

**HOPKINS CITY COUNCIL
AGENDA
Wednesday, January 2, 2019
7:00 pm**

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

Schedule HRA Meeting, 7 p.m. – City Council Meeting immediately following HRA Meeting
Work Session after close of Regular Meeting

I. CALL TO ORDER

II. ADOPT AGENDA

III. PRESENTATIONS

IV. CONSENT AGENDA

1. Minutes of the December 18, 2018 City Council Regular Meeting Proceedings
2. Minutes of the December 18, 2018 City Council Work Session following Regular Meeting Proceedings
3. Appointment of Mayor Pro Tempore for 2019; Domeier
4. Authorize Out-of-State Travel; Domeier
5. Designation of Official Newspaper; Domeier
6. Ratify Checks Issued in December 2018; Bishop
7. Designation of Official Depositories for 2019; Bishop
8. Authorize the Prepayment and Redemption of the City's Taxable General Obligation Refunding Bonds, Series 2009B; Bishop

V. PUBLIC HEARING

1. Public Hearing for the Purposes of Accepting Input on the 2019-2023 Five-Year Capital Improvement Plan as it Relates to the Funding of Capital Improvements to City Hall; Bishop

VI. OLD BUSINESS

VII. NEW BUSINESS

1. Conditional Use Permit for Jacob's Trading, LLC (Dock 1 Bargains) located at 8098 Excelsior Boulevard (PID 19-117-21-14-0006); Lindahl
2. Engelbret Minimum Lot Size Variance for PID 20-117-21-33-0016; Lindahl

VIII. ANNOUNCEMENTS

- City Hall services available at the Fire Station starting Wednesday, January 2, 2019 until the City Hall remodel is complete.
- Taste of Hopkins and State of the City Event at Hopkins Center for the Arts, 1111 Mainstreet: Thursday, January 31, 2019 starting at 5:00 p.m.

IX. ADJOURN

OPEN AGENDA – PUBLIC COMMENTS/CONCERNS

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

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

**HOPKINS CITY COUNCIL
REGULAR MEETING PROCEEDINGS
DECEMBER 18, 2018**

CALL TO ORDER

Pursuant to due call and notice thereof a regular meeting of the Hopkins City Council was held on Tuesday, December 18, 2018 at 7:00 p.m. in the Council Chambers at City Hall, 1010 First Street South, Hopkins.

Mayor Cummings called the meeting to order with Council Members Kuznia, Halverson, Gadd, Hunke attending. Staff present included City Manager Mornson, Finance Director Bishop and Public Works Director Stadler.

ADOPT AGENDA

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

Motion to Adopt Agenda.

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

Nays: None. **Motion carried.**

CONSENT AGENDA

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

Motion to Approve the Consent Agenda.

1. Minutes of the December 4, 2018 City Council Regular Meeting Proceedings
2. Minutes of the December 4, 2018 City Council Work Session following Regular Meeting Proceedings
3. Minutes of the December 11, 2018 City Council Work Session Proceedings
4. Renewal for General Liability and Property Insurance and Authorize Not Waiving the Statutory Tort Liability Coverage on League of Minnesota Insurance Trust Policy

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

Nays: None. **Motion carried.**

NEW BUSINESS

VII.1. Water and Sanitary Sewer Rate Increases

Finance Director Bishop discussed the staff report regarding the proposed water and sanitary sewer rate increase. Mr. Bishop commented that the proposed rate increase is based on the Utility Rate Study and the ongoing operational and capital needs in the water and sewer funds. Mr. Bishop discussed the proposed increases, impacts to users and the tiered rate structure. Mr. Bishop commented that the rates are calculated on a monthly basis.

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

Motion to Adopt Resolution 2018-091 Increasing Water and Sanitary Sewer Rates Effective January 1, 2019.

**HOPKINS CITY COUNCIL
REGULAR MEETING PROCEEDINGS
DECEMBER 18, 2018**

**Ayes: Kuznia, Halverson, Cummings, Gadd, Hunke.
Nays: None. Motion carried**

ANNOUNCEMENTS

- City Hall will be closed on December 24, 25, 31 and January 1.
- The next City Council meeting will be held on Wednesday, January 2, 2019 at 7 p.m.
- City Hall services available at the Fire Station starting Wednesday, January 2, 2019 until the City Hall remodel is complete.
- On behalf of the City Council, Mayor Cummings wished everyone a happy and healthy 2019.

ADJOURNMENT

There being no further business to come before the City Council and upon a motion by Kuznia, second by Hunke, the meeting was unanimously adjourned at 7:07 p.m.

OPEN AGENDA – PUBLIC COMMENTS AND CONCERNS

The City Council did not receive any comments or concerns.

Respectfully Submitted,
Debbie Vold

ATTEST:

Molly Cummings, Mayor

Amy Domeier, City Clerk

**MINUTES OF THE CITY COUNCIL WORK SESSION PROCEEDINGS
AT CONCLUSION OF THE REGULAR CITY COUNCIL MEETING
Tuesday, December 18, 2018**

CALL TO ORDER

Pursuant to due call and notice thereof a work session of the Hopkins City Council was held on Tuesday, December 18, 2018 at 7:08 p.m. in the Council Chambers at City Hall, 1010 First Street South, Hopkins.

Mayor Cummings called the meeting to order with Council Members Kuznia, Halverson, Gadd and Hunke attending. Staff present included City Manager Mornson and Public Works Director Stadler.

Administration

City Manager Mornson discussed a request from the League of Women Voters asking a Hopkins City Council representative to attend an Environmental Policy meeting on February 16, 9:30-11 a.m. at Minnetonka City Hall. Council Member Hunke would represent Hopkins. Staff would provide Council Member Hunke with the necessary information.

Public Works

Public Works Director Stadler gave an update on the ice rinks and organics recycling.

City Council

- Council Member Gadd and Mayor Cummings attended the Local Government Innovation Awards.
- Council Member Gadd discussed attending an upcoming conference.
- Council Member Kuznia and Council Member Halverson attended the Santa for Seniors event.
- Mayor Cummings commented that the Noontime Lions donated gift cards to a local family.
- Mayor Cummings discussed the mission of “Minnesota Mayors Together Again” which brings Mayors together in conversation and promotes positive relationships.

Administration:

City Manager Mornson gave the following updates:

- Discussion of the January 2 Council Meeting agenda.
- Bid opening for the City Hall renovation is Thursday.
- Update regarding the January 8 and January 15 Council meeting agendas.
- Discussion of the Legislative Conference and Ehlers Seminar.
- Discussion of the State of the City agenda.
- Mayor Cummings asked that Senator Ron Latz and Representative Cheryl Youakim give an update at an upcoming City Council meeting. City Manager Mornson will contact them.

ADJOURNMENT

There being no further business to come before the City Council and upon a motion by Hunke, seconded by Kuznia, the meeting was unanimously adjourned at 7:29 p.m.

Respectfully Submitted,
Debbie Vold

ATTEST:

Molly Cummings, Mayor

Amy Domeier, City Clerk



January 2, 2019

Council Report 2019-001

Appointment of Mayor Pro Tempore for 2019

Staff recommends approval of the following motion: Move to appoint Council Member Halverson as the Mayor Pro Tempore for 2019.

Overview

Minnesota State Statute section 412.121 and Hopkins City Charter section 2.06 states that at the first meeting of each year the City Council shall choose a Mayor Pro Tempore. The Mayor Pro Tempore shall serve as the presiding officer and Acting Mayor of the Council in the absence of the Mayor.

Primary Issues to Consider

- Traditionally the Council Member who has served the longest is chosen as Mayor Pro Tempore.

Alternatives

- Appoint Council Member Halverson as Mayor Pro Tempore; or
- Appoint another Council Member as Mayor Pro Tempore.

Staff recommends alternative one, appoint Council Member Halverson as Mayor Pro Tempore for 2019.

Amy Domeier, City Clerk

Financial Impact: \$ _____ Budgeted: Y/N ____ Source: _____ Related Documents (CIP, ERP, etc.): _____ Notes: _____
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January 2, 2019

Council Report 2019-003

Authorize Out-of-State Travel

Proposed Action

Staff recommends approval of the following motion: Move that the Hopkins City Council authorize attendance at the National League of Cities Conferences as required by the Travel Reimbursement Policy.

Approval of this motion will authorize the expenditure of funds for City Council members to attend the National League of Cities 2019 Congressional City Conference, 2019 NLC City Summit and any other NLC Policy Committee meetings.

Overview

In 2005, the Minnesota Legislature adopted a law, M.S. 471.661, requiring local units of government to adopt a policy that controls travel outside the state of Minnesota. The policy had to specify:

- (1) when travel outside the state is appropriate;
- (2) applicable expense limits; and
- (3) procedures for approval of the travel.

The City's Travel and Reimbursement Policy requires the City Council to approve, in advance, travel outside the state of Minnesota for elected officials. Travel can be authorized for the following reasons:

- The elected official will be receiving training on issues relevant to the city or to his or her role as the Mayor or as a council member;
- The elected official will be meeting and networking with other elected officials from around the country to exchange ideas on topics of relevance to the City or on the official roles of local elected officials.

The National League of Cities Conference provides opportunities for the City Council to accomplish both these objectives.

Supporting Documents

- Travel Reimbursement Policy

Amy Domeier, City Clerk

POLICY 2-H
TRAVEL REGULATIONS
REIMBURSEMENT POLICIES

1. PURPOSE

1.01 The purpose of this policy is to establish guidelines for the reimbursement of money spent on official city business.

2. **OUT-OF-STATE TRAVEL FOR ELECTED OFFICIALS**

2.01 **The event, workshop, conference or assignment must be approved in advance by the City Council at an open meeting and must include an estimate of the cost of the travel.** In evaluating the out-of-state travel request, the Council will consider the following:

- Whether the elected official will be receiving training on issues relevant to the city or to his or her role as the Mayor or as a council member;
- Whether the elected official will be meeting and networking with other elected officials from around the country to exchange ideas on topics of relevance to the City or on the official roles of local elected officials.
- Whether the elected official will be viewing a city facility or function that is similar in nature to one that is currently operating at, or under consideration by the City where the purpose for the trip is to study the facility or function to bring back ideas for the consideration of the full council.
- Whether the elected official has been specifically assigned by the Council to visit another city for the purpose of establishing a goodwill relationship such as a "sister-city" relationship.
- Whether the elected official has been specifically assigned by the Council to testify on behalf of the city at the United States Congress or to otherwise meet with federal officials on behalf of the city.
- Whether the city has sufficient funding available in the budget to pay the cost of the trip.

2.02 No reimbursements will be made for attendance at events sponsored by or affiliated with political parties.

2.03 The city may make payments in advance for airfare, lodging and registration if specifically approved by the council. Otherwise all payments will be made as reimbursements to the elected official.

2.04 The City will reimburse for transportation, lodging, meals, registration, and incidental costs using the same procedures, limitations and guidelines outlined in this policy for out-of-state travel by city employees.

3. APPROVAL AND ADVANCES

- 3.01 Reimbursement for City business related travel, conference, seminar and meeting expenses are intended to refund actual costs incurred by employees and elected officials of the City of Hopkins.
- 3.02 Cash advances intended to defray costs incurred during authorized travel and prior to submission of a TRAVEL EXPENSE REPORT AND REQUEST FOR REIMBURSEMENT form may be obtained by submitting a REQUEST FOR TRAVEL ADVANCE form to the Finance Department at least seven (7) calendar days prior to a regular Council meeting at which the request for Advance will be considered.

4. ALLOWABLE EXPENSES-LODGING

- 4.01 Accommodations shall be selected at a reasonable cost consistent with the facilities available and convenient to the location of the conference, seminar or meeting attended.
- 4.02 Only the costs of single occupancy will be reimbursed. If a double occupancy occurs (i.e. a spouse/guest accompanies the employee) the employee is responsible for the additional cost of double over single occupancy.
- 4.03 Lodging for the night before the commencement of a conference, seminar or meeting may be claimed.
- 4.04 Reimbursement for meals and lodging shall be limited to the period of time required if commercial air transportation were used. Generally this includes one travel day prior to the conference and one travel day after the conference. If a conference does not start until the late afternoon or evening, that day shall be considered the travel day.
- 4.05 Lodging within the metro area will not be reimbursed.

5. ALLOWABLE EXPENSES-TRANSPORTATION

- 5.01 Allowable transportation costs shall include reimbursement for mileage accumulated on a personal vehicle at the standard IRS rate per mile or the actual round trip coach-class airfare rate, whichever is less. When two or more employees are traveling in one automobile, reimbursement shall be made to one employee.
- 5.02 Air transportation shall be coach-class unless such service is unavailable. Reservations are to be made in advance at the earliest date to insure the lowest possible fares. "Super Saver"-type rates shall be used if available and appropriate for the particular situation. If the reservation is not going to be used, it must be canceled immediately.
- 5.03 Airline travel credit. Whenever public funds are used to pay for airline travel by an elected official or City employee, any credits or other benefits issued by any airline must accrue to the benefit of the City. In the event the issuing airline will not honor a transfer or assignment of any credit or benefit, the individual passenger shall report receipt of the credit or benefit to the City Council within 90 days of receipt.

5.04 Local transportation such as taxicab and bus fares to and from the place of lodging and conference, seminar or meeting are reimbursable only if circumstances require such travel. Costs for local transportation not pertaining directly to City business will not be reimbursed.

6. ALLOWABLE EXPENSES-MEALS

6.01 Reimbursement for meals while on authorized travel shall include only actual expenditures including tax and tip with a maximum gratuity of 20% when applicable. Receipts for meals must clearly indicate whether the requested reimbursement is for BREAKFAST, LUNCH, or DINNER, and the date of the meal. Detailed meal receipts should be obtained indicating the actual items purchased. Reimbursement will not be provided for any meals which are included as part of registration, tuition or fees.

6.02 Due to the general difficulty in acquiring receipts for meals and incidentals, any official or employee may claim a per diem reimbursement for actual and necessary expenses.

The per diem for meals and miscellaneous subsistence expenses for employees who travel on City business shall be \$66.00.

6.03 The per diem allowance includes all charges for meals, all gratuities and taxes, all fees and tips to bellhops and porters, any laundry and/or cleaning expenses and any other similar expenses.

6.04 Reimbursement is not allowed for alcoholic beverages.

6.05 Reimbursement for actual meal costs that exceed the daily allowance will be made only when documented by receipts.

6.06 If meals are included in tuition or registration fees and/or only a fraction of the day is authorized for travel, the per diem or expense allowance will be reduced as follows, unless documented otherwise:

Breakfast -	\$12.00
Lunch	\$18.00
Dinner	\$36.00

6.07 Breakfast allowance shall be authorized for metro-Minneapolis departures prior to 8:00am and dinner allowance shall be authorized for metro-Minneapolis arrivals after 7:00pm.

7. ALLOWABLE EXPENSES — GENERALLY

7.01 Whenever possible, receipts must accompany claims for reimbursement. Each such receipt shall clearly depict the type of expense incurred, the date of its incurrence, and the purpose of the expense. When using a credit card write the purpose of the expense on the credit slip. If the credit purchase is made over the phone, a record of the amount, purpose, and vendor must be turned into the Finance department.

7.02 Miscellaneous expenses may be authorized, such as business related telephone and tips for bellhops.

- 7.03 The City shall not pay for any expenses, the costs of which are included in registration for conferences, seminars, or other purposes.
- 7.04 Spouse/Guest's conference registration or airline tickets may be advanced by the City but must be reimbursed by the employee. The City shall pay no expenses for a spouse/guest who accompanies the employee/city official to a conference/seminar/meeting including the incremental lodging expenses of double over single occupancy rates.
- 7.05 The city will not reimburse for personal telephone calls, rental of luxury vehicles, or recreational expenses such as golf or tennis.

8. EXPENSE REPORTS

- 8.01 A TRAVEL EXPENSE REPORT AND REQUEST FOR REIMBURSEMENT form shall be submitted to the Finance Department within thirty (30) days of the date of the conclusion of the conference, seminar, or other purpose for reimbursement by person claiming reimbursement. Receipts for expense items, including meals, shall accompany each TRAVEL EXPENSE REPORT AND REQUEST FOR REIMBURSEMENT form. If a paid receipt for a particular item is unobtainable, the TRAVEL EXPENSE REPORT AND REQUEST FOR REIMBURSEMENT form must contain a statement certifying that the claim(s) for that particular item(s) is accurate.
- 8.02 Any unused portion of a travel advance must be promptly returned to the City. Attendees shall be billed for nonreimbursable expenses paid by the City.
- 8.03 A copy of the conference registration/brochure shall be submitted with the expense report.

Established 8/18/87
Revised 3/28/90
Revised Dec. 2005
Revised 10/2012
Revised 8/13



January 2, 2019

Council Report 2019-002

Designation of the Official Newspaper for 2019

Staff recommends approval of the following motion: Move to designate the Hopkins/Minnetonka Sun-Sailor as the 2019 Official Newspaper for the City of Hopkins.

Overview

MN Statute 331A.02 and City Charter section 12.01 require that the City Council designate the official newspaper for the year at the first regular Council Meeting. All required legal documents and notices for the City of Hopkins will be published in the official newspaper.

Primary Issues to Consider

The City received bids from the *Hopkins/Minnetonka Sun-Sailor* and *The Star Tribune* for the legal newspaper designation. Staff is proposing to keep *Hopkins/Minnetonka Sun-Sailor* as the official newspaper because it reaches a majority of our residents in print and the working relationship the City has with their staff and reporters.

The following rate structure for legal notices would be effective January 1, 2019:

First insertion:	\$11.90 per column inch
Subsequent insertions:	\$7.00 per column inch
Characters per inch:	320
Lines per inch:	9

All published legal notices will be posted on the *Sun-Sailor* website at no additional charge. The prices did not increase from 2018. This item is budgeted in all departments.

Recommendation

Staff recommends designating the *Hopkins/Minnetonka Sun-Sailor* as the official newspaper for Hopkins.

Amy Domeier, City Clerk

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

CITY OF HOPKINS

FINANCE DEPARTMENT

MEMORANDUM

Date: December 20th, 2018
To: Honorable Mayor and Members of the City Council
From: Nicholas Bishop, Finance Director
Subject: Ratify Checks Issued in December 2018

The checks issued between November 30, 2018 and December 20, 2018, were numbers 112728 through 112940, for a total distribution of \$1,607,566.95

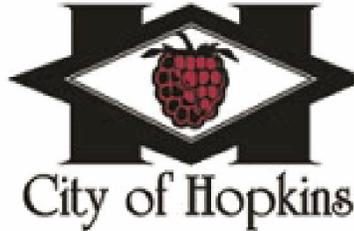
The checks issued, along with the purpose for those payments are attached for your review.

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

Accounts Payable

Checks by Date - Summary by Check Date

User: kpearsall
Printed: 12/20/2018 10:32 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
112728	30364	ABDO, EICK & MEYERS, LLP	12/04/2018	75.00
Total for 12/4/2018:				75.00
112729	01045	ABM EQUIPMENT & SUPPLY LLC	12/06/2018	31,142.00
112730	29322	ACCELA INC	12/06/2018	992.50
112731	29400	AMERICAN PLANNING ASSOCIATION	12/06/2018	499.00
112732	30337	ZOE APARICIO	12/06/2018	43.50
112733	28600	APPLE VALLEY FORD LINCOLN	12/06/2018	345.27
112734	01722	ASPEN EQUIPMENT CO	12/06/2018	683.26
112735	01728	ASTLEFORD INTERNATL & ISUZU	12/06/2018	85.67
112736	30366	BERRY COFFEE COMPANY INC	12/06/2018	591.92
112737	29817	GARY BINGER	12/06/2018	2,500.00
112738	02569	BOYER TRUCK PARTS	12/06/2018	7,972.50
112739	27822	BRADS PRO AUDIO	12/06/2018	500.00
112740	29011	JESSICA BRAUN	12/06/2018	245.00
112741	30005	CENTRAL POWER DISTRIBUTORS	12/06/2018	108.53
112742	30127	CINTAS CORPORATION NO. 2	12/06/2018	190.18
112743	26951	COMCAST	12/06/2018	2.09
112744	26951	COMCAST	12/06/2018	6.30
112745	14561	COMPASS MINERALS AMERICA	12/06/2018	10,301.32
112746	29898	COPPERHEAD INNOVATIONS, LLC	12/06/2018	4,242.00
112747	29981	CORE & MAIN LP	12/06/2018	399.85
112748	28123	CRITTERS UNLIMITED INC	12/06/2018	85.00
112749	03696	CRYSTEEL TRUCK EQUIPMENT	12/06/2018	51.36
112750	03800	CULLIGAN - METRO	12/06/2018	190.00
112751	28898	ECM PUBLISHERS INC	12/06/2018	238.00
112752	05729	ESRI	12/06/2018	2,900.00
112753	30367	EXCEL ENGINEERING INC	12/06/2018	900.00
112754	28621	FENC-CO INC	12/06/2018	8,280.00
112755	29491	FERGUSON WATERWORKS	12/06/2018	125.00
112756	06567	FORCE AMERICA	12/06/2018	56.30
112757	28769	GEAR WASH LLC	12/06/2018	2,844.30
112758	29228	GLOBAL EQUIPMENT COMPANY INC	12/06/2018	406.07
112759	07681	GRAINGER, INC	12/06/2018	6.32
112760	29377	GRAINGER, INC	12/06/2018	275.57
112761	08001	HACH COMPANY	12/06/2018	1,322.45
112762	08336	HIRSHFIELDS	12/06/2018	179.92
112763	08576	HOPKINS F.D. RELIEF ASSOC	12/06/2018	870.00
112764	30365	HOT TUNA LTD	12/06/2018	5,000.00
112765	09521	INDELCO	12/06/2018	87.34
112766	09578	INNOVATIVE OFFICE SOLUTIONS	12/06/2018	1,450.90
112767	30269	JANELLE JASPERS JONES	12/06/2018	320.00
112768	10585	JOHNSTONE SUPPLY	12/06/2018	998.62
112769	11013	KATH FUEL OIL SERVICE	12/06/2018	487.82
112770	28469	KELLY GREEN IRRIGATION INC	12/06/2018	51,048.45
112771	11161	KENNEDY & GRAVEN, CHARTERED	12/06/2018	17,437.95

Check No	Vendor No	Vendor Name	Check Date	Check Amount
112772	11327	KILLMER ELECTRIC CO INC	12/06/2018	521.31
112773	13012	MACQUEEN EQUIPMENT INC	12/06/2018	3,302.63
112774	29025	METERING & TECHNOLOGY SOLUTIC	12/06/2018	2,846.42
112775	13275	MICRO CENTER	12/06/2018	444.98
112776	30363	MINNEAPOLIS OXYGEN COMPANY	12/06/2018	9.30
112777	13354	MN BENEFIT ASSOCIATION	12/06/2018	37.18
112778	13599	MN DEPT OF TRANSPORTATION	12/06/2018	1,946.93
112779	29523	MN MECHANICAL SOLUTIONS	12/06/2018	23,800.00
112780	30351	NEVCO SPORTS LLC	12/06/2018	67.78
112781	28458	OLSEN FIRE PROTECTION INC	12/06/2018	2,050.00
112782	26974	O'REILLY AUTO PARTS	12/06/2018	55.96
112783	15880	OWENS SERVICE CORP- CHEMTEX	12/06/2018	1,172.00
112784	29568	PLAYCORE WINSCONSIN	12/06/2018	381.60
112785	17806	QWEST CORP	12/06/2018	119.58
112786	18121	RDO EQUIPMENT CO.	12/06/2018	258.10
112787	30368	THOMAS S ROBERTS	12/06/2018	235.00
112788	18575	ROC, INC	12/06/2018	4,298.56
112789	30015	SERVICE GRINDING & SHARPENING I	12/06/2018	59.50
112790	28588	NANCY SHIELDS	12/06/2018	120.00
112791	19287	SHORT ELLIOTT HENDRICKSON INC	12/06/2018	497.99
112792	19520	SNAP PRINT INC	12/06/2018	40.00
112793	30340	SPECTRUM SIGN SYSTEMS, INC.	12/06/2018	3,780.00
112794	26975	SPRINT	12/06/2018	3,382.09
112795	19766	STAR TRIBUNE MEDIA	12/06/2018	229.06
112796	27735	STEPHANIE STOCKTON	12/06/2018	400.00
112797	30093	TRANSUNION RISK ALTERNATIVE DA	12/06/2018	318.60
112798	27553	UNITED RENTALS INC	12/06/2018	280.00
112799	30189	VAN PAPER SUPPLY COMPANY	12/06/2018	648.69
112800	29466	VERIZON WIRELESS	12/06/2018	1,045.27
112801	29473	VERIZON WIRELESS	12/06/2018	246.72
112802	29475	VERIZON WIRELESS	12/06/2018	105.03
112803	23003	WASTE MANAGEMENT OF WI-MN	12/06/2018	9,568.00
112804	13082	WM H MCCOY PETROLEUM FUELS	12/06/2018	91.99
112805	23720	WSB & ASSOCIATES INC	12/06/2018	104,742.00
112806	25080	XCEL ENERGY	12/06/2018	573.26
112807	25080	XCEL ENERGY	12/06/2018	215.91
112808	25080	XCEL ENERGY	12/06/2018	269.83
112809	25080	XCEL ENERGY	12/06/2018	158.71
112810	25080	XCEL ENERGY	12/06/2018	727.14
112811	25080	XCEL ENERGY	12/06/2018	10,459.66
112812	25080	XCEL ENERGY	12/06/2018	694.61
112813	25080	XCEL ENERGY	12/06/2018	6,145.28
112814	25080	XCEL ENERGY	12/06/2018	23.76
112821	30336	GS SYSTEMS INC AND AFFILIATES	12/06/2018	165.00
112822	27415	ICC UPPER GREAT PLAINS REGION III	12/06/2018	580.00
112823	12995	MAHCO	12/06/2018	100.00
112824	13179	METROPOLITAN COUNCIL	12/06/2018	132,474.20
112825	21543	UNIVERSITY OF MN	12/06/2018	130.00
Total for 12/6/2018:				476,231.89
112826	28427	ADVANCED IMAGING SOLUTIONS	12/13/2018	425.00
112827	01328	AIRGAS USA	12/13/2018	177.12
112828	27929	ALLINA HEALTH SYSTEM	12/13/2018	458.00
112829	29924	ATTN: LAWSON MISC. BILLING ALLIN	12/13/2018	140.00
112830	01521	ANCHOR PAPER COMPANY	12/13/2018	542.00
112831	01600	APACHE GROUP	12/13/2018	1,385.12

Check No	Vendor No	Vendor Name	Check Date	Check Amount
112832	28600	APPLE VALLEY FORD LINCOLN	12/13/2018	45.33
112833	02031	B & W SPECIALTY COFFEE CO	12/13/2018	1,073.56
112834	14571	BLUE TARP FINANCIAL INC	12/13/2018	81.96
112835	03160	CENTERPOINT ENERGY MINNEGASC	12/13/2018	4,551.43
112836	03001	CES IMAGING	12/13/2018	1,485.00
112837	30127	CINTAS CORPORATION NO. 2	12/13/2018	53.12
112838	30127	CINTAS CORPORATION NO. 2	12/13/2018	229.88
112839	03362	CITY OF MINNEAPOLIS	12/13/2018	429.30
112840	27467	CITY OF ST. PAUL	12/13/2018	180.00
112841	26951	COMCAST	12/13/2018	239.85
112842	03628	COMMERCIAL ASPHALT CO	12/13/2018	1,111.50
112843	14561	COMPASS MINERALS AMERICA	12/13/2018	6,858.70
112844	30369	GORDON M COONS	12/13/2018	735.00
112845	03640	CPT SERVICES, INC	12/13/2018	3,407.99
112846	03800	CULLIGAN - METRO	12/13/2018	70.60
112847	03808	CUMMINS SALES AND SERVICE	12/13/2018	583.04
112848	29303	DIVERSIFIED COFFEE PRODUCTS	12/13/2018	185.00
112849	28898	ECM PUBLISHERS INC	12/13/2018	196.35
112850	29520	ECOLAB	12/13/2018	477.23
112851	29006	ENTERPRISE FLEET MANAGEMENT	12/13/2018	2,717.35
112852	30222	EUREKA CONSTRUCTION, INC.	12/13/2018	986,844.19
112853	30370	MARJORIE FEDYSZYN	12/13/2018	311.25
112854	06336	FIRST HOSPITAL LAB INC	12/13/2018	195.90
112855	06446	FLEX COMPENSATION, INC	12/13/2018	670.00
112856	28978	G & B ENVIRONMENTAL INC	12/13/2018	214.98
112857	30288	GARY L FISCHLER & ASSOCIATES PA	12/13/2018	625.00
112858	07185	GENUINE PARTS	12/13/2018	818.09
112859	07564	GOPHER STATE ONE-CALL, INC	12/13/2018	189.00
112860	07681	GRAINGER, INC	12/13/2018	48.24
112861	28609	GRANICUS INC	12/13/2018	7,131.70
112862	08004	HANCE HARDWARE, INC	12/13/2018	748.32
112863	08012	HARMON AUTOGLASS	12/13/2018	29.95
112864	29748	HENNEPIN COUNTY PUBLIC WORKS	12/13/2018	5,703.57
112865	08176	HENNEPIN CTY TREASURER	12/13/2018	1,331.31
112866	08209	HENNEPIN CTY TREASURER	12/13/2018	10,577.00
112867	27248	HENNEPIN CTY TREASURER	12/13/2018	654.00
112868	29662	HENNEPIN CTY TREASURER	12/13/2018	1,008.94
112869	08336	HIRSHFIELDS	12/13/2018	44.98
112870	28189	INSTY PRINTS	12/13/2018	103.66
112871	29249	J.R.'S ADVANCED RECYCLERS	12/13/2018	30.00
112872	10560	JOHN HENRY FOSTER MN	12/13/2018	99.33
112873	11327	KILLMER ELECTRIC CO INC	12/13/2018	1,573.87
112874	11583	KONE INC	12/13/2018	211.11
112875	12160	LEAGUE OF MN CITIES	12/13/2018	938.75
112876	12160	LEAGUE OF MN CITIES	12/13/2018	315.00
112877	13012	MACQUEEN EQUIPMENT INC	12/13/2018	1,927.56
112878	13031	MATTS AUTO SERVICE, INC	12/13/2018	95.00
112879	13167	MENARDS - EDEN PRAIRIE	12/13/2018	46.50
112880	30262	MINNESOTA EQUIPMENT	12/13/2018	97.41
112881	28599	MN PUBLIC RADIO	12/13/2018	638.00
112882	30300	NORDIC SOLAR HOLDCO LLC	12/13/2018	3,604.68
112883	29317	OFFICE OF MN IT SERVICES	12/13/2018	1,551.90
112884	29317	OFFICE OF MN IT SERVICES	12/13/2018	116.58
112885	15521	ON SITE SANITATION	12/13/2018	332.00
112886	26974	O'REILLY AUTO PARTS	12/13/2018	11.98
112887	16566	POMPS TIRE SERVICE INC	12/13/2018	804.00
112888	16699	PROGUARD SPORTS INC	12/13/2018	222.52

Check No	Vendor No	Vendor Name	Check Date	Check Amount
112889	16801	PUMP & METER SERVICE, INC	12/13/2018	634.75
112890	29196	QUAKER SALES & DISTRIBUTION	12/13/2018	64.20
112891	17806	QWEST CORP	12/13/2018	127.00
112892	17806	QWEST CORP	12/13/2018	57.29
112893	17806	QWEST CORP	12/13/2018	62.29
112894	17806	QWEST CORP	12/13/2018	325.00
112895	17806	QWEST CORP	12/13/2018	85.04
112896	17806	QWEST CORP	12/13/2018	48.00
112897	17806	QWEST CORP	12/13/2018	80.52
112898	17806	QWEST CORP	12/13/2018	858.00
112899	17806	QWEST CORP	12/13/2018	64.00
112900	17806	QWEST CORP	12/13/2018	325.00
112901	17806	QWEST CORP	12/13/2018	128.00
112902	17806	QWEST CORP	12/13/2018	64.00
112903	18327	REINDERS INC	12/13/2018	1,164.42
112904	09084	ICMA RETIREMENT TRUST- 457 3008	12/13/2018	4,298.22
112905	30374	RINK SYSTEMS INC	12/13/2018	3,033.50
112906	30119	ROBERT W. REUTIMAN, JR.	12/13/2018	150.00
112907	18575	ROC, INC	12/13/2018	901.77
112908	28502	PHIL ROONEY	12/13/2018	410.00
112909	19085	SCHINDLER ELEVATOR CORP	12/13/2018	1,513.81
112910	19085	SCHINDLER ELEVATOR CORP	12/13/2018	2,020.32
112911	30032	SCOTT NELSON COACHING, INC.	12/13/2018	1,500.00
112912	30373	JOAN M SEIFERT	12/13/2018	712.50
112913	30015	SERVICE GRINDING & SHARPENING I	12/13/2018	67.50
112914	19296	SHAKOPEE GRAVEL INC	12/13/2018	65.78
112915	30371	MICHAEL SHJOMSKY	12/13/2018	66.00
112916	29143	SHRED IT USA	12/13/2018	160.10
112917	29115	MANUEL SOTELO	12/13/2018	6,100.00
112918	19581	SOUTHWEST LOCK & KEY	12/13/2018	149.00
112919	19567	SOUTHWEST SUB CABLE COMM	12/13/2018	3,432.00
112920	28957	STEVENS ENGINEERS INC	12/13/2018	876.55
112921	19777	STREICHERS	12/13/2018	3,201.67
112922	20560	TOLL GAS & WELDING SUPPLY	12/13/2018	10.68
112923	29795	TRANE	12/13/2018	2,239.48
112924	20687	TRI STATE BOBCAT INC	12/13/2018	552.19
112925	20887	TWIN CITY WATER CLINIC	12/13/2018	272.00
112926	20889	TWINWEST CHAMBER OF COMMERC	12/13/2018	753.00
112927	22321	VIKING ELECTRIC SUPPLY INC	12/13/2018	65.14
112928	29343	W. WELLS & ASSOCIATES LLC	12/13/2018	2,500.00
112929	30372	RAY WALKER	12/13/2018	75.00
112930	23008	WASTE MANAGEMENT OF WI-MN	12/13/2018	2,523.27
112931	27900	WATER CONSERVATION SERVICES	12/13/2018	294.08
112932	28624	MICHEAL J WHITE	12/13/2018	493.85
112933	28960	WIMACTEL INC	12/13/2018	60.00
112934	25080	XCEL ENERGY	12/13/2018	62.73
112935	25080	XCEL ENERGY	12/13/2018	60.60
112936	28684	LAW ENFORCEMENT TECHNOLOGY C	12/13/2018	30,542.75
112937	13548	MN ASSOC OF SENIOR SERVICES	12/13/2018	50.00
112938	30078	MN POLICE & PEACE OFFICER ASSOC	12/13/2018	156.00
Total for 12/13/2018:				1,131,162.70
112939	13257	MN DEPT OF PUBLIC SAFETY	12/18/2018	21.50
112940	16166	PETTY CASH	12/18/2018	75.86
Total for 12/18/2018:				97.36

Check No	Vendor No	Vendor Name	Check Date	Check Amount
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Report Total (207 checks):

1,607,566.95



Designation of Official Depositories for 2019

Proposed Action.

Staff recommends adoption of the following motion: Approve Resolution 2019-001 Approving Official Depositories for City Funds in 2019.

Overview:

MN Statute 118A.02 requires that the City Council designate banks and financial institutions as official depositories for City Funds. This list gives staff authority to deposit funds in the named organizations only.

Primary Issues to Consider:

The City worked with Wells Fargo Bank, N.A, Wells Fargo Securities LLC, TD Ameritrade Inc., and Ehlers Investment Partners LLC in 2017. The City has also previously worked with Morgan Stanley Smith Barney and RBC Capital Markets, LLC. The City would like to continue these relationships into 2019.

Supporting Information:

- Resolution 2019-001.

Nick Bishop, CPA
Finance Director

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

**CITY OF HOPKINS
HENNEPIN COUNTY, MINNESOTA**

RESOLUTION 2019-001

**A RESOLUTION APPROVING OFFICIAL DEPOSITORIES
FOR CITY FUNDS IN 2019**

WHEREAS, the City of Hopkins is required by law to designate depositories and financial institutions for City Funds.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Hopkins designates Wells Fargo Bank, N.A. as an official depository for City funds, both checking and savings; and

BE IT FURTHER RESOLVED, that the City Council of the City of Hopkins designates as depositories and financial institutions for City funds, Wells Fargo Securities, LLC, TD Ameritrade Inc, Morgan Stanley Smith Barney, RBC Capital Markets, LLC for all authorized and suitable investments covered under the City's Investment Policy, Legislative Policy 6-B

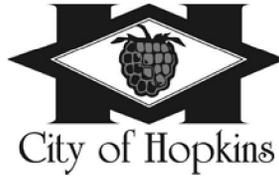
BE IT FURTHER RESOLVED, that the City Council of the City of Hopkins designates depositories for City funds, Wells Fargo Securities LLC, Ehlers Investment Partners LLC, Morgan Stanley Smith Barney and RBC Capital Markets, LLC as agent/brokers, for all authorized and suitable investments covered under the City's Investment Policy, Legislative Policy 6-B.

Adopted by the City Council of the City of Hopkins this 2nd day of January, 2019.

By: _____
Molly Cummings, Mayor

ATTEST:

Amy Domeier, City Clerk



**AUTHORIZE THE PREPAYMENT AND REDEMPTION
OF THE CITY'S TAXABLE GENERAL OBLIGATION
REFUNDING BONDS, SERIES 2009B**

Proposed Action

Staff recommends approval of the following motion: Adopt Resolution No. 2019-003 ratifying the Call for the Prepayment and Redemption of the City's Taxable General Obligation Housing Improvement Refunding Bonds, Series 2009B.

Adoption of this motion will result in the bonds being called in full on February 1, 2019.

Overview

The City of Hopkins issued Taxable General Obligation Housing Improvement bonds, Series 1999A and 1999A for improvements to the Westbrooke Patio Homes condominiums and Valley View Housing projects. These bonds were refunded in 2009 at a significant interest savings. The Housing Improvement Fees (special assessments) continued to be paid by the homeowners based on the original bonds. In reviewing the debt service requirements remaining there are adequate funds on hand to call the bonds and pay the remaining debt service. Cost of calling the bonds is \$890,000 plus \$20,495 in interest and will save a total of \$43,330 in future interest expense.

Primary Issues to Consider

The finance plan for the housing improvement project includes paying the association any excess fees collected after payment of principal, interest and related costs of the bonds. By calling this bond early, the Westbrooke Patio Homes Association and Valley View Housing projects will inherit a greater amount of funds at the end of the debt service payments, allowing for future improvements. Any funds returned to the association will need to be spent for improvements pursuant to the original development agreement. The funds are only remitted upon receiving a report detailing the projects and substantiating the expenses that were made pursuant to the development agreement.

Staff Recommendation

Finance recommends adopting the resolution redeeming the callable bond described in the resolution.

Supporting Information

- Resolution No. 2019-003

Nick Bishop, CPA
Finance Director

Financial Impact: \$ 43,330 savings overall	Budgeted: Y ___ N <input checked="" type="checkbox"/> X ___	Source: <u>Spec Assmnts</u>
Related Documents (CIP, ERP, etc.): _____	Notes: _____	

CITY OF HOPKINS, MINNESOTA

RESOLUTION NO. 2019-003

**RESOLUTION RATIFYING THE CALL FOR THE PREPAYMENT
AND REDEMPTION OF THE CITY'S TAXABLE GENERAL
OBLIGATION HOUSING IMPROVEMENT REFUNDING BONDS,
SERIES 2009B**

BE IT RESOLVED By the City Council of the City of Hopkins, Minnesota (the "City"), as follows:

1. The City has previously issued and sold its Taxable General Obligation Housing Improvement Refunding Bonds, Series 2009B (the "Bonds"), dated December 15, 2009, in the original aggregate principal amount of \$2,865,000, of which \$890,000 in principal amount is currently outstanding. The Bonds maturing on and after February 1, 2019 are subject to redemption on or after February 1, 2018 at a price of par plus accrued interest. Redemption may be in whole or in part, and if in part, at the option of the City and in such order as the City will determine and within a maturity selected by Bond Trust Services Corporation, Roseville, Minnesota, acting as the registrar for the Bonds (the "Registrar"). Prepayments will be at a price of par plus accrued interest.

2. It is determined that it is in the best interests of the sound financial management of the City that Bonds maturing on February 1, 2020 and thereafter, comprising all of the Bonds subject to redemption, be prepaid and redeemed on February 1, 2019 (or on the first date thereafter for which the Registrar of the Bonds can provide proper notice to the holders of the Bonds), and those Bonds are hereby called for redemption on that date in the aggregate principal amount of \$890,000.

3. On December 30, 2018, the Registrar mailed notice of call for redemption of the Bonds in the form attached hereto as EXHIBIT A to the registered owners of the Bonds to be redeemed at the address shown on the registration books kept by the Registrar. The actions of the Registrar in calling the Bonds for redemption are hereby ratified.

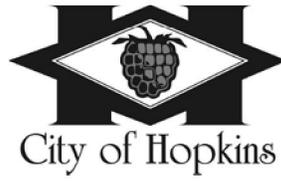
Adopted by the City Council of the City of Hopkins, Minnesota this 2nd day of January, 2019.

Molly Cummings, Mayor

ATTEST:

Amy Domeier, City Clerk

January 2, 2018



Council Report 2019-005

**PUBLIC HEARING FOR THE PURPOSES OF ACCEPTING INPUT ON THE
2019-2023 FIVE-YEAR CAPITAL IMPROVEMENT PLAN AS IT RELATES
TO THE FUNDING OF CAPITAL IMPROVEMENTS TO CITY HALL**

Proposed Action

To open the public hearing, accept public input on the 2019-2023 Five-Year Capital Improvement Plan (CIP) as it relates to the funding Capital Improvements to City Hall.

Staff recommends approval of the following motion. Approve Resolution 2019-002 Adopting a Capital Improvement Plan and Providing Preliminary Approval for the Issuance of Bonds Thereunder.

Overview

Under Minnesota Law cities are allowed to issue municipal bonds under a capital improvement plan without the usual referendum requirements for city halls, public works and public safety facilities. They are subject to a reverse referendum described in the CIP. The law authorizes the issuance of obligations for capital improvements if the bonds are issued under a 5-year capital improvement plan. To qualify for this option several qualifications must be met, among which is to approve the capital improvement plan after a public hearing and the capital improvement being financed must have a useful life of at least 5 years.

The CIP includes one project, to renovate City Hall. City Hall has not been remodeled or upgraded since 1989. Work space and facility needs have changed significantly since that time. Upgrades will include reconfiguring internal space for better layout, providing a wellness room, expand front entry for a more welcoming entrance, replacement of windows, electric panels and roof. City Hall updates will help deliver services to a changing community and help attract and retain a quality workforce.

The plan calls for CIP Bonds to be issued in the maximum principal amount of \$6,000,000 paid over a 16-year term. The most recent estimated project cost is \$4,614,930. This is the first step towards issuing bonds. City Council authorization is required for final issuance and exact amount, which cannot exceed \$6,000,000.

Supporting Information

- Resolution 2019-002
- 2019-2023 CIP as it relates to the funding of capital improvements to City Hall

Nick Bishop, CPA
Finance Director

CITY OF HOPKINS, MINNESOTA

RESOLUTION NO. 2019-002

ADOPTING A CAPITAL IMPROVEMENT PLAN AND PROVIDING PRELIMINARY APPROVAL FOR THE ISSUANCE OF BONDS THEREUNDER

WHEREAS, pursuant to Minnesota Statutes, Section 475.521, as amended (the “Act”), cities are authorized to adopt a capital improvement plan and carry out programs for the financing of capital improvements; and

WHEREAS, the City of Hopkins, Minnesota (the “City”), has caused to be prepared the “2019 through 2023 Five-year Capital Improvement Plan for the City of Hopkins, Minnesota” (the “Capital Improvement Plan”); and

WHEREAS, on the date hereof, the City Council of the City (the “Council”) conducted a duly noticed public hearing regarding adoption of the Capital Improvement Plan pursuant to the requirements of the Act and the issuance of one or more series of general obligation bonds thereunder in a maximum principal amount of \$6,000,000 to finance various capital improvements to the City Hall within the City; and

WHEREAS, in considering the Capital Improvement Plan, the Council has considered for each project and for the overall Capital Improvement Plan:

1. the condition of the City’s existing infrastructure, including the projected need for repair and replacement;
2. the likely demand for the improvement;
3. the estimated cost of the improvement;
4. the available public resources;
5. the level of overlapping debt in the City;
6. the relative benefits and costs of alternative uses of the funds;
7. operating costs of the proposed improvements; and
8. alternatives for providing services more efficiently through shared facilities with other local government units.

NOW, THEREFORE, BE IT RESOLVED BY the City Council of the City of Hopkins, Hennepin County, Minnesota, as follows:

1. The Capital Improvement Plan is hereby approved.
2. City staff are hereby authorized to do all other things and take all other actions as may be necessary or appropriate to carry out the Capital Improvement Plan in accordance with any applicable laws and regulations.
3. The City gives preliminary approval to the issuance of the bonds in the maximum principal amount of \$6,000,000, provided that if a petition requesting a vote on issuance of the bonds, signed by voters equal to five percent (5%) of the votes cast in the last general election, is filed with City Clerk by January 18, 2019, the City may issue the bonds only after obtaining approval of a majority of voters voting on the question at an election.

Approved by the City Council of the City of Hopkins, Minnesota this 2nd day of January, 2019.

Molly Cummings, Mayor

ATTEST:

Amy Domeier, City Clerk

2019 through 2023

Five-Year Capital Improvement Plan for the
City of Hopkins, Minnesota

January 2, 2019



Prepared by:

Ehlers & Associates, Inc.
3060 Centre Pointe Drive
Roseville, MN 55113



Table of Contents

I.	INTRODUCTION.....	3
II.	PURPOSE.....	4
III.	THE CAPITAL IMPROVEMENT PLANNING PROCESS	5
IV.	PROJECT SUMMARY.....	7
V.	FINANCING THE CAPITAL IMPROVEMENT PLAN.....	11
	PROPOSED CIP BOND ISSUES	APPENDIX A
	PRE-SALE SCHEDULE.....	APPENDIX B
	NOTICE OF PUBLIC HEARING	APPENDIX C

City of Hopkins
Five-Year Capital Improvement Plan
2019 through 2023

I. INTRODUCTION

In 2003, the Minnesota State Legislature adopted a statute (Section 475.521, referred to herein as the “CIP Act”) that allows cities to issue municipal bonds under a capital improvement plan without the usual referendum requirement (except for the so-called “reverse referendum” described below). The CIP Act applies to capital improvements consisting of city halls, public works, and public safety facilities. The 2005 Legislature added towns to the meaning of a municipality and town halls and libraries to the meaning of a capital improvement under the CIP Act.

Throughout this plan, the term “capital improvement” refers only to those improvements identified in the CIP Act, as summarized above. Capital expenditures for other public improvements in the City will be financed through other means, and are not governed by this plan.

II. PURPOSE

A capital improvement is a major expenditure of municipal funds for the acquisition or betterment to public lands, buildings, or other improvements used as a city hall, town hall, library, public safety, or public works facility, which has a useful life of 5 years or more. For the purposes of the CIP Act, capital improvements do not include light rail transit or related activities, parks, road/bridges, administrative buildings other than city or town hall, or land for those facilities. A Capital Improvement Plan (“CIP”) is a document designed to anticipate capital improvement expenditures and schedule them over a five-year period so that they may be purchased in the most efficient and cost-effective method possible. A CIP allows the matching of expenditures with anticipated income. As potential expenditures are reviewed, the municipality considers the benefits, costs, alternatives and impact on operating expenditures.

The City of Hopkins, Minnesota (the “City”) believes the capital improvement process is an important element of responsible fiscal management. Major capital expenditures can be anticipated and coordinated so as to minimize potentially adverse financial impacts caused by the timing and magnitude of capital outlays. This coordination of capital expenditures is important to the City in achieving its goals of adequate physical assets and sound fiscal management. In these financially difficult times good planning is essential for the wise use of limited financial resources.

The Capital Improvement Plan is designed to be updated on an annual basis. In this manner, it becomes an ongoing fiscal planning tool that continually anticipated future capital expenditures and funding sources.

III. THE CAPITAL IMPROVEMENT PLANNING PROCESS

The process begins with analysis of the City's five-year capital improvement needs and funding sources. The City may solicit input from citizens and other governmental units at an early stage, if desired.

The City Council then directs staff or consultants to prepare a plan that sets forth the estimated schedule, timing and details of specific capital improvements by year, together with the estimated cost, the need for the improvement, and the sources of revenue for the improvement. The City Council then holds a public hearing on the CIP, with notice published not more than 30 days and not less than seven days for the hearing (except as described below). The Council may either approve the CIP immediately after the hearing, or based on input may make revisions and approve the CIP at a later meeting.

If the CIP calls for general obligation bonds to finance certain improvements, the City Council must follow an additional set of procedures. The Council must hold a public hearing regarding issuance of the bonds. Notice of such hearing must be published in the official newspaper of the municipality at least 14, but not more than 28 days prior to the date of the public hearing. In addition, the notice may be posted on the City's official web site. (The public hearings on the CIP and the bonds may be combined into a single hearing, in which case the notice requirements for bonds must be followed.)

The Council must approve the sale of CIP bonds by a 3/5ths vote of its membership. However, the bonds are subject to a so-called "reverse referendum:" if a petition signed by voters equal to at least five percent of the votes cast in the City in last general election is filed with the City Clerk within 30 days after the public hearing regarding the bonds, the bonds may not be issued unless approved by the voters (by a majority of those voting on the question). Further, the maximum debt service in any year on all outstanding CIP Bonds is .16% of the estimated market value of property in the city, using the market value for the taxes-payable year in which the bonds are issued.

After the CIP has been approved and bonds have been authorized, the City works with its municipal advisor to prepare a bond sale and repayment schedule. Assuming no petition for a referendum is filed, the bonds are sold, and when proceeds from the sale of the bonds (and any other identified

revenue sources) become available, the expenditures for specified capital improvements can be made.

In subsequent years, the process is repeated as expenditures are completed and as new needs arise. Capital improvement planning looks five or more years into the future from the date of the CIP.

IV. PROJECT SUMMARY

The expenditures to be undertaken with this CIP are limited to those listed below. All other foreseeable capital expenditures within the municipal government will come through other means. The following expenditures have been submitted for inclusion in this CIP:

2019 Expenditures

- Capital improvements to City Hall

2020 Expenditures

- None contemplated at this time

2021 Expenditures

- None contemplated at this time

2022 Expenditures

- None contemplated at this time

2023 Expenditures

- None contemplated at this time

The CIP Act requires the City Council to consider eight factors in preparing the CIP:

1. Condition of the City's existing infrastructure, including projected need for repair or replacement.
2. Likely demand for the improvement.
3. Estimated cost of the improvement.
4. Available public resources.
5. Level of overlapping debt in the City.
6. Relative benefits and costs of alternative uses of funds.
7. Operating costs of the proposed improvements.
8. Alternatives for providing services most efficiently through shared facilities with other cities or local governments.

The City has considered the eight points as they relate to capital improvements City Hall through the issuance of CIP Bonds. The findings are as follows:

PROJECTS

Conditions of City Infrastructure and Need for the Projects

The City Hall has not been remodeled or updated since 1989 (nearly 30 years). Work space and facility needs have changed significantly since that time. The City intends to update City Hall to provide office space for Directors that currently do not have private office space, reconfigure internal space for better layout, provide a wellness room, expand the front entry to provide a more welcoming entrance, updating the lighting for efficiencies, replacement of windows, electrical panel and roof and, overall remodeling to update the interior finishes to retain and attract employees.

Demand for Projects

The City has a responsibility to deliver services that provide for the safety, health, and welfare of residents and their property. To serve residents and to do their jobs efficiently and safely, City employees need adequate facilities. The City hasn't reinvested in the existing facility for nearly 30 years and it is old and dated from both a layout and aesthetic perspective. To keep up with modern amenities found in many new office facilities, the City wants to update City Hall in order to retain and attract quality employees in the current and future competitive job market. In addition, the City needs to replace the windows and roof due to age and condition.

Estimated Cost of the Project

The estimated cost of the capital improvements for City Hall is up to \$6,000,000.

Availability of Public Resources

The City plans to fund the project through the issuance of up to \$6,000,000 in General Obligation Bonds.

Level of Overlapping Debt

Taxing District	2017/2018			City's Proportionate Share
	Adjusted Taxable Net Tax Capacity	% in City	Total GO Debt	
Hennepin County	\$1,813,226,093	1.1747%	\$950,945,000	\$11,170,751
ISD No. 270 (Hopkins)	119,587,184	17.7832%	162,430,000	28,885,252
ISD No. 283 (St. Louis Park)	65,066,687	0.5036%	122,140,000	615,097
Metropolitan Council	3,971,779,581	0.5437%	148,045,000	804,921
Tree Rivers Park District	1,304,690,419	1.6551%	53,355,000	883,079
Hennepin County Regional Rail Authority	1,838,226,093	1.1747%	31,535,000	370,442
City's Share of Total Overlapping Debt				<u>\$42,729,541</u>

Relative Costs and Benefits of Alternative Uses of the Funds

There are no significant alternatives for funds designated for this project.

Operating Costs of the Proposed Improvements

The size of City Hall will remain the same. The City is replacing the windows and changing out the electrical/lighting components for increased energy efficiency throughout the building, which should lower this portion of operational costs.

Options for Shared Facilities with Other Cities or Local Government

Sharing a City Hall with another community is not an option since residents would have to drive outside of their community to complete any City business or attend meetings.

V. FINANCING THE CAPITAL IMPROVEMENT PLAN

The total principal amount of requested expenditures under this Capital Improvement Plan is \$6,000,000. This amount represents the maximum principal amount of CIP Bonds that may be issued to finance capital improvements to City Hall. Principal and interest on the CIP Bonds will be paid through a tax levy over the term of the CIP Bonds, further described in Appendix A.

At this time, the City anticipates issuing Bank Qualified (BQ) bonds in one year for a 16-year term.

In the financing of the Capital Improvement Plan, two significant statutory limitations apply.

1. Under Chapter 475, with few exceptions, municipalities cannot incur debt in excess of 3% of the assessor's estimated market value for the municipality. In the City, the estimated market value is \$2,006,534,000. Therefore, the total amount of outstanding debt cannot exceed \$60,196,020. These values are for 2018/19 tax year. As of December 18, 2018, the City has \$17,350,000 subject to the legal debt limit (this amount includes the 2012A, 2015A, 2014A (SROP portion), 2014B (CIP portion), 2017A SROP Portion, 2018A (SROP and Equipment Certificate portion), 2012A (Equipment Certificate portion), 2016C (Equipment Certificate portion). As such, issuance of the CIP Bonds will be within the overall statutory debt limit for the City.
2. A separate limitation under the CIP Act is that, without referendum, the total amount of principal and interest in any one year on all CIP Bonds issued by the City debt cannot exceed 0.16% of the total estimated market value in the municipality. In the City, that maximum annual debt service amount is \$3,210,454 based upon the 2018/19 tax year ($\$2,006,534,000 \times .0016$). The annual principal and interest payments on the 2012A CIP Bonds, the CIP portion of the 2014B Bonds and the CIP portion of the 2019A Bonds proposed to be issued under this CIP will average approximately \$1,445,677. As such, debt service on the CIP Bonds will be within the annual limits under the CIP Act.

Details regarding the proposed terms of the CIP Bonds under this CIP are shown in Appendix A. A schedule of events for approval of the CIP and issuance of the CIP Bonds is shown in Appendix B; and the form of the public hearing notice and resolution approving the CIP are shown in Appendix C.

Continuation of the Capital Improvement Plan

This Capital Improvement Plan should be reviewed annually by the City Council using the process outlined in this Plan. It should review proposed expenditures, make priority decisions, and seek funding for those expenditures it deems necessary for the City. If deemed appropriate, the Council should prepare an update to this Plan.

APPENDIX A

PROPOSED 2019 CIP BOND ISSUE

City of Hopkins, Minnesota

\$6,000,000 General Obligation Bonds, Series 2019A

Assumes Current Market BQ AA+ Rates plus 30bps

Sources & Uses

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

Sources Of Funds

Par Amount of Bonds \$6,000,000.00

Total Sources \$6,000,000.00

Uses Of Funds

Total Underwriter's Discount (1.200%) 72,000.00

Costs of Issuance 62,000.00

Deposit to Capitalized Interest (CIF) Fund 145,329.40

Deposit to Project Fund 5,720,670.60

Total Uses \$6,000,000.00

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	Fiscal Total
04/30/2019	-	-	-	-	-	-	-
02/01/2020	-	-	145,329.40	145,329.40	(145,329.40)	-	-
08/01/2020	-	-	96,528.75	96,528.75	-	96,528.75	-
02/01/2021	325,000.00	2.450%	96,528.75	421,528.75	-	421,528.75	518,057.50
08/01/2021	-	-	92,547.50	92,547.50	-	92,547.50	-
02/01/2022	335,000.00	2.550%	92,547.50	427,547.50	-	427,547.50	520,095.00
08/01/2022	-	-	88,276.25	88,276.25	-	88,276.25	-
02/01/2023	340,000.00	2.650%	88,276.25	428,276.25	-	428,276.25	516,552.50
08/01/2023	-	-	83,771.25	83,771.25	-	83,771.25	-
02/01/2024	350,000.00	2.750%	83,771.25	433,771.25	-	433,771.25	517,542.50
08/01/2024	-	-	78,958.75	78,958.75	-	78,958.75	-
02/01/2025	360,000.00	2.850%	78,958.75	438,958.75	-	438,958.75	517,917.50
08/01/2025	-	-	73,828.75	73,828.75	-	73,828.75	-
02/01/2026	370,000.00	2.950%	73,828.75	443,828.75	-	443,828.75	517,657.50
08/01/2026	-	-	68,371.25	68,371.25	-	68,371.25	-
02/01/2027	380,000.00	3.050%	68,371.25	448,371.25	-	448,371.25	516,742.50
08/01/2027	-	-	62,576.25	62,576.25	-	62,576.25	-
02/01/2028	390,000.00	3.150%	62,576.25	452,576.25	-	452,576.25	515,152.50
08/01/2028	-	-	56,433.75	56,433.75	-	56,433.75	-
02/01/2029	405,000.00	3.300%	56,433.75	461,433.75	-	461,433.75	517,867.50
08/01/2029	-	-	49,751.25	49,751.25	-	49,751.25	-
02/01/2030	420,000.00	3.400%	49,751.25	469,751.25	-	469,751.25	519,502.50
08/01/2030	-	-	42,611.25	42,611.25	-	42,611.25	-
02/01/2031	430,000.00	3.500%	42,611.25	472,611.25	-	472,611.25	515,222.50
08/01/2031	-	-	35,086.25	35,086.25	-	35,086.25	-
02/01/2032	450,000.00	3.600%	35,086.25	485,086.25	-	485,086.25	520,172.50
08/01/2032	-	-	26,986.25	26,986.25	-	26,986.25	-
02/01/2033	465,000.00	3.650%	26,986.25	491,986.25	-	491,986.25	518,972.50
08/01/2033	-	-	18,500.00	18,500.00	-	18,500.00	-
02/01/2034	480,000.00	3.750%	18,500.00	498,500.00	-	498,500.00	517,000.00
08/01/2034	-	-	9,500.00	9,500.00	-	9,500.00	-
02/01/2035	500,000.00	3.800%	9,500.00	509,500.00	-	509,500.00	519,000.00
Total	\$6,000,000.00	-	\$1,912,784.40	\$7,912,784.40	(145,329.40)	\$7,767,455.00	-

APPENDIX B

Schedule dated December 3, 2018
5-Year City Capital Improvement Plan Bond Issuance
City of Hopkins, Minnesota

The City Council must take the following actions before Bonds can be issued:

- City Council conducts a Public Hearing on issuance of Bonds and Capital Improvement Plan.
- City Council approves Bonds and Capital Improvement Plan by at least a 3/5ths vote of the governing body membership.

The table below lists the steps in the issuing process:

November 29, 2018	Close date to get Notice of Public Hearing on issuance of Bonds and on Capital Improvement Plan to official newspaper for publication.
December 13, 2018	Publish Notice of Public Hearing on issuance of Bonds and on Capital Improvement Plan (publication no more than 28 days and no less than 14 days prior to hearing date). Additionally, notice may be posted on the City's official web site, if any.
January 2, 2019	At or shortly after 7:00 p.m. - City Council holds Public Hearing on Bonds and on Capital Improvement Plan and adopts Resolution giving preliminary approval for their issuance and approving Capital Improvement Plan by at least a 3/5ths vote of the governing body membership.
February 2, 2019	Reverse referendum period ends (within 30 days of the public hearing).
February 19, 2019	City Council accepts offer for Bonds and adopts Resolution- Approving sale of Bonds.
First week of March 2019	Tentative closing/receipt of funds.

Net Debt Limit		Annual Levy Limit	
Assessor's Estimated Market Value	2,006,534,000	Assessor's Estimated Market Value	2,006,534,000
Multiply by 3%	0.03	Multiply by .16%	0.0016
Statutory Debt Limit	60,196,020	Statutory Levy Limit	3,210,454
Less: Debt Paid Solely from Taxes	(2,815,000)	Less: Annual Levy under CIP	(1,445,667)
Unused Debt Limit	57,381,020	Unused Levy Limit	1,764,787



NOTICE OF PUBLIC HEARING

**CITY OF HOPKINS, MINNESOTA
2019-2023 CAPITAL IMPROVEMENT PLAN
AND NOTICE OF INTENTION TO ISSUE
CAPITAL IMPROVEMENT PLAN BONDS**

NOTICE IS HEREBY GIVEN, that the City Council of the City of Hopkins, Minnesota, will meet on January 2, 2018, at approximately 7:00 p.m. at the City Hall, 1010 1st Street South, in Hopkins, Minnesota, for the purpose of conducting a public hearing on (1) the intention to issue general obligation capital improvement plan bonds (the “Bonds”) in an amount not to exceed \$6,000,000 000 to finance various capital improvements to the City Hall within the City; and (2) the proposal to adopt a capital improvement plan for 2019 through 2023 pursuant to Minnesota Statutes, Section 475.521.

All persons interested may appear and be heard at the time and place set forth above.

If a petition requesting a vote on the issuance of the Bonds is signed by voters equal to five percent of the votes cast in the City in the last general election and is filed with the City within 30 days after the public hearing, the Bonds may only be issued upon obtaining the approval of the majority of the voters voting on the question of issuing the Bonds.

A copy of the plan is available for inspection in the City Clerk’s Office at City Hall. Question or comments may be directed to the City Finance Directors Office at 952- 548-6330.

All interested persons may appear and be heard at the public hearing either orally or in writing, or may file written comments with the City Clerk before the hearing.

**BY ORDER OF THE CITY COUNCIL OF
THE CITY OF HOPKINS, MINNESOTA**

City Clerk

[Published December 13, 2018]

Planning & Zoning Commission Action. The Planning & Zoning Commission held a public hearing to review this item (Planning Application 2018-15-CUP) during their meeting on December 18, 2018. During the meeting, the Commission heard a summary presentation from staff and comments from the applicant but no comments from the public. After some general questions of the applicant and staff, the Commission voted 7-0 to recommend the City Council approve this request.

Background. According to the applicant, Dock 1 Bargains is a unique discount warehouse open to the public offering quality brand name merchandise well below standard retail pricing (see attached narrative). Most of the merchandise in their warehouse is open box, excess inventory, and returned merchandise from big box retailers such as furniture, electronics, housewares, outdoor patio, sporting goods, toys and tools. The use of this space as a retail location is needed to keep their business viable in a rapidly changing competitive environment. Dock 1 Bargains offers these goods at significantly reduced prices. This business model is only possible by reducing storage and handling costs through selling directly from a warehouse facility.

It should be noted that Dock 1 Bargains began operation without the necessary zoning approvals. Staff only became aware of their operation after hearing advertisements on the radio and noticing a temporary banner sign placed on a parked semi-trailer. Staff also received an exterior lighting complaint from the adjacent Interlachen Park neighborhood. Once staff was aware of these issues, we reached out to the property owner Alex Ugorets who facilitated a connection with the business. Both the property owner and business owner have been cooperative with correcting the exterior lighting and signage violations and applying for the necessary conditional use permit.

Conditional Use Permit. Conditional use permit applications are considered quasi-judicial actions. In such cases, the City is acting as a judge to determine if the regulations within the Comprehensive Plan, Zoning Ordinance and Subdivision Ordinance are being followed. Generally, if the application meets these requirements they are approved. In evaluating this conditional use permit application, the City shall consider and require compliance with the specific conditions for retail or service uses subordinate to a principal industrial use in Section 530.09, Subdivision 1.b and the general conditional use standards detailed in Section 525.13, Subdivision 15. The City Council may impose conditions and require guarantees in the granting of conditional use permits. Any use permitted under the terms of any conditional use permit shall be established and conducted in conformity to the terms of such permit.

Section 530.09, Subdivision 1.b. The specific standards for subordinate retail or service uses in industrial districts are detailed below. These uses must be at least 10 percent but not more than 25 percent of the principal industrial use.

1. That a traffic study is completed.

Findings: Based on staff observation of the existing business and lack of any specific traffic complaints related to their operation, staff is agreeable to waiving the standard for a traffic study. The City reserves the ability to require a traffic study in the future based on observed traffic issues or complaints.

2. Such accessory use is completely enclosed within the principal structure.

Findings: Based on information from the applicant and periodic site inspections, Dock 1 Bargains operates completely inside their warehouse.

Section 525.13, Subdivision 15. General conditional use permit standards.

- a) Consistency with the elements and objectives of the City's development plan, including the comprehensive plan and any other relevant plans at the time of the request.

Finding: The existing office warehouse use with associated retail is consistent with the comprehensive plan. The future land use map in the 2030 Comprehensive Plan guides the subject property as BP – Business Park. This category allows for office and office-services uses such as office-showroom, research and development facilities or banks.

- b) Consistency with this ordinance.

Finding: The proposed subordinate retail use is consistent with the existing I-2, General Industrial district. This district allows for retail or service uses subordinate to the principal use as a conditional use, provided such uses exceed 10 percent but not more than 25 percent. According to the applicant, Dock 1 Bargains occupies approximately 25,000 to 30,000 square feet of the 275,000 square foot Jacob's Trading building.

- c) Creation of a harmonious relationship of buildings and open spaces with natural site features and with existing and future buildings having a visual relationship to the development.

Finding: Staff finds the proposed subordinate retail use will not significantly alter the existing relationship of buildings and open space with natural site features or their visual relationship to the development.

- d) Creation of a functional and harmonious design for structures and site features, with special attention to the following:

- 1.) An internal sense of order for the buildings and uses on the site and provision of a desirable environment for occupants, visitors and the general community.

Finding: Staff finds the subordinate retail use will not impact the internal sense of order for the buildings and uses on the site.

- 2.) The amount and location of open space and landscaping.

Finding: The proposed subordinate retail use does not require additional open space or landscaping.

- 3.) Materials, textures, colors and details of construction as an expression of the design concept and the compatibility of the same with the adjacent and neighboring structures and uses.

Finding: The proposed subordinate retail use will operate completely within the existing

Jacob's Trading building and does not require expansion of this facility. Therefore, staff finds this standard does not apply to this application.

- 4.) Vehicular and pedestrian circulation, including walkways, interior drives and parking in terms of location and number of access points to the public streets, width of interior drives and access points, general interior circulation, separation of pedestrian and vehicular traffic and arrangements and amount of parking.

Finding: Staff finds the site may have adequate off-street parking. The City's off-street parking standards require 1 stall per 200 square feet of retail, 1 stall per 250 square feet of office and 1 stall for every 6,000 square feet of warehouse. An inventory of the existing parking finds 56 existing stalls with considerable area for additional parking. Based on the finding that the site appears to operate with the existing amount of parking, staff is agreeable to this design subject to a condition of approval requiring the applicant submit a proof of parking plan demonstrating the site can provide the required amount of off-street parking or conduct a traffic and parking study demonstrating the site has adequate off-street parking.

- e.) Promotion of energy conservation through design, location, orientation and elevation of structures, the use and location of glass in structures and the use of landscape materials and site grading.

Finding: Given the proposed subordinate retail use will not alter the existing building or site, staff finds this condition does not apply to this application.

- f.) Protection of adjacent and neighboring properties through reasonable provision for surface water drainage, sound and sight buffers, preservation of views, light and air and those aspects of design not adequately covered by other regulations which may have substantial effects on neighboring land uses.

Finding: The proposed subordinate retail use will not impact many of these conditions (surface water drainage, preservation of views) and the applicant has already worked with staff to address exterior lighting and signage issues. In addition, the use has been operating for some time without other violations or complaints. Staff will continue to monitor the site for these issues.

- g.) The use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor tend to or actually diminish and impair property values within the neighborhood.

Finding: The proposed subordinate retail use should not be injurious to the use and enjoyment of other property in the immediate vicinity or diminish and impair property values within the neighborhood.

- h.) In Institutional zoning districts, the Conditional Use Permit application shall comply with the standards, conditions and requirements stated in Section 542.03 of this Ordinance.

Finding: Section 542.03 provides for standards related to a conditional use that includes

demolition or removal of dwelling units and does not apply to this application.

- i.) Traffic impacts such as increases in vehicular traffic, changes in traffic movements, traffic congestion, interference with other transportation systems or pedestrian traffic, and traffic hazards shall be considered by the Planning & Zoning Commission and City Council in evaluating an application for a Conditional Use Permit.

Finding: See Item d.4 above and staff recommended condition of approval.

Alternatives

1. Approve a conditional use permit for Jacob's Trading, LLC (Dock 1 Bargains). By approving the conditional use permit, the applicant will be permitted to operate a subordinate retail use in the I-2, General Industrial district.
2. Deny a conditional use permit for Jacob's Trading, LLC (Dock 1 Bargains). By denying the conditional use permit, the applicant will not be permitted to operate a subordinate retail use in the I-2, General Industrial district. Should the City Council consider this option, findings must be identified that support this alternative.
3. Continue for further information. Should the City Council indicate that further information is needed, the item should be continued.

CITY OF HOPKINS
Hennepin County, Minnesota

RESOLUTION 2019-005

**A RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR JACOB’S TRADING, LLC
(DOCK 1 BARGAINS) TO OPERATE A SUBORDINATE RETAIL USE IN AN I-2 GENERAL
INDUSTRIAL ZONING DISTRICT AT 8098 EXCELSIOR BOULEVARD (PID 19-117-21-14-0006)**

WHEREAS, the applicant, Jacob’s Trading, LLC, initiated a conditional use permit (CUP) application to allow Dock 1 Bargains to operate a subordinate retail use in an Industrial zoning district at 8098 Excelsior Boulevard;

WHEREAS, the property is legally described as follows:

THAT PART OF E 635 FT OF LOT 75 LYING SLY OF NWLY 30 FT THOF ALSO E 635 FT
OF LOT 76 EX ROAD, AUDITOR’S SUBDIVISION NO. 239 HENNEPIN COUNTY, MINNESOTA

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

1. That an application to amend the existing conditional use permit was initiated by the applicant on November 23, 2018; and
2. That the Hopkins Planning and Zoning Commission, pursuant to published and mailed notice, held a public hearing and reviewed such application on December 18, 2018 and all persons present were given an opportunity to be heard; and
3. That the written comments and analysis of City staff were considered; and,
4. That the Hopkins Planning & Zoning Commission voted 7-0 to recommend the City Council approve this request; and
5. That the Hopkins City Council reviewed this application during their January 2, 2019 meeting and agreed with the findings of the Planning & Zoning Commission.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hopkins hereby approves a conditional use permit allowing Jacob’s Trading, LLC (Dock 1 Bargains) to operate a subordinate retail use in an I-2, General Industrial zoning district at 8098 Excelsior Boulevard, subject to the conditions listed below.

1. The applicant shall submit a proof of parking plan demonstrating the site can provide the required amount of off-street parking or they may conduct a traffic and parking study demonstrating the site has adequate off-street parking.
2. The applicant shall receive approval of all necessary building permits.
3. Conformance with the building and fire codes.
4. Conformance with all conditional use permit standards in Section 525.13, Subdivision 15, and the specific conditions for subordinate retail uses outlined in Section 530.09, Subdivision 1.b.
5. This conditional use permit expires one year after it has been issued unless the use for which the permit has been granted is in effect.
6. Once established, if a use granted by conditional use permit ceases to operate for six months, the conditional use granted for that property will expire.

Adopted by the City Council of the City of Hopkins this 2nd day of January 2019.

Molly Cummings, Mayor

ATTEST:

Amy Domeier, City Clerk

Site Location Map – Dock 1 Bargains 8098 Excelsior Boulevard



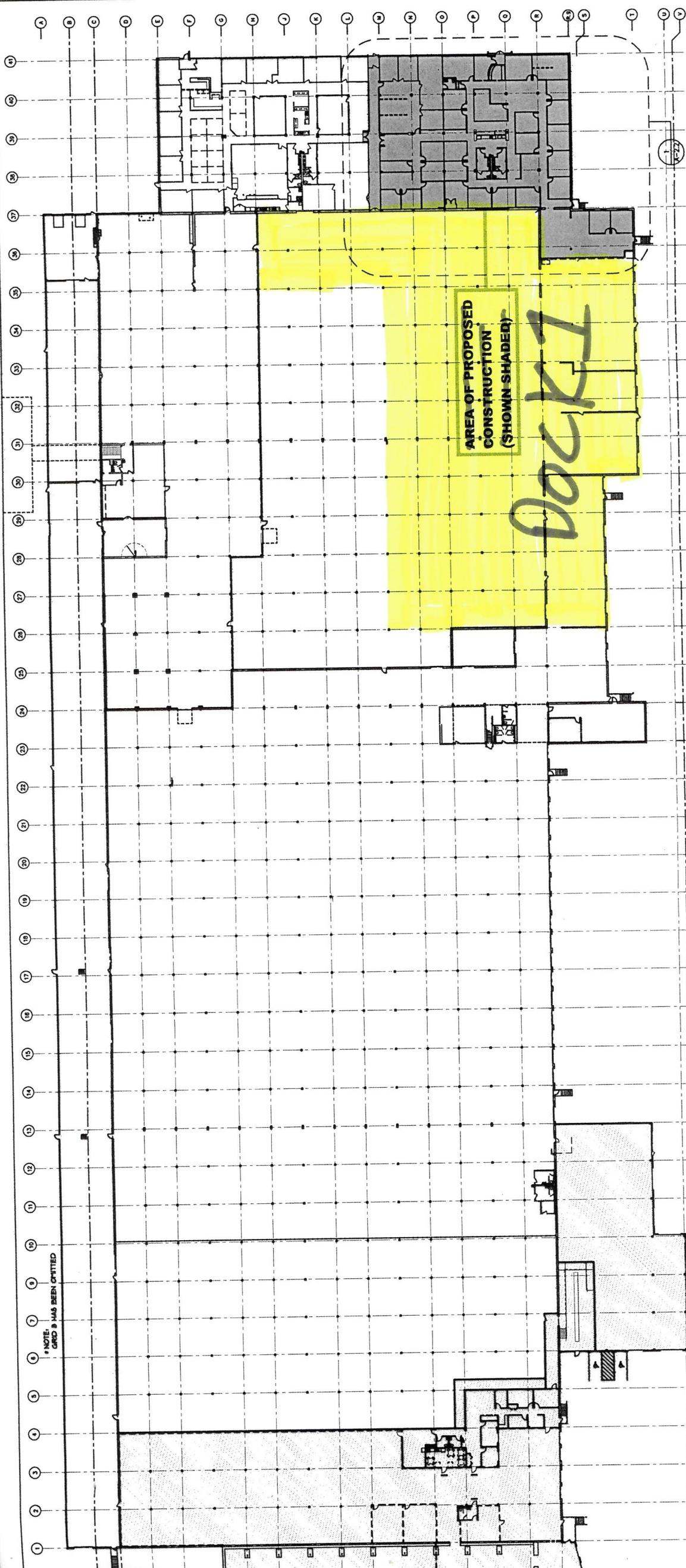
Applicant's Narrative

The applicant, Jacobs Trading LLC located at 8090 Excelsior Blvd, Hopkins, MN 55343 is seeking a conditional use permit to allow us to operate a small off-price retail location in the leased warehouse space that JTC occupies at the above address. JTC has set aside approximately 25,000 – 30,000 sq. ft. of space for the retail location, with approximately 1/3 of that space used for assembly, set-up, pricing and is off-limits to customers. The store, known as Dock 1 Bargains is in the south-west corner of the building and covers 10% - 15% of the total building total building. Jacobs Trading has 275,720 sq. ft. under lease from Ugorets Properties at this address. Dock 1 Bargains sells merchandise commonly found in department stores, including furniture, electronics and general merchandise. Exhibit A is an architect's drawing of the building with Dock 1 Bargain's space highlighted. In addition, attached are several photographs of the parking lot to show that there is ample parking, the entry and dock door 1.

Response to item 3 written justification for request, including discussion of how any potential conflicts with existing nearby land uses will be minimized.

The use of this space as a retail location is needed to keep our business viable in a rapidly changing competitive environment. The merchandise that Jacobs Trading buys and sells is commonly found in department stores and on-line sites. Certain types of merchandise such as in-door and out-door furniture is usually sold in brick and mortar establishments, which is the only viable sales offering for this merchandise due to costs of shipping. The merchandise that we buy, and sell is off-price merchandise, such as customer returns, end-of-season goods, off-shore merchandise and merchandise with small dents and blemishes. We offer these goods at significantly reduced prices. To keep the price reasonable for buyers, we need to operate on a very small budget, which we only can do by reducing handling and storage costs by selling from our warehouse. Buyers that are looking for great deals on items have always put up with a little inconvenience.

We do not anticipate any conflicts with existing and nearby land uses as much of the area is already zoned for mixed application including retail. There are no changes to the building or its adjacent property. There is ample parking and entry and egress to the property and the building is sufficient. In the case of any conflicts that may arise Jacobs Trading LLC is committed to hearing out the conflict and resolving it to satisfaction. If there are any concerns or



* NOTE: GRID 9 HAS BEEN OMITTED

AREA OF PROPOSED
CONSTRUCTION
(SHOWN SHADED)

DOCK 1

Planning & Zoning Commission Action. The Planning & Zoning Commission held a public hearing to review this item (Planning Application 2018-14-VA) during their meeting on December 18, 2018. During the meeting, the Commission heard a summary presentation from staff and no comments from the public. After some general questions of the applicant and staff, the Commission voted 7-0 to recommend the City Council approve this request.

Background. The applicants purchased their home in 1985 and have remodeled over the years to meet their needs. Their home has three levels and the Engelbret's have reached a point in their lives when they would prefer single level living. The ability to divide their property would provide funds to either remodel their existing home to include a master bedroom and bath on the main level or build a new single level home to meet their needs on the newly created lot. According to the Engelbrets their preference is to remain in Hopkins but feel if they are not permitted to divide their property they would most likely sell it and purchase a different home in an adjacent community.

Existing Conditions. The applicant's property was originally platted in 1911 as Lots 8, 9, 10, and 11, Block 6 of F.A. Savages Interlachen Park (see attached plat). This plat created a 16-block subdivision with each block having dimensions of 600 feet wide by 264 feet deep. With this design, each block contained 30 lots with dimensions of 40 feet wide by 132 feet deep (with some minor deviations). Subsequent to creation of the plat, the City established the R-1-C zoning district with minimum lot standards of 80 feet wide and 12,000 square feet in size. These standards do not fit with the dimensions for lots in the original plat because (assuming to maintain the original 132 feet lot depth) each lot would need to be almost 91 feet wide ($91' \times 132' = 12,012$ square feet).

The R-1-C zoning district includes all of the Campbell, Park Ridge, and Interlachen neighborhoods and portions of the Avenues West and President's North Neighborhood (see attached map). An analysis of the R-1-C district finds the average lot size is 12,733 square feet but the median (the midpoint of all lots on a list from largest to smallest) is 10,665 square feet. Therefore, the average lot is larger than the 12,000 square feet minimum requirement but 50 percent of the lots are smaller than 10,665 square feet. The applicant is proposing two 80' wide by 132' deep single family lots that would be 10,560 square feet in size. This is 1,440 square feet smaller than the 12,000 square feet minimum requirement but only 105 square feet smaller than the median lot size. The map appears to show most of the lots that are smaller than the average are located in the Campbell, Park Ridge and President's North neighborhoods; however, there are also a substantial portion within Interlachen Park.

Subdivision Proposal. The applicant propose to subdivide the existing 160' wide by 132' deep 21,125 square feet property in to two single family lots. Those lots would be 80' wide by 132' deep and approximately 10,560 square feet in size. The northern lot would retain the applicants' existing single family home but require the relocation of their existing detached garage on the newly created lot. The new southern lot could contain a new single family home. While the newly created lots would meet the minimum lot width standard, they would fail to meet the minimum lot size requirements necessitating the applicant's variance request. Should the City approve the minimum lot size variance, the applicant could then apply for an administrative subdivision to split the property.

Legal Authority. City review of variance applications is a Quasi-Judicial action. Generally, if the application meets the review standards, the variance should be approved. The standards for

reviewing variances are detailed in Minnesota State Statute 462.357, Subdivision 6. In Summary, variances may be granted when the applicant establishes there are "practical difficulties" in complying with the zoning regulations. A practical difficulty is defined by the five questions listed below. Economic considerations alone do not constitute a practical difficulty. In addition, under the statute the City may choose to add conditions of approval that are directly related to and bear a rough proportionality to the impact created by the variance.

Variance Review. Staff has reviewed the variance request against the standards detailed in Minnesota State Statute 462.357, Subdivision 6 and finds it demonstrates a practical difficulty. As a result, staff recommends the City approve the applicant's request. The standards for reviewing a variance application and staff's findings for each are provided below.

1. Is variance in harmony with purposes and intent of the ordinance?

Finding: The requested variances is in harmony with the purpose and intent of the R-1-C district. The performance standards for this district are detailed in City Code Section 530.05 – Standards for the R Districts. These standards allow for single family detached dwellings on lots that are a minimum of 80 feet wide. The requested variance would allow the applicants to meet the single family detached dwelling use and 80 feet minimum lot width requirements while maintaining the existing 132 feet deep lot dimension.

2. Is the variance consistent with the comprehensive plan?

Finding: The requested variances is consistent with the 2030 Comprehensive Plan because it would meet the density standards and goals and policies of the LDR – Low Density Residential future land use category. The Future Land Use map in the 2030 Comprehensive Plan guides the subject property as LDR – Low Density Residential. According to the narrative for this land use classification, it allows for single family detached residential dwelling at 1 to 7 units per acre. According to Hennepin County, the subject property is 21,125 square feet in size. The applicant's minimum lot size variance request would produce two 10,560 square foot single family lots at a density of just over 4 units per acre ($43,560/10,560 = 4.12$). Development at this density is within the allowable range for the LDR - Low Density Residential category.

Goals and policies from the 2030 Comprehensive Plan that would align with the requested variance include:

- Protect residential neighborhoods.
- Retain and enhance detached single-family homes.
- Encourage the development of owner-occupied housing.
- Continue to strive for a mix of housing that accommodates a balance of all housing needs.

While not formally approved, it is worth noting that the requested variance would also be consistent with the future land use category proposed for the subject property by the 2040 Comprehensive Plan Update – Cultivate Hopkins. If approved, that plan would designate the future land use category for the subject property as Suburban Neighborhood with a density range of 2 – 4 units per acre.

3. Does the proposal put property to use in a reasonable manner?

Finding: The proposal would put the subject property to use in a reasonable manner. The proposed variance would allow creation of two 80 foot wide by 132 feet deep 10,560 square foot single family lots. Single family lots of this size are in harmony with the single family use and 80 foot wide zoning standards of the R-1-C district and consistent with the density and goals and policies of the 2030 Comprehensive Plan.

4. Are there unique circumstances to the property not created by the landowner?

Finding: There are unique circumstances to the property that were not created by the landowner. The original plat created lots that were 40 feet wide and 132 feet deep. These dimensions would naturally create lots that were 5,280 square feet for a single lot or 10,560 square feet for two lots. Based on the design and dimensions of the original plat, a 12,000 square foot minimum lot size is impractical.

5. Will the variance, if granted, alter the essential character of the locality?

Finding: Granting the requested variance would not alter the essential character of the surrounding area. This standard evaluates if the proposed variances would produce a development that is “out of scale, out of place, or otherwise inconsistent with the surrounding area.” The original plat created 16 block each containing 30 lots with dimensions of approximately 40 feet wide by 132 feet deep. While the historical development pattern has not strictly followed the original design, an analysis of the neighborhood found the median lot size to be 10,665 square feet. The applicant’s minimum lot size variance request would produce two 80 feet wide by 132 feet deep 10,560 square foot single family lots. Lots with this design are generally consistent with the both the original plat and predominant existing surrounding development pattern.

Alternatives

1. Recommend approval of the variance application. By recommending approval of the application, the City Council will consider a recommendation of approval.
2. Recommend denial of the variance application. By recommending denial of the variance application, the City Council will consider a recommendation of denial. Should the Planning & Zoning Commission consider this option, it must also identify specific findings that support this alternative.
3. Continue for further information. If the Planning & Zoning Commission indicates that further information is needed, the items should be continued.

**CITY OF HOPKINS
HENNEPIN COUNTY, MINNESOTA**

RESOLUTION 2019-004

**RESOLUTION APPROVING A MINIMUM LOT SIZE VARIANCE FOR DAVID AND
KAREN ENGELBRET FOR THE PROPERTY LOCATED AT 137 MAPLE HILL
ROAD WITH PROPERTY IDENTIFICATION NUMBER (PID) 20-117-21-33-0016**

WHEREAS, the City of Hopkins (the “City”) is a municipal corporation, organized and existing under the laws of the State of Minnesota; and

WHEREAS, David and Karen Engelbret (the “Applicant”) are the fee owners of 137 Maple Hill Road legally described below:

Lots 8, 9, 10, and 11, Block 6 of F.A. Savages Interlachen Park, Hennepin County, Minnesota.

(the “Property”); and

WHEREAS, the Property is zoned R-1-C, Single-family Medium Density residential; and

WHEREAS, the City has adopted a zoning ordinance and other official controls for reasons that include, but are not limited to, protecting the character of properties and areas within the community, promoting the proper use of land and structures, fixing reasonable standards to which buildings, structures and land must conform for the benefit of all, and prohibiting the use of buildings, structures and lands in a manner which is incompatible with the intended use or development of lands within the specified zones; and

WHEREAS, Section 530.05, of the City Code requires that single-family dwellings in the R-1-C district be at least 80-feet wide and at least 12,000 square feet in size; and

WHEREAS, pursuant to the aforementioned code provisions, the Applicant has made a request to the City for a minimum lot size variance in order to subdivide their existing 160 feet by 132 feet 21,125 square foot property into two 80 feet by 132 feet 10,560 square feet properties;

WHEREAS, pursuant to Minnesota Statutes, section 462.357, subd. 6(2), “[v]ariiances shall only be permitted when they are in harmony with the general purposes and intent of the ordinance and when the variances are consistent with the comprehensive plan. Variances may be granted when the applicant for the variance establishes that there are practical difficulties in complying with the zoning ordinance. "Practical difficulties," as used in connection with the granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone do not constitute practical difficulties.”; and

WHEREAS, on December 18, 2018, pursuant to the procedural requirements contained in Section 525.07 of the City Code, the Hopkins Planning and Zoning Commission (the “Commission”) held a public hearing on the Applicant’s requested variance and all persons present were given an opportunity to be heard. The Commission also took into consideration the written comments and analysis of City staff; and

WHEREAS, based on a review of the Applicant’s request and their submissions, the written staff report, and after careful consideration of all other written and oral comments concerning the requested variances, the City Council makes the following findings of fact with respect to the aforementioned criteria provided in Minnesota Statutes, section 462.357, subd. 6(2):

1. Is variance in harmony with the general purposes and intent of the ordinance?

Finding: The requested variances is in harmony with the purpose and intent of the R-1-C district. The performance standards for this district are detailed in City Code Section 530.05 – Standards for the R Districts. These standards allow for single family detached dwellings on lots that are a minimum of 80 feet wide. The requested variance would allow the applicants to meet the single family detached dwelling use and 80 feet minimum lot width requirements while maintaining the existing 132 feet deep lot dimension.

2. Is the variance consistent with the comprehensive plan?

Finding: The requested variances is consistent with the 2030 Comprehensive Plan because it would meet the density standards and goals and policies of the LDR – Low Density Residential future land use category. The Future Land Use map in the 2030 Comprehensive Plan guides the subject property as LDR – Low Density Residential. According to the narrative for this land use classification, it allows for single family detached residential dwelling at 1 to 7 units per acre. According to Hennepin County, the subject property is 21,125 square feet in size. The applicant’s minimum lot size variance request would produce two 10,560 square foot single family lots at a density of just over 4 units per acre ($43,560 / 10,560 = 4.12$). Development at this density is within the allowable range for the LDR - Low Density Residential category.

Goals and policies from the 2030 Comprehensive Plan that would align with the requested variance include:

- *Protect residential neighborhoods.*
- *Retain and enhance detached single-family homes.*
- *Encourage the development of owner-occupied housing.*
- *Continue to strive for a mix of housing that accommodates a balance of all housing needs.*

While not formally approved, it is worth noting that the requested variance would also be consistent with the future land use category proposed for the subject property by the 2040 Comprehensive Plan Update – Cultivate Hopkins. If approved, that plan would designate the future land use category for the subject property as Suburban Neighborhood with a density range of 2 – 4 units per acre.

3. Does the proposal put property to use in a reasonable manner?

Finding: The proposal would put the subject property to use in a reasonable manner. The proposed variance would allow creation of two 80 foot wide by 132 feet deep 10,560 square foot single family lots. Single family lots of this size are in harmony with the single family use and 80 foot wide zoning standards of the R-

1-C district and consistent with the density and goals and policies of the 2030 Comprehensive Plan.

4. Are there unique circumstances to the property not created by the landowner?

Finding: There are unique circumstances to the property that were not created by the landowner. The original plat created lots that were 40 feet wide and 132 feet deep. These dimensions would naturally create lots that were 5,280 square feet for a single lot or 10,560 square feet for two lots. Based on the design and dimensions of the original plat, a 12,000 square foot minimum lot size is impractical.

5. Will the variance, if granted, alter the essential character of the locality?

Finding: Granting the requested variance would not alter the essential character of the surrounding area. This standard evaluates if the proposed variances would produce a development that is “out of scale, out of place, or otherwise inconsistent with the surrounding area.” The original plat created 16 blocks each containing 30 lots with dimensions of approximately 40 feet wide by 132 feet deep. While the historical development pattern has not strictly followed the original design, an analysis of the neighborhood found the median lot size to be 10,665 square feet. The applicant’s minimum lot size variance request would produce two 80 feet wide by 132 feet deep 10,560 square foot single family lots. Lots with this design are generally consistent with the both the original plat and predominant existing surrounding development pattern.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hopkins that the recitals set forth in this Resolution are incorporated into and made part of this Resolution, and more specifically, constitute the express findings of the City Council.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the City Council of the City of Hopkins that based on the findings of fact contained herein, the City Council of the City of Hopkins hereby approves the Applicant’s requested variance.

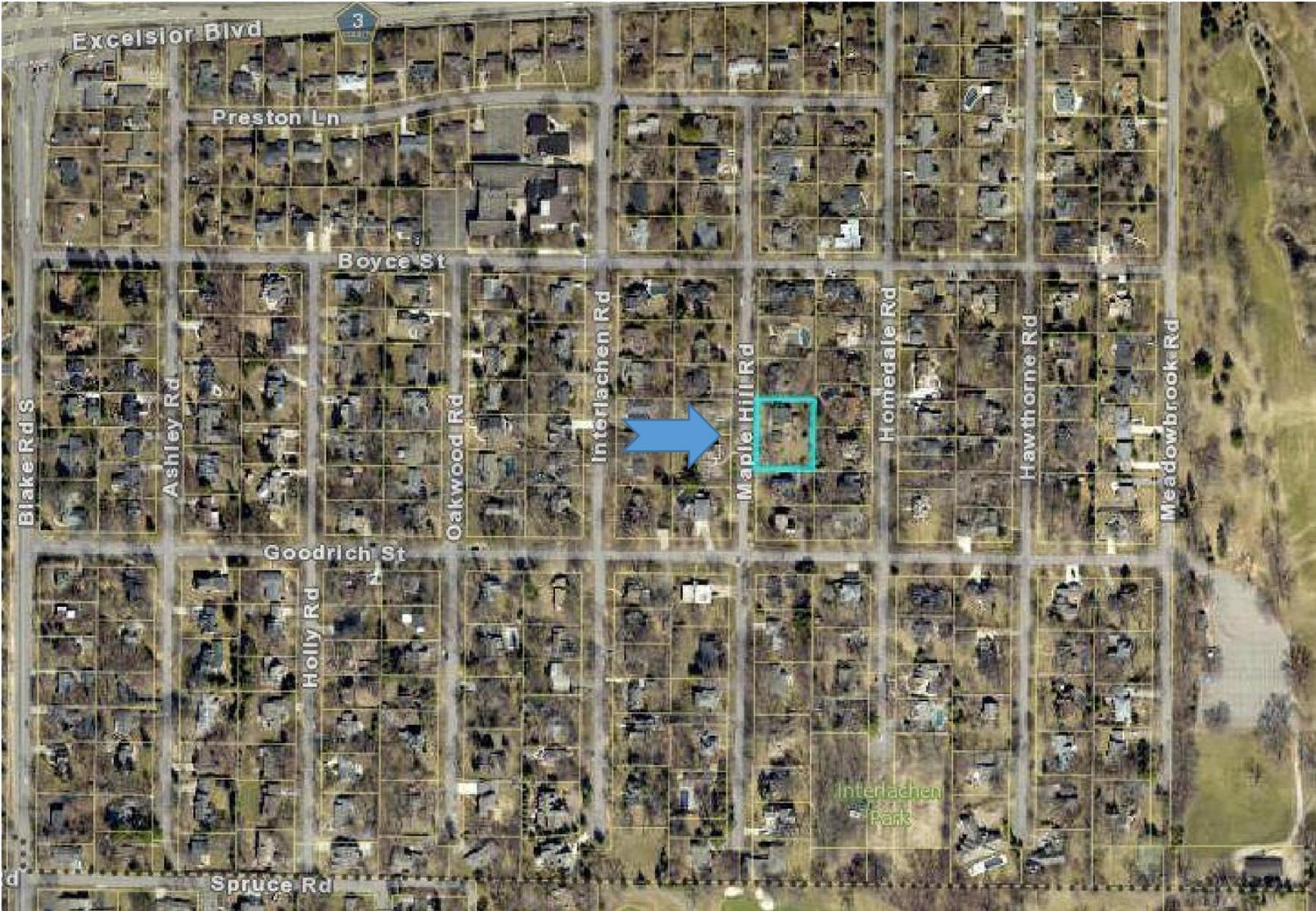
Adopted by the City Council of the City of Hopkins this 2nd day of January 2019.

ATTEST:

Amy Domeier, City Clerk

Molly Cummings, Mayor

137 Maple Hill Road Site Location Map



Zoning Variance Request

David and Karen Engelbret, property owners and applicants

Address: 137 Maple Hill Road, Hopkins MN 55232

Legal Description: Lots 8, 9, 10, and 11, Block 6, "F.A. Savage' s Interlachen Park"
Zone R-1-C

Phone Home: 952-933-7904; Cell 952-393-5767

Statement of Request

We request a variance to split our existing 160' wide by 132' deep single family lot into two 80' wide by 132' deep single family lots. This would produce two single family lots that meet the minimum 80' width standards but would be approximately 1,440 sq. ft. smaller than the current 12,000 sq. ft. minimum lot size required by the R-1-C zoning district.

The northern lot would retain our existing single family home with a relocated garage meeting city zoning standards. The new southern lot would likely have a new single family home. The ability to divide our property would provide funds to remodel our existing home for one-level living or to sell our current home and build on the newly created lot.

Both the Hopkins Planning & Zoning Commission (7/24/18) and the City Council (8/21/18) were supportive of our concept review plan and pursuit of a variance to address our specific circumstances. Our variance proposal meets the "Practical Difficulty" legal standard based on the five criteria addressed below.

1. Is variance in harmony with purposes and intent of the ordinance?
Yes. Based on current lot sizes in the R-1-C district, the two 10,560 sq. ft. lots resulting from the split are in harmony with the R-1-C neighborhood lots. The median R-1-C district lot size is 10,665 sq. ft., meaning 50% of the lots are smaller than the median. By our count, approximately 47% of the lots in our Interlachen Park neighborhood are under the 12,000 sq. ft. minimum size.
2. Is the variance consistent with the comprehensive plan?
Yes. It is our understanding the 2030 Comprehensive Plan allows for single family detached residential dwellings at 1 to 7 units per acre. Our lots at 10,560 sq. ft. produce a development pattern at just over 4 units per acre. That is within the allowable range for the proposed category. It also preserves and protects the existing residential neighborhood.
3. Does proposal put property to use in a reasonable manner?
Yes. The variance most likely would result in one new single family home and the modernization / enhancement of the existing single family home built in 1918. It would also enable us to continue living in our neighborhood of 34 years and age in place.

4. Are there unique circumstances to the property not created by the landowner?
One unique circumstance is the lot's size. To our knowledge our property in Interlachen Park is the only one in our neighborhood having both the square footage and building layout for a potential split. In City meetings, we learned only about five properties throughout the district may have similar circumstances. A second unique circumstance is the current 12,000 sq. ft. R-1-C district minimum lot size requirement. According to the City's research, which was discussed in the Concept Plan Review meetings with City representatives, the requirement is not reflective of the actual lot sizes in these neighborhoods. Approximately half the existing properties do not meet the current lot size requirement.

5. Will the variance, if granted, alter the essential character of the neighborhood?
No. The resulting two properties would fit seamlessly into the neighborhood. Close neighbors have expressed their support and four neighbors have expressed interest in buying the property. Homes in the Interlachen Park neighborhood are continually being updated to meet the needs of residents who wish to remain living in the neighborhood. We too hope to continue living in Hopkins.

LEGAL DESCRIPTION:

Lots 8, 9, 10 and 11, Block 6, F.A. Savage's Interlachen Park, Hennepin County, Minnesota.

PROPOSED LEGAL DESCRIPTION PARCEL A:

Lots 8 and 9, Block 6, F.A. Savage's Interlachen Park, Hennepin County, Minnesota.

PROPOSED LEGAL DESCRIPTION PARCEL B:

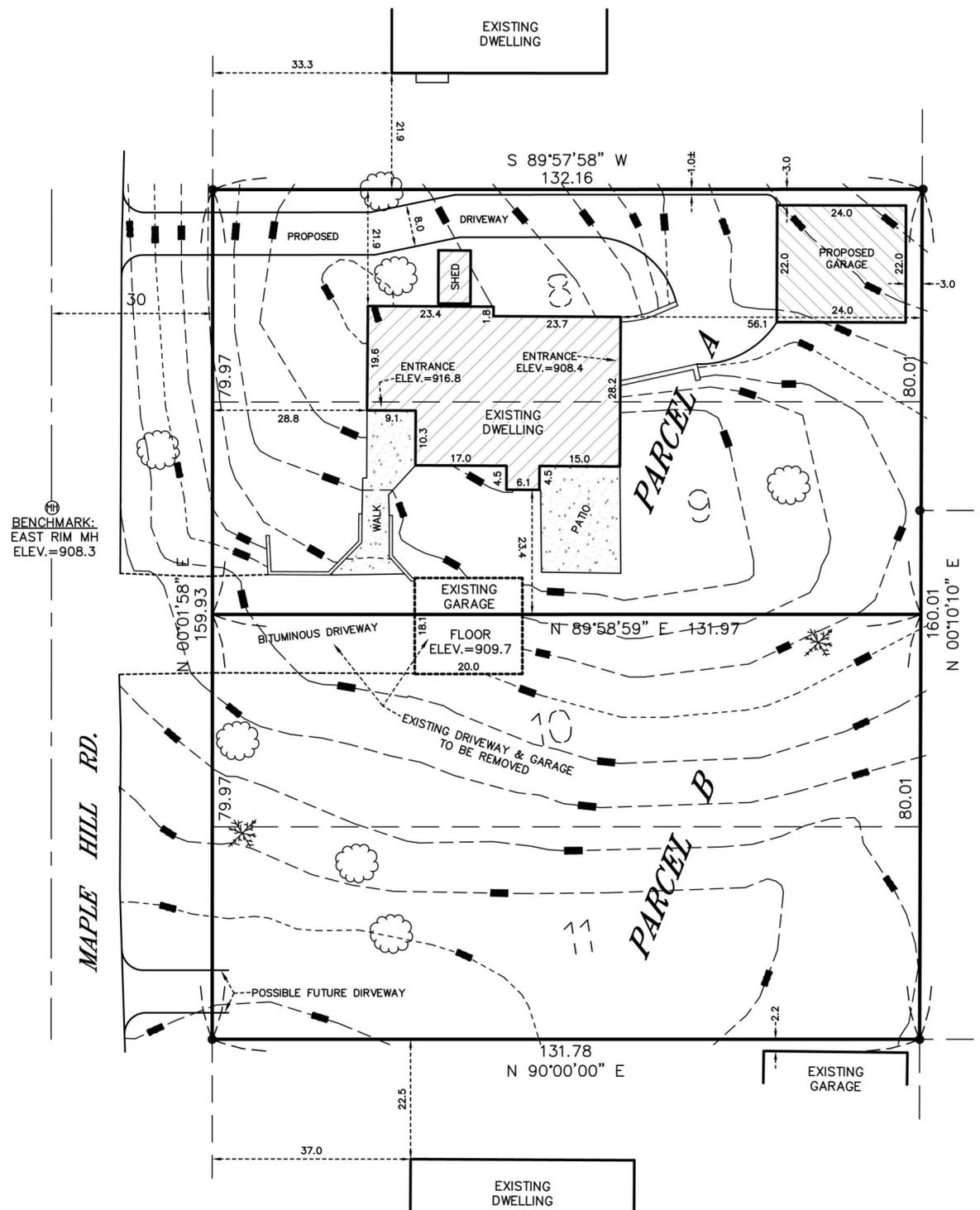
Lots 10 and 11, Block 6, F.A. Savage's Interlachen Park, Hennepin County, Minnesota.

SCOPE OF WORK & LIMITATIONS:

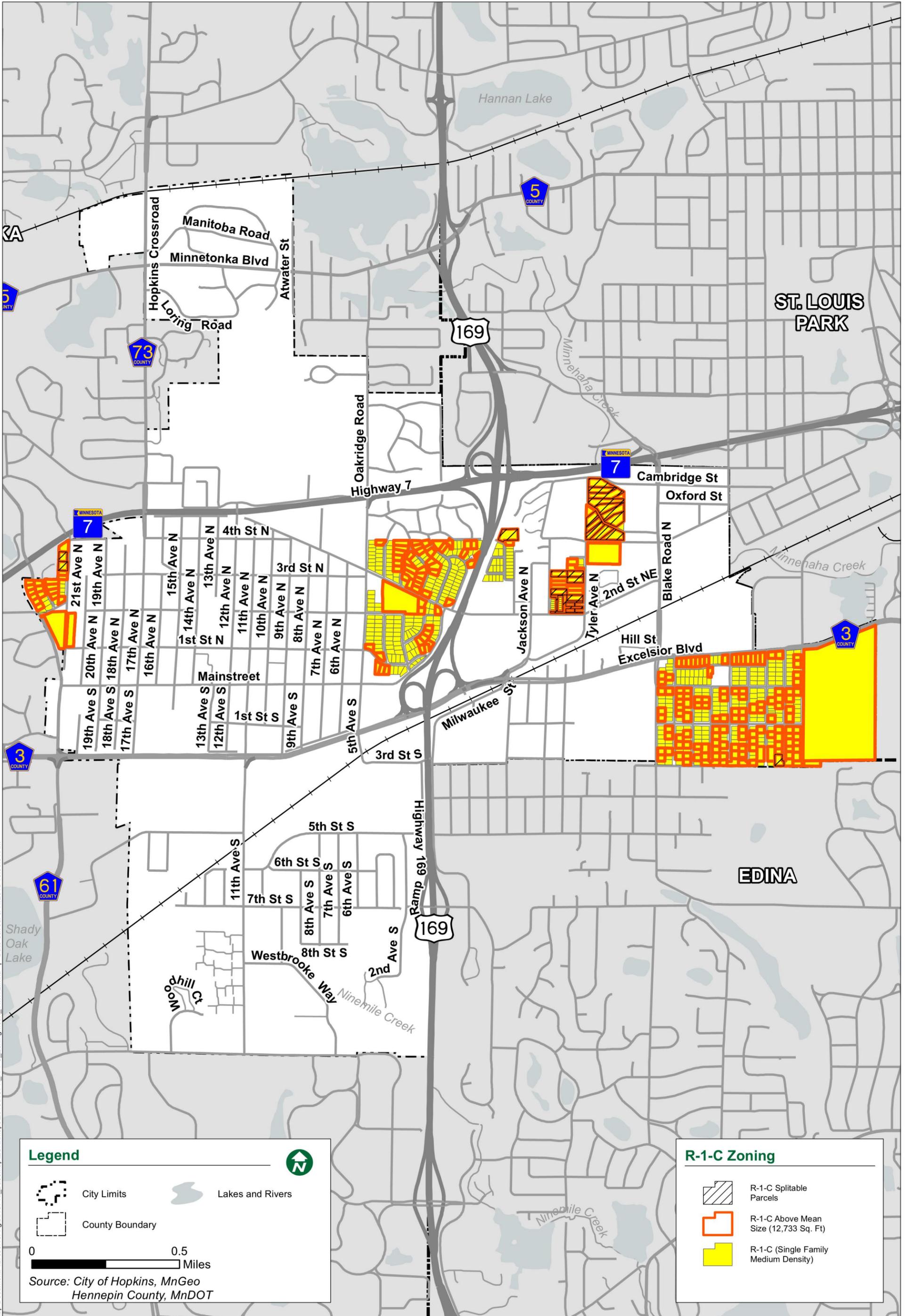
- Showing the length and direction of boundary lines of the legal description listed above. The scope of our services does not include determining what you own, which is a legal matter. Please check the legal description with your records or consult with competent legal counsel, if necessary, to make sure that it is correct and that any matters of record, such as easements, that you wish to be included on the survey have been shown.
- Showing the location of observed existing improvements we deem necessary for the survey.
- Setting survey markers or verifying existing survey markers to establish the corners of the property.
- Existing building dimensions and setbacks measured to outside of siding or stucco.
- Showing elevations on the site at selected locations to give some indication of the topography of the site. We have also provided a benchmark for your use in determining elevations for construction on this site. The elevations shown relate only to the benchmark provided on this survey. Use that benchmark and check at least one other feature shown on the survey when determining other elevations for use on this site or before beginning construction.
- This survey has been completed without the benefit of a current title commitment. There may be existing easements or other encumbrances that would be revealed by a current title commitment. Therefore, this survey does not purport to show any easements or encumbrances other than the ones shown hereon.
- We show a proposed division of the property per your instructions. Please review the proposed division to verify that it is what you intended. We suggest you submit this survey to the governmental agencies that have jurisdiction over it to obtain their approvals, if you can, before making any decisions regarding the property.
- While we show a proposed location for a garage and driveway, we are not as familiar with your proposed plans as you, your architect, or the builder are. Review our proposed location of the improvements carefully to verify that they match your plans before construction begins. We are not as familiar with local codes and minimum requirements as the local building and zoning officials in this community are. Be sure to show this survey to said officials, or any other officials that may have jurisdiction over the proposed improvements and obtain their approvals before beginning construction or planning improvements to the property. Lastly, we have shown the proposed improvements per the sketch provided to us. We have not reviewed the plans to determine the feasibility of the driveway and garage based on existing and proposed grades. Without proper review at this time, we cannot be certain that the plan, as shown, will work. If this uncertainty is something you would like to remove, we suggest you allow time for us to review and provide comments based on your plans.

STANDARD SYMBOLS & CONVENTIONS:

"●" Denotes iron survey marker, found, unless otherwise noted.



DATE	REVISION DESCRIPTION	DWG ORIENTATION	SCALE	CLIENT/JOB ADDRESS	 17917 Highway No. 7 Minnetonka, Minnesota 55345 Phone (952) 474-7964 Web: www.advsur.com	I HEREBY CERTIFY THAT THIS PLAN, SURVEY OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.	DATE SURVEYED:	SHEET TITLE	SHEET NO.
11/26/18	SHOW PROPOSED IMPROVEMENTS			KAREN ENGELBRET 137 MAPLE HILL RD. HOPKINS, MN		Wayne W. Preugs #43503 LICENSE NO. NOVEMBER 26, 2018 DATE	OCTOBER 31, 2018	LOT SPLIT SURVEY	S1
						NOVEMBER 2, 2018	DRAWING NUMBER		
							181222 WP		



Map Document: \\larcserver1\gis\HOPKIN\Basemap\ESRI\MapServer\2018\HOPK_R-1-C_Zoning\Map_11x17L.mxd | Date Saved: 5/11/2018 10:30:01 AM

Legend

- City Limits
- County Boundary
- Lakes and Rivers

0 0.5 Miles

Source: City of Hopkins, MnGeo
Hennepin County, MnDOT

R-1-C Zoning

- R-1-C Splittable Parcels
- R-1-C Above Mean Size (12,733 Sq. Ft.)
- R-1-C (Single Family Medium Density)

Original.

F. A. SAVAGE'S INTERLACHEN PARK.

HENNEPIN CO. MINN.

C. O. BURLESON, SURVEYOR.

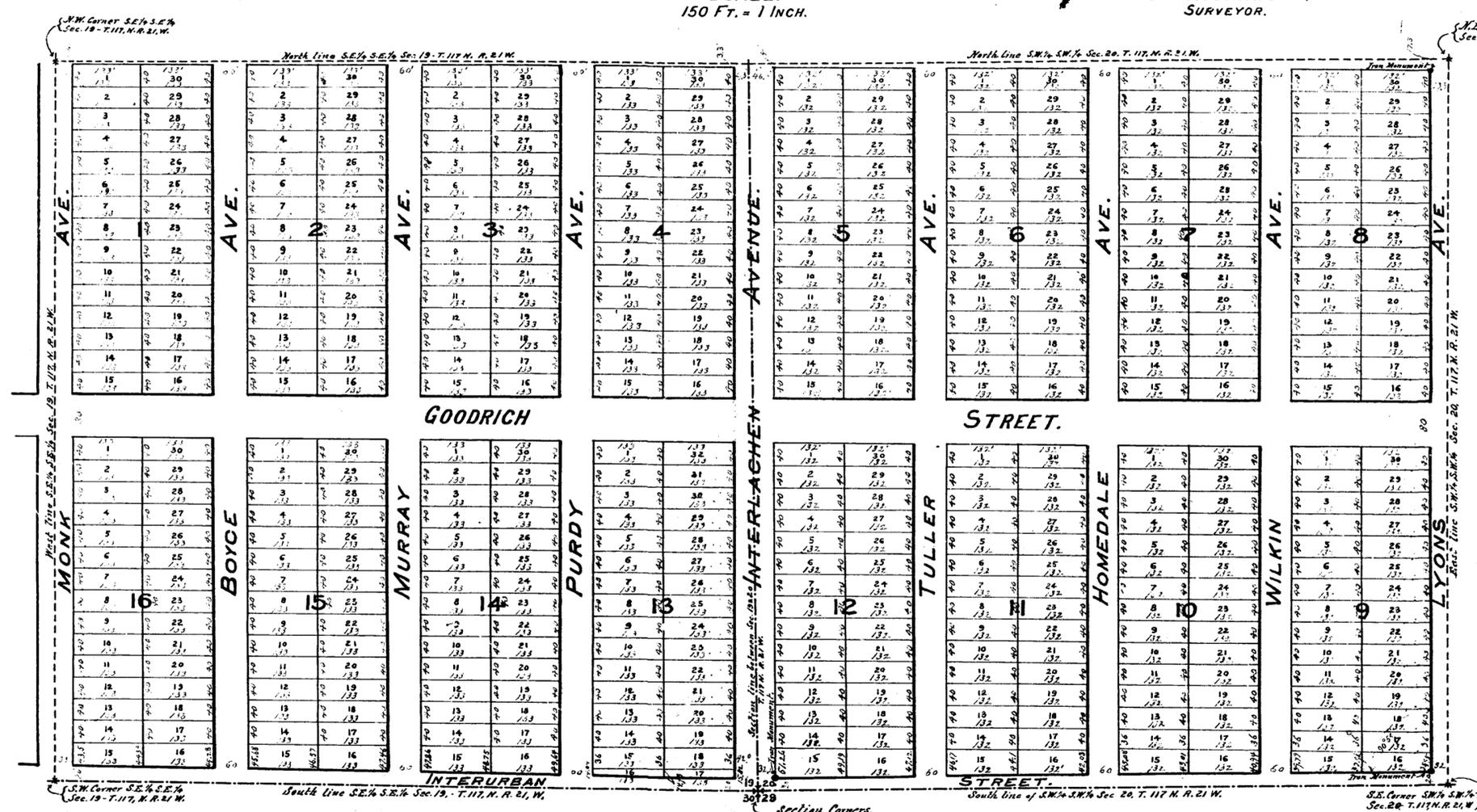
SCALE: 150 FT. = 1 INCH.

Registered Vol. 10, Page 5161

Register of Titles
OFFICE OF REGISTER OF TITLES,
HENNEPIN COUNTY, MINNESOTA.

I hereby certify, That the within Plat of F. A. Savage's Interlachen Park was filed in the office for record this 1st day of July A. D. 1911, at 10 o'clock A.M., and was duly recorded in Book 10 of Plate, Page 5161.

August 20, 1911
W. J. Johnson Registrar of Titles



Know all men by these presents, that we Lester A. Boyce and Miss E. Boyce, his wife, and Arthur E. Boyce and Lettie J. Boyce his wife owners and proprietors of the following described property, situate in the State of Minnesota and County of Hennepin to wit:

South East quarter of the South East quarter (S.E. 1/4 S.E. 1/4) in Section Nineteen (19) and the South West quarter of the South West quarter (S.W. 1/4 S.W. 1/4) Section Twenty (20) all in Township one hundred and seventeen (117) North of Range Twenty-one (21) West from the Fifth (5th) principal Meridian, have caused the same to be surveyed and platted as F. A. SAVAGE'S INTERLACHEN PARK, and we hereby donate and dedicate to the public we forever, the Streets and Avenues as the same are shown on the present plat.

In witness whereof we have hereunto set our hands and seals this 1st day of July A. D. 1911.

in presence of

W. J. Johnson Registrar of Titles

Lester A. Boyce Seal
Miss E. Boyce Seal
Arthur E. Boyce Seal
Lettie J. Boyce Seal

State of Minnesota,
County of Hennepin, } S.S.

On this the 15th day of May A. D. 1911, before me personally appeared Lester A. Boyce and Miss E. Boyce, his wife, and Arthur E. Boyce and Lettie J. Boyce, his wife, to me known to be the persons described in and who executed the foregoing instrument, and they acknowledged that they executed the same as their own free act and deed.

Erwin W. Tolson
Notary Public
Hennepin County, Minnesota
my Commission expires May 10, 1917

State of Minnesota,
County of Hennepin, } S.S.

I do hereby certify that I have surveyed and platted the land described on this plat as F. A. SAVAGE'S INTERLACHEN PARK, that this plat is a correct representation of said survey; that all distances are correctly shown on the plat in feet and decimals of a foot, that the monuments for guidance of future surveys have been correctly placed in the ground as shown on the plat; that the outside boundary lines are correctly designated on the plat; that the topography of the land is correctly represented on the plat, and that there are no wet lands, nor public highways to be designated on said plat other than as shown thereon.

C. O. Burleson
Surveyor.

Above certificate subscribed and sworn to before me this 15th day of April A. D. 1911

G. H. Rozeman
Notary Public
Hennepin County, Minnesota.
my Commission expires March 15, 1916

This plat was approved by the Board of County Commissioners of Hennepin County, Minnesota, at a regular meeting held May 7, 1911 A. D. 1911.

J. Lupton
Chairman of Board of County Commissioners

Al Ericsson
County Auditor, Hennepin County, Minnesota.

Ray J. Kaplan
Deputy.

Taxes Paid and Transfer Entered
JUN 27 1911
AL. P. ERIKSON, Auditor,
Hennepin County, Minn.
W. J. Johnson Deputy.

Taxes paid on the within described property for 1910
Henry Johnson
County Treasurer
E. P. Anderson

This plat submitted to the village council of West Minneapolis this 4th day of May 1911 and upon resolution adopted on said date the same was approved

attest, J. D. Swanson
Village Recorder

Paul Jensen
President



O. K. Elmer or Gray
ass't County Auditor

O. K. Frank or Haycock
County Surveyor