

**HOPKINS CITY COUNCIL  
AGENDA  
Tuesday, February 5, 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**

1. Hopkins Westwind Concert Band Presentation; Peltier

**IV. CONSENT AGENDA**

1. Minutes of the January 15, 2019 City Council Regular Meeting Proceedings
2. Minutes of the January 15, 2019 City Council Work Session following Regular Meeting Proceedings
3. Ratify Checks Issued in January 2019; Bishop
4. Approve Agreement for Purchase of Services between City of Hopkins and Hennepin County Department of Community Corrections and Rehabilitation; Stadler
5. Contract for Services for the Open to Business Program; Youngquist

**V. PUBLIC HEARING**

**VI. OLD BUSINESS**

**VII. NEW BUSINESS**

1. Approve Final Plans and Order Bids – 2019 Street and Utility Improvements, City Project 2018-10; Klingbeil
2. Amendment to the Existing Conditional Use Permit for the Harley Hopkins Family Resource Center; Lindahl
3. First Reading: Ordinance Amending Section 335.01 of the Hopkins City Code; Lenz

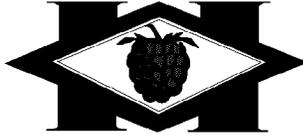
**VIII. ANNOUNCEMENTS**

**IX. ADJOURN**

**OPEN AGENDA – PUBLIC COMMENTS/CONCERNS**

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

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



**CITY OF HOPKINS**

**City Manager**

## **Memorandum**

To: Honorable Mayor and Council Members  
From: Mike Mornson, City Manager  
Date: February 5, 2019  
Subject: Hopkins Westwind Concert Band Presentation

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The Hopkins Westwind Concert Band will provide information on the band's events over the past year and share plans for the upcoming year. Representatives from the band will include Mike Anderson, Tom Hollenhorst, and Kay Peltier.

**HOPKINS CITY COUNCIL  
REGULAR MEETING PROCEEDINGS  
JANUARY 15, 2019**

**CALL TO ORDER**

Pursuant to due call and notice thereof a regular meeting of the Hopkins City Council was held on Tuesday, January 15, 2019 at 7:11 p.m. at the Hopkins Fire Station, 101 17th Avenue South, Hopkins.

Mayor Cummings called the meeting to order with Council Members Kuznia, Halverson, Gadd, Hunke attending. Staff present included City Manager Mornson, Director of Planning and Development Elverum and Assistant City Manager Lenz.

**ADOPT AGENDA**

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

**Motion** to Adopt Agenda.

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

**Nays: None. Motion carried.**

**CONSENT AGENDA**

Council Member Hunke commented that the January 8, 2019 City Council Work Session Proceedings call to order time should be corrected to 6:30 p.m.

Council Member Gadd thanked staff for the Pay Equity Implementation Report.

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

**Motion** to Approve the Consent Agenda.

1. Minutes of the January 2, 2019 City Council Regular Meeting Proceedings
2. Minutes of the January 2, 2019 City Council Work Session following Regular Meeting Proceedings
3. Minutes of the January 8, 2019 City Council Special Meeting Proceedings
4. Minutes of the January 8, 2019 City Council Work Session Proceedings
5. Approval of the Pay Equity Implementation Report

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

**Nays: None. Motion carried.**

**ANNOUNCEMENTS**

- 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.

**ADJOURNMENT**

There being no further business to come before the City Council and upon a motion by Gadd, second by Hunke, the meeting was unanimously adjourned at 7:14 p.m.

**HOPKINS CITY COUNCIL  
REGULAR MEETING PROCEEDINGS  
JANUARY 15, 2019**

**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, JANUARY 15, 2019**

**CALL TO ORDER**

Pursuant to due call and notice thereof a work session of the Hopkins City Council was held on Tuesday, January 15, 2019 at 7:15 p.m. at the Hopkins Fire Station, 101 17th Avenue 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 Assistant City Manager Lenz.

**Council Representation on Various Committees**

Council Members gave an overview of the various committees they represent. Changes to the committees and representation included: 1) the Southwest Twin Cities Beyond the Yellow Ribbon is no longer meeting; and 2) for the SWLRT Community Work Committee Council Member Kuznia is taking over the role as representative and Council Member Halverson will be the alternate.

**Boards and Commissions**

Assistant City Manager Lenz gave an overview of the term length for the Park Board and Zoning and Planning Commission and options for the Council to consider. Ms. Lenz discussed the 2019 vacancies and reappointments. There was discussion about commission members completing the third term if a change is made, that a two-year term would invite more involvement and that it would be more consistent to have the same terms. The City Council supported the change to two 2-year terms for the Park Board and the Planning and Zoning Commission.

Assistant City Manager Lenz would reach out to Public Works Director Stadler and let the Council know if there are any concerns.

There was discussion regarding missed meetings and the Bylaws. Ms. Lenz commented that staff is monitoring absenteeism and it is currently not an issue. Mayor Cummings asked about the alternate representative. The Council could nominate a representative for the alternate position and the alternate's role would be to fill in if a regular member leaves during their term or excused due to excessive absenteeism.

**Inclusivity Opportunities on Boards and Commissions**

Mayor Cummings gave background information on the proposed opportunities for increasing inclusivity on boards and commissions. Mayor Cummings commented that the goal of the project is to increase representation of diverse populations on boards and commissions and in leadership roles. Mayor Cummings asked the Council to review the proposed suggestions and direct any comments or changes to the Boards and Commissions Brochure to Ms. Lenz. There was discussion about having the Hopkins

leadership opportunities information available at community gatherings and ways to engage the different communities.

*Conduct a general promotion explaining the role of boards and commissions in the City:*  
Council Member Gadd commented that staff is already dedicating time getting input, working on initiatives, building relationships and reaching out to the diverse communities through a variety of different methods. Mayor Cummings commented that the recommendations are new methods to attract diversity onto the Boards and Commissions. Council Member Gadd commented that there were diverse applications from the recent board and commission openings and shared information regarding visible and invisible diversity traits. Mayor Cummings commented that diversity goes beyond race and gender and the importance of diverse input on the policy making level. Mayor Cummings commented that there is still not a lot of diversity at leadership levels. Council Member Hunke commented that the Hopkins School District is experiencing the same challenges on how to connect and involve the diverse populations.

*Boards and Commissions Brochure:*

Mayor Cummings discussed the Boards and Commissions Brochure. The brochure could be made available at community events and at community organizations such as the Hopkins School District, ResourceWest and ICA to broaden recruitment efforts for boards and commissions. Ms. Lenz discussed the marketing for boards and commissions commenting that it is important for community members to not feel pushed into a position but to have a positive first experience such as at the Hopkins Academy. Council Member Hunke commented that the brochure would be helpful to get information out to the community.

*Orientation program:*

Ms. Lenz commented that it has not been used consistently and staff has done some work updating materials for new members.

*Consider offering a stipend to board and commission members:*

Council Member Gadd commented that he is not in favor of a stipend for board and commission members and a budget for coffee reimbursement is not necessary. Council Member Hunke commented that a stipend could help with childcare issues. Council Member Kuznia discussed the stipend and public perception. Mayor Cummings commented that being a part of a board or commission takes time and money and the stipend would provide recognition and value of their time. Council Member Halverson commented that a stipend has not been a factor in the past and that many applications were received for the open positions.

*Establish a mentor relationship for new board and commission members:*

Mayor Cummings discussed the mentor relationship to set up the new members for success, to feel welcomed and confident. Council Member Kuznia commented that the mentorship is a great idea but a budget is not necessary. There was discussion about staff time for budget reimbursements and the need for parameters for use. There was Council discussion about changing the word mentor and keeping it more simplified.

Council Member Halverson commented on the staff time to process reimbursement requests and that it is not necessary to enhance the mentor relationship with a monetary value. Council Member Gadd commented that there could be a list of past commission members who would be willing to advise new members about meeting procedures.

Mayor Cummings discussed the Community Engagement Report and suggested that a copy be sent to new Council Member Hunke.

General feedback from the City Council was in support of the Boards and Commissions Brochure with continued efforts to connect with residents and to talk about opportunities at community events. Staff would continue to promote opportunities through the Hopkins Connections and ongoing updates.

Ms. Lenz commented that the Hopkins School District is planning to do more community engagement events and staff would keep the City Council updated.

### **City Council**

- Council Member Hunke would be attending the League of Minnesota Cities training for newly elected officials.
- Council Member Hunke discussed an email response to a resident.
- Council Member Hunke thanked a Public Works employee for connecting with kids by handing out Public Works trading cards
- Council Member Halverson commented that the Regency Lane W street sign on Tyler Ave is faded and in need of replacement.
- Council Member Halverson asked about finding City services during City Hall renovation. Ms. Lenz commented that the front desk located at the Fire Station has a procedure in place.
- Council Member Halverson asked about City Hall construction renderings. Ms. Lenz commented that additional renderings would be added to the website as they become available.
- Council Member Kuznia would be attending the SW LRT Community Works Committee meeting.
- Council Member Kuznia commented that the Interlachen neighborhood would like to schedule an informational meeting with city staff. Mr. Mornson commented that staff would discuss the street project and crime statistics.
- Mayor Cummings commented on positive reviews about the Hopkins Pavilion upgrades.
- Mayor Cummings attended the HBCA meeting.
- Ehlers Conference is on February 7 and 8.
- Mayor Cummings commented that the civic organizations would be meeting on January 16, 7:30 a.m. at KiddieWampus.
- The Caterers open house is rescheduled to Friday, February 1, 4-8 p.m.

**ADJOURNMENT**

There being no further business to come before the City Council and upon a motion by Kuznia, seconded by Hunke, the meeting was unanimously adjourned at 8:54 p.m.

Respectfully Submitted,  
Debbie Vold

ATTEST:

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Molly Cummings, Mayor

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Amy Domeier, City Clerk

# CITY OF HOPKINS

**FINANCE DEPARTMENT**

## MEMORANDUM

Date: January 31<sup>th</sup>, 2019  
To: Honorable Mayor and Members of the City Council  
From: Nicholas Bishop, Finance Director  
Subject: Ratify Checks Issued in January 2019

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The checks issued between December 20, 2018 and January 31, 2019, were numbers 112941 through 113547, for a total distribution of \$2,788,337.70

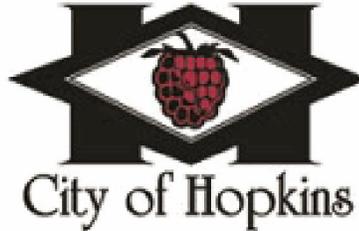
The checks issued, along with the purpose for those payments are attached for your review.

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: 1/31/2019 9:53 AM



1010 First Street South  
Hopkins, MN 55343

952-935-8474  
M-F, 8 am-4:30 pm  
[www.hopkinsmn.com](http://www.hopkinsmn.com)

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
112941	29535	ADVANCED ENGINEERING	12/20/2018	0.00	2,734.50
112942	01493	AMERICAN PRESSURE, INC	12/20/2018	0.00	768.90
112943	28600	APPLE VALLEY FORD LINCOLN	12/20/2018	0.00	237.82
112944	01095	DANIEL ARETZ	12/20/2018	0.00	930.00
112945	02563	BOLTON & MENK, INC	12/20/2018	0.00	103,991.76
112946	28430	CENTURY LINK	12/20/2018	0.00	3,838.83
112947	28430	CENTURY LINK	12/20/2018	0.00	43.21
112948	28981	CHESTNUT CAMBRONNE PA	12/20/2018	0.00	15,162.13
112949	03362	CITY OF MINNEAPOLIS	12/20/2018	VOID	624.73
112950	27422	CITY PAGES	12/20/2018	0.00	300.00
112951	26951	COMCAST	12/20/2018	0.00	125.97
112952	26951	COMCAST	12/20/2018	0.00	142.36
112953	26951	COMCAST	12/20/2018	0.00	145.97
112954	14561	COMPASS MINERALS AMERICA	12/20/2018	0.00	11,978.64
112955	03640	CPT SERVICES, INC	12/20/2018	0.00	4,459.34
112956	28747	CULLIGAN BOTTLED WATER CO	12/20/2018	0.00	115.01
112957	27514	CUSTOM BUSINESS FORMS	12/20/2018	0.00	124.00
112958	04217	DISCOUNT STEEL INC	12/20/2018	0.00	144.52
112959	04690	DRISKILLS FOODS	12/20/2018	0.00	650.58
112960	05282	EHLERS AND ASSOCIATES, INC	12/20/2018	0.00	6,170.00
112961	29665	ELECTRIC CITY	12/20/2018	0.00	41.00
112962	27569	EMERGENCY AUTOMOTIVE TECHNO	12/20/2018	0.00	2,698.50
112963	29398	ENTERPRISE FLEET MANAGEMENT	12/20/2018	0.00	3,061.59
112964	28769	GEAR WASH LLC	12/20/2018	0.00	1,232.20
112965	29377	GRAINGER, INC	12/20/2018	0.00	1,468.65
112966	30328	GRINDSTONE CONSTRUCTION SERVI	12/20/2018	0.00	33,476.50
112967	08001	HACH COMPANY	12/20/2018	0.00	556.84
112968	08176	HENNEPIN CTY TREASURER	12/20/2018	0.00	3,312.00
112969	08179	HENNEPIN CTY TREASURER	12/20/2018	0.00	645.00
112970	08220	HENNEPIN TECHNICAL COLLEGE	12/20/2018	0.00	800.00
112971	08401	HILDI INC	12/20/2018	0.00	1,000.00
112972	08336	HIRSHFIELDS	12/20/2018	0.00	82.45
112973	08571	HOPKINS BUSINESS & CIVIC ASSN	12/20/2018	0.00	500.00
112974	29345	IMPACT MAILING OF MN	12/20/2018	0.00	2,998.78
112975	09521	INDELCO	12/20/2018	0.00	22.04
112976	29972	INDIGITAL, INC.	12/20/2018	0.00	1,225.35
112977	30376	INTERNATIONAL IDENTIFICATION IN	12/20/2018	0.00	109.26
112978	11327	KILLMER ELECTRIC CO INC	12/20/2018	0.00	69,490.00
112979	30377	MCA	12/20/2018	0.00	742.00
112980	13167	MENARDS - EDEN PRAIRIE	12/20/2018	0.00	269.73
112981	29954	METRO SOUND & LIGHTING, INC.	12/20/2018	0.00	1,040.41
112982	13179	METROPOLITAN COUNCIL	12/20/2018	0.00	2,460.15
112983	30375	MINNESOTA MUNICIPAL BEVERAGE	12/20/2018	0.00	300.00
112984	15441	OLSEN CHAIN AND CABLE CO INC	12/20/2018	0.00	26.81
112985	16035	PACE ANALYTICAL SERVICES INC	12/20/2018	0.00	388.50
112986	29149	PLUNKETTS PEST CONTROL	12/20/2018	0.00	65.81
112987	16566	POMPS TIRE SERVICE INC	12/20/2018	0.00	476.00

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
112988	17806	QWEST CORP	12/20/2018	0.00	66.00
112989	17806	QWEST CORP	12/20/2018	0.00	66.00
112990	17806	QWEST CORP	12/20/2018	0.00	88.99
112991	18164	RED WING BUSINESS ADVANTAGE AC	12/20/2018	0.00	161.99
112992	08568	RESOURCE WEST	12/20/2018	0.00	5,000.00
112993	19004	SAMARITAN TIRE COMPANY	12/20/2018	0.00	1,211.28
112994	19117	SCHERER BROS. LUMBER CO.	12/20/2018	0.00	33.78
112995	29242	SCHWALBE STONework INC	12/20/2018	0.00	119.00
112996	30015	SERVICE GRINDING & SHARPENING I	12/20/2018	0.00	220.50
112997	19296	SHAKOPEE GRAVEL INC	12/20/2018	0.00	389.64
112998	30378	SHARROW LIFTING PRODUCTS	12/20/2018	0.00	2,700.00
112999	19520	SNAP PRINT INC	12/20/2018	0.00	166.48
113000	19752	STAGES THEATRE COMPANY	12/20/2018	0.00	392.13
113001	28950	STRUCTURED NETWORK SOLUTIONS	12/20/2018	0.00	606.28
113002	19824	SUNSHINE CAR WASH	12/20/2018	0.00	251.91
113003	20120	TDS METROCOM - MN	12/20/2018	0.00	337.90
113004	27981	ULINE INC	12/20/2018	0.00	307.62
113005	30189	VAN PAPER SUPPLY COMPANY	12/20/2018	0.00	230.85
113006	29489	VERIZON WIRELESS	12/20/2018	0.00	35.01
113007	29490	VERIZON WIRELESS	12/20/2018	0.00	1,500.81
113008	22321	VIKING ELECTRIC SUPPLY INC	12/20/2018	0.00	46.50
113009	23720	WSB & ASSOCIATES INC	12/20/2018	0.00	1,840.00
113010	30035	CAMP JORDAN FARM, LLC	12/20/2018	0.00	500.00
113011	29302	HENNEPIN CTY TREASURER	12/20/2018	0.00	1,006.00
113012	03369	LEAGUE OF MN CITIES	12/20/2018	0.00	198.00
113013	29381	LEAGUE OF MN CITIES	12/20/2018	0.00	150.00
113014	19766	STAR TRIBUNE MEDIA	12/20/2018	0.00	127.40
Total for 12/20/2018:				624.73	298,307.18
113015	03001	CES IMAGING	12/27/2018	0.00	1,485.00
113016	03330	CITY OF PLYMOUTH	12/27/2018	0.00	3,582.15
113017	26951	COMCAST	12/27/2018	0.00	146.85
113018	26951	COMCAST	12/27/2018	0.00	70.25
113019	26951	COMCAST	12/27/2018	0.00	2.10
113020	30048	RICH HILL	12/27/2018	0.00	486.24
113021	13172	METRO ELEVATOR, INC	12/27/2018	0.00	160.00
113022	29177	RENEE A MEUWISSEN	12/27/2018	0.00	345.00
113023	13327	MINNEAPOLIS RIFLE CLUB	12/27/2018	0.00	300.00
113024	28240	SESAC LLC	12/27/2018	0.00	438.00
113025	30091	RAY STAFFORD	12/27/2018	0.00	480.00
113026	29205	CHRIS STRONER	12/27/2018	0.00	360.00
113027	01493	AMERICAN PRESSURE, INC	12/27/2018	0.00	68.94
113028	01543	ANCOM COMMUNICATIONS INC	12/27/2018	0.00	308.00
113029	29669	AVESIS	12/27/2018	0.00	165.83
113030	02031	B & W SPECIALTY COFFEE CO	12/27/2018	0.00	658.44
113031	UB*00379	JONATHAN BIERMANN	12/27/2018	0.00	67.40
113032	29011	JESSICA BRAUN	12/27/2018	0.00	210.00
113033	02713	BRAUN INTERTEC CORPORATION	12/27/2018	0.00	4,600.00
113034	UB*00384	JANET M CAGE	12/27/2018	0.00	20.87
113035	30127	CINTAS CORPORATION NO. 2	12/27/2018	0.00	126.50
113036	29342	CITY OF MINNETONKA	12/27/2018	0.00	624.73
113037	29342	CITY OF MINNETONKA	12/27/2018	0.00	1,110.37
113038	30038	CIVICPLUS, INC.	12/27/2018	0.00	500.00
113039	UB*00383	MARILYN A DAHL	12/27/2018	0.00	8.75
113040	29303	DIVERSIFIED COFFEE PRODUCTS	12/27/2018	0.00	224.68
113041	28898	ECM PUBLISHERS INC	12/27/2018	0.00	83.30

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
113042	UB*00378	KEVIN EIDEN	12/27/2018	0.00	79.18
113043	28978	G & B ENVIRONMENTAL INC	12/27/2018	0.00	71.44
113044	30379	ANDREW CHARLES GERDTS	12/27/2018	0.00	400.00
113045	07681	GRAINGER, INC	12/27/2018	0.00	32.58
113046	08224	HENNEPIN CTY TREASURER	12/27/2018	0.00	73,500.00
113047	08627	HOME DEPOT CREDIT SERVICES	12/27/2018	0.00	1,199.12
113048	08625	HOPKINS POLICE ASSOCIATION	12/27/2018	0.00	1,075.00
113049	09801	I.U.O.E. CENTRAL PENSION FUND	12/27/2018	0.00	1,760.00
113050	09521	INDELCO	12/27/2018	0.00	13.28
113051	28189	INSTY PRINTS	12/27/2018	0.00	50.53
113052	30273	INTOXIMETERS INC	12/27/2018	0.00	148.50
113053	12009	J. H. LARSON COMPANY	12/27/2018	0.00	76.96
113054	29249	J.R.'S ADVANCED RECYCLERS	12/27/2018	0.00	70.00
113055	30269	JANELLE JASPERS JONES	12/27/2018	0.00	200.00
113056	11161	KENNEDY & GRAVEN, CHARTERED	12/27/2018	0.00	15,230.19
113057	UB*00377	MICHAEL W KOCH	12/27/2018	0.00	67.12
113058	28268	OLIVER T KRAUSE	12/27/2018	0.00	125.00
113059	12012	LAW ENFORCEMENT LABOR SERVICE	12/27/2018	0.00	392.00
113060	29529	LEXISNEXIS RISK SOLUTIONS	12/27/2018	0.00	83.33
113061	28103	LIBERTY TIRE RECYCLING LLC	12/27/2018	0.00	74.25
113062	30023	CIGNA LIFE INS COMP OF N AMERICA	12/27/2018	0.00	434.16
113063	29059	MANSFIELD OIL COMPANY	12/27/2018	VOID	15,430.98
113064	13160	MEDICINE LAKE TOURS	12/27/2018	0.00	9,465.00
113065	13167	MENARDS - EDEN PRAIRIE	12/27/2018	0.00	145.16
113066	13383	MN FIRE SERVICE CERT BOARD	12/27/2018	0.00	280.00
113067	14582	NORTHWEST ASPHALT INC	12/27/2018	0.00	152,791.77
113068	29753	NOVACARE REHABILITATION	12/27/2018	0.00	120.00
113069	29317	OFFICE OF MN IT SERVICES	12/27/2018	0.00	157.95
113070	16035	PACE ANALYTICAL SERVICES INC	12/27/2018	0.00	441.05
113071	UB*00385	ADAM PARKER	12/27/2018	0.00	21.00
113072	30036	PERKINS	12/27/2018	0.00	75.00
113073	16561	POLLARDWATER.COM	12/27/2018	0.00	216.40
113074	16687	PRO-TEC DESIGN INC	12/27/2018	0.00	240.00
113075	29196	QUAKER SALES & DISTRIBUTION	12/27/2018	0.00	39.90
113076	17806	QWEST CORP	12/27/2018	0.00	157.26
113077	17806	QWEST CORP	12/27/2018	0.00	88.32
113078	17806	QWEST CORP	12/27/2018	0.00	1,150.41
113079	17806	QWEST CORP	12/27/2018	0.00	62.25
113080	18164	RED WING BUSINESS ADVANTAGE AC	12/27/2018	0.00	142.83
113081	UB*00381	RENOVATION CONCEPTS	12/27/2018	0.00	362.85
113082	08568	RESOURCE WEST	12/27/2018	0.00	66.14
113083	09084	ICMA RETIREMENT TRUST- 300824	12/27/2018	0.00	4,298.22
113084	30163	RJM CONSTRUCTION, LLC	12/27/2018	0.00	19,231.03
113085	19520	SNAP PRINT INC	12/27/2018	0.00	162.71
113086	UB*00382	JASON TIZZANO	12/27/2018	0.00	60.28
113087	28482	DOUGLAS A TORVUND JR	12/27/2018	0.00	6,894.75
113088	30031	TOTER LLC	12/27/2018	0.00	1,518.15
113089	08009	TRANSITIONS HOME CARE	12/27/2018	0.00	544.00
113090	03440	ULTIMATE SAFETY CONCEPTS INC	12/27/2018	0.00	645.27
113091	21523	UNION LOCAL 49	12/27/2018	0.00	770.00
113092	21529	UNITED WAY	12/27/2018	0.00	30.76
113093	29458	VERIZON WIRELESS	12/27/2018	0.00	1,727.19
113094	30017	VERIZON WIRELESS	12/27/2018	0.00	35.01
113095	UB*00376	DEBRA VOYDETICH	12/27/2018	0.00	6,358.77
113096	28624	MICHEAL J WHITE	12/27/2018	0.00	254.30
113097	UB*00380	XCEPTIONAL INVESTMENT	12/27/2018	0.00	53.92

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
Total for 12/27/2018:				15,430.98	320,323.69
113098	28600	APPLE VALLEY FORD LINCOLN	01/03/2019	0.00	505.30
113099	02031	B & W SPECIALTY COFFEE CO	01/03/2019	0.00	360.83
113100	14571	BLUE TARP FINANCIAL INC	01/03/2019	0.00	81.46
113101	30127	CINTAS CORPORATION NO. 2	01/03/2019	0.00	362.89
113102	03620	COMMERCIAL FURNITURE SERVICES	01/03/2019	0.00	4,165.61
113103	29981	CORE & MAIN LP	01/03/2019	0.00	162.33
113104	27060	CROWN MARKING INC	01/03/2019	0.00	13.20
113105	04328	DISPLAY SALES	01/03/2019	0.00	819.00
113106	29303	DIVERSIFIED COFFEE PRODUCTS	01/03/2019	0.00	131.16
113107	29520	ECOLAB	01/03/2019	0.00	107.53
113108	29070	ENGAGE PRINT INC	01/03/2019	0.00	295.00
113109	30330	FAE LSE6 LLC	01/03/2019	0.00	2,270.64
113110	06008	FASTENAL CO	01/03/2019	0.00	98.00
113111	29923	ELAINE GOEPFERT	01/03/2019	0.00	490.00
113112	29377	GRAINGER, INC	01/03/2019	0.00	1,176.70
113113	30280	GRAY DUCK CREATIVE LLC	01/03/2019	0.00	2,500.00
113114	08001	HACH COMPANY	01/03/2019	0.00	1,450.96
113115	13012	MACQUEEN EQUIPMENT INC	01/03/2019	0.00	548.84
113116	28458	OLSEN FIRE PROTECTION INC	01/03/2019	0.00	1,239.00
113117	29793	PANACHE LLC	01/03/2019	0.00	48.00
113118	28533	RODNEY J RODMAN	01/03/2019	0.00	700.00
113119	30380	SHAKOPEE VALLEY FORD INC	01/03/2019	0.00	101.18
113120	30132	LAURA SHIUE	01/03/2019	0.00	1,531.25
113121	19520	SNAP PRINT INC	01/03/2019	0.00	45.00
113122	20560	TOLL GAS & WELDING SUPPLY	01/03/2019	0.00	279.92
113123	28350	TOWMASTER INC	01/03/2019	0.00	110,368.00
113124	30093	TRANSUNION RISK ALTERNATIVE DA	01/03/2019	0.00	155.20
113125	20883	TWIN CITY GARAGE DOOR INC	01/03/2019	0.00	1,350.00
113126	20892	TWIN CITY HARDWARE INC	01/03/2019	0.00	9.45
113127	03440	ULTIMATE SAFETY CONCEPTS INC	01/03/2019	0.00	3,226.20
113128	22002	VALLEY-RICH COMPANY, INC	01/03/2019	0.00	9,072.23
113129	30189	VAN PAPER SUPPLY COMPANY	01/03/2019	0.00	237.63
113130	29466	VERIZON WIRELESS	01/03/2019	0.00	1,045.03
113131	29473	VERIZON WIRELESS	01/03/2019	0.00	246.72
113132	29475	VERIZON WIRELESS	01/03/2019	0.00	105.03
113133	27692	VESSCO INC	01/03/2019	0.00	295.07
113134	28624	MICHEAL J WHITE	01/03/2019	0.00	425.25
113135	30381	WL HALL COMPANY	01/03/2019	0.00	702.00
113136	25080	XCEL ENERGY	01/03/2019	0.00	1,146.76
113137	25080	XCEL ENERGY	01/03/2019	0.00	1,250.78
113138	25080	XCEL ENERGY	01/03/2019	0.00	7,643.10
113139	25080	XCEL ENERGY	01/03/2019	0.00	1,144.08
113140	25080	XCEL ENERGY	01/03/2019	0.00	115.42
113141	25080	XCEL ENERGY	01/03/2019	0.00	1,982.93
113142	25080	XCEL ENERGY	01/03/2019	0.00	804.23
113143	25080	XCEL ENERGY	01/03/2019	0.00	769.20
113144	25080	XCEL ENERGY	01/03/2019	0.00	319.03
113145	25080	XCEL ENERGY	01/03/2019	0.00	1,129.56
113146	25080	XCEL ENERGY	01/03/2019	0.00	23.84
113147	25080	XCEL ENERGY	01/03/2019	0.00	340.49
113148	25080	XCEL ENERGY	01/03/2019	0.00	399.04
113149	25080	XCEL ENERGY	01/03/2019	0.00	1,326.04
113150	25080	XCEL ENERGY	01/03/2019	0.00	813.05
113151	25080	XCEL ENERGY	01/03/2019	0.00	10,949.15

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
113152	25080	XCEL ENERGY	01/03/2019	0.00	7,279.12
113153	25080	XCEL ENERGY	01/03/2019	0.00	8,941.51
113154	25080	XCEL ENERGY	01/03/2019	0.00	6,593.53
113155	25080	XCEL ENERGY	01/03/2019	0.00	1,293.34
113156	28422	ADVANCED IMAGING SOLUTIONS	01/03/2019	0.00	4,152.46
113157	26951	COMCAST	01/03/2019	0.00	14.71
113158	26951	COMCAST	01/03/2019	0.00	6.30
113159	05483	EMBEDDED SYSTEMS, INC	01/03/2019	0.00	830.25
113160	28609	GRANICUS INC	01/03/2019	0.00	75.00
113161	30095	HAMLIN SCHOOL OF BUSINESS	01/03/2019	0.00	1,327.50
113162	09578	INNOVATIVE OFFICE SOLUTIONS	01/03/2019	0.00	136.08
113163	28665	METRO ALARM & LOCK	01/03/2019	0.00	300.00
113164	13182	METROPOLITAN AREA MANAGERS A	01/03/2019	0.00	45.00
113165	29399	MN AMBULANCE ASSOCIATION	01/03/2019	0.00	75.00
113166	13404	MN STATE FIRE DEPARTMENT ASSOC	01/03/2019	0.00	423.00
Total for 1/3/2019:				0.00	208,371.11
113167	29059	MANSFIELD OIL COMPANY	01/07/2019	0.00	15,430.98
Total for 1/7/2019:				0.00	15,430.98
113168	28600	APPLE VALLEY FORD LINCOLN	01/10/2019	0.00	673.40
113169	02031	B & W SPECIALTY COFFEE CO	01/10/2019	0.00	1,046.71
113170	02985	C & E AUTO UPHOLSTERY	01/10/2019	0.00	300.00
113171	29416	CDW GOVERNMENT	01/10/2019	0.00	14,628.35
113172	30127	CINTAS CORPORATION NO. 2	01/10/2019	0.00	293.38
113173	26951	COMCAST	01/10/2019	0.00	144.85
113174	29271	COSTA RICA BALLROOM	01/10/2019	0.00	250.00
113175	28777	DIGITAL DESIGN GROUP INC	01/10/2019	0.00	750.00
113176	29520	ECOLAB	01/10/2019	0.00	192.34
113177	29006	ENTERPRISE FLEET MANAGEMENT	01/10/2019	0.00	3,453.35
113178	06336	FIRST HOSPITAL LAB INC	01/10/2019	0.00	45.75
113179	08620	HOPKINS ROTARY	01/10/2019	0.00	250.00
113180	29916	HOUSE OF DANCE TWIN CITIES LLC	01/10/2019	0.00	250.00
113181	09085	ICMA - ROTH IRA - 706260	01/10/2019	0.00	834.23
113182	29381	LEAGUE OF MN CITIES	01/10/2019	0.00	648.00
113183	29381	LEAGUE OF MN CITIES	01/10/2019	VOID	198.00
113184	13012	MACQUEEN EQUIPMENT INC	01/10/2019	0.00	72.94
113185	28665	METRO ALARM & LOCK	01/10/2019	0.00	75.00
113186	13179	METROPOLITAN COUNCIL	01/10/2019	0.00	132,474.20
113187	29703	MID-STATES ORGANIZED CRIME INFC	01/10/2019	0.00	200.00
113188	29688	MINNESOTA STREET SUPERINDENTE	01/10/2019	0.00	125.00
113189	13354	MN BENEFIT ASSOCIATION	01/10/2019	0.00	37.18
113190	29598	MN DVS RENEWAL/TITLE & REGISTR	01/10/2019	0.00	96.00
113191	30079	MPPOA LEGAL DEFENSE FUND	01/10/2019	0.00	150.00
113192	30384	MUSCO CORPORATION	01/10/2019	0.00	138,215.00
113193	30383	NARTEC INC	01/10/2019	0.00	332.03
113194	28540	OAK RIDGE COUNTRY CLUB	01/10/2019	0.00	200.71
113195	15521	ON SITE SANITATION	01/10/2019	0.00	332.00
113196	30073	ONSOLVE INTERMEDIATE HOLDING (	01/10/2019	0.00	5,943.70
113197	17806	QWEST CORP	01/10/2019	0.00	57.27
113198	17806	QWEST CORP	01/10/2019	0.00	62.29
113199	17806	QWEST CORP	01/10/2019	0.00	84.97
113200	09084	ICMA RETIREMENT TRUST- 300824	01/10/2019	0.00	4,545.94
113201	18575	ROC, INC	01/10/2019	0.00	4,298.56
113202	28533	RODNEY J RODMAN	01/10/2019	0.00	900.00

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113203	28779	SAFEASSURE CONSULTANTS INC	01/10/2019	0.00	6,949.72
113204	19752	STAGES THEATRE COMPANY	01/10/2019	0.00	392.13
113205	20687	TRI STATE BOBCAT INC	01/10/2019	0.00	527.85
113206	28624	MICHEAL J WHITE	01/10/2019	0.00	202.90
113207	28960	WIMACTEL INC	01/10/2019	0.00	60.00
Total for 1/10/2019:				198.00	320,095.75
113208	01045	ABM EQUIPMENT & SUPPLY LLC	01/11/2019	0.00	1,493.58
113209	28427	ADVANCED IMAGING SOLUTIONS	01/11/2019	0.00	136.50
113210	01722	ASPEN EQUIPMENT CO	01/11/2019	0.00	1,189.21
113211	28840	AUDIO LOGIC SYSTEMS	01/11/2019	0.00	4,286.00
113212	28224	AUDIO VISIONS OF MN	01/11/2019	0.00	2,475.00
113213	30240	BARBER CONSTRUCTION, INC.	01/11/2019	0.00	11,142.80
113214	02162	BECKER ARENA PRODUCTS, INC	01/11/2019	0.00	584.19
113215	02563	BOLTON & MENK, INC	01/11/2019	0.00	103,349.83
113216	02811	BUREAU OF CRIMINAL APPREHENSIC	01/11/2019	0.00	750.00
113217	29416	CDW GOVERNMENT	01/11/2019	0.00	4,452.96
113218	03160	CENTERPOINT ENERGY MINNEGASC	01/11/2019	0.00	14,365.13
113219	30005	CENTRAL POWER DISTRIBUTORS	01/11/2019	0.00	125.41
113220	30127	CINTAS CORPORATION NO. 2	01/11/2019	0.00	63.00
113221	03362	CITY OF MINNEAPOLIS	01/11/2019	0.00	225.90
113222	03800	CULLIGAN - METRO	01/11/2019	0.00	3,672.30
113223	04022	DAKOTA CO TECHNICAL COLLEGE	01/11/2019	0.00	460.00
113224	01523	EARL F. ANDERSEN, INC	01/11/2019	0.00	2,783.00
113225	30382	ESCOM PROPERTIES INC	01/11/2019	0.00	3,858.00
113226	30331	FIELD ENVIRONMENTAL CONSULTIN	01/11/2019	0.00	1,817.27
113227	06567	FORCE AMERICA	01/11/2019	0.00	76.94
113228	07564	GOPHER STATE ONE-CALL, INC	01/11/2019	0.00	87.75
113229	07566	GOVERNMENT FINANCE OFFICERS A	01/11/2019	0.00	286.57
113230	29377	GRAINGER, INC	01/11/2019	0.00	386.77
113231	08000	H & L MESABI	01/11/2019	0.00	2,326.81
113232	08166	HENNEPIN CTY TREASURER	01/11/2019	0.00	202.60
113233	08192	HENNEPIN CTY TREASURER	01/11/2019	0.00	2,868.00
113234	29818	HIAWATHA TREE SERVICE INC.	01/11/2019	0.00	1,500.00
113235	08336	HIRSHFIELDS	01/11/2019	0.00	139.48
113236	08576	HOPKINS F.D. RELIEF ASSOC	01/11/2019	0.00	840.00
113237	29972	INDIGITAL, INC.	01/11/2019	0.00	3,695.69
113238	11327	KILLMER ELECTRIC CO INC	01/11/2019	0.00	7,396.94
113239	13012	MACQUEEN EQUIPMENT INC	01/11/2019	0.00	203,812.42
113240	13167	MENARDS - EDEN PRAIRIE	01/11/2019	0.00	509.41
113241	13275	MICRO CENTER	01/11/2019	0.00	1,409.63
113242	13599	MN DEPT OF TRANSPORTATION	01/11/2019	0.00	1,035.00
113243	30300	NORDIC SOLAR HOLDCO LLC	01/11/2019	0.00	1,978.90
113244	15441	OLSEN CHAIN AND CABLE CO INC	01/11/2019	0.00	35.35
113245	29149	PLUNKETTS PEST CONTROL	01/11/2019	0.00	124.30
113246	29196	QUAKER SALES & DISTRIBUTION	01/11/2019	0.00	76.80
113247	17806	QWEST CORP	01/11/2019	0.00	119.58
113248	18805	RUMPCA COMPANIES, INC	01/11/2019	0.00	7,400.00
113249	28648	S M HENTGES & SONS INC	01/11/2019	0.00	744,128.63
113250	19117	SCHERER BROS. LUMBER CO.	01/11/2019	0.00	12.63
113251	30385	SECURITY LOCKSMITHS INC	01/11/2019	0.00	83.00
113252	30380	SHAKOPEE VALLEY FORD INC	01/11/2019	0.00	70.82
113253	28834	SHI INTERNATIONAL CORP	01/11/2019	0.00	2,540.00
113254	28588	NANCY SHIELDS	01/11/2019	0.00	120.00
113255	19287	SHORT ELLIOTT HENDRICKSON INC	01/11/2019	0.00	381.05
113256	29143	SHRED IT USA	01/11/2019	0.00	266.08

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113257	19520	SNAP PRINT INC	01/11/2019	0.00	83.54
113258	26975	SPRINT	01/11/2019	0.00	1,690.95
113259	08009	TRANSITIONS HOME CARE	01/11/2019	0.00	204.00
113260	29088	VERIFIED CREDENTIALS INC	01/11/2019	0.00	40.00
113261	30386	ELIANA WELBES	01/11/2019	0.00	2,500.00
113262	28624	MICHEAL J WHITE	01/11/2019	0.00	85.00
113263	13082	WM H MCCOY PETROLEUM FUELS	01/11/2019	0.00	38.25
113264	23720	WSB & ASSOCIATES INC	01/11/2019	0.00	58,698.50
113265	25080	XCEL ENERGY	01/11/2019	0.00	23.82
113266	26000	ZARNOTH BRUSH WORKS, INC	01/11/2019	0.00	571.10
Total for 1/11/2019:				0.00	1,205,076.39
113267	01328	AIRGAS USA	01/17/2019	0.00	183.02
113268	27929	ALLINA HEALTH SYSTEM	01/17/2019	0.00	273.50
113269	02031	B & W SPECIALTY COFFEE CO	01/17/2019	0.00	292.38
113270	02162	BECKER ARENA PRODUCTS, INC	01/17/2019	0.00	18.80
113271	28987	CENTER FOR	01/17/2019	0.00	150.00
113272	28981	CHESTNUT CAMBRONNE PA	01/17/2019	0.00	13,228.15
113273	28747	CULLIGAN BOTTLED WATER CO	01/17/2019	0.00	172.57
113274	04690	DRISKILLS FOODS	01/17/2019	0.00	227.34
113275	04690	DRISKILLS FOODS	01/17/2019	0.00	379.96
113276	29520	ECOLAB	01/17/2019	0.00	182.14
113277	29665	ELECTRIC CITY	01/17/2019	0.00	32.80
113278	05484	EMBROIDERY SHOP	01/17/2019	0.00	1,723.88
113279	07185	GENUINE PARTS	01/17/2019	0.00	839.19
113280	08004	HANCE HARDWARE, INC	01/17/2019	0.00	1,428.36
113281	29748	HENNEPIN COUNTY PUBLIC WORKS	01/17/2019	0.00	5,699.64
113282	08166	HENNEPIN CTY TREASURER	01/17/2019	0.00	2,979.70
113283	08166	HENNEPIN CTY TREASURER	01/17/2019	0.00	202.60
113284	08166	HENNEPIN CTY TREASURER	01/17/2019	0.00	2,387.05
113285	08223	HENNEPIN CTY TREASURER	01/17/2019	0.00	9,145.05
113286	27248	HENNEPIN CTY TREASURER	01/17/2019	0.00	2,452.50
113287	30388	HOPKINS PROFESSIONAL	01/17/2019	0.00	300.00
113288	09578	INNOVATIVE OFFICE SOLUTIONS	01/17/2019	0.00	1,113.97
113289	29529	LEXISNEXIS RISK SOLUTIONS	01/17/2019	0.00	83.33
113290	28496	LINCOLN FINANCIAL GROUP	01/17/2019	0.00	144.79
113291	29842	MEYER CONTRACTING, INC.	01/17/2019	0.00	887.46
113292	30363	MINNEAPOLIS OXYGEN COMPANY	01/17/2019	0.00	19.22
113293	12179	LEAGUE OF MN CITIES INSURANCE T	01/17/2019	0.00	526.46
113294	15880	OWENS SERVICE CORP- CHEMTEX	01/17/2019	0.00	783.75
113295	29143	SHRED IT USA	01/17/2019	0.00	256.50
113296	28957	STEVENS ENGINEERS INC	01/17/2019	0.00	822.00
113297	19824	SUNSHINE CAR WASH	01/17/2019	0.00	194.52
113298	20120	TDS METROCOM - MN	01/17/2019	0.00	338.30
113299	20560	TOLL GAS & WELDING SUPPLY	01/17/2019	0.00	11.04
113300	20892	TWIN CITY HARDWARE INC	01/17/2019	0.00	3,249.81
113301	20887	TWIN CITY WATER CLINIC	01/17/2019	0.00	272.00
113302	23003	WASTE MANAGEMENT OF WI-MN	01/17/2019	0.00	9,568.00
113303	29967	WOLD ARCHITECTS AND ENGINEERS	01/17/2019	0.00	15,479.74
113304	25080	XCEL ENERGY	01/17/2019	0.00	69.58
113305	25080	XCEL ENERGY	01/17/2019	0.00	62.30
113306	01543	ANCOM COMMUNICATIONS INC	01/17/2019	0.00	765.70
113307	28600	APPLE VALLEY FORD LINCOLN	01/17/2019	0.00	119.88
113308	02031	B & W SPECIALTY COFFEE CO	01/17/2019	0.00	77.17
113309	28242	BMI	01/17/2019	0.00	322.20
113310	27782	BOUND TREE MEDICAL LLC	01/17/2019	0.00	262.37

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113311	27822	BRADS PRO AUDIO	01/17/2019	0.00	250.00
113312	03001	CES IMAGING	01/17/2019	0.00	1,036.40
113313	30127	CINTAS CORPORATION NO. 2	01/17/2019	0.00	40.17
113314	30387	COACH HOUSE TOURING INC	01/17/2019	0.00	8,600.00
113315	26951	COMCAST	01/17/2019	0.00	239.85
113316	26951	COMCAST	01/17/2019	0.00	145.97
113317	26951	COMCAST	01/17/2019	0.00	135.97
113318	26951	COMCAST	01/17/2019	0.00	142.36
113319	03800	CULLIGAN - METRO	01/17/2019	0.00	70.60
113320	04004	DALCO ENTERPRISES INC	01/17/2019	0.00	742.10
113321	04217	DISCOUNT STEEL INC	01/17/2019	0.00	238.38
113322	28898	ECM PUBLISHERS INC	01/17/2019	0.00	77.35
113323	05484	EMBROIDERY SHOP	01/17/2019	0.00	670.95
113324	28971	EXCELSIOR MOTOR VEHICLE CENTE	01/17/2019	0.00	115.00
113325	06008	FASTENAL CO	01/17/2019	0.00	127.10
113326	30389	GLEASON PRINTING INC	01/17/2019	0.00	527.95
113327	07564	GOPHER STATE ONE-CALL, INC	01/17/2019	0.00	50.00
113328	08220	HENNEPIN TECHNICAL COLLEGE	01/17/2019	0.00	100.00
113329	08620	HOPKINS ROTARY	01/17/2019	0.00	250.00
113330	29345	IMPACT MAILING OF MN	01/17/2019	0.00	2,995.53
113331	09534	INTERSTATE BATTERY SYSTEM	01/17/2019	0.00	231.90
113332	09601	IPMA-HR	01/17/2019	0.00	405.00
113333	13090	MCPA	01/17/2019	0.00	50.00
113334	13377	MN DEPT OF NATURAL RESOURCES C	01/17/2019	0.00	7,909.68
113335	13271	MN DEPT OF PUBLIC SAFETY	01/17/2019	0.00	25.00
113336	27576	MN POLLUTION CONTROL AGENCY	01/17/2019	0.00	23.00
113337	12249	MNIAAI	01/17/2019	0.00	25.00
113338	14011	NATIONAL LEAGUE OF CITIES	01/17/2019	0.00	1,533.67
113339	29196	QUAKER SALES & DISTRIBUTION	01/17/2019	0.00	100.19
113340	17806	QWEST CORP	01/17/2019	0.00	127.00
113341	17806	QWEST CORP	01/17/2019	0.00	64.00
113342	17806	QWEST CORP	01/17/2019	0.00	64.00
113343	17806	QWEST CORP	01/17/2019	0.00	66.00
113344	17806	QWEST CORP	01/17/2019	0.00	48.00
113345	17806	QWEST CORP	01/17/2019	0.00	64.00
113346	17806	QWEST CORP	01/17/2019	0.00	80.52
113347	17806	QWEST CORP	01/17/2019	0.00	858.00
113348	17806	QWEST CORP	01/17/2019	0.00	325.00
113349	17806	QWEST CORP	01/17/2019	0.00	88.99
113350	17806	QWEST CORP	01/17/2019	0.00	325.00
113351	17806	QWEST CORP	01/17/2019	0.00	66.00
113352	17806	QWEST CORP	01/17/2019	0.00	128.00
113353	19117	SCHERER BROS. LUMBER CO.	01/17/2019	0.00	46.85
113354	19520	SNAP PRINT INC	01/17/2019	0.00	227.85
113355	29115	MANUEL SOTELO	01/17/2019	0.00	325.00
113356	28757	SCOTT C VADNAIS	01/17/2019	0.00	1,500.00
113357	30189	VAN PAPER SUPPLY COMPANY	01/17/2019	0.00	124.58
113358	28624	MICHEAL J WHITE	01/17/2019	0.00	253.30
113359	26320	ZIEGLER, INC	01/17/2019	0.00	462.11
Total for 1/17/2019:				0.00	109,832.04
113360	28602	APPLIED CONCEPTS INC	01/24/2019	0.00	80.00
113361	30394	JESSICA BALLEW	01/24/2019	0.00	60.00
113362	29444	ELAINE BEATY	01/24/2019	0.00	127.50
113363	30264	DAVID BRYANT	01/24/2019	0.00	32.00
113364	30306	BRANDON BURMEISTER	01/24/2019	0.00	22.00

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
113365	29416	CDW GOVERNMENT	01/24/2019	0.00	1,518.79
113366	30038	CIVICPLUS, INC.	01/24/2019	0.00	1,250.00
113367	30404	SAVANNAH DAVIS	01/24/2019	0.00	42.00
113368	04600	DPC INDUSTRIES, INC	01/24/2019	0.00	2,671.99
113369	05282	EHLERS AND ASSOCIATES, INC	01/24/2019	0.00	1,680.00
113370	08186	HENNEPIN CTY TREASURER	01/24/2019	0.00	51.00
113371	08192	HENNEPIN CTY TREASURER	01/24/2019	0.00	1,939.15
113372	30403	CHRISTIAN HOLGUIN	01/24/2019	0.00	76.00
113373	28825	JOBS FOUNDATION	01/24/2019	0.00	1,427.30
113374	10560	JOHN HENRY FOSTER MN	01/24/2019	0.00	841.93
113375	11161	KENNEDY & GRAVEN, CHARTERED	01/24/2019	0.00	191.60
113376	30106	BOB KORKOWSKI	01/24/2019	0.00	60.00
113377	30399	JANE MCKINLAY	01/24/2019	0.00	212.50
113378	13275	MICRO CENTER	01/24/2019	0.00	199.95
113379	28599	MN PUBLIC RADIO	01/24/2019	0.00	938.00
113380	29552	BEN OLSON	01/24/2019	0.00	42.00
113381	30163	RJM CONSTRUCTION, LLC	01/24/2019	0.00	17,759.50
113382	29989	BENJAMIN ROMAIN	01/24/2019	0.00	30.00
113383	30050	CASEY SCHNEIDER	01/24/2019	0.00	76.00
113384	30396	SAM SHAFFER	01/24/2019	0.00	22.00
113385	30397	JOE SICORA	01/24/2019	0.00	18.00
113386	19777	STREICHERS	01/24/2019	0.00	4,112.95
113387	20560	TOLL GAS & WELDING SUPPLY	01/24/2019	0.00	10.51
113388	30401	EMERSON VANWIELE	01/24/2019	0.00	46.00
113389	29458	VERIZON WIRELESS	01/24/2019	0.00	1,968.55
113390	29490	VERIZON WIRELESS	01/24/2019	0.00	1,207.53
113391	30398	ERIC WIGHAM	01/24/2019	0.00	30.00
113392	30393	DOM WINTERBAUER	01/24/2019	0.00	42.00
113393	30400	LYDIA WISTI	01/24/2019	0.00	50.00
113394	23720	WSB & ASSOCIATES INC	01/24/2019	0.00	172.00
113395	30402	TED YANISH	01/24/2019	0.00	42.00
113396	26160	ZEE MEDICAL SERVICE	01/24/2019	0.00	134.95
113397	01125	ADT SECURITY SERVICES	01/24/2019	0.00	293.29
113398	28427	ADVANCED IMAGING SOLUTIONS	01/24/2019	0.00	295.00
113399	01328	AIRGAS USA	01/24/2019	0.00	271.99
113400	01497	AMERICAN WATER WORKS ASSN	01/24/2019	0.00	208.00
113401	30408	CHRIS ANEMA	01/24/2019	0.00	70.00
113402	28216	ATOM	01/24/2019	0.00	250.00
113403	29669	AVESIS	01/24/2019	VOID	257.05
113404	20006	AXON ENTERPRISES, INC.	01/24/2019	0.00	1,533.00
113405	02031	B & W SPECIALTY COFFEE CO	01/24/2019	0.00	224.68
113406	30409	ELIZABETH BERG	01/24/2019	0.00	54.00
113407	27782	BOUND TREE MEDICAL LLC	01/24/2019	0.00	722.95
113408	02985	C & E AUTO UPHOLSTERY	01/24/2019	0.00	202.85
113409	30405	CONNIE CAMPBELL	01/24/2019	0.00	105.00
113410	29416	CDW GOVERNMENT	01/24/2019	0.00	19,611.99
113411	29416	CDW GOVERNMENT	01/24/2019	0.00	5,397.04
113412	29416	CDW GOVERNMENT	01/24/2019	0.00	2,876.25
113413	28430	CENTURY LINK	01/24/2019	0.00	56.31
113414	30127	CINTAS CORPORATION NO. 2	01/24/2019	0.00	63.50
113415	26951	COMCAST	01/24/2019	0.00	146.85
113416	03585	COSTCO MEMBERSHIP	01/24/2019	0.00	120.00
113417	29788	RICHFIELD/BLOOMINGTON CREDIT U	01/24/2019	0.00	43.26
113418	28123	CRITTERS UNLIMITED INC	01/24/2019	0.00	360.00
113419	UB*00394	MICHAEL DOBBE	01/24/2019	0.00	64.18
113420	29398	ENTERPRISE FLEET MANAGEMENT	01/24/2019	0.00	2,919.20
113421	UB*00392	BRETT A ESLINGER	01/24/2019	0.00	13.29

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
113422	06008	FASTENAL CO	01/24/2019	0.00	287.97
113423	07698	GREEN LIGHTS RECYCLING INC	01/24/2019	0.00	199.15
113424	UB*00390	DONAVAN HAKE	01/24/2019	0.00	215.51
113425	08186	HENNEPIN CTY TREASURER	01/24/2019	0.00	29.00
113426	08625	HOPKINS POLICE ASSOCIATION	01/24/2019	0.00	1,100.00
113427	08620	HOPKINS ROTARY	01/24/2019	0.00	250.00
113428	09801	I.U.O.E. CENTRAL PENSION FUND	01/24/2019	0.00	1,760.00
113429	09085	ICMA - ROTH IRA - 706260	01/24/2019	0.00	834.23
113430	28189	INSTY PRINTS	01/24/2019	0.00	50.53
113431	09002	I-STATE TRUCK CENTER	01/24/2019	0.00	950.58
113432	29858	KNOWBE4, INC.	01/24/2019	0.00	1,712.81
113433	UB*00391	CHRISTIAN KRTNICK	01/24/2019	0.00	100.00
113434	12012	LAW ENFORCEMENT LABOR SERVICE	01/24/2019	0.00	408.00
113435	12160	LEAGUE OF MN CITIES	01/24/2019	0.00	56,274.00
113436	29381	LEAGUE OF MN CITIES	01/24/2019	0.00	12.00
113437	UB*00389	STEVEN J LONNING	01/24/2019	0.00	25.00
113438	14188	MAIL FINANCE INC	01/24/2019	0.00	2,346.09
113439	UB*00386	THOMAS MEMMEN	01/24/2019	0.00	11.42
113440	13207	MENARDS - GOLDEN VALLEY	01/24/2019	0.00	263.51
113441	28665	METRO ALARM & LOCK	01/24/2019	0.00	75.00
113442	27050	METRO CITIES	01/24/2019	0.00	6,934.00
113443	13182	METROPOLITAN AREA MANAGERS A	01/24/2019	0.00	25.00
113444	13275	MICRO CENTER	01/24/2019	0.00	609.93
113445	30406	MINNESOTA GOVERNMENT FINANCE	01/24/2019	0.00	50.00
113446	12249	MNIAAI	01/24/2019	0.00	25.00
113447	UB*00388	MICHAEL A MOLLOY	01/24/2019	0.00	107.69
113448	UB*00393	MORTON EQUITY LLC	01/24/2019	0.00	75.33
113449	28540	OAK RIDGE COUNTRY CLUB	01/24/2019	0.00	4,039.89
113450	26974	O'REILLY AUTO PARTS	01/24/2019	0.00	9.99
113451	30407	PLATT HOLLOW COMMUNICATIONS I	01/24/2019	0.00	1,625.00
113452	04573	QUALITY RESOURCE GROUP INC	01/24/2019	0.00	45.89
113453	17806	QWEST CORP	01/24/2019	0.00	1,150.31
113454	17806	QWEST CORP	01/24/2019	0.00	88.93
113455	17806	QWEST CORP	01/24/2019	0.00	88.28
113456	17806	QWEST CORP	01/24/2019	0.00	157.19
113457	08568	RESOURCE WEST	01/24/2019	0.00	53.84
113458	09084	ICMA RETIREMENT TRUST- 300824	01/24/2019	0.00	4,551.17
113459	18575	ROC, INC	01/24/2019	0.00	1,066.77
113460	30410	EMMA SCHIERBECK-JONES	01/24/2019	0.00	46.00
113461	19567	SOUTHWEST SUB CABLE COMM	01/24/2019	0.00	2,485.00
113462	19777	STREICHERS	01/24/2019	0.00	5,392.38
113463	UB*00387	DANIEL STROVER	01/24/2019	0.00	60.00
113464	20560	TOLL GAS & WELDING SUPPLY	01/24/2019	0.00	99.50
113465	20889	TWINWEST CHAMBER OF COMMERC	01/24/2019	0.00	50.00
113466	27981	ULINE INC	01/24/2019	0.00	360.87
113467	21523	UNION LOCAL 49	01/24/2019	0.00	770.00
113468	13082	WM H MCCOY PETROLEUM FUELS	01/24/2019	0.00	17.00
113469	26160	ZEE MEDICAL SERVICE	01/24/2019	0.00	84.10
113470	26320	ZIEGLER, INC	01/24/2019	VOID	323.56
Total for 1/24/2019:				580.61	172,062.19
113471	29669	AVESIS	01/25/2019	0.00	406.35
113472	30023	CIGNA LIFE INS COMP OF N AMERICA	01/25/2019	0.00	723.09
113473	30390	CIGNA LIFE INS COMP OF AMERICA -	01/25/2019	0.00	2,663.48
113474	30391	CIGNA LIFE INS COMP OF AMERICA -	01/25/2019	0.00	2,728.31
113475	30392	CIGNA LIFE INS COMP OF AMERICA -	01/25/2019	0.00	414.84

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
Total for 1/25/2019:				0.00	6,936.07
113476	27458	ASSOCIATED COURIER	01/31/2019	0.00	19.89
113477	02031	B & W SPECIALTY COFFEE CO	01/31/2019	0.00	832.38
113478	02162	BECKER ARENA PRODUCTS, INC	01/31/2019	0.00	253.79
113479	30418	BLOOMINGTON SWIRLERS SQUARE I	01/31/2019	0.00	75.00
113480	30419	BREITENFELD GROUP	01/31/2019	0.00	75.00
113481	30127	CINTAS CORPORATION NO. 2	01/31/2019	0.00	162.18
113482	30387	COACH HOUSE TOURING INC	01/31/2019	0.00	101.07
113483	26951	COMCAST	01/31/2019	0.00	69.95
113484	26951	COMCAST	01/31/2019	0.00	2.10
113485	26951	COMCAST	01/31/2019	0.00	144.85
113486	30415	CARL CORNELIUSON	01/31/2019	0.00	35.00
113487	29303	DIVERSIFIED COFFEE PRODUCTS	01/31/2019	0.00	177.00
113488	01523	EARL F. ANDERSEN, INC	01/31/2019	0.00	1,595.69
113489	27569	EMERGENCY AUTOMOTIVE TECHNO	01/31/2019	0.00	2,276.64
113490	06008	FASTENAL CO	01/31/2019	0.00	48.99
113491	28978	G & B ENVIRONMENTAL INC	01/31/2019	0.00	241.44
113492	29377	GRAINGER, INC	01/31/2019	0.00	657.63
113493	30412	GRANT GRUVER	01/31/2019	0.00	50.00
113494	08000	H & L MESABI	01/31/2019	0.00	2,288.76
113495	30048	RICH HILL	01/31/2019	0.00	486.24
113496	08571	HOPKINS BUSINESS & CIVIC ASSN	01/31/2019	0.00	275.00
113497	30416	INTERNATIONAL OUTREACH CHURC	01/31/2019	0.00	75.00
113498	12009	J. H. LARSON COMPANY	01/31/2019	0.00	200.00
113499	29249	J.R.'S ADVANCED RECYCLERS	01/31/2019	0.00	30.00
113500	30417	CARLA KILIAN	01/31/2019	0.00	75.00
113501	30413	NOAH KREILING	01/31/2019	0.00	50.00
113502	13167	MENARDS - EDEN PRAIRIE	01/31/2019	0.00	550.26
113503	29025	METERING & TECHNOLOGY SOLUTIC	01/31/2019	0.00	1,000.00
113504	13172	METRO ELEVATOR, INC	01/31/2019	0.00	160.00
113505	13192	METROPOLITAN FORD	01/31/2019	0.00	28.77
113506	29177	RENEE A MEUWISSEN	01/31/2019	0.00	345.00
113507	30414	WILLIAM A MICKLUS	01/31/2019	0.00	990.00
113508	13525	MIDNITE MARKET	01/31/2019	0.00	7.20
113509	30262	MINNESOTA EQUIPMENT	01/31/2019	0.00	3,972.58
113510	29598	MN DVS RENEWAL/TITLE & REGISTR	01/31/2019	0.00	11.00
113511	14006	NATIONAL COUNCIL ON AGING	01/31/2019	0.00	145.00
113512	15441	OLSEN CHAIN AND CABLE CO INC	01/31/2019	0.00	75.43
113513	28458	OLSEN FIRE PROTECTION INC	01/31/2019	0.00	1,101.00
113514	26974	O'REILLY AUTO PARTS	01/31/2019	0.00	54.04
113515	17806	QWEST CORP	01/31/2019	0.00	119.54
113516	17806	QWEST CORP	01/31/2019	0.00	62.27
113517	18575	ROC, INC	01/31/2019	0.00	75.00
113518	28533	RODNEY J RODMAN	01/31/2019	0.00	2,800.00
113519	28648	S M HENTGES & SONS INC	01/31/2019	0.00	73,198.66
113520	19117	SCHERER BROS. LUMBER CO.	01/31/2019	0.00	39.70
113521	30015	SERVICE GRINDING & SHARPENING I	01/31/2019	0.00	147.00
113522	29143	SHRED IT USA	01/31/2019	0.00	53.20
113523	29537	SMSC ENTERPRISES	01/31/2019	0.00	336.60
113524	19520	SNAP PRINT INC	01/31/2019	0.00	556.95
113525	19602	SPS COMPANIES INC	01/31/2019	0.00	38.16
113526	30091	RAY STAFFORD	01/31/2019	0.00	480.00
113527	19777	STREICHERS	01/31/2019	0.00	54.99
113528	29205	CHRIS STRONER	01/31/2019	0.00	360.00
113529	30189	VAN PAPER SUPPLY COMPANY	01/31/2019	0.00	222.57

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
113530	29466	VERIZON WIRELESS	01/31/2019	0.00	1,510.42
113531	30017	VERIZON WIRELESS	01/31/2019	0.00	35.01
113532	22321	VIKING ELECTRIC SUPPLY INC	01/31/2019	0.00	31.25
113533	22563	VOSS LIGHTING	01/31/2019	0.00	161.76
113534	27900	WATER CONSERVATION SERVICES	01/31/2019	0.00	422.47
113535	28624	MICHEAL J WHITE	01/31/2019	0.00	376.80
113536	30420	ZION LUTHERAN CHURCH	01/31/2019	0.00	75.00
113537	29535	ADVANCED ENGINEERING	01/31/2019	0.00	4,450.00
113538	30411	JAMES CLARK	01/31/2019	0.00	242.25
113539	05282	EHLERS AND ASSOCIATES, INC	01/31/2019	0.00	9,724.70
113540	30222	EUREKA CONSTRUCTION, INC.	01/31/2019	0.00	14,141.70
113541	08627	HOME DEPOT CREDIT SERVICES	01/31/2019	0.00	1,471.54
113542	29317	OFFICE OF MN IT SERVICES	01/31/2019	0.00	83.70
113543	19108	SCHMITT MUSIC	01/31/2019	0.00	1,195.00
113544	08009	TRANSITIONS HOME CARE	01/31/2019	0.00	306.00
113545	20892	TWIN CITY HARDWARE INC	01/31/2019	0.00	142.50
113546	29489	VERIZON WIRELESS	01/31/2019	0.00	35.01
113547	30421	WORTHINGTON DIRECT HOLDINGS L	01/31/2019	0.00	213.67
Total for 1/31/2019:				0.00	131,902.30
Report Total (607 checks):				16,834.32	2,788,337.70



January 24, 2019

Council Report 2019-013

Approve Agreement for Purchase of Services between City of Hopkins and Hennepin County Department of Community Corrections and Rehabilitation

Proposed Action.

Staff recommends adoption of the following motion: Move that Council authorize the Mayor and City Manager to sign an agreement for purchase of services through the Hennepin County Sentencing to Service work program.

Overview.

This is a biannual renewal of an agreement between the City and Hennepin County for purchase of services performed by a Sentence to Service work crew. Under this renewed agreement, the City agrees to pay the County \$45,570.00 for various work performed for the City by a minimum eight person crew, 4 days per week, 6 hours per day, from January 1, 2019 – December 31, 2019 and \$46,937.72 for the period from January 1, 2020 – December 31, 2020. Typically, our use of the STS crew is May 1 – October 31 each year. The work crew is equipped and insured by the County and supervised by a full-time County-employed supervisor. The work tasks will include: maintenance of turf and landscaped areas at Downtown Park, City Hall, Shady Oak Beach, Rotary Oasis, various downtown areas, various other right of way areas, CSAH 73/5 intersection, fence staining, hockey board painting and other tasks, as assigned. The City has successfully used the Hennepin County Sentencing to Service work program during the past several years and they have done a good job. There have been no negative consequences involving the work crews and the public. A Hennepin County supervisor is always on-site and in communication with Streets/Parks Superintendent or Parks Lead Worker.

The cost for these services is included in the 2019 Parks budget. Staff recommends approval.

Supporting Information.

 Proposed County Agreement

Steven J. Stadler  
Public Works Director

Financial Impact: \$ 45,570.00 Budgeted: Y/N <u>Y</u> Source: PW General Fund Related Documents (CIP, ERP, etc.): <u>2019 Parks budget</u> Notes:
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**SENTENCING TO SERVICE PROGRAM  
SERVICES AGREEMENT  
WITH THE CITY OF HOPKINS**

This Agreement is between the COUNTY OF HENNEPIN, STATE OF MINNESOTA A-2300 Government Center, Minneapolis, Minnesota 55487 ("COUNTY"), on behalf of the Hennepin County Department of Community Corrections and Rehabilitation, C-2300 Government Center, 300 South Sixth Street, Minneapolis, Minnesota 55487 ("DEPARTMENT"), and the CITY OF HOPKINS, 11100 Excelsior Boulevard, Hopkins, Minnesota 55343 ("CITY").

WHEREAS, the COUNTY operates the Sentencing to Service Program (STS Program) which offers offenders an opportunity to learn landscape maintenance and other marketable skills; and

WHEREAS, the CITY wishes to purchase the services of the STS Program;

NOW, THEREFORE, in consideration of the mutual undertakings and agreements hereinafter set forth, the COUNTY, on behalf of the DEPARTMENT, and the CITY agree as follows:

1. TERM AND COST OF THIS AGREEMENT

This Agreement shall be in effect from January 1, 2019 through December 31, 2020, unless terminated earlier in accordance with the Default and Cancellation provisions of this Agreement.

The total cost of this Agreement, including all reimbursable expenses, shall not exceed Ninety-Nine Thousand, Nine Hundred Sixty-Eight Dollars and Two Cents (\$99,968.02)

2. SERVICES TO BE PROVIDED

The CITY wishes to utilize the services of the STS Program participants to perform general maintenance projects (the "Work"). The specific services to be performed are more thoroughly described in ATTACHMENT A SERVICES TO BE PROVIDED, attached hereto and incorporated herein by reference.

3. RESPONSIBILITIES OF THE DEPARTMENT

The DEPARTMENT agrees to the following with respect to the Work requested:

- A. Provide one (1) work crew, four (4) days a week at a rate of Three Hundred Sixty-Seven Dollars and Fifty Cents (\$367.50) for the period of January 1, 2019 through December 31, 2019 and at a rate of Three Hundred Seventy-Eight Dollars and Fifty-Three Cents (\$378.53) for the period of January 1, 2020 through December 31, 2020 for a minimum of six (6) hours per day, excluding paid breaks. A work crew will consist of an average of six (6) participants per day.
- B. Provide COUNTY employed crew leader who will be responsible for the transportation, instruction, and supervision of the STS Program work crew.

- C. Provide required personal safety equipment and clothing needed for specific work.
- D. Provide basic landscaping tools and equipment needed for specific work.
- E. Train each STS Program work crew in necessary safety principles and techniques.
- F. Provide quarterly reports to the CITY that show the number of days worked and total hours of service received.
- G. Assume all medical liability for the STS Program participants.

4. RESPONSIBILITIES OF THE CITY

The CITY agrees to the following:

- A. Obtain all necessary permits or licenses or special authority for all Work.
- B. Assign all work and coordinate material purchases and delivery for projects to be performed.

5. COST AND PAYMENT FOR SERVICES

- A. The COUNTY shall bill the CITY for all applicable taxes.
- B. Payment for services performed by the COUNTY shall be paid by the CITY within thirty (30) days from the date of invoice. The COUNTY will invoice for services at the end of each calendar quarter.

6. INDEPENDENT CONTRACTOR

Nothing is intended or should be construed as creating or establishing the relationship of co-partners between the parties or as constituting either party as the agent, representative, or employee of the other party for any purpose. Each party is and shall remain an independent contractor for all services performed under this Agreement. Each party shall secure at its own expense all personnel required in performing services under this Agreement. Any personnel or other persons engaged in the performance of any work or services required by a party will have no contractual relationship with the other party and will not be considered employees of the other party.

7. INDEMNIFICATION

Each party agrees that it will be responsible and agrees to defend, indemnify, and hold harmless the other party, its officials, officers, agents, and employees for its own errors, acts, and omissions and the results thereof to the extent authorized by the law and shall not be responsible for the errors, acts, and omissions of the other party and the results thereof. Notwithstanding anything to the contrary in this Section 7, the COUNTY shall have no liability to the CITY for any cause under or related to this Agreement for any consequential, special, incidental, punitive, or indirect damages (including without limitation loss of profit, revenue, business opportunity, or business advantage), whether based upon a claim or action of tort, contract, warranty, negligence, strict liability, contribution, or any other legal theory or cause

of action. Each party's liability shall be governed by and limited in accordance with Minnesota Statutes, Chapter 466.

8. DATA PRACTICES

Both parties shall abide by the provisions of the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13 (MGDPA), and all other applicable state and federal laws, rules, regulations, and orders relating to data privacy and confidentiality.

9. SUBCONTRACTING AND ASSIGNMENTS

Neither party shall assign, subcontract, transfer, or pledge this Agreement, in whole or in part, without the prior written consent of the other party.

10. MERGER AND MODIFICATION

A. It is understood and agreed that the entire Agreement between the parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter. All items that are referenced or that are attached are incorporated and made a part of this Agreement.

B. Any alterations, variations, modifications, or waivers of provisions of this Agreement shall only be valid when they have been reduced to writing as an amendment to this Agreement signed by the parties.

11. DEFAULT AND CANCELLATION

A. If either party fails to perform any of the provisions of this Agreement or so fails to administer the work as to endanger the performance of this Agreement, it shall be in default. Unless the default is excused by the nondefaulting party, the nondefaulting party may upon written notice immediately cancel this Agreement in its entirety. Additionally, failure of the CITY to comply with the terms of this Agreement shall be just cause for the COUNTY to immediately cease providing services under this Agreement until the CITY's compliance.

B. The above remedies shall be in addition to any other right or remedy available to the parties under this Agreement, law, statute, rule, and/or equity.

C. Either party's failure to insist upon strict performance of any provision or to exercise any right under this Agreement shall not be deemed a relinquishment or waiver of the same, unless consented to in writing. Such consent shall not constitute a general waiver or relinquishment throughout the entire term of this Agreement.

D. This Agreement may be cancelled with or without cause by either party upon thirty (30) days written notice.

12. CONTRACT ADMINISTRATION

In order to coordinate the services of the CITY with the activities of the DEPARTMENT, so as to accomplish the purposes of this Agreement, Logan Futterer, Hennepin County Department of Community Corrections & Rehabilitation, Client and Community Restoration, 3000 North

Second Street, Minneapolis, Minnesota 55411, or his successor (Contract Administrator), shall manage this Agreement on behalf of the COUNTY and serve as liaison between the COUNTY and the CITY.

CITY PROJECT CONTACT(S):

Steven Stadler, Public Works Director  
City of Hopkins  
11100 Excelsior Boulevard  
Hopkins, MN 55343  
Office: 952-548-6350      Mobile: 952-292-6875  
Fax: 952-939-1381  
[sstadler@hopkinsmn.com](mailto:sstadler@hopkinsmn.com)

13. NOTICES

Any notice or demand which must be given or made by a party under this Agreement or any statute or ordinance shall be in writing, and shall be sent registered or certified mail. Notices to the COUNTY shall be sent to the County Administrator with a copy to the originating DEPARTMENT at the address given in the opening paragraph of this Agreement. Notice to the CITY shall be sent to the address stated in the opening paragraph of this Agreement.

14. MINNESOTA LAWS GOVERN

The Laws of the State of Minnesota shall govern all questions and interpretations concerning the validity and construction of this Agreement and the legal relations between the parties and their performance. The appropriate venue and jurisdiction for any litigation will be those courts located within the County of Hennepin, State of Minnesota. Litigation, however, in the federal courts involving the parties will be in the appropriate federal court within the State of Minnesota. If any provision of this Agreement is held invalid, illegal, or unenforceable, the remaining provisions will not be affected.

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COUNTY BOARD AUTHORIZATION

Reviewed for COUNTY by  
the County Attorney's Office:

COUNTY OF HENNEPIN  
STATE OF MINNESOTA  
By:

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{{Sig\_es\_:signer7:signature}}  
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Reviewed for COUNTY by:

ATTEST:

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Board Resolution No:  
{{\*BoardResolution\_es\_:signer5:brs}}

By:

{{Sig\_es\_:signer6:signature}}  
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Document Assembled by:

{{Sig\_es\_:signer1:signature}}  
{{userstamp1\_es\_:signer1:stamp}}

{{Exh\_es\_:signer1:attachment:label("Attachments")}}

CONTRACTOR

CONTRACTOR warrants that the person who executed this Agreement is authorized to do so on behalf of CONTRACTOR as required by applicable articles, bylaws, resolutions or ordinances.\*

By:

{ {Sig\_es\_ :signer2:signature} }  
{ {userstamp2\_es\_ :signer2:stamp} }  
{ { ttl\_es\_ :signer2:title} }

By:

{ {Sig\_es\_ :signer3:signature} }  
{ {userstamp3\_es\_ :signer3:stamp} }  
{ { ttl\_es\_ :signer3:title} }

\*CONTRACTOR represents and warrants that it has submitted to COUNTY all applicable documentation (articles, bylaws, resolutions or ordinances) that confirms the signatory's delegation of authority. Documentation is not required for a sole proprietorship.

**ATTACHMENT A: SERVICES TO BE PROVIDED**

**City of Hopkins  
11100 Excelsior Boulevard  
Hopkins, Minnesota 55343**

Description of Work to be Performed	2019	2020	Non-Taxable	Taxable
Landscape Maintenance Services; Lawn Mowing Services; Forestry and Park Maintenance Services	One (1) Work Crew, four (4) days per week May 1, 2019 through October 31, 2019 for a total of 31 weeks; up to 10 additional crews a year for buckthorn removal  NTE: \$49,245.00  Crew Per Day: \$367.50	One (1) Work Crew, four (4) days per week May 1, 2020 through October 31, 2020; for a total of 31 weeks; up to 10 additional crews a year for buckthorn removal  NTE: \$50,723.02  Crew Per Day: \$378.53	X	

Hennepin County provides certain services that are taxable in the State of Minnesota. Appropriate sales tax will be charged for all taxable services provided. Please consult the Minnesota Department of Revenue Sales & Use Tax guides (available at <http://taxes.state.mn.us>) for information on taxability of specific services.



**Contract for Services  
Between the City of Hopkins  
&  
Metropolitan Consortium of Community Developers  
for the  
Open to Business Program**

**THIS AGREEMENT**, is made and entered into as of the 1<sup>st</sup> day of January, 2019, between the City of Hopkins and **Metropolitan Consortium of Community Developers**, (herein called “MCCD”).

**WHEREAS**, the City of Hopkins wishes to retain an entity with the capacity to provide small business technical assistance to existing businesses and those parties interested in opening a business in Hopkins(the “Initiative”) and

**WHEREAS**, MCCD has represented itself as competent to provide the services required to administer and carry out the Initiative; and

**WHEREAS**, the City of Hopkins wishes to engage MCCD to provide said services necessary to carry out the Initiative;

**NOW THEREFORE**, it is agreed between the parties hereto that;

**1. TIME OF PERFORMANCE**

The service to be provided by MCCD shall commence on January 1, 2019 and unless canceled by either party, automatically renew January 1, 2020 and January 1, 2021. Either party may, at their sole discretion and without cause, cancel any remaining years covered under this agreement by providing written notice to the other party at least 30 days prior to renewal. Each Party agrees that a Party that opts out of the contract under these terms shall be subject to no penalty, and held harmless for future liability or obligation related to the terms of this agreement. All services, documents, and information to be furnished or performed by MCCD in order to carry out the Initiative shall be furnished or performed as promptly as possible, and with the fullest due diligence.

**2. COMPENSATION**

Total compensation to MCCD shall be \$10,000 for a one year period (the Contract Amount) to manage the Hopkins Open to Business program. The Contract Amount will be paid in two equal installments: \$5,000 due and payable by the City of Hopkins upon execution of this Agreement, and \$5,000 invoiced and dated on or about 6 months from the agreement date, payable by Hennepin County Housing Redevelopment Authority.

**3. SCOPE OF SERVICES**

MCCD will use the Contract Amount to provide technical assistance to existing Hopkins businesses, residents and parties interested in starting a business in Hopkins; (See **Exhibit A** Scope of Services-Hopkins Open to Business Program).

**4. REPORTING**

MCCD agrees to submit reports related to its operation of the Hopkins Open to Business program. Items to be reported on include, but are not limited to, the following:

- Number of inquiries
- Hours of technical assistance provided
- Type of assistance provided
- Type of business
- Annual sales revenue
- Number of businesses opened
- Number of business expanded/stabilized
- Number and amounts of financing packages
- Demographic information on entrepreneurs

The required reporting schedule is as follows:

January – June activity, report due July 31<sup>st</sup>

January – December activity, report due January 31<sup>st</sup>

MCCD will provide additional reports as requested by the City of Hopkins.

**5. PERSONNEL**

MCCD represents that it has, or will secure, at its own expense, all personnel required in performing the services to carry out the Initiative. Such personnel shall not be employees of or have any contractual relationship with the City of Hopkins. No tenure or any other rights or benefits, including worker’s compensation, unemployment insurance, medical care, sick leave, vacation pay, severance pay, or any other benefits available to City of Hopkins employees shall accrue to MCCD or employees of MCCD performing services under this agreement. The MCCD is an independent contractor.

All of the services required to carry out the Initiative will be performed by MCCD, and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under State and local law to perform such work.

**6. INTEREST OF MEMBERS OF THE CITY, EDA AND OTHERS**

No officer, member, or employee of the City of Hopkins, and no member of its governing body, and no other public official or governing body of the locality in which the Initiative is situated or being carried out, who exercises any functions or responsibilities in the review or approval of the undertaking or carrying out of the Initiative, shall participate in the decision relating to this Agreement which affects his/her personal interest or the interest of any corporation, partnership, or association in which he/she is, directly or indirectly, interested or has any personal or pecuniary interest, direct or indirect, in this Agreement or proceeds thereof.

**7. ASSIGNABILITY**

MCCD shall not assign any interest in this Agreement, and shall not transfer any interest in the same without the prior written approval of the City of Hopkins thereto.

**8. COMPLIANCE WITH LOCAL LAWS**

MCCD agrees to comply with all federal and state laws, statutes and applicable regulations and the ordinances of the City of Hopkins.

**9. INSURANCE**

MCCD agrees to provide proof of workers' compensation and comprehensive general liability insurance. Comprehensive general liability insurance shall be in the minimum amount of \$1,500,000

**10. HOLD HARMLESS**

MCCD agrees to defend, protect, indemnify and hold harmless the City of Hopkins, their agents, officers and employees harmless from and against all liabilities, losses, damages, costs, and expenses, whether personal, property, or contractual, including reasonable attorney's fees, arising out of, or related to the administration and operation of the Initiative, and from any act of negligence of MCCD, its officers, employees, servants, agents, or contractors.

The City of Hopkins agree to defend, protect, indemnify and hold harmless the MCCD, its agents, officers and employees harmless from and against all liabilities, losses, damages, costs, and expenses, whether personal, property, or contractual, including reasonable attorney's fees, arising out of, or related to the administration and operation of the Initiative, and from any act of negligence of the City of Hopkins, their officers, employees, servants, agents, or contractors.

**11. NOTICES**

A notice, demand, or other communication under the Agreement by either party to the other shall be sufficiently given or delivered if it is dispatched by mail, postage prepaid, return receipt requested, or delivered personally; and

(a) In the case of MCCD, is addressed or delivered personally to:

Lee Hall, Chief Operating Officer  
Metropolitan Consortium of Community Developers  
3137 Chicago Avenue South  
Minneapolis, MN 55407

(b) In the case of the City of Hopkins:

Kersten Elverum  
Director of Economic Development  
City of Hopkins  
1010 1<sup>st</sup> S  
Hopkins, MN 55343

or at such other address with respect to any party as that party may designate in writing and forward to the other as provide in the Section.

**12. MODIFICATION**

This Agreement may not be modified, changed, or amended in any manner whatsoever without the prior written approval of all the parties hereto.

**IN WITNESS WHEREOF**, the parties hereto have executed this Agreement on the day and year first written above.

**CITY OF HOPKINS**

**METROPOLITAN CONSORTIUM  
OF COMMUNITY DEVELOPERS**

By: \_\_\_\_\_

By: \_\_\_\_\_  
Jim Roth, Its President/CEO

And by;

By \_\_\_\_\_

## **Exhibit A**

### **Scope of Services**

#### **Open for Business Technical Assistance Services**

MCCD will provide intensive one-on-one technical assistance to Hopkins businesses, Hopkins residents and aspiring entrepreneurs intending to establish, purchase, or improve a business in Hopkins. Technical assistance includes, but is not limited to, the following:

- Business plan development
- Feasibility analysis
- Marketing,
- Cashflow and other financial projection development
- Operational analysis
- City and State licensing and regulatory assistance
- Loan packaging, and other assistance in obtaining financing
- Help in obtaining competent legal advice

MCCD will also provide technical assistance on a walk-in basis monthly in Hopkins City Hall or as requested at a place of business within Hopkins.

#### **Open for Business Access to Capital**

Access to capital will be provided to qualifying businesses through MCCD's Emerging Small Business Loan Program (see **Exhibit B** Small Business Loan Program Guidelines below). MCCD also provides its financing in partnership other community lenders, banks or both.

## **EXHIBIT B**

### **Small Business Loan Program Guidelines**

#### **Loan Amounts:**

- Up to \$25,000 for start-up businesses
- Larger financing packages for established businesses
- Designed to leverage other financing programs as well as private financing provided by the commercial banking community.

#### **Eligible Projects:**

- Borrowers must be a “for-profit” business.
- Business must be complimentary to existing business community.
- Borrowers must have equity injection as determined by fund management.

#### **Allowable Use of Proceeds:**

- Loan proceeds can be used for working capital, inventory, building and equipment and general business operations.

#### **Interest Rates:**

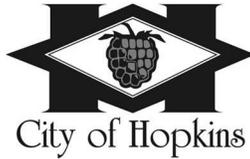
- Loan interest rate is dependent on use, term and other factors, not to exceed 10%.

#### **Loan Term Length:**

- Loan repayment terms will generally range from three to five years, but may be substantially longer for major asset financing such as commercial property.

#### **Fees and Charges:**

- Borrowers are responsible for paying all customary legal and other loan closing costs.



February 5, 2019

Council Report 2019-014

**APPROVE FINAL PLANS AND ORDER BIDS  
2019 STREET AND UTILITY IMPROVEMENTS  
CITY PROJECT 2018-10**

**Proposed Action**

Staff recommends the following motion: adopt Resolution 2019-009, Resolution Approving Plans and Specifications and Authorizing Advertisement for Bids, 2019 Street and Utility Improvements, City Project 2019-10.

This action continues an assessable project for street and utility improvements.

**Overview**

At its November 11<sup>th</sup>, 2018 meeting, the Hopkins City Council conducted a public hearing concerning the street and utility improvements proposed for the 2019 Street and Utility Improvement Project. Council directed the project to proceed and authorized the preparation of final plans and specifications. The final plans are substantially complete, staff now asks the council to approve these plans and authorize advertisement for bids.

**Primary Issues to Consider**

- Scope of Improvements
- Public Input
- Estimated Costs and Funding
- Project Schedule
- Staff Recommendation

**Supporting Information**

- Engineer's Estimate
- Final Plans (available upon request)
- Project Location Map
- Resolution 2019-009

Eric Klingbeil, P.E., Assistant City Engineer

Financial Impact: \$5,575,000 Budgeted: Y/N Y Source: PIR, SA, Water, Sanitary, Storm  
Related Documents (CIP, ERP, etc.): CIP Notes: \_\_\_\_\_

## **ANALYSIS OF ISSUES**

### **Scope of Improvements**

This project includes reconstruction of the following streets:

- Cambridge Street
- Lake Street NE
- Van Buren Avenue N
- Tyler Avenue N
- Hiawatha Avenue
- Oak Park Lane

The pavement condition index for most of the project area is below 40, which indicates failed pavement and warrants reconstruction. In recent years there has also been significant development work completed in the area, resulting in several street impacts which are accelerating pavement deterioration in the area. Proposed street improvements include full reconstruction of streets and new curb and gutter throughout the project area. Street width improvements were also considered with this project.

Water main is proposed to be replaced throughout the project area. Most of the existing main is in excess of 60 years old and made from cast iron. New main will be ductile iron, which has better reliability and when properly installed a longer lifecycle than cast iron. All water services will be replaced from the main to the property line unless they are copper and less than 10 years old.

Sanitary sewer improvements include the removal and replacement of the main, manholes and service lines to the property line.

Proposed storm sewer improvements include addition of curb and gutter, removal and replacement of the storm sewer main, addition of storm sewer inlets to reduce water ponding in the street and improvements to reduce sediment accumulation.

Pedestrian facilities include installation of new sidewalk along Lake Street NE, Van Buren Avenue, and Cambridge Street. This new sidewalk will provide continuous off-street pedestrian facilities between Tyler Avenue and Blake Road. Additional sidewalks were considered for Hiawatha Avenue and Oak Park Lane, however there is limited right-of-way and a lack of neighborhood support.

During the scoping for this project, it was determined that there was some other work that should be included in the project, due not only to proximity, but to capitalize on pricing. This additional work will be funded by separate items in the CIP and Budget and includes the following:

- Sanitary Sewer Lining in areas across the City identified by the Public Works Department.
- Citywide spot alley and sidewalk repairs

Metropolitan Council Environmental Services (MCES) is currently reconstructing the L27 lift station, which is currently located at 420 Blake Road. The new lift station will be located at 402 Hiawatha Avenue, approximately 600 feet west of Blake Road. As part of the project, existing sanitary piping in Lake Street NE must be rerouted to the new lift station. MCES will be reconstructing portions of Lake Street NE to accommodate this work.

## Public Input

Two public informational meetings regarding the improvements were held on September 19th and November 14th. The meeting format consisted of a presentation of the overall project, with detailed discussion on assessments. Between the two meetings, a total of approximately 12 people attended the meetings.

A questionnaire was sent to all properties in the project area in advance of the neighborhood meeting. Drainage concerns and a desire for improved street surface and additional sidewalks were the most notable comments in the responses.

Bolton & Menk and City staff have, and will continue to meet with individual property owners in person to discuss concerns and look at options to minimize issues.

## Assessments

The proposed street assessments are based on the City's assessment policy, whereby 70% of the street reconstruction cost and 50% of the water and sewer service replacement are assessed to benefiting properties. The policy also allows for assessments to be capped should assessments exceed previous year assessments by 20%; the costs for this project will trigger the assessment cap. A preliminary assessment roll has been calculated and can be found in the appendix of the attached Feasibility Report.

The assessment cap for residential properties is \$91.56 per front foot based on adding 3% to the 2018 cap. Without the cap assessments could be double the capped rate.

## Project Budget and Costs

The estimate for this project, which includes contingency, and costs for legal, administrative, and engineering costs for all the work totals to \$5,575,000.

Project costs and funding sources are as follows:

<b>Funding Source</b>	<b>CIP Budget</b>	<b>Engineers Estimate</b>	<b>Difference</b>
PI-PIR/General Obligation Bonds	\$1,945,000	1,840,000	-105,000
Assessments	1,280,000	1,280,000	0
Storm Sewer Fund	500,000	745,000	245,000
Sanitary Sewer Fund	600,000	610,000	10,000
Water Fund	1,250,000	1,100,000	-150,000
<b>Total</b>	<b>5,575,000</b>	<b>5,575,000</b>	<b>0</b>

Cost estimates show the project tracking within the overall CIP budget. Storm sewer is tracking over the CIP budget for that item, engineering staff has worked with the Finance Director to assure the project as proposed can be funded.

### **Project Schedule**

<i>Accept feasibility report/order public hearing</i>	<i>October 16, 2018</i>
<i>Public Informational Neighborhood Meeting</i>	<i>November 14, 2018</i>
<i>Public hearing/order final design</i>	<i>November 20, 2018</i>
Approve final plans/order bids	February 5, 2019
Bid Opening	March 8, 2019
Order Assessment Hearing	March 19, 2019
Public Informational Neighborhood Meeting	Early April 2019
Conduct Public Assessment Hearing	April 16, 2019
Adopt Assessment Roll/Award Contract	April 16, 2019
Begin Construction	May, 2019
Complete Construction	November, 2019

### **Staff Recommendation**

Staff recommends approving final plans and ordering bids with adoption of resolution 2019-009.

**ENGINEER'S ESTIMATE**  
**2019 STREET & UTILITY IMPROVEMENTS**  
**CITY OF HOPKINS, MN**  
**CITY PROJECT NO. 2018-10**  
**BMI PROJECT NO. T19.116650**

ITEM NO.	ITEM	NOTES	UNIT	UNIT PRICE	ESTIMATED QUANTITIES					ESTIMATED COSTS					SUMMARY	
					STREETS	UTILITIES				STREETS	UTILITIES				TOTAL QUANTITY	TOTAL COST
					STREET TOTAL	SANITARY SEWER	WATERMAIN	STORM SEWER	PRIVATE SEWER/WATER	STREET TOTAL	SANITARY SEWER	WATERMAIN	STORM SEWER	PRIVATE SEWER/WATER		
1	MOBILIZATION		LUMP SUM	\$ 250,000.00	0.58	0.10	0.22	0.10		\$ 145,000.00	\$ 25,000.00	\$ 55,000.00	\$ 25,000.00	\$ -	1.00	\$ 250,000.00
2	TRAFFIC CONTROL		LUMP SUM	\$ 30,000.00	0.58	0.10	0.22	0.10		\$ 17,400.00	\$ 3,000.00	\$ 6,600.00	\$ 3,000.00	\$ -	1.00	\$ 30,000.00
3	LANDSCAPE ALLOWANCE		LUMP SUM	\$ 25,000.00	0.58	0.10	0.22	0.10		\$ 14,500.00	\$ 2,500.00	\$ 5,500.00	\$ 2,500.00	\$ -	1.00	\$ 25,000.00
4	TREE TRIMMING		LUMP SUM	\$ 5,000.00	0.58	0.10	0.22	0.10		\$ 2,900.00	\$ 500.00	\$ 1,100.00	\$ 500.00	\$ -	1.00	\$ 5,000.00
5	GRUBBING (TREE)		EACH	\$ 250.00	34		3			\$ 8,500.00	\$ -	\$ 750.00	\$ -	\$ -	37	\$ 9,250.00
6	CLEARING (TREE)		EACH	\$ 250.00	34		3			\$ 8,500.00	\$ -	\$ 750.00	\$ -	\$ -	37	\$ 9,250.00
7	EXPLORATORY EXCAVATION		HOUR	\$ 650.00	52	4	4	4		\$ 33,800.00	\$ 2,600.00	\$ 2,600.00	\$ 2,600.00	\$ -	64	\$ 41,600.00
8	REMOVE BITUMINOUS PAVEMENT (TRAILS AND DRIVEWAYS)		SQ YD	\$ 5.00	1512		1410			\$ 7,560.00	\$ -	\$ 7,050.00	\$ -	\$ -	2922	\$ 14,610.00
9	REMOVE CONCRETE PAVEMENT (WALKS, DRIVEWAYS, AND ALLEYS)		SQ YD	\$ 8.00	2153		46			\$ 17,224.00	\$ -	\$ 368.00	\$ -	\$ -	2199	\$ 17,592.00
10	REMOVE CONCRETE PAVEMENT (SPOT REPLACEMENT)		SQ YD	\$ 12.00	300					\$ 3,600.00	\$ -	\$ -	\$ -	\$ -	300	\$ 3,600.00
11	REMOVE CURB & GUTTER		LIN FT	\$ 4.00	9501		59			\$ 38,004.00	\$ -	\$ 236.00	\$ -	\$ -	9560	\$ 38,240.00
12	REMOVE CURB & GUTTER (SPOT REPLACEMENT)		LIN FT	\$ 8.00	100					\$ 800.00	\$ -	\$ -	\$ -	\$ -	100	\$ 800.00
13	REMOVE SIGN		EACH	\$ 40.00	95					\$ 3,800.00	\$ -	\$ -	\$ -	\$ -	95	\$ 3,800.00
14	REMOVE WOOD BOLLARD		EACH	\$ 100.00	5					\$ 500.00	\$ -	\$ -	\$ -	\$ -	5	\$ 500.00
15	SAWING CONCRETE PAVEMENT (FULL-DEPTH)		LIN FT	\$ 5.00	1503		14			\$ 7,515.00	\$ -	\$ 70.00	\$ -	\$ -	1517	\$ 7,585.00
16	SAWING BITUMINOUS PAVEMENT (FULL-DEPTH)		LIN FT	\$ 3.00	1349		179			\$ 4,047.00	\$ -	\$ 537.00	\$ -	\$ -	1528	\$ 4,584.00
17	SALVAGE & REINSTALL FENCE (VINYL OR WOOD)		LIN FT	\$ 35.00	60					\$ 2,100.00	\$ -	\$ -	\$ -	\$ -	60	\$ 2,100.00
18	SALVAGE & REINSTALL MODULAR BLOCK/STONE RETAINING WALL		SQ FT	\$ 40.00	191					\$ 7,640.00	\$ -	\$ -	\$ -	\$ -	191	\$ 7,640.00
19	REMOVE BENCH		EACH	\$ 500.00	2					\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	2	\$ 1,000.00
20	SALVAGE & REINSTALL MAILBOX		EACH	\$ 500.00	7					\$ 3,500.00	\$ -	\$ -	\$ -	\$ -	7	\$ 3,500.00
21	MODULAR BLOCK RETAINING WALL		SQ FT	\$ 45.00	693					\$ 31,185.00	\$ -	\$ -	\$ -	\$ -	693	\$ 31,185.00
22	COMMON EXCAVATION	(EV)(P)	CU YD	\$ 18.00	18562		317			\$ 334,116.00	\$ -	\$ 5,706.00	\$ -	\$ -	18879	\$ 339,822.00
23	SUBGRADE EXCAVATION	(EV)	CU YD	\$ 18.00	2429		40			\$ 43,722.00	\$ -	\$ 720.00	\$ -	\$ -	2469	\$ 44,442.00
24	STABILIZING AGGREGATE	(CV)	CU YD	\$ 50.00	1215					\$ 60,750.00	\$ -	\$ -	\$ -	\$ -	1215	\$ 60,750.00
25	SELECT GRANULAR BORROW		TON	\$ 16.00	10118		85			\$ 161,888.00	\$ -	\$ 1,360.00	\$ -	\$ -	10203	\$ 163,248.00
26	GEOTEXTILE FABRIC		SQ YD	\$ 1.50	15045		140			\$ 22,567.50	\$ -	\$ 210.00	\$ -	\$ -	15185	\$ 22,777.50
27	TOPSOIL BORROW (SPECIAL)	(LV)	CU YD	\$ 40.00	1374		500			\$ 54,952.00	\$ -	\$ 20,000.00	\$ -	\$ -	1874	\$ 74,952.00
28	CLASS 5 AGGREGATE BASE		TON	\$ 18.00	12939		57	34		\$ 232,902.00	\$ -	\$ 1,026.00	\$ 612.00	\$ -	13030	\$ 234,540.00
29	CLASS 2 AGGREGATE SURFACING (GRAVEL DRIVEWAY)		TON	\$ 40.00	23					\$ 920.00	\$ -	\$ -	\$ -	\$ -	23	\$ 920.00
30	SELECT GRANULAR TRENCH BACKFILL		TON	\$ 16.00	0	1200	1200	300		\$ -	\$ 19,200.00	\$ 19,200.00	\$ 4,800.00	\$ -	2700	\$ 43,200.00
31	RECLAIM BITUMINOUS SURFACE (LOAD & STOCKPILE)		SQ YD	\$ 2.50	23416					\$ 58,540.00	\$ -	\$ -	\$ -	\$ -	23416	\$ 58,540.00
32	RECLAIM BITUMINOUS SURFACE (IN PLACE)		SQ YD	\$ 3.00	1130					\$ 3,390.00	\$ -	\$ -	\$ -	\$ -	1130	\$ 3,390.00
33	BITUMINOUS WEARING COURSE (SPWEA240C)		TON	\$ 70.00	2677		20	10		\$ 187,390.00	\$ -	\$ 1,400.00	\$ 700.00	\$ -	2707	\$ 189,490.00
34	BITUMINOUS NON-WEARING COURSE (SPNWB230C)		TON	\$ 65.00	3673		30	10		\$ 238,745.00	\$ -	\$ 1,950.00	\$ 650.00	\$ -	3713	\$ 241,345.00
35	BITUMINOUS MATERIAL FOR TACK COAT		GAL	\$ 3.50	1767		21	6		\$ 6,184.50	\$ -	\$ 73.50	\$ 21.00	\$ -	1794	\$ 6,279.00
36	3" BITUMINOUS PAVEMENT (TRAIL/DRIVEWAY) (SPWEA240B)		SQ YD	\$ 30.00	770		1280			\$ 23,100.00	\$ -	\$ 38,400.00	\$ -	\$ -	2050	\$ 61,500.00
37	BITUMINOUS ROADWAY PATCH (SPWEA240C)		SQ YD	\$ 50.00	25					\$ 1,250.00	\$ -	\$ -	\$ -	\$ -	25	\$ 1,250.00
38	JOINT ADHESIVE		LIN FT	\$ 0.75	2768		59			\$ 2,076.00	\$ -	\$ 44.25	\$ -	\$ -	2827	\$ 2,120.25
39	4" CONCRETE WALK		SQ FT	\$ 6.00	33117		415			\$ 198,702.00	\$ -	\$ 2,490.00	\$ -	\$ -	33532	\$ 201,192.00
40	4" CONCRETE WALK (SPOT REPLACEMENT)		SQ FT	\$ 7.50	2500					\$ 18,750.00	\$ -	\$ -	\$ -	\$ -	2500	\$ 18,750.00
41	TRUNCATED DOMES		SQ FT	\$ 50.00	204		15			\$ 10,200.00	\$ -	\$ 750.00	\$ -	\$ -	219	\$ 10,950.00
42	CONCRETE STEP		LIN FT	\$ 125.00	5					\$ 625.00	\$ -	\$ -	\$ -	\$ -	5	\$ 625.00
43	CONCRETE CURB & GUTTER DESIGN B618		LIN FT	\$ 17.50	0		59	15394		\$ -	\$ -	\$ 1,032.50	\$ 269,395.00	\$ -	15453	\$ 270,427.50
44	CONCRETE CURB & GUTTER DESIGN B618 (SPOT REPLACEMENT)		LIN FT	\$ 25.00	0			270		\$ -	\$ -	\$ -	\$ 6,750.00	\$ -	270	\$ 6,750.00
45	6" CONCRETE WALK PEDESTRIAN RAMPS		SQ YD	\$ 85.00	129		6			\$ 10,965.00	\$ -	\$ 510.00	\$ -	\$ -	135	\$ 11,475.00
46	6" CONCRETE WALK PEDESTRIAN RAMPS (SPOT REPLACEMENT)		SQ YD	\$ 90.00	50					\$ 4,500.00	\$ -	\$ -	\$ -	\$ -	50	\$ 4,500.00
47	6" CONCRETE DRIVEWAY PAVEMENT (RESIDENTIAL)		SQ YD	\$ 60.00	510					\$ 30,600.00	\$ -	\$ -	\$ -	\$ -	510	\$ 30,600.00
48	7" CONCRETE VALLEY GUTTER		SQ YD	\$ 75.00	25					\$ 1,875.00	\$ -	\$ -	\$ -	\$ -	25	\$ 1,875.00
49	6" CONCRETE ALLEY (SPOT REPLACEMENT/HIGH EARLY)		SQ YD	\$ 80.00	80					\$ 6,400.00	\$ -	\$ -	\$ -	\$ -	80	\$ 6,400.00
50	DRILL & GROUT REINF BAR - NO. 4 (EPOXY COATED)		EACH	\$ 15.00	143					\$ 2,145.00	\$ -	\$ -	\$ -	\$ -	143	\$ 2,145.00
51	8" CONCRETE DRIVEWAY PAVEMENT (COMMERCIAL/ALLEY)		SQ YD	\$ 80.00	1116					\$ 89,280.00	\$ -	\$ -	\$ -	\$ -	1116	\$ 89,280.00
52	SAW & SEAL CONCRETE JOINTS (SPOT REPLACEMENT)		LIN FT	\$ 25.00	50					\$ 1,250.00	\$ -	\$ -	\$ -	\$ -	50	\$ 1,250.00
53	CROSSWALK WHITE (GR IN) - THERMOPLASTIC		SQ FT	\$ 20.00	576					\$ 11,520.00	\$ -	\$ -	\$ -	\$ -	576	\$ 11,520.00
54	4" BROKEN YELLOW - MULTI COMPONENT LIQUID		LIN FT	\$ 0.75	1080					\$ 810.00	\$ -	\$ -	\$ -	\$ -	1080	\$ 810.00
55	4" SOLID WHITE - MULTI COMPONENT LIQUID		LIN FT	\$ 1.00	120					\$ 120.00	\$ -	\$ -	\$ -	\$ -	120	\$ 120.00
56	PAVEMENT MESSAGE (ARROW) (GR IN) - THERMOPLASTIC		EACH	\$ 500.00	2					\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	2	\$ 1,000.00
57	TRAFFIC SIGN POST (WITH FOUNDATION)		EACH	\$ 200.00	14					\$ 2,800.00	\$ -	\$ -	\$ -	\$ -	14	\$ 2,800.00
58	TRAFFIC SIGN POST (U-CHANNEL)		EACH	\$ 100.00	99					\$ 9,900.00	\$ -	\$ -	\$ -	\$ -	99	\$ 9,900.00
59	SIGN PANELS (TYPE C)		SQ FT	\$ 20.00	250.75					\$ 5,015.00	\$ -	\$ -	\$ -	\$ -	251	\$ 5,015.00
60	SIGN PANELS (TYPE D)		SQ FT	\$ 25.00	68					\$ 1,687.50	\$ -	\$ -	\$ -	\$ -	68	\$ 1,687.50
61	SALVAGE SIGN		EACH	\$ 60.00	25					\$ 1,500.00	\$ -	\$ -	\$ -	\$ -	25	\$ 1,500.00
62	REINSTALL SIGN		EACH	\$ 115.00	21					\$ 2,415.00	\$ -	\$ -	\$ -	\$ -	21	\$ 2,415.00
63	CONSTRUCTION SIGN - SPECIAL		SQ FT	\$ 25.00	100					\$ 2,500.00	\$ -	\$ -	\$ -	\$ -	100	\$ 2,500.00

**ENGINEER'S ESTIMATE**  
**2019 STREET & UTILITY IMPROVEMENTS**  
**CITY OF HOPKINS, MN**  
**CITY PROJECT NO. 2018-10**  
**BMI PROJECT NO. T19.116650**

ITEM NO.	ITEM	NOTES	UNIT	UNIT PRICE	ESTIMATED QUANTITIES					ESTIMATED COSTS					SUMMARY	
					STREETS	UTILITIES				STREETS	UTILITIES				TOTAL QUANTITY	TOTAL COST
					STREET TOTAL	SANITARY SEWER	WATERMAIN	STORM SEWER	PRIVATE SEWER/WATER	STREET TOTAL	SANITARY SEWER	WATERMAIN	STORM SEWER	PRIVATE SEWER/WATER		
64	DECIDUOUS TREE 2" CAL B & B (HACKBERRY)		EACH	\$ 425.00	4					\$ 1,700.00	\$ -	\$ -	\$ -	\$ -	4	\$ 1,700.00
65	DECIDUOUS TREE 2" CAL B & B (HONEY LOCUST)		EACH	\$ 425.00	4					\$ 1,700.00	\$ -	\$ -	\$ -	\$ -	4	\$ 1,700.00
66	DECIDUOUS TREE 2" CAL B & B (LITTLE LEAF LINDEN)		EACH	\$ 425.00	4					\$ 1,700.00	\$ -	\$ -	\$ -	\$ -	4	\$ 1,700.00
67	DECIDUOUS TREE 2" CAL B & B (SWAMP WHITE OAK)		EACH	\$ 425.00	4					\$ 1,700.00	\$ -	\$ -	\$ -	\$ -	4	\$ 1,700.00
68	DECIDUOUS TREE 2" CAL B & B (SUGAR MAPLE)		EACH	\$ 425.00	5					\$ 2,125.00	\$ -	\$ -	\$ -	\$ -	5	\$ 2,125.00
69	DECIDUOUS TREE 2" CAL B & B (PARKWAY NORWAY MAPLE)		EACH	\$ 425.00	5					\$ 2,125.00	\$ -	\$ -	\$ -	\$ -	5	\$ 2,125.00
70	DECIDUOUS TREE 2" CAL B & B (PRINCETON AMERICAN ELM)		EACH	\$ 425.00	4					\$ 1,700.00	\$ -	\$ -	\$ -	\$ -	4	\$ 1,700.00
71	DECIDUOUS TREE 2" CAL B & B (RED OAK)		EACH	\$ 425.00	4					\$ 1,700.00	\$ -	\$ -	\$ -	\$ -	4	\$ 1,700.00
72	LIMESTONE BLOCK		EACH	\$ 1,600.00	12					\$ 19,200.00	\$ -	\$ -	\$ -	\$ -	12	\$ 19,200.00
73	PERENNIAL 1 GAL CONT (FEATHER REED GRASS)		EACH	\$ 30.00	20					\$ 600.00	\$ -	\$ -	\$ -	\$ -	20	\$ 600.00
74	PERENNIAL 1 GAL CONT (MAY NIGHT SALVIA)		EACH	\$ 30.00	20					\$ 600.00	\$ -	\$ -	\$ -	\$ -	20	\$ 600.00
75	SHRUB 5 GAL CONT (ISANTI DOGWOOD)		EACH	\$ 75.00	3					\$ 225.00	\$ -	\$ -	\$ -	\$ -	3	\$ 225.00
76	SHRUB 5 GAL CONT (SEA GREEN JUNIPER)		EACH	\$ 75.00	3					\$ 225.00	\$ -	\$ -	\$ -	\$ -	3	\$ 225.00
77	STORM DRAIN INLET PROTECTION		EACH	\$ 300.00	65					\$ 19,500.00	\$ -	\$ -	\$ -	\$ -	65	\$ 19,500.00
78	SILT FENCE, TYPE MS		LIN FT	\$ 2.00	2200					\$ 4,400.00	\$ -	\$ -	\$ -	\$ -	2200	\$ 4,400.00
79	SILT FENCE, TYPE HI		LIN FT	\$ 3.50	1105					\$ 3,867.50	\$ -	\$ -	\$ -	\$ -	1105	\$ 3,867.50
80	SILT FENCE, TYPE PA		LIN FT	\$ 3.50	2300					\$ 8,050.00	\$ -	\$ -	\$ -	\$ -	2300	\$ 8,050.00
81	BIOROLL		LIN FT	\$ 5.00	100					\$ 500.00	\$ -	\$ -	\$ -	\$ -	100	\$ 500.00
82	STREET SWEEPER WITH OPERATOR		HOURL	\$ 150.00	120					\$ 18,000.00	\$ -	\$ -	\$ -	\$ -	120	\$ 18,000.00
83	LAWN TYPE SOD		SQ YD	\$ 6.00	3450					\$ 20,700.00	\$ -	\$ -	\$ -	\$ -	3450	\$ 20,700.00
84	HYDROMULCH & SEED MIX 25-151		SQ YD	\$ 2.50	7580		4570			\$ 18,950.00	\$ -	\$ 11,425.00	\$ -	\$ -	12150	\$ 30,375.00
85	CATEGORY 3 EROSION CONTROL BLANKET & SEED MIX 25-131		SQ YD	\$ 3.50	500					\$ 1,750.00	\$ -	\$ -	\$ -	\$ -	500	\$ 1,750.00
86	REMOVE MISCELLANEOUS DEBRIS		LUMP SUM	\$ 750.00	1					\$ 750.00	\$ -	\$ -	\$ -	\$ -	1	\$ 750.00
87	COMMON EMBANKMENT (CV)		CU YD	\$ 100.00	10					\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	10	\$ 1,000.00
88	MILL CONCRETE SURFACE		SQ YD	\$ 100.00	35					\$ 3,500.00	\$ -	\$ -	\$ -	\$ -	35	\$ 3,500.00
89	DRILL & GROUT REINF BAR (EPOXY COATED)		EACH	\$ 35.00	75					\$ 2,625.00	\$ -	\$ -	\$ -	\$ -	75	\$ 2,625.00
90	REINFORCEMENT BARS (EPOXY COATED)		POUND	\$ 5.00	264					\$ 1,320.00	\$ -	\$ -	\$ -	\$ -	264	\$ 1,320.00
91	SIDEWALK CONCRETE (3552)		SQ FT	\$ 20.00	453					\$ 9,060.00	\$ -	\$ -	\$ -	\$ -	453	\$ 9,060.00
92	SPECIAL SURFACE FINISH (INPLACE)		SQ FT	\$ 5.00	346					\$ 1,730.00	\$ -	\$ -	\$ -	\$ -	346	\$ 1,730.00
93	CONCRETE WEARING COURSE (3U17A)		SQ FT	\$ 8.00	2040					\$ 16,320.00	\$ -	\$ -	\$ -	\$ -	2040	\$ 16,320.00
94	BRIDGE APPROACH PANELS		SQ YD	\$ 375.00	91					\$ 34,125.00	\$ -	\$ -	\$ -	\$ -	91	\$ 34,125.00
95	REMOVE CONCRETE WEARING COURSE		SQ FT	\$ 3.00	2176					\$ 6,528.00	\$ -	\$ -	\$ -	\$ -	2176	\$ 6,528.00
96	RECONSTRUCT BEAM ENDS		EACH	\$ 1,500.00	10					\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	10	\$ 15,000.00
97	ORGANIC ZINC-RICH PAINT SYSTEM (FIELD)		SQ FT	\$ 10.00	310					\$ 3,100.00	\$ -	\$ -	\$ -	\$ -	310	\$ 3,100.00
98	RANDOM RIPRAP CLASS IV		CU YD	\$ 100.00	29					\$ 2,900.00	\$ -	\$ -	\$ -	\$ -	29	\$ 2,900.00
99	GRANULAR FILTER		CU YD	\$ 100.00	15					\$ 1,500.00	\$ -	\$ -	\$ -	\$ -	15	\$ 1,500.00
100	OBJECT MARKER TYPE X4-4		EACH	\$ 150.00	1					\$ 150.00	\$ -	\$ -	\$ -	\$ -	1	\$ 150.00
101	REMOVE SANITARY SEWER PIPE		LIN FT	\$ 6.00		1955				\$ -	\$ 11,730.00	\$ -	\$ -	\$ -	1955	\$ 11,730.00
102	REMOVE SANITARY MANHOLE		EACH	\$ 500.00		9				\$ -	\$ 4,500.00	\$ -	\$ -	\$ -	9	\$ 4,500.00
103	SANITARY SEWER CASTING (SPECIAL)		EACH	\$ 1,050.00		25				\$ -	\$ 26,250.00	\$ -	\$ -	\$ -	25	\$ 26,250.00
104	6" PVC SDR 35 RISER PIPE		LIN FT	\$ 45.00		153				\$ -	\$ 6,885.00	\$ -	\$ -	\$ -	153	\$ 6,885.00
105	8" PVC SDR 35 SANITARY SEWER PIPE		LIN FT	\$ 55.00		1191			796	\$ -	\$ 65,505.00	\$ -	\$ -	\$ 43,780.00	1987	\$ 109,285.00
106	10" PVC SDR 35 SANITARY SEWER PIPE		LIN FT	\$ 65.00		550				\$ -	\$ 35,750.00	\$ -	\$ -	\$ -	550	\$ 35,750.00
107	CIPP LINE 8" SANITARY SEWER PIPE		LIN FT	\$ 25.00		3499				\$ -	\$ 87,475.00	\$ -	\$ -	\$ -	3499	\$ 87,475.00
108	TRIM PROTRUDING TAP		EACH	\$ 300.00		5				\$ -	\$ 1,500.00	\$ -	\$ -	\$ -	5	\$ 1,500.00
109	6" PVC SDR 26 SANITARY SEWER SERVICE PIPE		LIN FT	\$ 40.00		943				\$ -	\$ 37,720.00	\$ -	\$ -	\$ -	943	\$ 37,720.00
110	8" x 6" SDR 26 PVC SERVICE WYE		EACH	\$ 400.00		20				\$ -	\$ 8,000.00	\$ -	\$ -	\$ -	20	\$ 8,000.00
111	10" x 6" SDR 26 PVC SERVICE WYE		EACH	\$ 450.00		6				\$ -	\$ 2,700.00	\$ -	\$ -	\$ -	6	\$ 2,700.00
112	6" PVC SANITARY SEWER CLEANOUT		EACH	\$ 500.00		4				\$ -	\$ 2,000.00	\$ -	\$ -	\$ -	4	\$ 2,000.00
113	SANITARY MANHOLE		LIN FT	\$ 300.00		90.6			38.8	\$ -	\$ 27,180.00	\$ -	\$ -	\$ 11,640.00	129.4	\$ 38,820.00
114	CONSTRUCT 8" OUTSIDE DROP		LIN FT	\$ 550.00		11.5				\$ -	\$ 6,325.00	\$ -	\$ -	\$ -	11.5	\$ 6,325.00
115	RECONNECT SANITARY SEWER SERVICE		EACH	\$ 650.00		31				\$ -	\$ 20,150.00	\$ -	\$ -	\$ -	31	\$ 20,150.00
116	CONNECT TO EXISTING SANITARY SEWER MANHOLE		EACH	\$ 2,500.00		1				\$ -	\$ 2,500.00	\$ -	\$ -	\$ -	1	\$ 2,500.00
117	CONNECT TO EXISTING SANITARY SEWER PIPE		EACH	\$ 1,500.00		5			1	\$ -	\$ 7,500.00	\$ -	\$ -	\$ 1,500.00	6	\$ 9,000.00
118	SEAL SANITARY MANHOLE		EACH	\$ 2,500.00		14				\$ -	\$ 35,000.00	\$ -	\$ -	\$ -	14	\$ 35,000.00
119	SANITARY SEWER SPOT REPAIR (0' - 10' DEPTH)		EACH	\$ 6,000.00		2				\$ -	\$ 12,000.00	\$ -	\$ -	\$ -	2	\$ 12,000.00
120	SANITARY SEWER SPOT REPAIR (10' - 20' DEPTH)		EACH	\$ 8,000.00		5				\$ -	\$ 40,000.00	\$ -	\$ -	\$ -	5	\$ 40,000.00
121	CONNECT TO EXISTING SANITARY SEWER SERVICE (PRIVATE)		EACH	\$ 2,000.00					6	\$ -	\$ -	\$ -	\$ -	\$ 12,000.00	6	\$ 12,000.00
122	CONNECT TO EXISTING WATER SERVICE (PRIVATE)		EACH	\$ 3,000.00					3	\$ -	\$ -	\$ -	\$ -	\$ 9,000.00	3	\$ 9,000.00
123	1" TYPE K COPPER SERVICE PIPE (PRIVATE)		LIN FT	\$ 45.00					90	\$ -	\$ -	\$ -	\$ -	\$ 4,050.00	90	\$ 4,050.00
124	6" PVC SDR 26 SANITARY SEWER SERVICE PIPE (PRIVATE)		LIN FT	\$ 55.00					90	\$ -	\$ -	\$ -	\$ -	\$ 4,950.00	90	\$ 4,950.00
125	LINE 4"-6" SANITARY SEWER SERVICE PIPE (PRIVATE)		LIN FT	\$ 120.00					90	\$ -	\$ -	\$ -	\$ -	\$ 10,800.00	90	\$ 10,800.00
126	TELEWISE SANITARY SEWER SERVICE LINE		EACH	\$ 600.00					6	\$ -	\$ -	\$ -	\$ -	\$ 3,600.00	6	\$ 3,600.00
127	REMOVE WATERMAIN		LIN FT	\$ 5.00			3952			\$ -	\$ -	\$ 19,760.00	\$ -	\$ -	3952	\$ 19,760.00

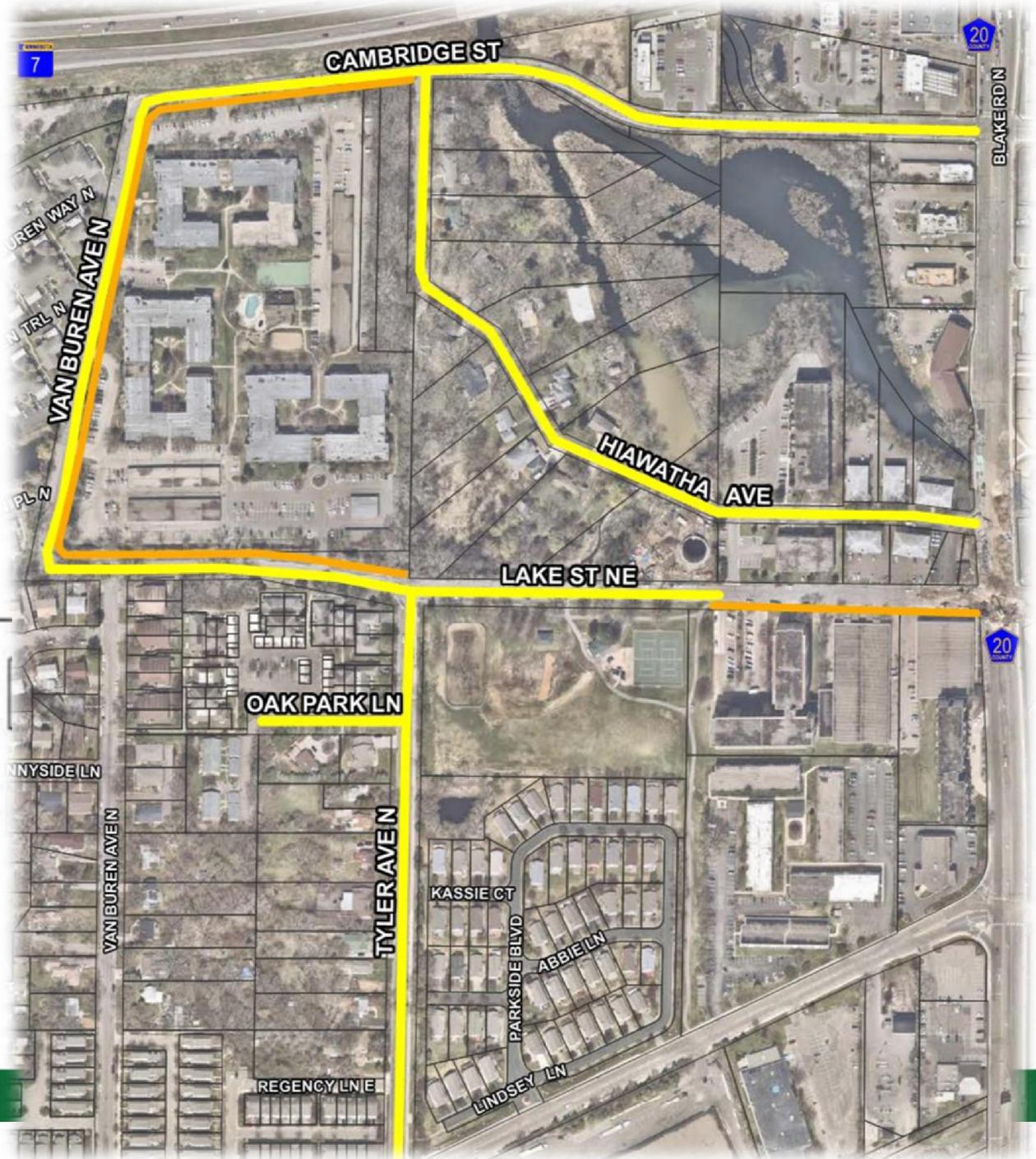
**ENGINEER'S ESTIMATE**  
**2019 STREET & UTILITY IMPROVEMENTS**  
**CITY OF HOPKINS, MN**  
**CITY PROJECT NO. 2018-10**  
**BMI PROJECT NO. T19.116650**

ITEM NO.	ITEM	NOTES	UNIT	UNIT PRICE	ESTIMATED QUANTITIES					ESTIMATED COSTS					SUMMARY	
					STREETS	UTILITIES				STREETS	UTILITIES				TOTAL QUANTITY	TOTAL COST
					STREET TOTAL	SANITARY SEWER	WATERMAIN	STORM SEWER	PRIVATE SEWER/WATER	STREET TOTAL	SANITARY SEWER	WATERMAIN	STORM SEWER	PRIVATE SEWER/WATER		
128	ABANDON WATERMAIN		LIN FT	\$ 6.50			306			\$ -	\$ -	\$ 1,989.00	\$ -	\$ -	306	\$ 1,989.00
129	REMOVE HYDRANT		EACH	\$ 500.00			11			\$ -	\$ -	\$ 5,500.00	\$ -	\$ -	11	\$ 5,500.00
130	ADJUST VALVE BOX		EACH	\$ 350.00			1			\$ -	\$ -	\$ 350.00	\$ -	\$ -	1	\$ 350.00
131	CONNECT TO EXISTING WATERMAIN		EACH	\$ 1,600.00			21			\$ -	\$ -	\$ 33,600.00	\$ -	\$ -	21	\$ 33,600.00
132	HYDRANT		EACH	\$ 6,000.00			13			\$ -	\$ -	\$ 78,000.00	\$ -	\$ -	13	\$ 78,000.00
133	6" GATE VALVE & BOX		EACH	\$ 2,000.00			22			\$ -	\$ -	\$ 44,000.00	\$ -	\$ -	22	\$ 44,000.00
134	8" GATE VALVE & BOX		EACH	\$ 2,500.00			11			\$ -	\$ -	\$ 27,500.00	\$ -	\$ -	11	\$ 27,500.00
135	12" BUTTERFLY VALVE & BOX		EACH	\$ 4,000.00			4			\$ -	\$ -	\$ 16,000.00	\$ -	\$ -	4	\$ 16,000.00
136	REPAIR GATE VALVE & BOX		EACH	\$ 3,000.00			12			\$ -	\$ -	\$ 36,000.00	\$ -	\$ -	12	\$ 36,000.00
137	6" GATE VALVE & BOX (6"X16" WET TAP)		EACH	\$ 7,000.00			1			\$ -	\$ -	\$ 7,000.00	\$ -	\$ -	1	\$ 7,000.00
138	8" GATE VALVE & BOX (8"X12" WET TAP)		EACH	\$ 7,500.00			1			\$ -	\$ -	\$ 7,500.00	\$ -	\$ -	1	\$ 7,500.00
139	6" WATER MAIN DUCTILE IRON CL 52		LIN FT	\$ 50.00			466			\$ -	\$ -	\$ 23,300.00	\$ -	\$ -	466	\$ 23,300.00
140	8" WATERMAIN DUCTILE IRON CL 52		LIN FT	\$ 55.00			2793			\$ -	\$ -	\$ 153,615.00	\$ -	\$ -	2793	\$ 153,615.00
141	12" WATERMAIN DUCTILE IRON CL 52		LIN FT	\$ 75.00			909			\$ -	\$ -	\$ 68,175.00	\$ -	\$ -	909	\$ 68,175.00
142	8" HDPE WATERMAIN (TRENCHLESS)		LIN FT	\$ 175.00			229			\$ -	\$ -	\$ 40,075.00	\$ -	\$ -	229	\$ 40,075.00
143	1" TYPE K COPPER SERVICE PIPE		LIN FT	\$ 40.00			753			\$ -	\$ -	\$ 30,120.00	\$ -	\$ -	753	\$ 30,120.00
144	2" TYPE K COPPER SERVICE PIPE		LIN FT	\$ 70.00			10			\$ -	\$ -	\$ 700.00	\$ -	\$ -	10	\$ 700.00
145	FORD TYPE A-1 CURB BOX COVERS		EACH	\$ 200.00			8			\$ -	\$ -	\$ 1,600.00	\$ -	\$ -	8	\$ 1,600.00
146	1" CURB STOP & BOX		EACH	\$ 425.00			24			\$ -	\$ -	\$ 10,200.00	\$ -	\$ -	24	\$ 10,200.00
147	2" CURB STOP & BOX		EACH	\$ 600.00			1			\$ -	\$ -	\$ 600.00	\$ -	\$ -	1	\$ 600.00
148	1" CORPORATION STOP		EACH	\$ 475.00			24			\$ -	\$ -	\$ 11,400.00	\$ -	\$ -	24	\$ 11,400.00
149	2" CORPORATION STOP		EACH	\$ 600.00			1			\$ -	\$ -	\$ 600.00	\$ -	\$ -	1	\$ 600.00
150	REMOVE & REPLACE CORPORATION STOP		EACH	\$ 750.00			5			\$ -	\$ -	\$ 3,750.00	\$ -	\$ -	5	\$ 3,750.00
151	CONNECT TO EXISTING CORPORATION STOP		EACH	\$ 400.00			11			\$ -	\$ -	\$ 4,400.00	\$ -	\$ -	11	\$ 4,400.00
152	CONNECT TO EXISTING WATER SERVICE		EACH	\$ 350.00			29			\$ -	\$ -	\$ 10,150.00	\$ -	\$ -	29	\$ 10,150.00
153	TEMPORARY WATER SERVICE		EACH	\$ 500.00			25			\$ -	\$ -	\$ 12,500.00	\$ -	\$ -	25	\$ 12,500.00
154	TEMPORARY WATER SERVICE TYPE SPECIAL 1		LUMP SUM	\$ 15,000.00			1			\$ -	\$ -	\$ 15,000.00	\$ -	\$ -	1	\$ 15,000.00
155	TEMPORARY WATER SERVICE TYPE SPECIAL 2		LUMP SUM	\$ 15,000.00			1			\$ -	\$ -	\$ 15,000.00	\$ -	\$ -	1	\$ 15,000.00
156	POLYSTYRENE INSULATION (1 1/2 INCH THICKNESS)		SQ FT	\$ 2.50	4212			5238		\$ -	\$ 10,530.00	\$ -	\$ -	\$ 13,095.00	9450	\$ 23,625.00
157	DUCTILE IRON FITTINGS		POUND	\$ 8.00			3288			\$ -	\$ -	\$ 26,304.00	\$ -	\$ -	3288	\$ 26,304.00
158	LOWER HYDRANT		EACH	\$ 3,000.00			1			\$ -	\$ -	\$ 3,000.00	\$ -	\$ -	1	\$ 3,000.00
159	HYDRANT EXTENSION		EACH	\$ 1,500.00			1			\$ -	\$ -	\$ 1,500.00	\$ -	\$ -	1	\$ 1,500.00
160	TRACER WIRE ACCESS BOX NON ROADWAY (WATER)		EACH	\$ 120.00			28			\$ -	\$ -	\$ 3,360.00	\$ -	\$ -	28	\$ 3,360.00
161	TRACER WIRE TEST STATION (HYDRANT)		EACH	\$ 150.00			13			\$ -	\$ -	\$ 1,950.00	\$ -	\$ -	13	\$ 1,950.00
162	GROUNDING ANODE		EACH	\$ 100.00			41			\$ -	\$ -	\$ 4,100.00	\$ -	\$ -	41	\$ 4,100.00
163	REMOVE STORM SEWER PIPE		LIN FT	\$ 10.00				822		\$ -	\$ -	\$ -	\$ 8,220.00	\$ -	822	\$ 8,220.00
164	REMOVE DRAINAGE STRUCTURE		EACH	\$ 400.00				28		\$ -	\$ -	\$ -	\$ 11,200.00	\$ -	28	\$ 11,200.00
165	ADJUST FRAME, RING, & CASTING		EACH	\$ 500.00				3		\$ -	\$ -	\$ -	\$ 1,500.00	\$ -	3	\$ 1,500.00
166	STORM SEWER CASTING (SPECIAL)		EACH	\$ 1,000.00				1		\$ -	\$ -	\$ -	\$ 1,000.00	\$ -	1	\$ 1,000.00
167	STORM SEWER CASTING (R-3067-V)		EACH	\$ 900.00				41		\$ -	\$ -	\$ -	\$ 36,900.00	\$ -	41	\$ 36,900.00
168	STORM SEWER CASTING (R-2510-A)		EACH	\$ 1,000.00				2		\$ -	\$ -	\$ -	\$ 2,000.00	\$ -	2	\$ 2,000.00
169	12" PIPE SEWER (STORM)		LIN FT	\$ 50.00				275		\$ -	\$ -	\$ -	\$ 13,750.00	\$ -	275	\$ 13,750.00
170	15" PIPE SEWER (STORM)		LIN FT	\$ 50.00				1429		\$ -	\$ -	\$ -	\$ 71,450.00	\$ -	1429	\$ 71,450.00
171	18" PIPE SEWER (STORM)		LIN FT	\$ 56.00				309		\$ -	\$ -	\$ -	\$ 17,304.00	\$ -	309	\$ 17,304.00
172	15" FLARED END SECTION		EACH	\$ 1,000.00				3		\$ -	\$ -	\$ -	\$ 3,000.00	\$ -	3	\$ 3,000.00
173	18" FLARED END SECTION		EACH	\$ 1,200.00				5		\$ -	\$ -	\$ -	\$ 6,000.00	\$ -	5	\$ 6,000.00
174	SAFL BAFFLE		SQ FT	\$ 225.00				102		\$ -	\$ -	\$ -	\$ 22,950.00	\$ -	102	\$ 22,950.00
175	RANDOM RIPRAP CLASS III		CU YD	\$ 100.00				74		\$ -	\$ -	\$ -	\$ 7,400.00	\$ -	74	\$ 7,400.00
176	GEOTEXTILE FILTER TYPE IV		SQ YD	\$ 5.00				164		\$ -	\$ -	\$ -	\$ 820.00	\$ -	164	\$ 820.00
177	REHABILITATE DRAINAGE STRUCTURE		EACH	\$ 2,000.00				1		\$ -	\$ -	\$ -	\$ 2,000.00	\$ -	1	\$ 2,000.00
178	STORM CATCH BASIN - DESIGN R-1, 2'X3'		EACH	\$ 1,500.00				20		\$ -	\$ -	\$ -	\$ 30,000.00	\$ -	20	\$ 30,000.00
179	CONSTRUCT STORM MH DES H		EACH	\$ 1,800.00				2		\$ -	\$ -	\$ -	\$ 3,600.00	\$ -	2	\$ 3,600.00
180	CONSTRUCT STORM MH DES 48"-4022		EACH	\$ 2,000.00				12		\$ -	\$ -	\$ -	\$ 24,000.00	\$ -	12	\$ 24,000.00
181	CONSTRUCT STORM MH DES 48"-4022 (SUMP)		EACH	\$ 2,400.00				5		\$ -	\$ -	\$ -	\$ 12,000.00	\$ -	5	\$ 12,000.00
182	CONSTRUCT STORM MH DES 60"-4022		EACH	\$ 3,200.00				1		\$ -	\$ -	\$ -	\$ 3,200.00	\$ -	1	\$ 3,200.00
183	CONSTRUCT STORM MH DES 60"-4022 (SUMP)		EACH	\$ 3,600.00				2		\$ -	\$ -	\$ -	\$ 7,200.00	\$ -	2	\$ 7,200.00
184	CONNECT TO EXISTING STORM PIPE		EACH	\$ 1,200.00				4		\$ -	\$ -	\$ -	\$ 4,800.00	\$ -	4	\$ 4,800.00
185	CONNECT TO EXISTING DRAINAGE STRUCTURE		EACH	\$ 2,000.00				3		\$ -	\$ -	\$ -	\$ 6,000.00	\$ -	3	\$ 6,000.00
<b>TOTAL ESTIMATED CONSTRUCTION COST</b>										\$ 2,436,753.00	\$ 504,000.00	\$ 905,456.25	\$ 612,822.00	\$ 114,415.00		\$ 4,573,446.25
ENGINEERING & ADMINISTRATION										\$ 511,718.13	\$ 105,840.00	\$ 190,145.81	\$ 128,692.62	\$ 24,027.15		\$ 960,423.71
<b>TOTAL ESTIMATED PROJECT COST</b>										\$ 2,948,471.13	\$ 609,840.00	\$ 1,095,602.06	\$ 741,514.62	\$ 138,442.15		\$ 5,533,869.96

# 2019 Street & Utility Improvements Project

## Legend

-  Project Streets
-  Proposed Sidewalk



**CITY OF HOPKINS  
HENNEPIN COUNTY, MINNESOTA**

**RESOLUTION NO. 2019-009**

**RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND  
AUTHORIZING ADVERTISEMENT FOR BIDS  
2019 STREET AND UTILITY IMPROVEMENTS  
CITY PROJECT 2018-10**

**WHEREAS**, pursuant to a resolution of the City Council adopted the 20th day of November 2018, plans and specifications were developed for improvements along Cambridge Street, Lake Street Northeast, Van Buren Avenue N, Tyler Avenue N, Hiawatha Avenue, and Oak Park Lane, including pavement, curbing, sidewalk, signage, drainage, water and sanitary sewer improvements and all necessary appurtenances, and

**WHEREAS**, plans and specifications for City Project No. 2018-10 have been prepared by Bolton & Menk, Inc., and have been presented to Council for approval, and

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

1. Such plans and specification, a copy of which are attached hereto and made a part hereof; are hereby approved and ordered placed on file in the office of the City Clerk.
2. The City Clerk shall prepare and cause to be inserted in the official paper (Sun Sailor), Finance and Commerce, and on QuestCDN an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published, at least three weeks before date set for bid opening, shall specify the work to be done, shall state that bids will be received by at the Office of the Public Works Director until 10:00 a.m., on the 7<sup>th</sup> day of March, 2019, and that no bids shall be considered unless sealed and filed and accompanied by a certified check or bid bond, payable to the City of Hopkins, Minnesota for 5% of the amount of such bid.
3. The clerk and city engineer are hereby authorized and instructed to receive, open, and read aloud bids received at the time and place herein noted, and to tabulate the bids received. The Council will consider the bids and award of contract at the April 16, 2019 meeting in the Council Chambers.

Adopted by the City Council of the City of Hopkins, Minnesota, this 5<sup>th</sup> day of February 2019.

By \_\_\_\_\_  
Molly Cummings, Mayor

ATTEST:

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



February 5, 2019

City Council Report 2019-015

**An Amendment to the Existing Conditional Use Permit for the Harley Hopkins Family Resource Center**

**Proposed Action:** The Planning & Zoning Commission and staff recommend the Planning approval of the following motion:

- Move to adopt Resolution 2019-010, approving an amendment to the existing conditional use permit for the Harley Hopkins Family Resource Center (125 Monroe Avenue South), subject to conditions.

**Overview**

The applicant, Hopkins Public School 270, requests an amendment to their existing conditional use permit to allow improvements to the Harley Hopkins Family Resource Center site and building located at 125 Monroe Avenue South. These improvements include new additions to the building, shed, trash enclosure, reconstruction of the existing parking lot, interior remodeling of office and classroom space and new heating, cooling, lighting and plumbing systems. Both the Planning & Zoning Commission and staff recommend approval of this request subject to the conditions listed in the attached resolution.

**Primary Issues to Consider**

- Background
- Neighborhood Meeting
- Conditional Use Permit
- Site Plan
- Alternatives

**Supporting Documents**

- Resolution 2019-010
- Site Location Map
- Applicant’s Narrative
- Plans and Building Elevations
- Neighborhood Meeting Minutes
- Resolution 1990-88

\_\_\_\_\_  
Jason Lindahl, AICP  
City Planner

Financial Impact: \$ \_\_\_\_\_ N/A \_\_\_\_\_ Budgeted: \_\_\_\_\_ Y/N \_\_\_\_\_ Source: \_\_\_\_\_

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

Notes:

**Background.** In 1990, the City Council adopted Resolution 1990-88 (see attached) approving reconstruction of Harley Hopkins School. The following year, the school district demolished and replaced the existing school facility. The applicant is now proposing several improvements to the site and building which require an amendment to the original conditional use permit.

According to Sue Chovan, Coordinator of Early Childhood and Parent Education Programs, Harley Hopkins Family Resource Center is the hub of the school district's early childhood program serving more than 500 families each semester. The building houses offices for the district's staff, Kaleidoscope preschool, early childhood family education classes and events and kindergarten screening program. It is also home to Hopkins Early Learning Center, a non-profit childcare center.

According to the applicant, after nearly 30 years the building is in need of renovation to better serve current needs. Proposed improvements focus on space reconfiguration and energy efficiency and include the following:

1. Two small additions to the building (entry vestibule and mechanical equipment storage).
2. New storage shed and trash enclosure.
3. Grading and reconstruction of the existing parking lot including installation of new underground stormwater management system.
4. Interior remodeling of office and classroom space.
5. New lighting, plumbing, heating and cooling systems.

**Neighborhood Meeting.** Hopkins neighborhood meeting policy requires applicants for conditional use permit or rezoning applications located adjacent to or within residential zoning district to host an informational meeting for neighbors within 350 feet of the subject property. The applicant held their neighborhood meeting at the Harley Hopkins Family Resource Center on Thursday, January 10 from 6:30 to 7:30 PM. Minutes from this meeting are attached for your reference. According to these minutes, no members of the public attended the meeting. However, a few Harley Hopkins staff members stopped in to review the plans.

**Planning & Zoning Commission Action.** The Planning & Zoning Commission held a public hearing to review this item (Planning Application 2019-01-CUP) during their meeting on January 22, 2019. During the meeting, the Commission heard a summary presentation from staff and comments from the applicant but no comments from the public. The applicant expressed an interest in receiving a setback variance to allow the proposed shed to encroach into the required 35 setback. Chairperson Warden explained a variance was not part of the application before the Commission so they could not take action on it but he could see some support for a variance given the shed is adjacent to open park space. Commissioners Wallace-Jackson and Hanneman generally agreed with Chairperson Warden. After some general questions of the applicant and staff, the Commission voted 6-0 to recommend the City Council approve the amendment to the existing 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 an application meets these requirements it should be approved. City may choose to add conditions of approval that are directly related to the conditional use permit standards.

In evaluating a conditional use permit application, the Planning & Zoning Commission and City Council shall consider and require compliance with the general conditional use permit standards in Section 525.13, Subdivision 15. Conditional use permit applications in the Institutional District are also subject to the standards in Section 542.05, Subdivision 1. In many cases, these requirements overlap with, and are covered in more detail in, the site plan review section of this report.

**Section 542.05 Subdivision 1.** Conditional Use Permits in the Institutional District

1. Removal of a dwelling unit. This provision requires any dwelling unit that may be removed to be replaced with a use that is compatible in size, scale, orientation and architectural character with adjacent properties.

Finding: The project does not include removal of any dwelling units.

2. Architectural compatibility. Any structure, building or other improvements constituting part of an institutional use that lies directly across the street from a dwelling or dwellings shall be architecturally compatible with the existing dwelling units.

Finding: The proposed improvements to the subject property will enhance the architectural compatibility with the adjacent dwelling. The new entry vestibule, reconstruction of the existing parking lot and landscaping will enhance and soften the appearance of the existing site. A specific recommendation to screen the parking lot from adjacent dwelling units is detailed below.

3. New or expanded parking lots or access drive. New or expanded parking lots or access drives which abut or are across the street from an existing dwelling shall require landscape buffering.

Finding: The applicant plans to re-grading and reconstruction the existing parking lot to install a new stormwater management system will not expand it. This part of the project will improve buffering with new landscaped islands within the parking lot. However, staff recommends the applicant install additional screening (berming, fencing and/or landscaping) along the northern property line to screening the parking lot from the adjacent dwelling units (see Vehicle Parking & Access section below).

**Section 525.13, Subdivision 15.** General Standards for Conditional Use Permits.

- a) The 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 use and proposed improvement to the subject property are consistent with both the 2030 Comprehensive Plan and the Draft 2040 Comprehensive Plan – Cultivate Hopkins. The 2030 Comprehensive Plan Future Land Use Map guides the subject property as Institutional. According to the 2030 Comprehensive Plan, the Institutional land use category is intended to capture public and semi-public uses such as schools, churches, government buildings and other civic use.

By comparison, the Draft 2040 Comprehensive Plan – Cultivate Hopkins Future Land Use

Map guides the subject property as Open and Social Space. This district is intended to provide a wide range of public and private uses where the community may gather for education, social and recreation activities. Uses in this district may include community centers, conservation areas, colleges or universities, libraries, parks, public or private schools, regional trails or recreational facilities. These areas are intended to retain their existing boundaries and character but may improve to meet the changing educational, social and recreational needs of the community.

- b) Consistency with this ordinance;

Finding: The existing use and proposed improvement to the subject property are consistent with the City's ordinance, subject to conditions. In this case, "ordinance" refers to the zoning standards contained in Section 542.05 (Institutional District) and Section 525.13 (Conditional Use Permit). The Institutional zoning district identifies schools and all structures, facilities and physical improvements as a conditional use. Staff's review of this project and the City's zoning regulations are detailed in the site plan section of this report.

- 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 improvements 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: The proposed changes will improve the internal sense of order for the buildings and uses on the site and provide a desirable environment for occupants, visitors and the general community. Specifically, the new entry vestibule and internal space reconfiguration will provide modernized and enhanced facilities, improved ADA access and increase life safety and security for all students, faculty and visitors.

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

Finding: The proposed entry vestibule, shed and trash enclosure will cover existing hard surface area. The small mechanical addition will slightly reduce the existing amount of open space by 582 square feet. The additions and reconstruction of the parking lot will necessitate removal and replacement of much of the landscaping creating a more functional and harmonious site design (see Landscape section below).

- 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 exterior improvements include a new entry vestibule on the

north side of the building, a small addition for mechanical equipment on the east side of the building adjacent to Harley Hopkins Park and a new shed and trash enclosure. With the exception of the proposed trash enclosure, these additions were designed to use materials, textures, colors and details consistent with the City's zoning standards and compatible with both the surrounding neighborhood and the existing building. The proposed additions and their exterior materials are detailed in the Exterior Building Materials section below. That section includes a recommendation for enhanced materials for the trash enclosure.

- 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: The proposed improvements to regrade and reconstruct the existing parking lot will improve vehicle and pedestrian circulation throughout the site. These improvements are detailed in the Access and Parking and Pedestrian Circulation section of the Site Plan Review.

- 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: The applicant's plans include new, lighting and plumbing, heating and cooling systems. These improvements will improve energy efficiency and reduce the building's carbon footprint. The applicant will be required to provide more detailed energy calculations as part of their building and mechanical equipment permits.

- 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, and;

Finding: These items are adequately covered in various sections of the Site Plan review section of this report.

- 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 improvements will 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: The proposed improvement should not change or increase traffic patterns on the site. Overall, re-grading and reconstruction of the existing parking lot should improve pedestrian, vehicle and surface water management conditions on the site. Details about these improvements can be found in the Vehicle Access & Parking, Pedestrian Access & Circulation and Landscaping sections below.

**Site Plan Review.** Like conditional use permits, site plan applications are considered quasi-judicial actions. In such cases, the City is acting as a judge to determine if the regulations are being followed. Generally, if an application meets these requirements they should be approved.

Standards for reviewing a site plan application are detailed in Section 526 of the City Code. This section establishes site plan review procedures and provides regulations pertaining to the enforcement of site design standards. These procedures are established to promote high quality development, ensure the long-term stability of residential neighborhoods and enhance the built and natural environments within the City as new development and redevelopment activities occur.

**Land Use & Zoning Standards.** The land use and zoning designations are consistent with the proposed improvements to the Harley Hopkins Family Resource Center. The subject property is both guided and zoned Institutional. According to the Comprehensive Plan, the Institutional land use category is intended to capture public and semi-public uses such as schools, churches, government buildings and other civic use. By comparison, the Institutional zoning district identifies schools and all structures, facilities and physical improvements as a conditional use.

**Lot & Building Standards.** The subject property is zoned Institutional and the lot and building standards for this district are detailed in the table below. Even with the proposed entry vestibule and mechanical additions, the principal building remains in compliance with the setback standards for the Institutional district listed below. However, the proposed shed has only a 31' setback from the eastern property line. Staff recommends a condition of approval require the applicant to redesign the proposed shed to comply with the 35' side yard setback requirement. The applicant has expressed interest in seeking a variance to allow the shed to encroach into the required 35' setback. Should the applicant wish to pursue a variance, they would need to file for a separate variance application.

<b>Lot &amp; Building Standards for the Institutional District</b>	
<b>Standard</b>	<b>Required</b>
Front Setback	35 feet
Side Setback (east)	35 feet
Side Setback (west)	35 feet
Rear Setback	35 feet
Maximum Height	35 feet

**Exterior Building Materials.** While the Institutional district does not provide specific exterior

building materials criteria, the conditional use permit standards do require building materials, textures, colors and details are compatible with adjacent and neighboring structures and uses. The proposed additions were designed to meet these standards. The entry vestibule will be made of glass with a metal composite frame while the mechanical room addition will be constructed of concrete block and brick to match the existing building. The applicant also includes a new shed constructed of concrete block to match the building.

**Vehicle Access & Parking.** The installation of a new stormwater management system will necessitate reconstruction of the existing parking lot. Overall, the design of the parking lot and its access point will remain the same. However, the reconstruction will include new surfacing, curb and cutter, striping and internal islands with lighting and landscaping. This redesign will decrease the total number of off-street parking stalls from 80 to 76, which is still consistent with the City’s parking requirements. A detailed analysis of the off-street parking requirements is provided in the table below.

Off-Street Parking Requirements for the Mixed Use District				
Use	Standard	Requirement	Proposed	Status
School	1/classroom 1/100 students	19 classrooms = 19 912 students = 10	76	Exceeds Standard By 25 Stalls
Office	1/250 sq. ft.	5,274 sq. feet = 22		
Total	N/A	51		

*Notes – Number of students based on design capacity (occupancy) for the building.*

Section 524.05, Subdivision 1 details the conditional use permit standards for properties in the I – Institutional district. These standards include a requirement that parking lots or access drives that abut or are across the street from an existing dwelling shall require landscape buffering. Based on this requirement, staff recommends a condition of approval require the applicant to revise their landscape plan to include additional screening (berming, fencing and/or landscaping) along the northern property line to improve screening of the parking lot from the adjacent dwelling units. The applicant has revised their plans to include berming and landscaping along the northern property line. However, their design encroaches into the public right-of-way. Staff will consult with the Engineering Department on this design and have an update for the City Council during the meeting.

**Pedestrian Access & Circulation.** The proposed improvements will not impact pedestrian access or circulation. Currently the site has sidewalk along the entire front (north) side of the building and from each of the pedestrian access doors on the south, east and west sides of the building. In each case, these sidewalks connect to the City’s sidewalk system on the north and west sides of the site. There is also a trail on the west side of the site that connects to Harley Hopkins Park.

**Landscaping.** The proposed entry vestibule and reconstruction of the existing parking lot will necessitate removal and replacement of much of the existing landscaping on the north and east sides of the site. Overall, the applicant’s landscape plan calls for the preservation of eleven (11) and removal of twelve (12) trees. The plan also calls for the installation of 94 plantings (along the front/north side of the building and around the ground sign at the north access point to the parking lot) and 18 trees. Fourteen (14) of the trees will be planted around the perimeter of the site and in new landscape islands within the parking lot. Four (4) trees will be planted along the east side of the site to replace trees that were removed. Staff recommends a condition of

approval require the applicant provide a landscaping letter of credit in a form acceptable to the City Attorney equal to 1.5 times the value of the all proposed landscaping.

**Signage.** The applicant's plans do not include changes to the existing signage.

**Exterior Lighting.** The applicant's exterior lighting and photometric plan is in compliance with the City's exterior lighting standards. These plans show downward directed light fixed, poles no higher than twenty (20) feet and light levels equal to or less than 1.0 lumens at any non-residential property line or 0.5 lumens at any residential property line.

**Trash Enclosure.** The applicant's plans illustrate a new trash enclosure along the east side of the site next to the new shed. The plan propose an enclosure made of PVC panels. Both the specific standards for the I – Institutional district and the general standards for all conditional use permits call for exterior materials that are compatible with adjacent and neighboring structures and uses. Based on this standard, staff recommends a condition of approval require the applicant to revise their plans to demonstrate the trash enclosure will be constructed of materials compatible with the principal building and proposed shed.

**Engineering Review.** The City Engineer has reviewed the applicant's plans and offers the comments listed below. This review was conducted for conditional use permit amendment purposes only. A full engineering review will be completed at the time of building permit.

- The applicant shall receive all necessary permits and approvals from the Nine Mile Creek Watershed District prior to issuance of a building permit.
- The applicant shall receive all necessary permits and approvals from the City Engineering Department prior to issuance of a building permit including but not limited to any work within the public right-of-way.

### Alternatives

1. Approve the proposed amendment to the existing conditional use permit for the Harley Hopkins Family Resource Center. By approving the conditional use permit amendment, the applicant will be permitted to construct the improvements detailed in this report.
2. Deny the proposed amendment to the existing conditional use permit for the Harley Hopkins Family Resource Center. By denying the conditional use permit amendment, the applicant will not be permitted construct the improvements detailed in this report. 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 2019-010**

**A RESOLUTION RECOMMENDING THE CITY COUNCIL APPROVE AN AMENDMENT TO  
THE EXSTING CONDITIONAL USE PERMIT FOR THE HARLEY HOPKINS FAMILY  
RESOURCE CENTER (PID 19-117-21-14-0006)**

**WHEREAS**, the applicant, Hopkins School District 270, initiated an amendment to the existing conditional use permit (CUP) to allow improvements to the Harley Hopkins Resource Center site and building located at 125 Monroe Avenue South;

**WHEREAS**, the property is legally described as follows:

LOTS 13 TO 24 INCL AND THAT PART OF LOTS 1 TO 12 INCL LYING WLY OF A LINE DESC AS COM AT SE COR OF LOT 13 BLK 35 TH ON AN ASSUMED BEARING OF S 87 DEG 34 MIN 17 SEC W ALONG S LINE OF SAID LOT 13 AND ITS WLY EXTENSION 213.14 FT TO ACTUAL PT OF BEG TH N O DEG 22 MIN 04 SEC W PAR TO E LINE OF LOTS 13 TO 24 INCL BLK 35 DIS 382 FT TH S 89 DEG 37 MIN 56 SEC W 20 FT TH N O DEG 22 MIN 04 SEC W 178.05 FT TO N LINE OF BLK 34 AND THERE TERMINAT-ING INCL ADJ VAC ALLEY, BLOCK 034, WEST MINNEAPOLIS CENTER, HENNEPIN COUNTY, MINNESOTA

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

1. That the City of Hopkins City Council adopted Resolution 1990-88 on September 4, 1990 approving a conditional use permit for Harley Hopkins School.
2. That an application to amendment the existing conditional use permit was initiated by the applicant on December 21, 2018; and
3. That the applicant held a neighborhood meeting at the Harley Hopkins Family Resource Center on January 10, 2019 in conformance with the City of Hopkins Neighborhood Meeting Policy.
4. That the Hopkins Planning and Zoning Commission, pursuant to published and mailed notice, held a public hearing and reviewed such application on January 22, 2019 and all persons present were given an opportunity to be heard; and
5. That the written comments and analysis of City staff were considered; and,
6. That the Hopkins Planning & Zoning Commission voted 6-0 to recommend the City Council approve this request; and
7. That the Hopkins City Council reviewed this application during their February 5, 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 an amendment to the existing conditional use permit (Resolution 1990-88) allowing improvements to the Harley Hopkins Family Resource Center site and building located at 125 Monroe Avenue South, subject to the conditions listed below.

1. The applicant shall receive approval of all necessary permits from the Building, Engineer and Fire Departments.
2. Conformance with all general conditional use permit standards in Section 525.13, Subdivision 15, and the specific conditional use permit standards for properties in the I – Institutional District in Section 542.05, Subdivision 1.
3. Revision of the applicant’s plans to demonstrate the proposed shed complies with the thirty-five (35) foot setback requirement or approval of an alternative setback from the City.
4. Revision of the applicant’s Landscape plans to include additional screening (berming, fencing and/or landscaping) along the northern property line to improve screening of the parking lot from the adjacent dwelling units subject to approval by the City Engineer.
5. Submission of a landscape letter of credit in a form acceptable to the City Attorney equal to 1.5 times the value of the proposed landscaping.
6. Revision of the applicant’s plans to demonstrate the trash enclosure will be constructed of materials compatible with the principal building and new shed.
7. The applicant shall receive all necessary permits and approvals from the Nine Mile Creek Watershed District prior to issuance of a building permit.
8. The applicant shall receive all necessary permits and approvals from the City Engineering Department prior to issuance of a building permit including but not limited to any work within the public right-of-way.

Adopted by the City Council of the City of Hopkins this 5<sup>th</sup> day of February 2019.

\_\_\_\_\_  
Molly Cummings, Mayor

ATTEST:

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

# Site Location Map – Harley Hopkins Family Resource Center



**Project Narrative:****Harley Hopkins Family Center 2019 Ventilation Improvements and Remodeling****Applicant Information:**

Unesco, Inc.  
2125 2nd Street, White Bear Lake, MN 55110  
Ph. 763-331-1474, Fax. 952-487-9389  
Dave Gibson, [dave.gibson@unescoCorp.com](mailto:dave.gibson@unescoCorp.com)

Hopkins Public Schools, Independent School District 270 has entered into an agreement with Unesco, Inc to design, and manage a Ventilation Improvement and Remodeling project at Harley Hopkins Family Center located at 125 Monroe Avenue South, Hopkins, MN 55433. The existing site houses a 41,000 square foot facility originally built in 1991 with a minor office remodel in 2004.

The construction project will take place over one spring summer season from April until September, and will consist of

1. Necessary replacement of failing mechanical ventilation and infrastructure systems: Overall reduction of the quantity of rooftop air handling units with high efficiency quieter operating units.
2. Replacement of failing plumbing systems.
3. Replacement of interior lighting with energy efficient LED lighting with daylighting and dimming controls to provide an enhanced learning environment.
4. Installation of a more energy efficient central heating and cooling system to help reduce carbon footprint. This will be partially housed in a small addition (300 sq.ft.) on the east side of the building .
5. Installation of new building automation controls to compliment and facilitate the energy improvement initiatives.
6. Interior remodeling to facilitate addition of a new secure entry with an office remodel to improve safety and security of students, staff and visitors to the facility. This new entry will feature a new entry vestibule addition (225 sqft) to increase curb appeal. Other visual improvements near the entry will include a newly designed architectural storage shed to store a riding lawn mower, and snow removal equipment (171 sqft) complete with fencing to hide the existing facility refuse containers.



Tuesday, December 18, 2018

7. The Parking lot for the facility will be resurfaced as part of a necessary stormwater retention/detention system installation below the existing parking facility. During this process, the grading of the lot entering the building will be enhanced to facilitate ADA compliance, further improving the safety of all persons visiting the site.
8. The resurfaced bituminous parking lot along with the architectural improvements at the main entry will further improve curb appeal and will be a welcome addition to your neighborhood.
9. Unesco, Inc. will staff a jobsite office to supervise activities and ensure that a clean and safe work site is maintained.
10. Funding for this project has been approved by Hopkins Public Schools ISD#270.

Hopkins Public Schools and Unesco, Inc. look forward to working with you on another successful project in the summer of 2019.

Sincerely,  
**Unesco, Inc.**

Dave Gibson,  
Senior Project Manager.

**From:** [Sara Chovan](#)  
**To:** [Jason Lindahl](#)  
**Subject:** [EXTERNAL] Harley Hopkins Family Center description  
**Date:** Tuesday, January 15, 2019 9:04:01 PM

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Hi Jason, Well, I might have gone a bit overboard here! I wanted to give you a full picture of what we do at Harley - and I am so proud of our programs that given the opportunity I can go into way too much detail!

Feel free to edit as necessary, or to call for a follow up so I can try to give you more straightforward answers.

Best - Sara

Although Hopkins Public Schools serves our youngest students in all six of our elementary buildings as well as Harley Hopkins, our Family Center is the hub of our early childhood program.

The district's Early Childhood Family Education (ECFE) program has welcomed families from across the district for weekly classes centered around parenting support and education. We offer evening and Saturday classes, as well as daytime classes. In addition, ECFE hosts one-time events and activities throughout the year which serve as low-cost family entertainment and community building for neighbors and district members. Approximately 500 families participate in an ECFE class or activity each semester!

Our Kaleidoscope preschool programs at Harley provide 3-5 year old students with high quality, nurturing, educational environments. Our signature Reggio-Emilia approach fosters imagination, critical thinking skills, and social skills. Our program offers preschool through a sliding scale fee, ensuring that our classrooms are socio-economically blended and are welcoming to the richly diverse students and families in our school district. Our half day programs at Harley are utilized by approximately 175 students (including Saturday preschool). Our Harley Family Center also provides full day care around our preschool options - offering flexible options of 2-5 days per week, and providing care for students until 6:00 in the evening.

We do have preschool programs housed in all elementary schools (as well as ECFE located at Meadowbrook Elementary). The offices for the coordinators and supervisors for these district-wide programs are housed at Harley Hopkins Family Center. Our programs across the district, which are managed at Harley, include full day school-based care for preschoolers as well as half day preschool programming, and provide an opportunity for preschool for approximately 300 more students across the district.

Our Early Childhood Special Education staff are also housed at Harley Hopkins. Our early intervention team serves families with children aged birth through 3 years. Our teachers most

often make home visits during these early years, educating families and supporting strategies that will build developmental skills in the young children. Preschool aged children(3-5 years) receiving special services are often in a preschool classroom at Harley with their general education peers, receiving the support they need in an environment that also supports their growing need for age-based relationships and friendships. In addition, we have classrooms designed for our youngest students whose needs require education and care that is more specialized. Because our special education, preschool, and ECFE programs are housed and managed at this one hub, our staff can help parents navigate the systems and programs that they need to utilize, and the expertise of all these different roles can be shared as we work to support families.

The state of MN strongly recommends an early childhood screening when a child is between the ages of 3 and 4, and requires the screening before kindergarten. Harley Hopkins houses the screening appointments - almost every family in our district will visit our Family Center during their early childhood years for this appointment. The screening is a partnership between parents and our licensed nurse screeners - a chance to talk about growth and development, kindergarten readiness skills, a chance for parents to discuss concerns, and an opportunity to address developmental issues that may be uncovered during the visit.

Our building also houses Hopkins Early Learning Center. This non-profit child care center began leasing space at Harley Hopkins Family Center in 1981, and has been providing high quality full day care for children ages infant through preschool since that time.

Best,

Sara Chovan, M.A.  
Coordinator, Early Childhood and  
Parent Education Programs

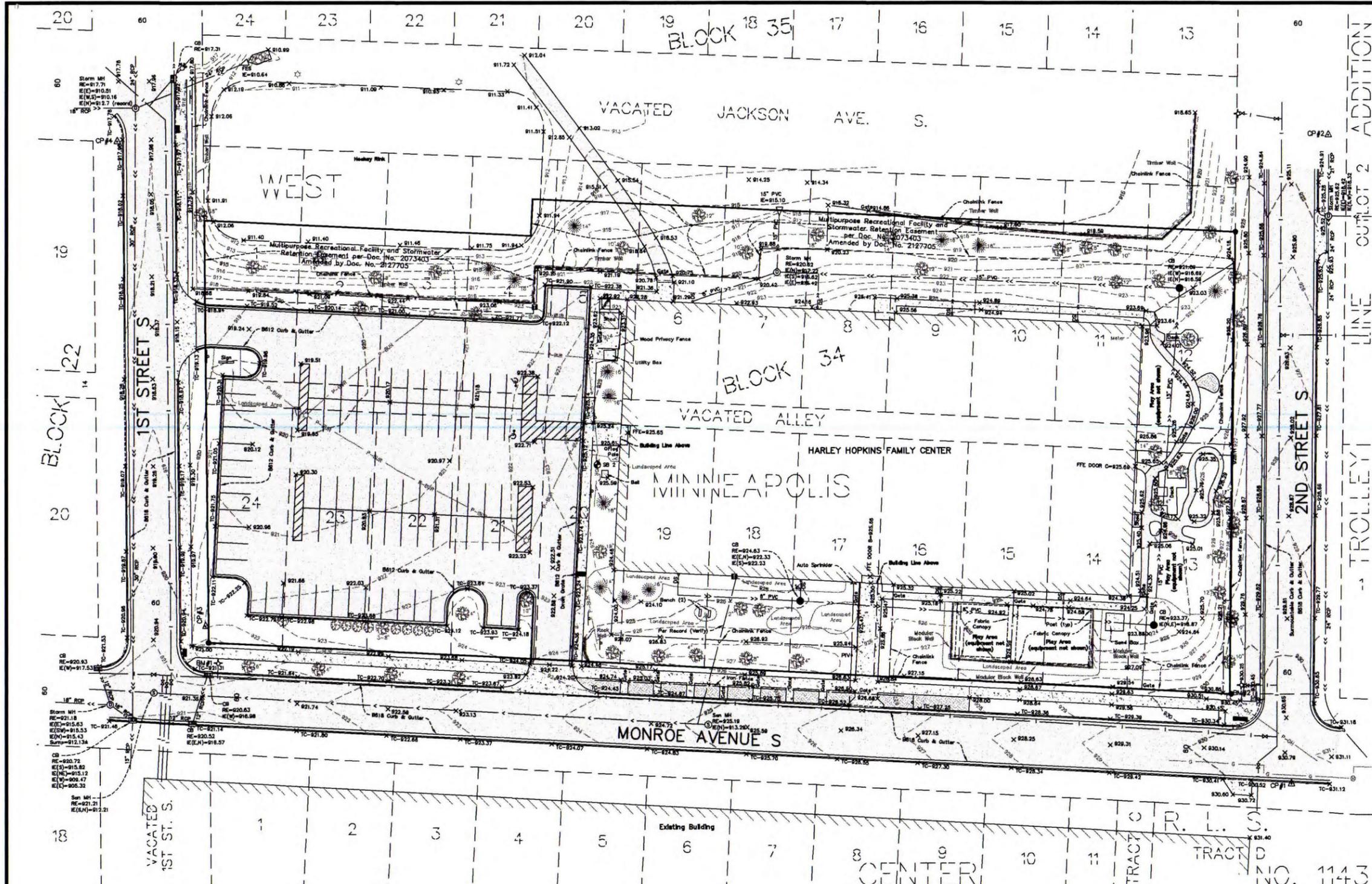
Hopkins Public Schools  
Harley Hopkins Family Center  
125 Monroe Avenue South  
Hopkins, MN 55343  
Phone: 952-988-5003  
Fax: 952-988-5037

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**LEGEND**

- ⊗ = DENOTES GATE VALVE
- ⊕ = DENOTES HYDRANT
- = DENOTES WATER LINE
- = DENOTES SANITARY SEWER MANHOLE
- = DENOTES SANITARY SEWER LINE
- = DENOTES ROOF DRAIN/DRAIN SPOUT
- ⊙ = DENOTES CATCHBASIN
- ⊕ = DENOTES STORM SEWER MANHOLE
- ⊕ = DENOTES STORM SEWER LINE
- ⊕ = DENOTES ELECTRIC TRANSFORMER
- ⊕ = DENOTES LIGHT POLE
- ⊕ = DENOTES UTILITY POLE
- ⊕ = DENOTES GUY WIRE
- ⊕ = DENOTES ELECTRIC MANHOLE
- = DENOTES BURIED ELECTRIC
- = DENOTES OVERHEAD ELECTRIC
- ⊕ = DENOTES HAND HOLE
- ⊕ = DENOTES TELEPHONE PEDESTAL
- ⊕ = DENOTES TELEPHONE MANHOLE
- ⊕ = DENOTES BURIED TELEPHONE
- ⊕ = DENOTES GAS VALVE
- ⊕ = DENOTES BURIED GAS
- ⊕ = DENOTES GUARD POST
- ⊕ = DENOTES SIGN
- = DENOTES EDGE OF WOODS
- ⊕ = DENOTES DECIDUOUS TREE (DIAMETER)
- ⊕ = DENOTES CONIFEROUS TREE (DIAMETER)
- ⊕ = DENOTES SHRUB
- = DENOTES SURFACE CONTOUR (1 FT. INTERVAL)
- ⊕ = DENOTES SPOT ELEVATIONS
- ⊕ = DENOTES CONTROL MONUMENT
- ⊕ = DENOTES FOUND IRON MONUMENT
- ⊕ = DENOTES CONCRETE SURFACE
- ⊕ = DENOTES BITUMINOUS SURFACE
- ⊕ = DENOTES GRAVEL SURFACE
- ⊕ = DENOTES PAVER SURFACE
- = DENOTES PEDESTRIAN RAMP
- ⊕ = DENOTES DOMES

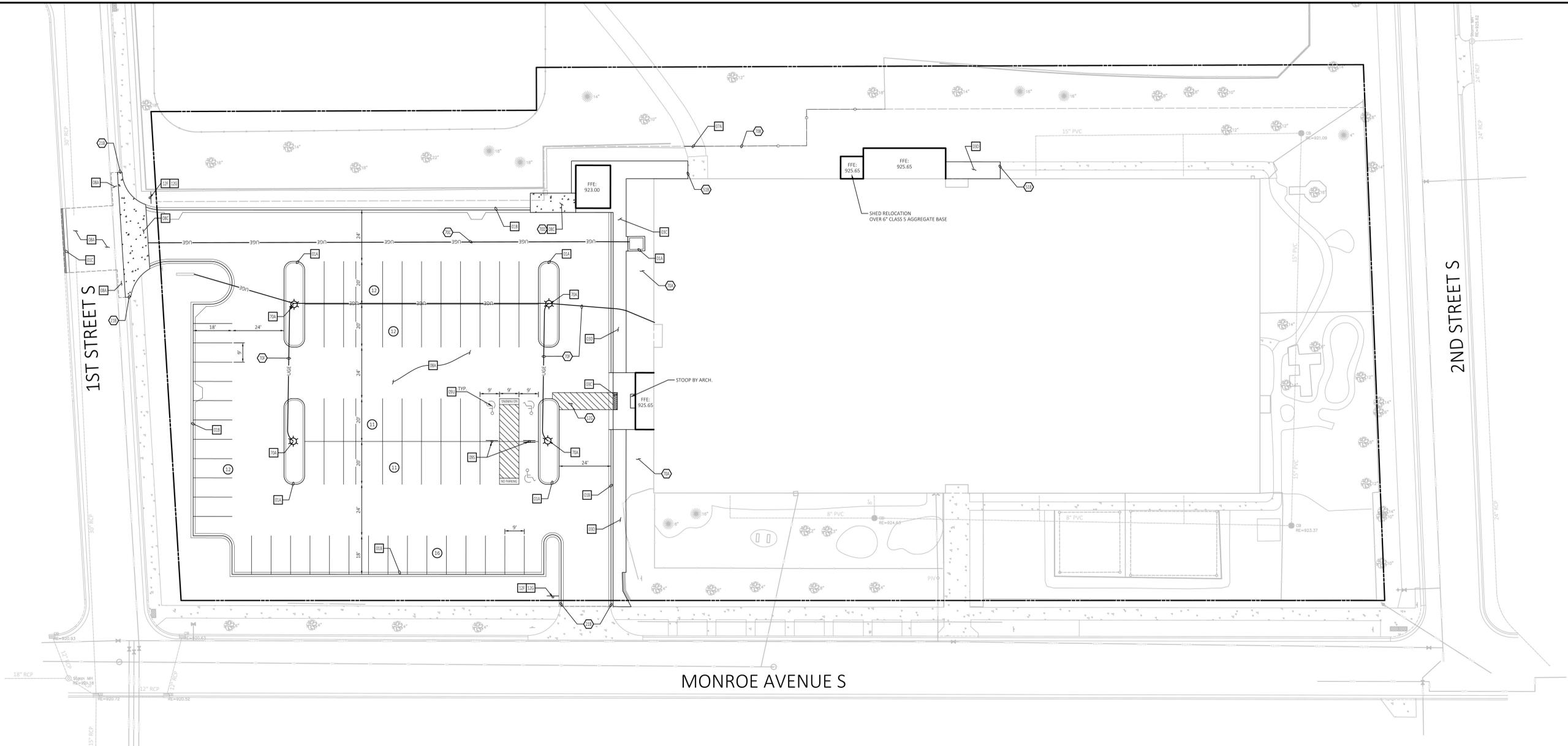
- SURVEY NOTES:**
- The underground utilities shown have been located from field survey information per Gopher State One Call Ticket Nos. 182571556 and 182571557 and available records. The surveyor makes no guarantees that the underground utilities shown comprise all such utilities in the area, either in service or abandoned. The surveyor further does not warrant that the underground utilities shown are in the exact location indicated although he does certify that they are located as accurately as possible from information available. The surveyor has not physically located the underground utilities. Prior to any excavation, contact Gopher State One Call for an on-site location (651-454-0002). The subsurface utility information on this survey is utility quality level D. This quality level was determined according to the guidelines of CI/ASCE 38-2, entitled "Standard Guidelines for the Collection and Depiction of Existing Subsurface Utility Data."
  - All spot elevations shown adjacent to curb are to top of curb unless noted otherwise.
  - Control Monument coordinates are based on Hennepin County Coordinate System NAD83 (1986 Adjustment).
  - Boundary lines and easements are shown per record plat of WEST MINNEAPOLIS CENTER and available records. The property PID Number is 1911721340140.

**BENCHMARKS**

BM#1	TOP NUT HYDRANT IN THE SOUTHEAST QUADRANT OF MONROE AVENUE S AND 1ST STREET S. ELEVATION = 923.97 FEET (NAVD 1988)
BM#2	TOP NUT HYDRANT IN THE NORTHEAST QUADRANT OF MONROE AVENUE S AND 2ND STREET S. ELEVATION = 933.29 FEET (NAVD 1988)

**CONTROL MONUMENTS**

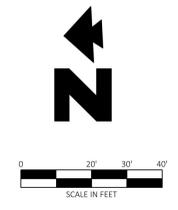
POINT#	NORTHING	EASTING	DESCRIPTION
CP#1	147270.81	496669.90	IRON
CP#2	147251.16	497021.39	IRON
CP#3	147861.25	496755.42	IRON
CP#4	147909.51	497017.93	IRON



EXISTING LEGEND			
	CABLE TV PEDESTAL		STORM MANHOLE
	AIR CONDITIONER		FIRE EXIT CONNECTION
	ELECTRIC MANHOLE		FIRE HYDRANT
	ELECTRIC METER		CURBS STOP
	ELECTRIC PEDESTAL		WATER VALVE
	ELECTRIC TRANSFORMER		BOLLARD
	LIGHT POLE		FLAG POLE
	GUY WIRE		TRAFFIC SIGN
	POWER POLE		UNKNOWN MANHOLE
	GAS METER		SPOT ELEVATION
	TELEPHONE PEDESTAL		SANITARY MANHOLE
	SANITARY MANHOLE		CONFERROUS TREE
	CATCH BASIN		DECIDUOUS TREE
	FLARED END SECTION		
	ROOF DRAIN		

SITE NOTES	
12G	4 INCH WIDE PAINTED WHITE STRIPES, 2.0 FOOT O.C. @ 45 DEGREES.
21B	TAPER CURB
51B	LIMITS OF SAWCUT AND PAVEMENT REMOVAL.
70A	LANDSCAPE PLANTERS.
70B	FENCE WITH GATE TO MATCH EXISTING FENCING ON PROPERTY.
70C	NEW XCEL POWER FEED.
70D	FENCE (SEE ARCHITECTURAL).
70F	NEW UNDERGROUND POWER.

SITE DETAILS	
01A	VERTICAL CURB
01B	D312 CONCRETE CURB AND GUTTER
01C	B618 CONCRETE CURB AND GUTTER
03C	ADA RAMP WITH DOWMS
03D	CONCRETE SIDEWALK
07A	FENCE WITH 12' GATE
08A	STANDARD DUTY ASPHALT PAVING
08C	HEAVY DUTY CONCRETE PAD
09S	ADA PARKING SIGN
09U	ADA PARKING SYMBOL
12F	SIGN POST
12G	STOP SIGN
70A	LIGHT POLE FOUNDATION



SITE PLAN  
 2019 VENTILATION IMPROVEMENTS & RENOVATIONS  
 HARLEY HOPKINS FAMILY CENTER  
 125 Monroe Ave S  
 Hopkins, MN 55343

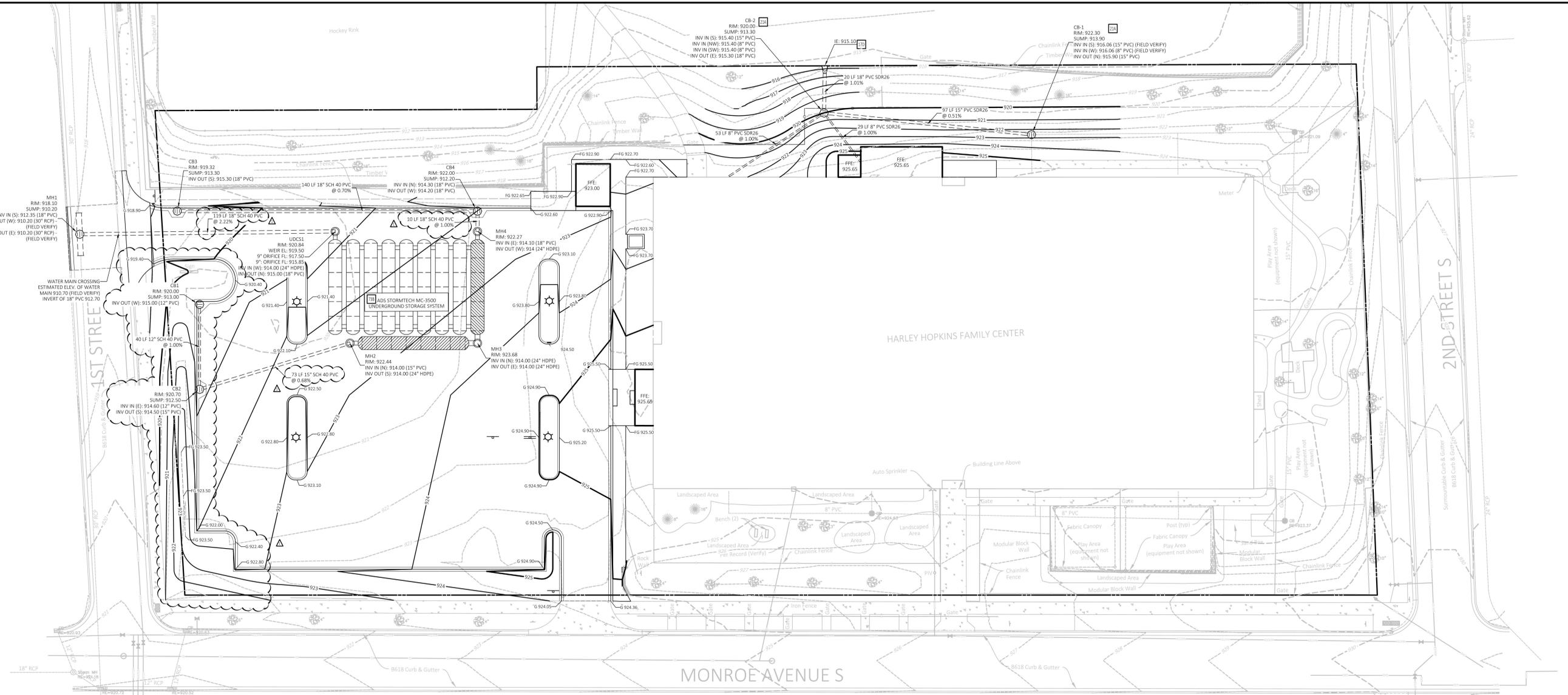
**unesco**  
 PLANNING ARCHITECTURE ENGINEERING CONSTRUCTION ENERGY  
 2318 1st Street, Suite 200, Minneapolis, MN 55410  
 © 2018 UNESCO P 103164713915

Project Number  
 211801  
 Date:  
 12/17/18

REVISIONS	DATE

SHEET  
**C-3.0**

I HEREBY CERTIFY THAT THIS SET OF PLANS AND SPECIFICATIONS  
 WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND  
 THAT I AM A FULLY LICENSED PROFESSIONAL ENGINEER UNDER  
 THE LAWS OF THE STATE OF MINNESOTA.  
  
 NEIL FESSIER, PE 12/05/2018 26364  
 DATE REGISTRATION NO.



**EXISTING LEGEND**

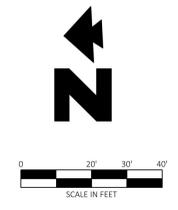
CABLE TV PEDESTAL	STORM MANHOLE	UNDERGROUND ELECTRIC
AIR CONDITIONER	FIRE DEPT. CONNECTION	UNDERGROUND FIBER OPTIC
ELECTRIC MANHOLE	HYDRANT	UNDERGROUND TELEPHONE
ELECTRIC METER	WATER VALVE	UNDERGROUND GAS
ELECTRIC PEDESTAL	BOLLARD	SANITARY SEWER
ELECTRIC TRANSFORMER	FLAG POLE	STORM SEWER
LIGHT POLE	TRAFFIC SIGN	WATERMAIN
GUY WIRE	UNKNOWN MANHOLE	FENCE
POWER POLE	SPOT ELEVATION	CURB (TYPICAL)
GAS METER	CONFIROUS TREE	
TELEPHONE PEDESTAL	DECIDUOUS TREE	
SANITARY MANHOLE		
CATCH BASIN		
FLARED END SECTION		
ROOF DRAIN		

**GRADING LEGEND**

FG FINISHED GRADE
G GUTTER ELEVATION
FL FLOW LINE
INV INVERT

**STORMWATER DETAILS**

170 FLARED END SECTION WITH RIP-RAP PAD
21A CATCH BASIN
73B UNDERGROUND STORAGE SYSTEM



**GRADING PLAN**  
**2019 VENTILATION IMPROVEMENTS & RENOVATIONS**  
**HARLEY HOPKINS FAMILY CENTER**  
 125 Monroe Ave S  
 Hopkins, MN 55343



Project Number: 211801  
 Date: 01/30/19

REVISIONS	DATE
ADD 1	01/30/19

NO.	DATE	DESCRIPTION
ADD 1	1-30-19	ADDENDA ONE

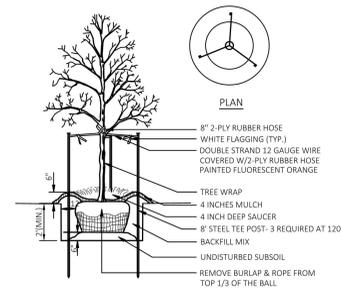
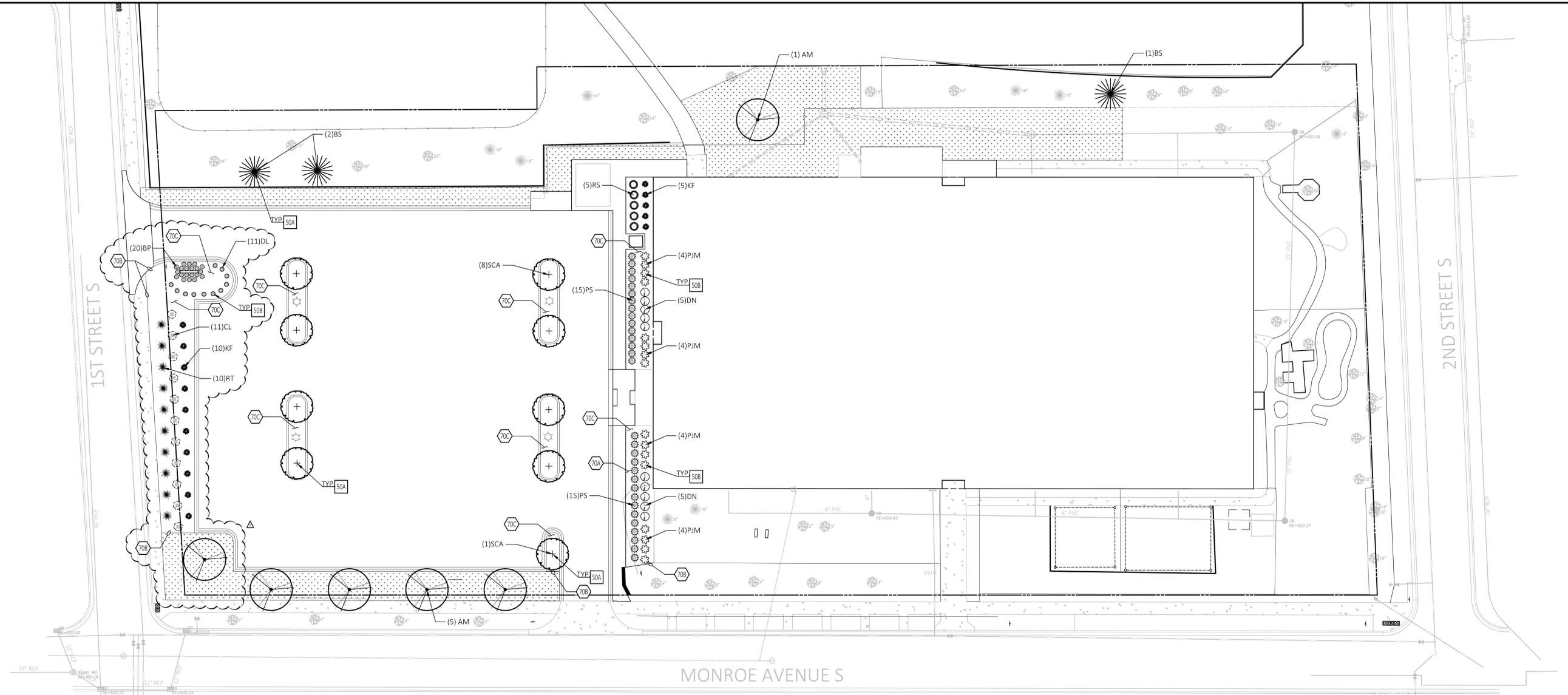
I HEREBY CERTIFY THAT THIS SET OF PLANS AND SPECIFICATIONS WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A FULLY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

*Neil Tessier* 01/30/2019 26364  
 NEIL TESSIER, PE DATE REGISTRATION NO.

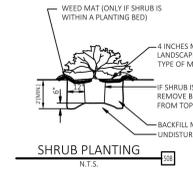
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**C-4.0**

LANDSCAPE PLAN  
**2019 VENTILATION IMPROVEMENTS & RENOVATIONS**  
**HARLEY HOPKINS FAMILY CENTER**

125 Monroe Ave S  
 Hopkins, MN 55343



NOTE: SEE LANDSCAPE NOTES FOR THE TYPE OF MULCH MATERIAL TO USE.



**TREE LIST**

SYB	KEY	QTY	COMMON NAME/ BOTANICAL NAME	ROOT	SIZE	REMARKS
AM	6	6	AUTUMN BLAZE MAPLE <i>Acer freemanii 'Autumn Blaze'</i>	B & B	2.5" CAL.	PLANT AS SHOWN
BS	3	3	BLACK HILLS SPRUCE <i>PICEA GLAUCA 'DENSATA'</i>	B & B	6' MIN. HT.	PLANT AS SHOWN
SCA	9	9	SPRING SNOW FRUITLESS CRABAPPLE <i>Malus x 'Spring Snow'</i>	B & B	2.5" CAL.	PLANT AS SHOWN

**SHRUB LIST**

SYB	KEY	QTY	COMMON NAME/ BOTANICAL NAME	ROOT	SIZE	REMARKS
DN	10	10	DIABLO NINEBARK <i>PHYSCOCARPUS OPIULIFOLIUS 'DIABLO'</i>	CONT.	5 GAL.	PLANT AS SHOWN
KF	15	15	KARL FOERSTER FEATHER REED GRASS <i>Calamagrostis x acutiflora 'Karl Foerster'</i>	CONT.	5 GAL.	PLANT AS SHOWN
DL	11	11	YELLOW DAYLILY <i>Hemerocallis</i>	CONT.	3 GAL.	PLANT AS SHOWN
PS	30	30	LITTLE PRINCESS SPIREA <i>Spiraea x bumalda 'LITTLE PRINCESS'</i>	CONT.	3 GAL.	PLANT AS SHOWN
RS	5	5	RUSSIAN SAGE <i>Perovskia atriplicifolia</i>	CONT.	3 GAL.	PLANT AS SHOWN
PJM	16	16	PIM RHODODENDRON <i>Rhododendron x 'P.J.M.'</i>	CONT.	5 GAL.	PLANT AS SHOWN
BP	20	20	BLUE PHLOX <i>Phlox divaricata</i>	CONT.	3 GAL.	PLANT AS SHOWN
RT	10	10	RED TWIGGED DOGWOOD <i>Cornus alba 'Sibirica'</i>	CONT.	5 GAL.	PLANT AS SHOWN
CL	11	11	COMMON LILAC <i>Syringa vulgaris</i>	CONT.	5 GAL.	PLANT AS SHOWN
TOTAL		128				

**811**  
 Know what's below.  
 Call before you dig.

**EXISTING LEGEND**

	CABLE TV PEDIESTAL		FIRE HYDRANT CONNECTION
	AIR CONDITIONER		ELECTRIC METER
	ELECTRIC PEDIESTAL		WATER VALVE
	ELECTRIC TRANSFORMER		BOLLARD
	LIGHT POLE		FLAG POLE
	COP WIRE		TRAFFIC SIGN
	POWER POLE		UNKNOWN MANHOLE
	GAS METER		SPOT ELEVATION
	TELEPHONE PEDIESTAL		SANITARY MANHOLE
	CATCH BASIN		CONIFEROUS TREE
	FLARED END SECTION		DECIDUOUS TREE
	ROOF DRAIN		

**PROPOSED**

	BOUNDARY LINE
	RIGHT OF WAY LINE
	BLUE GRASS SOD OVER 4"
	NEW TOPSOIL
	TYPICAL PLANTING WITH QUANTITY AND KEY (SEE PLANT LIST)

- LANDSCAPE NOTES**
- 70A INSTALL NEW IRRIGATION LINES, HEADS, CONTROLLERS AND VALVES. (BY OWNER)
  - 70B INSTALL EDGING AS REQUIRED.
  - 70C INSTALL HARDWOOD MULCH AS REQUIRED.
- LANDSCAPE DETAILS**
- 50A TREE PLANTING
  - 50B SHRUB PLANTING

NO.	DATE	DESCRIPTION
ADD 1	1-30-19	ADDENDA ONE

I HEREBY CERTIFY THAT THIS SET OF PLANS AND SPECIFICATIONS WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A FULLY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

*Neil Tessier*  
 NEIL TESSIER, PE      01/30/2019      26364  
 DATE      REGISTRATION NO.

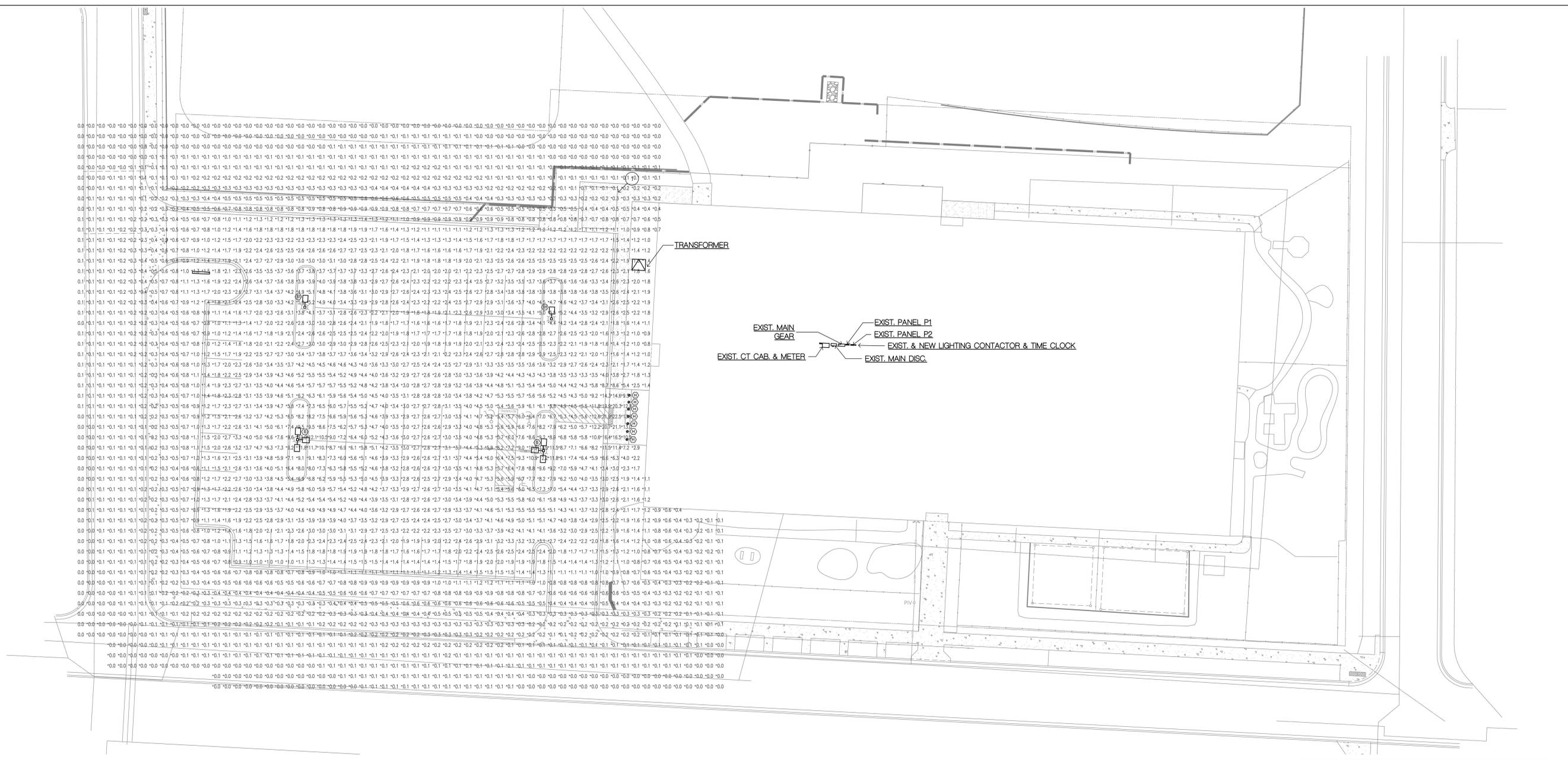
**unesco**  
 PLANNING | ARCHITECTURE | ENGINEERING | CONSTRUCTION | ENERGY

2215 W. Stewart Avenue, Suite 1000, Hopkins, MN 55343  
 © 2019 UNESCO P (052)467-9345

Project Number  
 31031  
 Date:  
 01/30/19

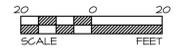
REVISIONS    DATE

SHEET  
**C-6.0**



**REMODEL SITE PLAN - LIGHTING CALCULATIONS**

SCALE: 1" = 20'-0"

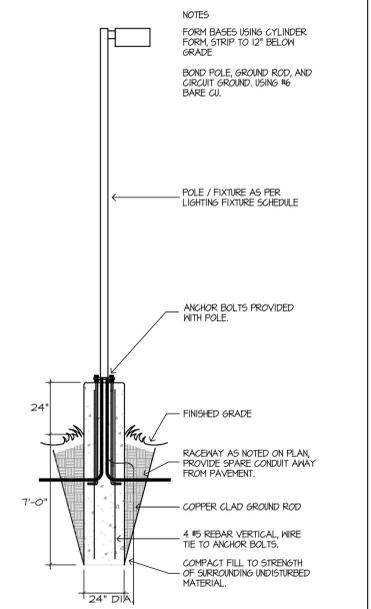


**FIXTURE SCHEDULE**

TYPE	DESCRIPTION	MANUFACTURER	SERIES	VOLT	CROSS SECTION LAMPS	BALLAST/ DRIVER	OPTICS	NOTES
H	LED 4" RECESSED DOWNLIGHT	LITHONIA	LDN4 50 15 L04 AR LSS G21	MULTI	1444 LUMENS 5K, 20W	LED	CLEAR SEMI SPEC REFLECTOR	0-10V DIMMING DRIVER TO 1%, DOWNLIGHT DIST., APPROX. 6" H, DAMP LOCATION
S	LED AREA LIGHTING UNIT 20' POLE, 3 FIXTURES PER POLE	LITHONIA	DSX1 LED P6 50K TFTM	120	19,279 LUMENS 163W EA., 5K	3 LED DRIVER	TEMPERED GLASS LENS	20' STRAIGHT STEEL SQUARE POLE W/ BELL SHAPED BASE, VIBRATION DAMPER, CONC. BASE & ANCHOR BOLTS, FORWARD MED DIST., 4" WALL BRKT, DARK BRONZE
SI	LED AREA LIGHTING UNIT 20' POLE	LITHONIA	DSX1 LED P6 50K T3M	120	19,290 LUMENS 163W, 5K	1 LED DRIVER	TEMPERED GLASS LENS	20' STRAIGHT STEEL SQUARE POLE W/ BELL SHAPED BASE, VIBRATION DAMPER, CONC. BASE & ANCHOR BOLTS, R3 MED DIST, 4" WALL BRKT, DARK BRONZE

**GENERAL NOTES**

1. THIS LIGHTING CALCULATION INDICATES APPROXIMATE MAINTAINED FOOT-CANDLE LEVELS TAKEN AT GRADE AND CALCULATED WITH A 85 PERCENT LIGHT OUTPUT. THE CALCULATION ONLY INCLUDES INPUT FROM THE LIGHT FIXTURES SHOWN ON THIS PLAN.



**AREA LIGHTING DETAIL**  
NO SCALE

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY CLOSE PERSONAL SUPERVISION AND THAT I AM A LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.  
**Michael J. Douglas**  
ENGINEER, MICHAEL DOUGLAS  
DATE: 02/17/18  
LICENSE NUMBER: 24659

125 Monroe Ave S  
Hopkins, MN 55343  
**REMODEL SITE PLAN - LIGHTING CALCULATIONS**  
**2019 VENTILATION IMPROVEMENTS & RENOVATIONS**  
**HARLEY HOPKINS FAMILY CENTER**

**Da**  
Douglas Associates, Inc.  
Consulting Engineers  
11000 Hennepin Avenue, Suite 100  
Minneapolis, MN 55412  
612.338.8888  
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**unesco**  
PLANNING, ARCHITECTURE, ENGINEERING, CONSTRUCTION  
7122 23rd Street, White Bear Lake, MN 55120  
612.338.8888 / 1 (952) 427-9339

Project Number  
18034  
Date:  
12-17-18

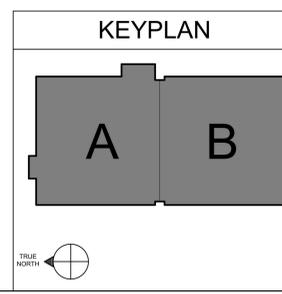
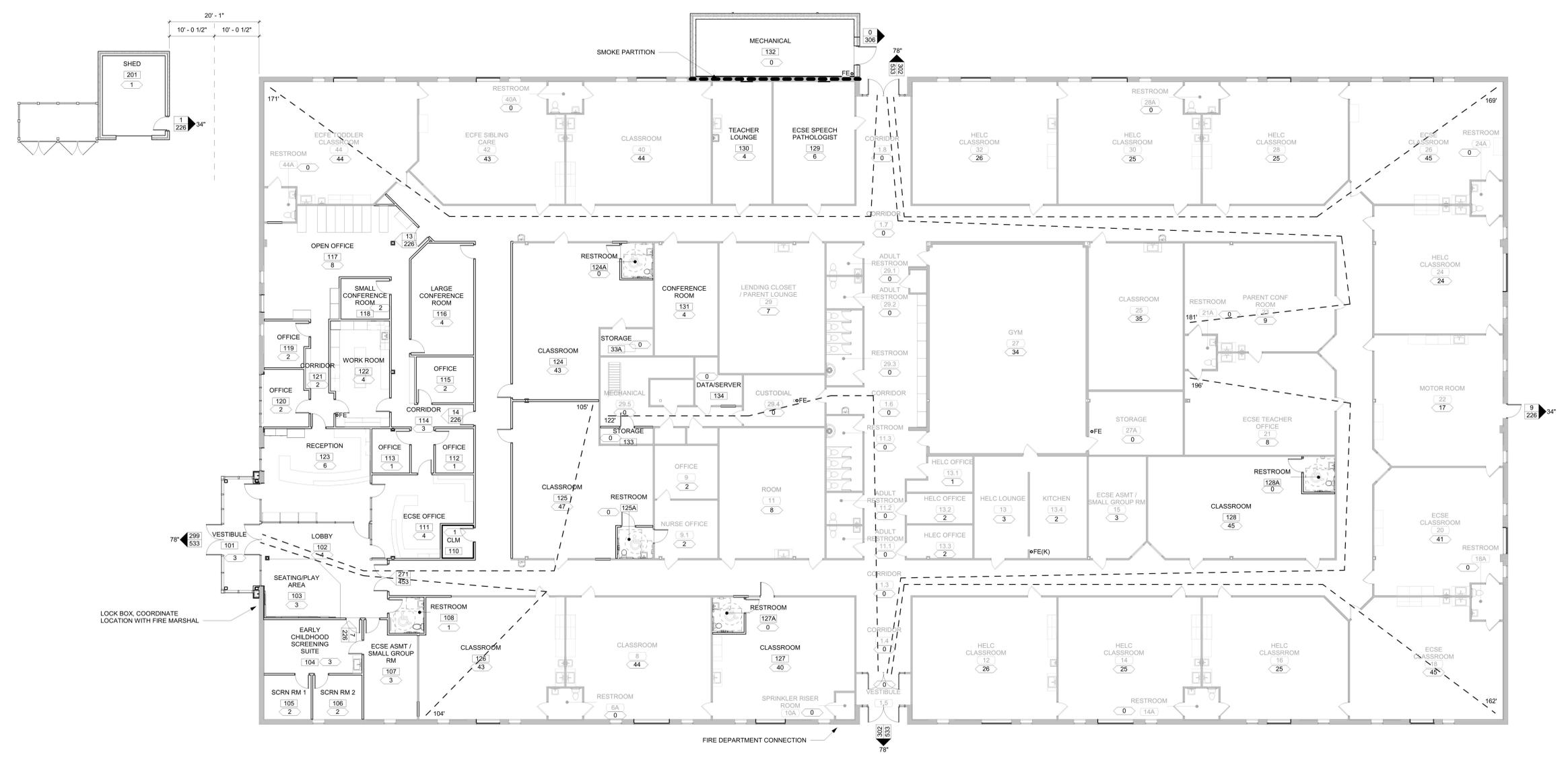
REVISIONS DATE

SHEET

**E5.1**

**SYMBOL LEGEND**

- ▬ OCCUPANCY LOAD
- ◁ 0  
0  
0 COMBINED OCCUPANT LOAD AT GIVEN DOOR OR STAIR  
 TOTAL EXIT CAPACITY OF DOOR OR STAIR  
 (THE CAPACITY OF DOORS ARE DETERMINED AS FOLLOWS:  
 CLEAR OPENING WIDTH IN INCHES DIVIDED BY 0.15  
 THE CAPACITY OF STAIRS ARE DETERMINED AS FOLLOWS:  
 WIDTH IN INCHES DIVIDED BY 0.2)
- ◁ 0  
0  
0 COMBINED OCCUPANT LOAD AT A GIVEN EXIT DOOR. (SUM OF THESE EQUALS TOTAL OCCUPANT LOAD)  
 TOTAL EXIT CAPACITY OF DOOR  
 (THE CAPACITY OF DOORS ARE DETERMINED AS FOLLOWS:  
 CLEAR OPENING WIDTH IN INCHES DIVIDED BY 0.15)
- FE FIRE EXTINGUISHER - ON WALL BRACKET
- FE(K) FIRE EXTINGUISHER - KITCHEN



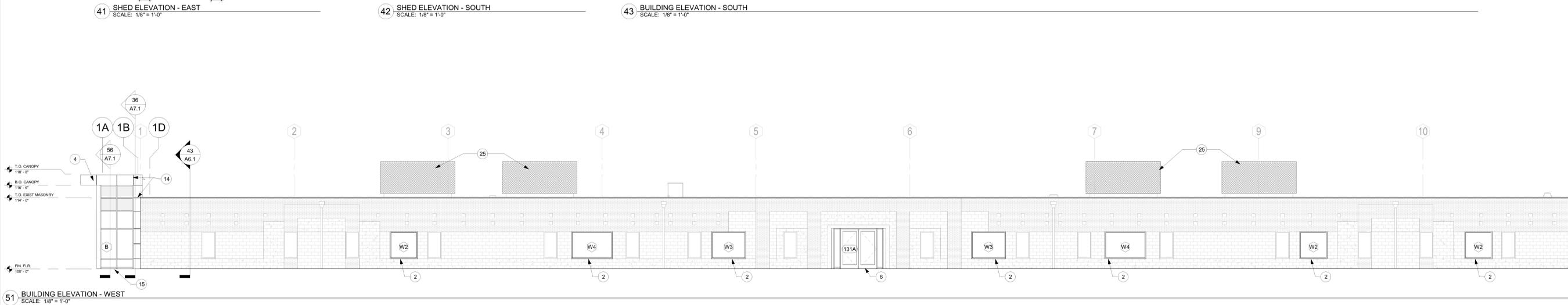
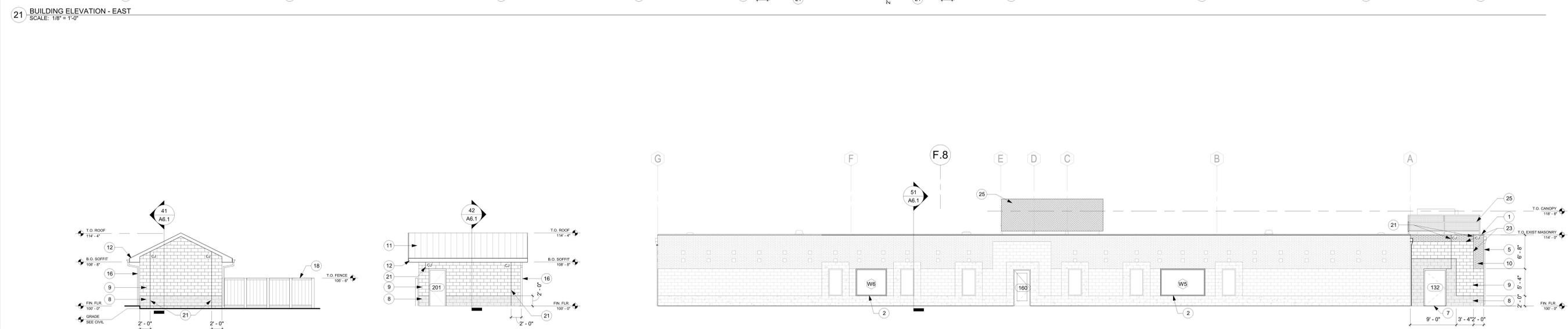
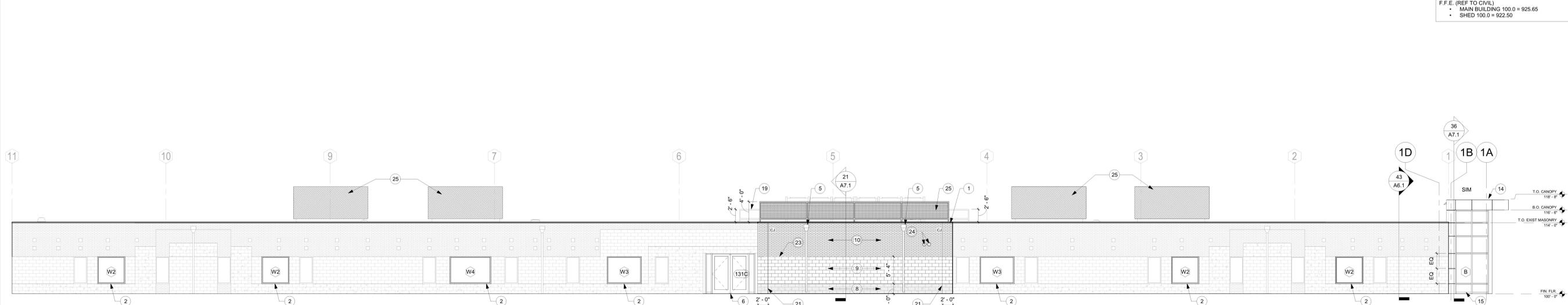
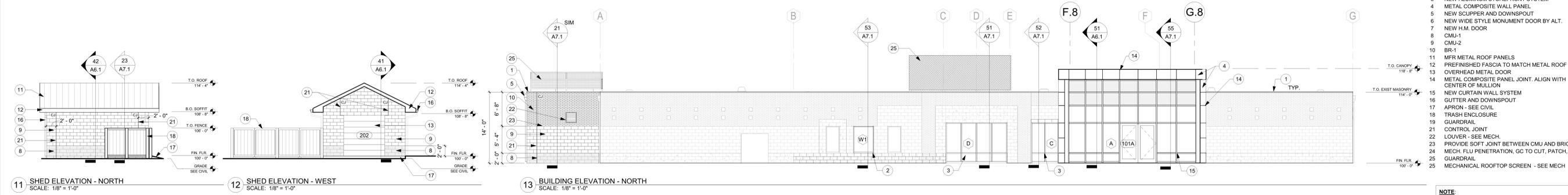
**1 CODE PLAN**  
 SCALE: 3/32" = 1'-0"

12/17/2018 11:22:21 AM

**LEGEND KEYNOTES**

- 1 PREFINISHED METAL FLASHING
- 2 NEW WINDOW - ALTERNATE BID
- 3 NEW ALUMINUM STOREFRONT SYSTEM
- 4 METAL COMPOSITE WALL PANEL
- 5 NEW SCUPPER AND DOWNSPOUT
- 6 NEW WIDE STYLE MONUMENT DOOR BY ALT.
- 7 NEW H.M. DOOR
- 8 CMU-1
- 9 CMU-2
- 10 BR-1
- 11 MFR METAL ROOF PANELS
- 12 PREFINISHED FASCIA TO MATCH METAL ROOF
- 13 OVERHEAD METAL DOOR
- 14 METAL COMPOSITE PANEL JOINT, ALIGN WITH CENTER OF MULLION
- 15 NEW CURTAIN WALL SYSTEM
- 16 GUTTER AND DOWNSPOUT
- 17 APRON - SEE CIVIL
- 18 TRASH ENCLOSURE
- 19 GUARDRAIL
- 21 CONTROL JOINT
- 22 LOUVER - SEE MECH.
- 23 PROVIDE SOFT JOINT BETWEEN CMU AND BRICK
- 24 MECH. FLJ PENETRATION, GC TO CUT, PATCH, SEAL
- 25 GUARDRAIL
- 25 MECHANICAL ROOFTOP SCREEN - SEE MECH

**NOTE:**  
 F.F.E. (REF TO CIVIL)  
 • MAIN BUILDING 100.0 = 925.65  
 • SHED 100.0 = 922.50



I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, CONTRACT DOCUMENTS, AND ALL ATTACHED DRAWINGS, SPECIFICATIONS, AND SCHEDULES WERE PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.  
 KEVIN THIERINGER  
 Lic. No. 48825  
 Date: 12-17-18

**125 Montrose Ave S  
 Hopkins, MN 55343**  
**BUILDING ELEVATIONS**  
**2019 VENTILATION IMPROVEMENTS & RENOVATIONS**  
**HARLEY HOPKINS FAMILY CENTER**

**unesco**  
 PLANNING, ARCHITECTURE, ENGINEERING, CONSTRUCTION, INTERIOR DESIGN  
 2122 2nd Avenue, White Bear, MN  
 © (612) 486-7834 | F (612) 487-9399

Project Number  
 211801  
 Date:  
 12/17/18  
 REVISIONS | DATE

SHEET  
**A5.1**

12/17/2018 11:21:29 AM

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Wednesday, January 16, 2019

Meeting Minutes:

The Neighborhood Information meeting for the 2019 Harley Hopkins Ventilation Improvements and Renovations project was held on January 10, 2019, from 6:30 pm until 7:30 pm. During this time no members of the public attended; however, a few staff members stopped in to look at the new floorplan. A sign-in sheet is attached, as well as the invitation to the meeting.

# Meeting Sign-In Sheet

Meeting Neighborhood Information Meeting

Project: Hopkins Public Schools

Harley Hopkins

Date: January 10, 2019

Location: Hopkins, MN

Name	Address
Patrick Poquette (STAFF)	ISD 270
Lindsay Nunez (unesco)	ISD 270
Bryan Cantor (UNESCO)	
	
Kevin Neuma	Wethrop, MN
DJ HEINLE	THQA, ARCHITECT FOR UNESCO
DAVE GIBSON	UNESCO.
Angela Hart	
Katie Clark	

11/29/2018

**You are invited to a neighborhood meeting.**

Hopkins Public Schools has partnered with Unesco, Inc. to undertake a much-needed facility improvement to the Harley Hopkins Family Center located at 125 Monroe Avenue South. The project will take place over the Spring and Summer of 2019, which will update failing mechanical and electrical systems with more energy efficient equipment, increase the ADA accessibility to the site, update life safety systems, and provide a secure entrance to the facility for increased security for all students, staff and visitors.

We are inviting you to attend a neighborhood meeting at the Harley Hopkins Family Center where the plans for these projects will be presented. The meeting will be held on Thursday January 10<sup>th</sup>, 2019 from 6:30-7:30 pm. Refer to site map on reverse side of this letter for parking and entrance location.

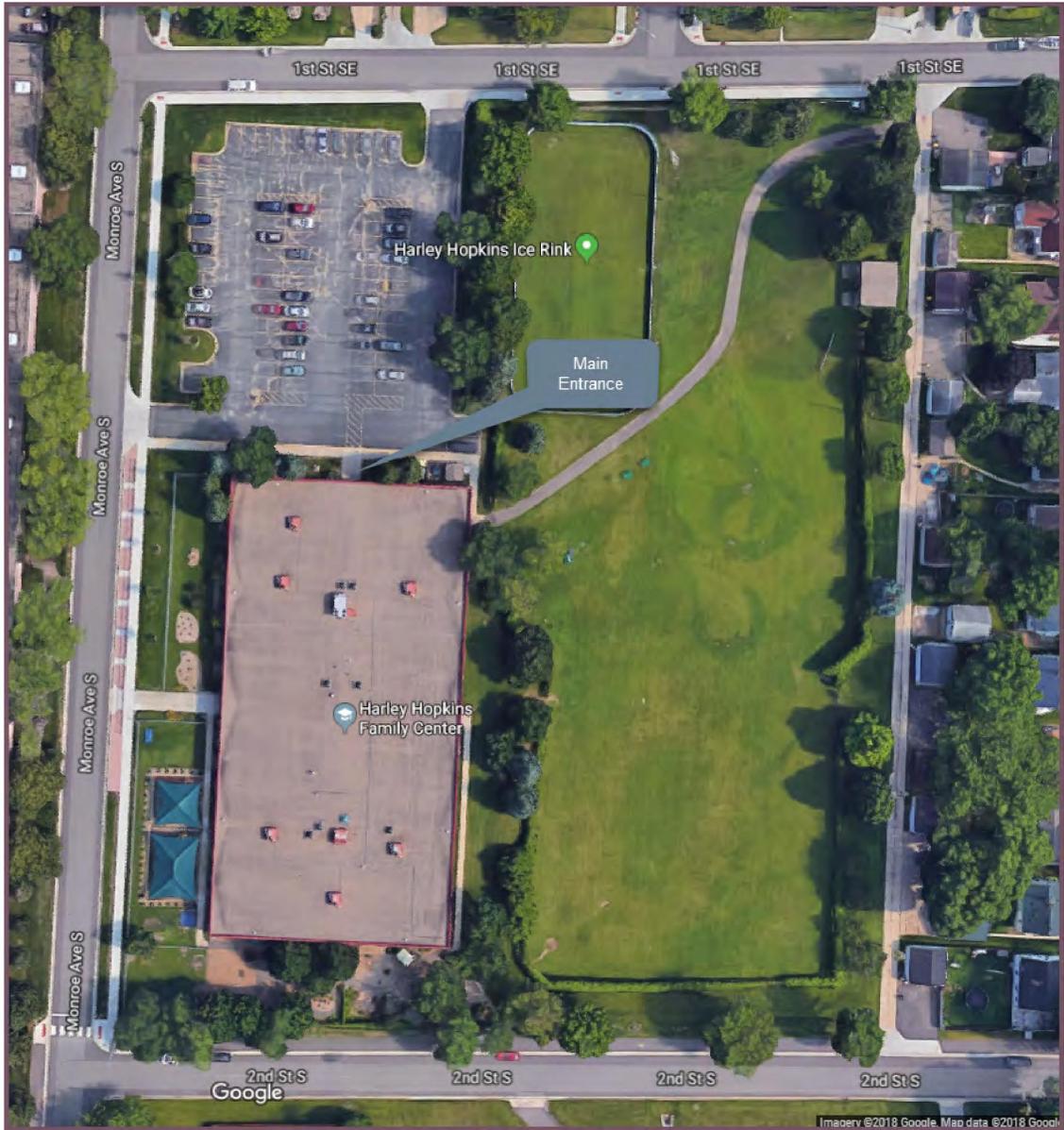
We are looking forward to sharing our plans with all of our neighbors, listen to your feedback and answer your questions. In addition to the neighborhood meeting, our plans must be reviewed and approved by the City of Hopkins. The Hopkins Planning and Zoning Commission will hold a public hearing to review these plans on Tuesday January 22<sup>nd</sup>, 2019 starting at 6:30pm. The Hopkins City Council will review and act upon these plans on Tuesday February 5<sup>th</sup>, 2019 starting at 7:00pm. Both meetings will take place in the City of Hopkins Fire Station, located at 101 17<sup>th</sup> Avenue South, Hopkins, MN 55343.

If you cannot attend the neighborhood meeting but would like to speak with someone regarding the upcoming project proposals, you can contact Patrick Poquette, Supervisor of Buildings and Grounds. He can be reached at 952-988-4264 or email at [Patrick.Poquette@hopkinsschools.org](mailto:Patrick.Poquette@hopkinsschools.org).

Sincerely,

Dave Gibson,  
Project Manager  
Unesco, Inc.

Patrick Poquette,  
Supervisor Buildings & Grounds  
Hopkins Public Schools



CITY OF HOPKINS  
Hennepin County, Minnesota

RESOLUTION NO: 90-88

RESOLUTION MAKING FINDINGS OF FACT AND APPROVING  
APPLICATION FOR CONDITIONAL USE PERMIT CUP:90-4

WHEREAS, an application by Hopkins School District #270 for a Conditional Use Permit to allow construction of a new structure at 125 Monroe Avenue South is hereby approved.

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

1. That the application for Conditional Use Permit CUP90-4 was filed with the City of Hopkins on August 6, 1990.
2. That the Hopkins Planning Commission reviewed such application on August 28, 1990.
3. That the Hopkins Planning Commission, pursuant to published and mailed notices, held a public hearing on August 28, 1990; all persons present at the hearing were given an opportunity to be heard.
4. That the written comments and analysis of the City Staff and the Planning Commission were considered.

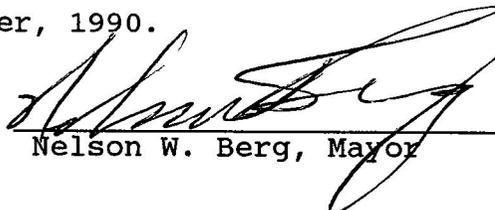
NOW THEREFORE BE IT RESOLVED, that application for CUP:90-4 is hereby approved subject to the following Findings of Fact:

1. That the new building meets the requirements for a Conditional Use Permit.
2. That a school is permitted in R-1-A districts.

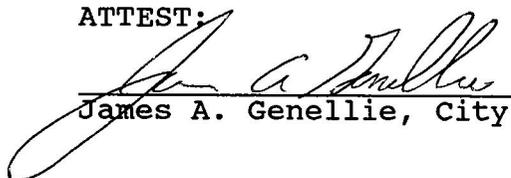
BE IT FURTHER RESOLVED, that application for CUP:90-4 is hereby approved subject to the following Conditions:

1. That the Waiver of Plat is granted.
2. That the drainage plan is changed and found acceptable to the Engineering Supervisor.
3. The facility shall be used consistent with that allowed for schools by the Hopkins Zoning Ordinance. Any change in use shall require review and approval by the City of Hopkins.

Adopted this 4 day of September, 1990.

  
Nelson W. Berg, Mayor

ATTEST:

  
James A. Genellie, City Clerk



February 5, 2018

Council Report 2019-010

**First Reading: Ordinance Amending Section 355.01 of the Hopkins City Code  
Pertaining to Park Board Established**

**Proposed Action**

Staff recommends adoption of the following motion: Move to adopt for first reading Ordinance 2019-1137, An Ordinance Amending Section 355.01 of the Hopkins City Code Pertaining to Park Board Established.

Adoption of this motion will begin the process of amending Section 355.01 of the Hopkins City Code changing Park Board member terms to no more than two consecutive terms of two years.

**Overview**

This amendment was initiated after City Council discussion related to recruitment of Board & Commission members. The proposed change from the three term to two term limit makes the number of terms consistent with the Planning & Zoning Commission.

The draft ordinance has been reviewed by the City Attorney. A second reading of the Ordinance is tentatively scheduled for February 19.

**Primary Issues to Consider**

- Legal Authority. The City Charter allows for the formation, powers and duties of the Park Board to be established the City Council.

**Supporting Documents**

- Proposed Ordinance 2019-1137

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Ari Lenz, Assistant City Manager

**CITY OF HOPKINS  
COUNTY OF HENNEPIN**

**ORDINANCE 2019-1137**

**ORDINANCE AMENDING SECTION 335.01 OF THE HOPKINS CITY CODE PERTAINING  
TO PARK BOARD ESTABLISHED**

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

Section 1. That Section 355.01 of the Hopkins City Code be amended to add the double-underlined material and delete the ~~stricken~~ material as follows:

335.01. Park board established. There is created and continued a Park Board for the city, consisting of six members to be appointed as follows: one Staff Liaison to be appointed by the City Manager for a term of one year; and five members at large, each to serve for no more than ~~three (3)~~ two (2) consecutive terms of two years. Three of the at-large members of the board shall be appointed on July 1 of each odd numbered year and the other two at-large members, shall be appointed on July 1 of each even numbered year. All appointments, except those otherwise hereinabove provided, shall be made by the Mayor with the approval of the Council. A member of the board may be removed by the Mayor with the approval of the Council for misconduct or neglect of duties. Each member except the Staff Liaison member shall have the right to vote on all matters before the board.

Section 2. The effective date of this ordinance shall be the date of publication.

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

By: \_\_\_\_\_  
Molly Cummings, Mayor

ATTEST:

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