beyond the grant maximum of \$25,000 will be paid upfront by the City, and reimbursed with the purchase price of the property.

Supporting the application to the Hennepin County Brownfield Gap Financing program does not commit the City to grant land use approvals nor to sell the property.

SUPPORTING INFORMATION

- Resolution 2025-021
- [Hyperlink to Brownfield Gap Financing Program Webpage](#)

**CITY OF HOPKINS
HENNEPIN COUNTY, MINNESOTA**

RESOLUTION 2025-021

**RESOLUTION OF SUPPORT FOR APPLICATION TO BROWNFIELD GAP
FINANCING PROGRAM**

WHEREAS, the Brownfield Gap Financing Program (BGFP) provides grants to nonprofit organizations, local units of government, and emerging developers for environmental assessment of property in Hennepin County through funding from the County’s Environmental Response Fund (ERF); and

WHEREAS, Footprint Development LLC is considered an emerging developer under the BGFP; and

WHEREAS, Footprint Development LLC has proposed a redevelopment project at 501 Mainstreet, 525 Mainstreet, and 15 6th Ave N in the City of Hopkins (“the redevelopment project”); and

WHEREAS, Footprint Development LLC is submitting an application requesting grant funds from the BGFP; and

WHEREAS, the grant funds will be used for certain environmental assessment costs associated with the redevelopment project; and

WHEREAS, the program guidelines require a resolution of support from the City of Hopkins for submission of a grant application.

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Hopkins after appropriate examination and due consideration, hereby supports the application by Footprint Development LLC for funding through the Minnesota Brownfield’s Brownfield Gap Financing Program which is funded with an Environmental Response Fund grant from Hennepin County Environment and Energy Department.

Adopted by the City Council of the City of Hopkins this 1st day of April, 2025.

By: _____
Patrick Hanlon, Mayor

ATTEST:

Amy Domeier, City Clerk



Finance Department

CITY OF HOPKINS

City Council Report 2025-055

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

From: Nick Bishop, Finance Director

Date: April 1, 2025

Subject: Ratify Checks Issued MARCH 2025

RECOMMENDED ACTION

MOTION TO Ratify Checks issued between February 28, 2025 and March 26, 2025 with numbers 138097 thru 138355 for total distribution of 1,894,595.91.

This section ONLY includes the motion.

OVERVIEW

The checks issues, 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.

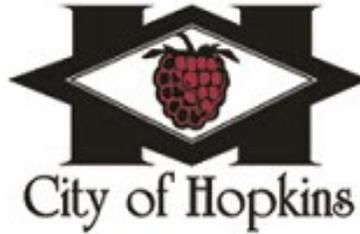
SUPPORTING INFORMATION

- Check Register

Accounts Payable

Checks by Date - Summary by Check Date

User: mschrick@hopkinsmn.com
Printed: 3/27/2025 11:01 AM



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	Check Amount
138097	28422	ADVANCED IMAGING SOLUTIONS	03/06/2025	4,213.60
138098	28600	APPLE VALLEY FORD LINCOLN	03/06/2025	80.30
138099	29416	CDW GOVERNMENT	03/06/2025	21,000.00
138100	03331	CITY OF ST LOUIS PARK	03/06/2025	5,362.80
138101	26951	COMCAST	03/06/2025	69.95
138102	03808	CUMMINS SALES AND SERVICE	03/06/2025	810.00
138103	29491	FERGUSON WATERWORKS #2518	03/06/2025	1,256.15
138104	06567	FORCE AMERICA	03/06/2025	440.00
138105	08001	HACH COMPANIES	03/06/2025	438.88
138106	08004	HANCE HARDWARE, INC	03/06/2025	1,577.95
138107	UB*01057	BEVERLY HOLTE	03/06/2025	63.49
138108	08627	HOME DEPOT CREDIT SERVICES	03/06/2025	790.08
138109	08576	HOPKINS F.D. RELIEF ASSOC	03/06/2025	780.00
138110	31645	LOCALITY MEDIA INC	03/06/2025	13,860.00
138111	30165	THOMAS LORENTZ	03/06/2025	500.00
138112	31815	MANSFIELD SERVICE PARTNERS LLC	03/06/2025	21,449.90
138113	31767	MGMT FIVE INC	03/06/2025	701.96
138114	13354	MN BENEFIT ASSOCIATION	03/06/2025	84.18
138115	31975	SHANEE O'NEAL	03/06/2025	250.00
138116	16566	POMPS TIRE SERVICE INC	03/06/2025	1,011.32
138117	16801	PUMP & METER SERVICE, INC	03/06/2025	440.00
138118	04573	QUALITY RESOURCE GROUP INC	03/06/2025	57.30
138119	17806	QWEST CORP	03/06/2025	65.22
138120	20687	TRI-STATE BOBCAT INC	03/06/2025	2,192.16
138121	03440	ULTIMATE SAFETY CONCEPTS INC	03/06/2025	336,354.65
138122	29466	VERIZON WIRELESS	03/06/2025	1,480.87
138123	27900	WATER CONSERVATION SERVICES	03/06/2025	569.60
138124	UB*01058	RAY WOO	03/06/2025	57.37
138125	28123	WRAP CITY GRAPHICS INC	03/06/2025	20.00
138126	31331	ACME ELECTRIC MOTOR INC	03/06/2025	647.00
138127	28422	ADVANCED IMAGING SOLUTIONS	03/06/2025	283.22
138128	31956	DONALD AGGERBECK	03/06/2025	227.50
138129	31960	ALBERT BRISCOE III	03/06/2025	250.00
138131	31690	ARNZEN ARMS LLC	03/06/2025	4,220.00
138132	31954	SARAH BAKER	03/06/2025	200.00
138133	31953	AARON BARKER	03/06/2025	200.00
138134	31946	ALISON J BARTON	03/06/2025	595.00
138135	31969	DARRYL BROCKS	03/06/2025	250.00
138136	31947	ROSANNE CAULEY	03/06/2025	171.75
138137	31972	CERTIFIED LABORATORIES	03/06/2025	606.55
138138	30038	CIVICPLUS LLC	03/06/2025	1,770.00
138139	31963	PRINCE CLARK	03/06/2025	250.00
138140	26951	COMCAST	03/06/2025	2.16
138141	26951	COMCAST	03/06/2025	15.12
138142	26951	COMCAST	03/06/2025	296.85
138143	31032	COVERALL NORTH AMERICA	03/06/2025	5,965.00
138144	31959	DANT INFORMATION RESOURCES	03/06/2025	250.00

Check No	Vendor No	Vendor Name	Check Date	Check Amount
138145	28898	ECM PUBLISHERS INC	03/06/2025	208.24
138146	31961	HARPER ESMERANDA	03/06/2025	250.00
138147	29491	FERGUSON WATERWORKS #2518	03/06/2025	153,922.25
138148	31191	ABBEY FITZGERALD	03/06/2025	192.50
138149	31951	HANNAH FURNALD	03/06/2025	200.00
138150	31968	GENERATION GRACE ACADEMY LLC	03/06/2025	250.00
138151	31818	KAREN GREER	03/06/2025	100.00
138152	31143	SARA HALPERN	03/06/2025	230.00
138153	29493	HENNEPIN CTY TREASURER	03/06/2025	287.00
138154	08336	HIRSHFIELDS	03/06/2025	163.97
138155	04004	IMPERIAL BAG & PAPER CO LLC	03/06/2025	333.42
138156	30269	JANELLE JASPERS JONES	03/06/2025	320.00
138157	31966	JULIAN JOHNSON	03/06/2025	250.00
138158	31305	MARY MCCALLUM	03/06/2025	80.00
138159	31964	PHILLIP MCGRAW	03/06/2025	250.00
138160	31949	JOAN MEATH	03/06/2025	161.30
138161	13167	MENARDS	03/06/2025	39.90
138162	30591	METRO FURNITURE SOLUTIONS BY F	03/06/2025	222.36
138163	13412	MN TROPHIES & GIFTS	03/06/2025	79.94
138164	31933	NEW CENTURY SERVICE	03/06/2025	6,047.97
138165	29180	NORTHEAST MPLS ARTS ASSN	03/06/2025	1,100.00
138166	31970	GLAYDS OGUNSEGHA	03/06/2025	250.00
138167	31782	ORACLE AMERICA INC	03/06/2025	682.50
138168	31796	DAVID OSTLUND	03/06/2025	520.00
138169	31957	PETER POON ON WONG	03/06/2025	420.00
138170	31962	WILLIAMS RAJINE	03/06/2025	250.00
138171	31292	RECYCLE TECHNOLOGIES INC	03/06/2025	156.89
138172	31184	RITeway BUSINESS FORMS	03/06/2025	248.35
138173	31950	ISAAC ROVNER	03/06/2025	30.00
138174	31651	DANIEL RUBINYI	03/06/2025	70.00
138175	31905	LUE SCHNEIDER	03/06/2025	149.92
138176	31952	ALAN SCHUTTE	03/06/2025	275.04
138177	31965	RASHAWNDA SCOTT	03/06/2025	250.00
138178	31971	MARKELLA SMITH	03/06/2025	250.00
138179	19520	SNAP PRINT INC	03/06/2025	233.32
138180	31974	THE COBOL GROUP LLC	03/06/2025	1,140.00
138181	29795	TRANE TECHNOLOGIES	03/06/2025	2,816.04
138182	31688	TRIMBLE INC	03/06/2025	128.00
138183	29473	VERIZON WIRELESS	03/06/2025	506.26
138184	31944	NATALIJA WALBRIDGE	03/06/2025	1,750.00
138185	31948	LIZ WARD	03/06/2025	300.00
138186	31967	ADRIANNA WILLIS	03/06/2025	250.00
138187	31955	SEONGMIN YOO	03/06/2025	210.00
Total for 3/6/2025:				607,753.05
138188	31976	Sister Sadie	03/07/2025	5,000.00
Total for 3/7/2025:				5,000.00
138189	30366	BERRY COFFEE COMPANY INC	03/10/2025	76.00
138190	31875	Crime Prevention Fund Hopkins	03/10/2025	56.00
138191	18164	RED WING BUSINESS ADVANTAGE AC	03/10/2025	347.49
Total for 3/10/2025:				479.49

Check No	Vendor No	Vendor Name	Check Date	Check Amount
138192	19162	2ND WIND EXERCISE	03/13/2025	309.00
138193	31825	7-ELEVEN INC	03/13/2025	35.00
138194	01328	AIRGAS USA	03/13/2025	145.04
138195	01095	DANIEL ARETZ	03/13/2025	575.00
138196	30278	AT&T	03/13/2025	1,700.00
138197	30899	BAUERS MINNOCO	03/13/2025	35.01
138198	14571	BLUE TARP FINANCIAL INC	03/13/2025	597.81
138199	02563	BOLTON & MENK, INC	03/13/2025	54,307.00
138200	31400	BZDOK INSPECTIONS INC	03/13/2025	1,365.19
138201	31816	CAR WASH PARTNERS LLC	03/13/2025	868.50
138202	31568	CARE RESOURCE CONNECTION	03/13/2025	1,250.00
138203	31410	CARLSON PRINTING COMPANY	03/13/2025	4,646.69
138204	31987	ALLISON CASAD	03/13/2025	137.50
138205	28430	CENTURY LINK	03/13/2025	41.14
138206	28981	CHESTNUT CAMBRONNE PA	03/13/2025	17,486.25
138207	31267	CINTAS CORPORATION	03/13/2025	1,369.61
138208	30127	CINTAS CORPORATION NO. 2	03/13/2025	97.53
138209	03328	CITY OF MINNETONKA	03/13/2025	195,993.93
138210	31977	JOY CLARK	03/13/2025	1,500.00
138211	28264	CLINIC SUPPLY INC	03/13/2025	4,361.00
138212	26951	COMCAST	03/13/2025	136.12
138213	03568	COMO LUBE & SUPPLIES INC	03/13/2025	142.50
138214	30321	CONCRETE SCIENCE LLC	03/13/2025	1,755.14
138215	31875	Crime Prevention Fund Hopkins	03/13/2025	239.58
138216	03696	CRYSTEEL TRUCK EQUIPMENT	03/13/2025	2,007.62
138217	03800	CULLIGAN - METRO	03/13/2025	245.00
138218	28747	CULLIGAN BOTTLED WATER CO	03/13/2025	354.81
138219	04690	DRISKILLS FOODS	03/13/2025	262.60
138220	01523	EARL F. ANDERSEN, INC	03/13/2025	256.30
138221	29430	ELECTRICAL PRODUCTION SERVICES	03/13/2025	34,271.00
138222	29006	ENTERPRISE FLEET MANAGEMENT	03/13/2025	5,039.01
138223	31229	KIRI ANN FAUL	03/13/2025	1,330.00
138224	29491	FERGUSON WATERWORKS #2518	03/13/2025	486.47
138225	31468	ABBY FINIS	03/13/2025	2,103.75
138226	06336	FIRST HOSPITAL LAB INC	03/13/2025	61.16
138227	31984	FIRST RESPONSE MENTAL HEALTH	03/13/2025	3,636.00
138228	27492	FRIENDS OF THE HOPKINS	03/13/2025	145.50
138229	31980	GENES MIDNIGHT MARKET	03/13/2025	2,745.52
138230	07564	GOPHER STATE ONE-CALL, INC	03/13/2025	76.95
138231	30184	GOVERNMENTJOBS.COM, INC.	03/13/2025	6,516.37
138232	29377	GRAINGER, INC	03/13/2025	235.56
138233	31488	GRAYBAR	03/13/2025	1,497.66
138234	29820	GROUP HEALTH PLAN INC	03/13/2025	3,277.00
138235	08001	HACH COMPANIES	03/13/2025	180.46
138236	08038	HAWKINS, INC	03/13/2025	7,411.60
138237	30207	HEKA HEALTH, INC.	03/13/2025	655.00
138238	08166	HENNEPIN CTY TREASURER	03/13/2025	5,542.97
138239	27248	HENNEPIN CTY TREASURER	03/13/2025	330.00
138240	08324	HIGHVIEW PLUMBING INC	03/13/2025	3,000.00
138241	08576	HOPKINS F.D. RELIEF ASSOC	03/13/2025	120.00
138242	31985	HYDROCORP	03/13/2025	9,500.00
138243	31592	INFINITE HEALTH COLLABORATIVE I	03/13/2025	350.00
138244	09578	INNOVATIVE OFFICE SOLUTIONS LLC	03/13/2025	2,044.52
138245	29366	KAY PARK & RECREATION	03/13/2025	4,766.80
138246	11327	KILLMER ELECTRIC CO INC	03/13/2025	2,039.94
138247	31941	LANO EQUIPMENT INC	03/13/2025	519.84
138248	12160	LEAGUE OF MN CITIES	03/13/2025	70,874.00

Check No	Vendor No	Vendor Name	Check Date	Check Amount
138249	29529	LEXISNEXIS RISK SOLUTIONS	03/13/2025	99.51
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138251	31695	KATELYN LINDBERY	03/13/2025	250.00
138252	31848	DAN LIPE	03/13/2025	6,382.50
138253	31986	MAGNET FORENSICS LLC	03/13/2025	26,790.00
138254	31981	MARC JULIAN	03/13/2025	200.00
138255	30134	MARTY STUART TOURS, INC.	03/13/2025	10,000.00
138256	30377	MCA	03/13/2025	757.00
138257	13182	METROPOLITAN AREA MANAGERS A	03/13/2025	47.50
138258	13179	METROPOLITAN COUNCIL	03/13/2025	160,234.51
138259	30363	MINNEAPOLIS OXYGEN COMPANY	03/13/2025	97.18
138260	13251	MINNEAPOLIS SAW INC	03/13/2025	199.50
138261	13375	MN DEPT OF HEALTH	03/13/2025	8,583.00
138262	31988	MN-LEAP	03/13/2025	219.00
138263	31064	MR CUTTING EDGE LLC	03/13/2025	146.00
138265	16035	PACE ANALYTICAL SERVICES INC	03/13/2025	1,307.15
138266	31983	QUINLIVAN AND HUGHES PA	03/13/2025	2,295.00
138267	17806	QWEST CORP	03/13/2025	198.00
138268	31120	REPUBLIC SERVICES INC	03/13/2025	35,048.53
138269	31979	SALTUS TECHNOLOGIES LLC	03/13/2025	2,700.00
138270	31976	Sister Sadie	03/13/2025	637.50
138271	31982	SIXTH AVE COMPANY	03/13/2025	3,692.87
138272	29200	SPRINGBROOK SOFTWARE INC	03/13/2025	1,516.50
138273	30243	STERNBERG LANTERNS, INC.	03/13/2025	2,314.00
138274	19777	STREICHERS	03/13/2025	278.87
138275	31504	TB GLASS	03/13/2025	1,113.00
138276	20560	TOLL GAS & WELDING SUPPLY	03/13/2025	73.92
138277	28350	TOWMASTER INC	03/13/2025	154.39
138278	29795	TRANE TECHNOLOGIES	03/13/2025	926.52
138279	30093	TRANSUNION RISK AND ALTERNATIV	03/13/2025	197.80
138280	20687	TRI-STATE BOBCAT INC	03/13/2025	380.51
138281	20887	TWIN CITY WATER CLINIC	03/13/2025	680.00
138282	29458	VERIZON WIRELESS	03/13/2025	5,462.89
138283	29475	VERIZON WIRELESS	03/13/2025	105.03
138284	30819	VERIZON WIRELESS	03/13/2025	350.49
138285	31634	WELD KRAFT INC	03/13/2025	1,640.00
138286	31945	SANDRA WILLARD	03/13/2025	686.00
138287	28123	WRAP CITY GRAPHICS INC	03/13/2025	400.00
138288	25080	XCEL ENERGY	03/13/2025	85.89
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138291	25080	XCEL ENERGY	03/13/2025	208.93
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138297	25080	XCEL ENERGY	03/13/2025	1,895.05
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138298	30281	ACTIVE NETWORK LLC	03/21/2025	1,577.41
138299	20883	API GARAGE DOOR INC	03/21/2025	3,664.70
138300	31366	BH AGGREGATE SERVICES INC	03/21/2025	5,736.00
138301	02563	BOLTON & MENK, INC	03/21/2025	179,542.78
138302	27822	BRADS PRO AUDIO	03/21/2025	400.00
138303	31992	KATHERINE BREDESEN	03/21/2025	28.00

Check No	Vendor No	Vendor Name	Check Date	Check Amount
138304	31990	BUILDING ASSETS LLC	03/21/2025	49,653.27
138305	03160	CENTERPOINT ENERGY MINNEGASCO	03/21/2025	27,063.71
138306	28430	CENTURY LINK	03/21/2025	793.40
138307	31158	CLARK COMPANIES INCORPORATED	03/21/2025	9,050.00
138308	31993	COLLECTIVE ACTION LAB LLC	03/21/2025	2,000.00
138309	14561	COMPASS MINERALS AMERICA	03/21/2025	9,957.86
138310	31384	CONSOLIDATED COMMUNICATIONS INC	03/21/2025	379.12
138311	03640	CPT SERVICES, INC	03/21/2025	510.00
138312	27060	CROWN MARKING INC	03/21/2025	54.81
138313	28898	ECM PUBLISHERS INC	03/21/2025	159.24
138314	31603	ELEVATOR SERVICE HOLDINGS LLC	03/21/2025	1,868.70
138315	29491	FERGUSON WATERWORKS #2518	03/21/2025	135.76
138316	29377	GRAINGER, INC	03/21/2025	246.39
138317	29748	HENNEPIN COUNTY PUBLIC WORKS	03/21/2025	11,204.25
138318	08223	HENNEPIN CTY TREASURER	03/21/2025	9,827.51
138319	08336	HIRSHFIELDS	03/21/2025	51.98
138320	31457	INTECH SOFTWARE SOLUTIONS INC	03/21/2025	5,566.00
138321	29612	INTERNATIONAL CHEMTEX	03/21/2025	65.66
138322	27456	JAZZ88 KBEM	03/21/2025	600.00
138323	31991	PEYTON LAWLER	03/21/2025	42.00
138324	03369	LEAGUE OF MN CITIES	03/21/2025	2,975.00
138325	03369	LEAGUE OF MN CITIES	03/21/2025	40.00
138326	03369	LEAGUE OF MN CITIES	03/21/2025	41,415.42
138327	12160	LEAGUE OF MN CITIES	03/21/2025	1,000.00
138328	31585	LOCKRIDGE GRINDAL NAUEN PLLP	03/21/2025	416.67
138329	31257	SCOTT ANDREWS MARKS	03/21/2025	1,120.00
138330	30134	MARTY STUART TOURS, INC.	03/21/2025	8,890.00
138331	13275	MICRO CENTER	03/21/2025	1,376.90
138332	29523	MN MECHANICAL SOLUTIONS	03/21/2025	2,620.00
138333	28599	MN PUBLIC RADIO	03/21/2025	833.00
138334	31006	MOTOROLA SOLUTIONS, INC.	03/21/2025	541.77
138335	31839	KRISTINA NESSE	03/21/2025	100.00
138336	30300	NORDIC SOLAR HOLDCO LLC	03/21/2025	4,804.55
138337	29452	OFFICE OF MN IT SERVICES	03/21/2025	293.59
138338	31799	OMODT & ASSOCIATES CRITICAL CO	03/21/2025	1,518.75
138339	15521	ON SITE COMPANIES	03/21/2025	918.00
138340	29362	OPG-3, INC	03/21/2025	18,091.80
138341	29698	PERMITWORKS, LLC	03/21/2025	5,675.00
138342	29245	PINK ELEPHANT	03/21/2025	3,641.08
138343	16801	PUMP & METER SERVICE, INC	03/21/2025	320.35
138344	18164	RED WING BUSINESS ADVANTAGE AC	03/21/2025	157.49
138345	28834	SHI INTERNATIONAL CORP	03/21/2025	10,818.48
138346	19287	SHORT ELLIOTT HENDRICKSON INC	03/21/2025	438.25
138347	31509	SP6 CONSULTING LLC	03/21/2025	89,996.92
138348	19777	STREICHERS	03/21/2025	1,604.59
138349	31927	SUSA	03/21/2025	250.00
138350	29795	TRANE TECHNOLOGIES	03/21/2025	1,129.00
138351	31989	MARY TRAYNHAM	03/21/2025	43.00
138352	23720	WSB & ASSOCIATES INC	03/21/2025	3,366.00
138353	25080	XCEL ENERGY	03/21/2025	67.89
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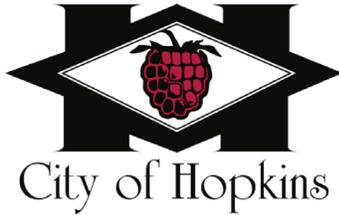
Total for 3/21/2025:

527,190.22

Check No	Vendor No	Vendor Name	Check Date	Check Amount
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Report Total (257 checks):

1,894,595.91



City Council Report 2025-053

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

From: Ryan Krzos, City Planner

Date: April 1, 2025

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

REQUEST

Cargill Incorporated, the property owner, proposes a Zoning Map amendment to rezone to the property at 100 Jackson Avenue N to IX-S, Employment Mix Suburban Center with a Planned Unit Development.

RECOMMENDATION

The City Council is asked to adopt, by motion, Resolution No 2025-023 approving a first reading of Ordinance 2025-1225 rezoning the property at 100 Jackson Avenue N.

ANALYSIS

Cargill Incorporated, the property owner, is requesting a Zoning Map Amendment (Rezoning) of 100 Jackson Ave N. The subject parcel is an approximately acre-sized undeveloped parcel currently zoned RX-TOD, Residential-Office Mix Transit-Oriented District (TOD) with a Planned Unit Development. The applicable Planned Unit Development is the approval granted for the Excelsior Crossings development. The subject property was approved as a retail/office component of the Excelsior Crossings development.

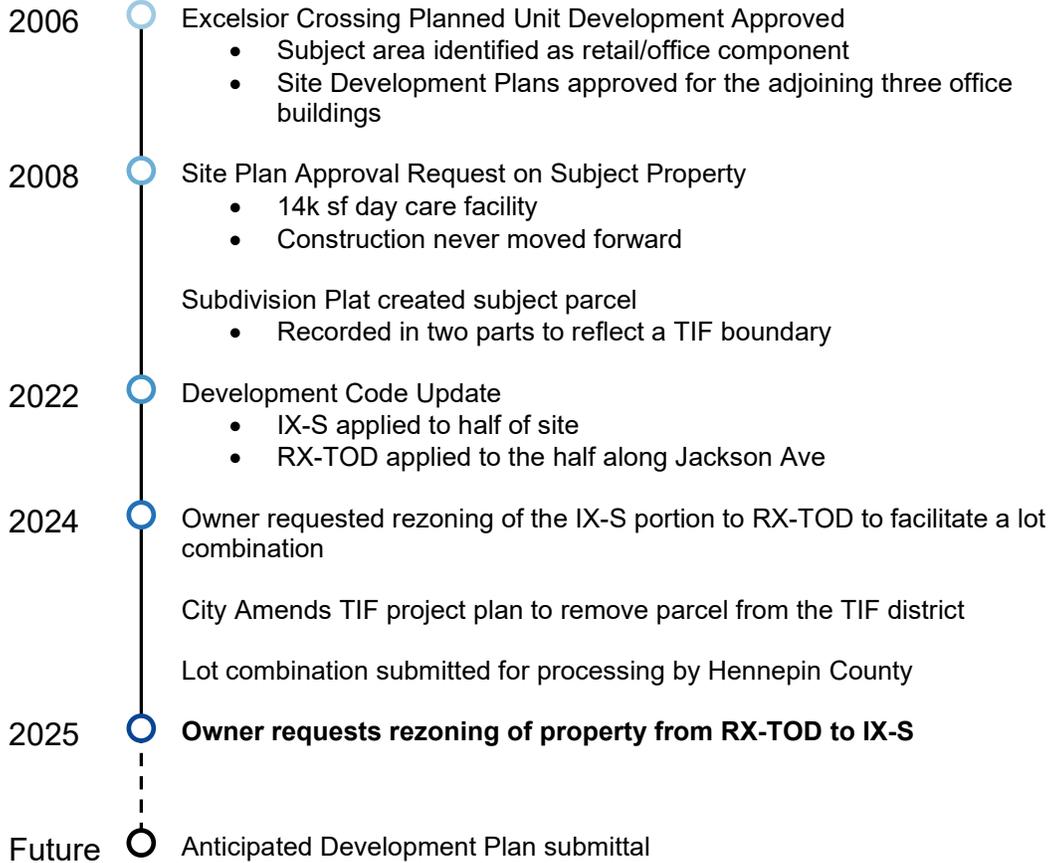
The requested rezoning to IX-S is the zoning designation of the large office building parcels of Excelsior Crossings. The rezoning request was submitted in anticipation of a development by a party under contract for purchase of the property. At this time, the specific development request is not a part of this application. However, the future development of the subject property will require City review of a site plan approval request.

A public hearing regarding the request was held by the Planning and Zoning Commission at their meeting on March 25, 2025. The Commission voted unanimously to recommend approval.

Summary Zoning Comparison

Requirement	Current RX-TOD (General Building)	Proposed IX-S	Existing PUD
Allowed Uses	1, 2, 3-4, 5+ Household Living Unit, Group Living, Small Residential Facility, Consumer Service ² , Small and Large Day Care ² , Lodging, Short Term Rental, Office, Retail & Entertainment ² (except Brewpub and Firearms Sales), Off-Sale Liquor Sale ² , Tobacco Sales ² , Artisan Manufacturing ² , College, Community Assembly, Cultural Facility, Parks and Open Space, School, Minor Utilities & Services, Wireless Communication Antenna ² Limited to No More than 25% of Building Footprint	Animal Boarding, Consumer Service ² , Small and Large Day Care ² , Large Entertainment Venue, Office, Retail & Entertainment (Except Brewpub and Firearms Sales) ² , Off-Sale Liquor Sales ² , Tobacco Sales ² , Artisan Manufacturing, Limited Manufacturing, College, Cultural Facility, Parks and Open Space, Minor Utilities & Services, Wireless Communication Antenna ² Limited to No More than 25% of Building Footprint	As regulated by the underlying zoning, with the following prohibitions: Automobile sales or leasing; automobile repair; adult establishment; adult motion picture theater; adult novelty business or bookstore; amusement device establishment; cabinet, electrical, heating, plumbing, upholstery or air conditioning sales or service shop; fix-it shop; liquor store; open sales lot; pawn shop; drive-thru restaurant; warehouse; taxi terminal; tattoo parlor; currency exchange; tobacco shop
Building Types	General Building, or Row Building	General Building, or Workshop-Warehouse	As regulated by the underlying zoning
Front Street Setback	7.5 ft. min. 15 ft. max	5 ft. min. 30 ft. max (General Building) -or- 30 ft. min. (Workshop-Warehouse)	As regulated by the underlying zoning
Non-Front Street Setbacks	5 ft. min. 15 ft. max.	10 ft. min. 25 ft. max (General Building) -or- 20 ft. min. (Workshop-Warehouse)	As regulated by the underlying zoning
Side Setbacks	5 ft. min.	5 ft. min. (General Building) -or- 10 ft. min. (Workshop-Warehouse)	As regulated by the underlying zoning
Rear Setbacks	0 ft. at alley; or 20 ft without alley	20 ft. min. (General Building) -or- 30 ft. min. (Workshop-Warehouse)	As regulated by the underlying zoning
Impervious Coverage	80% max. +15% semi-pervious	70% max. +15% semi-pervious (General Building) -or- 60% max. +15% semi-pervious (Workshop-Warehouse)	As regulated by the underlying zoning
Surface Parking Location	Rear Yard	Rear Yard, or limited amount in Side Yard	As regulated by the underlying zoning
Allowed Loading/Garage Door Location	Rear, Interior Side, Side facades	Rear, Interior Side, Side facades (General Building) -or- Any façade (Workshop-Warehouse)	As regulated by the underlying zoning
Building Height	2 Stories min. 10 Stories Max.	6 stories max.	As regulated by the underlying zoning

Background Timeline



Review Criteria:

Staff finds that the proposed zoning map amendment meets the criteria for approval. In making decisions about zoning map amendments, the City must consider all relevant factors, including at least the following criteria:

1. Whether the proposed zoning map amendment is in conformity with the comprehensive plan

The Comprehensive Plan identifies the subject site with the Commerce and Employment future land use category. 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 are 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 vision of the IX-S Zone is for regional-scale nodes, where office,

research and development, and low-impact production and manufacturing with limited external impacts in an environment accessible via motor vehicle and walking. The proposed IX-S zoning designation in conjunction with the applicable Planned Unit Development controls for the site would be consistent with guidance for Commerce and Employment Districts.

Staff finds that this criterion is met.

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 established Planned Unit Development envisioned retail or office uses for this site. The IX-S zoning would accommodate these uses, but the building and dimensional standards are better suited for the auto-centric context of the site. Accordingly, staff finds that this criterion is met.

Community Input and Engagement:

- No community members spoke during the public hearing held the March 25, 2025 Planning and Zoning Commission meeting.
- Staff was subsequently contacted by a representative of Piedmont Office Realty Trust, owner of 9320 Excelsior Blvd, expressing support for the rezoning.

Engagement Activities:

- Mailed notice of the public hearing to property owners and tenants within 500 ft of the property.
- Published notice of the public hearing in the City's official paper.
- The Planning and Zoning Commission's public hearing.

Alternatives:

Zoning Map Amendments are considered legislative action. The City has a wide degree of discretion in creating legislation, but it must be reasonable and promote public health, safety, and/or general welfare.

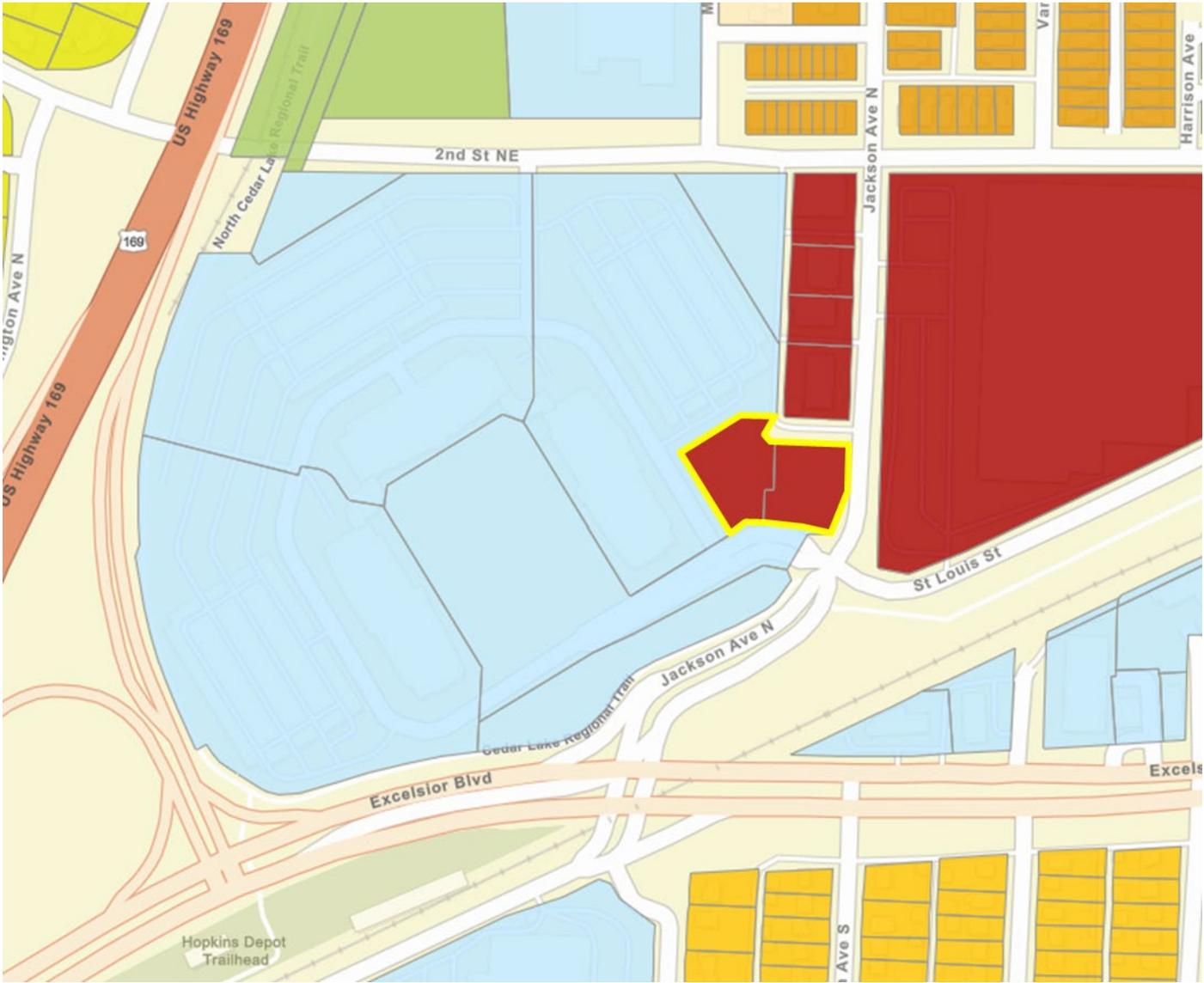
The Council could consider the following alternatives:

- Table the rezoning and request additional information.
- Deny the proposal with findings supporting that decision.

NEXT STEPS

If approved for a first reading, a second reading of the Ordinance will be schedule for the April 8th City Council meeting. Publication in the City official paper is required to make it official.

100 Jackson Ave N – Current Zoning Map



**CITY OF HOPKINS
HENNEPIN COUNTY, MINNESOTA**

ORDINANCE 2025-1225

AN ORDINANCE REZONING THE PROPERTY AT 100 JACKSON AVE N FROM RX-TOD, RESIDENTIAL-OFFICE MIX TRANSIT ORIENTED DEVELOPMENT CENTER WITH A PLANNED UNIT DEVELOPMENT TO IX-S, EMPLOYMENT MIX SUBURBAN 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 RX-TOD, Residential-Office Mix Transit Oriented Development Center with a Planned Unit Development to IX-S, Employment Mix Suburban Center with a Planned Unit Development.
2. The property to be rezoned is legally described as Lot 3, Block 1, Excelsior Crossings 2nd Addition.

First Reading:	April 1, 2025
Second Reading:	April 8, 2025
Date of Publication:	April 17, 2025
Date Ordinance Takes Effect:	April 17, 2025

ATTEST:

Patrick Hanlon, Mayor

Amy Domeier, City Clerk

**CITY OF HOPKINS
HENNEPIN COUNTY, MINNESOTA**

RESOLUTION 2025-023

**A RESOLUTION APPROVING A FIRST READING OF ORDINANCE 2025-1225
REZONING THE PROPERTY AT 100 JACKSON AVENUE N, FROM RX-TOD,
RESIDENTIAL-OFFICE MIX TRANSIT ORIENTED DEVELOPMENT CENTER WITH A
PLANNED UNIT DEVELOPMENT TO IX-S, EMPLOYMENT MIX SUBURBAN CENTER
WITH A PLANNED UNIT DEVELOPMENT**

WHEREAS, The Cargill Incorporated (“the Applicant”), the property owner of 100 Jackson Ave N, has requested a rezoning of the property from RX-TOD, Residential-Office Mix TOD Center with a Planned Unit Development to IX-S, Employment Mix Suburban Center with a Planned Unit Development; and,

WHEREAS, this property is legally described as Lot 3, Block 1, Excelsior Crossings 2nd Addition; and,

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

1. That the above stated application was initiated by the Applicant on February 20, 2025; 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 March 25, 2025 and all persons present were given an opportunity to be heard; and,
3. That written comments and analysis of City staff were considered; and,
4. The Hopkins Planning & Zoning Commission adopted a resolution recommending approval of the proposed Ordinance; and,

WHEREAS, staff recommended approval of the above stated application based on the findings outlined in City Council Report 2025-053 dated April 1, 2025.

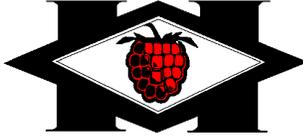
NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hopkins hereby approves a first reading of Ordinance 2025-1225 rezoning the property at 100 Jackson Avenue N from RX-TOD, Residential-Office Mix Transit Oriented Development Center with a Planned Unit Development to IX-S, Employment Mix Suburban Center with a Planned Unit Development.

Adopted this 1st day of April 2025.

ATTEST:

Patrick Hanlon, Mayor

Amy Domeier, City Clerk



CITY OF HOPKINS

Planning & Economic
Development

City Council Report 2025-030

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

From: Kurt Howard, Planner

Date: April 1, 2025

Subject: Proposed Adoption of a Hopkins Sustainable Building Policy

RECOMMENDED ACTION

MOTION TO Adopt for First Reading Ordinance 2025-1224, Amending Hopkins City Code Part II, Chapter 8, Establishing a Hopkins Sustainable Building Policy

OVERVIEW

Sustainable building policies are tools used by local jurisdictions to increase the degree to which new development contributes to improvements in public health, environmental justice, and environmental and economic sustainability. This is accomplished by requiring, incentivizing, or encouraging development to occur in ways that reduce carbon emissions, reduce waste, protect natural areas, mitigate stormwater runoff, and contribute to other sustainability goals. The Hopkins Sustainable Building Policy holds potential to advance the following goals documented by the City of Hopkins:

- The Cultivate Hopkins 2040 Comprehensive Plan encourages sustainable practices in locating, designing, constructing, and maintaining development in the city, with an associated strategy of exploring implementation of heightened development review through sustainable building regulations.
- Adopted in May of 2024, the Hopkins Energy Action Plan identifies sustainable development as one of four focus areas for achieving Hopkins' desired energy future, with an associated strategy of developing a Hopkins Sustainable Building Policy
- The City Council's formally adopted Goals and Strategic Action Plan for 2024 identifies an action step of exploring a sustainable building development policy.

At the end of 2023, the City Council directed staff to develop a Hopkins Sustainable Building Policy. With the support of funding from Hennepin County and subject matter expertise from staff at the Center for Energy and Environment, staff developed the policy detailed below, that is now proposed for adoption and detailed below.

SUPPORTING INFORMATION

- Proposed Ordinance 2025-1224
- Planning & Zoning Commission Resolution 2025-03
- Written comments received

Overview of Proposed Policy

The key components of the proposed Hopkins Sustainable Building Policy include:

- Policy Triggers: these control which types of development are subject to the policy.
- Third-party rating systems: developments subject to the policy are required to achieve certification from at least one approved third-party sustainable building rating system.
- Hopkins universal requirements: must be met by all developments subject to the policy regardless of which third-party certification is achieved.

Policy Triggers

Policy triggers enable cities to determine the scales and types of development to which a sustainable building policy applies. This helps strike an effective balance between the sustainability goals of the policy and the practical feasibility of new development.

The Hopkins Sustainable Building Policy is proposed to apply to a development if it meets the following criteria:

- It is new construction, AND
- It has at least 10,000 square feet of non-residential space and/or has 20 or more residential units, AND
- It meets at least one of the following criteria:
 - It is publicly owned, OR
 - It is receiving discretionary land use approvals, including Planned Unit Development (PUD), Rezoning, or Comprehensive Plan Amendment, OR
 - It is receiving over \$300,000 in City financial assistance, such as Tax Increment Financing, land write-downs, grant dollars from other organizations that pass through the City, etc.

Third-Party Rating Systems

Incorporating existing third-party rating systems into the policy helps establish a level of standardization across the policies of different cities in Minnesota, reduces the administrative costs of implementing the policy, and covers many of the fundamental bases of sustainable building design, including energy efficiency, greenhouse gas reduction, use of renewable energy, stormwater mitigation, and electric vehicle (EV) infrastructure. The proposed list of eligible third-party rating systems for developers to select from include:

- U.S. Green Building Council's Leadership in Energy and Environmental Design (LEED), certified Silver, Gold, or Platinum
- Minnesota Sustainable Building Guidelines (B3)
- Enterprise Green Communities
- Green Communities - MN Overlay
- Other rating systems as approved by staff

Universal Requirements

The Hopkins-specific universal requirements component of the Hopkins Sustainable Building Policy gives cities the ability customize their policy to reflect the unique sustainability goals of the community and helps fill any gaps not covered by the third-party rating systems. The universal requirements currently proposed for a Hopkins Sustainable Building Policy include:

- Reporting Predicted Greenhouse Gas Emissions
- Evaluating feasibility of
 - Installing a cool or green roof OR
 - Sourcing 2% of energy with on-site renewable energy.
- Make 5-10% of parking spots EV-ready or EV-capable, depending on land use type.
- Evaluate feasibility of activities from low-salt design checklist.

Community Input and Engagement:

Beginning in October 2024, staff undertook a stakeholder engagement process to seek input and feedback regarding the policy. The feedback received through stakeholder engagement includes:

- Positive feedback for pursuing a Hopkins Sustainable Building Policy
- It is critical to ensure that the hard and soft costs of complying with the policy be proportional to the financial and/or land use incentives received.
- Concerns about raising project costs and the ability for developers to predict cost impacts.
- Interest in adding certification programs, including the U.S. Department of Energy’s Zero Energy Ready Home program and Phius Core.
- Commentary on pros and cons of proposed certification programs.

Engagement Activities:

- In-person community engagement at the Fire Station Open House on October 12, 2024
- Discussion at the Hopkins Planning and Zoning Commission meeting on October 22, 2024
- Discussion at the Hopkins Park Board meeting on October 28, 2024
- Direct outreach to development community
- Published notice of this public hearing in the City’s official paper
- The Planning and Zoning Commission’s public hearing on March 25, 2025

Planning & Zoning Commission Recommendation

The Planning & Zoning Commission held a public hearing regarding the proposed policy at their meeting on March 25, 2025. One member of the public commented in favor of adopting the policy. Following the public hearing, the Commission discussed the policy and voted 3-1 in favor of recommending that the City Council approve the policy with one modification to reduce the policy’s square footage threshold of applicability from 15,000 square feet to 10,000 square feet. This recommended change has been incorporated into the proposed Ordinance 2025-1224.

Alternatives:

The City Council could consider the following alternatives regarding Ordinance 2025-1224:

- Adopt the Ordinance for First Reading as-is
- Adopt the Ordinance for First Reading with modifications
- Deny the Ordinance

NEXT STEPS

If the City Council adopts the Ordinance for First Reading, it will return the City Council for Second Reading on April 15. If a Second Reading is approved at that time, it would take effect on April 24, 2025. If the City Council denies the First Reading of the Ordinance, staff would proceed according to direction provided by the City Council.

**CITY OF HOPKINS
HENNEPIN COUNTY, MINNESOTA**

ORDINANCE 2025-1224

**AN ORDINANCE AMENDING PART 2, CHAPTER 8 OF THE HOPKINS CITY CODE
TO ESTABLISH A HOPKINS SUSTAINABLE BUILDING POLICY**

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

SECTION 1. Hopkins City Code, Part II, Chapter 8 is hereby amended to add Article VIII, to read with the double-underlined language after as follows:

Article VIII. - Hopkins Sustainable Building Policy

Sec. 8-321. – Applicability. The Hopkins Sustainable Building Policy applies to a development if it meets the following criteria:

- (a) It is new construction, AND
- (b) It has at least 10,000 square feet of non-residential space and/or has 20 or more residential units, AND
- (c) It meets at least one of the following sub-criteria:
 - i. It is publicly owned, OR
 - ii. It is receiving discretionary land use approvals, including Planned Unit Development, Rezoning, or Comprehensive Plan Amendment, OR
 - iii. It is receiving over \$300,000 in financial assistance from Tax Increment Financing, City land write-downs, the Housing Redevelopment Authority, Local Affordable Housing Aid, grant dollars from other organizations that pass through the City, or property tax abatements.

Sec. 8-322. – Sustainable Building Rating System. All applicable projects must certify the project under the current version of one of the following rating systems and levels:

- (a) LEED Building Design and Construction or LEED Residential BD+C Multifamily Certified Silver, Gold or Platinum
- (b) State of Minnesota B3 Guidelines Certified Compliant
- (c) Enterprise Green Communities Certification or Certification Plus
- (d) Equivalent rating systems with prior staff approval

Sec. 8-323. - Hopkins Universal Requirements. All applicable projects must comply with the following Hopkins Universal Requirements:

- (a) Calculate predicted greenhouse gas emissions and report to City staff
- (b) Evaluate feasibility of sourcing 2% of energy with on-site renewable energy and install if cost-effective by B3 guidance OR evaluate feasibility of installing a cool or green roof through a similarly developed cost effectiveness assessment as used for the B3 renewables guidance.

- (c) For 5-10% of parking spots, install electric vehicle charging equipment or make EV-ready. Exact requirement is based on land use type.
- (d) Evaluate feasibility of activities from the City of Hopkins' low-salt design checklist.

Secs. 8-324 – 8-340 – Reserved.

SECTION 2. The effective date of this ordinance shall be April 24, 2025.

First Reading:	April 1, 2025
Second Reading:	April 15, 2025
Date of Publication:	April 24, 2025
Date Ordinance Takes Effect:	April 24, 2025

By: _____
Patrick Hanlon, Mayor

ATTEST:

Amy Domeier, City Clerk

**CITY OF HOPKINS
HENNEPIN COUNTY, MINNESOTA**

PLANNING & ZONING COMMISSION RESOLUTION 2025-03

**RESOLUTION RECOMMENDING THE CITY COUNCIL APPROVE A HOPKINS
SUSTAINABLE BUILDING POLICY**

WHEREAS, the Cultivate Hopkins 2040 Comprehensive Plan encourages sustainable practices in locating, designing, constructing, and maintaining development in the city, with an associated strategy of exploring implementation of heightened development review through sustainable building regulations.; and

WHEREAS, the Hopkins Energy Action Plan identifies sustainable development as one of four focus areas for achieving Hopkins' desired energy future, with an associated strategy of developing a Hopkins Sustainable Building Policy; and

WHEREAS, the Hopkins City Council's formally adopted Goals and Strategic Action Plan for 2024 identifies an action step of exploring a sustainable building development policy.; and

WHEREAS, the written comments and analysis of City staff were considered.

NOW THEREFORE BE IT RESOLVED, that the Planning & Zoning Commission of the City of Hopkins hereby recommends the City Council of the City of Hopkins approve an ordinance adopting a Hopkins Sustainable Building Policy.

Adopted this 25th day of March, 2025.



Whitney Terrill, Chair



Miles & Associates Inc.
Construction Management / Architects

1121 Jackson Street NE Suite 127
Minneapolis, MN 55413
612 328 1981 cell
612 378 4870 office
miles@milescm.com
www.milescm.com

Memorandum

To: Kurt Howard
From: James Miles
Date: March 7, 2025
CC:
Re: Hopkins Sustainability Policy

I commend Hopkins for considering this policy, I especially am pleased that you are allowing ONE path to be followed, unlike St. Paul which requires multi paths.

I've worked on many sustainable multifamily projects and here are my comments.

- LEED
This is a robust but very expensive option and few if any developers will pick this path due to the excessive costs and administrative burden.
- B3 Guidelines
Again, not a bad option, but in my experience, this pushes projects to all electrification, at the expense of in example exterior insulation. My opinion is that mechanical systems last 15-20 years, but the building envelope is for the life of the building. Weather all electrification is the way of the future can be debated, but no doubt the most energy efficient multifamily building TODAY is gas fired magic paks, out of the question using B3 guidelines.
- Green Communities.
Requires Energy Star Certification. In Minnesota this dictates the insulation of underground parking garages, a VERY expensive option and the benefit is marginal, with no options, you must do it. This adds 10,000 dollars per unit construction costs with a pay back of 30-50 years. Makes no sense in our climate. This program is also heavy on paperwork.
- DOE Net Zero (ZERH) Program
Building needs to be wired for FUTURE electric mechanical system
Garage does not need to be insulated (1 unit needs to meet Energy Star Certification Standards), common spaces need to meet 2021 IECC Standards.
This program gives developers some flexibility with provisions being made for future changes, as economics may dictate. It is low cost (No fees), and a Rater does most of the paperwork.

I am hopeful that you will put the ZERH program on your list, if nothing else, it will expose developers to this most important program.

Thank you for your consideration.

From: [Peter Schmelzer](#)
To: [Kurt Howard](#)
Subject: Re: Proposed Hopkins Sustainable Building Policy
Date: Monday, March 10, 2025 2:12:43 PM
Attachments: [Outlook-A picture .png](#)
[Hopkins Sustainable Building Policy Handout.pdf](#)

This Message Is From an External Sender

Hello, Mr. Howard,

Congratulations on adopting a sustainability policy! This is an important step in the right direction. Thank you also for reaching out for input from the design community.

For the last 30 years, I have followed the sustainability movement, after writing my master's thesis on the topic in the early '90's. After licensure, I became LEED accredited, and then finally about 10 years ago, I became a Certified Passive House Consultant. Now I volunteer as the president of [Phius Alliance Minnesota](#), promoting passive building approaches in our great state.

Through the years, I came to understand that energy efficiency for reduced carbon emissions has not been guaranteed by sustainability standards. Design teams have had the option to score in other point categories than reducing emissions. So projects have been built and certified that use more energy than before.

That is why I joined Phius. Phius certification focuses on hitting aggressive energy reduction targets, which are micro-climate specific and cost-optimized. Phius certification means your project is as energy efficient as it can reasonably be in your location. (Phius also ensures proper ventilation, thermal comfort, less draftiness, and quieter buildings...)

I argue that Phius should be the core of every sustainability standard. Start with efficiency, so less energy is required. This means fewer power plants, wind turbines, and solar panels. It also means less impact on electric, gas, and water treatment facilities.

The sustainability aspect can then begin in earnest, once energy efficiency is required. Then we start to look at responsibly sourced materials, avoiding toxins, providing for non-motorized transit, and all the other sustainability features well-enumerated in LEED v5. In fact, Phius certification can be used to achieve points within the sustainability standards.

I have also learned that all sustainability standards have not been created equally. SB2030 and the B3 guidelines have for many years had loopholes that prevented the intended level of sustainability, and the process has been ambiguous. ICC 700 National Green Building Standard is known to be one of the easiest standards to meet, without much variation from

code-built construction. So, choose wisely your standards and the required performance tiers within.

Also, I recommend requiring actual certification. Some may argue that funding must be locked in before the certifications are finalized, but I argue that requiring certification is the only way to know that you are getting what you paid for. What does 'following' a standard mean, if certification is not required? When certification is mandatory, you can open conversation after the fact about why it might not have been attained and work out an acceptable solution. But if certification is optional, there can be no followup conversation since you'll never know how closely the standard was or was not followed.

In summary, I would recommend the following to achieve the best results for the Hopkins Sustainability Policy:

1. Adopt [Phius Core](#) as the basis of your new construction energy efficiency requirement,
2. Adopt [Phius REVIVE](#) as the basis of your retrofit energy efficiency requirement, and
3. Require a sustainability certification (non-Phius) to achieve your broader sustainability goals.

I would be happy to converse further on this, if that would be helpful.

Best regards,
Peter

Peter Schmelzer
President, Phius Alliance Minnesota
AIA, LEED AP, NCARB, CPHC
Senior Project Manager, Contract Administration



1301 American Blvd. E, Suite 100
Bloomington, MN 55425
Mobile: 507.649.9768
Office: 612.879.6000
Email: peters@kaaswilson.com
Web: www.kaaswilson.com

From: Kurt Howard <khoward@hopkinsmn.com>

Sent: Thursday, March 6, 2025 3:02 PM
To: Kurt Howard <khoward@hopkinsmn.com>
Subject: Proposed Hopkins Sustainable Building Policy

Greetings,

The City of Hopkins is considering adopting a Sustainable Building Policy and welcomes your input to help inform a decision. The details of the proposed policy are outlined in the attached handout. You are invited to review the policy and provide any feedback by Tuesday, March 18th.

Please feel free to let me know if you have questions or if it would be helpful to discuss.

Thank you,

Kurt



Kurt Howard (he/him) | Planner | City of Hopkins
1010 1st Street S | Hopkins, MN 55343 | 952-548-6339
www.hopkinsmn.com

From: [Jim Kumon](#)
To: [Kurt Howard](#)
Subject: Re: Proposed Hopkins Sustainable Building Policy
Date: Thursday, March 6, 2025 10:49:42 PM

This Message Is From an Untrusted Sender

You have not previously corresponded with this sender.

Hi Kurt,

Nice to meet you. While I don't have a lot of context for the tradeoffs for putting this policy in place, the number one goal of any such policy on a development project is that it does not incur more hard cost or soft costs to comply with than the revenue provided that triggered the need for compliance. While there are a couple of items here that are pretty direct and easy to predict cost impacts, there are many which have significant cost implications for the reporting or compliance that would probably put a dent in the budget where the incentive is trying to probably be used to offset other costs (depending on the order of magnitude of the incentive \$3,000 or \$300,000 would be a big swing in expectations). In general, adding these kinds of compliance mechanisms which are not directly tied to the actual costs of greening the project itself run the risk of just increasing costs.

The Minneapolis Green Cost share program is a good model because the building gets better directly through measures that help pay for that first cost improvement. Calculating energy savings or emissions is often then able to be calculated by third party agencies like Franklin Energy who are running the Utility programs that the city relies upon (and does not create secondary compliance burden) for ensuring compliance. I would suggest that if you want green outcomes, you'd have to apply some of the resources being provided to get those green outcomes, whether hard or soft costs, not a trade off for something unrelated. Or work with other partners already providing some services such that they are able to complete reporting and compliance for the project free of charge. Tacking on green elements to a project that is fundamentally not on that path will likely result in uneven and inefficient outcomes.

In short, unless the developer can clearly see the dollars, the compliance pathway and the timeline that is associated with an incentive, along with those items being right sized and curated toward that product type (residential vs commercial for instance), it would be hard to judge whether the help of the incentive is worth the harm of the strings attached. The policy as written gives me no real parameters for a sample deal or what rules apply to which types or sizes of projects. Having sample pathways for a multifamily residential, vs a warehouse vs a small commercial building along with the typical programs that are already associated with those projects (rating systems or other energy rebates), would make it much clearer.

At this juncture it's too broad and too hard to evaluate the best way to comply to provide good feedback. If you can provide a list of the types and sizes of projects that would be the most likely to be subject to these policies, plus the incentives amount range that would go with, a group of developers could probably suggest the best pathway across these types to provide the city guidance for choosing the rating system and the reporting required for each. Hopefully this general feedback is helpful to providing a loop where then more information is also the relevant information in determining these factors.

Best
Jim

On Thu, Mar 6, 2025 at 3:02 PM Kurt Howard <khoward@hopkinsmn.com> wrote:

Greetings,

The City of Hopkins is considering adopting a Sustainable Building Policy and welcomes your input to help inform a decision. The details of the proposed policy are outlined in the attached handout. You are invited to review the policy and provide any feedback by Tuesday, March 18th.

Please feel free to let me know if you have questions or if it would be helpful to discuss.

Thank you,

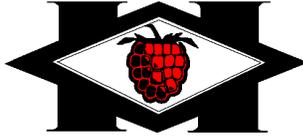
Kurt



Kurt Howard (he/him) | Planner | City of Hopkins
1010 1st Street S | Hopkins, MN 55343 | 952-548-6339
www.hopkinsmn.com

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Jim Kumon
Principal | Electric Housing
Minneapolis, MN
612-875-1196



CITY OF HOPKINS

City Council Report 2025-056

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

From: Laila Imihy, AICP, Special Projects and Initiatives Manager

Date: April 1, 2025

Subject: Memorandum of Understanding for 907 Mainstreet

RECOMMENDED ACTION

MOTION TO enter into a Memorandum of Understanding between the Hopkins Historical Society and the City of Hopkins for the operation, maintenance and decision-making related to the Albert Pike Lodge located at 907 Mainstreet.

OVERVIEW

In 2015, the City of Hopkins purchased the property located at 907 Mainstreet, the former masonic lodge known as the Albert Pike Lodge for \$140,000, with the intent of allowing the Hopkins Historical Society (HHS) to lease the building. Following the purchase of the property, the HHS and the City entered into a 25-year lease for the property at the cost of one dollar per year.

While not known at the time of purchase, it became evident that a vast amount of renovation would be needed at the property to be able for the HHS to occupy the space, including but not limited to ADA improvements, structural improvements and asbestos abatement. It has always been agreed that while the City would support and seek grants to help fund renovations, it was the responsibility of the HHS to make any interior improvement which allowed for the space's use as a museum. Over the past 10 years, both the City and the HHS have applied to a number of grant programs to do the larger scale renovations but have been unsuccessful in securing the substantial sum required to move the HHS into the space. A 2016 historic structures report estimated nearly \$3.5 million dollars in improvements to make the building ready to be occupied. In the meantime, the City has done several capital projects to protect the structure from further damage.

Knowing the great deal of capital required to bring the building into a condition suitable for a museum, the HHS has expended a great deal of effort in fundraising while also continuing to provide a museum at the Hopkins Activity Center. However, as a small organization run entirely by volunteers with a modest annual budget, this has been a challenging task.

In Summer 2023, the HHS approached the City to begin exploring a path forward on exiting the building, recognizing that while the project was entered into in good faith by all parties, neither organization is financially able to facilitate the necessary renovations. Since then, staff have worked with the HHS and the City's attorney to draft a

Memorandum of Understanding (MOU) which outlines a process moving forward including a termination of the lease, the agreement to hold a community event to share more about the decision on the property and the agreement to offer a lease at the Hopkins Activity Center for the HHS. Moving forward, City staff will meet with the HHS monthly until the community forum to coordinate logistics on the event.

At a March meeting of the HHS, the board agreed to enter into the MOU and exit the building by December 31, 2025. Due to a typographical error in the MOU, a copy unsigned by the HHS is provided to the council tonight to be signed by the HHS after the Council's action.

Tonight, a member of the Hopkins Historical Society will provide a short update, and Staff can answer any questions about this process.

SUPPORTING INFORMATION

- Memorandum of Understanding

MEMORANDUM OF UNDERSTANDING
Between the City of Hopkins and the Hopkins Historical Society
For the Operation, Maintenance, and Decision-making related to the Albert Pike Lodge

This Memorandum of Understanding ("MOU") is entered into on _____, 2025 (the "Effective Date"), between the City of Hopkins, a Minnesota municipal corporation ("the City,") and the Hopkins Historical Society ("the Society")., a Minnesota nonprofit corporation and 501(c)(3) organization dedicated to preserving the objects, documents, and narratives related to the history of Hopkins, Minnesota

Background:

The City of Hopkins and the Hopkins Historical Society entered into a lease agreement regarding the property located at 907 Mainstreet, Hopkins MN 55343, whereby the Society leased said property from the City for the purpose of utilizing the building as the Hopkins History Center to provide public access to historical elements hosted by the Society.

WHEREAS, in 2015 the City purchased the Albert Pike Lodge building located at 907 Mainstreet, Hopkins, MN 55343 (the "Property"); and

WHEREAS, the intent of the Hopkins Historical Society leasing the property was as the future Hopkins History Center in an effort to preserve the historic property and

WHEREAS, at the time of purchase, the City did not intend to invest additional funds in renovating or restoring the interior of the Property; and

WHEREAS, it was not known to either party at the time of purchase the significant structural, environmental, and accessibility challenges of the Property; and

WHEREAS, the City and the Society made significant efforts to seek outside funding and grants to facilitate renovations and repairs; and

WHEREAS, both parties are not currently financially able to facilitate the necessary renovations; and

WHEREAS, neither party is currently positioned to support the staff and/or volunteer capacity, cost, and maintenance required to operate the Property following renovations; and

WHEREAS, the City has and continues to provide space to the Society at the Hopkins Activity Center;

NOW THEREFORE it is mutually agreed by and between the parties that they enter into this MOU in order to document the understanding of the parties as the roles and responsibilities of each party following the Society's willing termination of the lease at the Property.

Purpose:

The purpose of this MOU is to establish the terms and conditions under which the Society will terminate the aforementioned lease agreement and remove its belongings from the Property.

Terms and Conditions:

1. *Creation of Lease:*
 - a. The City agrees to propose a lease agreement with the Society for their space at the Hopkins Activity Center, 33 14th Ave N, Hopkins, MN 55343.
2. *Community Forum:*
 - a. The City agrees to assist the Society with communicating to the public the past and ongoing challenges regarding the building and the inability to move forward with the space as the future home of the Hopkins Historical Society via a public forum. This forum or community event must be held within 6 months of the Effective Date of this MOU.
 - b. The forum will cover the history of the purchase, the physical and monetary challenges with operating the space as a museum, ways that the public can continue to be involved with the Society, and next steps for the property.
 - i. Assistance from the City includes the following, all of which are dependent on publishing schedules and availability: advertising the event on City social media channels, posting on the City website, Hopkins Connections and the provision of space at a City facility for the forum.
 - ii. The City will provide a representative to attend the forum either from City Staff or City Council
 - c. Following the forum described above, the two parties will issue a joint press release reviewed and accepted by both parties outlining the process and decision for the Society to exit the space. This press release must be developed and agreed upon prior to the forum.
3. *Future Planning:*
 - a. The City will involve the Society in the future of the Property in the following ways:
 - i. The City will explore the establishment of a preservation easement on the Property to prohibit the demolition of the Property.
 - ii. The City will allow storage of existing items and access to the Property until such a time that the City Council has made a formal action to move forward with an alternate use of the property. The Society will have until December 31, 2025, to remove items from the Property following this action.
 - iii. The City will work to determine the financial viability of hiring a historical buildings consultant to determine the best possible outcomes for the Property following the determination described above.
4. *Communication:*
 - a. The City, in collaboration with the Society, will create a video or other communication(s) on the previous use of the Property to document the history of the Property.
 - b. City Staff will provide a formal update on the status of the Property to the Society bi-annually.
5. *Termination of Lease:*
 - a. The City agrees to accept the termination of the lease and release the Society from any further obligations or liabilities under the lease agreement after the termination date.

- b. The City agrees to pay all costs associated with the drafting of the termination of the lease and this MOU.
- 6. *Removal of Belongings:*
 - a. Upon termination of the lease, the Society agrees to remove all of its belongings, including but not limited to furniture, equipment, documents, and any other personal property, from the Property before December 31, 2025.
 - b. The Society shall ensure that the Property is returned to its original condition at the time it leased the Property, normal wear and tear excepted, upon removal of its belongings.

Miscellaneous:

- 1. **Notices:** Any notices required or permitted under this MOU shall be in writing and delivered personally or sent by certified mail, return receipt requested, to the following addresses:

City of Hopkins:
1010 1st Street South
Hopkins, MN 55343

Hopkins Historical Society:
1010 1st Street South
Hopkins, MN 55343

- 2. **Governing Law:** This MOU shall be governed by and construed in accordance with the laws of the State of Minnesota.
- 3. **Entire Agreement:** This MOU constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior and contemporaneous agreements and understandings, whether written or oral, relating to such subject matter.

IN WITNESS WHEREOF, the parties hereto have executed this Memorandum of Understanding as of the date first above written.

City of Hopkins:

Patrick Hanlon, Mayor

Date: _____

Mike Mornson, City Manager

Date: _____

Hopkins Historical Society:

[Print Name] [Title]

Date: _____