

HOPKINS CITY COUNCIL
AGENDA
Tuesday, November 18, 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. Adopt a Proclamation Recognizing Small Business Saturday and Holiday in Hopkins, and the 40th Anniversary of Hopkins Frame and Design; Needham
2. 2025 Hopkins Community Image Awards; Elverum

IV. CONSENT AGENDA

1. Approval of Minutes of November 6, 2025, Special Meeting Proceedings; Domeier
2. Approval of 2026 City Council Meeting Schedule; Domeier
3. Approval of Cooperative Agreement between the City of Hopkins and Nine Mile Creek Watershed District for Central Park Improvements; Krzos
4. Resolution Approving LG230 Application to Conduct Off-Site Lawful Gambling by Hopkins Youth Hockey Association at the Hopkins Pavilion; Domeier
5. Resolution of Support to Solicit Outside Funding Including the Local Roadway Improvement Program for the 17th Avenue Improvements Project; Gallagher/Klingbeil
6. Resolution Increasing Parking Permit Rates Effective January 1, 2026; Bishop
7. Resolution Authorizing Application for Grant Navigation Support for the City; Kivett
8. Ratify Checks Issued in October, 2025; Bishop

V. PUBLIC HEARINGS

VI. OLD BUSINESS

VII. NEW BUSINESS

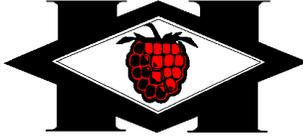
1. Resolution Approving a Conditional Use Permit for Short-Term Rental at 29 Van Buren Avenue South; Gallagher
2. First Reading of a Planned Unit Development (PUD) Rezoning Ordinance and a PUD Site Plan for 501 Mainstreet and 15 6th Avenue North; Krzos
3. Enterprise Fund Budgets and Utility Rate Increases; Bishop
4. Special Revenue Fund Budgets and Activity Center Budget Review; Bishop

VIII. PUBLIC COMMENT

IX. ANNOUNCEMENTS

- Next City Council Regular Meeting: Monday, December 1 and Tuesday, December 16 at 6:30 p.m.

X. ADJOURN



CITY OF HOPKINS

City Council Report 2025-163

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

From: Revée Needham, Community Development Manager

Date: November 18, 2025

Subject: Adopt a Proclamation for Small Business Saturday and the 40th
Anniversary of Hopkins Frame & Design

RECOMMENDED ACTION

MOTION TO adopt a proclamation recognizing Small Business Saturday and Holiday in Hopkins and the 40th anniversary of Hopkins Frame and Design.

OVERVIEW

Small businesses are the backbone of Hopkins and have a significant impact on both the local economy and vitality of our community. In addition to providing jobs and essential services, Hopkins' small businesses contribute meaningfully through volunteerism, partnerships, and community engagement.

In recognition of the importance of small businesses, the City of Hopkins is partnering with Hennepin County to encourage residents to support local businesses. The U.S. Small Business Administration, along with advocacy groups and organizations nationwide, has designated the Saturday after Thanksgiving as Small Business Saturday, a day to celebrate and support small businesses and the positive contributions they make to their communities.

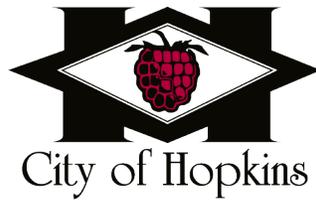
The Hopkins Business and Civic Association (HBCA) has hosted Holiday in Hopkins on Small Business Saturday since 2009 as a way to promote Hopkins businesses, encourage visitors, and celebrate the season's festivities. This year's Holiday in Hopkins event will take place from 1:00 p.m. to 5:00 p.m. on Saturday, November 29, along Mainstreet between 11th Avenue and 13th Avenue. Activities will include s'mores and fire pits, sleigh rides, a gingerbread house contest, and more. HBCA is also partnering with ICA Food Shelf to collect donations during the event.

Hopkins Frame and Design is one small business being recognized this year as it celebrates its 40th anniversary in 2025. Established in 1985 by John and Robin Cooley, the shop has served thousands of customers across the Twin Cities while remaining deeply engaged in the Hopkins community. The Cooleys have been active leaders in local organizations, including the HBCA, Friends of the Hopkins Library, and the Hopkins Historical Society, and have contributed to initiatives such as Help Hopkins Bloom and Hopkins ArtStreet, exemplifying the lasting community spirit and creativity that small businesses bring to Hopkins.

The City recognizes the significant impact that small businesses, such as Hopkins Frame and Design, have on our community and celebrates the annual Small Business Saturday and Holiday in Hopkins with this proclamation. Danny McDonald, President of HBCA and owner of a local State Farm office, and John Cooley, owner of Hopkins Frame and Design, will accept the proclamation on behalf of the small business owners in Hopkins. Mr. McDonald will share more about Holiday in Hopkins this year and Mr. Cooley will speak briefly about his business and its four decades of service to the Hopkins community.

SUPPORTING INFORMATION

- Proclamation Recognizing Small Business Saturday and Holiday in Hopkins and the 40th Anniversary of Hopkins Frame and Design



A Proclamation Recognizing Small Business Saturday and Holiday in Hopkins, and the 40th Anniversary of Hopkins Frame and Design

WHEREAS, the U.S. Small Business Administration, along with advocacy groups and public and private organizations across the country, have designated the Saturday after Thanksgiving as Small Business Saturday; and

WHEREAS, small businesses are essential to the strength of our national economy and to the prosperity of communities across the United States; and

WHEREAS, over 96 percent of businesses in Hennepin County employ fewer than 100 people, reflecting the vital role of small businesses and entrepreneurs in our local economy; and

WHEREAS, the City of Hopkins celebrates our local small businesses and the important contributions they make to our community's economic vitality and unique character; and

WHEREAS, since 2009, the Hopkins Business and Civic Association (HBCA) has hosted Holiday in Hopkins to celebrate Small Business Saturday, promote Hopkins businesses, and usher in a festive holiday season; and

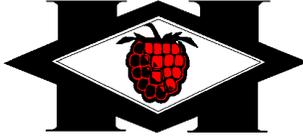
WHEREAS, Hopkins Frame and Design, established in 1985 by John and Robin Cooley, has been a cornerstone of Mainstreet Hopkins for 40 years, providing expert custom framing and exceptional customer service to thousands of satisfied clients across the Twin Cities; and

WHEREAS, beyond their business success, John and Robin Cooley have exemplified civic leadership through decades of volunteer service, including with the HBCA, Friends of the Hopkins Library, and the Hopkins Historical Society, as well as through community beautification efforts and public art initiatives such as Hopkins ArtStreet; and

NOW THEREFORE, I, Patrick Hanlon, Mayor of the City of Hopkins in the State of Minnesota, along with my fellow Council Members, do hereby proclaim November 29, 2025, as Small Business Saturday and Holiday in Hopkins and urge the residents of our community to support small businesses, such as Hopkins Frame and Design, on Small Business Saturday and throughout the year.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Hopkins, Minnesota to be affixed this 18th day of November in the year 2025.

Patrick Hanlon, Mayor



CITY OF HOPKINS

Planning & Development

Memorandum

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

From: Kersten Elverum, Director of Planning & Development

Date: November 18, 2025

Subject: 2025 Hopkins Community Image Awards Presentation

PURPOSE

Each year the City of Hopkins recognizes certain properties for their contribution toward the positive image of the community. Awards are grouped in three categories – Commercial/Industrial/Office, Multi-Family Residential, and Single-Family Residential. Nominations are sought from the public through August and a review committee determines which nominated properties receive awards. Each property that receives at least four of the five review committee votes receives an award. There is no limit to the number of properties that can be awarded, but winners from the last 10 years are not considered.

The following properties were selected by the committee:

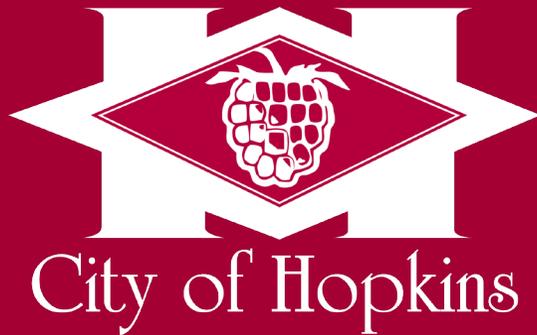
- 137 7th Avenue North
- 407 5th Avenue North
- 1810 – 1816 Mainstreet

The winning property owners have been invited to attend the meeting to receive their award from the Mayor and City Council Members.

SUPPORTING INFORMATION

- 2025 Community Image Awards presentation

2025 Community Image Awards



137 7th Ave N



Before

137 7th Ave N



After

407 5th Ave N



Before



407 5th Ave N



After



1810 - 1816 Mainstreet



Before

1810 - 1816 Mainstreet



After

**HOPKINS CITY COUNCIL
SPECIAL MEETING PROCEEDINGS
NOVEMBER 6, 2025**

CALL TO ORDER

Pursuant to due call and notice thereof a regular meeting of the Hopkins City Council was held on Thursday, November 6, 2025, at 5:00 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 and Deputy City Clerk Baker.

NEW BUSINESS

VII.1. Canvass Results of November 4, 2025, General Election and Special Election; Domeier

City Clerk Domeier provided the abstract of the November 4, 2025, General Election and Special Election. The election results included: Patrick Hanlon, Mayor and Heidi Garrido and Aaron Kuznia as Council Members along with Question 1 (moving elections from odd-year to even-year) and Question 2 (changing the Mayor's term from two-years to four-years) both receiving voter approval to amend the City Charter.

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

Motion to declare the results of the November 4, 2025, General and Special Elections.

Ayes: Garrido, Goodlund, Hanlon, Hunke, Kuznia

Nays: None. Motion carried.

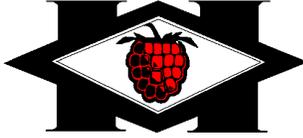
ADJOURNMENT

There being no further business to come before the City Council, and upon motion by Garrido, second by Goodlund, the meeting was unanimously adjourned at 5:04 p.m.

Respectfully Submitted,



Amy Domeier, City Clerk



Administration

CITY OF HOPKINS

City Council Report 2025-157

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

From: Amy Domeier, City Clerk

Date: November 18, 2025

Subject: Approval of the 2026 Meeting Schedule

RECOMMENDED ACTION

MOTION TO adopt the 2026 Meeting Schedule.

OVERVIEW

- City Council Meetings are on the first and third Tuesday of each month.
- Park Board Meetings take place on the fourth Monday of each month.
- Planning and Zoning Commission Meetings are held on the fourth Tuesday of each month.

All meetings start at 6:30 p.m. Sometimes, meeting dates may be adjusted to avoid conflicts with holidays or other events.

The City Council may also convene Work Sessions as needed throughout the year. These informal meetings provide an opportunity for discussion of upcoming projects and initiatives. The Council does not take official action, such as making motions or voting, during Work Sessions.

City staff have reviewed the calendar and suggested some changes to avoid scheduling conflicts. These changes are shown in the draft schedule.

SUPPORTING INFORMATION

- Proposed 2026 Meeting Schedule

2026 MEETING SCHEDULE

January

Thursday, January 1	New Years Day Holiday (City Hall Closed)
Tuesday, January 6	Council Meeting
<i>Friday, January 9</i>	<i>Goal Setting</i>
Monday, January 19	Martin Luther King Jr. Day (City Hall Closed)
Tuesday, January 20	Council Meeting
Monday, January 26	Park Board Meeting
Tuesday, January 27	Planning Meeting
Thursday, January 29	State of the City Event

February

Monday, February 1	Council Meeting
Tuesday, February 2	Precinct Caucus
Monday, February 16	President's Day (City Hall Closed)
Tuesday, February 17	Council Meeting
Monday, February 23	Planning Meeting
Tuesday, February 24	Park Board Meeting

March

Tuesday, March 3	City Council Meeting
Tuesday, March 17	City Council Meeting
Friday, March 20	Eid al Fitr (no City meetings allowed)
Monday, March 23	Park Board Meeting
Tuesday, March 24	Planning Meeting

April

Wednesday, April 1	Passover (ends April 2 – no City meetings allowed)
Friday, April 3	Good Friday (no City meetings allowed)
Tuesday, April 7	City Council Meeting
Tuesday, April 21	City Council Meeting
Monday, April 27	Park Board Meeting
Tuesday, April 28	Planning Meeting

May

Tuesday, May 5	City Council Meeting
Monday, May 18	Park Board Meeting
Tuesday, May 19	City Council Meeting
Wednesday, May 20	Planning Meeting
Monday, May 25	Memorial Day (City Hall Closed)
Wednesday, May 27	Eid al Adha (no City meetings allowed)

June

Tuesday, June 2	City Council Meeting
Tuesday, June 16	City Council Meeting
Thursday, June 19	Juneteenth (City Hall Closed)
Monday, June 22	Park Board Meeting
Tuesday, June 23	Planning Meeting

July

Friday, July 3	Independence Day (City Hall Closed)
Tuesday, July 14	City Council Meeting
Monday, July 27	Park Board Meeting
Tuesday, July 28	Planning Meeting

August

Monday, August 3	City Council Meeting
Tuesday, August 4	National Night Out
Tuesday, August 11	State Primary Election
Tuesday, August 18	City Council Meeting
Monday, August 24	Park Board Meeting
Tuesday, August 25	Planning Meeting

September

Tuesday, September 1	City Council Meeting
Monday, September 7	Labor Day (City Hall Closed)
Friday, September 11	Yom Kippur (ends September 12, no City meetings allowed)
Tuesday, September 15	City Council Meeting
Tuesday, September 22	Planning Meeting
Monday, September 28	Park Board Meeting

October

Tuesday, October 6	City Council Meeting
Monday, October 12	Indigenous People's Day (no City meetings allowed)
Tuesday, October 20	City Council Meeting
Monday, October 26	Park Board Meeting
Tuesday, October 27	Planning Meeting

November

Tuesday, November 3	General Election
Wednesday, November 4	City Council Meeting
Monday, November 9	The third day of Diwali (no City meetings allowed)
Wednesday, November 11	Veteran's Day (City Hall Closed)
Tuesday, November 17	City Council Meeting
Monday, November 23	Park Board Meeting
Tuesday, November 24	Planning Meeting
Thursday, November 26	Thanksgiving (City Hall Closed)
Friday, November 27	Holiday (City Hall Closed)
Monday, November 30	City Council Regular Meeting (including Budget Meeting)

December

Tuesday, December 15	City Council Meeting
Thursday, December 24	Christmas Eve (City Hall Closed)
Friday, December 25	Christmas Day (City Hall Closed)
Monday, December 28	Park Board Meeting
Tuesday, December 29	Planning Meeting

Hopkins Projected Calendar 2026

Events

January : Goal Setting
 January : State of the City
 August 5: National Night Out

City Holidays, Meetings, Elections and Conferences

Holiday - City Hall Closed

City Council/Planning Commission/Park Board

Election Day

Misc. Events

Conferences

Religious Holiday - No Public Meetings to be held

January

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October

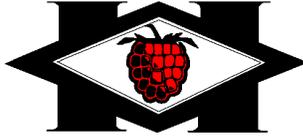
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CITY OF HOPKINS

City Council Report 2025-159

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

From: Ryan Krzos, City Planner

Date: November 18, 2025

Subject: Cooperative Agreement between the City of Hopkins and Nine Mile Creek Watershed District for Central Park Improvements

RECOMMENDED ACTION

MOTION TO enter into a cooperative agreement between the City of Hopkins and Nine Mile Creek Watershed District for Central Park stormwater and flood-storage improvements.

OVERVIEW

At the August 4, 2025 City Council Meeting, the Council ordered the Hopkins Central Park project. Staff have worked with Nine Mile Creek Water District (NMCWD) staff to draft a cooperative agreement for project support and funding from NMCWD in a not to exceed amount of \$1.5 million. The NMCWD funding contribution is for design and construction of the project, and is contingent upon completion of major project elements, including:

- a sunken soccer field designed to store rainfall during high intensity storms.
- a dry creek bed to improve site drainage and replicate creek headwaters.
- green infrastructure to treat stormwater runoff and improve water quality and climate resiliency
- vegetated natural areas to convert underutilized turf to biodiverse native vegetation

The attached agreement was reviewed by the City Attorney. The agreement will expire three years from full execution, at which time all major project elements are expected to be substantially constructed and established. This cooperative agreement is for design and construction of the major project elements.

The watershed staff and board expressed early interest in partnering or assisting the City with native vegetation management at the park. That may involve developing specific guides and training for public works staff, or leading/partnering on contracted maintenance. The arrangement would be outlined in an Operating and Maintenance Agreement, which would be prepared and brought to the Council at a later date.

SUPPORTING INFORMATION

- Cooperative Agreement between the City of Hopkins and Nine Mile Creek Watershed District for Central Park stormwater and flood-storage improvements

Cooperative Agreement
City of Hopkins and
Nine Mile Creek Watershed District
Hopkins Central Park Project

This agreement is made by and between the City of Hopkins (Hopkins), a home rule charter city under article XII, section 4, of the Minnesota Constitution, and Nine Mile Creek Watershed District (NMCWD), a special purpose unit of local government with powers set forth in Minnesota Statutes chapters 103B and 103D, to specify NMCWD support for beyond-compliance management of stormwater runoff and expansion of flood storage as part of the redevelopment of Central Park in Hopkins.

Recitals and Statement of Purpose

Whereas in 2024 Hopkins initiated efforts to undertake a major reconstruction of its Central Park, a 20.7-acre recreational area bordering the headwaters of Nine Mile Creek at Excelsior Boulevard and 13th Avenue South, within the jurisdictional boundaries of each of NMCWD and Hopkins (the Park Redevelopment);

Whereas pursuant to Minnesota Statutes sections 103D.341 and .345, NMCWD has duly adopted regulatory requirements for stormwater management and retention of flood-storage capacity that would be applicable to the Park Redevelopment;

Whereas in accordance with Minnesota Statutes section 103B.231, NMCWD has a duly adopted watershed-management plan, and the watershed plan includes a capital improvements program;

Whereas NMCWD and Hopkins have a shared interest in improving water quality in the creek and taking affirmative steps to mitigate, in advance, the risk of flooding to property and persons;

Whereas NMCWD has studied and continues to study flooding conditions in the watershed, and has identified the need to create and expand storage for floodwaters throughout the watershed;

Whereas NMCWD has completed modeling and analysis needed to cost-effectively develop and assess large-scale flooding risk-reduction projects;

Whereas on February 6, 2025, NMCWD and Hopkins entered into a cooperative agreement to assess the feasibility of undertaking, as part of the Park Redevelopment, beyond-compliance stormwater-management and flood risk-reduction efforts, as well as the possibility of creating a new headwaters for Nine Mile Creek that would provide access to waters in an area of Hopkins that has few natural resources, and the parties, pursuant to the cooperative agreement, collaboratively developed concepts for significant stormwater-management and flood-storage features that could be incorporated into the Park Redevelopment including:

- a sunken soccer field designed to store rainfall during high-intensity storms;
- a dry creek bed to improve site drainage and replicate creek headwaters;
- green infrastructure to treat stormwater runoff and improve water quality and the site's climate resiliency; and
- vegetated natural areas to convert underutilized turf to biodiverse native vegetation

(altogether, the “Hopkins Central Park Project” or “Project”; each bulleted item above is referred to herein as an “Element” of the Project).

Whereas having completed the review-and-comment process required by Minnesota Statutes section 103B.231, subdivision 11, and having conducted a public hearing at which no comments were offered, NMCWD adopted on April 16, 2025, an amendment to its watershed-management plan that incorporated implementation of stormwater-management and flood-storage improvements to Central Park into its capital improvements program with an estimated contribution from NMCWD of \$1 million;

Whereas based on review of conceptual designs, NMCWD staff estimates that the Hopkins Central Park Project will create up to 20 acre-feet in flood-storage volume, with a 20 percent reduction in peak flows in Nine Mile Creek downstream of the park for the 100-year storm event and expected removals of 23 pounds of phosphorus and 4,600 pounds of total suspended solids annually from site runoff, improving water quality at the headwaters of Nine Mile Creek, along with improved access to natural areas and enhanced habitat;

Whereas at its August 7, 2025, workshop, the NMCWD Board of Managers authorized Barr Engineering, the NMCWD engineer, to contract with Hopkins for the design and specification of the Park Redevelopment and Hopkins Central Park Project, and authorized the NMCWD regulatory program manager to serve as the primary regulatory reviewer for the Park Redevelopment, with technical and analytical support from Barr Engineering staff other than those working on the Hopkins projects, of Hopkins’ permit application for the Park Redevelopment to establish beyond-compliance performance and associated costs;

Whereas Hopkins obtained \$4.9 million in state grant funding for climate resiliency for the Hopkins Central Park Project and is seeking, in collaboration with NMCWD, additional grant funding, and NMCWD is seeking state Watershed-Based Implementation Funding;

Whereas after holding a duly noticed public hearing, at which no comments were received, the NMCWD Board of Managers ordered the Hopkins Central Park Project at its regular meeting of September 18, 2025, with a contribution of NMCWD-levied funds not to exceed \$1.5 million, reflecting updated data and estimates regarding costs of soil removal and stormwater infrastructure required for the Project; and

Whereas Hopkins and NMCWD are authorized by Minnesota Statutes section 471.59 to enter into this cooperative agreement.

Now, therefore, in consideration of the foregoing recitals, which are incorporated into and made a part of this agreement, and other good and valuable consideration, Hopkins and NMCWD enter into this cooperative agreement to document their understanding as to the scope of the Hopkins Central Park Project, affirm their commitments as to responsibility for tasks to be undertaken, grant property rights as necessary, establish procedures for performing these tasks and fulfilling responsibilities, and facilitate communication and cooperation to ensure successful completion of the Hopkins Central Park Project to improve water quality in Nine Mile Creek and reduce risk of flooding in the city and watershed.

1 DEVELOPMENT AND IMPLEMENTATION OF THE HOPKINS CENTRAL PARK PROJECT

- A. *Project design and specification.* Hopkins will contract with a qualified engineering consultant and other professionals, as necessary, for the preparation of a final design, plans

and specifications for the implementation of the Project, providing for, at a minimum, implementation of each Element. Hopkins will submit the 90 percent-complete design and plans for the Project to NMCWD for review and approval in accordance with paragraph 3A of this agreement. The design, plans and specifications will provide clear delineation of each Element, separate from the Park Redevelopment.

- B. *Land-use rights.* As between the parties, Hopkins will obtain all property-access and -use rights necessary for completion of the Project and will grant to NMCWD an ongoing and perpetual right to monitor and inspect the Project.
- C. *Implementation of the Project.* On NMCWD's approval of the design and plans as provided in paragraph 3A herein and completion of the necessary specifications by the Hopkins engineer, Hopkins will contract, in accordance with applicable public procurement law, for implementation of the Project in accordance with the approved design and plans. In contracting for conduct of the Project, Hopkins will require that:
 - i. The contractor name NMCWD as an additional insured for general liability with primary and noncontributory coverage and provide a certificate showing same prior to start of construction.
 - ii. The contractor indemnify, defend and hold harmless NMCWD, its officers, employees and agents from any and all actions, costs, damages and liabilities of any nature arising from the contractor's negligent or otherwise wrongful act or omission, or breach of a specific contractual duty, or a subcontractor's negligent or otherwise wrongful act or omission, or breach of a specific contractual duty owed by the contractor to Hopkins.
 - iii. The contractor extend its duty of care and all warranties under the agreement to NMCWD.
 - iv. The contractor secure necessary regulatory approvals and conduct all work for the Park Redevelopment in accordance with all applicable laws and regulatory requirements, including but not limited to compliance with NMCWD rules and permitting requirements and requirements necessary to obtain letters of liability assurances as applicable from state voluntary contaminated-site cleanup programs.
 - v. The contractor or Hopkins engineer, at Hopkins's direction, complete a certificate of substantial completion for and create as-built survey drawings of the Project. Hopkins will timely provide a copy of a certificate of substantial completion and as-built drawings to NMCWD.
- D. Either Hopkins or the Hopkins project engineer on Hopkins's behalf will provide construction oversight for and otherwise oversee implementation of the Project. Hopkins may adjust the design, plans and specifications for the Project during implementation, as long as any material revisions are made only in consultation with NMCWD.
- E. Hopkins will permit NMCWD representatives to enter Central Park at reasonable times to inspect the Project work, ensure compliance with this agreement and assess the construction or performance of the Project. If NMCWD finds that an obligation under this agreement is not being met, it will provide 30 days' written notice and opportunity to cure, and thereafter may declare this agreement void.

- F. Until substantial completion of the Project for the purposes intended, if Hopkins, in its judgment, should decide that the Project is infeasible, Hopkins, at its option, may declare the agreement rescinded and annulled.
- G. *Maintenance planning and implementation.* The parties will collaborate on the development and implementation of a maintenance plan for the Project as follows:
- i. Hopkins will contract for the development, in collaboration with NMCWD, of specific written procedures and protocols for maintenance and monitoring of the performance of the Project (the Maintenance Plan). The Maintenance Plan will provide, at a minimum, for maintenance of Project vegetation.

Hopkins, or Hopkins' project engineer on Hopkins's behalf, will submit the final draft Maintenance Plan for NMCWD's review and approval in accordance with paragraph 3B herein.
 - ii. Hopkins will complete or contract for the completion of routine maintenance of the Project in accordance with the Maintenance Plan, after approval pursuant to paragraphs 1G and 3B herein, providing maintenance of the flood-storage Element of the Project for a minimum of 50 years from the date of substantial completion and a minimum of 20 years from the date of substantial completion for the stormwater-management features, vegetation and green infrastructure Elements of the Project.
- H. *Education and outreach, publicity and endorsement.* NMCWD and Hopkins will collaborate on development and production of outreach, education and publicity materials regarding the Project. Hopkins and NMCWD will collaborate on the development of educational and informational signage pertinent to the Project, and either party, at its cost, may develop, produce and distribute educational, outreach and publicity materials related to the Project, and may install, maintain, replace or remove signage in Central Park related to the Project. All such signage and materials, whether produced by Hopkins or NMCWD, will include acknowledgement of the funding and participation of the other party in the Project and of any grant funding received for the Project, including. For purposes of this paragraph, "publicity" includes notices, informational printed materials, press releases, research reports, signs and other public notices, whether electronic or printed.

2 HOPKINS'S FURTHER RIGHTS AND RESPONSIBILITIES

- A. As between the parties and with the support of NMCWD as stated in paragraph 3E herein, Hopkins will obtain all permits, licenses and approvals, and will ensure that the Project is completed in accordance with applicable law and regulatory standards and criteria, including but not limited to compliance with NMCWD rules and permitting requirements, and requirements necessary to obtain letters of liability assurances as applicable from state voluntary contaminated-site cleanup programs.
- B. In selecting a contractor or contractors for the Park Redevelopment and the Project, Hopkins will ensure that no person is excluded from full employment rights or participation in or benefits of any program, service, or activity on the grounds of race, color, creed, religion, age, sex, disability, marital status, sexual orientation, public-assistance status or national origin, and that no person protected by applicable federal or state laws, rules or regulations against discrimination is subject to discrimination.

- C. Hopkins makes no warranty to NMCWD regarding the Hopkins project engineer's or another third party's performance in design, construction or construction management for the Project.
- D. Hopkins must retain a copy of the design, plans, specifications and other records concerning the Project for six years from the date Hopkins completes the Project. NMCWD may examine, audit or copy any such records on reasonable notice to Hopkins.
- E. *Ownership of the Project.* As between the parties, ownership of all equipment and materials installed on and incorporated into Central Park for the Project will remain vested in Hopkins.

3 NMCWD'S FURTHER RIGHTS AND RESPONSIBILITIES

- A. NMCWD will have 15 business days after receipt to review and approve the 90 percent-complete design and plans for the Project provided in accordance with subsection 1A herein. The design and plans, when approved by NMCWD pursuant to this paragraph 3A, will be incorporated into and become a term of this agreement. Failure by NMCWD to act within the specified time will constitute approval of the design and plans. In the event NMCWD disapproves of the design and plans, this agreement will terminate, and Hopkins will determine whether to proceed with the Project at its own expense or not.
- B. In addition to its right to consult on the development of the Maintenance Plan, NMCWD will have 60 days from receipt to review and approve the final draft Maintenance Plan submitted in accordance with paragraph 1G herein. Failure to act within the specified time will constitute approval. NMCWD's approvals under this agreement will not be unreasonably withheld.
- C. NMCWD may conduct data-collection and analysis on the performance of the Project.
- D. NMCWD will cooperate with and support Hopkins' and its contractor's efforts to obtain permits and approvals needed for the Project. NMCWD, in its regulatory capacity, will facilitate the proper and efficient processing of any permits and approvals needed for the Project. NMCWD will cooperate with Hopkins in all communications and outreach to property owners and others affected by or interested in the Project, and will support to the best of its ability and capacity Hopkins' grant-related compliance and reporting requirements.

4 COSTS AND COMPLIANCE CREDIT

- A. Except as specifically provided in this section, each of the parties will bear the costs of enforcing its rights and fulfilling its responsibilities under this agreement, including monitoring the effectiveness of the Project for the intended purposes, as well as incidental costs. And in the event of cancellation of the agreement in accordance with its terms, the parties will bear all costs incurred by each of them prior to such cancellation.
- B. Hopkins will be responsible for all costs of design, specification, construction and construction oversight for, and maintenance of the Project, for costs of development and implementation of the Maintenance Plan, and for costs of regulatory compliance, except that NMCWD will reimburse Hopkins a total of not to exceed \$1.5 million of Project costs in accordance with the following:

- i. On NMCWD's approval of the 90 percent-complete design and plans for the Project in accordance with paragraph 1A and 3a herein, Hopkins will submit documentation of payment of the costs of the 90 percent-complete design and plans to NMCWD (the Design Costs). Within 35 days of approval by NMCWD of the submitted documentation of the Design Costs, which approval will not be unreasonably withheld, NMCWD will reimburse Hopkins for 50 percent of the Design Costs, less such amounts as NMCWD determines are attributable to the costs of compliance with NMCWD regulatory requirements applicable to the Park Redevelopment.
 - ii. On substantial completion of construction of an Element of the Project, Hopkins will submit to NMCWD a description of any changes made to the approved design and plans for the Project during construction and any changes made during construction to the design and plans for components the Park Redevelopment necessary for compliance with NMCWD regulatory requirements, along with documentation of payment of Project costs incurred and as-built drawings of the Project (altogether, the Project Documentation). Within 60 days of receipt of the Project Documentation for an Element, NMCWD will either approve the Project Documentation or communicate any objections or request for further documentation. Within 35 days of either approval of the Project Documentation or receipt and approval of additional documentation requested by NMCWD, NMCWD will reimburse Hopkins for 50 percent of documented costs of specification, construction and construction oversight of the Project, less such amounts as NMCWD determines are attributable to the costs of compliance with NMCWD regulatory requirements applicable to the Park Redevelopment.
 - iii. After substantial completion of an Element of the Project, Hopkins may submit documentation of additional Project costs incurred, along with such additional documentation as NMCWD may reasonably request, to NMCWD for reimbursement in accordance with the schedule and framework provided in subsection 4B.ii herein.
- C. In the event Hopkins determines that major maintenance or repair of the Project is necessary to ensure continued functionality and performance for the intended purposes, NMCWD will in good faith consider contribution of funding for such major maintenance or repair.
 - i. "Major maintenance or repair," as used herein, is defined as activities not encompassed within the scope of ongoing routine maintenance and repair as specified in the Maintenance Plan.
- D. NMCWD will charge Hopkins no fees for NMCWD permitting and regulatory requirements applicable to the Park Redevelopment and Project.
- E. NMCWD has determined that partial performance of obligations under section 1 of this agreement may confer no or limited benefit on NMCWD. As a result:
 - i. NMCWD may withhold 10 percent of any reimbursement due under the terms of this agreement until NMCWD has confirmed substantial completion of the Project; and
 - ii. if construction of all Elements of the Project is not substantially completed in material conformance with the approved design and plans within three years of the date the agreement is fully executed, subject to delays outside of Hopkins' control, NMCWD will not be obligated to provide any reimbursement otherwise remaining due to Hopkins under this agreement and may declare this agreement rescinded and no longer of effect.

Notwithstanding, the parties will consult before NMCWD denies reimbursement or rescinds the agreement.

- F. Grant funding secured by NMCWD for the Project will not increase NMCWD's contribution to the costs of the Project under the terms of the agreement. NMCWD will be responsible for the costs of reporting and other compliance with requirements of grants secured by and issued to NMCWD for the Project.
- G. Hopkins will contribute the property-access and -use rights necessary for the Project.
- H. Hopkins may utilize data collected by either of the parties under the terms of this agreement for purposes of demonstration of compliance with regulatory requirements applicable to Hopkins. Hopkins may apply any and all credit generated by the Project toward obligations, goals and requirements imposed on Hopkins by state or federal regulatory programs, such as the National Pollutant Discharge Elimination System.

5 GENERAL TERMS

- A. INDEPENDENT RELATIONSHIP; LIABILITY. This agreement does not create a joint powers board or organization within the meaning of Minnesota Statutes section 471.59. Each party agrees that it will be responsible only for its own acts and the results thereof to the extent authorized by the law and will not be responsible for the acts or omissions of the other party and the results thereof. The duty of each party to indemnify does not constitute and will not be construed as a waiver by either entity of any exemptions, immunities, or limitations on liability provided by law or of being treated as a single governmental unit as provided in Minnesota Statutes section 471.59, subdivision 1a. Only contractual remedies are available for the failure of a party to fulfill the terms of this agreement. This agreement creates no right in and waives no immunity, defense or liability limitation with respect to any third party. As between the parties, only contract remedies are available for a breach of this agreement.

Hopkins and NMCWD enter this agreement solely for the purposes expressly stated herein. Accordingly, with respect to any and all activity undertaken pursuant to this agreement. Hopkins and NMCWD each agree to hold the other harmless, and defend and indemnify the other, its officers, employees and agents against all claims, damages, liabilities, losses and expenses asserted against the other party at any time by a third party, including any governmental body.

To the fullest extent permitted by law, this agreement and the activities carried out hereunder are intended to be and will be construed as a "cooperative activity" and in undertaking the activities Hopkins and NMCWD are a "single governmental unit" for the purposes of liability, as set forth in Minnesota Statutes section 471.59, subdivision 1a.

NMCWD does not have, has not had, and will not be deemed to have acquired by entry into or performance under this agreement, any form of interest or ownership in or to any portion of Central Park. NMCWD does not exercise, has not exercised, and will not by entry into or performance under this agreement be deemed to have exercised, any form of control over the use, operation or management of any portion of Central Park such as would render NMCWD a potentially responsible party for any contamination under state or federal law.

- B. REMEDIES; IMMUNITIES; WAIVER. Only contractual remedies are available for a party's failure to fulfill the terms of this agreement. Notwithstanding any other term of this agreement,

NMCWD and Hopkins waive no immunities in tort. No action or inaction of a party under this agreement creates a duty of care for the benefit of any third party and this agreement creates no right in and waives no immunity, defense or liability limitation with respect to any third party.

Waiver by Hopkins or NMCWD of any breach or failure to comply with any provision of this agreement by the other party will not be construed as nor will it constitute a continuing waiver of such provision or a waiver of any other breach of or failure to comply with any other provision of this agreement.

- C. EFFECTIVE DATE; TERMINATION; SURVIVAL OF OBLIGATIONS. This agreement is effective when fully executed by the parties and expires three years thereafter. All obligations that have come into being before termination, specifically including obligations under paragraphs 1G.ii, 2D and 5D, will survive expiration.

This agreement will remain effective when fully executed and will remain in force for four years from the date of complete execution, unless terminated by mutual agreement of the parties or otherwise in accordance with the terms of this agreement. Any right, responsibility or obligation that has come into being before expiration will survive expiration.

- D. DATA MANAGEMENT; DATA PRACTICES. All designs, written materials, technical data, research or any other work-in-progress will be shared between the parties to this agreement on request, except as prohibited by law. As soon as practicable, the party preparing plans, specifications, contractual documents, materials for public communication or education will provide them to the other party for recordkeeping and other necessary purposes. All data created, collected, received, maintained or disseminated for any purpose in the course of this agreement are governed by the Minnesota Data Practices Act, Minnesota Statutes chapter 13, and any state rules adopted to implement the act, as well as federal regulations on data privacy.

- E. NOTICES. The parties designate the following authorized representatives to serve as the liaison to the other party for purposes of coordination of all work involved in or related to the Project as provided in this agreement. Any written communication required under this agreement will be addressed to the other party as follows, except that either party may change its address for notice by so notifying the other party in writing:

Hopkins
City Planner
1010 1st Street South
Hopkins, MN 55343
rkrzos@hopkinsmn.com
952-548-6342

NMCWD
Administrator
12800 Gerard Drive
Eden Prairie, MN 55346
esniegowski@ninemilecreek.org
952-835-2078

- F. VENUE AND JURISDICTION. The agreement will be construed under and governed by the laws of the State of Minnesota. The appropriate venue and jurisdiction for any legal action hereunder will be in Hennepin County District Court, Minnesota.

- G. COMPLETE AGREEMENT. This agreement, as it may be amended in writing, constitutes the entire agreement between the parties for the Project. Any amendment to this agreement must be in writing and will not be effective until it has been executed and approved by the

same parties who executed and approved the original agreement or their successors in office.

Intending to be bound, the parties hereto execute and deliver this agreement.

City of Hopkins

Nine Mile Creek Watershed District

Patrick Hanlon, Mayor

Larry Olson, President

Date: _____

Date: _____

Mike Mornson, City Manager

Approved as to form & execution:

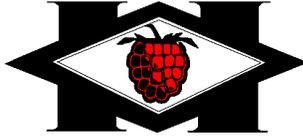
Date: _____

NMCWD attorney

Approved as to form & execution:

Hopkins attorney

DRAFT



Administration

CITY OF HOPKINS

City Council Report 2025-165

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

From: Amy Domeier, City Clerk

Date: November 18, 2025

Subject: Resolution Approving LG230 Application to Conduct Off-Site Lawful Gambling by Hopkins Youth Hockey Association at the Hopkins Pavilion

RECOMMENDED ACTION

MOTION TO Adopt Resolution 2025-068 Approving LG230 Application to Conduct Off-Site Lawful Gambling by Hopkins Youth Hockey Association at the Hopkins Pavilion.

OVERVIEW

Hopkins Youth Hockey Association (HYHA) has applied to Conduct Off-Site Gambling, Gambling Control Board Form LG230, to conduct a raffle in the City of Hopkins. The raffle will be held during the HYHA Thanksgiving Hockey Tournament at the Hopkins Pavilion. While typically a raffle may be approved, because HYHA has a premise permit elsewhere, their application must be approved by City Council Resolution.

SUPPORTING INFORMATION

- Resolution 2025-068

**CITY OF HOPKINS
HENNEPIN COUNTY, MINNESOTA**

RESOLUTION 2025-068

**RESOLUTION APPROVING LG230 APPLICATION TO CONDUCT
OFF-SITE LAWFUL GAMBLING BY HOPKINS YOUTH HOCKEY ASSOCIATION
AT THE HOPKINS PAVILION**

WHEREAS, Minnesota Statutes Chapter 349 provides that organizations licensed by the Gambling Control Board must obtain authority from the Board to conduct lawful gambling at a specific location. The statute also stipulates that the application will not be approved unless the organization submits a resolution of approval by the local unit of government; and

WHEREAS, Hopkins Youth Hockey Association has submitted an LG230 Application to Conduct Off-Site Gambling at the Hopkins Pavilion, 11000 Excelsior Boulevard, Hopkins; and

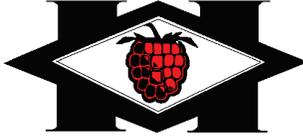
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hopkins, Minnesota, hereby approves the lawful gambling application to conduct a raffle on November 28-30, 2025, at the Hopkins Pavilion.

Adopted by the City Council of the City of Hopkins on this 18th day of November 2025.

By: _____
Patrick Hanlon, Mayor

ATTEST:

Amy Domeier, City Clerk



CITY OF HOPKINS

City Council Report 2025-161

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

From: Sam Gallagher, Associate Planner & Eric Klingbeil, City Engineer

Date: November 18, 2025

Subject: Resolutions Supporting LRIP Grant Funding Application for the
Reconstruction of 17th Avenue

RECOMMENDED ACTION

MOTION TO Adopt Resolution 2025-161, supporting the pursuit of 2025 Local Road Improvement Program funding for the 17th Avenue Improvements project.

OVERVIEW

The segment of 17th Avenue between Excelsior Boulevard to Highway 7 is scheduled to be reconstructed in the near future. The reconstruction of 17th Avenue is included in the 2025-2029 Capital Improvement Plan (CIP) for 2027. Plans are tentative and could move depending on the availability of outside funding.

This segment of 17th Avenue is significant in Hopkins's multimodal network for several reasons, including its potential to establish a connection between the Lake Minnetonka Regional Trail and the cycle track along the new extension of 17th Avenue between Excelsior Boulevard and the Shady Oak Station. Concepts for incorporating a separated bikeway into the reconstruction plans for 17th Avenue were developed in 2018 through a feasibility study funded by Hennepin County Community Works.

City Council previously directed staff to conduct robust community engagement efforts for the purposes of informing and further developing the preliminary design of the reconstructed 17th Avenue, and to prepare the City to submit competitive applications for external sources of funding. The City's applications for LRIP and Regional Solicitation funds in 2023 were not successful in receiving competitive funding. Staff have since conducted additional community engagement to inform the preliminary design and prepare a new LRIP application for competitive funding. Staff have also successfully applied for 17th Avenue to be included in the Metropolitan Council's Regional Bike Transportation Network (RBTN) to further support pursuits for competitive funding. The purpose of this item is to request resolutions supporting the preparation and submittal of funding applications.

SUPPORTING INFORMATION

- Bicycle Facility Concept Layouts
- Proposed Resolution 2025-066

ENGAGEMENT SUMMARY

In 2023, to further inform the preliminary design and prepare the City to submit competitive applications for external sources of funding, Council directed staff to conduct significant community engagement to solicit feedback on three alternatives recommended by the feasibility study. These efforts included mailings, posters, signage, sidewalk decals, social media, in-person pop-up events, one-on-one meetings with property owners, an open house, a community demonstration event, and an interactive website to collect comments and track responses. In 2023 43% of responses recommended the cycle track concept, 31% recommended the multi-use trail concept, 4% recommended on-street bike lanes, 8% recommended either the cycle track concept or multi-use trail concept, and 14% opposed the project. Overall, 87% of responses indicated support for the addition of bicycle facilities on 17th Avenue.

In 2025, to prepare the City to submit new applications for external sources of funding, staff conducted additional community engagement to solicit feedback on two alternatives, the multi-use trail concept and the cycle track concept. These efforts included posters, in-person pop-up events at the Fire Station Open House, Twin Cities Bike Ride, and library, and an updated website to collect comments and track responses. Overall, 58% of responses recommended the multi-use trail concept and 41% recommended the cycle track concept. Feedback also included recommendations on adding green space, increasing right of way space for all modes including space for strollers and improving crossings along 17th Avenue especially at the Lake Minnetonka Regional Trail.

RECOMMENDED CONCEPT

Based on the community input received, an analysis of the scoring criteria for the grant programs, and consideration of options that would be available if the pursuit of external funding sources is successful, staff is recommending that funding applications include the multi-use trail concept. Based on recent community engagement, the multi-use trail concept aligns with community support and offers flexibility in a couple of key and beneficial ways. First, the footprint of the multi-use trail concept has potential to be modified or reduced during final design in ways that could address or mitigate concerns voiced in 2023 about impacts to adjacent trees, yards, and landscaping. Secondly, if an application including the multi-use trail is selected for funding, the terms of the grant agreement would enable the project to be modified to include the cycle track concept prior to initiating final design. However, if a funding application including the cycle track concept is selected for funding, the terms of the grant agreement would make it much more difficult to change from the cycle track concept to the multi-use trail concept.

Given the amount time between now and when the final design process would be initiated, as well as the design considerations that have yet to be brought to a final level of detail, staff recommends submitting funding applications that include the multi-use trail option with the understanding that the potential for a cycle track option will continue to be evaluated.

PROJECT COSTS AND FUNDING

The current estimated project cost for the multi-use trail concept is \$9.73 million, this includes construction, indirect costs, and contingencies. The scope includes reconstruction of 17th Avenue, replacement of water main and sanitary sewer systems, improvements to the storm sewer system, construction of a multi-use trail, street lighting, landscaping, and all other appurtenances. Staff has developed a funding plan

for the project which involves applying for grants, using State Aid funding, utility funds, and special assessments. The costs and funding sources are summarized in the tables below.

Project Cost Table

Category	Cost
Street	\$2,930,000
Bicycle Facility	\$2,710,000
Utility and Stormwater	\$2,010,000
Indirect Costs	\$2,080,000
Total Project Cost	\$9,730,000

Project Funding Table

Category	Proposed Funding
Met Council Regional Solicitation Grant (application in 2026)	\$2,710,000
MnDOT LRIP Grant	\$1,500,000
City Utility Funds	\$2,010,000
City of Hopkins MSA	\$2,750,000
Special Assessments	\$ 760,000
Total Funding	\$9,730,000

This funding plan is preliminary and currently assumes the City is successful in securing all grants for which we are applying. Project staff will continue to work with the Finance Director as the project progresses as depending on the grant awards, the funding plan may change. The project team will also continue to seek other sources of outside funding and partnerships with other agencies that could result in cost reductions for Hopkins.

FUTURE ACTION

If there is agreement on the approach of applying for external sources of funding, the next steps would proceed as follows:

- **December 2025:**
 - Prepare and submit Local Road Improvement Program (LRIP) application.
- **Summer 2026:**
 - Receive results of LRIP grant application and report back to the City Council.
- **Fall 2026:**
 - Prepare and submit Regional Solicitation Program application.

**CITY OF HOPKINS
HENNEPIN COUNTY, MINNESOTA**

RESOLUTION 2025-066

**RESOLUTION OF SUPPORT TO SOLICIT OUTSIDE FUNDING INCLUDING THE
LOCAL ROADWAY IMPROVEMENT PROGRAM FOR THE 17TH AVENUE
IMPROVEMENTS PROJECT**

WHEREAS, the 17th Avenue Improvements project includes the reconstruction of 17th Avenue through the City of Hopkins between Hennepin County State Aid Highway No. 3 (Excelsior Boulevard) and Minnesota State Trunk Highway 7 (TH 7), and will correct poor road surface conditions, improve the underlying infrastructure, fill gaps in the sidewalk network, and install dedicated cycling facilities along the corridor; and;

WHEREAS, the 17th Avenue Improvements project provides opportunity to correct deficient roadway conditions, make improvements to utilities, improve the multimodal network, and increase access to the forthcoming Green Line Extension to be located at 17th Avenue and Hennepin County State Aid Highway No. 3; and

WHEREAS, the Local Road Improvement Program (LRIP) administered by the Minnesota Department of Transportation makes available up to \$1,500,000 to apply towards projects on local roads that are regionally significant, result in safety improvements, address transportation deficiencies, and contribute to economic development; and

WHEREAS, the proposed year for project construction is 2027,

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Hopkins hereby supports the reconstruction of 17th Avenue through the City of Hopkins between Hennepin County State Aid Highway No. 3 and Minnesota State Trunk Highway 7.

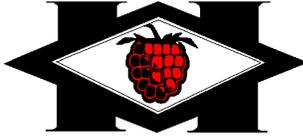
NOW THEREFORE BE IT FURTHER RESOLVED, that the City Council of the City of Hopkins hereby supports the City's pursuit of Local Road Improvement Program (LRIP) funding by authorizing staff to prepare and submit such application.

Adopted by the City Council of the City of Hopkins this 18th day of November, 2025.

By: _____
Patrick Hanlon, Mayor

ATTEST:

Amy Domeier, City Clerk



CITY OF HOPKINS

City Council Report 2025-168

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

From: Nick Bishop, Finance Director

Date: November 18, 2025

Subject: Approve 2026 Parking Permit Rates

RECOMMENDED ACTION

MOTION TO approve Resolution 2025-071 Increasing Parking Permit Rates Effective January 1st, 2026.

OVERVIEW

The Parking fund budget has been reviewed for 2026. An increase in parking rates will help support the cost of maintenance and enforcement of the city owned municipal lots and parking ramp. Rate increases of approximately 5% are being proposed for monthly, quarterly and annual permits. Sales tax is added to permit rates.

Parking Fees		
	2025 Current	2026 Proposed
Daytime Permits		
Daily	\$4.00	\$4.25
Monthly	\$45.00	\$47.25
Quarterly	\$110.00	\$115.50
Annual	\$350.00	\$370.00
Annual Overnight - (Between 8th & 11th Avenues, built pre-2012)	\$50.00	\$50.00
Overnight Permits (open to all, limited availability)		
Monthly	\$100.00	\$100.00
Quarterly	\$300.00	\$300.00
Annual	\$1,200.00	\$1,200.00

SUPPORTING INFORMATION

- Resolution 2025-071

**CITY OF HOPKINS
HENNEPIN COUNTY, MINNESOTA**

RESOLUTION 2025-071

**INCREASING PARKING PERMIT RATES
EFFECTIVE JANUARY 1, 2026**

WHEREAS, The City of Hopkins has established Ordinance No. 91-1310, City Code section 1310.11 which defines parking permit rates and allows adoption of fees through council resolution; and

WHEREAS, it is estimated the present parking permit rates are not sufficient to cover operating and enforcement expenses over the next year and will not provide sufficient funding for capital improvements to the municipal lot and parking ramp;

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Hopkins hereby set the parking permit fees at the following rates

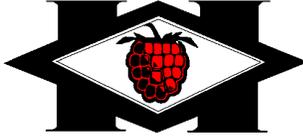
<u>Parking Permits</u>	
Daily	\$4.25
Monthly	\$47.25
Quarterly	\$115.50
Annual	\$370.00

Adopted by the City Council of the City of Hopkins this 18th day of November, 2025.

By: _____
Patrick Hanlon, Mayor

ATTEST:

Amy Domeier, City Clerk



Department
Community Services

CITY OF HOPKINS

Action Item 2025-166

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

From: Beth Kivett, Activity Center Program Coordinator

Date: November 18, 2025

Subject: Resolution Approving the Application for the LMC Grant Navigator Application

RECOMMENDED ACTION

MOTION TO APPROVE RESOLUTION 2025-069 AUTHORIZING THE APPLICATION FOR GRANT NAVIGATION SUPPORT FOR THE CITY.

OVERVIEW

On July 15, 2025, City Council heard a presentation update from the Hopkins Digital Access Initiative (HDAI). [HDAI](#) is a collaborative and community-driven effort to develop the Hopkins Digital Access Plan with targeted, actionable and sustainable strategies that strengthen digital access for all community members in Hopkins. The goal of this initiative is to ensure Hopkins community members have the digital tools, skills and support needed to thrive in today's connected world. This initiative is guided by a steering committee comprised of representatives from the City of Hopkins, Hopkins Community Education, and the Hopkins Public Library.

The Hopkins Digital Access Initiative is applying for the League of Minnesota Cities (LMC) Grant Navigator funding. This funding supports grant writing and will be used in partnership with ICA's grant writing team, AmplifyDMC. AmplifyDMC will be writing grants to support contract work to complete the Hopkins Digital Access Plan.

The initiative's assessment phase is coming to an end on December 1, 2025 with the conclusion of the [community-wide survey](#). The next step in this process is to create a detailed plan with actionable steps to ensure all Hopkins residents have the skills, support and tools to thrive in today's digital world.

RECOMMENDATION

Staff recommends that the board adopt Resolution 2025-069 authorizing the support of the League of Minnesota Cities Grant Navigator Application

SUPPORTING INFORMATION

- Resolution 2025-069
- League of Minnesota Cities Grant Navigator Application

**CITY OF HOPKINS
HENNEPIN COUNTY, MINNESOTA**

RESOLUTION 2025-069

**RESOLUTION AUTHORIZING APPLICATION FOR GRANT NAVIGATION SUPPORT
FOR THE CITY**

WHEREAS, the League of Minnesota Cities (“LMC”) has created a pilot Grants Navigation Program (“Program”) in which LMC will provide grants up to \$5,000 per city to use with industry partners to ease the process of identifying matching funds to city projects and aid in the grant application projects.

WHEREAS, the Program is limited to providing services to help obtain grant funding for one project per city.

WHEREAS, the Program is limited to providing support in obtaining grant funding, and LMC does not provide funds to implement projects.

WHEREAS, the City of Hopkins (“City”) wishes to apply to the Program to for support in finding grant funding for Hopkins Digital Access Initiative (“Project”).

WHEREAS, the City recognizes that the if approved, any funds received through the Program must be used in a manner consistent with the conditions above as well as all other conditions or limitations of the Program.

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Hopkins hereby

1. The City names Beth Kivett, Hopkins Activity Center Program Coordinator as its fiscal agent (“Fiscal Agent”) for the purposes of applying to the Program on behalf of the City.
2. The City authorizes the Fiscal Agent to act on its behalf when communicating with LMC in all matters related to the Program application for the Project.
3. If the City is awarded a grant under the Program, it agrees to use the funds to engage with industry partners who will aid in the grant matching and application process consistent with the terms and conditions of the Program.
4. If a state, federal, foundation, or nonprofit grant match is not found, or is applied to but not awarded, the City will seek feedback on why the project was not eligible and report back to the LMC with these findings consistent with the terms and conditions of the Program.
5. If a state, federal, foundation, or nonprofit grant is awarded, a project assessment will be submitted to LMC within six months of the application's approval and then periodically until after project completion consistent with the terms and conditions of the Program.

Adopted by the City Council of the City of Hopkins this 18th day of November, 2025.

By: _____
Patrick Hanlon, Mayor

ATTEST:

Amy Domeier, City Clerk

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LEAGUE OF MINNESOTA CITIES GRANT NAVIGATOR APPLICATION

SUBMITTED: November 12, 2025

Applicant Information

Name*

Beth Kivett

Title*

Hopkins Activity Center Coordinator

Email Address*

Phone*

Office Address*

Chief Administrative Officer*

Project Information

Briefly describe the project

The Hopkins Digital Access Initiative (HDAI) is a collaborative, community-based effort to ensure all Hopkins residents have access to the affordable internet, devices, digital skills, and ongoing support needed to thrive in today's digital world.

The project is to create a community-wide digital access plan with the understanding that digital access is foundational for individual, community, and economic vitality. The result will be expanded digital learning opportunities, technology help, improved access to affordable devices and internet connectivity, and stronger partnerships that make a thriving digital ecosystem. This collaborative plan will strengthen Hopkins' digital access ecosystem by ensuring community members can fully participate in economic, educational, social, and civic life, while simultaneously building community capacity, strengthening economic development, and enhancing the interconnected assets that makes Hopkins thrive.

The project involves community and stakeholder engagement; qualitative and quantitative assessment; collaborative planning for actionable and sustainable

strategies, implementation; and ongoing evaluation to measure effectiveness and impact.

HDAI is a collaborative community-based effort supported by the City of Hopkins and guided by a steering committee of representatives from the Hopkins Activity Center, Hopkins Public Library, and Hopkins Community Education. Backbone operational support is provided by the mission driven organization, Connecting to Thrive.

What is the project's estimated cost?*

The project's total estimated cost is \$30,000 - \$50,000. Key cost categories include:

Backbone organization and consultants: \$ 35,000

- Connecting to Thrive, LLC
- Hannah Buckland, Digital Equity Consultant
- Media and Communications Consultant

Technology and Tools (CRM and Mapping tools): \$3,500

Communications/Printing/Production: \$1,500

Grant Writing/Grant Mapping (AmplifyDMC): \$5,000 - \$10,000

When do you expect to start and complete the project?*

The project is currently underway. The planned completion date is June 1, 2026.

At what point in development is the project currently? This includes phases such as concept, feasibility study, preliminary engineering, committed project, etc.*

We are currently in the assessment phase, with ongoing stakeholder and community engagement. The project has five overlapping phases: (1) community and stakeholder engagement, which includes community member input, city-wide communications and participation in local events; (2) qualitative and quantitative assessment, which includes focus groups, input sessions, pop-ups and a community-wide survey; (3) collaborative planning and development of the plan, which will include community meetings with involvement from cross-sector stakeholders and community members to design actionable strategies; (4) implementation of the plan, which will be determined based on the strategies designed by the community; and (5) evaluation, which will use a measurement tools and data identified at the beginning of the planning phase to measure effectiveness and impact.

Community and stakeholder engagement began in March 2024 and is ongoing throughout the entire project. Qualitative research also began in March 2024 and continues through the assessment phase. The core of the quantitative assessment is a community technology survey, deployed on October 10, 2025 and concluding December 1, 2025.

Are there any grants you are currently pursuing or are there grants for which you believe your project may be eligible? If so, what is the anticipated request?*

We are not currently pursuing any grants. Given the initiative's broad reach across community and economic development, education, health, workforce development, civic engagement, social connectedness, and the fact that it centers equity and inclusion by ensuring all community members have access to the digital skills and tools needed to navigate the digital landscape regardless of age, income, language, ability, or technical experience, we believe there are numerous potential grant opportunities aligned with HDAL's goals. We anticipate using a diversified funding approach to support different aspects of the initiative.

Does the City Council support the project?

A city's council must pass a resolution of support for the project to be eligible for a League grant. This ensures the city is ready to move forward with the project if they are awarded a grant. Applications will not be considered until a copy of that resolution has been submitted to the League. You can find a [sample copy of a resolution](#) here.

- Has the city council approved a resolution of support for the project?*

Who is working on this project?

Who are the primary city staff involved with the project? Please include names and job titles.*

Beth Kivett, Hopkins Activity Center Program Coordinator

Is the city working with consultants on this project? If so, who?*

The mission driven organization Connecting to Thrive is working on this project. Connecting to Thrive provides backbone support, which includes organizational support, subject matter expertise, and project facilitation. Hannah Buckland, former Digital Equity Program Lead with the Minnesota Office of Broadband Development, will provide consulting services.

Have you engaged with an engineer, planning agency, architect, or financial advisor to assess the overall cost of the project, funding options, and the financial impact to the city? If so, who? What stage is the financial planning in?*

We have not engaged with a financial advisor. This project has no financial impact to the city, as all project costs will be covered through grants and philanthropic support.

We are partnering with ICA, Food, Jobs, Housing, a local nonprofit that provides essential social services to the Hopkins community. Our partnership with ICA allows us to leverage the strengths and expand on the success of an existing community pillar.

Cost estimation and funding strategy are part of our planning process and will be refined as we move through the community assessment and collaborative planning phases. This refinement will be research-based and involve input from relevant experts. For this application, we are developing the project budget in consultation with our planning partner ICA: Food, Jobs, Housing and potential consultants.

Who are the consultants you expect to pay using the League grant? Only the primary grant consultants are required. This may be the same consultant as listed above. Cities should have a cost estimate from a consultant for the work to be completed to apply for Grant Navigator funding.*

We expect to pay AmplifyDMC to provide grant writing and research services.

If using a consultant, have you received a quote or cost estimate for these grant services, and how much are these services expected to cost? (This information is needed for the Review Committee to assess the total Grant Navigator award.)*

AmplifyDMC has quoted us \$5,000-10,000 for their services of grant writing to support our project through to completion of the planning phase and into portions of the implementation.

Project Readiness

Not all sections need to be marked "Yes" for your project to be eligible for a League grant

Feasibility studies are a formal assessment of the practicality of a proposed plan and are recommended to be conducted prior to committing resources and time. Has a feasibility study been conducted for the project?*

No, we do not plan to conduct a feasibility study. Our iterative multi-phase planning process incorporates feasibility assessment throughout. As part of community research,

stakeholder engagement, and collaborative planning we have been systematically evaluating what is feasible and sustainable for Hopkins while building the stakeholder engagement that is essential for successful plan implementation.

Is there a Capital Investment Plan (CIP) for the project?*

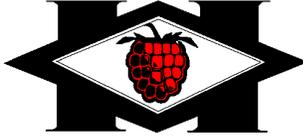
No

**Has a local funding source been identified for the project (e.g., savings, bonds)?
If so, please briefly list the source.***

No

Are there any other regulatory approvals needed (e.g., county, state agency)?*

No



Finance Department

CITY OF HOPKINS

City Council Report 2025-162

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

From: Nick Bishop, Finance Director

Date: November 6, 2025

Subject: Ratify Checks Issued OCTOBER 2025

RECOMMENDED ACTION

MOTION TO Ratify Checks issued between September 27, 2025 and October 31, 2025 with numbers 140082 thru 140471 for total distribution of 2,967,789.65.

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.

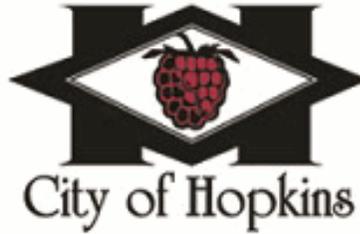
SUPPORTING INFORMATION

- Check Register

Accounts Payable

Checks by Date - Summary by Check Date

User: mschrick@hopkinsmn.com
Printed: 11/6/2025 11:20 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
140082	32145	24RESTORE	10/03/2025	488.37
140083	32150	4FRONT ENERGY	10/03/2025	40.00
140084	31331	ACME ELECTRIC MOTOR INC	10/03/2025	3,598.99
140085	01328	AIRGAS USA	10/03/2025	74.87
140086	01445	ALL SAFE INC	10/03/2025	3,031.22
140087	01479	AMERICAN PUBLIC WORKS ASSOCIA	10/03/2025	1,636.50
140088	01543	ANCOM COMMUNICATIONS INC	10/03/2025	3,300.00
140089	32143	WILLIAM ANDERSON	10/03/2025	200.00
140090	32154	WILLIAM ANDERSON	10/03/2025	750.00
140091	31728	BEAR ISLE LLC	10/03/2025	609.75
140092	32157	TRACY BECKMAN	10/03/2025	949.00
140093	32141	BRIAN BENIAK	10/03/2025	200.00
140094	32065	BLOOMINGTON LOCK & SAFE CO INC	10/03/2025	46,459.00
140095	29479	BLUUM OF MINNESOTA LLC	10/03/2025	321.70
140096	02563	BOLTON & MENK, INC	10/03/2025	33,708.21
140097	26976	BUCKEYE INTERNATIONAL INC	10/03/2025	58.39
140098	31400	BZDOK INSPECTIONS INC	10/03/2025	2,226.75
140099	31573	JASON THOMAS CARDINAL	10/03/2025	1,283.75
140100	29854	CENTURY COLLEGE	10/03/2025	12,500.00
140101	28430	CENTURY LINK	10/03/2025	1,568.14
140102	32139	CHARGE POINT	10/03/2025	320.00
140103	28981	CHESTNUT CAMBRONNE PA	10/03/2025	61,934.33
140104	31267	CINTAS CORPORATION	10/03/2025	522.30
140105	30127	CINTAS CORPORATION NO. 2	10/03/2025	97.53
140106	03330	CITY OF PLYMOUTH	10/03/2025	1,800.00
140107	32159	JANET CLEMEN	10/03/2025	500.00
140108	31676	COLLINS BROTHERS TOWING OF ST C	10/03/2025	265.00
140109	26951	COMCAST	10/03/2025	2.16
140110	26951	COMCAST	10/03/2025	10.00
140111	26951	COMCAST	10/03/2025	255.73
140112	28505	COMMERCIAL STEAM TEAM INC	10/03/2025	3,594.12
140113	31384	CONSOLIDATED COMMUNICATIONS C	10/03/2025	379.05
140114	31032	COVERALL NORTH AMERICA	10/03/2025	5,965.00
140115	32153	MAUREEN DAVIS	10/03/2025	1,406.50
140116	32151	CURTIS DEDERICH	10/03/2025	200.00
140117	31685	GARY DEVAAN	10/03/2025	2,930.75
140118	01523	EARL F. ANDERSEN, INC	10/03/2025	392.95
140119	30431	EHLERS INVESTMENT PARTNERS LLC	10/03/2025	10,618.75
140120	31845	EJ EQUIPMENT, INC.	10/03/2025	2,350.29
140121	31603	ELEVATOR SERVICE HOLDINGS LLC	10/03/2025	660.45
140122	29070	ENGAGE PRINT INC	10/03/2025	3,164.44
140123	29661	ESS BROTHERS & SONS	10/03/2025	20,689.00
140124	29491	FERGUSON WATERWORKS #2518	10/03/2025	119,014.32
140125	07003	GARTNER REFRIGERATION & MFG.	10/03/2025	7,721.54
140126	31278	GERTEN GREENHOUSES & GARDEN C	10/03/2025	104.85
140127	29377	GRAINGER, INC	10/03/2025	392.69
140128	32146	GRANICUS LLC	10/03/2025	12,633.64

Check No	Vendor No	Vendor Name	Check Date	Check Amount
140129	31474	GRANITE TELECOMMUNICATIONS LI	10/03/2025	381.67
140130	08038	HAWKINS, INC	10/03/2025	10,947.04
140131	32149	HDR ENGINEERING INC	10/03/2025	1,479.00
140132	08166	HENNEPIN CTY TREASURER	10/03/2025	2,610.03
140133	08179	HENNEPIN CTY TREASURER	10/03/2025	1,817.36
140134	27248	HENNEPIN CTY TREASURER	10/03/2025	10,830.00
140135	28979	HILLYARD INC	10/03/2025	345.18
140136	08336	HIRSHFIELDS	10/03/2025	196.25
140137	29612	INTERNATIONAL CHEMTEX	10/03/2025	766.62
140138	28601	JENN ARI GROUP	10/03/2025	2,526.52
140139	10560	JOHN HENRY FOSTER MN	10/03/2025	844.59
140140	10585	JOHNSTONE SUPPLY	10/03/2025	494.66
140141	29249	JR'S ADVANCED RECYCLERS	10/03/2025	730.50
140142	11013	KATH FUEL OIL SERVICE	10/03/2025	890.10
140143	11583	KONE INC	10/03/2025	498.81
140144	32160	MARY LACEY	10/03/2025	500.00
140145	29529	LEXISNEXIS RISK SOLUTIONS	10/03/2025	102.49
140146	31895	LIFE-ASSIST	10/03/2025	563.51
140147	30165	THOMAS LORENTZ	10/03/2025	500.00
140148	13012	MACQUEEN EQUIPMENT INC	10/03/2025	1,993.58
140149	31257	SCOTT ANDREWS MARKS	10/03/2025	180.00
140150	31505	MARTIN MARIETTA MATERIALS INC	10/03/2025	1,813.88
140151	30610	MCPHILLIPS BROS ROOFING COMPAN	10/03/2025	146,376.00
140152	13160	MEDICINE LAKE TOURS	10/03/2025	19,970.00
140153	13167	MENARDS	10/03/2025	160.86
140154	28665	METRO ALARM & LOCK	10/03/2025	420.00
140155	31767	MGMT FIVE INC	10/03/2025	3,664.22
140156	13275	MICRO CENTER	10/03/2025	1,232.84
140157	30888	MIDWEST FENCE & MFG COMPANY	10/03/2025	950.00
140158	13446	MN DEPT OF LABOR & INDUSTRY	10/03/2025	290.00
140159	28599	MN PUBLIC RADIO	10/03/2025	833.00
140160	13399	MN SAFETY COUNCIL, INC	10/03/2025	46.00
140161	32148	RACHEL MOLEPSKE	10/03/2025	500.00
140162	32058	MORNING STAR COFFEE	10/03/2025	816.20
140163	13760	MTI DISTRIBUTING INC	10/03/2025	331.08
140164	32161	PAULA AND MELANIE NELSON	10/03/2025	351.00
140165	32140	JANEECE LYNELLE OATMAN	10/03/2025	100.00
140166	29317	OFFICE OF MN IT SERVICES	10/03/2025	295.05
140167	31782	ORACLE AMERICA INC	10/03/2025	2,055.00
140168	31632	PACE SYSTEMS INC	10/03/2025	3,500.00
140169	30578	PETERSON SALT & WATER TREATMENT	10/03/2025	284.76
140170	31848	PRECISION UTILITIES	10/03/2025	10,453.00
140171	29106	PREMIUM TREE PROTECTION	10/03/2025	9,400.00
140172	14188	QUADIENT LEASING INC	10/03/2025	2,058.03
140173	17806	QWEST CORP	10/03/2025	272.85
140174	28997	R & R SPECIALTIES OF WISCONSIN IN	10/03/2025	590.00
140175	31110	REACH SPORTS MARKETING GROUP	10/03/2025	232.25
140176	30043	RYAN'S TREE CARE, LLC	10/03/2025	1,845.00
140177	19004	SAMARITAN TIRE COMPANY	10/03/2025	1,045.00
140178	31789	SANITATION PRODUCTS INC	10/03/2025	39.17
140179	28309	SCOTT COUNTY TREASURER	10/03/2025	4,025.00
140180	29532	SERGEANT LABORATORIES	10/03/2025	6,389.16
140181	29143	SHRED IT USA	10/03/2025	82.68
140182	29537	SMSC ENTERPRISES	10/03/2025	390.00
140183	31301	SMSC ENTERPRISES	10/03/2025	8,071.90
140184	19520	SNAP PRINT INC	10/03/2025	715.82
140185	32142	SCOTT STILLMAN	10/03/2025	200.00

Check No	Vendor No	Vendor Name	Check Date	Check Amount
140186	30226	SUNBELT RENTALS, INC.	10/03/2025	570.00
140187	31927	SUSA	10/03/2025	125.00
140188	32155	PARSA TAHERI	10/03/2025	743.95
140189	20167	TENNANT SALES & SERVICE CO	10/03/2025	593.71
140190	31899	ELLEN THOMPSON	10/03/2025	1,000.00
140191	31688	TRIMBLE INC	10/03/2025	128.00
140192	20887	TWIN CITY WATER CLINIC	10/03/2025	340.00
140193	31091	UNITED TACTICAL SYSTEMS LLC	10/03/2025	2,436.00
140194	32121	VAN METER WILLIAMS POLLACK LLJ	10/03/2025	7,000.00
140195	29466	VERIZON WIRELESS	10/03/2025	1,239.65
140196	29473	VERIZON WIRELESS	10/03/2025	503.33
140197	30017	VERIZON WIRELESS	10/03/2025	2,386.43
140198	27692	VESSCO INC	10/03/2025	8,256.54
140199	32091	VESTIS	10/03/2025	168.37
140200	31361	NET TRANSCRIPTS INC	10/03/2025	72.27
140201	32144	WAYZATA SYMPHONY ORCHESTRA	10/03/2025	375.00
140202	32158	LOCHLAN WEIHER	10/03/2025	999.00
140203	30835	MARY WHITEHILL	10/03/2025	500.00
140204	32156	LAURA WOOD	10/03/2025	999.00
140205	28123	WRAP CITY GRAPHICS INC	10/03/2025	780.00
Total for 10/3/2025:				669,143.94
140206	31825	7-ELEVEN INC	10/10/2025	200.00
140207	01767	A TO Z RENTAL CENTER	10/10/2025	836.30
140208	UB*01115	JOYCE M ABAS	10/10/2025	204.59
140209	30364	ABDO LLP	10/10/2025	3,730.75
140210	01125	ADT SECURITY SERVICES	10/10/2025	128.84
140211	28422	ADVANCED IMAGING SOLUTIONS	10/10/2025	4,333.63
140212	UB*01102	CLAIRE BARTHEL	10/10/2025	17.46
140213	32163	BETTE LAVETTE LLC	10/10/2025	3,750.00
140214	02563	BOLTON & MENK, INC	10/10/2025	251,054.30
140215	27822	BRADS PRO AUDIO	10/10/2025	400.00
140216	02811	BUREAU OF CRIMINAL APPREHENSIC	10/10/2025	3,000.00
140217	UB*01113	MARCUS BURNS	10/10/2025	67.36
140218	03160	CENTERPOINT ENERGY MINNEGASC	10/10/2025	20.42
140219	UB*01104	JOHNNY CHAPMAN	10/10/2025	19.85
140220	32092	CHUNKCHUNK ICE CREAM	10/10/2025	250.00
140221	30526	CITY OF RICHFIELD	10/10/2025	208.79
140222	31158	CLARK COMPANIES INCORPORATED	10/10/2025	13,759.71
140223	31993	COLLECTIVE ACTION LAB LLC	10/10/2025	1,500.00
140224	26951	COMCAST	10/10/2025	301.85
140225	26951	COMCAST	10/10/2025	15.12
140226	26951	COMCAST	10/10/2025	69.95
140227	UB*01118	LYNN COOPER	10/10/2025	41.31
140228	28747	CULLIGAN BOTTLED WATER CO	10/10/2025	382.87
140230	29006	ENTERPRISE FLEET MANAGEMENT	10/10/2025	4,996.43
140231	UB*01114	ANDREW G EWALD	10/10/2025	40.36
140232	30601	FAE LSE 8 LLC	10/10/2025	13,972.71
140233	29491	FERGUSON WATERWORKS #2518	10/10/2025	6,361.50
140234	UB*01120	ANDREW FOLEY	10/10/2025	141.41
140235	07564	GOPHER STATE ONE-CALL, INC	10/10/2025	448.20
140236	29377	GRAINGER, INC	10/10/2025	412.80
140237	29820	GROUP HEALTH PLAN INC	10/10/2025	1,251.00
140238	UB*01116	TREVOR GRUYS	10/10/2025	344.52
140239	08000	H & L MESABI	10/10/2025	2,790.10
140240	08001	HACH COMPANIES	10/10/2025	58.90

Check No	Vendor No	Vendor Name	Check Date	Check Amount
140241	UB*01096	RICHARD HAINES	10/10/2025	44.15
140242	31143	SARA HALPERN	10/10/2025	375.00
140243	UB*01111	KYLE HANSON	10/10/2025	24.45
140244	UB*01099	LINDA HOMAN	10/10/2025	121.94
140245	08576	HOPKINS F.D. RELIEF ASSOC	10/10/2025	720.00
140246	08576	HOPKINS F.D. RELIEF ASSOC	10/10/2025	350,048.56
140247	29345	IMPACT MAILING OF MN	10/10/2025	2,729.28
140248	31592	INFINITE HEALTH COLLABORATIVE I	10/10/2025	312.50
140249	09578	INNOVATIVE OFFICE SOLUTIONS LLC	10/10/2025	1,326.11
140250	09002	I-STATE TRUCK CENTER	10/10/2025	213.72
140251	30269	JANELLE JASPERS JONES	10/10/2025	360.00
140252	UB*01106	ERIK JORDAHL	10/10/2025	69.92
140253	11013	KATH FUEL OIL SERVICE	10/10/2025	2,820.41
140254	32166	JANET KILSDONK	10/10/2025	1,000.00
140255	UB*01093	JAMES KLEINBAUM	10/10/2025	90.63
140256	UB*01101	KYLE KOEBELE	10/10/2025	98.12
140257	UB*01100	SHELBY LANDAETA	10/10/2025	117.60
140258	UB*01109	MARY E LAPIC	10/10/2025	147.40
140259	32162	CARL LEE	10/10/2025	1,281.00
140260	UB*01108	LENHER INVEST CO	10/10/2025	77.57
140261	29529	LEXISNEXIS RISK SOLUTIONS	10/10/2025	102.49
140262	30145	ZACH LUNDBERG	10/10/2025	6,050.00
140263	30145	ZACH LUNDBERG	10/10/2025	300.00
140264	UB*01098	ZACHERY MARLOW	10/10/2025	12.79
140265	31305	MARY MCCALLUM	10/10/2025	520.00
140266	UB*01105	KAITLIN MCINERNEY	10/10/2025	152.50
140267	13167	MENARDS	10/10/2025	291.51
140268	28665	METRO ALARM & LOCK	10/10/2025	360.00
140269	13251	MINNEAPOLIS SAW INC	10/10/2025	116.70
140270	32167	ADAM MINTER	10/10/2025	1,700.00
140271	13354	MN BENEFIT ASSOCIATION	10/10/2025	84.18
140272	13446	MN DEPT OF LABOR & INDUSTRY	10/10/2025	200.00
140273	UB*01107	KENNETH MORGAN	10/10/2025	23.86
140274	32096	MOVE FOR AMERICA	10/10/2025	2,000.00
140275	32164	CYRIL NEVILLE	10/10/2025	3,750.00
140276	30300	NORDIC SOLAR HOLDCO LLC	10/10/2025	5,667.86
140277	UB*01103	STEVEN OLSON	10/10/2025	126.80
140278	15521	ON SITE COMPANIES	10/10/2025	2,074.02
140279	31796	DAVID OSTLUND	10/10/2025	260.00
140280	32122	SHEILA PETERSON	10/10/2025	2,800.00
140281	UB*01119	ERNEST PIERSON	10/10/2025	205.84
140282	16440	PLASTIC BAGMART INC	10/10/2025	139.90
140283	27224	PPG ARCHITECTURAL FINISHES	10/10/2025	44.09
140284	31848	PRECISION UTILITIES	10/10/2025	13,591.25
140285	30125	PROJECT COMPANY FINCO PHASE III	10/10/2025	63,735.36
140286	16801	PUMP & METER SERVICE, INC	10/10/2025	156.00
140287	32165	MARGARET PURCELL KVAM	10/10/2025	220.00
140288	29072	Q3 CONTRACTING INCORPORATED	10/10/2025	3,857.79
140289	17806	QWEST CORP	10/10/2025	71.19
140290	UB*01117	RYAN REAGAN	10/10/2025	20.99
140291	31120	REPUBLIC SERVICES INC	10/10/2025	35,150.04
140292	29588	RON TURLEY ASSOCIATES INC.	10/10/2025	3,400.00
140293	UB*01110	ANDREW SCHIBILLA	10/10/2025	51.60
140294	30193	TRICIA SCHWEITZER	10/10/2025	192.50
140295	27124	SHERWIN WILLIAMS	10/10/2025	638.76
140296	29609	SHRED-N-GO - 446138	10/10/2025	3,575.00
140297	29384	SITEONE LANDSCAPE SUPPLY	10/10/2025	311.70

Check No	Vendor No	Vendor Name	Check Date	Check Amount
140298	19520	SNAP PRINT INC	10/10/2025	46.70
140299	UB*01112	TIMOTHY SNYDER	10/10/2025	21.72
140300	19602	SPS COMPANIES INC	10/10/2025	2,834.29
140301	UB*01097	ANDREW STEADMAN	10/10/2025	5.86
140302	30226	SUNBELT RENTALS, INC.	10/10/2025	720.00
140303	29590	SYN-TECH SYSTEMS	10/10/2025	1,175.00
140304	30093	TRANSUNION RISK AND ALTERNATIV	10/10/2025	191.60
140305	31237	TWIN CITIES TRANSPORT & RECOVER	10/10/2025	2,500.00
140306	27981	ULINE INC	10/10/2025	123.52
140307	UB*01094	JOHN F UNDERDAHL	10/10/2025	41.33
140308	32091	VESTIS	10/10/2025	256.23
140309	UB*01095	WHITNEY VOLKER	10/10/2025	59.43
140310	25080	XCEL ENERGY	10/10/2025	69.09
140311	25080	XCEL ENERGY	10/10/2025	125.05
140312	25080	XCEL ENERGY	10/10/2025	100.25
140313	25080	XCEL ENERGY	10/10/2025	219.46
140314	25080	XCEL ENERGY	10/10/2025	9.83
140315	26320	ZIEGLER, INC	10/10/2025	905.48
140316	31697	ZILLMER TREE MANAGEMENT LLC	10/10/2025	32,550.00
140317	32076	GURSTEL LAW FIRM	10/10/2025	697.09
140318	08576	HOPKINS F.D. RELIEF ASSOC	10/10/2025	150.00
Total for 10/10/2025:				871,846.04
140319	32171	A R ENGH HEATING AND AIR CONDIT	10/16/2025	69.25
140320	01328	AIRGAS USA	10/16/2025	118.40
140321	30899	BAUERS MINNOCO	10/16/2025	99.25
140322	31728	BEAR ISLE LLC	10/16/2025	409.50
140323	29817	GARY BINGER	10/16/2025	4,200.00
140324	27822	BRADS PRO AUDIO	10/16/2025	400.00
140325	31400	BZDOK INSPECTIONS INC	10/16/2025	1,551.75
140326	31568	CARE RESOURCE CONNECTION	10/16/2025	1,250.00
140327	31267	CINTAS CORPORATION	10/16/2025	319.66
140328	31676	COLLINS BROTHERS TOWING OF ST C	10/16/2025	185.00
140329	26951	COMCAST	10/16/2025	496.28
140330	31384	CONSOLIDATED COMMUNICATIONS C	10/16/2025	379.85
140331	01523	EARL F. ANDERSEN, INC	10/16/2025	2,635.55
140332	29398	ENTERPRISE FLEET MANAGEMENT	10/16/2025	3,203.32
140333	32170	ESCH CONTRUCTION SUPPLY INC.	10/16/2025	1,368.53
140334	32169	FREDERICK HAINES COGELOW	10/16/2025	789.34
140335	31474	GRANITE TELECOMMUNICATIONS LI	10/16/2025	255.56
140336	32168	HEAD EAST MUSIC	10/16/2025	7,500.00
140337	08166	HENNEPIN CTY TREASURER	10/16/2025	7,570.40
140338	08223	HENNEPIN CTY TREASURER	10/16/2025	14,973.99
140339	08620	HOPKINS ROTARY	10/16/2025	250.00
140340	32113	IDI	10/16/2025	206.50
140341	31089	INTERNAL REVENUE SERVICE	10/16/2025	27.76
140342	27456	JAZZ88 KBEM	10/16/2025	600.00
140343	11161	KENNEDY & GRAVEN, CHARTERED	10/16/2025	19,133.70
140344	30320	KIESLERS POLICE SUPPLY INC	10/16/2025	8,855.00
140345	03369	LEAGUE OF MN CITIES	10/16/2025	50.00
140346	31895	LIFE-ASSIST	10/16/2025	301.48
140347	30872	LTD BREWING LLC	10/16/2025	300.00
140348	30145	ZACH LUNDBERG	10/16/2025	2,675.00
140349	31505	MARTIN MARIETTA MATERIALS INC	10/16/2025	74.39
140350	13160	MEDICINE LAKE TOURS	10/16/2025	2,400.00
140351	13179	METROPOLITAN COUNCIL	10/16/2025	7,380.45

Check No	Vendor No	Vendor Name	Check Date	Check Amount
140352	30363	MINNEAPOLIS OXYGEN COMPANY	10/16/2025	111.23
140353	13760	MTI DISTRIBUTING INC	10/16/2025	135.68
140354	31839	KRISTINA NESSE	10/16/2025	25.00
140355	31452	NOW MICRO INC	10/16/2025	16,442.00
140356	15682	ORKIN LLC	10/16/2025	150.00
140357	04573	QUALITY RESOURCE GROUP INC	10/16/2025	1,309.07
140358	32046	R L LARSON EXCAVATING INC	10/16/2025	697,914.82
140359	18164	RED WING BUSINESS ADVANTAGE AC	10/16/2025	175.49
140360	31301	SMSC ENTERPRISES	10/16/2025	631.20
140361	31237	TWIN CITIES TRANSPORT & RECOVER	10/16/2025	545.13
140362	27981	ULINE INC	10/16/2025	310.40
140363	32091	VESTIS	10/16/2025	83.10
Total for 10/16/2025:				807,863.03
140364	29535	ADVANCED ENGINEERING	10/24/2025	283.50
140365	32179	AUBZ ALLADIN	10/24/2025	38.57
140366	01521	ANCHOR PAPER COMPANY	10/24/2025	741.68
140367	UB*01131	APH STORES INC/BENCO	10/24/2025	250.15
140368	UB*01130	ALAN BECK	10/24/2025	119.03
140369	02162	BECKER ARENA PRODUCTS, INC	10/24/2025	2,384.61
140370	32174	BERG-JOHNSON ASSOCIATES INC	10/24/2025	1,850.69
140371	UB*01140	JAMES BLACK	10/24/2025	104.60
140372	31837	ELIZABETH BOOR	10/24/2025	300.00
140373	UB*01129	BURNET TITLE	10/24/2025	295.95
140374	UB*01127	DARRELL T CARLSON	10/24/2025	28.96
140375	15447	CARPENTERS SMALL ENGINE	10/24/2025	25.43
140376	32175	MICHELE CARSTENS	10/24/2025	50.00
140377	28987	CENTER FOR ENERGY & ENVIRONME	10/24/2025	2,700.00
140378	03160	CENTERPOINT ENERGY MINNEGASCI	10/24/2025	4,024.31
140379	28430	CENTURY LINK	10/24/2025	24.36
140380	UB*01121	LESLIE CHASE	10/24/2025	14.31
140381	30127	CINTAS CORPORATION NO. 2	10/24/2025	797.31
140382	26951	COMCAST	10/24/2025	404.93
140383	26951	COMCAST	10/24/2025	182.93
140384	26951	COMCAST	10/24/2025	255.73
140385	30560	COMPUTER INTEGRATION TECHNOL	10/24/2025	12,711.30
140386	03696	CRYSTEEL TRUCK EQUIPMENT	10/24/2025	755.00
140387	04168	DEM-CON LANDFILL, INC	10/24/2025	920.15
140388	28898	ECM PUBLISHERS INC	10/24/2025	675.36
140389	32170	ESCH CONTRUCTION SUPPLY INC.	10/24/2025	2,970.00
140390	29661	ESS BROTHERS & SONS	10/24/2025	5,053.00
140391	29491	FERGUSON WATERWORKS #2518	10/24/2025	19,086.98
140392	31700	CALLIE FLYNN	10/24/2025	273.71
140393	32172	KYLE FOKKEN	10/24/2025	500.00
140394	27492	FRIENDS OF THE HOPKINS	10/24/2025	10,000.00
140395	UB*01126	HANNAH FURNALD	10/24/2025	74.88
140396	32176	GAREK GARCIA-GALINDO	10/24/2025	100.00
140397	30389	GLEASON PRINTING INC	10/24/2025	901.30
140398	31701	KRISTIN HANNEMAN	10/24/2025	375.06
140399	08038	HAWKINS, INC	10/24/2025	5,011.51
140400	29748	HENNEPIN COUNTY PUBLIC WORKS	10/24/2025	12,787.08
140401	08166	HENNEPIN CTY TREASURER	10/24/2025	291.30
140402	08324	HIGHVIEW PLUMBING INC	10/24/2025	9,280.00
140403	08620	HOPKINS ROTARY	10/24/2025	250.00
140404	30625	ICMA MEMBERSHIP RENEWALS	10/24/2025	1,200.00
140405	09521	INDELCO	10/24/2025	29.20

Check No	Vendor No	Vendor Name	Check Date	Check Amount
140406	28825	JOBS FOUNDATION	10/24/2025	841.34
140407	UB*01137	JOBS TASK DONE INVESTMENTS LLC	10/24/2025	145.87
140408	31702	CARSYN JOHNSON	10/24/2025	150.00
140409	UB*01136	BRUCE W JOHNSTON	10/24/2025	166.45
140410	UB*01134	KL MN 1 LLC	10/24/2025	16.33
140411	UB*01124	HEATHER KNOKE	10/24/2025	0.62
140412	32173	KRAMER WELL DRILLING LLC	10/24/2025	412,500.12
140413	UB*01132	WILLIAM LEADENS	10/24/2025	75.41
140414	03369	LEAGUE OF MN CITIES	10/24/2025	50.00
140415	31895	LIFE-ASSIST	10/24/2025	280.25
140416	30703	JONATHAN LYKSETT	10/24/2025	200.00
140417	UB*01139	DUNCAN MACLACHLAN	10/24/2025	40.99
140418	13012	MACQUEEN EQUIPMENT INC	10/24/2025	1,651.28
140419	31505	MARTIN MARIETTA MATERIALS INC	10/24/2025	532.27
140420	13167	MENARDS	10/24/2025	1,999.55
140421	13275	MICRO CENTER	10/24/2025	797.96
140422	31772	MIDWEST CONCRETE SPECIALTIES IN	10/24/2025	23,527.26
140423	31703	MATTHEW MILLER	10/24/2025	150.00
140424	27576	MN POLLUTION CONTROL AGENCY	10/24/2025	75.00
140425	31064	MR CUTTING EDGE LLC	10/24/2025	102.00
140426	29452	OFFICE OF MN IT SERVICES	10/24/2025	588.02
140427	UB*01122	COLLIN OLSTAD	10/24/2025	72.51
140428	27080	PEAK HEATING & COOLING INC	10/24/2025	355.00
140429	31909	COMPASS PEER GROUPS	10/24/2025	200.00
140430	UB*01133	CONSUELO I PEREA ROMERO	10/24/2025	1,387.30
140431	29245	PINK ELEPHANT	10/24/2025	4,484.46
140432	28245	QUADIENT FINANCES USA INC	10/24/2025	5,010.00
140433	32177	REBECCA RODRIGUEZ	10/24/2025	100.00
140434	19004	SAMARITAN TIRE COMPANY	10/24/2025	558.12
140435	29594	SEH DESIGN/BUILD	10/24/2025	14,000.00
140436	32052	AMY SHADIS	10/24/2025	100.00
140437	19520	SNAP PRINT INC	10/24/2025	135.00
140438	19602	SPS COMPANIES INC	10/24/2025	212.28
140439	19730	STERICYCLE INC	10/24/2025	98.97
140440	31704	KIMBERLY STIELE	10/24/2025	100.00
140441	19777	STREICHERS	10/24/2025	570.85
140442	19802	SUBURBAN RATE AUTHORITY	10/24/2025	996.00
140443	20560	TOLL GAS & WELDING SUPPLY	10/24/2025	79.20
140444	UB*01123	JON TOMASSON	10/24/2025	0.98
140445	03440	ULTIMATE SAFETY CONCEPTS INC	10/24/2025	298.20
140446	UB*01141	SOHAN UPPAL	10/24/2025	40.75
140447	22002	VALLEY-RICH COMPANY, INC	10/24/2025	15,974.75
140448	UB*01128	JACQUELINE VANDERVEEN	10/24/2025	160.40
140449	29490	VERIZON WIRELESS	10/24/2025	704.32
140450	31128	VIKING AUTOMATIC SPRINKLER	10/24/2025	9,457.92
140451	UB*01135	WILLIAM WARD	10/24/2025	179.33
140452	32178	ANNETTE WILKUS	10/24/2025	100.00
140453	UB*01125	DAN WOODCOCK	10/24/2025	19.99
140454	31640	WENDY WOODFILL	10/24/2025	200.00
140455	UB*01138	DENNIS YELKIN	10/24/2025	132.27
140456	26320	ZIEGLER, INC	10/24/2025	5,489.97
140457	30023	CIGNA HEALTH AND LIFE INSURANC	10/24/2025	1,260.28
140458	30728	AFSCME COUNCIL 5	10/24/2025	738.15
140459	09801	CENTRAL PENSION FUND	10/24/2025	1,760.00
140460	31875	Crime Prevention Fund Hopkins	10/24/2025	56.00
140461	32076	GURSTEL LAW FIRM	10/24/2025	707.44
140462	08625	HOPKINS POLICE ASSOCIATION	10/24/2025	540.00

Check No	Vendor No	Vendor Name	Check Date	Check Amount
140463	30941	HOPKINS POLICE CRIME FUND	10/24/2025	57.44
140464	31683	INTERNATIONAL ASSOC OF FIRE FIGI	10/24/2025	543.90
140465	12012	LAW ENFORCEMENT LABOR SERVICI	10/24/2025	2,027.32
140466	30392	CIGNA LIFE INS COMP OF AMERICA -	10/24/2025	773.08
140467	30391	THE HARTFORD LTD	10/24/2025	2,684.48
140468	08568	RESOURCE WEST	10/24/2025	1.00
140469	30390	THE HARTFORD STD	10/24/2025	3,730.38
140470	21523	UNION LOCAL 49	10/24/2025	770.00
140471	21529	UNITED WAY	10/24/2025	55.00
Total for 10/24/2025:				618,936.64
Report Total (389 checks):				2,967,789.65



CITY OF HOPKINS

City Council Report 2025-162

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

From: Sam Gallagher, Associate Planner

Date: November 18, 2025

Subject: 29 Van Buren Avenue South Conditional Use Permit for Short-term Rental

OVERVIEW

The applicant, Anthony Yanchuk, has submitted an application for a conditional use permit to allow short-term rental of their property located at 29 Van Buren Avenue South. The request is to allow short-term rental of both of the 2 units in the duplex. The site is currently guided by Traditional Urban land use by the 2040 Comprehensive Plan and zoned N3-B, Small Lot Traditional Neighborhood. Short-term rental uses are a conditional use in the N3-B Zone. Based on the findings in this report and the recommendation of the Planning and Zoning Commission made at their October 28, 2025 meeting, staff recommends approval of this application subject to the conditions in the attached proposed resolution.

RECOMMENDATION

Staff recommends that the City Council adopt the following motion: "Move to adopt Resolution 2025-067, approving the Conditional Use Permit application for 29 Van Buren Avenue South to be used for short-term rental, subject to conditions."

ANALYSIS **BACKGROUND**

The property at 29 Van Buren Avenue South contains a duplex constructed in 1912 per County records. Both units in the duplex contain two bedrooms and one bathroom. The property also contains four off-street parking spaces located off the alley. The property was purchased by the applicants in August of 2025 and is currently used as a homestead for the applicant in one unit and vacant in the second unit. The applicant has applied for a conditional use permit to allow for both units on the property to be used for short-term rental.

PLANNING & ZONING COMMISSION REVIEW

At their October 28, 2025 meeting, the Planning & Zoning Commission held a public hearing pursuant to the procedures detailed in Article 13 of the Development Code to consider the conditional use permit application. One person who is a neighbor of the applicant spoke during the public hearing to share support for approval of the conditional use permit application. The City did not receive any additional comments on the application. During their discussion, Planning & Zoning Commission discussed the duration of guest stay, vetting of guest occupants, and broader questions about the regulations of short-term rentals within the City of Hopkins in general. The Planning and

Zoning Commission unanimously approved a motion recommending the City Council approve this application.

ZONING AND LAND USE REVIEW

The 2040 Comprehensive Plan – Cultivate Hopkins guides the future land use of this property as Traditional Urban. Traditional Urban land use is characterized by moderate density residential dwellings which are predominantly single family dwellings but include a mix of duplexes and attached units. The property is zoned as N3-B, Small Lot Traditional Neighborhood. This zone is primarily intended to accommodate detached houses, semi-detached houses, two-unit houses, and attached houses in a traditional neighborhood context featuring smaller lots. The Development Code identifies use of the property for short-term rental as allowable subject to the supplemental use regulations that are detailed on the following pages and upon approval of a conditional use permit.

CONDITIONAL USE PERMIT REVIEW AND APPROVAL CRITERIA

A conditional use permit may be approved only if it is determined that the proposed conditional use meets all of the following criteria:

- 1) The proposed conditional use is consistent with the Comprehensive Plan and the purposes of the Development Code

Finding: Staff finds that the proposed use is consistent with the Comprehensive Plan and the purposes of the Development Code. Use of the property as a short-term rental will not significantly alter the property's relationship to or impact on the surrounding neighborhood. The built form of the property will not change and is consistent with the character of the Traditional Urban land use.

- 2) The proposed conditional use complies with all applicable provisions of the Development Code

Finding: Staff finds that with the proposed conditions detailed in the attached resolution, the proposed conditional use complies with the applicable provisions of the Development Code. Staff review of the applicable supplemental use regulations are detailed on the following pages of this report.

- 3) The proposed conditional use will not be injurious to the neighborhood or otherwise detrimental to the public welfare.

Finding: Staff finds that the proposed conditional use will not be injurious to the neighborhood or otherwise detrimental to the public welfare. Use of the property as a short-term rental will not significantly alter the property's relationship to or impact on the surrounding neighborhood.

ALTERNATIVES

1. Vote to Approve. By voting to approve the conditional use permit, the applicant will be approved to use their property for short-term rental.
2. Vote to Deny. By voting to deny the conditional use permit, the applicant will not be approved to use their property for short-term rental. 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 Council concludes that further information is needed the item should be continued.

SUPPORTING INFORMATION

- Zoning Review: 29 Van Buren Avenue South Conditional Use Permit for Short-term Rental

ZONING REVIEW: 29 VAN BUREN AVENUE SOUTH CONDITIONAL USE PERMIT FOR SHORT-TERM RENTAL

Zoning Application: 2025-09 Review Date: October 28, 2025
 Address: 28 Van Buren Avenue S
 Applicant/Owner: Anthony Yanchuk, Property Owner

PROJECT DESCRIPTION:
 Application for a conditional use permit to use existing duplex for short-term rental.

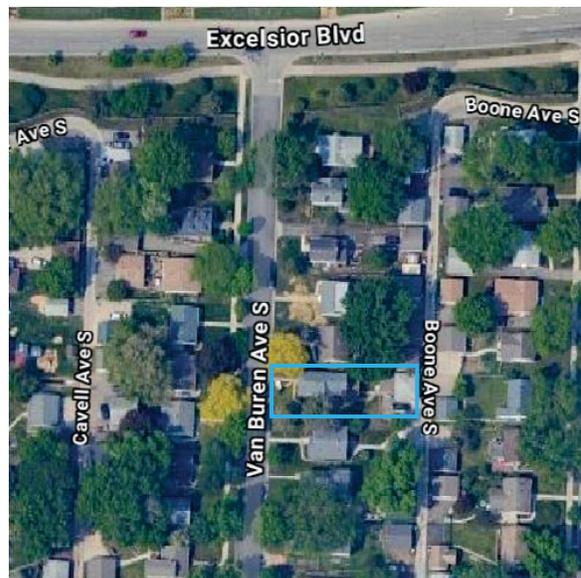
BASE ZONE:	N3-B	EXISTING USE:	Household Living, 2 unit
BUILDING TYPES ALLOWED:	Detached House, Semi-Detached House, Two-Unit House	PROPOSED USE:	Household Living, 2 unit
BUILDING TYPE SELECTED:	Two-Unit House	PERMITTED/CONDITIONAL:	Conditional
SITE AREA	0.14 ac (5,982 sf)	DENSITY:	14 units/ac
BUILDING SIZE:	One 2 Story Duplex	COMPREHENSIVE PLAN DESIGNATION:	Traditional Urban (5-12 units/ac)
LARGE PUD REQUIRED?	No	DEADLINE FOR ACTION	November 29, 2025

Review Key			
✓	Meets or exceeds regulation	✗	Does not meet regulation
?	More Information Needed	Cond.	Met per conditions
N/A	Regulation does not apply	PUD	PUD Deviation

ZONING MAP



LOCATION MAP



ARTICLE 5 PRINCIPAL USES

Section of Code	Regulation	REVIEW NOTES
102-580(j) SUPPLEMENTAL USE REGULATIONS		
Cond.	102-580(j)(1) LICENSING AND PERMITTING	<p>Short-term rentals must comply with all applicable licensing and permit requirements of the City and Hennepin County.</p> <p>Proposed condition requires that City licensing requirements be met prior to the use commencing. The City is not aware of any County licenses that need to be obtained.</p>
Cond.	102-580(j)(2) MAXIMUM OCCUPANCY	<p>No more than 6 adults and their dependent children may occupy rooms within a short-term rental.</p> <p>Proposed condition prohibits more than 6 adults and their dependent children occupying the short-term rental at one time.</p>
✓	102-580(j)(3) ACCESSORY DWELLING UNITS	<p>Short-term rentals are not permitted on lots occupied by accessory dwelling units.</p> <p>No accessory dwelling unit is present on the property.</p>
Cond.	102-580(j)(4) STRUCTURE AND SITE ALTERATIONS	<p>External structural alterations or site improvements that change the residential character of the lot upon which a short-term rental is located are prohibited. Examples of such prohibited alterations include the construction of a parking lot, the addition of commercial-like exterior lighting, and signage.</p> <p>No external structural alterations that change the residential character are proposed.</p>
Cond.	102-580(j)(5) REGISTER OF RENTAL GUESTS	<p>A register of short-term rental guests must be maintained and made available to the City upon request.</p> <p>Proposed condition requires a register of short-term rental guests to be maintained and made available to the City upon request.</p>
Cond.	102-580(j)(6) SPECIAL EVENTS	<p>Short-term rentals may not be used for special events to be attended by individuals who are not registered guests of the short-term rental unit.</p> <p>Proposed condition prohibits use of the short-term rentals for special events attended by individuals who are not registered guests.</p>

**CITY OF HOPKINS
HENNEPIN COUNTY, MINNESOTA**

RESOLUTION 2025-067

**RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR SHORT-TERM
RENTAL AT 29 VAN BUREN AVENUE SOUTH**

WHEREAS, the applicant, Anthony Yanchuk, has submitted an application for a conditional use permit to allow short-term rental of their property located at 29 Van Buren Avenue South; and

WHEREAS, the subject property is legally described as Lot 27, Block 20, West Minneapolis, Hennepin County, Minnesota; and

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

1. That the above application was initiated by the applicant on September 24, 2025
2. That the Hopkins Planning and Zoning Commission, pursuant to published and mailed notice, held a public hearing on the application and reviewed such application on October 28, 2025; all persons present were given the opportunity to be heard; and
3. That written comments and analysis of City staff were considered; and
4. That the Planning & Zoning Commission of the City of Hopkins unanimously approved a resolution recommending the City Council approve the conditional use permit for 29 Van Buren Avenue South to be used for short-term rental, subject to conditions; and

WHEREAS, staff recommended approval of the above stated application based on the findings outlined in the staff report dated November 18, 2025,

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Hopkins hereby approves the conditional use permit application from Anthony Yanchuk to use the property at 29 Van Buren Avenue South for short-term rental, subject to the conditions listed below.

1. All applicable licensing and permitting requirements of the City must be met before the use commences.
2. No more than 6 adults and their dependent children may occupy the short-term rental at one time.

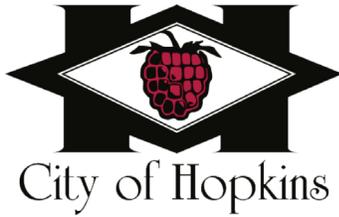
3. A register of short-term rental guests must be maintained and made available to the City upon request.
4. Use of the short-term rental for special events attended by individuals who are not registered guests is prohibited.
5. A Resolution approving the conditional use permit must be recorded against the property with the Hennepin County Recorder's Office and receipt of said recording must be provided to the City before the use commences.

Adopted by the City Council of the City of Hopkins this 18th day of November, 2025.

By: _____
Patrick Hanlon, Mayor

ATTEST:

Amy Domeier, City Clerk



City Council Report 2025-164

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

From: Ryan Krzos, City Planner

Date: November 18, 2025

Subject: First Reading of a Planned Unit Development (PUD) Rezoning Ordinance and a PUD Site Plan for 501 Mainstreet and 15 6th Avenue North

REQUEST

501 Mainstreet LLC (Footprint Development), requests approval of a Planned Unit Development (PUD) to allow redevelopment of two properties at 501 Mainstreet and 15 6th Avenue North. The proposal includes construction of a four-story, 41-unit apartment building with related parking, landscaping, and site improvements. The PUD is requested to allow flexibility from standard zoning requirements, primarily for parking, setbacks and lot coverage, in exchange for enhanced design, sustainability, and community benefits. Approval of the PUD requires adoption of a rezoning Ordinance applying a PUD zoning overlay and approval of a Site Plan.

RECOMMENDATION

Staff and the Planning & Zoning Commission recommend the City Council adopt the following motion: “Move to adopt Resolution 2025-067 approving a first reading of the Planned Unit Development Rezoning Ordinance and approving the PUD Site Plan for 501 Mainstreet and 15 6th Avenue North.”

ANALYSIS

Background

A background of the site and its availability as a development site is included in the materials for the [March 25, 2025 Planning & Zoning Commission meeting](#). At that meeting an initial concept for the proposal was presented for the City feedback. The main difference between the concept and the current proposal is the increase in units (from 38 to 41), increase in above grade story height (from three to four), and removal of the sunken garden level units from the plan in lieu of a c-shaped building with courtyard.

Site Context

- **501 Mainstreet:** Vacant parcel at the northwest corner of Mainstreet and 5th Avenue North within downtown Hopkins.
- **15 - 6th Avenue North:** Vacant lot located to the north of the 501 Mainstreet site, proposed for surface parking supporting the residential use.

- **Surrounding Uses:**
 - **North:** Multi unit residential buildings
 - **South:** Retail uses
 - **East:** Auto-related commercial and residential neighborhood
 - **West:** Downtown commercial corridor

Both properties are within the Downtown Hopkins area guided as Activity Center in the 2040 Comprehensive Plan.

The 501 Mainstreet site’s historical land uses including a fueling station and auto repair, operated until 2014 when the building was demolished. Environmental testing indicated soil contamination of the site, and additional testing is in the process of being updated. In accordance with state law, additional mitigation efforts may be required for the redevelopment; depending on the outcome of the additional testing or whether substances are encountered during construction activities.

Project Summary

	501 Mainstreet	15 - 6th Avenue North
Site Area	17,271 sq. ft.	9,337 sq. ft.
Proposed Use	Multi-Household Living (41 units)	Surface parking (26 stalls)
Building Height	Four stories; 45 feet	—
Units	8 studios, 25 one-bedrooms, 8 two-bedrooms	—
Parking Provided	3 surface stalls	26 surface stalls
Hardcover Ratio	74.5%	89.3%

DEVELOPMENT PROPOSAL

Architecture and Design

The proposed building features a contemporary urban design with brick base detailing, lap siding, and stone accents, consistent with the character of Mainstreet. The building includes a courtyard and defined entry along Mainstreet. The fourth story is articulated with a material change to reduce visual bulk. Proposed materials include:

- Three tones of brick masonry
- 4” horizontal lap siding
- Prefinished metal panels
- High-efficiency composite windows
- Stone sills and metal balcony railings

Rooftop solar arrays and mechanical equipment are screened by a proposed 18-inch parapet.

Parking and Access

Vehicular access is provided from 6th Avenue North to serve both the internal and surface parking. The total of 28 stalls results in a parking ratio of 0.7 stalls per unit, less than the standard one stall per studio/1-bed unit and two per 2+ bed units in the RX-D

district. The applicant has requested PUD flexibility for this standard, citing proximity to transit and amenities as well as anticipated resident demographics.

Landscaping and Screening

The landscape plan proposes new Honeylocust and Hackberry trees, and native shrubs and grasses; and screening with 6-foot wood fencing and arborvitae hedges along parking areas. Hardscape areas include decorative pavers and benches along the Mainstreet frontage.

Sustainability Features

The project integrates several sustainable elements:

- Rooftop solar panels for renewable energy generation.
- Certified to the Phius (Passive House Institute of the U.S.) Core building standard.
- Wood-frame construction with a special emphasis on reducing overall embodied carbon within the construction of the building.

PUD Flexibility Requested

Standard	RX-D Requirement	Proposed	PUD Flexibility
Minimum Motor Vehicle Parking	1 stall per 1 bed/studio 2 stalls per 2+ bed unit (49 stalls)	29 stalls (0.7 per unit)	Reduction of 21 stalls
Location of Off-Street Motor Vehicle Parking	Required residential off-street parking must be located on the same lot as the building or use they serve.	26 of 29 stalls off-site	Deviation from policy
Impervious Site Coverage	70%	74.5% (501 Mainstreet) / 89.3% (15 6th Ave N)	Allow increased coverage
Front Street Setbacks	7.5 ft. min, 15 ft. max.	3 ft.	Reduction by 4.5 ft.
Non-Front Street Setbacks	5 ft. min., 25 ft. max	0.5 ft.	Reduction by 4.5 ft
Street Façade Materials	65% minimum Major material 35% maximum Minor Material	51% brick (Major) 49% lap siding (Minor)	Reduction of 14% of major material minimum, increase to minor material maximum
Transparency on Non-Front Facades	18% min, measured per story;	Average of 11% on North, 12% on West	Reduction by 7% on North and 6% on West
Ground Story Elevation	The ground story must be between 18 in. and 30 in. above grade	12 inches	Reduction by 6 inches

Tree Removal	Trees may be removed if mitigated by one of the following: 1. Planting of replacement trees 2. Payment of a fee in-lieu of replacement trees 3. Combination of fee and plantings.	Removal of 11 trees on 6th Avenue Site.	Waiver of policy as there are no additional planting opportunities, and the City is providing a land write-down.
Parking Area Landscaping	For rows of parking with more than 8 spaces, a landscape island is required for every 9th parking space; Each parking space must be located within 50 feet of a tree planted within the parking lot interior; and at maturity, tree canopies must shade a minimum of 30 percent of the interior of the parking lot	No islands or trees within interior of parking lot	Deviation from policy
Side Yard Buffer	A 5-foot 'Light Buffer' is required along the side yard of the parking area and the NX2 zoned property to the north.	1 foot buffer excluding landscaping	Reduction by 4 ft and deviation from landscaping policy

Staff finds that the requested flexibility from standards is warranted in exchange for the project's benefits. The proposal sufficiently addresses the site's context and characteristics and reasonably balances the provision of surface parking with site improvements, landscaping, and building placement.

Policy Analysis

1. Consistency with the Comprehensive Plan

The 2040 Comprehensive Plan guides the site as Activity Center, intended for higher-density housing and active street-level uses in walkable, transit-oriented settings. The project aligns with these goals by developing underutilized land for housing and improving the downtown streetscape. The plan encourages the promotion of non-auto modes of transportation, including walking, biking, and public transportation. Additionally, the plan calls for the redevelopment and reuse of brownfield sites in the city.

2. Zoning and PUD Criteria

The RX-D district encourages compact, pedestrian-oriented development. A summary of applicable zoning requirements and evaluation of the compliance of the proposal is included [here](#). The PUD process allows flexibility in dimensional or performance standards when public benefits are provided. In this case, the public benefits include:

- Infill redevelopment on City-owned property

- Affordable-by-design smaller units, (does include 4 new units of affordable housing restricted at 60% of AMI required per inclusionary housing policy).
- Sustainable building practices
- Enhancement of Mainstreet’s built form and pedestrian experience

3. Parking and Transportation

While below standard, the amount of parking provided is intended to cater to a demographic that is interested in car-free or car-light lifestyles. The site has good access to public transportation options, as well as the amenity-rich downtown Hopkins. The applicant indicates that they will pursue an arrangement with a car-sharing service to be located on site. Additionally, the City will continually monitor on-street parking, and would look to modify restrictions to increase the availability in the vicinity if needed.

4. Design and Compatibility

The proposed massing, materials, and height are compatible with nearby structures. Architectural articulation and material transitions break down the building scale, while the proposed courtyard and ground-level transparency promotes pedestrian activity. Additionally, the modified setbacks enable the proposed building to continue the streetscape established on Mainstreet, while also providing separation from the buildings to the east and north.

5. Development Policy Consistency

- *Inclusionary Housing Policy* - The City’s Inclusionary Housing Policy would apply to the project. The policy units to be constructed and offered at an affordable rent as moderate-income units at levels based on one of two options. Either 10% of the units at 60% of the Area Median Income; or 5% of units at 50% AMI. The development is expected to comply with this requirement by providing 4 units affordable at 60% of Area Median Income.
- *Sustainable Building Policy* - The City’s Sustainable Building Policy would also apply. Staff expects that the Phius (Passive House Institute of the U.S.) Core building standard will comply with the rating system requirement. Additional calculations as noted in the recommended conditions of approval are required as per the Policy's universal requirements.

Neighborhood Meeting

The applicant held a neighborhood meeting on September 24, 2025, which was attended by approximately a dozen people and City Staff. The purpose of the meeting was to present updates to the proposal to nearby property owners and residents. Attendees were able to ask questions about the project.

Planning & Zoning Commission Review

The Planning and Zoning Commission considered the request and held a public hearing on [October 28, 2025](#). Notice of the Planning and Zoning Commission’s public hearing was published in the City’s Official paper and mailed to all properties within 500 feet. Four written comments were received and are included as an attachment. Two members of the public spoke during the public hearing. One speaker reiterated concerns outlined in a written comment (from Hopkins Park Plaza, L.L.C.) and the other speaker expressed concerns about on-street parking from residents and asked the City to restrict residential parking.

The Commission discussed the site's historical soil contamination, parking, and the relationship of the building and site features with adjoining properties. Following discussion, the Commission approved a motion on a 4-2 vote to recommend approval of the Planned Unit Development. The Commission's recommendation included additional conditions of approval addressing proposed environmental mitigation, fencing, and pet exercise areas. The proposed resolution approving the PUD incorporates these recommended conditions.

Proposed Findings

Staff finds that the proposed Planned Unit Development meets the intent and criteria of the Zoning Ordinance and Comprehensive Plan, based on the following:

1. The development provides high-quality infill housing consistent with the RX-D district and is compatible with surrounding land uses and development patterns.
2. The proposed design enhances Mainstreet's urban character and pedestrian environment.
3. Flexibility granted through the PUD is balanced by superior design, sustainability, and site amenities that would not be achievable under standard zoning provisions.
4. The project supports the City's Comprehensive Plan goals for downtown infill development, housing diversity, transit-oriented growth and re-use of brownfield properties.

Proposed Conditions

Below is a list of the recommended conditions of approval for the development which are included in proposed Resolution 2025-067:

1. Approved Plans: The project shall be developed in substantial conformance with the plans dated September 25, 2025, prepared Advance Surveying & Engineering, and by Collage Architects and except as modified herein, on file with the City.
2. Engineering and Public Works Requirements: The Applicant shall comply with all conditions and comments of the City Engineer and Public Works Director, including but not limited to stormwater management, grading, and utilities.
3. Building and Fire Codes: All structures and site improvements shall comply with applicable City, State, and Federal building and fire safety codes.
4. MPCA Compliance: No building permits shall be issued until the required additional vapor-sampling event and any necessary mitigation actions under State Statute are identified.
5. Signage: Separate sign permits shall be required for any exterior signage.
6. Fencing: Separate fence permits shall be required for fencing installed on the subject property
7. Dog Run: The pet exercise area shall be operated and maintained in sanitary condition and buffered as depicted in the plans to prevent odor or noise impacts on adjacent properties.
8. PUD Agreement: A PUD Development Agreement shall be executed prior to building permit issuance.
9. Minor Revisions: Staff may approve minor plan modifications consistent with the intent of this approval.
10. Watershed District Approval: Approval of the development by the Nine Mile Creek Watershed District and conformance with all related conditions.

11. Sustainable Building Policy Requirements: Applicant must comply with the requirements of the sustainable building policy including, but not limited to, submitting calculations indicating predicted greenhouse gas emissions produced from the development, and predicted percentage of energy on-site sourced by renewable energy.
12. Payment of all applicable development fees including, but not limited to Sewer Access Charges, and City Attorney fees.

NEXT STEPS

If approved for a first reading, the required second reading of the Ordinance will be scheduled for the December 1, 2025 regular City Council meeting. Publication of the ordinance in the City's official paper is required to make the change effective. Staff and the City Attorney would prepare a Planned Unit Development Agreement outlining the terms and conditions for the project. The applicant would then work towards submitting building plans for approval

**CITY OF HOPKINS
HENNEPIN COUNTY, MINNESOTA**

ORDINANCE 2025-1229

AN ORDINANCE REZONING THE PROPERTY AT 501 MAINSTREET AND 15 – 6TH AVENUE NORTH FROM RX-D, RESIDENTIAL-OFFICE MIX DOWNTOWN CENTER TO RX-D, RESIDENTIAL-OFFICE MIX DOWNTOWN 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-D, Residential-Office Mix Downtown Center to RX-D, Residential-Office Mix Downtown Center with a Planned Unit Development.
2. The property to be rezoned is legally described as All of Lot 5, and the South 110 feet of Lot 6, Auditor's Subdivision No. 242, Hennepin County, Minnesota; and Lot 6, Block 4, West Minneapolis Second Division, and the South 50 feet of the North 162.2 feet of Lot 3, Auditor's Subdivision No. 242, Hennepin County, Minnesota.

First Reading: November 18, 2025

Second Reading: December 1, 2025

Date of Publication: December 11, 2025

Date Ordinance Takes Effect: December 11, 2025

ATTEST: Patrick Hanlon, Mayor

Amy Domeier, City Clerk

**CITY OF HOPKINS
HENNEPIN COUNTY, MINNESOTA**

RESOLUTION NO. 2025-067

**A RESOLUTION APPROVING FIRST READING OF A PLANNED UNIT DEVELOPMENT
(PUD) REZONING ORDINANCE AND A PUD SITE PLAN FOR
501 MAINSTREET AND 15 - 6TH AVENUE NORTH**

WHEREAS, the City of Hopkins (“City”) has received an application from 501 Mainstreet LLC (“Applicant”) requesting approval of a Planned Unit Development (PUD) Rezoning and Site Plan for property legally described as follows:

Legal Description:

All of Lot 5, and the South 110 feet of Lot 6, AUDITOR'S SUBDIVISION NO. 242,
Hennepin County, Minnesota

and

Lot 6, Block 4, WEST MINNEAPOLIS SECOND DIVISION, and the South 50 feet of the
North 162.2 feet of Lot 3, AUDITOR'S SUBDIVISION NO 242, Hennepin County,
Minnesota; and

WHEREAS, the subject property is located at 501 Mainstreet and 15 6th Avenue North, and is currently zoned RX-D, Mixed Use Downtown District; and

WHEREAS, the Applicant proposes to redevelop the described property. The proposal includes construction of a four-story, 41-unit apartment building with related parking, landscaping, and site improvements; and

WHEREAS, the purpose of the PUD is to allow for flexibility from requirements for parking, setbacks, site coverage, building design, and landscaping in exchange for a higher-quality overall development consistent with City objectives; and

WHEREAS, notice of a public hearing on the proposed PUD was published in the official newspaper and mailed to property owners and tenants within 500 feet of the subject property in accordance with Minnesota Statutes and the Hopkins City Code; and

WHEREAS, the Hopkins Planning & Zoning Commission held a duly noticed public hearing on October 28, 2025 to consider the request, at which time all persons present were given the opportunity to be heard; and

WHEREAS, the Planning & Zoning Commission reviewed the application materials, Planning & Zoning Report 2025-10 dated October 28, 2025, and all supporting documentation, and adopted a resolution recommending that the Planned Unit Development request be approved; and

WHEREAS, staff recommended approval of the above stated application based on the findings outlined in City Council Report 2025-164 dated November 18, 2025; and

WHEREAS, the Hopkins City Council finds that:

1. The development provides high-quality infill housing consistent with the RX-D district and is compatible with surrounding land uses and development patterns.
2. The proposed design enhances Mainstreet’s urban character and pedestrian environment.

3. Flexibility granted through the PUD is balanced by superior design, sustainability, and site amenities that would not be achievable under standard zoning provisions.
4. The project supports the City's Comprehensive Plan goals for downtown infill development, housing diversity, re-use of brownfield sites, and transit-oriented growth.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hopkins hereby approves a first reading of Ordinance 2025-1229 a PUD Rezoning and PUD Site Plan, for 501 Mainstreet and 15 6th Avenue North, subject to the following conditions:

1. Approved Plans: The project shall be developed in substantial conformance with the plans dated September 25, 2025, prepared Advance Surveying & Engineering, and by Collage Architects and except as modified herein, on file with the City.
2. Engineering and Public Works Requirements: The Applicant shall comply with all conditions and comments of the City Engineer and Public Works Director, including but not limited to stormwater management, grading, and utilities.
3. Building and Fire Codes: All structures and site improvements shall comply with applicable City, State, and Federal building and fire safety codes.
4. MPCA Compliance: No building permits shall be issued until the required additional vapor-sampling event and any necessary mitigation actions under State Statute are identified.
5. Signage: Separate sign permits shall be required for any exterior signage.
6. Fencing: Separate fence permits shall be required for fencing installed on the subject property
7. Dog Run: The pet exercise area shall be operated and maintained in sanitary condition and buffered as depicted in the plans to prevent odor or noise impacts on adjacent properties.
8. PUD Agreement: A PUD Development Agreement shall be executed prior to building permit issuance.
9. Minor Revisions: Staff may approve minor plan modifications consistent with the intent of this approval.
10. Watershed District Approval: Approval of the development by the Nine Mile Creek Watershed District and conformance with all related conditions.
11. Sustainable Building Policy Requirements: Applicant must comply with the requirements of the sustainable building policy including, but not limited to, submitting calculations indicating predicted greenhouse gas emissions produced from the development, and predicted percentage of energy on-site sourced by renewable energy.
12. Payment of all applicable development fees including, but not limited to Sewer Access Charges, and City Attorney fees.

Adopted this 18th day of November, 2025.

ATTEST:

Patrick Hanlon, Mayor

Amy Domeier, City Clerk



October 13, 2025

Ryan Krzos, City Planner

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

RE: 501 Mainstreet & 15 6th Avenue

Project Narrative

Footprint Development is seeking a Planned Unit Development to develop a four-story, 41-unit, carbon-smart, climate-resilient multifamily apartment building and 3 parking spaces at 501 Main Street, as well as 26 surface parking spaces at 15 6th Avenue N.

The project will add 41 quality market-rate apartment units. The development will be built to Phius sustainability standards and thus will be more affordable to operate and occupy into the future. The units are designed as small well-appointed units with minimal amenities in order to maintain a reasonable rent structure. The amenities will include a bike room to promote transit choices, a small lobby, and an indoor play area for children. Access to exterior space is also provided as an amenity with common outdoor deck areas, a semi-private courtyard on Main Street, a private courtyard at the rear of the lot, and a dog run. Providing meaningful access to outdoor areas is a core item to promote healthy lifestyles and living.

The project is designed with a center courtyard facing Main Street. This provides an outdoor amenity space, and the ability to provide units with two-sided access to light and air enhancing the overall livability of the units. The massing of the three parts also suggests the historical spacing of the older portions of Main Street construction. The south and east sides have extensive areas of brick with siding as accents. The north and west sides are predominantly siding. Windows are ultra- high efficiency windows to meet Phius standards. The project is wood-frame construction with a special emphasis on reducing overall embodied carbon within the construction of the building.

Alignment with City Goals & Reciprocal Benefits for PUD Zoning Relief

The proposed development will put these hard-to-develop parcels to their highest and best use for the City of Hopkins:

- Growing the City's annual taxable capacity by ~\$10MM,
- Providing an influx of neighborhood resident-customers to support businesses in Downtown Hopkins, and

- Increasing housing variety and creating a welcoming public realm that facilitates social interactions and increases community resilience
- Enhancing the experience for transit riders and pedestrians by extending the continuity of Mainstreet's urban fabric
- Providing 4 new units of affordable housing at 60% of AMI for at least 25 years

Support Multi-Modal Transportation

The abundance of amenities and quality transit make the location ideally suited for a car-light lifestyle. To that end, the building will be equipped with Bike Hub amenity spaces that include 1.1 bike spots per apartment, bike repair & wash stations, and bike trailers for shared use. There will also be 2 EV charging stalls. We will also engage with HourCar to be a companion multifamily site to the planned HourCar location at Dow Towers.

Parking is reduced from typical city standards. Given the location of this site for transit options, inclusion of bike amenities and car-share, this is an ideal location for multi-modal transit. The transit options will reduce the reliance on vehicles and give residents an opportunity to save the cost of owning a vehicle. Relief from the parking standards is requested based on the nature of the development and the support of transit options. A remote parking area is provided. The site on N. 6th is small and narrow. We have proposed a layout that maximizes parking. Although some buffer is required on the north side, this buffer would eliminate 6 stalls. The property to the north is currently a parking lot and should not be adversely affected by the lack of a buffer. Two tree-islands would be required. Relief is requested as we are trying to alleviate some neighborhood concern around parking and removal of the tree-islands allows additional parking. Given the size of the overall lot, the islands would also be extremely problematic to provide snow removal.

Sustainability

The proposed concept will exceed the **City of Hopkins' Sustainable Building Policy** and be the first project to be built under the new Policy. The project will be designed, built and certified to the Phius Core building standard. Phius (Passive House Institute of the U.S.) is the pinnacle of high-performance building standards for energy efficiency, indoor air quality, occupant comfort and acoustical performance. Phius certified buildings also achieve DOE Zero Energy Ready status and Energy Star certification.

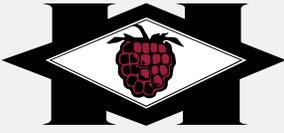
When completed, the new apartment homes will be 3rd-party tested and verified as the most energy efficient, healthy housing in Minnesota.

Sustainability: In order to meet the Phius standard, the project needs to meet a certain threshold of window glazing and performance and thus we are requesting Relief on the north and west sides. To meet the cost implications of the PHius standard we also need to meet a minimum threshold of area and units and thus we are requesting relief on the south and east setbacks. The south setback on Main Street is consistent with the historic

development pattern. The site layout is also consistent with the neighboring property which has zero setback.

The size, shape, and grading of the site make the sites undevelopable under the existing RX-D zoning requirements. As such, Footprint Development is seeking the zoning relief summarized in the table below

Regulation		Rationale
FRONT STREET SETBACK	7.5 ft. min, 15 ft. max. 3 ft. proposed on south side.	Project feasibility.
NON-FRONT STREET SETBACK	5 ft. min., 25 ft. max 0.5 ft. proposed on east side.	Site condition and Project feasibility: note that the property is not a true rectangle and the East property line is at an angle to the building. Thus the setback is .5' at a minimum on the SE corner but increases to 5' 2' on the NE corner.
IMPERVIOUS SITE COVERAGE	70% max. 74.5% proposed on 501 Mainstreet Site; and 89.3% proposed on 6th Avenue site.	Project feasibility – partially driven by the desire increase surface parking
TRANSPARENCY: NON-FRONT FACADES	18% min, measured per story; Average of 11% on North, 12% on West	Project feasibility and Sustainability goals – optimizing glazing ratios is a central to passive house design. Plius certification is not feasible without reductions to the North Facade glazing requirements
GROUND STORY ELEVATION	The ground story must be between 18 in. and 30 in. above grade. 12 in. proposed.	The City's elevation requirement and urban design goals for the site are in tension with ADA accessibility requirements. The proposed 12 in. elevation on Mainstreet eliminates the need for substantial and costly ramping that would impair urban form & sustainability project goals.
OFF-STREET PARKING – MOTOR VEHICULAR MINIMUMS & MAXIMUMS	49 stalls are required. 30 stalls proposed.	Project feasibility
LOCATION OF OFF-STREET PARKING	Required residential off-street parking must be located on the same lot as the building or use they serve. Proposal includes off-site parking	Project feasibility: The sites are small and scattered, and problematic to develop without flexibility to adjust the location of the parking.
PARKING LOT TREES & LOW SALT DESIGN CHECKLIST	4 canopy trees are required on the 6 th Avenue site. 2 are proposed.	<p>There is a tension between the shared goals of adding canopy trees, maximizing the number of parking stalls, and adhering to Low Salt Design best practices as articulated by the City.</p> <p>The proposed design maximizes the number of parking stalls. It also minimizes difficult-to-plow curb contouring which will result in less snow/ice buildup and reduce salt use during winter months.</p> <p>Complying with the tree requirements would eliminate 2 parking stalls.</p>
PARKING LOT NORTH BUFFER	Required buffer to the north zoning district of 5'	Maximize parking opportunities. The north property is currently a parking lot.



Zoning Application

Summary Form

Applicant Name (Last, First) Fischer, Cody (501 Mainstreet LLC)

Daytime Phone 612-567-3990 Other Phone _____

Email Address cody@footprintdev.com

Mailing Address 1017 Ashland Avenue City Saint Paul State MN ZIP 55104

Property Address 501 MAINSTREET AND 15 6TH AVE N. City _____ State _____ ZIP _____

Owner (if other than applicant) _____

Applicable Current Zoning Districts:

- MX-TOD RX-D IX-S N3-B
- MX-D RX-N I1 NX1
- MX-N IX-TOD N1 NX2
- MX-S IX-TOD N2 P1
- RX-TOD I-TOD N3-A P2

Type of Zoning Request:

- Concept Review Zoning District Change
- Conditional Use Permit Subdivision Approval
- Variance Ordinance Amendment
- Planned Unit Development Other

I hereby certify that all data contained herein as well as all supporting data are true and correct to the best of my knowledge.

X Applicant Signature  Date 9/11/2025

X Owner Signature  Date 9/25/2025

Administrative Data Summary (Office Use Only)

Planning Commission Action Date _____

- Approved
- Denied

Council Action Date _____

- Approved
- Denied

Resolution Number _____

Date of Public Hearing Notice _____

Date of Public Hearing _____

Application Received _____

Fee Paid _____

Referred to City Engineer _____

Referred to City Attorney _____

Referred to Watershed District _____

LEGAL DESCRIPTION:

All of Lot 5, and the South 110 feet of Lot 6, AUDITOR'S SUBDIVISION NO. 242, Hennepin County, Minnesota.

NOTES

- EXISTING SURVEY COMPLETED BY ADVANCE SURVEYING AND ENGINEERING, INC.
- LOCATE EXISTING UTILITIES IN STREET, ROW AND ON PROPERTY PRIOR TO START DEMOLITION PHASE. COORDINATE WITH EACH CORRESPONDING UTILITY COMPANY FOR REMOVALS AND RELOCATIONS. CALL GOPHER STATE ONE CALL 811.
- PROTECT EXISTING STRUCTURES, PAVEMENTS AND VEGETATION TO REMAIN. DAMAGE TO EXISTING STRUCTURES, PAVEMENTS OR VEGETATION SHALL BE REPAIRED OR REPLACED AT NO COST TO OWNER.
- SAWCUT PAVEMENT TO BE REMOVED WHERE ADJACENT TO PAVEMENT TO REMAIN & PROTECT.
- A DRIVEWAY, PARKING LOT, PUBLIC SIDEWALK, CURB PERMIT APPLICATION IS REQUIRED BY THE CITY. THIS PERMIT APPLICATION SHALL BE COMPLETED AND SUBMITTED TO THE CITY BY CONTRACTOR.
- A RIGHT-OF-WAY PERMIT APPLICATION (UTILITY AND EXCAVATION) IS REQUIRED BY THE CITY. THIS PERMIT APPLICATION SHALL BE COMPLETED AND SUBMITTED TO THE CITY BY CONTRACTOR.

KEYED NOTES

- ① REMOVE EXISTING CONCRETE AND AGGREGATE BASE MATERIAL. SAW CUT REMOVAL AREA.
- ② REMOVE EXISTING CONCRETE CURB & GUTTER.
- ③ REMOVE EXISTING CONCRETE SIDEWALK.
- ④ PROPOSED BITUMINOUS PAVEMENT.
- ⑤ REMOVE & DISPOSE OF EXISTING GUARD RAIL IN ITS ENTIRETY.
- ⑥ REMOVE EXISTING CONCRETE PAD.

LEGEND

EXISTING BITUMINOUS PAVEMENT, CONCRETE CURB & GUTTER AND SIDEWALK REMOVAL AREAS



PROPOSED CONSTRUCTION LIMITS BOUNDARY LINE

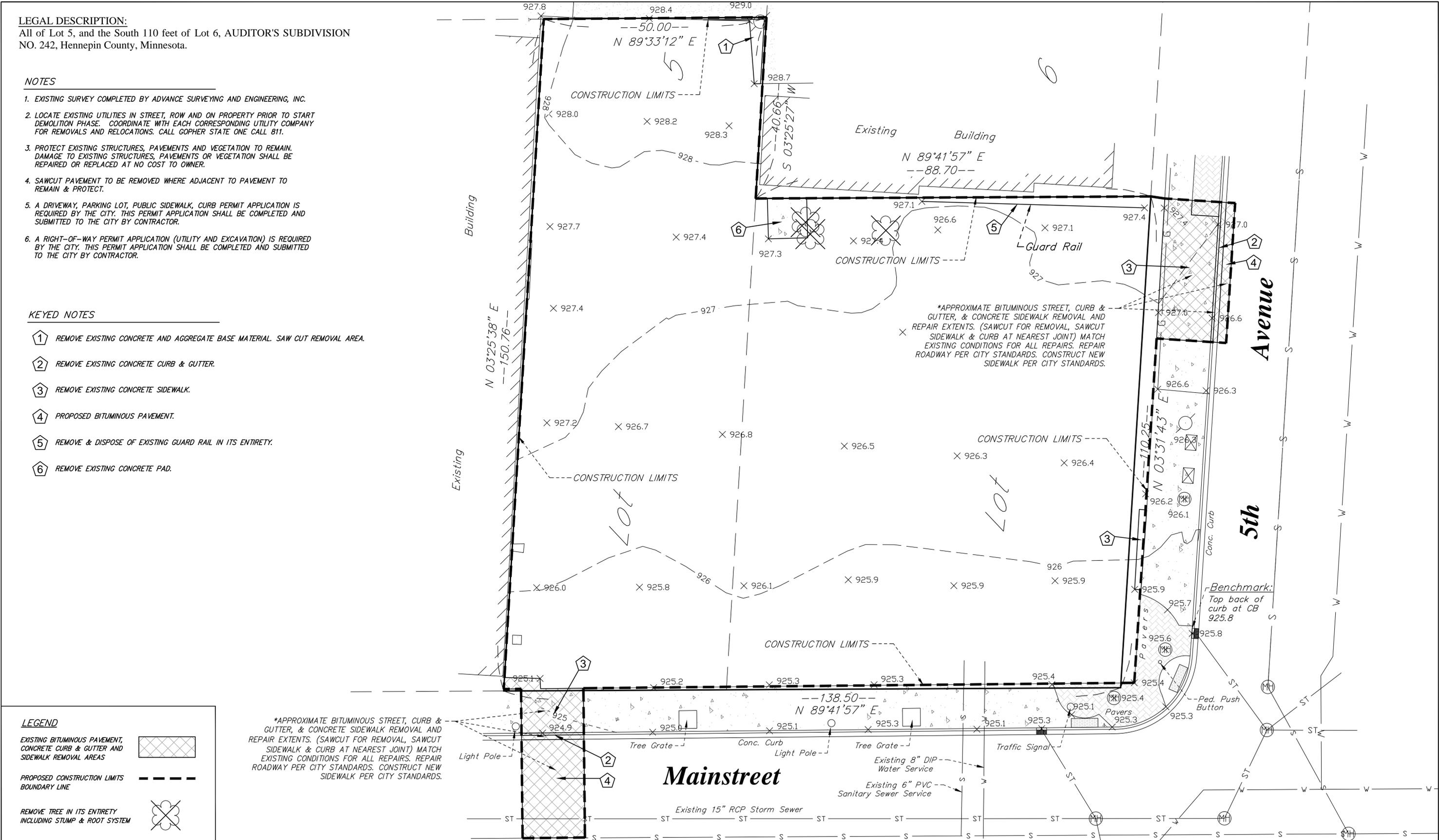


REMOVE TREE IN ITS ENTIRETY INCLUDING STUMP & ROOT SYSTEM

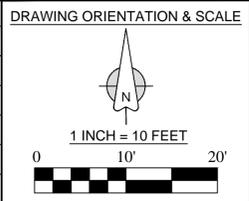


*APPROXIMATE BITUMINOUS STREET, CURB & GUTTER, & CONCRETE SIDEWALK REMOVAL AND REPAIR EXTENTS. (SAWCUT FOR REMOVAL, SAWCUT SIDEWALK & CURB AT NEAREST JOINT) MATCH EXISTING CONDITIONS FOR ALL REPAIRS. REPAIR ROADWAY PER CITY STANDARDS. CONSTRUCT NEW SIDEWALK PER CITY STANDARDS.

*APPROXIMATE BITUMINOUS STREET, CURB & GUTTER, & CONCRETE SIDEWALK REMOVAL AND REPAIR EXTENTS. (SAWCUT FOR REMOVAL, SAWCUT SIDEWALK & CURB AT NEAREST JOINT) MATCH EXISTING CONDITIONS FOR ALL REPAIRS. REPAIR ROADWAY PER CITY STANDARDS. CONSTRUCT NEW SIDEWALK PER CITY STANDARDS.



DATE	REVISION DESCRIPTION



CLIENT NAME / JOB ADDRESS

501 MAINSTREET LLC

501 MAINSTREET NORTH
HOPKINS, MN

Advance
Surveying & Engineering, Co.

18202 Minnetonka Boulevard, Suite 401
Deephaven, Minnesota 55391
Phone (952) 474-7964
Web: www.advsur.com

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.

Josua S. Rinke
52716
LICENSE NO.
SEPTEMBER 25, 2025
DATE

DATE SURVEYED: JULY 31, 2025

SURVEYED BY:
THOMAS M. BLOOM, PLS. #42379
ADVANCE SURVEYING & ENG., CO.

DATE DRAFTED: SEPTEMBER 25, 2025

SHEET TITLE

(CITY PLAN REVIEW)
PROPOSED DEMO PLAN

DRAWING NUMBER

251467 JR

SHEET SIZE 22 X 34

SHEET NO.

C1

SHEET 1 OF 4

NOTES

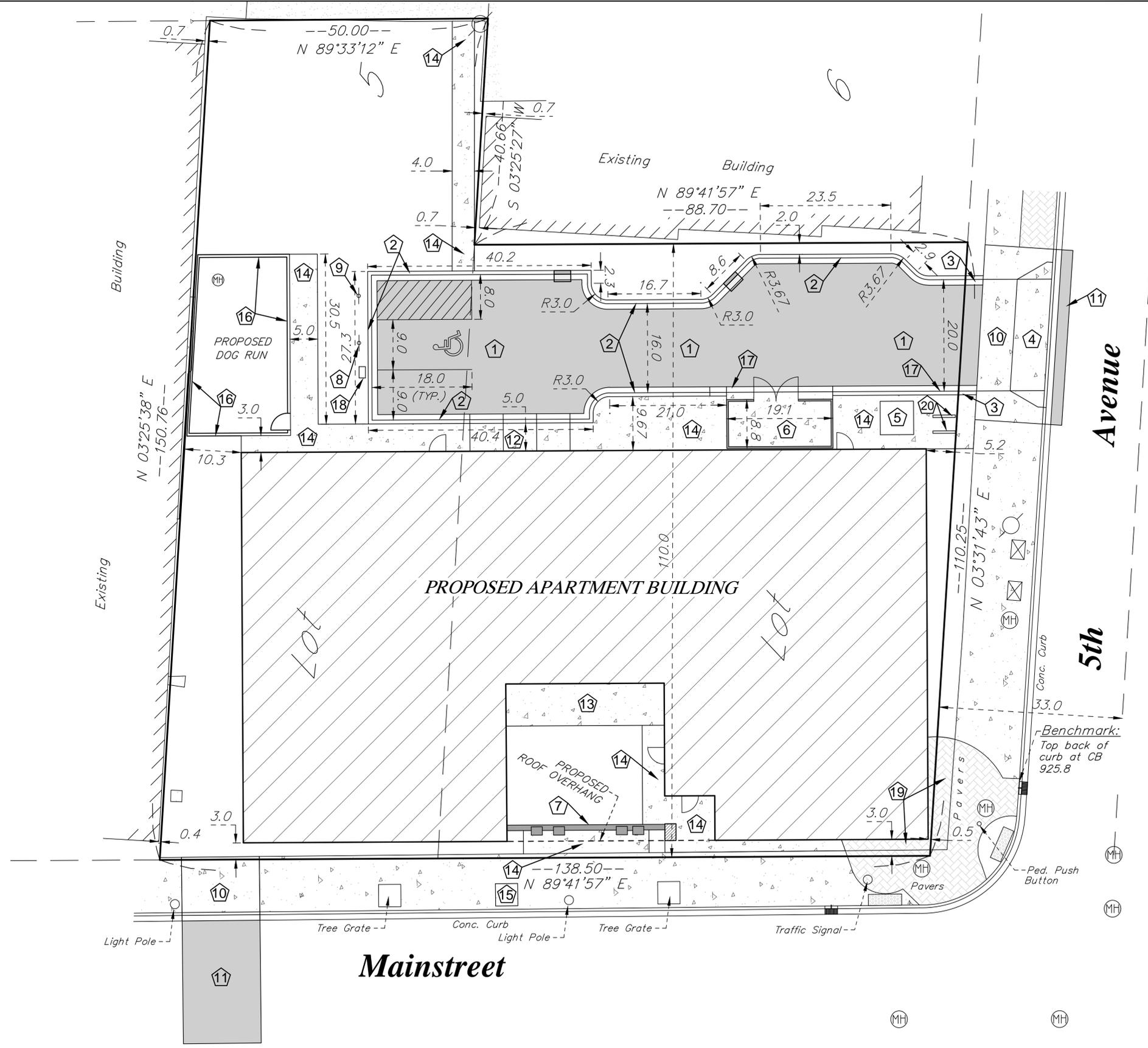
- EXISTING SURVEY COMPLETED BY ADVANCE SURVEYING AND ENGINEERING, INC.
- LOCATE EXISTING UTILITIES IN STREET, ROW AND ON PROPERTY PRIOR TO START DEMOLITION PHASE. COORDINATE WITH EACH CORRESPONDING UTILITY COMPANY FOR REMOVALS AND RELOCATIONS. CALL GOPHER STATE ONE CALL 811.
- PROTECT EXISTING STRUCTURES, PAVEMENTS AND VEGETATION TO REMAIN. DAMAGE TO EXISTING STRUCTURES, PAVEMENTS OR VEGETATION SHALL BE REPAIRED OR REPLACED AT NO COST TO OWNER.
- SAWCUT PAVEMENT TO BE REMOVED WHERE ADJACENT TO PAVEMENT TO REMAIN & PROTECT.
- ALL RADII MEASURED TO BACK OF CURB.
- PAVEMENT STRIPING TO BE 4" WIDE WHITE PAINTED STRIPE. ACCESSIBLE ACCESS AISLE STRIPING SHALL BE 4" WIDE WHITE PAINTED STRIPE 18" ON CENTER AND AT 45 DEGREE ANGLES TO STALL.
- ALL WORK MUST BE IN ACCORDANCE WITH THE ADA STANDARDS FOR ACCESSIBLE DESIGN AS PUBLISHED IN THE TITLE III REGULATIONS (28 CFR PART 36) PUBLISHED SEPTEMBER 15, 2010 ISSUED BY THE DEPARTMENT OF JUSTICE.

KEYED NOTES

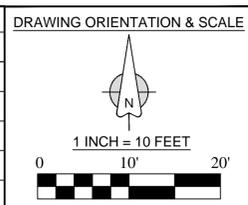
- PROPOSED BITUMINOUS PAVEMENT.
- PROPOSED B612 CONCRETE CURB & GUTTER.
- TAPER PROPOSED CURB DOWN AT SIDEWALK INTERSECTION.
- PROPOSED CONCRETE DRIVEWAY APRON. INSTALL PER CITY STANDARDS.
- PROPOSED TRANSFORMER PAD.
- PROPOSED TRASH ENCLOSURE. (SEE ARCHITECTURAL PLANS FOR ENCLOSURE DETAILS)
- PROPOSED BLOCK WALL. SEE ARCHITECTURAL PLAN FOR DETAILS.
- INSTALL NEW ADA PARKING SIGN (R7-8mn) & VAN ACCESSIBLE SIGN (R7-8B).
- INSTALL NEW "NO PARKING" SIGN.
- REPAIR CONCRETE SIDEWALK PER CITY STANDARDS.
- REPAIR BITUMINOUS STREET PER CITY STANDARDS.
- INSTALL PARALLEL CURB RAMP
- PROPOSED CONCRETE PATIO
- PROPOSED CONCRETE WALK
- PROPOSED TREE GRATE. INSTALL PER CITY STANDARDS.
- PROPOSED FENCE AROUND DOG RUN AREA. SEE ARCHITECTURAL PLAN FOR DETAILS.
- PROPOSED SURMOUNTABLE CURB & GUTTER.
- PROPOSED EV CHARGING STATION.
- INSTALL PAVER WALK. MATCH EXISTING PAVER WALK MATERIALS.
- INSTALL BICYCLE PARKING LOOPS.

PROPOSED HARDCOVER (ON SITE)

BUILDING (WITH OVERHANG)	8,618 Sq. Ft.
BITUMINOUS PAVEMENT	2,140 Sq. Ft.
CONCRETE CURB & GUTTER	428 Sq. Ft.
TRASH ENCLOSURE	168 Sq. Ft.
TRANSFORMER PAD	36 Sq. Ft.
CONCRETE WALKS	1,434 Sq. Ft.
PAVER WALKS	51 Sq. Ft.
TOTAL PROPOSED HARDCOVER	12,875 Sq. Ft.
AREA OF LOT	17,271 Sq. Ft.
PERCENTAGE OF HARDCOVER TO LOT	74.5%



DATE	REVISION DESCRIPTION



CLIENT NAME / JOB ADDRESS

501 MAINSTREET LLC
 501 MAINSTREET NORTH
 HOPKINS, MN

Advance
 Surveying & Engineering, Co.

18202 Minnetonka Boulevard, Suite 401
 Deephaven, Minnesota 55391
 Phone (952) 474-7964
 Web: www.advsur.com

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.

Josua S. Rinke
 Josua S. Rinke
 # 52716
 LICENSE NO.
 SEPTEMBER 25, 2025
 DATE

DATE SURVEYED: JULY 31, 2025

SURVEYED BY:
 THOMAS M. BLOOM, PLS. #42379
 ADVANCE SURVEYING & ENG., CO.

DATE DRAFTED: SEPTEMBER 25, 2025

SHEET TITLE

(CITY PLAN REVIEW)
 PROPOSED SITE PLAN

DRAWING NUMBER

251467 JR

SHEET SIZE 22 X 34

SHEET NO.

C2

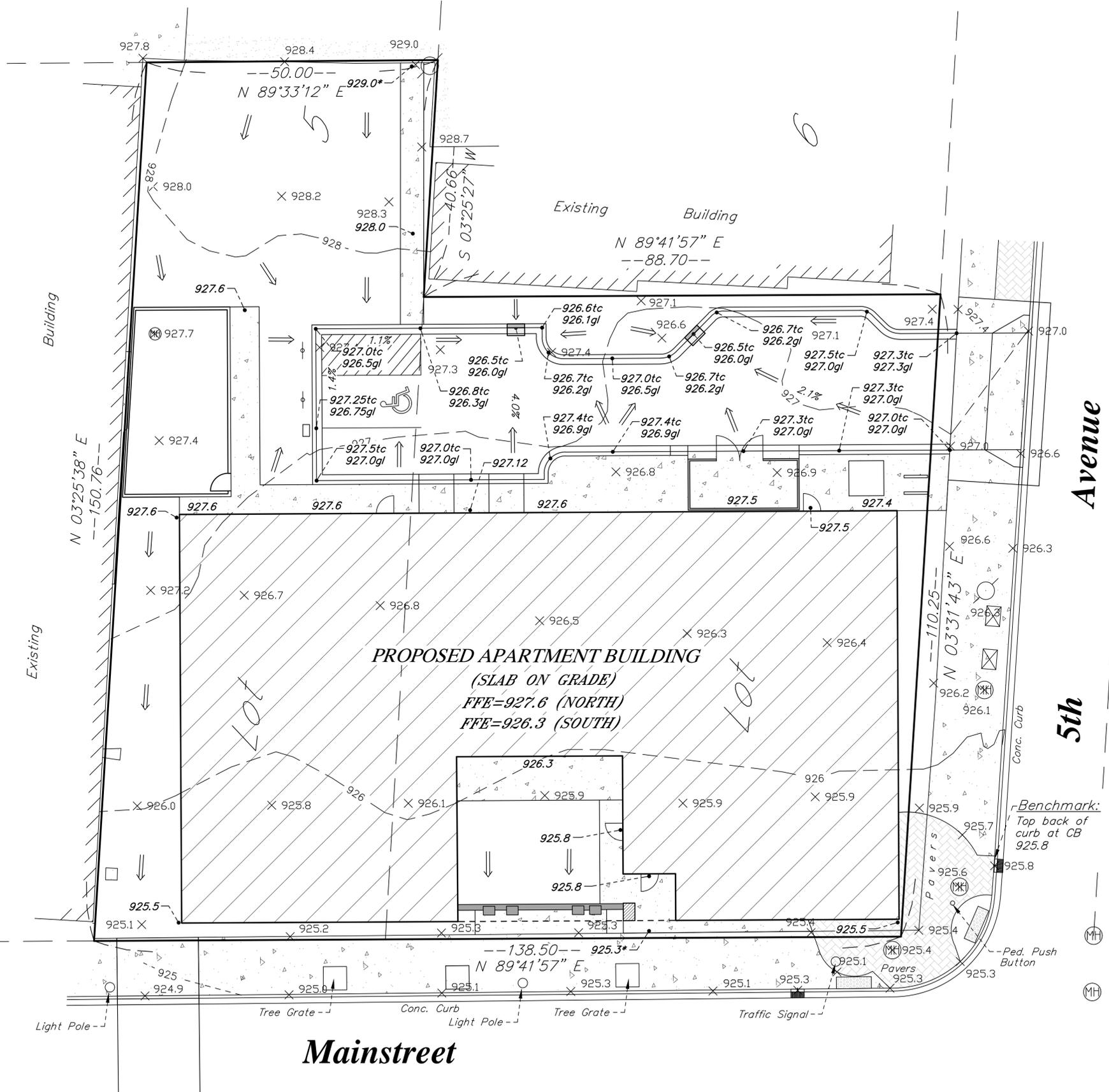
SHEET 2 OF 4

LEGAL DESCRIPTION:

All of Lot 5, and the South 110 feet of Lot 6, AUDITOR'S SUBDIVISION NO. 242, Hennepin County, Minnesota.

NOTES

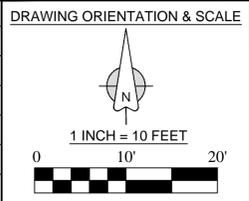
1. EXISTING SURVEY COMPLETED BY ADVANCE SURVEYING AND ENGINEERING, INC.
2. LOCATE EXISTING UTILITIES IN STREET, ROW AND ON PROPERTY PRIOR TO START DEMOLITION PHASE. COORDINATE WITH EACH CORRESPONDING UTILITY COMPANY FOR REMOVALS AND RELOCATIONS. CALL GOPHER STATE ONE CALL 811.
3. PROTECT EXISTING STRUCTURES, PAVEMENTS AND VEGETATION TO REMAIN. DAMAGE TO EXISTING STRUCTURES, PAVEMENTS OR VEGETATION SHALL BE REPAIRED OR REPLACED AT NO COST TO OWNER.



LEGEND

EXISTING CONTOUR	--- 835 ---
EXISTING SPOT ELEVATION	X 835.5
PROPOSED SPOT ELEVATION	927.12
PROPOSED TOP OF CURB & GUTTER LINE ELEVATION	927.0tc 927.0gl
DRAINAGE ARROW - FLOW	⇒

DATE	REVISION DESCRIPTION



CLIENT NAME / JOB ADDRESS

501 MAINSTREET LLC
501 MAINSTREET NORTH
HOPKINS, MN

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Joshua S. Rinke
Joshua S. Rinke
52716
LICENSE NO.
SEPTEMBER 25, 2025
DATE

DATE SURVEYED: JULY 31, 2025

SURVEYED BY:
THOMAS M. BLOOM, PLS. #42379
ADVANCE SURVEYING & ENG., CO.

DATE DRAFTED: SEPTEMBER 25, 2025

SHEET TITLE

(CITY PLAN REVIEW)
PROPOSED GRADING PLAN

DRAWING NUMBER

251467 JR

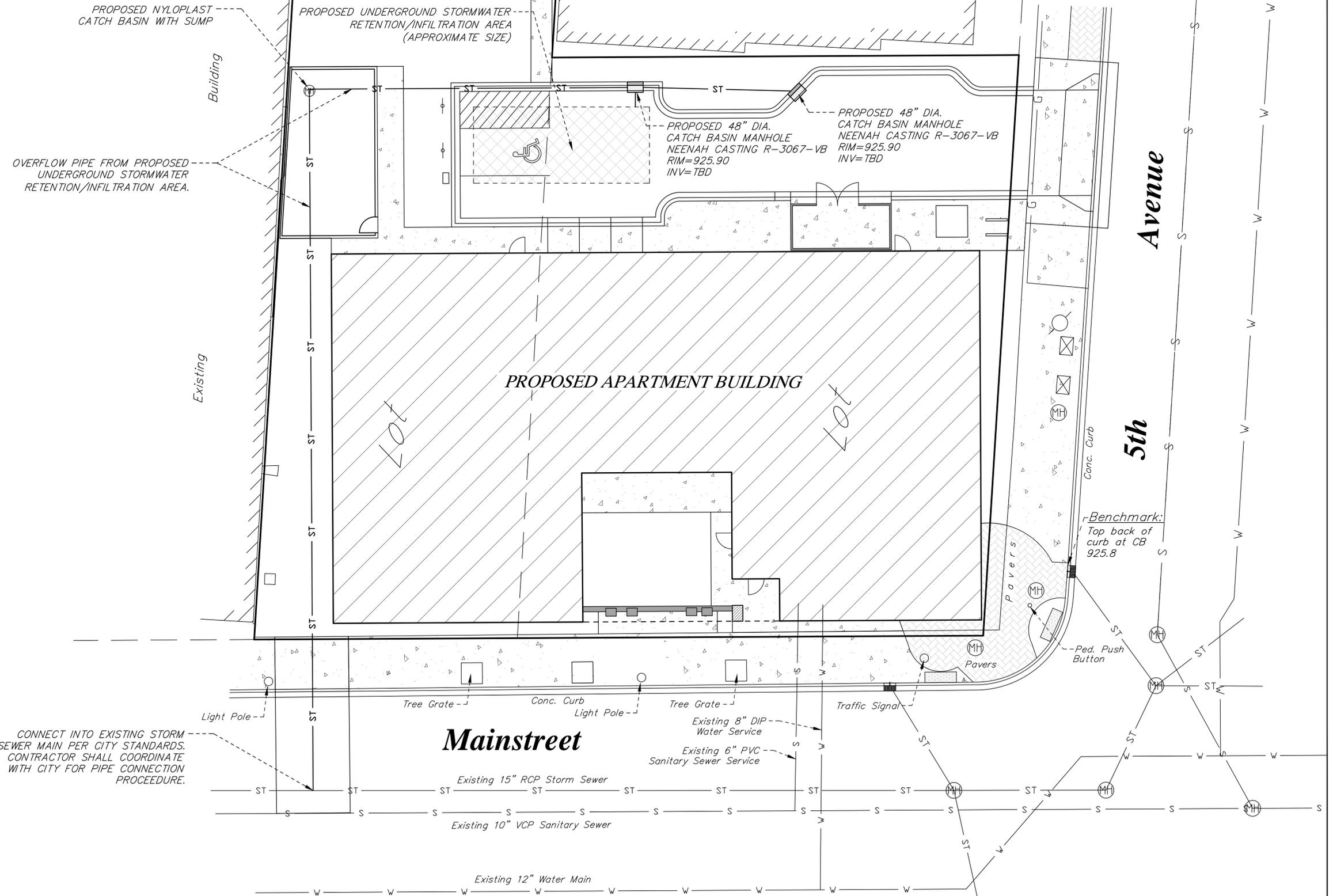
SHEET SIZE 22 X 34

SHEET NO.

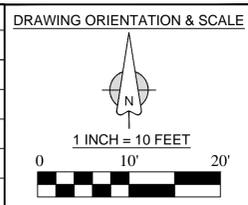
C3

SHEET 3 OF 4

LEGAL DESCRIPTION:
 All of Lot 5, and the South 110 feet of Lot 6, AUDITOR'S SUBDIVISION
 NO. 242, Hennepin County, Minnesota.



DATE	REVISION DESCRIPTION



CLIENT NAME / JOB ADDRESS

501 MAINSTREET LLC
 501 MAINSTREET NORTH
 HOPKINS, MN

Advance
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Josua S. Rinke
 Josua S. Rinke
 # 52716
 LICENSE NO.
 SEPTEMBER 25, 2025
 DATE

DATE SURVEYED: JULY 31, 2025
 SURVEYED BY:
 THOMAS M. BLOOM, PLS. #42379
 ADVANCE SURVEYING. & ENG., CO.

DATE DRAFTED: SEPTEMBER 25, 2025

SHEET TITLE
 (CITY PLAN REVIEW)
PROPOSED UTILITY PLAN

DRAWING NUMBER
 251467 JR

SHEET SIZE 22 X 34
SHEET NO.
C4
 SHEET 4 OF 4

LEGAL DESCRIPTION:

Lot 6, Block 4, WEST MINNEAPOLIS SECOND DIVISION, and the South 50 feet of the North 162.2 feet of Lot 3, AUDITOR'S SUBDIVISION NO 242, Hennepin County, Minnesota.

KEYED NOTES

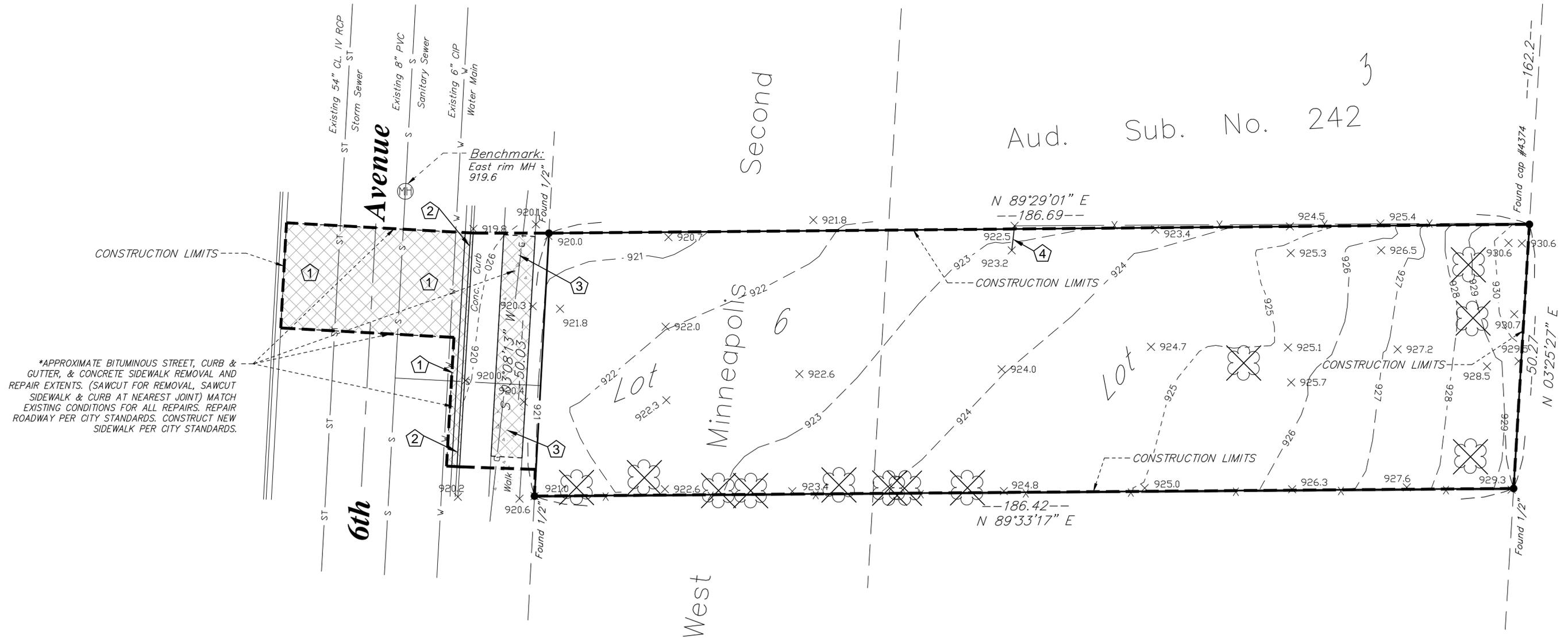
- ① REMOVE EXISTING BITUMINOUS PAVEMENT AND AGGREGATE BASE MATERIAL. SAWCUT WHERE REMOVAL IS ADJACENT TO AREAS OF PAVEMENT TO REMAIN & PROTECT.
- ② REMOVE EXISTING CONCRETE CURB & GUTTER.
- ③ REMOVE EXISTING CONCRETE SIDEWALK.
- ④ REMOVE & DISPOSE OF EXISTING FENCE IN ITS ENTIRETY.

NOTES

- 1. EXISTING SURVEY COMPLETED BY ADVANCE SURVEYING AND ENGINEERING, INC.
- 2. LOCATE EXISTING UTILITIES IN STREET, ROW AND ON PROPERTY PRIOR TO START DEMOLITION PHASE. COORDINATE WITH EACH CORRESPONDING UTILITY COMPANY FOR REMOVALS AND RELOCATIONS. CALL GOPHER STATE ONE CALL 811.
- 3. PROTECT EXISTING STRUCTURES, PAVEMENTS AND VEGETATION TO REMAIN. DAMAGE TO EXISTING STRUCTURES, PAVEMENTS OR VEGETATION SHALL BE REPAIRED OR REPLACED AT NO COST TO OWNER.
- 4. SAWCUT PAVEMENT TO BE REMOVED WHERE ADJACENT TO PAVEMENT TO REMAIN & PROTECT.
- 5. A DRIVEWAY, PARKING LOT, PUBLIC SIDEWALK, CURB PERMIT APPLICATION IS REQUIRED BY THE CITY. THIS PERMIT APPLICATION SHALL BE COMPLETED AND SUBMITTED TO THE CITY BY CONTRACTOR.
- 6. A RIGHT-OF-WAY PERMIT APPLICATION (UTILITY AND EXCAVATION) IS REQUIRED BY THE CITY. THIS PERMIT APPLICATION SHALL BE COMPLETED AND SUBMITTED TO THE CITY BY CONTRACTOR.

LEGEND

- EXISTING BITUMINOUS PAVEMENT, CONCRETE CURB & GUTTER AND SIDEWALK REMOVAL AREAS 
- PROPOSED CONSTRUCTION LIMITS BOUNDARY LINE 
- REMOVE TREE IN ITS ENTIRETY INCLUDING STUMP & ROOT SYSTEM 



*APPROXIMATE BITUMINOUS STREET, CURB & GUTTER, & CONCRETE SIDEWALK REMOVAL AND REPAIR EXTENTS. (SAWCUT FOR REMOVAL, SAWCUT SIDEWALK & CURB AT NEAREST JOINT) MATCH EXISTING CONDITIONS FOR ALL REPAIRS. REPAIR ROADWAY PER CITY STANDARDS. CONSTRUCT NEW SIDEWALK PER CITY STANDARDS.

DATE	REVISION DESCRIPTION	DRAWING ORIENTATION & SCALE	CLIENT NAME / JOB ADDRESS	<p>Advance Surveying & Engineering, Co.</p> <p>18202 Minnetonka Boulevard, Suite 401 Deephaven, Minnesota 55391 Phone (952) 474-7964 Web: www.advsur.com</p>	<p>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.</p> <p><i>Joshua S. Rinke</i> # 52716 LICENSE NO. SEPTEMBER 25, 2025 DATE</p>	<p>DATE SURVEYED: JULY 31, 2025</p> <p>SURVEYED BY: THOMAS M. BLOOM, PLS. #42379 ADVANCE SURVEYING & ENG., CO.</p> <p>DATE DRAFTED: SEPTEMBER 25, 2025</p>	<p>SHEET TITLE (CITY PLAN REVIEW) PROPOSED DEMO PLAN</p> <p>DRAWING NUMBER 251467 JR</p>	<p>SHEET SIZE 22 X 34</p> <p>SHEET NO. C1</p> <p>SHEET 1 OF 4</p>
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LEGAL DESCRIPTION:

Lot 6, Block 4, WEST MINNEAPOLIS SECOND DIVISION, and the South 50 feet of the North 162.2 feet of Lot 3, AUDITOR'S SUBDIVISION NO 242, Hennepin County, Minnesota.

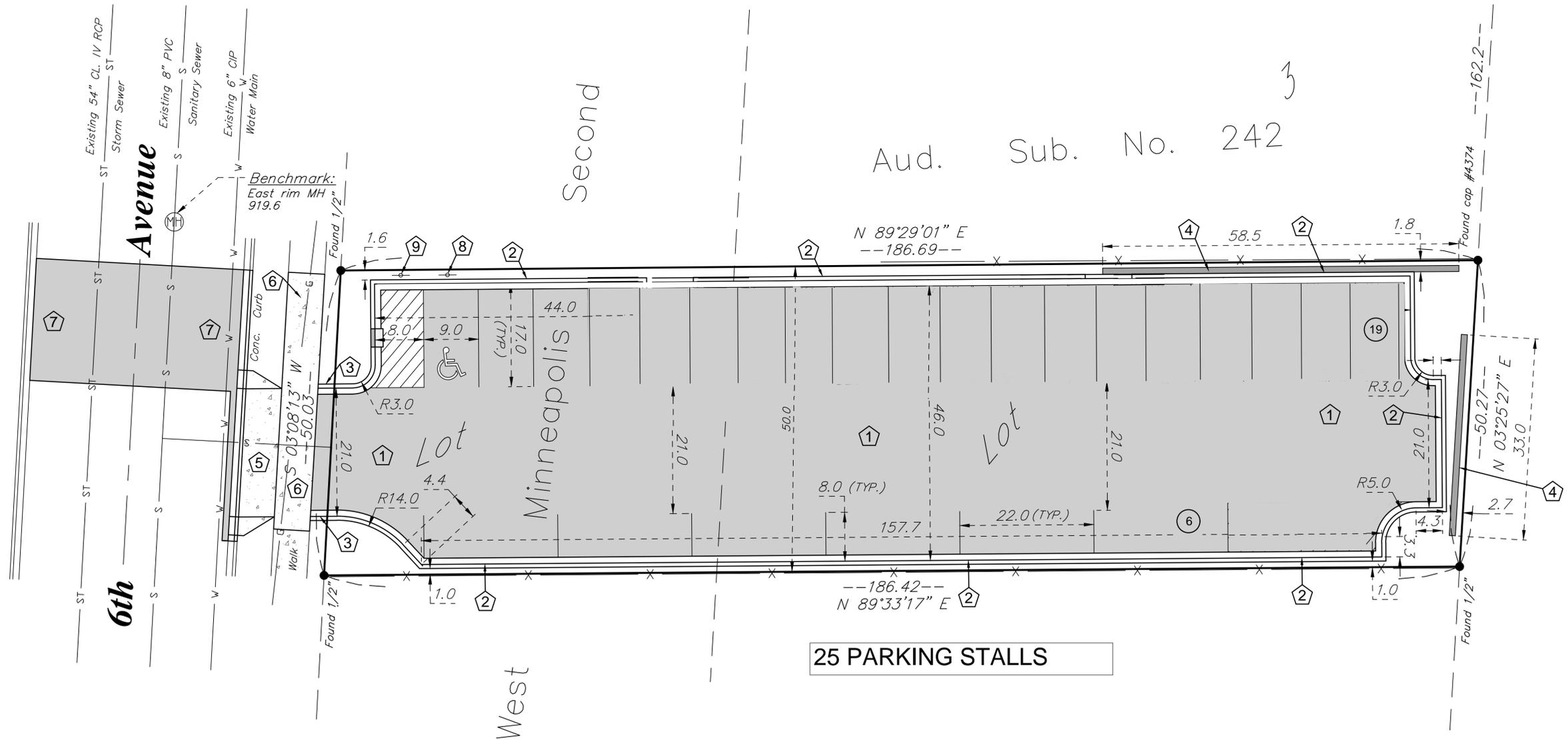
KEYED NOTES

- ① PROPOSED BITUMINOUS PAVEMENT.
- ② PROPOSED B612 CONCRETE CURB & GUTTER.
- ③ TAPER PROPOSED CURB DOWN AT SIDEWALK INTERSECTION.
- ④ INSTALL CONCRETE BLOCK RETAINING WALL. RETAINING WALLS ARE LESS THAN 4' TALL.
- ⑤ PROPOSED CONCRETE DRIVEWAY APRON. INSTALL PER CITY STANDARDS.
- ⑥ PROPOSED CONCRETE SIDEWALK. INSTALL PER CITY STANDARDS.
- ⑦ PROPOSED BITUMINOUS STREET. INSTALL PER CITY STANDARDS.
- ⑧ INSTALL NEW ADA PARKING SIGN (R7-8mn) & VAN ACCESSIBLE SIGN (R7-8B).
- ⑨ INSTALL NEW "NO PARKING" SIGN.

NOTES

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2. LOCATE EXISTING UTILITIES IN STREET, ROW AND ON PROPERTY PRIOR TO START DEMOLITION PHASE. COORDINATE WITH EACH CORRESPONDING UTILITY COMPANY FOR REMOVALS AND RELOCATIONS. CALL GOPHER STATE ONE CALL 811.
3. PROTECT EXISTING STRUCTURES, PAVEMENTS AND VEGETATION TO REMAIN. DAMAGE TO EXISTING STRUCTURES, PAVEMENTS OR VEGETATION SHALL BE REPAIRED OR REPLACED AT NO COST TO OWNER.
4. SAWCUT PAVEMENT TO BE REMOVED WHERE ADJACENT TO PAVEMENT TO REMAIN & PROTECT.
5. ALL RADII MEASURED TO BACK OF CURB.
6. PAVEMENT STRIPING TO BE 4" WIDE WHITE PAINTED STRIPE. ACCESSIBLE ACCESS AISLE STRIPING SHALL BE 4" WIDE WHITE PAINTED STRIPE 18" ON CENTER AND AT 45 DEGREE ANGLES TO STALL.
7. ALL WORK MUST BE IN ACCORDANCE WITH THE ADA STANDARDS FOR ACCESSIBLE DESIGN AS PUBLISHED IN THE TITLE III REGULATIONS (28 CFR PART 36) PUBLISHED SEPTEMBER 15, 2010 ISSUED BY THE DEPARTMENT OF JUSTICE.

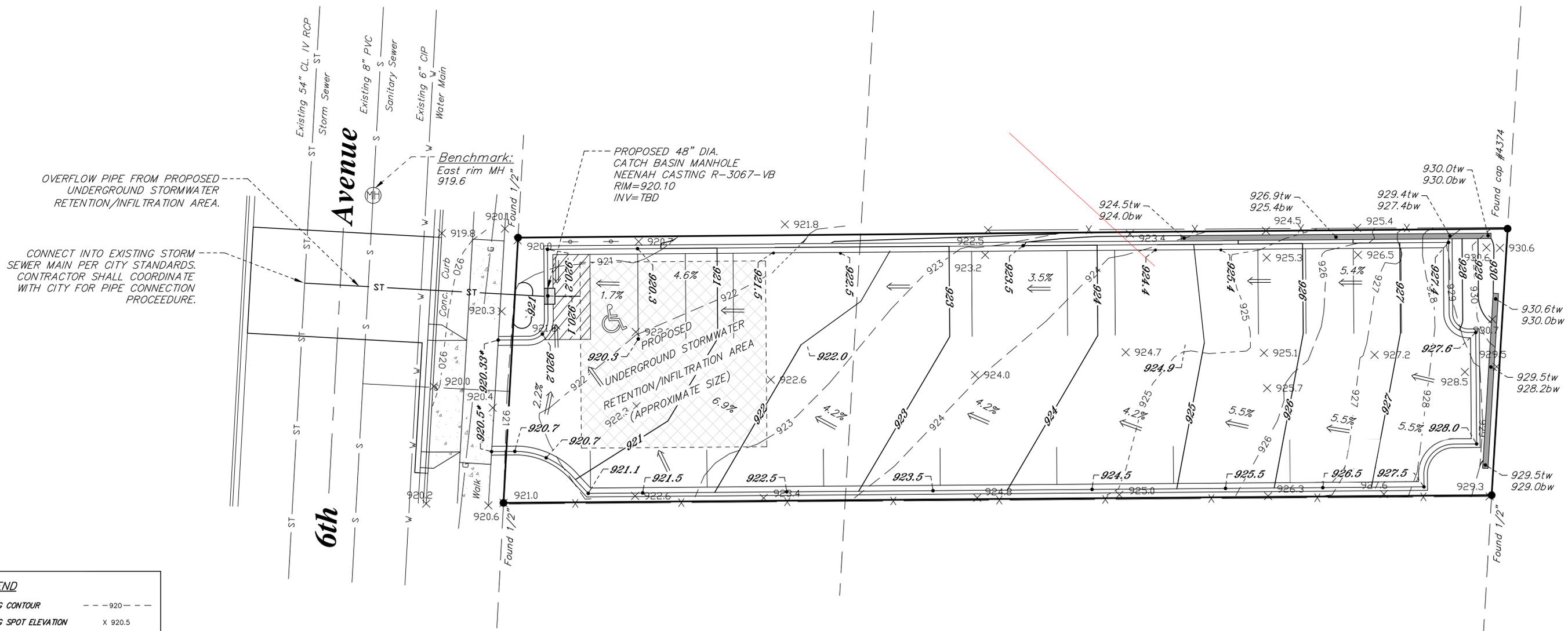
PROPOSED HARDCOVER	
BITUMINOUS PAVEMENT	7,413 Sq. Ft.
CONCRETE CURB & GUTTER	812 Sq. Ft.
RETAINING WALLS	91 Sq. Ft.
TOTAL PROPOSED HARDCOVER AREA OF LOT	8,316 Sq. Ft.
PERCENTAGE OF HARDCOVER TO LOT	89%



DATE	REVISION DESCRIPTION	DRAWING ORIENTATION & SCALE	CLIENT NAME / JOB ADDRESS	Advance Surveying & Engineering, Co.	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. <i>Josua S. Rinke</i> # 52716 LICENSE NO. SEPTEMBER 25, 2025 DATE	DATE SURVEYED: JULY 31, 2025 SURVEYED BY: THOMAS M. BLOOM, PLS. #42379 ADVANCE SURVEYING. & ENG., CO.	SHEET TITLE (CITY PLAN REVIEW) PROPOSED SITE PLAN	SHEET SIZE 22 X 34 SHEET NO. C2
		1 INCH = 10 FEET 0 10' 20'	501 MAINSTREET LLC 15 6TH AVENUE NORTH HOPKINS, MN	18202 Minnetonka Boulevard, Suite 401 Deephaven, Minnesota 55391 Phone (952) 474-7964 Web: www.advsur.com		DATE DRAFTED: SEPTEMBER 25, 2025	DRAWING NUMBER 251467 JR	SHEET 2 OF 4

LEGAL DESCRIPTION:

Lot 6, Block 4, WEST MINNEAPOLIS SECOND DIVISION, and the South 50 feet of the North 162.2 feet of Lot 3, AUDITOR'S SUBDIVISION NO 242, Hennepin County, Minnesota.



OVERFLOW PIPE FROM PROPOSED UNDERGROUND STORMWATER RETENTION/INFILTRATION AREA.

CONNECT INTO EXISTING STORM SEWER MAIN PER CITY STANDARDS. CONTRACTOR SHALL COORDINATE WITH CITY FOR PIPE CONNECTION PROCEDURE.

PROPOSED 48" DIA. CATCH BASIN MANHOLE NEENAH CASTING R-3067-VB RIM=920.10 INV=TBD

Benchmark: East rim MH 919.6

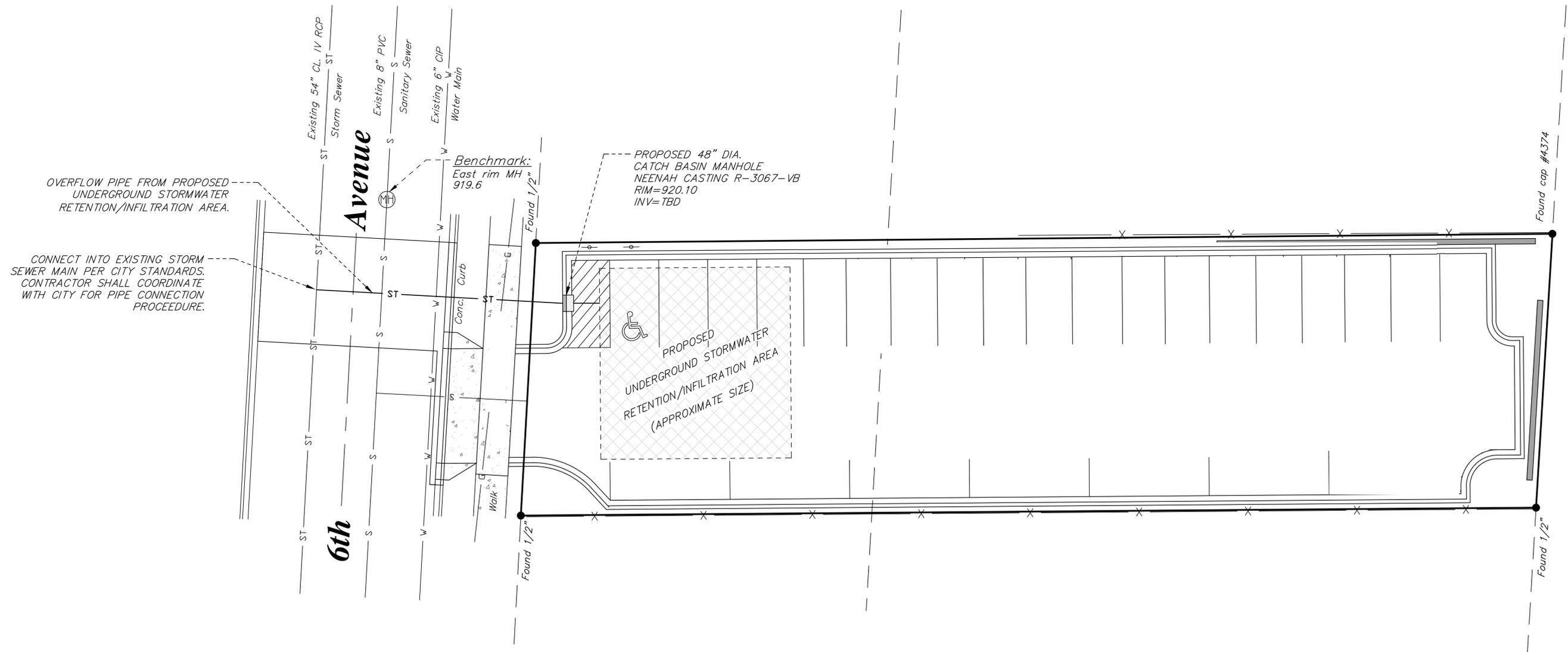
LEGEND

EXISTING CONTOUR	--- 920 ---
EXISTING SPOT ELEVATION	X 920.5
PROPOSED CONTOUR	— 920 —
PROPOSED SPOT ELEVATION	920.5
DRAINAGE ARROW - FLOW	⇒

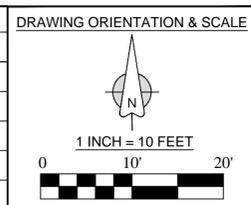
DATE	REVISION DESCRIPTION	DRAWING ORIENTATION & SCALE 1 INCH = 10 FEET 0 10' 20'	CLIENT NAME / JOB ADDRESS 501 MAINSTREET LLC 15 6TH AVENUE NORTH HOPKINS, MN	Advance Surveying & Engineering, Co. 18202 Minnetonka Boulevard, Suite 401 Deephaven, Minnesota 55391 Phone (952) 474-7964 Web: www.advsur.com	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. Joshua S. Rinke # 52716 LICENSE NO. SEPTEMBER 25, 2025 DATE	DATE SURVEYED: JULY 31, 2025	SHEET TITLE (CITY PLAN REVIEW) PROPOSED GRADING PLAN	SHEET SIZE 22 X 34
						SURVEYED BY: THOMAS M. BLOOM, PLS. #42379 ADVANCE SURVEYING. & ENG., CO.	DRAWING NUMBER 251467 JR	SHEET NO. C3

LEGAL DESCRIPTION:

Lot 6, Block 4, WEST MINNEAPOLIS SECOND DIVISION, and the South 50 feet of the North 162.2 feet of Lot 3, AUDITOR'S SUBDIVISION NO 242, Hennepin County, Minnesota.



DATE	REVISION DESCRIPTION



CLIENT NAME / JOB ADDRESS

501 MAINSTREET LLC

15 6TH AVENUE NORTH
HOPKINS, MN

Advance
Surveying & Engineering, Co.

18202 Minnetonka Boulevard, Suite 401
Deephaven, Minnesota 55391
Phone (952) 474-7964
Web: www.advsur.com

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Josua S. Rinke
52716
LICENSE NO.
SEPTEMBER 25, 2025
DATE

DATE SURVEYED: JULY 31, 2025

SURVEYED BY:
THOMAS M. BLOOM, PLS. #42379
ADVANCE SURVEYING & ENG., CO.

DATE DRAFTED: SEPTEMBER 25, 2025

SHEET TITLE
(CITY PLAN REVIEW)
PROPOSED UTILITY PLAN

DRAWING NUMBER
251467 JR

SHEET SIZE **22 X 34**

SHEET NO.
C4

SHEET 4 OF 4

STATISTICS

41 Units

8 STUDIOS
25 ONE BR. UNITS
8 TWO BR. UNITS

4 STORIES
3 PARKING STALLS

BUILDING FOOTPRINT
= 8,017 GSF = 46.4%

ADJACENT BUILDING



SITEPLAN

MAIN STREET

5TH AVENUE N

7,823 GSF



STATISTICS

41 Units

**8 STUDIOS
25 ONE BR. UNITS
8 TWO BR. UNITS**

**4 STORIES
3 PARKING STALLS**

**BUILDING FOOTPRINT
= 8,017 GSF = 46.4%**

**41 INTERIOR BIKE RACKS
2 EXTERIOR BIKE LOOPS**



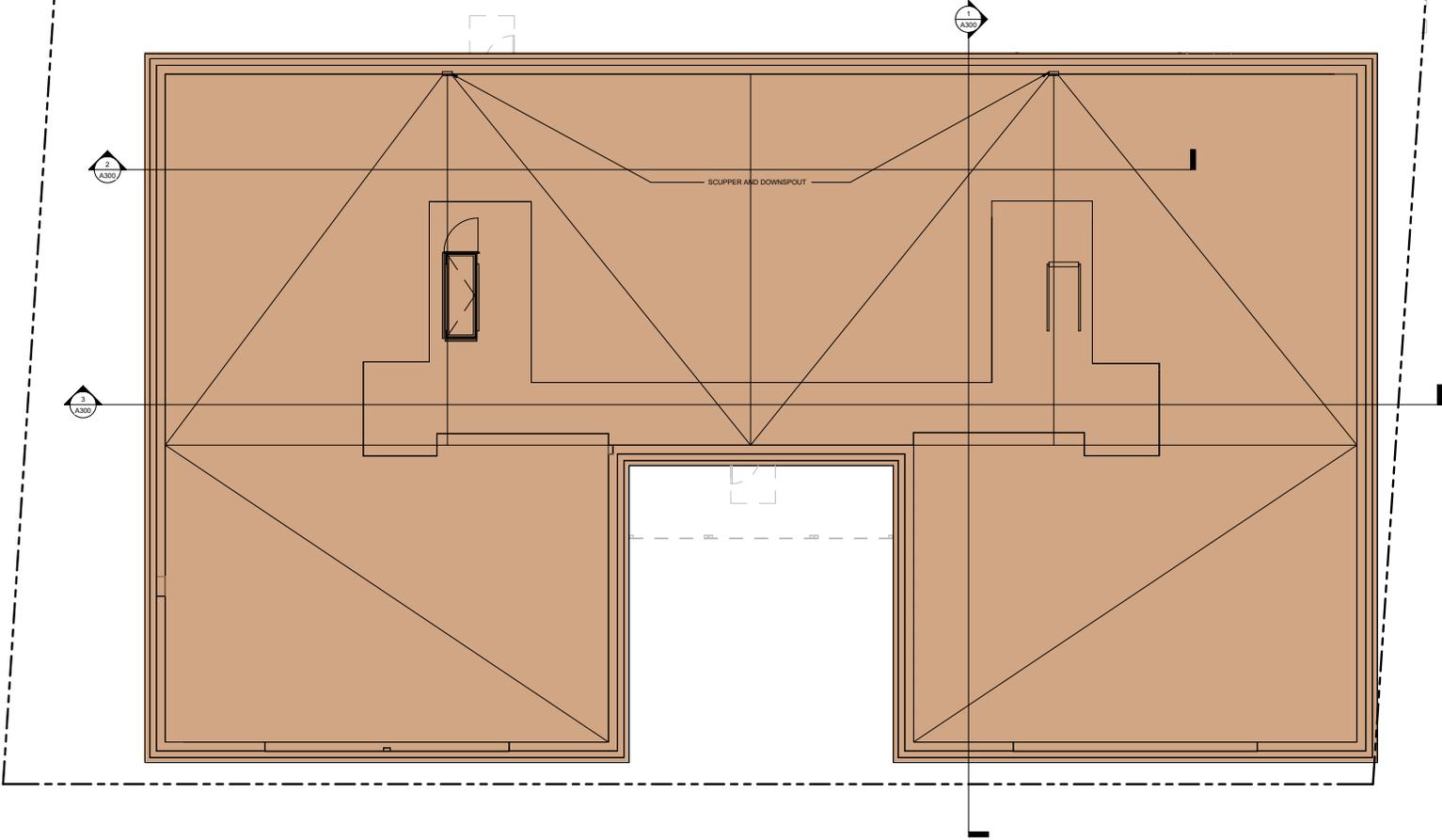
STATISTICS

41 Units

**8 STUDIOS
25 ONE BR. UNITS
8 TWO BR. UNITS**

**4 STORIES
3 PARKING STALLS**

**BUILDING FOOTPRINT
= 8,017 GSF = 46.4%**





SITE TWO



SITE TWO















04



05



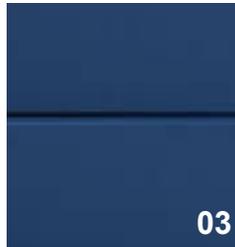
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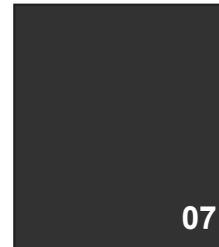
01



02



03



07



08

MATERIALS LIST

01- 4" LAP SIDING

02- PANEL SIDING

03- 4" LAP SIDING

04- BRICK (COLOR 1)

05- BRICK (COLOR 2)

06- BRICK (COLOR 3)

07- PREFINISHED METAL

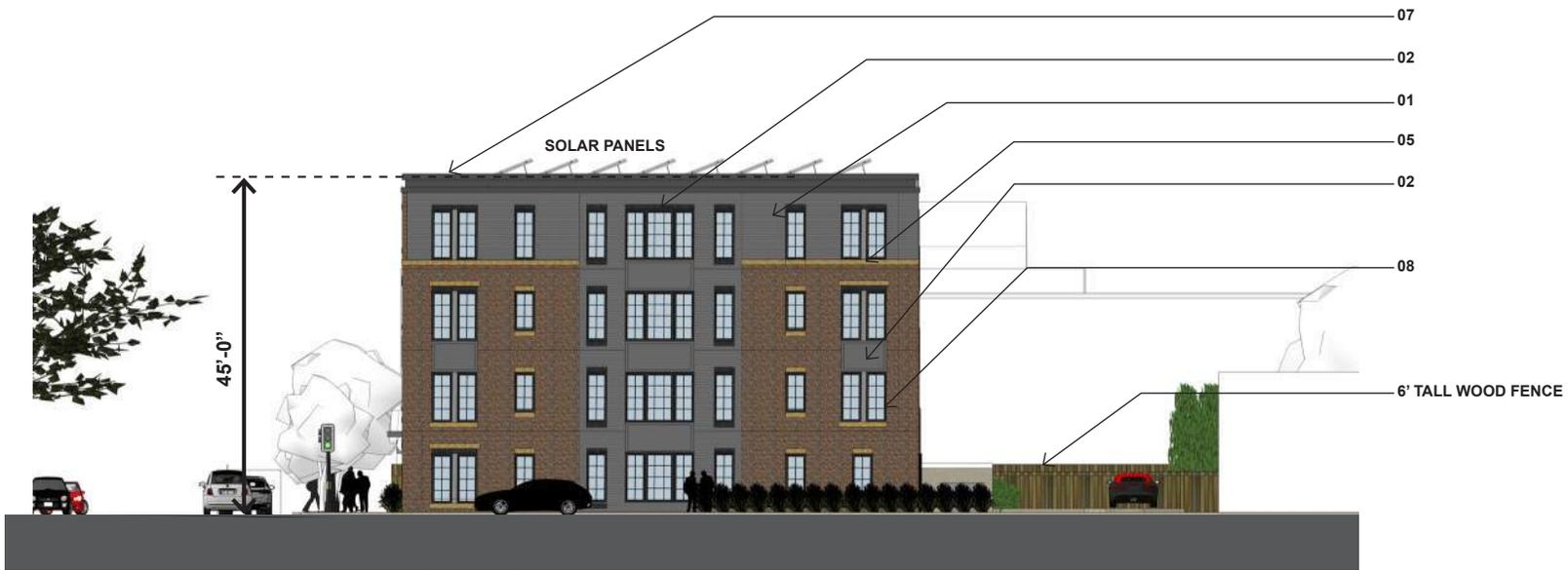
08- HIGH EFFICIENCY COMPOSITE WINDOW

09- PREFINISHED ALUMINUM DECK AND RAILINGS

10- STONE SILL



10



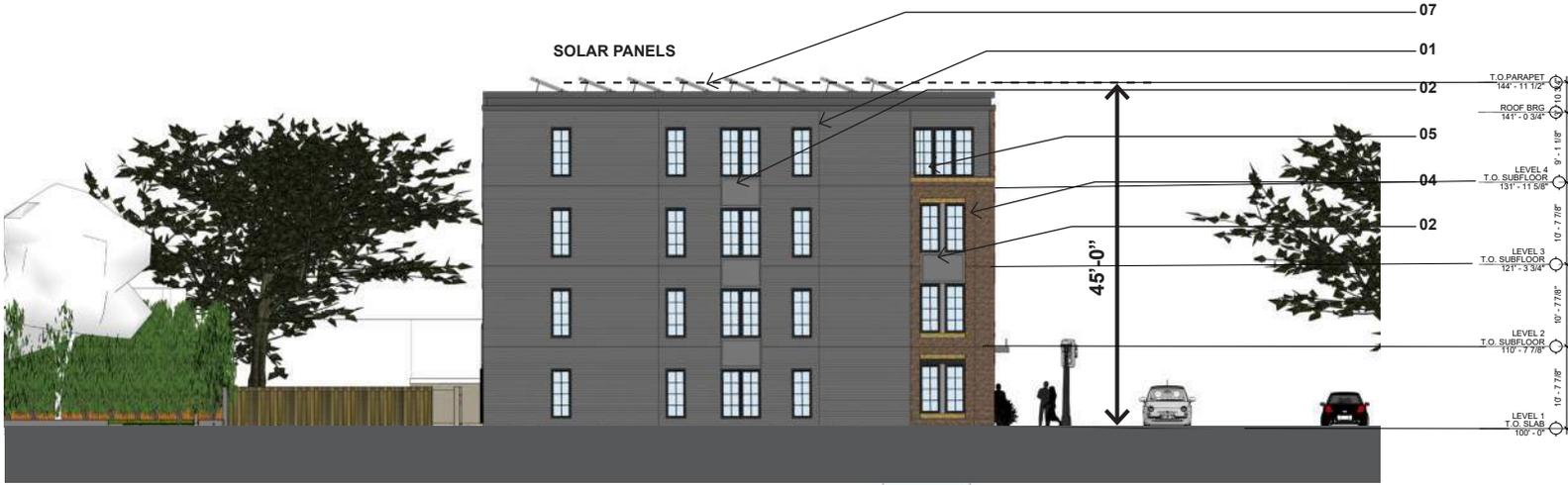
EAST ELEVATION | WALL AREA = 3,147 SF, GLASS AREA= 565 SF (18%) WALL AREA LESS GLASS = 2,586 SF, BRICK AREA = 1,324 SF = 51%

MATERIALS LIST

- 01- 4" LAP SIDING
- 02- PANEL SIDING
- 03- 4" LAP SIDING
- 04- BRICK (COLOR 1)
- 05- BRICK (COLOR 2)
- 06- BRICK (COLOR 3)
- 07- PREFINISHED METAL
- 08- HIGH EFFICIENCY COMPOSITE WINDOW
- 09- PREFINISHED ALUMINUM DECK AND RAILINGS
- 10- STONE SILL



SOUTH ELEVATION | WALL AREA = 5,530 SF, GLASS AREA= 1,215 SF (22%) WALL AREA LESS GLASS = 4,315 SF, BRICK AREA = 2,852 SF = 66%



WEST ELEVATION | WALL AREA = 3,130 SF, GLASS AREA= 376 SF (12%) WALL AREA LESS GLASS = 2,754 SF, BRICK AREA = 522 SF = 19%



NORTH ELEVATION | WALL AREA = 5,513 SF, GLASS AREA= 662 SF (12%) WALL AREA LESS GLASS = 4,851 SF, BRICK AREA = 0 SF

MATERIALS LIST

- 01- 4" LAP SIDING
- 02- PANEL SIDING
- 03- 4" LAP SIDING
- 04- BRICK (COLOR 1)
- 05- BRICK (COLOR 2)
- 06- BRICK (COLOR 3)
- 07- PREFINISHED METAL
- 08- HIGH EFFICIENCY COMPOSITE WINDOW
- 09- PREFINISHED ALUMINUM DECK AND RAILINGS
- 10- STONE SILL





WEST PATIO ELEVATION

WALL AREA = 1,365 SF, GLASS AREA= 179 SF (13%) WALL AREA LESS GLASS = 1186 SF, BRICK AREA = 896 (75%)



EAST PATIO ELEVATION

WALL AREA = 1,365 SF, GLASS AREA= 179 SF (13%) WALL AREA LESS GLASS = 1186 SF, BRICK AREA = 896 (75%)

MATERIALS LIST

- 01- 4" LAP SIDING
- 02- PANEL SIDING
- 03- 4" LAP SIDING
- 04- BRICK (COLOR 1)
- 05- BRICK (COLOR 2)
- 06- BRICK (COLOR 3)
- 07- PREFINISHED METAL
- 08- HIGH EFFICIENCY COMPOSITE WINDOW
- 09- PREFINISHED ALUMINUM DECK AND RAILINGS
- 10- STONE SILL





MAR 21

9:00AM



MAR 21

12:00PM



MAR 21

4:00PM



SEP 21

9:00AM



SEP 21

12:00PM



SEP 21

4:00PM





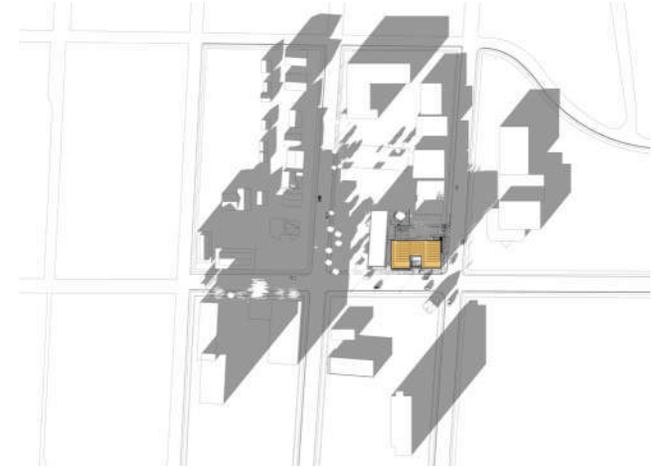
DEC 21

10:00AM



DEC 21

12:00PM



DEC 21

3:00PM



JUN 21

9:00AM



JUN 21

12:00PM



JUN 21

4:00PM



REVISIONS:

No.	Date	Description

PROJECT NO: 11701.01
DRAWN BY: Author
CHK'D BY: Checker

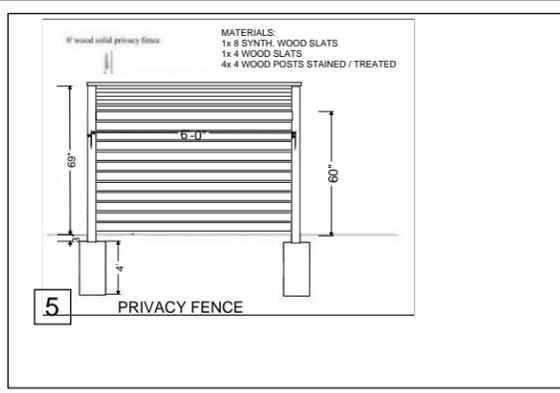
SHEET TITLE

SITE SURFACE LEGEND

- NATIVE RAIN GARDEN, POLLINATOR SEED MIX, GROUND COVER, OR TURF GRASS: 3,658 SF
- CONCRETE STOOPS, WALK, AND PATIOS: 955 SF
- ROCK MULCH 1 1/2"
- WOOD MULCH 1"
- 6" PRIVACY FENCE

LANDSCAPING & SCREENING TOTAL VALUE OF LANDSCAPING +/- \$25,000

LOT AREA	BUILDING FOOTPRINT	BITUMINOUS PARKING	REMAINING LOT AREA	LANDSCAPE AREA	
501 MAIN STREET ZONING RXD -RXD NO BUFFER REQUIRED	17,271 S.F.	8,041 SF	2,502 SF	6,728 SF	4,197 SF
REQUIRED TREES 9,230 3,000 = 3 TREES, 4 TREES PROVIDED					
CANOPY TREES	SIZE	SHRUBS			
(3) SKLINE HONEY LOCUST (1) HACKBERRY	2" 2 1/2"	(32) EMERALD GREEN ARBORVITAE (4) TAXUS MEDIA 'H.M.EDDIE' YEW (9) CORNUS ALBA 'NEON BURST' DOGWOOD (28) LITTLE BLUESTEM (CAROUSEL) (4) ARONIA MELANOCARPA 'GLOSSY BLACK' CHOKEBERRY			
LOT AREA	BUILDING FOOTPRINT	BITUMINOUS PARKING	REMAINING LOT AREA	LANDSCAPE AREA	
15 6TH AVENUE NORTH	9,337 S.F.	0	8,341 SF	996 SF	503 SF
REQUIRED TREES: ALL PARKING STALLS WITHIN 50' OF A TREE TREES PROVIDED ZONING RXD -RXD NO BUFFER REQUIRED					
CANOPY TREES	SIZE	SHRUBS			
(1) HACKBERRY	2"	(4) LITTLE BLUESTEM (CAROUSEL) (5) ARONIA MELANOCARPA 'GLOSSY BLACK' CHOKEBERRY			



POLLINATOR SAFE PLANT MATERIAL:

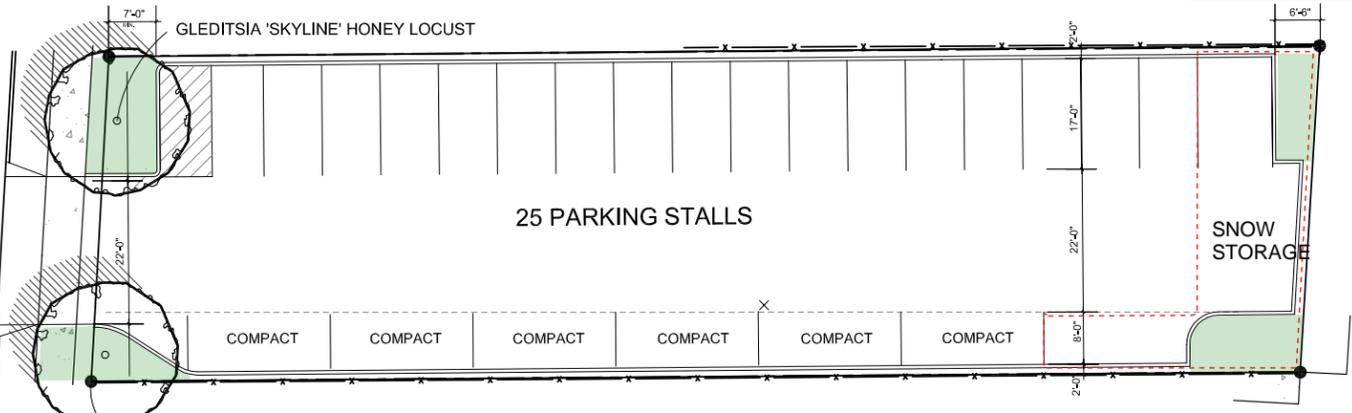
- THE CONTRACTOR SHALL PROVIDE ONLY PLANT MATERIAL FREE OF NEONICOTINOID BASED INSECTICIDES AND/OR TREATMENTS OF ANY KIND, INCLUDING BY NOT LIMITED TO IMIDACLOPRID (CONFIDOR, ADMIRE, GAUCHO, ADVOCATE), THIAMETHOXAM (ACTARA, PLATINUM, CRUISER), CLOTHIANIDIN (PONCHO, DANTOSU, DANTOP), ACETAMIPRID (MOSPIAN, ASSAIL, CHIPCOTRISTAR), THIAICLOPRID (CALYPSO), DINOTEFURAN (STARKLE, SAFARI, VENOM), AND NITENPYRAM (CAPSTAR, GUARDIAN).
- CONTRACTOR SHALL CERTIFY, THROUGH SUPPLIERS POLICY STATEMENT OR AFFIDAVIT, THAT NO NEONICOTINOID BASED INSECTICIDES HAVE BEEN USED ON SITE OR DIRECTLY ADJACENT TO THE GROWING OR STORAGE PLOTS OF THE SUPPLIED PLANT MATERIAL, INCLUDING THE PLANTING OF AGRICULTURAL (OR OTHER) SEED TREATED WITH NEONICS..

1 AGGREGATE MAINTANENCE STRIP
NTS

2 DECIDUOUS & CONIFEROUS SHRUB PLANTING
NTS

3 DECIDUOUS & CONIFEROUS TREE PLANTING
NTS

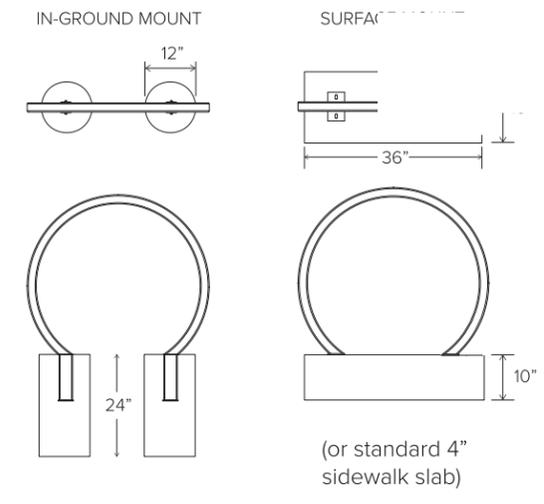
4 PERENNIAL BED PLANTING
NTS



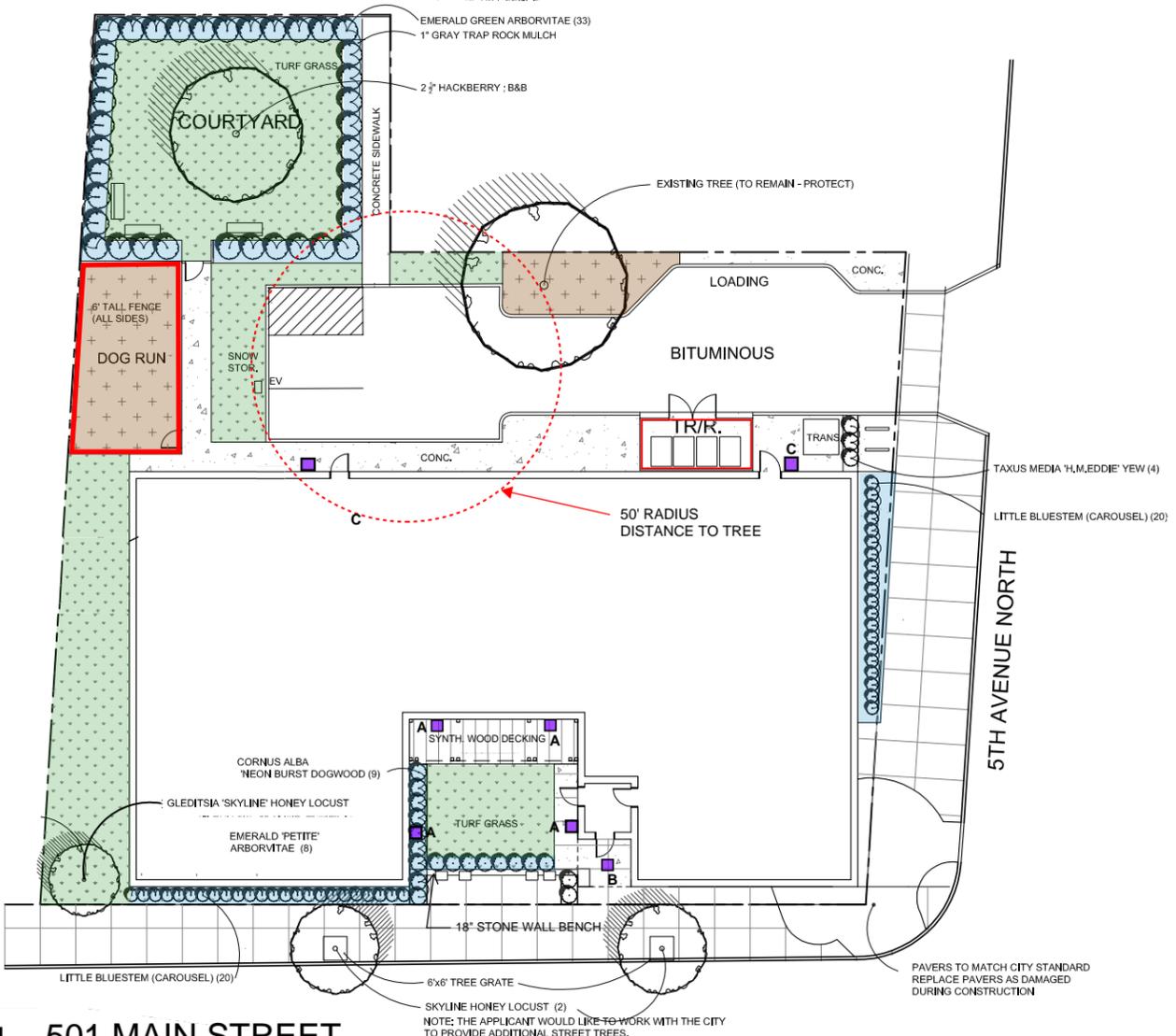
1 L1 LANDSCAPE PLAN 15 6TH AVENUE NORTH

LANDSCAPE NOTES:

- ALL EXISTING UTILITY LOCATIONS SHOWN ARE APPROXIMATE. CONTACT "GOPHER STATE ONE CALL" (651-454-0002 OR 800-252-1166) FOR UTILITY LOCATIONS, 48 HOURS PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL REPAIR OR REPLACE ANY UTILITIES THAT ARE DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.
- WHERE SHOWN, SHRUB & PERENNIAL BEDS SHALL BE MULCHED WITH 4" DEPTH (MINIMUM AFTER INSTALLATION AND/OR TOP DRESSING OPERATIONS) OF SHREDDED CEDAR MULCH.
- ALL TREES SHALL BE MULCHED WITH SHREDDED CEDAR MULCH TO OUTER EDGE OF SAUCER OR TO EDGE OF PLANTING BED, IF APPLICABLE. ALL MULCH SHALL BE KEPT WITHIN A MINIMUM OF 2" FROM TREE TRUNK.
- IF SHOWN ON PLAN, RANDOM SIZED LIMESTONE BOULDERS COLOR AND SIZE TO COMPLIMENT NEW LANDSCAPING. OWNER TO APPROVE BOULDER SAMPLES PRIOR TO INSTALLATION.
- PLANT MATERIALS SHALL CONFORM WITH THE AMERICAN ASSOCIATION OF NURSERYMEN STANDARDS AND SHALL BE OF HARDY STOCK, FREE FROM DISEASE, DAMAGE AND DISFIGURATION. CONTRACTOR IS RESPONSIBLE FOR MAINTAINING PLUMPNESS OF PLANT MATERIAL FOR DURATION OF ACCEPTANCE PERIOD.
- UPON DISCOVERY OF A DISCREPANCY BETWEEN THE QUANTITY OF PLANTS SHOWN ON THE SCHEDULE AND THE QUANTITY SHOWN ON THE PLAN, THE PLAN SHALL GOVERN.
- CONDITION OF VEGETATION SHALL BE MONITORED BY THE LANDSCAPE ARCHITECT THROUGHOUT THE DURATION OF THE CONTRACT. LANDSCAPE MATERIALS PART OF THE CONTRACT SHALL BE WARRANTED FOR ONE (1) FULL GROWING SEASONS FROM SUBSTANTIAL COMPLETION DATE.
- ALL AREAS DISTURBED BY CONSTRUCTION ACTIVITIES SHALL RECEIVE 4" LAYER TOPSOIL AND SOD AS SPECIFIED UNLESS OTHERWISE NOTED ON THE DRAWINGS.
- COORDINATE LOCATION OF VEGETATION WITH UNDERGROUND AND OVERHEAD UTILITIES, LIGHTING FIXTURES, DOORS AND WINDOWS. CONTRACTOR SHALL STAKE IN THE FIELD FINAL LOCATION OF TREES AND SHRUBS FOR REVIEW AND APPROVAL BY THE LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.
- ALL PLANT MATERIALS SHALL BE WATERED AND MAINTAINED UNTIL ACCEPTANCE.
- REPAIR AT NO COST TO OWNER ALL DAMAGE RESULTING FROM LANDSCAPE CONTRACTOR'S ACTIVITIES.
- SWEEP AND MAINTAIN ALL PAVED SURFACES FREE OF DEBRIS GENERATED FROM LANDSCAPE CONTRACTOR'S ACTIVITIES.
- REPAIR AT NO COST TO THE OWNER IRRIGATION SYSTEM DAMAGED FROM LANDSCAPE CONSTRUCTION ACTIVITIES.
- PROVIDE SITE WIDE IRRIGATION SYSTEM DESIGN AND INSTALLATION. SYSTEM SHALL BE FULLY PROGRAMMABLE AND CAPABLE OF ALTERNATE DATE WATERING. THE SYSTEM SHALL PROVIDE HEAD TO HEAD OR DRIP COVERAGE AND BE CAPABLE OF DELIVERING ONE INCH OF PRECIPITATION PER WEEK. SYSTEM SHALL EXTEND INTO THE PUBLIC RIGHT-OF-WAY TO THE EDGE OF PAVEMENT/BACK OF CURB.
- CONTRACTOR SHALL SECURE APPROVAL OF PROPOSED IRRIGATION SYSTEM INCLUDING PRICING FROM OWNER, PRIOR TO INSTALLATION.



1 L1 LANDSCAPE PLAN 501 MAIN STREET



NOTE: THE APPLICANT WOULD LIKE TO WORK WITH THE CITY TO PROVIDE ADDITIONAL STREET TREES.

October 27, 2025

Via E-Mail and U.S. Mail

Ryan Krzos, City Planner
City of Hopkins
1010 First Street South
Hopkins, MN 55343
rkrzos@hopkinsmn.com

Re: Opposition to Proposed Planned Unit Development for a 41-Unit Residential Development at 501 Mainstreet and Surface Parking Lot at 15, 6th Avenue N. (“Project”)

Dear Mr. Krzos:

This firm represents Hopkins Park Plaza, L.L.C., owner of the apartment building located at 517 Mainstreet, Hopkins, MN, and the associated parking lot immediately to its north (“5th on Main”), both of which abut the Project.

In June 2025, 5th on Main sent a letter to the City expressing its general support for the Project as then conceptualized, but also sharing two concerns relating to the Project’s proximity to the existing 5th on Main apartment building and likely impact on the associated parking lot. I write now to express 5th on Main’s opposition to the Project as currently proposed and request the Planning & Zoning Commission (“Commission”) recommend denial of the application, or the City table its consideration until the issues identified in this letter are resolved, including the Project applicant’s failure to show the Project is consistent with the comprehensive plan and City code, the lack of protection for neighboring property owners and residents like 5th on Main, and the applicant completing additional MPCA-required soil vapor investigation and submitting a mitigation plan and associated covenant terms.

Please include this correspondence and the enclosed materials in the administrative record.

I. The Project applicant bears the burden of showing compliance with the required PUD criteria.

The Project applicant bears the burden to show that the Project complies with the required criteria.¹ The Project seeks approval as a Planned Unit Development (“PUD”).² The Planning & Zoning Commission (“Commission”) accordingly “must consider at least the following factors”:

- a. Whether the proposed PUD development plan and zoning map amendment is consistent with the comprehensive plan and any other adopted plans for the subject area;
- ...
- d. Whether appropriate terms and conditions have been imposed on the approval to protect the interests of surrounding property owners and residents, existing and future residents of the PUD and the general public.³

As a PUD, the Project requires approval of a PUD zoning amendment and a PUD site plan.⁴ The PUD zoning amendment requires the Commission “consider all relevant factors, including... [w]hether the proposed zoning map amendment corrects an error or inconsistency or will help meet the challenge of a changed or changing condition.”⁵ The PUD site plan review “must follow the procedures for major site plan review.”⁶

¹ City code sec. 102-1310(h)(2) (“In all cases, the burden is on the applicant to show that an application or proposal complies with all applicable review or approval criteria.”).

² October 28, 2025, Planning & Zoning Commission Agenda (“Oct. 28 Agenda”), Project Materials, at 1 (PDF page 14).

³ City code sec. 102-13110(e)(8) (Review and Approval Criteria). Note that, while City code section 102-440(c) provides “[a]ll PUDs must be reviewed and approved in accordance with the planned development procedures of 102-14110,” section 102-14110 does not exist—this reference appears to be a vestige of an earlier draft of the updated development code from 2022, which included what is now section 102-13110 as section 102-14110.

⁴ Oct. 28 Agenda, Draft Resolution Recommending Approval of Project, at 2 (PDF page 12).

⁵ City code sec. 102-1360(f); *see also* City code sec. 102-13110(e)(5) (“The zoning map amendment procedures of 102-1360 apply to PUD zoning map amendments except as expressly modified by the PUD development plan approval procedures of this section.”).

⁶ City code sec. 102-13110(f)(1).

II. The Commission should reject the Project as currently proposed because the Project applicant fails to meet its burden to show the Project complies with all required criteria.

The City’s action on the Project application must be reasonable. *Murphy v. City of Minneapolis*, 20 N.W.3d 62, 78 (Minn. App. 2025) (citing *Honn v. City of Coon Rapids*, 313 N.W.2d 409, 416–17 (Minn. 1981)). To be reasonable, the City’s action must be supported with legally sufficient reasons that have a factual basis in the record. *Id.* (citing *RDNT, LLC v. City of Bloomington*, 861 N.W.2d 71, 75 (Minn. 2015)). Because the applicant fails to show the Project satisfies the required criteria, the Commission cannot reasonably recommend approval of the Project as currently proposed.

A. The Project applicant fails to show the Project is consistent with the City’s comprehensive plan and Development Code.

The Project applicant fails to show how the Project’s requested zoning relief and existing but undefined environmental contamination are consistent with the City’s comprehensive plan and land development code, Chapter 102 (the “Development Code”).

1. *The Project applicant fails to provide an adequate basis for the requested zoning relief.*

The Project site is designated as “Downtown Center” for future land use per the comprehensive plan and is within the Residential-Office Mix Downtown Center (“RX-D”) district zone under the Development Code.⁷ Downtown Center areas are intended for “development designed to complement and enhance the existing development pattern,” and accordingly “[m]aintaining downtown Hopkins’ unique identity and sense of place must be a central consideration when planning for future growth.”⁸ The RX-D district “is intended for use in the downtown center in support of Mainstreet, where residential, office, and limited commercial uses can mix comfortably in a walkable environment.”⁹ The Project as proposed is inconsistent with these purposes.

As a preliminary point, the Project materials themselves say nothing about its consistency with the comprehensive plan.¹⁰ Further, the P&Z Report merely states that the Project “aligns with the[] goals” of the area as “intended for higher-density housing

⁷ See Hopkins Comprehensive Plan ([link](#)) (“Comp. Plan”), Appendix B1: Land Use, at Figure B1.6 (Future Land Use map); City code sec. 102-130(a); Zoning Map ([link](#); interactive map accessible here: [link](#)).

⁸ Comp. Plan, at 19.

⁹ City code sec. 102-130(b)(6).

¹⁰ See generally Oct. 28 Agenda, Project Materials (PDF pages 14–45).

and active street-level uses in walkable, transit-oriented settings” “by developing underutilized land for housing and improving the downtown landscape.”¹¹ This explanation entirely fails to account for whether the Project will “complement and enhance the existing development pattern in the[] area[]” and further the “central consideration” of “maintaining downtown Hopkins’ unique identity and sense of place.”¹² As explained below, the Project is inconsistent with both goals. Additionally, while a PUD necessarily involves identifying specific requirements from which strict compliance is excused, neither the Project application nor the P&Z Report explain how the Project is consistent with the stated goals of the RX-D district, which similarly intend for development to “mix comfortably” within the district. In fact, the P&Z Report seems to acknowledge that the Project is a departure from existing development by identifying the Project as a purported “[e]nhancement of Mainstreet’s built form” while also simply stating “the proposed massing, materials, and height are compatible with nearby structures.”¹³ That is not the case.

The Project seeks relief from various City code requirements but fails to provide an adequate “Rationale” for the same, both in the first instance in some cases and in how the provided rationale relates to the above purposes in others. For example, for the requested front street setback relief, the “Rationale” is—in total—“Project feasibility.”¹⁴ That is a meaningless phrase without further context and cannot carry the Project applicant’s burden on this nor any of the Project’s other requested relief.¹⁵ Additionally, in the limited instances where the Project provides a non-conclusory “Rationale,” those explanations still fail to address how the “deviation from policy”¹⁶ will nonetheless “complement and enhance the existing development pattern” or “mix comfortably” in the existing location. For example, the Project seeks permission to build required residential off-street parking on a separate lot from the building it serves, which is contrary to City code section 102-950, because “Project feasibility; The sites are small and scattered, and problematic to development without flexibility to adjust the location of parking.”¹⁷ But that says nothing about how the proposed parking lot will impact the neighboring properties and residents,

¹¹ Oct. 28 Agenda, P&Z Report, at 4.

¹² Comp. Plan, at 19.

¹³ Oct. 28 Agenda, P&Z Report, at 5.

¹⁴ Oct. 28 Agenda, Project Materials, at PDF page 16.

¹⁵ The Project asserts “Project feasibility” as a “Rationale” for relief from the following requirements: front street setback; non-front street setback; impervious site coverage; transparency: non-front facades; off-street parking – motor vehicular minimums and maximums; and location of off-street parking. Oct. 28 Agenda, Project Materials, at PDF page 16.

¹⁶ Oct. 28 Agenda, P&Z Report, at 3.

¹⁷ Oct. 28 Agenda, Project Materials, at PDF page 16.

and instead focuses on why the relief is necessary to construct the project as the applicant wants, not as perhaps necessary given the site. In other words, the Project is a square peg in a round hole, and this and other similar “Rationale[s]” fault the hole rather than the peg.

2. *The Project cannot reasonably be recommended for approval until after the MPCA-required further investigation of the environmental contamination at the site is completed.*

The comprehensive plan recognizes that, as with many developed areas, “Hopkins has some issues with environmental contamination,” and identifies the Project site as “potentially contaminated.”¹⁸ It also asserts that, “[w]hile there are already regulations and practices in place to address them, there are opportunities to prioritize and advance improvements through additional policy guidance.”¹⁹ For example, “environmental issues such as contamination” are an identified challenge with regards to all three forthcoming light rail stations in the City.²⁰ Those same transit stations are a primary driver of the Project, as it “has requested PUD flexibility” in part due to its “proximity to transit” and the P&Z Report avers it supports the City’s goals for, in part, “transit-oriented growth.”²¹ But, to reasonably “prioritize and advance improvements” to the site, and to “promot[e] the public health, safety, and general welfare,” additional environmental investigation and testing is needed before the Project can reasonably be recommended for approval.²²

Through prior City agendas and minutes, 5th on Main understands the Project has applied for a grant through the Minnesota Pollution Control Agency’s (“MPCA”) Brownfield Gap Financing Program, and there was an investigation into existing contamination at the site by the City’s consultant, Braun Intertec (“Braun”).²³ Publicly available MPCA documents indicate that, in July 2025, Braun submitted a letter to MPCA in connection with the Project’s grant application that summarized the environmental

¹⁸ Comp. Plan, Appendix D1: Sustainability and Natural Resources, at 7 (Table D1.1, Figure D1.3); *see also* City code sec. 102-110(d) (“This code is adopted for the purposes of promoting the public health, safety, and general welfare and implementing the vision, goals, and policies of the City’s comprehensive plan.”).

¹⁹ Comp. Plan, Appendix D1: Sustainability and Natural Resources, at 7–9 (Table D1.1, Figure D1.3).

²⁰ Comp. Plan, Appendix B1: Land Use, at 22, 26, 29.

²¹ Oct. 28 Agenda, P&Z Report, at 3, 6 (proposed findings).

²² City code sec. 102-110(d).

²³ April 15, 2025, City Council Meeting Agenda, at PDF page 17; Oct. 7, 2025, City Council Meeting Agenda, at PDF page 20.

history of the site and Braun’s investigation to date.²⁴ The letter observed that “soil vapor samples with benzene and tetrachloroethene (perchloroethene, PCE) exceedances” were located on the site.²⁵ Braun accordingly recommended further soil vapor sampling “to determine the extent of the Vapor Intrusion Area of Concern,” and noted a “vapor mitigation system may be required for the proposed building.”²⁶ Just last week, on October 21, 2025, MPCA issued a “No Association Determination” to the Project applicant that expressly acknowledged and incorporated this necessary additional testing as a mandatory condition of its determination:

A second seasonal soil vapor sampling event shall be completed at the Site, in accordance with the MPCA’s Best Management Practices for Vapor Investigation and Building Mitigation Decisions. If soil vapor contaminants are detected at concentrations greater than MPCA action levels, an active vapor mitigation system shall be installed in the Site building, in accordance with an MPCA-approved Response Action Plan, and an environmental covenant will be required to document the affirmative obligation to operate and maintain the vapor mitigation system.²⁷

In turn, MPCA’s Best Management Practices for Vapor Investigation and Building Mitigation Decisions instructs that “[m]ultiple sampling events are necessary due to the temporal and seasonal variability that can be observed in soil gas and sub-slab sampling to conclude there is not a potential VI risk.”²⁸ It goes on to provide that the “minimum sampling necessary to address seasonal temporal sampling for vapor investigation includes collecting samples at least 30 days apart and under differing seasonal conditions as follows:” with one sampling event in the “heating season, which MPCA defines as

²⁴ EXHIBIT A, Braun July 10, 2025, Letter to MPCA, Proposed Actions Letter, at 1–6. Also available at: <https://webapp.pca.state.mn.us/wimn/site/204588/documents> (MPCA’s What’s In My Neighborhood platform entry for 501 Mainstreet).

²⁵ *Id.* at 6.

²⁶ *Id.*

²⁷ EXHIBIT B, MPCA Oct. 21, 2025, No Association Determination, at 3. Also available at: <https://webapp.pca.state.mn.us/wimn/site/204588/documents> (MPCA’s What’s In My Neighborhood platform entry for 501 Mainstreet).

²⁸ EXHIBIT C, MPCA’s Best Management Practices for Vapor Investigation and Building Mitigation Decisions, at 2. Also available at: <https://www.pca.state.mn.us/sites/default/files/c-rem3-06e.pdf>.

November 1 thru March 31,” and one sampling event in the “non-heating season, which MPCA defines as April 1 thru October 31.”²⁹

The Project applicant says nothing about this requirement for additional environmental testing (nor does the P&Z Report). The Project applicant thus fails to demonstrate how recommending approval of the project is consistent with the comprehensive plan or Development Code, nor how the possibility of a vapor mitigation system and associated environmental covenant would impact the project. The Planning Commission therefore should not recommend approval now, and indeed cannot reasonably do so until the additional environmental testing is completed and the results are available for review and consideration, because doing as much would be inconsistent with the comprehensive plan and Development Code and fail to protect the interests of surrounding property owners and residents, as otherwise explained below.

- B. The Project should not be recommended for approval without the imposition of appropriate terms and conditions to protect the interests of surrounding property owners and residents, which it currently lacks.

The Project applicant fails to carry its burden to demonstrate the Project is consistent with the comprehensive plan and Development Code because, as explained in detail above, the Project fails to provide an adequate rationale for its requested zoning relief, even in the limited instances it provides such a rationale at all. In a similar fashion, the Project also fails to carry its burden to demonstrate the interests of surrounding property owners and residents are sufficiently protected. The Project materials say nothing on the topic and, again as explained above, the P&Z Report merely makes conclusory statements about compliance.³⁰ Additional terms and conditions are needed here relating to certain aspects of the Project.

The Project is too close to 5th on Main’s building abutting the Project to the west. As proposed, the Project building will be 10 feet from 5th on Main’s building.³¹ This will result in apartment windows from both buildings facing each other and block sunlight and air circulation from entering units in both buildings to some extent, though primarily in the 5th on Main building given the Project’s proposed taller height. It is important to allow adequate exterior views and avoid blocking the sun and air circulation for residents of both buildings. As the Project itself recognizes, “[p]roviding meaningful access to outdoor areas

²⁹ *Id.* at 2–3.

³⁰ Oct. 28 Agenda, P&Z Report, at 4–5.

³¹ Oct. 28 Agenda, Project Materials, at PDF page 19.

is a core item to promote healthy lifestyles and living.”³² Based on the site plan, this increased setback appears achievable by modestly reducing the planned courtyard and shifting the western building farther to the east. 5th on Main accordingly requests the Commission condition approval of the Project on the Project increasing its distance from 5th on Main’s building from 10 feet to 20 feet.

Relatedly, the Project proposes to run a six-foot-high fence along the western boundary of the site, which is also the edge of 5th on Main’s building and its patio area.³³ Under city code, all fences require a fence permit, and the permit application must be filed with the zoning administrator, of which there is no record here.³⁴ Further, fences must be “reasonably suitable for the purpose for which the fence is intended,” and are “not allowed to become ... or constitute a nuisance, public or private.”³⁵ The proposed fence is a nuisance because it runs along the edge of 5th on Main’s building (including its first-floor windows) and patio. 5th on Main accordingly requests the Commission condition approval of the Project on the Project removing its fence, which—in conjunction with the requested 20-foot distance between buildings—will allow residents of both buildings the benefit of sunlight, air circulation and the outdoors.

The Project proposes to construct a “dog run” near the northwestern corner of the site and again right next to and on the edge of 5th on Main’s building and patio area. This is improper and unreasonable for the same reasons as the proposed fence. Further, a “dog run” is not allowed under City code. Such a use is “not listed in the use table and ... cannot be reasonably interpreted ... to fall within any defined use category or subcategory,” and is thus “prohibited.”³⁶ Moreover, a “dog run” will presumably involve dog waste, and City code similarly prohibits any use or operation “conducted in a manner that emits noxious matter across the subject property line,” which the dog run is likely to do given its proximity to 5th on Main and its patio.³⁷ 5th on Main accordingly requests the Commission condition approval of the Project on the Project removing the dog run.

³² Oct. 28 Agenda, Project Materials, at PDF page 14.

³³ EXHIBIT D (photos of the eastern side of the 5th on Main building from Google Maps and Project rendering showing proposed proximity, fencing, and dog run).

³⁴ City code sec. 102-660(a); *cf.* City code sec. 102-1360(b) (providing zoning map amendment applications “may be filed by an eligible applicant ... or be initiated by the City Council, Planning & Zoning Commission, or the zoning administrator”).

³⁵ City code sec. 102-660(c).

³⁶ City code sec. 102-510(b)(6). Neither is the “dog run” a “Community Garden,” in which the “[k]eeping of animals is prohibited except” chickens “as allowed in Section 6-30.” City code sec. 102-580(c).

³⁷ City code sec. 102-590(e); *see* City code sec. 102-16160.

Finally, the Project also appears to include a sidewalk pathway to the northernmost boundary of the northwest portion of the parcel that abuts 5th on Main's parking lot for its apartment building, thereby connecting the Project to the same. Because the Project proposes offsite parking and significantly fewer parking spots than required for a development of its size under City code (approx. 30 parking stalls instead of the required 49), and because 5th on Main's existing parking lot is between the Project and the proposed, smaller parking lot, there is a substantial likelihood that Project residents will use or cross through 5th on Main's private parking lot instead of their own, especially in the winter.³⁸ Safe, convenient access and a sufficient number of parking stalls are critical—not only for the new residents, but also to preserve availability for neighboring properties and businesses. 5th on Main accordingly requests the Commission condition approval of the Project on the Project removing that sidewalk pathway and including a barrier along the property boundary between the Project and 5th on Main's parking lot, to deter Project residents from improperly parking in 5th on Main's lot or using that lot as a shortcut.

C. A PUD zoning amendment here does not correct an error or inconsistency, nor does it help to meet the challenge of a changed or changing condition.

Finally, approval of a PUD zoning amendment for the project is contrary to the Development Code because there is no error, inconsistency, or changed or changing condition here.³⁹ Yet again, neither the Project applicant nor the P&Z Report address this required consideration, and there is thus no reasonable basis to conclude the Project satisfies this criterion. The fact that the site has been undeveloped for some time does not reasonably evidence an error, inconsistency, or changed or changing circumstance here. To the contrary, that fact indicates the opposite—that the site and its condition are well-known and unchanging. This conclusion is supported by the Project's requested "zoning relief"—which the P&Z Report characterizes as its "PUC Flexibilit[ies]"—because they all relate to the known and longtime condition of the site and surrounding developments, not some new or changed circumstance.

5th on Main appreciates your attention to and consideration of these important issues.⁴⁰ Please do not hesitate to contact me if you have any questions.

³⁸ Oct. 28 Agenda, Project Materials, at PDF page 16; *see also id.*, P&Z Report, at 2 (considering a "total of 28 stalls").

³⁹ *See* City code sec. 102-1360(f)(2).

⁴⁰ 5th on Main reserves the right to challenge whether the City complied with the applicable notice requirements here. City code requires that PUD site plan review follow the procedures for major site plan review, which ultimately require, in part, notice be "sent to all owners and occupants of property within 500 feet of the subject property." City code secs. 102-13120(e)(1)b.2, 102-130(f)(2)a. The P&Z Report merely states notice "was published in the City's Official paper and mailed to all properties within 350 feet." Oct. 28 Agenda, P&Z Report, at 5. Since the Oct. 28

Ryan Krzos, City Planner
City of Hopkins
October 27, 2025
Page 10

Sincerely,

STINSON LLP

A handwritten signature in black ink, appearing to read "Zachary J. Wright". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Zachary J. Wright

Enclosure

Agenda does not contain an affidavit of mailing, a copy of notice, nor an address list, 5th on Main is at this moment unable to verify whether notice requirements have been satisfied.

EXHIBIT A

July 10, 2025

Project B2504218

Minnesota Pollution Control Agency
Voluntary Investigation and Cleanup Program
520 Lafayette Road North
St. Paul, Minnesota 55155

Re: MPCA Brownfields Enrollment Application and Liability Assurance Request
501 Mainstreet
501 Mainstreet and 15 6th Avenue North
Hopkins, Minnesota 55343
Hennepin County Parcels: 2411722420009 & 2411722420017
MPCA Site ID: Pending

Dear MPCA VIC Program:

On behalf of the applicant, Footprint Development LLC, Braun Intertec is submitting this application to enroll the above-referenced property in the Minnesota Pollution Control Agency (MPCA) Brownfields Programs to request issuance of the following liability assurances:

- No Association Determination (NAD) for the owner/developer for proposed actions at the Site.
- Lender NAD for lending partners. Specific lenders have not yet been confirmed, therefore the lender NAD will be requested at a future date.
- No Action/No Further Action Letter for the identified release of PAHs in soil and tetrachloroethylene (PCE) in soil vapor.
- Petroleum No Action letter.

The enrollment application includes a current Phase I Environmental Site Assessment (ESA) and a Proposed Actions Letter requesting a NAD for the developer.

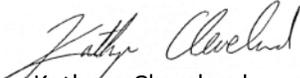
A Phase II ESA (2025 Phase II ESA) is currently in progress and will be provided to the MPCA once complete, anticipated to be within the next few weeks. A Response Action Plan/Construction Contingency Plan (RAP/CCP) will be prepared and submitted to the MPCA for approval prior to start of redevelopment activities.

Redevelopment activities, beginning with earthwork, are scheduled to start in April or May 2026. The redevelopment plan includes a multi-story residential apartment building with greenspaces and paved drive areas at the 501 Mainstreet parcel and associated surface parking located at the 15 6th Avenue parcel.

We appreciate your assistance. Should you have any questions regarding this submittal or require additional information, please contact Kathryn Cleveland at 952.995.2489 or kcleveland@braunintertec.com.

Sincerely,

Braun Intertec Corporation


Kathryn Cleveland
Project Scientist


Imants Pone
Senior Scientist

July 10, 2025

Project B2504218

Minnesota Pollution Control Agency
Voluntary Investigation and Cleanup Program
520 Lafayette Road North
St. Paul, MN 55155

Re: Proposed Actions Letter and request for a No Association Determination
501 Mainstreet
501 Mainstreet and 15 6th Avenue North
Hopkins, Minnesota
Hennepin County Parcels: 2411722420009 & 2411722420017

To Whom It May Concern:

Braun Intertec Corporation, on behalf of Footprint Development LLC, is providing this letter to the Minnesota Pollution Control Agency (MPCA) to request issuance of a No Association Determination (NAD) letter for the above referenced property (Site). Footprint Development is planning to purchase 501 Mainstreet (Mainstreet parcel) and 15 6th Avenue (6th Avenue parcel) from the City of Hopkins, Minnesota and is proposing to redevelop the Site into a multi-story residential building on the Mainstreet parcel with associated parking on the 6th Avenue parcel.

Background

The Site consists of two parcels that total approximately 0.61 acres: 501 Mainstreet (Hennepin County 2411722420009) and 15 6th Avenue N (Hennepin County PID 2411722420017). The parcels are currently vacant and grass covered.

According to the recently conducted Phase I Environmental Site Assessment (ESA), the Mainstreet parcel was developed with a residential structure by at least 1937. By 1957, a gasoline filling station was located at the Mainstreet parcel up to approximately 2010 when aerial photographs show the gasoline station under demolition. By 2019, the Mainstreet parcel is covered with grass. This parcel remained vacant up to the present. The 6th Avenue parcel was vacant by at least 1937, until approximately 1947, when a residential structure was present. This residential structure remained present until approximately 2008, when this parcel was vacant and grass covered. A Site Location Map and Site Diagram are included in Figures 1 and 2.

Previous Site Investigations

Previous investigation activities associated with the Site can be found in the following reports:

Phase I ESA, City of Hopkins Redevelopment, City of Hopkins, Hennepin County Minnesota, prepared by Cooper Engineering, dated February 2005 (2005 Phase I ESA).

The 2005 Phase I ESA was prepared in regard to the entire block on which the Site is located, in anticipation of the redevelopment of the entire block. The report indicated that the Sinclair gasoline station was still present on the Mainstreet parcel in 2005. Its environmental record review found that the previous UST system was failing and was replaced in August 1997. According to MPCA records, low levels of petroleum hydrocarbons were identified in soil and groundwater; however, the concentrations were below MPCA remedial action levels for that time. The 2005 Phase I ESA stated that “the site is listed as a closed site, but due to the documented presence of low levels of contamination and the presence of USTs currently on the site, there is a potential for further subsurface contamination on the property”. Additionally, the 2005 Phase I ESA indicated this former gasoline station had three hydraulic lifts located within a maintenance or repair shop located on the north side of the Mainstreet parcel.

The 2005 Phase I ESA report also indicated that an existing building located on the west adjoining parcel, 525 Mainstreet, was operated as a gasoline filling station and that further soil and groundwater investigation may be needed associated with potential offsite contamination impacted the site.

Phase II Environmental Investigation Report, 6th and Main Condominiums, 6th Avenue and Mainstreet, Hopkins, Minnesota, prepared by Landmark Environmental LLC, dated March 2007 (2007 Phase II).

The 2007 Phase II indicated that 11 borings were completed on the larger property with two of the borings (GSP-1 and GSP-2) completed at the former Sinclair gasoline station (Mainstreet parcel), and one boring (GSP-10) completed on the 6th Avenue parcel. Two borings (GSP-3 and GSP-4) were completed on the west adjoining property, located at 525 Mainstreet, located southwest of the Site but on the same block. This report indicated that petroleum contamination in soil was observed in GSP-1 and GSP-2 located on the Mainstreet Parcel and in GSP-4 located at 525 Mainstreet.

According to the 2007 Phase II, “groundwater occurs beneath the Property in an unconfined water table aquifer at approximately 15 to 22 feet bgs. Field screening impacts to groundwater were observed at GPS-3. Analytical results of groundwater samples collected at GPS-3 and GPS-4 indicate significant petroleum impacts at these locations”. “TPH as ORO [oil range organics] was reported at 51,300 ug/L [micrograms per liter], TPH as fuel oil was not detected, and benzene, ethyl benzene, total xylenes, and

naphthalene were reported above the MDH [Minnesota Department of Health] HRLs [Health Risk Limits] in the groundwater sample from GPS-3. In groundwater sample GPS-4, naphthalene was reported above the MDH HRL, TPH as ORO was reported at 18,100 ug/L, and TPH as fuel oil was reported at 180,000 ug/L. Non-petroleum VOCs [volatile organic compounds] were not detected in these two groundwater samples. The trace concentration of naphthalene was the only VOC reported in the groundwater sample collected at GPS-1, and no VOCs or TPH was detected in the groundwater samples collected at GPS-2 and GPS-8”.

Addendum to the Phase II Investigation Report and Voluntary Action Plan, 6th and Main Condominiums, Hopkins, Minnesota, prepared by Landmark Environmental LLC, dated March 29, 2007 (2007 Addendum).

The 2007 Addendum indicated “soil samples were collected at 11 Geoprobe borings located throughout the Property. Consistent with results from past investigations, buried debris and/or fill material was observed in all of the borings except GPS-8. Field indications of soil contamination consisting of elevated PID readings, petroleum odor, and dark or stained soils were observed at 4 Geoprobe locations during the Phase II including GPS-1, GPS-2, GPS-4 and GPS-5. Final data from ESC [Environmental Science Corp laboratory] confirmed the results listed in Phase II Report [2007 Phase II] for petroleum-impacted soil and groundwater and the results for RCRA [Resource Conservation Recovery Act] metals. PAH [polycyclic aromatic hydrocarbon]-impacted soil was not identified in the Phase II Report [2007 Phase II]; however, final ESC data indicate PAH concentrations are above MPCA RSRVs [Residential Soil Reference Values] at two locations.”

The entire block, including the Site, was enrolled into the MPCA Voluntary Investigation and Cleanup (VIC) program in March 2007 (VP#23060). Based on the reviewed reports, file closure was granted, indicating that the investigation/cleanup of the reported release had been completed to the satisfaction of the MPCA; however, as indicated in the reports, contamination remained at the Site (on the Mainstreet parcel).

Additional Environmental Investigation Report, Park Plaza Apartments and 525 Mainstreet Parcels, 525 Mainstreet Parcels, Hopkins, Minnesota, prepared by Braun Intertec Corporation, dated March 17, 2009 (2009 Additional Environmental Report).

The 2009 Additional Environmental Report was completed for adjoining parcels to the north and west (13 6th Avenue North, 14 through 36 5th Avenue North, 517 Main Street, and 525 Mainstreet) to further evaluate potential and known impacts at the properties for the purpose of evaluating future redevelopment of the properties as a mixed-use commercial and rental housing development.

Ten soil borings and one test pit were completed throughout the investigation area. Results from the assessment indicate fill soil consisted of silty sand with gravel and cobbles underlying the investigation area. The fill soil thickness ranged from 4 feet to 19 feet. Based on the results of the investigation, no impacts were identified on the Park Plaza Apartments property; however, buried demolition debris was identified below the footprint of the former house along 6th Avenue North (presumably the former house on the 6th Avenue parcel). Based on the results of the investigation at 525 Mainstreet, petroleum-related impacts were identified in the soil. The impacts included elevated concentrations of VOCs, PAHs, DRO, and GRO, as well as petroleum odors and elevated organic vapor readings. During advancement of the soil borings on the 525 Mainstreet parcel, no cinders were observed in the soil borings, as were observed during the 2007 Phase II ESA.

Underground Storage Tanks – MPCA Notification of Installation or Change in Status, Sinclair, 501 Mainstreet, Hopkins, Minnesota, completed by WCEC, dated July 16, 2013 (2013 UST Removal Notification).

The 2013 UST Removal Notification documented the removal of five USTs (4-4,000-gallon and 1-6,000 gallon) containing gasoline and associated steel piping by WCEC on June 24, 2013 from the Mainstreet parcel. The tanks were disposed of at Northern Metal Recyclers in St. Cloud, Minnesota. No information on tank and piping conditions during removal were noted. The other two structures previously denoted as USTs were an oil water separator and waste oil tank which were removed separately.

Phase I Environmental Site Assessment, Two Parcels, 501 Mainstreet and 15 6th Street, Hopkins, Minnesota, prepared by Braun Intertec Corporation, dated December 2, 2013 (2013 Phase I ESA).

The 2013 Phase I ESA was completed for both parcels that make up the Site, and the adjoining parcel to the west of the Mainstreet parcel. This report indicated a gas station was constructed at the Mainstreet parcel in the late-1940s and continued to be used as such until the late-2000s. The report indicated that seven USTs have been removed from the 501 Parcel; an open leaking underground/aboveground storage tank (LUAST) (Leak #19153) is listed at the Mainstreet parcel; two in-ground hydraulic hoists are located in the vehicle repair shop at the Mainstreet parcel; petroleum staining was observed on the supports for one of in-ground hoists; and three floor drains were observed in the vehicle repair shop at the Mainstreet parcel that drained towards a flammable waste trap located in the northeast portion of the vehicle repair shop. In addition, petroleum staining was observed on the concrete floor in the vehicle repair shop and beneath an air compressor in an adjacent room.

Memorandum, Former Sinclair Station #89404, Hoist, Oil Water Separator, and Dispenser Removal Documentation, 501 Mainstreet, Hopkins, Minnesota, prepared by WSB and Associates, Inc., dated September 30, 2014 (2014 Memo).

The 2014 Memo documented the removal of two underground hydraulic hoists, one underground oil water separator tank (discovered during demolition activities), and six gasoline dispensers at the Site. During removal of the hydraulic hoist, tank, and dispensers, no indications of a release or contamination were noted to being observed. PID headspace readings were less than 1.0 ppm. VOCs were not detected in soil samples. GRO and metal concentrations were detected above the laboratory reporting limits; however, below regulatory criteria. DRO was detected above 100 milligrams per kilogram (mg/kg) in three soil samples. Based on these results and observations, site closure for MPCA ID 19153 was requested by the City.

Phase I Environmental Site Assessment, 0.61 Acre Undeveloped Property, 501 Mainstreet and 15 6th Avenue North, Hopkins, Minnesota, dated July 8, 2025, prepared by Braun Intertec (2025 Phase I ESA).

The 2025 Phase I ESA report identified the following recognized environmental conditions (RECs):

- The Mainstreet parcel of the Site was developed with a gasoline station by 1951 and through approximately 2014 when the building was demolished. This parcel was then used until sometime between 2017 and 2019 for uncontrolled exterior storage; however, the type and nature of the materials stored is not known. Based on the available regulatory information there were at least seven underground petroleum storage tanks (USTs) associated with the gasoline station that have since been removed; however, past releases have been reported and the available information indicates that contamination is present near the former dispensers and USTs and some of the petroleum contaminated soil was thin-spread on the parcel. It is our opinion that the past use of the Site and the documented presence of contamination represents a recognized environmental condition.
- The Site is located within an area of Hopkins that has been developed for commercial use, including gasoline station, for at least 70 years. The regulatory information suggests that contamination has been identified or is suspected at properties located adjacent and/or potentially upgradient of the Site relative to the estimated direction of groundwater flow. Although it appears that many of these adjoining/surrounding upgradient properties have been remediated in accordance with the oversight and approval of the MPCA, there remains a potential that these properties may have impacted soil, groundwater and/or soil vapor at the Site. This potential represents a REC.

The 2025 Phase I ESA stated the following additional consideration:

- Historically, a residential structure and a gas station building were located on the Site. It is unknown if the demolition debris associated with the structures were buried on the Site or hauled away for disposal. There is a potential that buried materials are present at the Site that may require management as solid or hazardous waste if encountered during future redevelopment activities. If fill soils, which could include demolition debris and other wastes, are encountered during redevelopment, then additional assessment of the fill soils may be required to evaluate appropriate management and/or disposal requirements.

Phase II Environmental Site Assessment, 0.61 Acre Undeveloped Property, 501 Mainstreet and 15 6th Avenue North, Hopkins, Minnesota, date pending, prepared by Braun Intertec (2025 Phase II ESA).

Braun Intertec completed a Phase II ESA for the Site. The Phase II ESA consisted of advancing 11 environmental soil borings (SB-1 through SB-11), converting two of the soil borings (SB-2 and SB-10) to temporary monitoring wells, and advancing seven soil vapor probes (VP-1 through VP-7). Investigation locations were advanced in the areas of the former USTs, former oil water separator, former hydraulic hoists, and former dispenser islands, along with locations for general area coverage. Select soil, groundwater, and soil vapor samples were collected for laboratory analysis.

The draft Phase II ESA identified an area of confirmed soil contamination at SB-2 (located in the area of the former waste oil UST) where analytical testing identified PAH impacts to soil. The BaP equivalent concentration exceeded the Residential Soil Leaching Value (SLV) in sample SB-2 (2.5-5').

The draft Phase II ESA also identified VOCs in soil vapor at the Site at concentrations above 33X the Residential ISV standards. The compounds benzene and PCE were detected in soil vapor samples at concentrations above 33X the Residential ISVs in VP-2 and VP-3, respectively, located in the area of the former machine shop. The soil vapor samples with benzene and tetrachloroethene (perchloroethene, PCE) exceedances are located near the former used oil UST and repair shop with hydraulic lifts. Further soil vapor sampling is recommended to determine the extent of the Vapor Intrusion Area of Concern (VIAOC). A vapor mitigation system may be required for the proposed building.

Identified Release

The environmental investigations conducted at the Site identified measurable concentrations of the following:

- Various PAHs were detected in soil throughout the Site, including the BaP equivalent in exceedance of the Residential SLV in SB-2 (2.5-5').

- Elevated lead in soil was detected above naturally occurring background concentrations in soil throughout the Site.
- Non-petroleum related VOC, dichlorodifluoromethane, was detected in groundwater.
- Petroleum and non-petroleum related VOCs, specifically benzene and PCE, were detected in soil vapor samples at concentrations exceeding 33X the Residential ISVs.

The individual compounds that constitute the Identified Release are detailed on a table included as **Attachment 2**.

No Association Determination and Proposed Actions

Braun Intertec, on behalf of Footprint Development, requests that the MPCA Voluntary Investigation and Cleanup (VIC) Program issue a NAD letter to Footprint Development pursuant to Minn. Stat. § 115B.178, sub. 1(a) relative to the identified release to soil, groundwater, and soil vapor. To the extent that further investigation activities identify additional compounds, we would request the NAD be updated with those compounds. We would ask that the NAD letter should be addressed to the following party for the proposed actions as stated below:

Attn: Mr. Cody Fischer
Footprint Development LLC
202 N Cedar Avenue, STE #1
Owatonna, MN 55060

The Proposed Actions for Footprint Development LLC will include the following:

- Prior to acquisition of the Site, Environmental Due Diligence activities were conducted, including Phase I and Phase II ESAs.
- Acquisition of the Site.
- Redevelopment of the Site with a multi-family residential building and associated parking and utilities in accordance with an MPCA-approved RAP/CCP.
- Future operation and maintenance of the property.
- Operation and maintenance of a soil vapor mitigation system (if installed).

Please provide a copy of the NAD to:

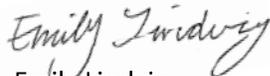
Ms. Kathryn Cleveland
Braun Intertec Corporation
11001 Hampshire Avenue South
Minneapolis, MN 55438

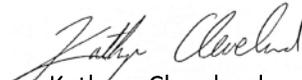
Closing Remarks

Should you have any questions regarding this request, please contact Kathryn Cleveland (kcleveland@braunintertec.com or 952.995.2489) or Imants Pone (ipone@braunintertec.com or 952.995.2665).

Sincerely,

BRAUN INTERTEC CORPORATION

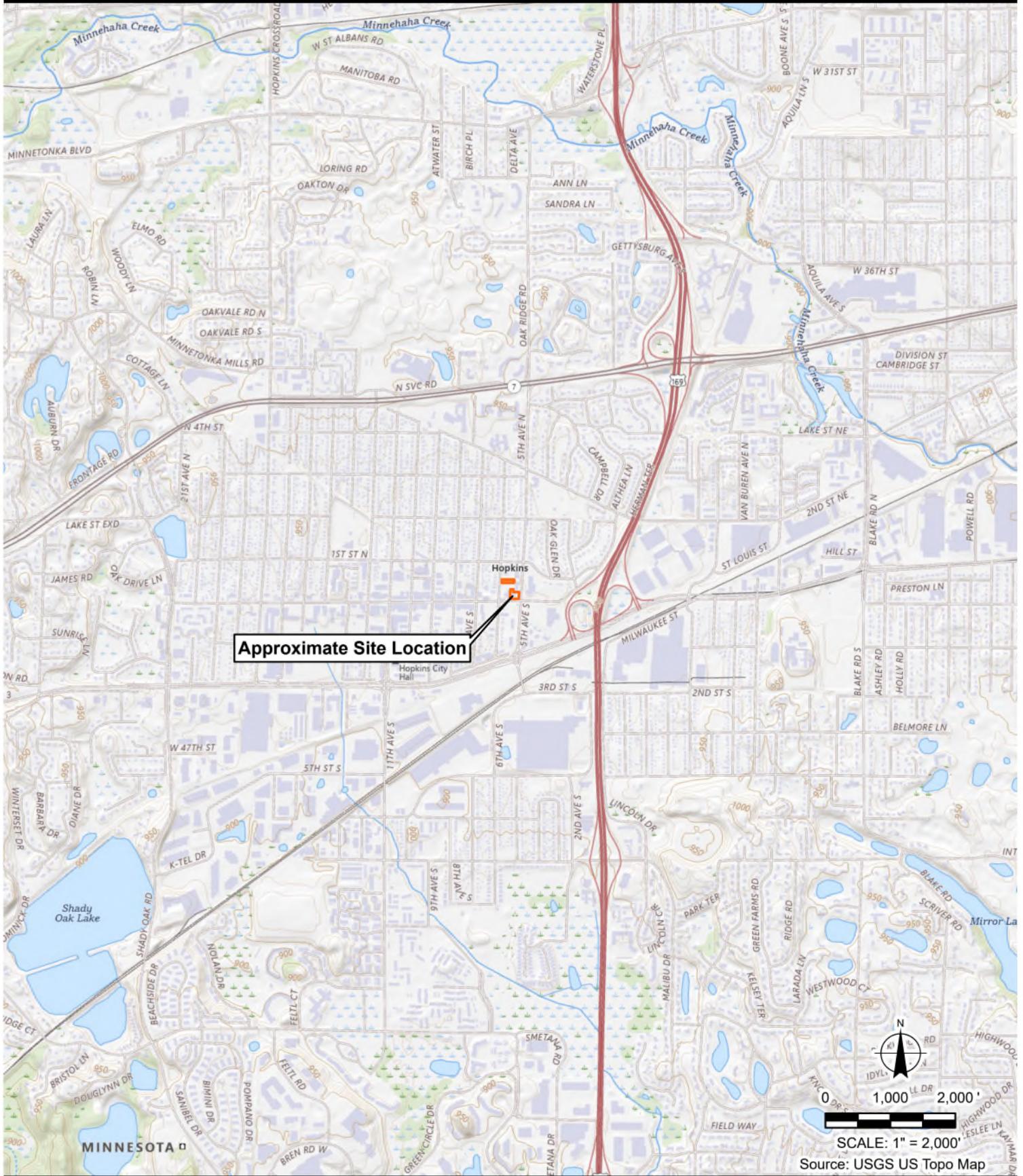

Emily Lindvig
Staff Scientist


Kathryn Cleveland
Project Scientist


Imants Pone
Manager, Senior Scientist

Attachments:
Figures
Identified Release

Figures



11001 Hampshire Avenue S
Minneapolis, MN 55438
952.995.2000
braunintertec.com

Project No:
B2504218

Drawing No:
Fig1_SiteLocation

Drawn By: MMH
Date Drawn: 6/2/2025
Checked By: BCU
Last Modified: 7/8/2025

Mainstreet Parcel and 6th Avenue Parcel

501 Mainstreet and 15 6th Avenue N.

Hopkins, Minnesota

Site Location Map

Figure 1



-  **DENOTES APPROXIMATE LOCATION OF STANDARD PENETRATION TEST BORING**
-  **DENOTES APPROXIMATE LOCATION OF TEMPORARY MONITORING WELL**
-  **DENOTES APPROXIMATE LOCATION OF SOIL VAPOR SAMPLE**



SCALE: 1"=50'



11001 Hampshire Avenue S
 Minneapolis, MN 55438
 952.995.2000
 braunintertec.com

Project No:
 B2504218

Drawing No:
 B2504218-00

Drawn By: MMH
 Date Drawn: 6/2/25
 Checked By: BCU
 Last Modified: 7/8/25

Mainstreet Parcel and 6th Avenue Parcel

501 Mainstreet and 15 6th Avenue N.

Hopkins, Minnesota

Site Diagram

Figure 2

Identified Release

Attachment 2
List of Identified Release
501 Mainstreet
501 Mainstreet and 15 6th Avenue North
Hopkins, Minnesota

Soil	Groundwater	Soil Vapor
PAHs	VOCs	VOCs
Acenaphthene	Dichlorodifluoromethane	Acetone
Acenaphthylene		Benzene
Anthracene		1,3-Butadiene
Benz(a)anthracene		2-Butanone (Methyl ethyl ketone, MEK)
Benzo(b)fluoranthene		Carbon disulfide
Benzo(k)fluoranthene		Chlorobenzene
Benzo(a)pyrene (BaP)		Chloroethane
Benzo(g,h,i)perylene		Chloromethane
Chrysene		Cyclohexane
Dibenz(a,h)anthracene		Dichlorodifluoromethane (Freon 12)
Fluoranthene		Ethanol
Fluorene		Ethylbenzene
Indeno(1,2,3-cd)pyrene		n-Heptane
Naphthalene		n-Hexane
Phenanthrene		Methylene chloride (Dichloromethane)
Pyrene		2-Propanol (Isopropyl alcohol)
BaP Equivalent		Propylene
		Styrene
Metals		Tetrachloroethene (Perchloroethene, PCE)
Arsenic		Toluene
Barium		1,1,1-Trichloroethane
Cadmium		Trichloroethene (TCE)
Chromium		Trichlorofluoromethane (Freon 11)
Lead		1,1,2-Trichlorotrifluoroethane (Freon 113)
		1,2,4-Trimethylbenzene
		1,3,5-Trimethylbenzene
		Xylenes, Total

EXHIBIT B

October 21, 2025

VIA EMAIL

Cody Fischer
Footprint Development LLC
202 Cedar Ave, Suite 1
Owatonna, MN 55060-2306

RE: No Association Determination
Mainstreet Apartments, 501 Mainstreet, Hopkins
MPCA Site ID: BF0003079
Billing ID: 204588
PIN: 2411722420009 and 2411722420017

Dear Cody Fischer:

This letter is in response to the request from Kathryn Cleveland of Braun Intertec for a determination under Minn. Stat. section 115B.178 that certain actions proposed to be taken by Footprint Development LLC at the Mainstreet Apartments site, located at the address referenced above (the Site), will not constitute conduct associating Footprint Development LLC with the release or threatened release of hazardous substances, pollutants, or contaminants at the Site for the purpose of Minn. Stat. section 115B.03, subd. 3(a)(4).

The Minnesota Pollution Control Agency (MPCA) staff in the Voluntary Investigation and Cleanup (VIC) Program has reviewed the documents submitted for the Site. The Site consists of two noncontiguous parcels for a total of 0.61 acres. The north parcel located at 15 6th Avenue N (2411722420017) was vacant prior to 1937, when it was developed with a residential structure on the western portion. The residence was demolished by 2008, and the parcel has remained vacant since. The south parcel located at 501 Mainstreet (2411722420009) was developed with a residential structure in 1912, which was removed in the late 1940s. The parcel was then developed with a gasoline filling station and auto repair shop in 1951, which operated until approximately 2014 when the building was demolished. From about 2017 to 2019, the parcel was used for uncontrolled exterior storage; the type and nature of the stored materials are not known. The parcel has remained a vacant lot since 2019. Footprint Development LLC intends to redevelop the south parcel of the Site with an apartment building and associated surface parking on the north parcel.

Multiple environmental investigations have been completed at the Site starting in 2005 (MPCA site IDs VP23060 and LS0019153). Previous investigations identified petroleum impacts to shallow soil on the south parcel. Historical fill intermixed with debris (glass, concrete, brick, metal pipe, asphalt, ceramic tile, and metal) was encountered to depths up to six feet below ground surface (bgs) near the north parcel and in the area of the former auto repair shop and dispenser islands on the south parcel. A total of 11 soil borings were advanced at the Site in June 2025. Ten soil samples were collected and analyzed for different combinations of analytes. In total, seven soil samples were analyzed for volatile organic compounds (VOCs) and polynuclear aromatic hydrocarbons (PAHs), two soil samples were analyzed for

Resource Conservation and Recovery Act (RCRA) metals, five soil samples were analyzed for lead, and seven soil samples were analyzed for diesel range organics (DRO) and gasoline range organics (GRO). Only petroleum related VOCs were detected in the soil samples. Lead and PAHs, expressed as the benzo(a)pyrene equivalent, were identified at a concentration above typical background concentrations but lower than residential SRV. The elevated lead and PAHs were in the area of historical underground storage tanks (USTs) and the former repair shop.

Groundwater was encountered at the Site at depths of approximately 15 feet to 20 feet below ground surface (bgs). Two groundwater samples were collected at the Site from temporary monitoring wells in June 2025 and analyzed for VOCs, DRO, and GRO. Dichlorodifluoromethane was detected in one groundwater sample at a concentration much less than the Health Risk Limit (HRL) established by the Minnesota Department of Health for drinking water purposes.

Nine soil vapor samples, five of which were within the proposed building footprint, were collected at the Site in June 2025 and September 2025 (non-heating season). Tetrachloroethene was detected in one soil vapor sample located north of the proposed building footprint at a concentration slightly greater than the MPCA vapor mitigation action level of thirty-three times (33X) its residential intrusion screening value (ISV). Trichloroethene (TCE) was detected in soil vapor at concentration slightly greater than residential ISV. 1,3-butadiene was detected in soil vapor at a concentration greater than the MPCA action level of 33X its residential ISV. 1,3-butadiene is commonly found in soil vapor in urban environments due to its association with petroleum products, vehicle exhaust, and asphalt. It is unlikely that the 1,3-butadiene stems from a release of hazardous substances at the Site. A second soil vapor sampling event, conducted during the heating season, is necessary prior to making a building mitigation decision for the proposed building.

For the purpose of this letter, the identified release consists of lead and PAHs in soil, dichlorodifluoromethane in groundwater, and PCE and TCE in soil vapor (Identified Release). This letter does not address petroleum-related contaminants. Petroleum contamination detected at the Site is under the oversight of the MPCA's Petroleum Brownfield Program.

Based upon a review of the information provided to the MPCA VIC Program, and subject to the conditions set forth in this letter, a determination is hereby made pursuant to Minn. Stat. section 115B.178, subd. 1 that the proposed actions (Proposed Actions) listed below will not associate Footprint Development LLC with the Identified Release for the purpose of Minn. Stat. section 115B.03, subd. 3(a)(4). This determination applies only to the following Proposed Actions:

- Purchase of the Site
- Redevelopment of the Site with a multi-story residential apartment building and surface parking areas, greenspace areas, and related infrastructure, in accordance with an MPCA-approved Response Action Plan/Construction Contingency Plan (RAP/CCP)
- Leasing the Site to residential tenants
- Operation and maintenance of the Site building, grounds, and related infrastructure

This determination is made in accordance with Minn. Stat. section 115B.178, subd. 1, and is subject to the following conditions:

1. The Proposed Actions shall be carried out as described herein.
2. Footprint Development LLC shall cooperate with the MPCA, its employees, contractors, and others acting at the MPCA's direction, in the event that the MPCA takes, or directs others to take, response actions at the Site to address the Identified Release or any other as yet unidentified release or threatened release of a hazardous substance, pollutant, or contaminant, including, but not limited to, granting access to the Site so that response actions can be taken.
3. Footprint Development LLC shall avoid actions that contribute to the Identified Release or that interfere with response actions required under any MPCA-approved response action plan to address the Identified Release.
4. In the event that any suspected hazardous substances are encountered during Site activities (i.e., demolition, grading, redevelopment, etc.), Footprint Development LLC shall notify the MPCA project staff immediately in order to determine appropriate handling, sampling, analysis, and disposal of such wastes.
5. A second seasonal soil vapor sampling event shall be completed at the Site, in accordance with the MPCA's Best Management Practices for Vapor Investigation and Building Mitigation Decisions. If soil vapor contaminants are detected at concentrations greater than MPCA action levels, an active vapor mitigation system shall be installed in the Site building, in accordance with an MPCA-approved Response Action Plan, and an environmental covenant will be required to document the affirmative obligation to operate and maintain the vapor mitigation system.

Pursuant to Minn. Stat. section 115B.178, subd.1, when Footprint Development LLC takes the Proposed Actions in accordance with the determination in this letter, subject to the conditions stated herein, the Proposed Actions will not associate Footprint Development LLC with the Identified Release for the purpose of Minn. Stat. section 115B.03, subd. 3(a)(4).

The determination made in this letter applies to Footprint Development LLC's successors and assigns if the successors and assigns: 1) are not otherwise responsible for the Identified Release at the Site; 2) do not engage in activities with respect to the Identified Release which are substantially different from the activities which Footprint Development LLC proposes to take, as described herein; and 3) comply with the conditions set forth in this letter.

Please be advised that the determination made in this letter is subject to the disclaimers found in Attachment A and is contingent on compliance with the terms and conditions set forth herein, including completion of the second seasonal soil vapor sampling event and any required follow-up actions, based on the pending data.

If you have any questions about the contents of this letter, please contact Youmi (Elisa) Wrobel, Project Manager, at 651-757-2597 or by email at Youmi.Wrobel@state.mn.us.

Cody Fischer
Page 4
October 21, 2025

Sincerely,

Amy K. Hadiaris

This document has been electronically signed.

Amy K. Hadiaris, P.G.

Supervisor

Voluntary Investigation and Cleanup Unit

Remediation Division

AKH/YW:df

Enclosure/Attachment

cc: Kathryn Cleveland, Braun Intertec (electronic) (w/attachment)
Mike Mornson, City of Hopkins (electronic) (w/attachment)
Mary Finch, Hennepin County Environment and Energy (electronic) (w/attachment)

Disclaimers
Mainstreet Apartments
MPCA Site ID: BF0003079

1. Reservation of authorities

The Minnesota Pollution Control Agency (MPCA) Commissioner reserves the authority to take any appropriate actions with respect to any release, threatened release, or other conditions at the Site. The MPCA Commissioner also reserves the authority to take such actions if the voluntary party does not proceed in the manner described in this letter or if actions taken or omitted by the voluntary party with respect to the Site contribute to any release or threatened release or create an imminent and substantial danger to public health and welfare.

2. No MPCA assumption of liability

The MPCA, its Commissioner, and staff do not assume any liability for any release, threatened release, or other conditions at the Site or for any actions taken or omitted by the voluntary party with regard to the release, threatened release, or other conditions at the Site, whether the actions taken or omitted are in accordance with this letter or otherwise.

3. Letter based on current information

All statements, conclusions, and representations in this letter are based upon information known to the MPCA Commissioner and staff at the time this letter was issued. The MPCA Commissioner and staff reserve the authority to modify or rescind any such statement, conclusion, or representation and to take any appropriate action under the Commissioner's authority if the MPCA Commissioner or staff acquires information after issuance of this letter that provides a basis for such modification or action.

4. Disclaimer regarding use or development of the property

The MPCA, its Commissioner, and staff do not warrant that the Site is suitable or appropriate for any particular use.

5. Disclaimer regarding investigative or response action at the property

Nothing in this letter is intended to authorize any response action under Minn. Stat. section 115B.17, subd. 12.

6. This approval does not supplant any applicable state or local stormwater permits, ordinances, or other regulatory documents.

EXHIBIT C

Vapor investigation and mitigation decision best management practices

Purpose

This best management practices (BMPs) document describes the processes used to conduct vapor investigations and provides a mitigation decision framework for determining when building mitigation is necessary.

This document is applicable to the following Minnesota Pollution Control Agency (MPCA) Minnesota Environmental Response and Liability Act programs:

- Resource Conservation and Recovery Act
- Superfund
- Site assessment
- Voluntary investigation and cleanup

If you are conducting vapor investigation on a Petroleum Remediation Program site, please refer to MPCA Guidance Document 4-01a Vapor intrusion assessments performed during site investigations (<https://www.pca.state.mn.us/sites/default/files/c-prp4-01a.pdf>).

When is vapor investigation necessary?

Vapor investigation is necessary whenever there is a known or potential release of vapor forming chemicals. Vapor forming chemicals are defined in the June 2015, U.S. Environmental Protection Agency (EPA) “Technical Guide for Assessing and Mitigating the Vapor Intrusion Pathway from Subsurface Vapor Source to Indoor Air” (2015 EPA Technical Guide). If a vapor forming chemical is identified as part of a release or potential release and the chemical is not on the TO15 Minnesota soil gas list (Appendix A) and/or an intrusion screening value (ISV) has not been derived, contact the MPCA project team for assistance.

Some examples of potential sources of vapor forming chemicals include:

- Known and suspected releases
- Shallow groundwater contamination
- The presence of non-aqueous phase liquids

What are the main goals of vapor investigation?

The main goals of vapor investigation are:

- Determine the extent and magnitude of soil gas impacts also referred to as the vapor intrusion (VI) area of concern (AOC)
- Evaluate VI risk to building receptors
- Determine if building mitigation is necessary

(If building mitigation is necessary, refer to the MPCA vapor mitigation BMP (<https://www.pca.state.mn.us/sites/default/files/c-rem3-06.pdf>))

What are the vapor investigation steps?

There are five general vapor investigation steps summarized below. Not all of the steps may be applicable for all sites. MPCA has also developed five geographic information systems (GIS) VI map templates corresponding to each step to document the results of the work performed and to provide an effective way to readily communicate the information collected. These templates should be used to create site-specific maps and be included in the vapor investigation results submitted to MPCA. An introduction to the VI map templates can be found on the MPCA website at: <https://www.pca.state.mn.us/sites/default/files/c-s4-10.pdf>.

A zip folder containing the map templates and associated GIS files can be found at:

[https://www.pca.state.mn.us/sites/default/files/Vapor Intrusion Map Templates.zip](https://www.pca.state.mn.us/sites/default/files/Vapor%20Intrusion%20Map%20Templates.zip).

Step 1 – GIS Template 1 – Evaluate known and potential vapor release sources, and identify buildings and their use (i.e. residential, industrial, commercial)

Step 2 – GIS Template 2 – Conduct soil gas and/or sub-slab investigation within the immediate vicinity of known and potential VI release sources

Step 3 – GIS Template 3 – Determine VI AOC based on the soil gas and/or sub-slab sample results

Step 4 – GIS Template 4 – Make vapor mitigation decisions for buildings based on building specific investigation results and building conditions

Step 5 – GIS Template 5 – Establish vapor mitigation area based on the defined extent and magnitude of vapor impacts and building mitigation status

The following sections provide additional details on each of the VI investigation steps.

Step 1 – Evaluate vapor sources and identify nearby buildings and their use

First, review available site information to determine if there is a known and/or potential release source of vapor forming chemicals. When there is a known and/or a potential source of a vapor forming chemical(s) and a building receptor, there is potential for VI risk that must be investigated.

Next, identify building receptors and building use (residential, commercial, industrial, etc.) within 100 feet of known and/or potential release sources of vapor forming chemicals. Building receptors can include both existing habitable structures and proposed new buildings that are designed for human occupancy.

Illustrate known and/or potential release sources of vapor forming chemicals and building receptors (include usage, i.e. residential or commercial/industrial) on GIS Template 1.

Step 2 – Conduct soil gas and/or sub-slab investigation

Soil gas and/or sub-slab samples should be collected within 100 feet of known or suspected vapor sources to define extent and magnitude of soil gas impacts and develop a VI AOC. Use GIS Template 2 to assist in developing the proposed VI investigation sampling locations and illustrate the proposed sample locations.

Collect soil gas and/or sub-slab samples within a 100 feet buffer of known or suspected vapor sources [i.e. groundwater plumes, known volatile organic compounds (VOC) release sources]. If soil gas and/or sub-slab concentrations are detected above 33 times an ISV (33X ISV) a vapor source with potential VI risk is present. A list of ISVs for vapor intrusion risk evaluation and an associated technical support document for ISVs can be found at the following link: <https://www.pca.state.mn.us/waste/intrusion-screening-values>.

Multiple sampling events are necessary due to the temporal and seasonal variability that can be observed in soil gas and sub-slab sampling to conclude there is not a potential VI risk. EPA's 2015 Technical Guide states, "Seasonally variable conditions (e.g., soil moisture levels, depth to groundwater) can lead to seasonally variable concentrations and distributions of vapors in the vadose zone. An individual sample (or single round of sampling) would be insufficient to characterize seasonal variability, or variability at any other time scale."

The minimum sampling necessary to address seasonal temporal sampling for vapor investigation includes collecting samples at least 30 days apart and under differing seasonal conditions as follows:

- One sampling event in the heating season, which MPCA defines as November 1 thru March 31
- One sampling event in the non-heating season, which MPCA defines as April 1 thru October 31

Collect soil gas and sub-slab samples in accordance with the sampling methodologies included as Appendix B. Appendix C consists of a table with a recommended number of sub-slab samples to collect based on building size.

If the first round of samples collected indicate that a vapor screening level (i.e. 33X ISV) is exceeded, the next phase of investigation (or mitigation for sub-slab samples) can commence without collecting a second seasonal sample. If both seasonal soil gas-sampling events within 100 feet of a building are less than 33X ISVs, a building specific investigation (sub-slab sampling and VI building survey) will typically not be necessary. However, if site contaminant conditions are not stable (i.e. migrating soil gas or groundwater plumes), ongoing sentinel soil gas monitoring may be required. If soil gas concentrations within 100 feet of a building receptor are greater than ISVs, and there is reason to believe that use of the 33X ISV screening level is not valid based on building conditions, a VI building survey (Appendix D) should be conducted to determine if a building specific vapor assessment is necessary.

Historic VOC analytical data for a soil gas or sub-slab sample is generally acceptable if the sample was collected within the previous two years. However, if there is a recent known or suspected release after the historic analytical data was collected, and/or evidence of groundwater or soil gas migration, two current rounds of seasonal soil gas or sub-slab sampling are necessary.

Step 3 – Determine VI area of concern

The VI AOC defines the area where building specific investigation (VI building survey and sub-slab sampling) is necessary. However, building specific investigation can commence before, and/or concurrent with, defining the VI AOC. The VI AOC can be delineated through:

- Soil gas sampling
- Sub-slab sampling
- A combination of soil gas and sub-slab sampling concurrently

The VI AOC is defined by the area where sub-slab and/or soil gas concentrations are detected above the applicable vapor screening level (33X ISVs or ISVs if attenuation factor is not valid). If the VI AOC extent is not defined (e.g. perimeter soil-gas concentrations > 33X ISV or ISV if attenuation factor is not valid) in all directions, continue collecting soil gas and/or sub-slab samples outward in all undefined directions until the vapor impacts are defined. For non-responsible parties conducting VI investigation on their property, the VI AOC should be defined to the property boundaries and all buildings on the property within the VI AOC should be evaluated for potential VI risk.

Two sub-slab or soil gas-sampling events are the minimum requirement to document that there is not a VI AOC. This consists of two seasonal (described in Step 2 above) soil gas or sub-slab sampling events within 100 feet of known or potential vapor sources.

Document the VI AOC on GIS Template 3. The original VI AOC will likely be updated and revised as the vapor investigation progresses and additional sampling data is obtained.

Step 4 – Make vapor mitigation decisions

The following sections provide guidance on making mitigation decisions. There are two mitigation decision frameworks based on the type of building use. The two building use categories are:

1. Residential
2. Commercial and/or industrial

The residential building use category includes the following; single family homes, multi-family housing (apartments, townhomes, condominiums, etc.), long-term care facilities, correctional housing, childcare centers, and schools. Buildings in the residential building use category should be evaluated using the residential framework.

Residential building mitigation decision framework

The decision to mitigate residential buildings is based on **potential VI risk to the building**. Potential VI risk is determined by collecting sub-slab samples from beneath the building and evaluating building conditions to determine if it is valid to use the 33X ISV screening level to evaluate the sub-slab sampling results. All references to ISVs in this section correspond to the **residential ISVs**.

Steps for evaluating potential VI risk to a residential building and determining if building mitigation is necessary are provided below. Mitigation decisions based on sub-slab sampling results and building conditions are also summarized in Table 1 below.

1. Property owners have the responsibility of notifying building occupants of the vapor intrusion investigation. The Minnesota Department of Health (MDH) fact sheet titled *Your Health and Vapor Intrusion* (<https://www.health.state.mn.us/communities/environment/hazardous/docs/spresidential.pdf>), provides information about the potential risks to sensitive individuals from vapor intrusion. This fact sheet provides MDH contact information and describes a process for sensitive individuals to notify MDH. Provide the MDH fact sheet to the property owner, and all building occupants when property access is requested at the start of a vapor investigation.
2. Conduct two sub-slab sampling events (one sampling event in heating season and one in non-heating season) to evaluate soil gas concentrations beneath the floor slab. Sub-slab samples should be collected in accordance with the sub-slab sampling methodology found in Appendix B.
3. The number of sub-slab samples to be collected from a building is dependent upon the size (area) of the building foundation and the building construction. Appendix C includes a summary table with a recommended number of sub-slab samples to be collected based on building size.
4. Measure and record pressure differential readings between the indoor building air and the air beneath the building at each sub-slab sampling point with a micro-manometer during each sampling event.
5. Complete a VI building survey (Appendix D) to determine if building conditions warrant the use of 33X ISV when evaluating sub-slab sample results. Per the 2015 EPA Technical Guide, specific building factors that may result in 33X ISV not being valid for a specific building and make the building more susceptible to soil gas entry include:
 - Significant openings to the subsurface that facilitate soil gas entry into the building (e.g., sumps, unlined crawl spaces, earthen floors) other than typical utility penetrations.
 - Buildings with deteriorating basements or dirt floors, which generally provide poor barriers to vapor (soil gas) entry.
6. For buildings where use of the 33X ISV screening level is valid based on building conditions, compare sub-slab soil gas concentrations to 33X ISVs. If sub-slab concentrations for either sampling event (heating season or non-heating season) exceed 33X ISVs, building mitigation is necessary.
7. For buildings where the use of the 33X ISV screening level is not valid based on building conditions, collect soil gas samples from a depth of three feet below the building floor level in accordance with the recommended number of samples per building foundation area in Appendix C. If collection of soil gas samples from a depth of three feet is not feasible due to shallow groundwater or bedrock, collect paired 24-hour indoor air and outdoor air samples to evaluate VI risk to the building. Compare the soil gas or indoor air samples concentrations directly to the appropriate ISVs to determine the need for mitigation. **Building mitigation is necessary** if any soil gas or indoor air sample concentrations for either seasonal sampling event exceed the ISVs, and the presence and concentration of the chemical of concern (COC) cannot be attributed to an indoor or outdoor ambient source.

8. When vapor mitigation is necessary for a residential building, an active vapor mitigation system should be installed and verified. Additional details regarding active mitigation system installation and verification testing can be found in the MPCA’s vapor mitigation best management practices (MPCA form c-rem3-06 dated March 2020).
9. Section 6.3.3 of the 2015 EPA Technical Guidance also recommends that appropriate lines of evidence be evaluated to assess building susceptibility to soil gas entry (e.g. concurrently monitoring indoor air samples for presence of radon and finding radon in indoor air at levels greater than in ambient air). In addition to the sampling, investigation and building specific assessment in this BMP, appropriate lines of evidence may also be evaluated on a site-specific basis to assist in determining a building’s susceptibility to VI. Contact the MPCA Project Team to discuss site-specific appropriate lines of evidence.
10. An additional important part of the mitigation decision process is determining if expedited actions are needed to protect human health. Expedited action decisions are discussed after Table 2 under the section titled “**When should expedited action be evaluated?**”
11. Illustrate the vapor mitigation decision for each building on GIS Template 4.

Table 1 – Residential mitigation decision – based on sub-slab sampling

Sub-slab concentrations	Mitigation decision	
	33X ISV is valid ¹	33X ISV is NOT valid ¹
SS ² < ISV	Active mitigation is not necessary Additional sampling not required unless Site or building conditions change ³	Active mitigation is not necessary. Additional sampling not required unless Site or building conditions change ³
SS ² > ISV and < 33X ISV	Active mitigation is not necessary Additional sampling not necessary unless Site or building conditions change ³	Active mitigation is necessary ⁴ OR Sample paired sub-slab (or soil-gas below building), indoor and outdoor air and report results to MPCA immediately to determine mitigation action ⁴ OR Address building conditions so 33X ISV screening level is valid, then repeat seasonal sub-slab sampling to determine mitigation ⁴
SS ² > 33X ISV and < 33X EISV	Active mitigation is necessary ⁴	Active mitigation is necessary Determine the need for expedited ⁵ action
SS ² > 33X EISV	Active mitigation is necessary ⁴ Determine the need for expedited ⁵ action	Active mitigation is necessary ⁴ Determine the need for expedited ⁵ action

Notes: SS = Sub-slab; ISV = Intrusion screening value; EISV = Expedited intrusion screening value

Active Mitigation Necessary
Expedited Action Evaluation

¹ The validity of using 33X ISV for attenuation of sub-slab vapors is based on the building conditions, which are evaluated as part of the VI building survey.

² Requires two seasonal samples to make determination that mitigation is not necessary. If initial sample concentrations exceed 33X ISV, the decision to progress to mitigation of the building can be made with one sample

³ Examples of changed site conditions can include but are not limited to; migration of a soil gas and/or groundwater plume, changed building conditions (i.e. cracks in floor, building additions, HVAC changes)

⁴ If Trichloroethylene (TCE) is present in the sub-slab or soil gas below the building above the ISV, and the attenuation factor is **not** valid and a woman who is pregnant or may become pregnant is present, expedited action is necessary. If the TCE sub-slab is >33X ISV, and the attenuation factor is valid and a woman who is pregnant or may become pregnant is present, contact MPCA to determine if expedited action is necessary.

⁵ Expedited action = paired sub-slab, indoor air and outdoor air sampling or system installation work shall begin as soon as possible and no longer than 30 days after receiving laboratory analytical results.

Commercial and industrial building mitigation decision framework

The decision to mitigate commercial and industrial buildings is also based on **potential VI risk to the building**. All references to ISVs in this section correspond to the **commercial/industrial ISVs**.

Steps for evaluating VI risk to a commercial and/or industrial building and determining if building mitigation is necessary are provided below. Mitigation decisions based on sampling results are also summarized on Table 2.

1. Property owners have the responsibility of notifying building occupants of the vapor intrusion investigation. The MDH fact sheet titled *Your Health and Vapor Intrusion* (<https://www.health.state.mn.us/communities/environment/hazardous/docs/vi1thcommercial.pdf>), provides information about the potential risks to sensitive individuals from vapor intrusion. This fact sheet provides MDH contact information and describes a process for sensitive individuals to notify MDH. Provide the MDH fact sheet to the property owner, and all building occupants when property access is requested at the start of a vapor investigation.
2. Conduct two sub-slab sampling events (one sampling event in heating season and one in non-heating season) to evaluate soil gas concentrations beneath the floor slab. Sub-slab samples should be collected in accordance with the sub-slab sampling methodology found in Appendix B.
3. The number of sub-slab samples to be collected from a building is dependent upon the size (area) of the building foundation, the building construction and areas of known or suspected contamination. Appendix C includes a summary table with a recommended number of sub-slab samples to be collected based on building size. Additional samples may be necessary to define vapor impacts beneath a building within known or suspected contamination.
4. Measure and record pressure differential readings between the indoor building air and the air beneath the building at each sub-slab sampling point with a micro-manometer during each sampling event.
5. Complete a VI building survey (Appendix D) to document building conditions to determine if conditions warrant the use of 33X ISV when evaluating sub-slab sample results. Per the 2015 EPA Technical Guide, specific building factors that may result in 33X ISV not being valid for a specific building and make the building more susceptible to soil gas entry include:
 - Significant openings to the subsurface that facilitate soil gas entry into the building (e.g., sumps, unlined crawl spaces, earthen floors) other than typical utility penetrations.
 - Buildings with deteriorating basements or dirt floors, which generally provide poor barriers to vapor (soil gas) entry
6. For buildings where the use of the 33X ISV screening level is valid (based on building conditions), compare the sub-slab soil gas concentrations to 33X ISVs and 33X EISVs.
 - If sub-slab concentrations for any sampling event exceed 33X ISVs, **building mitigation is necessary** (refer to Mitigation BMP, <https://www.pca.state.mn.us/sites/default/files/c-rem3-06.pdf>).
 - If sub-slab concentrations exceed 33X EISVs, **building mitigation is necessary** and contact the MPCA project team to determine the need for expedited action (see “When should expedited action be evaluated” section below).
7. For buildings where the use of the 33X ISV screening level is not valid based on building conditions, collect soil gas samples from a depth of 3 feet below the building floor level in accordance with the recommended number of samples per building foundation area in Appendix C. If collection of soil gas samples from a depth of 3 feet is not feasible due to shallow groundwater or bedrock, collect paired 24-hour indoor air and outdoor air samples to evaluate VI risk to the building. Compare the soil gas or indoor air samples concentrations directly to the appropriate ISVs to determine the need for mitigation. **Building mitigation is necessary** (refer to Mitigation BMP, insert Link) if any soil gas or indoor air sample concentrations for either seasonal sampling event exceed the ISVs, and the presence and concentration of the COC cannot be attributed to an indoor or outdoor ambient source.

8. An additional important part of the mitigation decision process is determining if expedited actions are needed to protect human health. Expedited action decisions are discussed below after Table 2 under the section titled “**When should expedited action be evaluated?**”
9. Illustrate vapor mitigation decisions for buildings on GIS Template 4.

Table 2 – Commercial/Industrial mitigation decision – Based on sub-slab sampling

Sub-slab concentrations	Mitigation decision	
	33X ISV is valid ¹	33X ISV is NOT valid ¹
SS ² < ISV	Active mitigation not necessary Indoor air sampling not necessary Additional sampling not necessary unless Site conditions change ³	
SS ² > ISV and < 33X ISV	No further investigation or mitigation is necessary unless site conditions change ³	Active mitigation is necessary ⁴ OR Sample paired sub-slab (or soil-gas below building), indoor and outdoor air and report results to MPCA immediately to determine mitigation ⁴ OR Address building conditions so 33X ISV screening level is valid, then repeat seasonal sub-slab sampling to determine mitigation ⁴
SS ² > 33X ISV and <33X EISV	Active mitigation is necessary ⁴	Active mitigation is necessary ⁴ Determine the need for expedited ⁵ action
SS ² > 33X EISV	Active mitigation is necessary ⁴ Determine the need for expedited ⁵ action	Active mitigation is necessary ⁴ Determine the need for expedited ⁵ action

Notes: EISV – Expedited ISV; ISV – Intrusion screening value; SS – sub-slab

Active Mitigation

Expedited Action Evaluation

¹ The validity of using 33X ISV for attenuation of sub-slab vapors is based on the building conditions, which are evaluated as part of the VI building survey.

² Requires two seasonal sub-slab sample events to make determination not to mitigate. If the initial sub-slab sample concentration exceeds 33X ISV, mitigation or indoor air sampling can commence

³ Examples of changed site conditions can include but are not limited to; migration of an unstable soil gas and/or groundwater plume, changed building conditions (i.e. cracks in floor, building additions, HVAC changes)

⁴ If Trichloroethylene (TCE) is present in the sub-slab or soil gas below the building above the ISV, and the attenuation factor is **not** valid and a woman who is pregnant or may become pregnant is present, expedited action is necessary. If the TCE sub-slab is >33X ISV, and the attenuation factor is valid and a woman who is pregnant or may become pregnant is present, contact MPCA to determine if expedited action is necessary.

⁵ Expedited action = paired sub-slab, indoor air and outdoor air sampling or system installation work shall begin as soon as possible and no longer than 30 days after receiving laboratory analytical results.

Expedited action evaluation

The following expedited action evaluation discussion applies to residential, commercial and industrial buildings.

The need for expedited action is determined based on the following information:

- Sub-slab sampling results compared to 33X ISVs and 33X EISVs or soil-gas/sub-slab samples compared to ISVs if the building attenuation factor is not valid.
- Building conditions, use, and occupancy, captured on the Building Survey Form (Appendix D).
 - Building occupancy where there may be a **greater potential for exposure** includes when individuals rarely leave the building or spend a significant amount of time in the lowest level of a building.

- Presence of a sensitive person/population, including those that self-identify after receiving the MDH information sheets titled *Your Health and Vapor Intrusion*.
 - Examples of people who may be sensitive include women who are pregnant or may become pregnant, infants/young children, elderly people, and people who are living with a chronic disease or compromised immune system.

Expedited action options include:

- Expedited mitigation – mitigation system installation work shall begin as soon as possible and no longer than 30 days from receipt of laboratory analytical data (standard mitigation installation timeframe is generally 60 to 90 days).
- Expedited paired sub-slab, indoor air and outdoor air sampling and pressure differential measurements at the sub-slab sampling points to determine if vapor intrusion is occurring or likely to occur (expedited sampling timeframe is sample as soon as possible, rush (three-day turn around) laboratory analysis and report results to MPCA immediately upon receipt).

Expedited action for TCE.

Expedited action **is necessary** for both of the following scenarios when TCE is present.

- Indoor air TCE > ISV, and a woman who is pregnant or may become pregnant is present.
- Sub-slab or soil-gas from beneath the building TCE > ISV, and a woman who is pregnant or may become pregnant is present and the 33X attenuation factor is not valid.

Expedited action **may be necessary** for any of the following scenarios when TCE is present. For these situations, contact the MPCA Project Team.

- Sub-slab TCE > 33X ISV, and a woman who is pregnant or may become pregnant is present and 33X attenuation factor is valid.
- Indoor air TCE > ISV, and a **sensitive individual** (described above) is present with **greater potential for exposure** (described above).

Expedited action for other VOCs.

Expedited action **may be necessary** for any of the following scenarios when VOCs other than TCE are present. For these situations, contact the MPCA Project Team.

- Indoor air > ISV, and a sensitive individual is present with greater potential for exposure.
- Indoor air > EISV.
- Sub-slab > 33X EISV.

Partial building investigation

All buildings within the VI AOC need sub-slab sampling as part of a building specific investigation. The best practice is to investigate the entire building footprint, collecting the density of samples as summarized in Appendix C. However, for larger buildings on the outer boundary of a VI AOC, or larger buildings with a vapor source and/or a recognized environmental condition (REC) in an isolated portion of the building, a partial building investigation (PBI) may be considered to determine the presence and/or extent of the VI AOC beneath the building.

Conditions when PBI is appropriate:

- Building footprint is larger than 30,000 square feet. If the building footprint is less than 30,000 square feet, conduct the building VI investigation in accordance with the appropriate (residential or commercial/industrial) building mitigation decision framework listed above.
- All known vapor sources and RECs within the building footprint must be investigated for VI.
 - Example 1 - If a shallow VOC groundwater plume is present beneath the entire building, VI evaluation for the entire building is necessary.

- Example 2 - If there are other vapor sources and/or RECs in areas of the building that are not within the proposed PBI area, these vapor sources and RECs will also need to be evaluated regardless of where they are located relative to any proposed PBI areas within the building.
- There are no preferential vapor migration pathways beneath the building beyond the PBI area (see preferential vapor migration pathways description/examples below).

Preferential vapor migration pathways

Preferential vapor migration pathways are sub-surface conditions that allow for significant lateral transport of vapors beneath a building. For vapor migration to occur via a preferential pathway, subsurface conditions must allow vapors to reach the preferential pathway – either by direct contact with a vapor source (e.g. vapor plume, contaminated soil/groundwater) or by vapor migration to/along the pathway.

Examples of preferential vapor migration pathways beneath a building include:

- Utility corridors (sanitary sewer, drain tile, HVAC ducts)
- Tunnels
- Permeable fill zones (i.e. utility backfill)
- Soil voids beneath the floor slab
- Geologic features (bedrock fractures, karst terrain, joints, bedding planes, buried streambeds)

Steps for partial building investigation

- Collect sub-slab samples in alternating seasons (heating & non-heating) within a minimum of 30,000 square feet of the building that is within, or closest to, the VI AOC and/or at vapor sources and RECs at the sample density provided in Appendix C.
- Compare the sub-slab sampling results to the appropriate 33X ISV (or ISV if attenuation factor is not valid) based on building occupancy (residential or commercial/industrial) to determine the boundaries of the VI AOC beneath the building, or confirm the absence of a VI AOC beneath the building.
- If there are any vapor sources or RECs within or beneath the building, these areas need to be fully investigated (including sub-slab sampling) regardless of location and proximity to a VI AOC or other areas of PBI within the building.
- Any areas that are preferential vapor migration pathways which lead from the PBI area to other areas of the building that are not being investigated will also require investigation (including sub-slab sampling).
- If the results of the PBI indicate that the VI AOC extends beyond the initial 30,000 square foot PBI area, additional investigation (sub-slab sampling) will be necessary to further define the VI AOC and determine the building mitigation extents.

Partial building mitigation is discussed in the vapor mitigation BMP starting on page 2.

Step 5 – Establish the vapor mitigation area

The vapor mitigation area defines the area where active mitigation is required for building receptors. At this stage of the investigation the extent and magnitude of vapor impacts should be mostly defined and building receptors should be evaluated and mitigated (if required).

- If the extent and magnitude of soil gas impacts are defined and soil gas and groundwater plumes are demonstrably stable: prepare a mitigation area map using GIS Template 5.
- If the extent and magnitude of soil gas impacts are not defined, and/or all sources and potential sources have not been evaluated, conduct additional investigation to evaluate soil, groundwater, and soil-vapor. Repeat vapor investigation steps as necessary to identify additional properties that need building specific investigation. Continue vapor investigation until extent of soil gas and groundwater impacts are defined and stable and building receptors are evaluated and mitigated.

- If the soil gas plume and/or groundwater plumes are not stable, install and sample sentinel groundwater and soil gas monitoring points quarterly to monitor plume stability and evaluate the potential VI risk to buildings outside the vapor mitigation area. The sentinel network sampling frequency should be reviewed annually and may be reduced depending on site conditions.

Brownfield redevelopment

What if my need is only to demonstrate an identified release (IR) of vapor for a brownfield assurance letter?

An IR can be demonstrated with one sampling event. However, to make risk based decisions regarding VI, additional sampling events may be necessary. In addition to soil gas and/or sub-slab sampling, soil and groundwater investigation are necessary to evaluate an IR. Soil gas only investigations are not acceptable to demonstrate an IR and receive assurance letters from the MPCA Brownfield program.

If I am a non-responsible party implementing a Brownfield redevelopment project, do I have to conduct vapor investigation work beyond the property boundary?

Typically, the answer is no. However, the non-responsible party will need to define the VI AOC on their property and conduct building specific investigations and mitigation as necessary, for all habitable structures and proposed buildings within the VI AOC on the property. It is typically not necessary for a non-responsible party to investigate the VI AOC beyond the property boundary unless the party is seeking an off-site source determination assurance letter or a no action/no further action letter and the contamination is migrating off the property. If the VI AOC extends beyond the property boundaries, the IR may be referred to the MPCA Site Assessment program for further investigation. Non-responsible parties are responsible for assuring and documenting that VI does not pose a risk to proposed and existing buildings that are part of the redevelopment.

How can I resolve the VI pathway for proposed building receptors?

Collect soil gas samples at any known or suspected release areas and collect a sufficient number of soil gas samples to define the vapor AOC on the property including within the proposed building footprint (see Appendix C for appropriate sampling depths based on construction and sampling frequency).

If soil gas concentrations (or sub-slab concentrations in an existing building) within the proposed building footprint exceed 33X ISVs (or ISVs if attenuation factor is not valid), there are two options:

1. Mitigate the building based on the pre-construction action level exceedances and conduct post-construction, post-mitigation verification testing (diagnostic testing and analytical sampling) in accordance with the MPCA vapor mitigation BMP.
2. If corrective actions (i.e. contaminated soil removal) that may address vapor sources are proposed as part of a redevelopment plan, contact the MPCA project team to discuss appropriate VI risk assessment for the proposed building based on the proposed corrective actions. Proposed VI risk assessment should be included in the Response Action Plan submittal for MPCA review and approval.

What assurances are available from the MPCA's Brownfields program for vapor releases?

Please note that the Brownfield Program will not issue any soil vapor closure letters based on "vapor-only" investigations. Soil vapor data for the site must be accompanied by meaningful soil and/or groundwater data, based on potential sources of contamination.

The "Completion of Soil Vapor Assessment" and "Completion of Vapor Mitigation Response Actions" letters are technical assistance letters that are available to non-responsible parties who are enrolled in the VIC program. These letters are provided in lieu of a No Action/No Further Action letter when soil vapor impacts identified at the VIC site may pose a potential risk to off-site receptors. To qualify for the technical assistance letters, which pertain only to the on-site soil vapor impacts, the extent and magnitude of the soil vapor release must be defined to the VIC site boundaries and on-site vapor intrusion mitigation activities must be completed, if necessary. It is important to note that in order to fully define a potential vapor intrusion AOC at the site, exterior soil vapor sampling is often necessary, in addition to sub-slab soil vapor sampling. Building-only investigations are often too limited in scope and may lead to an MPCA request for additional soil vapor data, which can cause a delay in site closure.

The “Petroleum No Action” letter is a technical assistance letter available to applicants enrolled in the Petroleum Brownfields Program. This letter is provided when the MPCA has concluded that the extent and magnitude of petroleum impacts to all media, including soil vapor, have been defined, do not pose a risk to human health or the environment, and no additional action is required with regard to the petroleum release.

Detailed descriptions of available services and assurances can be found in the MPCA’s [Brownfield Program Services](#) document. For more information regarding available assurances and necessary sampling at a specific site, please contact the MPCA Brownfields staff assigned to your project.

Acronym list

AOC	Area of concern
BMP	Best management practices
COC	Chemical of concern
EPA	U.S. Environmental Protection Agency
GIS	Geographic Information Systems
HVAC	Heating ventilation and air conditioning
IR	Identified release
ISVs	Intrusion Screening Values
MDH	Minnesota Department of Health
MPCA	Minnesota Pollution Control Agency
PBI	Partial Building Investigation
REC	Recognized environmental condition
VI	Vapor intrusion
VOCs	Volatile organic compound

References

MPCA, Vapor intrusion assessments performed during site investigations, MPCA Document c-prp4-01a, 16 pp.

EPA, 2015, OSWER Technical Guide for Assessing and Mitigating the Vapor Intrusion Pathway from Subsurface Vapor Sources to Indoor Air, EPA Office of Solid Waste and Emergency Response, 267 pp.

MPCA, 2020, Vapor mitigation best management practices, MPCA document c-rem3-06, 26 pp.

MPCA, Introduction to Vapor Intrusion Map Templates, MPCA Document c-s4-10, 8 pp.

MPCA, Intrusion screening values technical support document, MPCA Document c-rem3-12, 7 pp.

MPCA, Intrusion screening values (ISV) for vapor intrusion risk evaluation, MPCA Document aq1-36, 4 pp.

EXHIBIT D



From: [Danny McDonald](#)
To: [Ryan Krzos](#)
Subject: 525 Mainstreet Development
Date: Friday, October 24, 2025 2:52:30 PM
Attachments: [image001.png](#)

This Message Is From an External Sender

Hi Ryan,

I was planning on attending the public hearing next Tuesday, but have unfortunately had a family matter come up. I wanted to shoot you a message to express my support for the development that is being proposed by Footprint Development at 525 Mainstreet. I have been the president of the Hopkins Business and Civic Association for going on three years now. In that time, I have seen at least 5 residential complexes go up and have attended and spoken their ribbon cuttings. Every developer that has spoken at those cuttings talks about how committed they are to being an engaged member of the city of Hopkins. While all of these building have certainly added to our city, Cody Fischer (to my knowledge) was the first one to reach out to the business community ahead of the proposed development to get feedback and get to know his future neighbors. This kind of engagement speaks volumes to the character of Cody and his organization.

I also appreciate that this development is in line with a lot of Hopkins values. He explained that they will focus on energy efficiency, having ample space for bike commuters, room for kids to play, and more affordable units that walk the line between a high-end apartment and a low income one without sacrificing the quality of the home.

I believe this will be a wonderful addition to Mainstreet.

Thank you,

From: [James Gullekson](#)
To: [Ryan Krzos](#)
Subject: Public hearing empty lot at 15 6th ave n
Date: Friday, October 24, 2025 11:13:17 AM

This Message Is From an Untrusted Sender

You have not previously corresponded with this sender.

My name is Jim Gullekson and I have been a tenant at 33 6th Ave N. Our parking lot is up against the empty lot at 15 6th Ave N.

Turning the empty lot into a parking lot is a bad idea. You people don't realize how many people use the empty lot as a park. With all the apartments in this area, there are kids that play there after school. People bring their dogs over there to play, and there are lots of dogs in this neighborhood. And they are cleaning up after the dogs if the poop over there.

There are families that bring small grills there to cook outside and have family cookouts.

People have brought a table and chairs for people to use when they are over there. They were all donated by people in the neighborhood.

I wish you would reconsider turning this into a parking lot. The city of Hopkins loses greenspace all the time and this would just be another one.

One more thing I have noticed and that is the increase of traffic along 6th ever since they built the building on Main street and 6th ave s. This used to be a nice quiet neighborhood and now there are constantly cars and trucks speeding down 6th Ave N.

So sad, Thanks so much for allowing me to put my 2 cents in

Jim Gullekson

From: [Stephens Susies](#)
To: [Ryan Krzos](#)
Subject: Zoning meeting 5th and Main Street
Date: Tuesday, October 28, 2025 2:41:16 PM

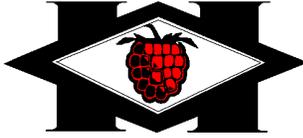
This Message Is From an Untrusted Sender

You have not previously corresponded with this sender.

Hi Ryan,

Our biggest concern, as well as many residents in the area is parking needs. Currently the developer is estimating 90+ total units and only 24 parking spaces. The only street parking available on all 4 sides of that block is on 6th Ave N. There needs to be some limitation of the amount of time people can park ie "1-2hour parking from 8a-6p" as is common in the area. Additionally he should need to contract for every car that one of his residents owns. To add an additional 50 to 150 cars and only have one block of parking to accommodate is not reasonable or kind to the current property owners.

Steph Scott
6 6th Ave N
Hopkins MN 55343



Finance Department

CITY OF HOPKINS

City Council Report 2025-167

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

From: Nick Bishop, Finance Director

Date: November 18, 2025

Subject: Enterprise Fund Budgets and Utility Rate Increases

RECOMMENDED ACTION

MOTION TO Approve Resolution No. 2025-070 Increasing Water, Sanitary Sewer, Refuse Collection, Recycling and Organic Recycling Rates Effective January 1, 2026.

OVERVIEW

Budgets for all Enterprise Funds have been prepared, including Water, Sanitary Sewer, Storm Sewer, Refuse and Pavilion. Rate increases are proposed for the Water Fund (6.8%), Sewer Fund (6.1%) and Refuse Funds (3.5%). Storm Sewer rates will not change.

SUPPORTING INFORMATION

- Pavilion Fund Budget Overview
- Utility Funds Budget Overview
- Rate Increases and Effect on Residential and Commercial Customers
- Annual Service Cost for Median Value Home
- Resolution No. 2025-070 Increasing Water, Sanitary Sewer, Refuse Collection, Recycling and Organic Recycling Rates Effective January 1, 2025

Pavilion Fund

The Hopkins Pavilion is a multi-use, year-round arena and community facility. The arena is used for a multitude of activities including ice skating, broomball, soccer, lacrosse, inline skating, rugby, baseball, softball, concerts, company picnics and other community and private events. The main revenue sources are a property tax levy, facility rentals and leases. The main expenses are depreciation, salary, benefits and bond interest. The 2026 budget includes \$91,000 for capital projects (replacement of exit doors and a floor scrubber). The budget is projecting a decrease in net position of \$225,754, which includes \$480,000 of depreciation. The funds cash flow is projected to increase.

	2025	Proposed	
	<u>Budget</u>	2026	%age
		<u>Budget</u>	<u>Incr (Decr)</u>
Revenues	\$ 931,500	\$ 948,000	1.77%
Expenditures	\$ 1,212,351	\$ 1,173,754	-3.18%
Revenues over (under) Expenditures	\$ (280,851)	\$ (225,754)	

Utility Funds

The City has four separate utility funds to provide: water, sanitary sewer, storm sewer and refuse collection services. They are classified as enterprise or business-type funds. The main source of revenue for all funds is user charges. The main expenses are salaries, benefits, depreciation, bond costs, municipal wastewater charges and contracted services for recycling and organic pickup. Collectively, the funds are projected to end the year with a cash balance of \$7.4 million and a net position (fund balance) of \$28.1 million. The sanitary sewer, storm sewer and refuse funds have a positive cash flow projection in 2026. The water fund is projected to slightly decrease cash position in 2026, which can be absorbed within the fund.

Water	Proposed		%age Incr (Decr)
	2025 Budget	2026 Budget	
Revenues	\$ 3,101,000	\$ 3,332,000	7.45%
Expenditures	\$ 2,995,096	\$ 3,133,082	4.61%
Revenues over (under) Expenditures	\$ 105,904	\$ 198,918	

Sanitary Sewer	Proposed		%age Incr (Decr)
	2025 Budget	2026 Budget	
Revenues	\$ 3,835,000	\$ 4,105,000	7.04%
Expenditures	\$ 3,685,007	\$ 3,920,608	6.39%
Revenues over (under) Expenditures	\$ 149,993	\$ 184,392	

Storm Sewer	Proposed		%age Incr (Decr)
	2025 Budget	2026 Budget	
Revenues	\$ 810,332	\$ 882,332	8.89%
Expenditures	\$ 776,094	\$ 933,776	20.32%
Revenues over (under) Expenditures	\$ 34,238	\$ (51,444)	

Refuse	Proposed		%age Incr (Decr)
	2025 Budget	2026 Budget	
Revenues	\$ 1,398,603	\$ 1,481,991	5.96%
Expenditures	\$ 1,519,451	\$ 1,546,646	1.79%
Revenues over (under) Expenditures	\$ (120,848)	\$ (64,655)	

Water & Sanitary Sewer Rates

Proposed Water and Sanitary Sewer fund budgets have been prepared for 2025. The Water and Sanitary Sewer budgets being proposed include rate increases of approximately 6.8% and 6.1%, respectively. Rates are based on operational needs, capital needs and debt repayment. The City has a tiered rate structure for water consumption.

Water and Sanitary Sewer Rates			
	2025 <u>Adopted</u>	2026 <u>Proposed</u>	Percent <u>Increase</u>
Flat Rates Per Meter Per Month			
Residential - 5/8" meter	4.16	4.44	6.73%
Residential - 1" meter	4.16	4.44	6.73%
Apt/Commercial - 1-1/2" to 2" meter	8.35	8.92	6.83%
Apt/Commercial - 3" meter	12.54	13.39	6.78%
Apt/Commercial - 4" meter	16.67	17.80	6.78%
Apt/Commercial - 6" meter	25.02	26.72	6.79%
Consumption Rates, Per 1,000 Gallons			
Residential and Multi-Family			
0 - 3,000 gallons	4.27	4.56	6.79%
3,001 - 5,000 gallons	4.92	5.25	6.71%
5,001 and over	5.64	6.02	6.74%
Commercial			
0 - 10,000 gallons	4.08	4.36	6.86%
10,001 - 20,000 gallons	4.68	5.00	6.84%
20,001 and over	5.39	5.76	6.86%
Irrigation - all usage	5.10	5.45	6.86%
Production meter	4.30	4.59	6.74%
Sanitary Sewer	8.40	8.91	6.07%

The two following charts show the impact of the water and sewer rate increases for different user types.

Impact on Low, Median and High Residential User				
	Actual 2025	Proposed 2026	\$ Increase	% Increase
Single Family Residential (Lower User)				
Water (1,500 Gallons)	\$ 10.57	\$ 11.28	\$ 0.72	6.77%
Sewer (1,500 Gallons)	\$ 12.60	\$ 13.38	\$ 0.78	6.19%
Total Monthly Bill	\$ 23.17	\$ 24.66	\$ 1.50	6.45%
Single Family Residential (Median User)				
Water (4,000 Gallons)	\$ 21.89	\$ 23.37	\$ 1.48	6.76%
Sewer (3,000 Gallons)	\$ 25.20	\$ 26.76	\$ 1.56	6.19%
Total Monthly Bill	\$ 47.09	\$ 50.13	\$ 3.04	6.46%
Single Family Residential (High User)				
Water (8,800 Gallons)	\$ 48.24	\$ 51.50	\$ 3.25	6.75%
Sewer (4,800 Gallons)	\$ 40.32	\$ 42.82	\$ 2.50	6.19%
Total Monthly Bill	\$ 88.56	\$ 94.31	\$ 5.75	6.49%

Impact on Low and High Commercial User				
	Actual 2025	Proposed 2026	\$ Increase	% Increase
Commercial Property (Low User with a 1" Meter)				
Water (3,000 Gallons)	\$ 20.59	\$ 22.00	\$ 1.41	6.85%
Sewer (3,000 Gallons)	\$ 25.20	\$ 26.76	\$ 1.56	6.19%
Total Monthly Bill	\$ 45.79	\$ 48.76	\$ 2.97	6.49%
Commercial Property (High User with a 2" Meter)				
Water (35,000 Gallons)	\$ 176.80	\$ 188.17	\$ 11.37	6.43%
Sewer (35,000 Gallons)	\$ 294.00	\$ 312.20	\$ 18.20	6.19%
Total Monthly Bill	\$ 470.80	\$ 500.37	\$ 29.57	6.28%

Storm Sewer Rates

A proposed Storm Sewer fund budget has been prepared for 2026. Residential storm sewer fees are \$5.00/month. There is no proposed rate increase.

Refuse Rates

A proposed Refuse fund budget has been prepared for 2026. Refuse increases of approximately 3.5% are being proposed for operational needs. The City has a five-year contract with an outside service provider to provide recycling and organic recycling. Rates increases of approximately 3.5% are being proposed based the contract.

Refuse, Recycling and Organic Recycling Rates			
	<u>2025</u> <u>Current</u>	<u>2026</u> <u>Proposed</u>	<u>Percent</u> <u>Increase</u>
Refuse Collection			
35 Gallon - Every Other Week	15.21	15.74	3.48%
35 Gallon	20.70	21.42	3.48%
65 Gallon	25.09	25.97	3.51%
95 Gallon	28.85	29.86	3.50%
Recycling	5.84	6.04	3.42%
Organic Recycling	6.10	6.31	3.44%

Annual Service Cost for Median Value Home

Based on the preliminary tax levy passed, franchise fee ordinances and the utility rates proposed in this memo the annual service cost for a median value home is projected to increase by \$313.09 or \$26.09 per month. The median value home was \$378,800 in 2025 and \$376,200 in 2026.

City of Hopkins Annual Service Cost for Median Value Home Actual 2025 and Proposed 2026				
	Actual 2025	Projected 2026	\$ Increase	% Increase
City Property Taxes (7.98% Levy Increase)	\$ 2,260.00	\$ 2,490.00	\$ 230.00	10.18%
Water - Consumption 7,500 gallons per month \$4.27/\$4.92/\$5.64 Tiered Rates	\$ 490.92			
\$4.56/\$5.25/\$6.02 Tiered Rates		\$ 524.04	\$ 33.12	6.75%
Sewer - Consumption 5,000 gallons per month \$8.40/ 1,000 gallons	\$ 504.00			
\$8.92/ 1,000 gallons		\$ 535.20	\$ 31.20	6.19%
Refuse Collection Garbage, 65 Gallon	\$ 301.08	\$ 311.64	\$ 10.56	3.51%
Recycling	\$ 70.08	\$ 72.48	\$ 2.40	3.42%
Organic Recycling	\$ 73.20	\$ 75.72	\$ 2.52	3.44%
Storm Sewer	\$ 60.00	\$ 60.00	\$ -	0.00%
Franchise Fees (based on average)	\$ 91.32	\$ 94.61	\$ 3.29	3.60%
Total	\$ 3,850.60	\$ 4,163.69	\$ 313.09	8.13%

Based on preliminary levy adopted on 9/16/2025, proposed utility rates and projected franchise fees implemented on 1/1/2024.

**CITY OF HOPKINS
HENNEPIN COUNTY, MINNESOTA**

RESOLUTION 2025-070

**INCREASING WATER, SANITARY SEWER, REFUSE COLLECTION, RECYCLING
AND ORGANIC RECYCLING RATES EFFECTIVE JANUARY 1, 2026**

WHEREAS, the City of Hopkins has established Ordinance No. 92-712 Sewer and Water Utility rates, City Code section 40-22 which defines water rates and section 40-24 which defines sanitary sewer rates; and

WHEREAS, The City of Hopkins has established Ordinance No. 92-707 Solid Waste Management and City Code section 34-28 which defines billing rates; and

WHEREAS, the ordinances authorize billing rates to be set forth by council resolution; and

WHEREAS, billing rates were analyzed to determine the long-term viability of the water, sewer and refuse funds; and

WHEREAS, it was determined that current rates are insufficient to meet operation and capital needs;

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Hopkins hereby sets the service charge for the water, sanitary sewer, refuse, recycling and organic recycling at the following rates to be paid to the City upon billing as follows:

The water service usage charge be set at the rates shown

Flat Rates

Residential – 5/8” meter	4.44
Residential – 1” meter	4.44
Apt/Commercial – 1-1/2” to 2” meter	8.92
Apt/Commercial – 3” meter	13.39
Apt/Commercial – 4” meter	17.80
Apt/Commercial – 6” meter	26.72

Residential and Multi-Family

0 – 3,000 gallons	4.56
3,001 – 5,000 gallons	5.25
5,001 and over	6.02

Commercial

0-10,000 gallons	4.36
10,001 – 20,000 gallons	5.00
20,001 and over	5.76

Irrigation – all usage	5.45
Production Meter	4.59

All water rates are per 1,000 gallons of water consumed.

The sanitary sewer service charge for all classes of users on the system at \$8.91 per 1,000 gallons of water used.

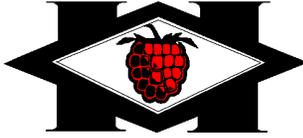
Refuse Collection (per month)	
35 Gallon – Every Other Week	\$15.74
35 Gallon	\$21.42
65 Gallon	\$25.97
95 Gallon	\$29.86
Recycling (per month)	\$6.04
Organic (per month)	\$6.31

Adopted by the City Council of the City of Hopkins this 18th day of November, 2025.

By: _____
Patrick Hanlon, Mayor

ATTEST:

Amy Domeier, City Clerk



CITY OF HOPKINS

Memorandum

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

From: Nick Bishop, Finance Director

Date: November 18, 2025

Subject: Special Revenue Fund Budgets and Activity Center Budget Review

PURPOSE

No formal action is required at this meeting. Staff is requesting input on the proposed budgets for special revenue funds. The proposed Activity Center fund budget is shown for informational purposes.

INFORMATION

Chemical Assessment Team Fund (Special Revenue)

The State Chemical Assessment Team provides emergency response for assessment of chemical hazards, the maintenance of state owned equipment and training of personnel. The response area includes Hennepin, Scott, Carver, McLeod and Renville Counties. The State of Minnesota reimburses the City quarterly for actual costs. The Chemical Assessment Team does not receive any tax levy support from the City.

	2025	Proposed	Percentage
	<u>Budget</u>	<u>Budget</u>	<u>Incr (Decr)</u>
Revenues	\$ 65,000	\$ 65,000	0.00%
Expenditures	\$ 65,000	\$ 65,000	0.00%
Revenues over (under) Expenditures	\$ -	\$ -	

Economic Development Fund (Special Revenue)

The Economic Development Fund coordinates the economic development process not directly funded by specific project budgets. The major budgeted expenditures of the fund are salaries, benefits and grants. In 2026 the Economic Development Fund will support:

- Arts Center
- Art Street
- Elevate Hennepin
- Façade Improvement Program
- Marketing
- Public Art at Shady Oak & Downtown LRT Stations
- ACE Program
- Think Hopkins

The main revenue sources of the fund are the Hopkins Housing and Redevelopment Authority (HRA) property tax levy and excess tax increment financing (TIF). A preliminary HRA levy of \$551,750 was set on September 16th, excess TIF is budgeted at \$50,000.

Through the Economic Development Fund, staff has been able to secure many grants that support Public Art & Placemaking, Development and Housing. Grants are not included in the operating budget. Please see the attached memo “2025 Economic Development Fund Summary” for a summary of 2025 accomplishments.

	2025	Proposed	
	<u>Budget</u>	<u>Budget</u>	<u>Percentage</u>
			<u>Incr (Decr)</u>
Revenues	\$ 591,646	\$ 656,750	11.00%
Expenditures	\$ 555,646	\$ 692,520	24.63%
Revenues over (under) Expenditures	\$ 36,000	\$ (35,770)	

Parking Fund (Special Revenue)

The Parking Fund accounts for activities related to parking enforcement and parking operations in the City. The major sources of revenue are parking permits, parking leases, fines and property taxes. The major expenditures are salaries and benefits.

The revenue budget for parking permits has been reduced based on a decrease in permit sales due to trends caused by COVID-19. In 2026, the fund will rely on a \$100,000 tax levy to balance the budget.

	2025	Proposed	
	<u>Budget</u>	<u>Budget</u>	Percentage
			<u>Incr (Decr)</u>
Revenues	\$ 164,000	\$ 173,000	5.49%
Expenditures	\$ 161,185	\$ 171,932	6.67%
Revenues over (under) Expenditures	\$ 2,815	\$ 1,068	

Communications Fund (Special Revenue)

In 2025 the communications functions were transferred into the general fund along with unrestricted cable franchise fees. The remaining revenue and expenditures in the special revenue fund are derived from Public, Educational, and Government (PEG) franchise fees. The revenue and expenditures are restricted for the purchase of equipment used by the City to support PEG access television.

	2025	Proposed	
	<u>Budget</u>	<u>Budget</u>	Percentage
			<u>Incr (Decr)</u>
Revenues	\$ 30,961	\$ 40,000	29.19%
Expenditures	\$ 30,961	\$ 40,000	29.19%
Revenues over (under) Expenditures	\$ -	\$ -	

Sustainability Fund (Special Revenue)

The Sustainability Fund was established in 2024. The fund will continue the Hopkins Climate Solution Fund grant program which offers incentives to residents and businesses to accelerate the transition to cleaner and more efficient energy. Grant funding available in 2026 is budgeted at \$125,000. The fund will continue to support one full-time employee and add 1/3 of the planner position focused on the Partners in Energy Plan and Sustainable Building Policy. The source of revenue from the fund is gas and electric franchise fees. The City increased its franchise fees on 1/1/2024 to support sustainability.

	2025	Proposed	Percentage
	<u>Budget</u>	<u>Budget</u>	<u>Incr (Decr)</u>
Revenues	\$ 345,000	\$ 366,000	100.00%
Expenditures	\$ 345,000	\$ 363,745	100.00%
Revenues over (under) Expenditures	\$ -	\$ 2,255	

Depot Fund (Special Revenue)

The Depot Fund continues to operate under the new model in 2026. The Depot Youth Board will still exist to fulfill the mission of providing a place of community and learning in which student involvement and youth development are encouraged in a chemically-free environment. The ACE program will continue to operate as a youth workforce development program with the City of Minnetonka as a participant. During its fourth year (2025) the ACE program provided fourteen young adults with resume-building professional experience through internships. The 2026 budget includes support from Hopkins General Fund (\$63,500), City of Minnetonka (\$63,500), Hopkins School District (\$50,000) and Three Rivers Park District (\$19,500).

As a result of issues stemming from the Green Line Extension and COVID-19 Pandemic, Depot Coffee operations were suspended in early 2023. The City has been unable to find an interested business operator for the Depot. The City remodeled the Depot in 2024 and the reopened facility has been operated by the Hopkins Center for the Arts. Operations will include expanded programming, revenue generation through rental reservations and a re-opened trailhead with concessions, with steady increases in both rental and concession revenues.

	2025	Proposed	Percentage
	<u>Budget</u>	<u>Budget</u>	<u>Incr (Decr)</u>
Revenues	\$ 285,611	\$ 322,700	12.99%
Expenditures	\$ 270,611	\$ 304,051	12.36%
Revenues over (under) Expenditures	\$ 15,000	\$ 18,649	

Arts Center Fund (Special Revenue)

The Hopkins Center for the Arts is a premiere cultural and artistic destination drawing over 250,000 visitors annually. Its amenities include a 715 seat theater, black-box theater, art gallery, dance studio, classroom, meeting and multipurpose spaces. The main revenue sources are property tax levy, rents, leases, ticket sales, grants, and transfers in. The preliminary tax levy amount is \$380,000. Major expenditures include salaries, benefits and payments to artists.

Between 2020-2024, City Council has worked to eliminate a \$1 million deficit fund balance through both a tax levy and federal grant allocations. The fund is expected to continue to operate with a positive fund balance in 2026.

	2025	Proposed	
	<u>Budget</u>	2026	Percentage
		<u>Budget</u>	<u>Incr (Decr)</u>
Revenues	\$ 1,232,470	\$ 1,290,784	4.73%
Expenditures	\$ 1,219,259	\$ 1,240,434	1.74%
Revenues over (under) Expenditures	\$ 13,211	\$ 50,350	

Activity Center (General Fund)

The Hopkins Activity Center is a community facility with a gym, kitchen and meeting rooms. The Activity Center's mission is to provide pathways to "Experience the Upside of Aging". It is a gathering place for mature adults to participate in recreational, social, educational, fitness and volunteer activities. The main sources of revenue are member fees and facility rentals. The main expenditures are salaries, benefits and payments to instructors or for other programming. Program revenues are \$487,366 less than program expenditures. The indirectly funded amount is provided through property taxes, local government aid, franchise fees and interest. The Activity Center is part of the City's General fund.

	2025	Proposed	
	<u>Budget</u>	2026	Percentage
		<u>Budget</u>	<u>Incr (Decr)</u>
Revenues	\$ 168,500	\$ 191,500	13.65%
Expenditures	\$ 609,694	\$ 678,866	11.35%
Indirectly funded amount	\$ (441,194)	\$ (487,366)	



CITY OF HOPKINS

2025 Economic Development Fund Summary

The Economic Development Fund supports a variety of economic development, housing, public art, and marketing efforts for the City. A summary of 2025 accomplishments include:

Economic Development

- 8 ribbon cuttings celebrating new and reopened Hopkins' businesses.
- 18 businesses utilized *Elevate Hennepin*, a program in partnership with Hennepin County offering no-cost business assistance, in Q1-Q3 of 2025, amounting to 295 hours of assistance.
- Elevate Hennepin's Thriving Thursday was hosted in Hopkins in September 2025, and 11 businesses attended including 5 Hopkins businesses.
- Staff continues to support the Hopkins Business and Civic Association (HBCA), with Reeve Needham as the HBCA liaison. For her efforts in the Think Hopkins campaign, Katy Pence was recognized as HBCA's Person of the Year in 2025.

Public Art & Placemaking

- In 2025, 8 ArtStreet sculptures were installed and three mini bird murals were completed, with support from the Economic Development Fund. The mini bird murals also garnered \$3,820 in public donation support.
- Staff secured a \$50,000 grant for Artery pedestrian lighting and a social media influencer campaign to be realized in 2026.

Development

- In 2024, the City issued a Request for Proposals for development on City-owned properties downtown. The City has been working with the selected developers in preparation for land use approvals and construction. Footprint's development at 501 and 525 Mainstreet has received \$1.6 million in grant support from Hennepin County, Minnesota Brownfields, and the Metropolitan Council.
- In 2024, the City received a \$50,000 Planning Grant from Hennepin County to complete an update to the Shady Oak Station Development Strategy, which was completed in 2025. The City also worked with MetroTransit to complete a market study in preparation for the disposition of excess land.



CITY OF HOPKINS

Housing

- In February, the City Council created the City's first Affordable Housing Trust Fund. The City received a \$150,000 local housing trust fund matching grant from Minnesota Housing, with matching funds provided from the Economic Development Fund.
- Additionally, staff supported the creation of the Summit on 7 Housing Improvement Area. Hennepin County staff continue to administer home rehabilitation loans using the City's Community Development Block Grant funding. Staff also coordinate with the Police and Fire Departments to organize the Hopkins Apartment Managers Association.

Staff supported through the Economic Development fund have secured over \$1.8 million in grants in 2025 to date to leverage our investment in the community.

In 2026, the Economic Development Fund will continue to support many of these same efforts. In addition, the Fund will support a Housing Assessment utilizing grant funds from the Metropolitan Council, Façade Improvement Program, and preparation for the future of 907 Mainstreet.