

**HOPKINS CITY COUNCIL  
AGENDA  
Tuesday, November 1, 2022  
6:30 pm**

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

**Schedule**      HRA Meeting, 6:30 p.m. – City Council Meeting immediately following meeting

**I. CALL TO ORDER**

**II. ADOPT AGENDA**

**III. PRESENTATIONS**

**IV. CONSENT AGENDA**

1. Minutes of the October 18, 2022 Regular Meeting Proceedings
2. Approval of On-Sale on Public Premise Liquor License for Cream and Amber; Domeier
3. Ratify Checks Issued in October 2022; Bishop
4. Resolutions Approving Water, Sanitary Sewer, Refuse Collection, Recycling, Organic Recycling and Parking Rates Effective January 1, 2023; Bishop
5. Resolutions Approving Special Assessments for Diseased Tree Removal and Exterior Building Repairs on Private Property; Bishop

**V. PUBLIC HEARINGS**

1. Public Improvement Hearing: 2023 Street and Utility Improvements, City Project 2022-10; Klingbeil
2. First Reading: Ordinance Vacating Easements over Lots 2 and 3, Block 1, Hopkins Commerce Center Addition (The Hallon); Krzos

**VI. OLD BUSINESS**

**VII. NEW BUSINESS**

1. Resolution Approving Conditional Use Permit application for 513 7<sup>th</sup> Avenue South to be used for short-term rental; Howard
2. Concept Plan Review: 102 and 106 11<sup>th</sup> Avenue South; Krzos

**VIII. PUBLIC COMMENT**

**IX. ANNOUNCEMENTS**

- Next City Council Work Session: Wednesday, November 9 at 6:30 p.m.
- Next City Council Regular Meeting: Monday, November 14 at 6:30 p.m.

**X. ADJOURN**

**HOPKINS CITY COUNCIL  
REGULAR MEETING PROCEEDINGS  
OCTOBER 18, 2022**

**CALL TO ORDER**

Pursuant to due call and notice thereof a regular meeting of the Hopkins City Council was held on Tuesday, October 18, 2022 at 6:30 p.m. in the Council Chambers at City Hall, 1010 1<sup>st</sup> Street South.

Mayor Hanlon called the meeting to order with Council Members Balan, Beck, Garrido and Hunke attending. Others attending included City Manager Mornson City Clerk Domeier, , Planner Howard, Director of Public Works Stanley, Finance Director Bishop, City Engineer Klingbeil and City Attorney Riggs.

**ADOPT AGENDA**

**Motion** by Balan. **Second** by Hunke.

**Motion** to Adopt the Agenda.

**Ayes: Balan, Beck Garrido, Hanlon, Hunke**

**Nays: None. Motion carried.**

**PRESENTATIONS**

**III.1. Trunk Highway 7 Road Safety Audit; Stanley**

The Minnesota Department of Transportation (MNDOT) completed a road safety audit for Trunk Highway 7 (TH 7) earlier this year presented the findings to mitigate safety concerns along the roadway.

**CONSENT AGENDA**

**Motion** by Garrido. **Second** by Balan.

**Motion** to Approve the Consent Agenda.

1. Minutes of the October 4, 2022 Regular Meeting Proceedings
2. Minutes of the October 11, 2022 Work Session Proceedings
3. Approval of the 2023 City Council Meeting Schedule; Domeier
4. Resolution Amending Legislative Policy Manual Chapter 2; Domeier
5. Resolution Approving an On Sale Wine and 3.2% Malt Liquor License for Triangle of Cam Ranh Bay dba Cam Ranh Bay; Domeier
6. Resolution Approving LG230 Application to Conduct Off-Site Lawful Gambling by Hopkins Youth Hockey Association at the Hopkins Pavilion; Domeier
7. Resolution Approving the Bylaws of the Hopkins Fire Department Relief Association; Specken
8. Second Reading of Ordinance 2022-1184; Howard

**Ayes: Balan, Beck Garrido, Hanlon, Hunke**

**Nays: None. Motion carried.**

**HOPKINS CITY COUNCIL  
REGULAR MEETING PROCEEDINGS  
OCTOBER 18, 2022**

**PUBLIC HEARING**

**V.1. Resolution for Adoption of Assessment Roll – 2022 Miscellaneous Special Assessments; Bishop**

Finance Director Bishop summarized Council Report 2022-097. The proposed special assessments are for delinquent utility bills, citations, and invoices. Notices of the hearing were published. The notices and assessment statements were mailed to all affected property owners.

Mayor Hanlon opened the Public Hearing.

Finance Director Bishop stated there was two assessment hearing appeal forms received from Tibet Corner at 802 Mainstreet Street to remove the \$100 service charge and David Hendel at 237 12<sup>th</sup> Avenue North to remove the fees for recycle/refuse services. The City Council decided to move forward with the proposed assessments.

**Motion** by Balan. **Second** by Garrido.

**Motion** to Close the Public Hearing.

**Ayes: Balan, Beck, Garrido, Hanlon, Hunke**

**Nays: None. Motion carried.**

**Motion** by Hunke. **Second** by Balan.

**Motion** to Adopt Resolution 2022-069, Resolution for Adoption of Assessment Roll, 2022 Miscellaneous Special Assessments.

**Ayes: Balan, Beck, Garrido, Hanlon, Hunke**

**Nays: None. Motion carried.**

**ANNOUNCEMENTS**

Mayor Hanlon provided the upcoming meeting schedule.

**ADJOURNMENT**

There being no further business to come before the City Council and upon a motion by Balan, second by Garrido, the meeting was unanimously adjourned at 8:02 p.m.

Respectfully Submitted,  
Amy Domeier, City Clerk

ATTEST:

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Brian Hunke, Mayor Pro Tempore

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Amy Domeier, City Clerk



November 1, 2022

Council Report 2022-100

**Approval of On-Sale License on Public Premise for  
Cream and Amber LLC DBA Cream and Amber**

**Proposed Action**

Staff recommends adoption of the following motion: Approve an On-Sale License on Public Premise for Cream and Amber LLC DBA Cream and Amber located at 814 Mainstreet for the license term through June 30, 2023.

**Overview**

An application for a new license to sell liquor on public premises has been received from Cream and Amber LLC DBA Cream and Amber located at 1605 Mainstreet. The license will be effective upon passage of the motion and valid through June 30, 2023. The required \$350.00 license fee and insurance documents have been submitted.

City Code Section 4-36(d) On-Sale on Public Premises states that the City Council may issue to the holder of an on-sale intoxicating license issued by the city or a municipality adjacent to the city, a license to allow the dispensing of intoxicating liquor at any conventions, banquet, conference, meeting or social affair conducted on the premises of a sports, convention or cultural facility owned by the city.

**Supporting Information**

- The complete application is on file in the City Clerk's office.

A handwritten signature in blue ink, appearing to read 'Amy Domeier', positioned above a horizontal line.

Amy Domeier, City Clerk

# CITY OF HOPKINS

**FINANCE DEPARTMENT**

## MEMORANDUM

Date: October 27, 2022  
To: Honorable Mayor and Members of the City Council  
From: Nicholas Bishop, Finance Director  
Subject: Ratify Checks Issued in October 2022

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The checks issued between September 30, 2022 and October 27, 2022 were numbers 128126 thru 128780 for a total distribution of \$2,314,090.13.

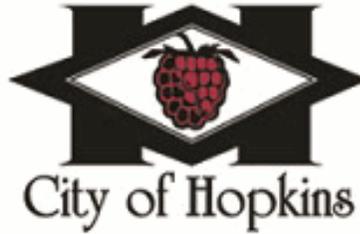
The checks issued, along with the purpose for those payments are attached for your review.

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: jthoennes  
Printed: 10/27/2022 1:27 PM



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
128501	31345	ABUBAKAR ABDIRASHID	10/06/2022	0.00	90.00
128502	29660	AERIAL PAINTING	10/06/2022	0.00	11,350.00
128503	31081	ALLEN'S SERVICE	10/06/2022	0.00	467.00
128504	02031	B & W SPECIALTY COFFEE CO	10/06/2022	0.00	457.91
128505	02563	BOLTON & MENK, INC	10/06/2022	0.00	144,605.42
128506	27782	BOUND TREE MEDICAL LLC	10/06/2022	0.00	90.58
128507	03160	CENTERPOINT ENERGY MINNEGASC	10/06/2022	0.00	24.88
128508	26951	COMCAST	10/06/2022	0.00	10.50
128509	05282	EHLERS AND ASSOCIATES, INC	10/06/2022	0.00	5,535.00
128510	27569	EMERGENCY AUTOMOTIVE TECHNO	10/06/2022	0.00	3,328.80
128511	06008	FASTENAL CO	10/06/2022	0.00	173.54
128512	06567	FORCE AMERICA	10/06/2022	0.00	240.00
128513	27492	FRIENDS OF THE HOPKINS	10/06/2022	0.00	10,000.00
128514	07563	GOODIN COMPANY	10/06/2022	0.00	1,182.91
128515	31324	CARA HAGSTROM-SKALNEK	10/06/2022	0.00	125.00
128516	29818	HIAWATHA TREE SERVICE INC.	10/06/2022	0.00	3,870.90
128517	08576	HOPKINS F.D. RELIEF ASSOC	10/06/2022	0.00	900.00
128518	08620	HOPKINS ROTARY	10/06/2022	0.00	750.00
128519	13172	METRO ELEVATOR, INC	10/06/2022	0.00	184.00
128520	04521	MEYER INK SCREEN PRINTING & EM	10/06/2022	0.00	133.00
128521	13275	MICRO CENTER	10/06/2022	0.00	955.94
128522	13760	MTI DISTRIBUTING INC	10/06/2022	0.00	179.67
128523	18327	REINDERS INC	10/06/2022	0.00	397.00
128524	29224	SARGENT ENTERPRISES INC	10/06/2022	0.00	125.00
128525	29384	SITEONE LANDSCAPE SUPPLY	10/06/2022	0.00	93.55
128526	19805	SUSA	10/06/2022	0.00	75.00
128527	31344	TREE TRUST	10/06/2022	0.00	9,841.48
128528	29644	TRENCHERS PLUS	10/06/2022	0.00	129.00
128529	20687	TRI-STATE BOBCAT INC	10/06/2022	0.00	898.25
128530	03440	ULTIMATE SAFETY CONCEPTS INC	10/06/2022	0.00	383.68
128531	29475	VERIZON WIRELESS	10/06/2022	0.00	105.03
128532	25080	XCEL ENERGY	10/06/2022	0.00	2,525.27
128533	25080	XCEL ENERGY	10/06/2022	0.00	3.12
Total for 10/6/2022:				0.00	199,231.43
128535	29270	A-1 OUTDOOR POWER INC	10/13/2022	0.00	215.48
128536	28189	ALLEGRA	10/13/2022	0.00	152.78
128537	28840	AUDIO LOGIC SYSTEMS	10/13/2022	0.00	1,575.04
128538	29512	BACHMAN'S	10/13/2022	0.00	2,646.44
128539	29817	GARY BINGER	10/13/2022	0.00	3,200.00
128540	27782	BOUND TREE MEDICAL LLC	10/13/2022	0.00	38.67
128541	26976	BUCKEYE INTERNATIONAL INC	10/13/2022	0.00	334.40
128542	02811	BUREAU OF CRIMINAL APPREHENSIC	10/13/2022	0.00	3,000.00
128543	28981	CHESTNUT CAMBRONNE PA	10/13/2022	0.00	13,553.20
128544	30127	CINTAS CORPORATION NO. 2	10/13/2022	0.00	1,114.48
128545	26951	COMCAST	10/13/2022	0.00	106.28

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
128546	30509	COMMERCIAL RECREATION SPECIAL	10/13/2022	0.00	574.67
128547	31032	COVERALL NORTH AMERICA	10/13/2022	0.00	1,544.00
128548	31032	COVERALL NORTH AMERICA	10/13/2022	0.00	1,860.50
128549	31032	COVERALL NORTH AMERICA	10/13/2022	0.00	2,019.00
128550	28747	CULLIGAN BOTTLED WATER CO	10/13/2022	0.00	190.80
128551	28893	DATA PRACTICES OFFICE	10/13/2022	0.00	250.00
128552	04690	DRISKILLS FOODS	10/13/2022	0.00	156.46
128553	04690	DRISKILLS FOODS	10/13/2022	0.00	235.61
128554	28898	ECM PUBLISHERS INC	10/13/2022	0.00	86.10
128555	29966	EDUCATION & TRAINING SERVICES	10/13/2022	0.00	998.00
128556	29006	ENTERPRISE FLEET MANAGEMENT	10/13/2022	0.00	2,731.27
128557	06008	FASTENAL CO	10/13/2022	0.00	692.11
128558	31229	KIRI ANN FAUL	10/13/2022	0.00	650.00
128559	31346	PAULA FINNEY	10/13/2022	0.00	120.00
128560	07564	GOPHER STATE ONE-CALL, INC	10/13/2022	0.00	399.60
128561	07681	GRAINGER, INC	10/13/2022	0.00	1,216.76
128562	29377	GRAINGER, INC	10/13/2022	0.00	1,251.07
128563	08001	HACH COMPANY	10/13/2022	0.00	384.45
128564	31143	SARA HALPERN	10/13/2022	0.00	305.00
128565	08004	HANCE HARDWARE, INC	10/13/2022	0.00	1,806.08
128566	08179	HENNEPIN CTY TREASURER	10/13/2022	0.00	1,390.77
128567	08186	HENNEPIN CTY TREASURER	10/13/2022	0.00	87.00
128568	28297	HERITAGE SHADE TREE CONSULTAN	10/13/2022	0.00	1,105.00
128569	30208	GLORIA HESS	10/13/2022	0.00	859.18
128570	08336	HIRSHFIELDS	10/13/2022	0.00	216.60
128571	30717	IMAGETREND INC	10/13/2022	0.00	1,750.00
128572	09578	INNOVATIVE OFFICE SOLUTIONS	10/13/2022	0.00	751.94
128573	29612	INTERNATIONAL CHEMTEX	10/13/2022	0.00	686.51
128574	30269	JANELLE JASPERS JONES	10/13/2022	0.00	360.00
128575	10560	JOHN HENRY FOSTER MN	10/13/2022	0.00	511.95
128576	31347	KEN BURNS INC	10/13/2022	0.00	18,854.00
128577	11327	KILLMER ELECTRIC CO INC	10/13/2022	0.00	56,677.00
128578	11327	KILLMER ELECTRIC CO INC	10/13/2022	0.00	13,500.00
128579	29529	LEXISNEXIS RISK SOLUTIONS	10/13/2022	0.00	93.79
128580	13012	MACQUEEN EQUIPMENT INC	10/13/2022	0.00	324.32
128581	31305	MARY MCCALLUM	10/13/2022	0.00	280.00
128582	13167	MENARDS	10/13/2022	0.00	337.11
128583	29025	METERING & TECHNOLOGY SOLUTIC	10/13/2022	0.00	829.96
128584	28665	METRO ALARM & LOCK	10/13/2022	0.00	450.00
128585	13179	METROPOLITAN COUNCIL	10/13/2022	0.00	141,536.23
128586	13275	MICRO CENTER	10/13/2022	0.00	490.93
128587	30363	MINNEAPOLIS OXYGEN COMPANY	10/13/2022	0.00	85.08
128588	31350	NICOLE MITTELSTAEDT	10/13/2022	0.00	160.00
128589	13354	MN BENEFIT ASSOCIATION	10/13/2022	0.00	44.18
128590	13446	MN DEPT OF LABOR & INDUSTRY	10/13/2022	0.00	80.00
128591	13399	MN SAFETY COUNCIL, INC	10/13/2022	0.00	483.00
128592	31064	MR CUTTING EDGE LLC	10/13/2022	0.00	170.00
128593	30300	NORDIC SOLAR HOLDCO LLC	10/13/2022	0.00	6,438.51
128594	15521	ON SITE COMPANIES	10/13/2022	0.00	1,626.09
128595	31351	PERNSTEINER CREATIVE GROUP INC	10/13/2022	0.00	725.00
128596	30199	PULSE ELECTRIC	10/13/2022	0.00	522.00
128597	17806	QWEST CORP	10/13/2022	0.00	61.12
128598	29609	SHRED-N-GO	10/13/2022	0.00	2,650.00
128599	19520	SNAP PRINT INC	10/13/2022	0.00	79.44
128600	19567	SOUTHWEST SUB CABLE COMM	10/13/2022	0.00	3,576.00
128601	30495	SPEEDWAY LLC	10/13/2022	0.00	75.00
128602	29200	SPRINGBROOK SOFTWARE INC	10/13/2022	0.00	1,341.50

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
128603	31352	STANLEY STEEMER INTERNATIONAL	10/13/2022	0.00	657.00
128604	31349	LISA TABOR	10/13/2022	0.00	7,500.00
128605	20560	TOLL GAS & WELDING SUPPLY	10/13/2022	0.00	182.26
128606	30093	TRANSUNION RISK AND ALTERNATIV	10/13/2022	0.00	253.00
128607	22002	VALLEY-RICH COMPANY, INC	10/13/2022	0.00	3,105.85
128608	29458	VERIZON WIRELESS	10/13/2022	0.00	2,778.20
128609	30819	VERIZON WIRELESS	10/13/2022	0.00	360.09
128610	31128	VIKING AUTOMATIC SPRINKLER	10/13/2022	0.00	1,095.00
128611	22563	VOSS LIGHTING	10/13/2022	0.00	442.76
128612	28123	WRAP CITY GRAPHICS INC	10/13/2022	0.00	50.00
128613	23720	WSB & ASSOCIATES INC	10/13/2022	0.00	218.25
128614	25080	XCEL ENERGY	10/13/2022	0.00	28.02
128615	25080	XCEL ENERGY	10/13/2022	0.00	41.13
128616	26161	ZEP SALES AND SERVICE	10/13/2022	0.00	136.80
128617	26320	ZIEGLER, INC	10/13/2022	0.00	975.64
128618	31295	CHRISTY ZILKA	10/13/2022	0.00	260.00
128619	08576	HOPKINS F.D. RELIEF ASSOC	10/13/2022	0.00	120.00
128620	09085	ICMA - ROTH IRA - 706260	10/13/2022	0.00	1,141.40
128621	09084	ICMA RETIREMENT TRUST- 300824	10/13/2022	0.00	2,504.73
128622	31275	DEBT MGMT SERVICES US DEPT OF T	10/13/2022	0.00	61.92
Total for 10/13/2022:				0.00	324,529.51
128623	01328	AIRGAS USA	10/20/2022	0.00	220.50
128624	28189	ALLEGRA	10/20/2022	0.00	76.39
128625	28600	APPLE VALLEY FORD LINCOLN	10/20/2022	0.00	1,676.48
128626	02031	B & W SPECIALTY COFFEE CO	10/20/2022	0.00	785.59
128627	30899	BAUERS MINNOCO	10/20/2022	0.00	32.95
128628	27782	BOUND TREE MEDICAL LLC	10/20/2022	0.00	90.15
128629	27822	BRADS PRO AUDIO	10/20/2022	0.00	1,000.00
128630	03160	CENTERPOINT ENERGY MINNEGASC	10/20/2022	0.00	2,479.68
128631	26951	COMCAST	10/20/2022	0.00	135.97
128632	31281	CONFLUENCE INC	10/20/2022	0.00	15,626.88
128633	03579	CORNERHOUSE	10/20/2022	0.00	7,450.00
128634	28898	ECM PUBLISHERS INC	10/20/2022	0.00	604.95
128635	29520	ECOLAB	10/20/2022	0.00	213.76
128636	05481	EMERGENCY APPARATUS MAINT INC	10/20/2022	0.00	3,107.63
128637	27569	EMERGENCY AUTOMOTIVE TECHNO	10/20/2022	0.00	2,797.59
128638	29398	ENTERPRISE FLEET MANAGEMENT	10/20/2022	0.00	1,765.78
128639	06008	FASTENAL CO	10/20/2022	0.00	351.29
128640	31076	FERGUSON US HOLDINGS INC	10/20/2022	0.00	3,265.30
128641	29491	FERGUSON WATERWORKS #2518	10/20/2022	0.00	1,402.80
128642	07577	GOODPOINT TECHNOLOGY INC	10/20/2022	0.00	2,504.55
128643	31354	GOPHER SIGN COMPANY	10/20/2022	0.00	307.27
128644	29377	GRAINGER, INC	10/20/2022	0.00	804.82
128645	08001	HACH COMPANY	10/20/2022	0.00	272.33
128646	31324	CARA HAGSTROM-SKALNEK	10/20/2022	0.00	82.50
128647	08038	HAWKINS, INC	10/20/2022	0.00	3,232.00
128648	31222	MATTHEW HEGER	10/20/2022	0.00	288.44
128649	08158	HENNEPIN CTY ATTORNEYS OFFICE	10/20/2022	0.00	217.50
128650	08166	HENNEPIN CTY TREASURER	10/20/2022	0.00	1,887.12
128651	08166	HENNEPIN CTY TREASURER	10/20/2022	0.00	257.40
128652	08223	HENNEPIN CTY TREASURER	10/20/2022	0.00	11,836.14
128653	09534	INTERSTATE BATTERY SYSTEM	10/20/2022	0.00	153.90
128654	28537	IS LAX LLC	10/20/2022	0.00	748.95
128655	31353	NATHAN JOHNSON	10/20/2022	0.00	410.00
128656	29201	KG LANDSCAPE MANAGEMENT	10/20/2022	0.00	11,806.57

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
128657	11327	KILLMER ELECTRIC CO INC	10/20/2022	0.00	3,331.14
128658	03369	LEAGUE OF MN CITIES	10/20/2022	0.00	30.00
128659	30145	ZACH LUNDBERG	10/20/2022	0.00	1,200.00
128660	13012	MACQUEEN EQUIPMENT INC	10/20/2022	0.00	383.84
128661	31257	SCOTT ANDREWS MARKS	10/20/2022	0.00	325.00
128662	13160	MEDICINE LAKE TOURS	10/20/2022	0.00	693.00
128663	13179	METROPOLITAN COUNCIL	10/20/2022	0.00	2,460.15
128664	13275	MICRO CENTER	10/20/2022	0.00	249.99
128665	31017	MIRACLE RECREATION EQUIPMENT	10/20/2022	0.00	1,290.30
128666	30346	MUSKA ELECTRIC CO	10/20/2022	0.00	1,998.87
128667	31355	MUSSELWHITE AMUSEMENT INC	10/20/2022	0.00	9,500.00
128668	26974	O'REILLY AUTO PARTS	10/20/2022	0.00	32.57
128669	29468	PARALLEL TECHNOLOGIES	10/20/2022	0.00	2,934.30
128670	30125	PROJECT COMPANY FINCO PHASE III	10/20/2022	0.00	29,767.01
128671	30199	PULSE ELECTRIC	10/20/2022	0.00	1,978.00
128672	04573	QUALITY RESOURCE GROUP INC	10/20/2022	0.00	148.91
128673	28997	R & R SPECIALTIES OF WISCONSIN IN	10/20/2022	0.00	529.83
128674	29115	MANUEL SOTELO	10/20/2022	0.00	2,800.00
128675	19602	SPS COMPANIES INC	10/20/2022	0.00	221.32
128676	19805	SUSA	10/20/2022	0.00	75.00
128677	29085	TENABLE NETWORK SECURITY INC	10/20/2022	0.00	12,355.00
128678	30608	THE FENCE STORE LLC	10/20/2022	0.00	5,867.00
128679	20560	TOLL GAS & WELDING SUPPLY	10/20/2022	0.00	69.45
128680	20687	TRI-STATE BOBCAT INC	10/20/2022	0.00	1,205.23
128681	22002	VALLEY-RICH COMPANY, INC	10/20/2022	0.00	13,182.56
128682	30189	VAN PAPER SUPPLY COMPANY	10/20/2022	0.00	236.59
128683	31113	SANDRA F WERTS	10/20/2022	0.00	117.50
128684	25080	XCEL ENERGY	10/20/2022	0.00	10,580.93
128685	26320	ZIEGLER, INC	10/20/2022	0.00	4,252.94
Total for 10/20/2022:				0.00	185,709.61
128688	30728	AFSCME COUNCIL 5	10/27/2022	0.00	823.54
128689	01328	AIRGAS USA	10/27/2022	0.00	103.76
128690	30933	ANCHOR SOLAR INVESTMENTS LLC	10/27/2022	0.00	1,299.51
128691	30933	ANCHOR SOLAR INVESTMENTS LLC	10/27/2022	0.00	437.84
128692	30933	ANCHOR SOLAR INVESTMENTS LLC	10/27/2022	0.00	1,786.30
128693	01543	ANCOM COMMUNICATIONS INC	10/27/2022	0.00	735.35
128694	01600	APACHE GROUP	10/27/2022	0.00	2,171.40
128695	28600	APPLE VALLEY FORD LINCOLN	10/27/2022	0.00	951.90
128696	02031	B & W SPECIALTY COFFEE CO	10/27/2022	0.00	452.70
128697	30481	BATTERIES PLUS BULBS #018	10/27/2022	0.00	95.08
128698	02162	BECKER ARENA PRODUCTS, INC	10/27/2022	0.00	227.89
128699	UB*00837	DAVID/KIMBERLY BEHRENS	10/27/2022	0.00	113.70
128700	02323	BITUMINOUS ROADWAYS, INC	10/27/2022	0.00	983,137.68
128701	27782	BOUND TREE MEDICAL LLC	10/27/2022	0.00	7.21
128702	27822	BRADS PRO AUDIO	10/27/2022	0.00	550.00
128703	UB*00836	KEVIN CARLBERG	10/27/2022	0.00	153.85
128704	UB*00830	DANETTE CARLSON	10/27/2022	0.00	160.87
128705	29416	CDW GOVERNMENT	10/27/2022	0.00	319.00
128706	29854	CENTURY COLLEGE	10/27/2022	0.00	550.00
128707	28430	CENTURY LINK	10/27/2022	0.00	686.95
128708	28430	CENTURY LINK	10/27/2022	0.00	686.95
128709	30127	CINTAS CORPORATION NO. 2	10/27/2022	0.00	234.15
128710	30038	CIVICPLUS, INC.	10/27/2022	0.00	839.28
128711	26951	COMCAST	10/27/2022	0.00	404.74
128712	26951	COMCAST	10/27/2022	0.00	2.10

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
128713	26951	COMCAST	10/27/2022	0.00	153.35
128714	26951	COMCAST	10/27/2022	0.00	152.43
128715	30560	COMPUTER INTEGRATION TECHNOLOG	10/27/2022	0.00	1,689.00
128716	27060	CROWN MARKING INC	10/27/2022	0.00	60.79
128717	03808	CUMMINS SALES AND SERVICE	10/27/2022	0.00	3,148.08
128718	29303	DIVERSIFIED COFFEE PRODUCTS	10/27/2022	0.00	89.32
128719	01523	EARL F. ANDERSEN, INC	10/27/2022	0.00	660.45
128720	28898	ECM PUBLISHERS INC	10/27/2022	0.00	38.40
128721	31229	KIRI ANN FAUL	10/27/2022	0.00	650.00
128722	07003	GARTNER REFRIGERATION & MFG.	10/27/2022	0.00	11,054.74
128723	07185	GENUINE PARTS	10/27/2022	0.00	675.29
128724	UB*00833	ERICA GRAIKA	10/27/2022	0.00	25.89
128725	07681	GRAINGER, INC	10/27/2022	0.00	20.99
128726	29820	GROUP HEALTH PLAN INC	10/27/2022	0.00	1,318.00
128727	29820	GROUP HEALTH PLAN INC	10/27/2022	0.00	440.00
128728	07803	GUSTAVE A. LARSON COMPANY	10/27/2022	0.00	106.75
128729	31334	KARA HAGEMAN	10/27/2022	0.00	122.00
128730	31358	AMANDA HARDY	10/27/2022	0.00	900.00
128731	29060	HD SUPPLY FACILITIES MAINTENANC	10/27/2022	0.00	137.25
128732	27248	HENNEPIN CTY TREASURER	10/27/2022	0.00	7,018.02
128733	31342	HI-LINE ELECTRIC COMPANY INC	10/27/2022	0.00	131.20
128734	UB*00831	JULIE K HOLTHUS	10/27/2022	0.00	46.72
128735	08627	HOME DEPOT CREDIT SERVICES	10/27/2022	0.00	2,120.95
128736	08625	HOPKINS POLICE ASSOCIATION	10/27/2022	0.00	1,080.00
128737	09801	I.U.O.E. CENTRAL PENSION FUND	10/27/2022	0.00	1,840.00
128738	09085	ICMA - ROTH IRA - 706260	10/27/2022	0.00	1,141.40
128739	10172	JEFFERSON FIRE & SAFETY	10/27/2022	0.00	16,478.00
128740	29249	JR'S ADVANCED RECYCLERS	10/27/2022	0.00	315.00
128741	UB*00829	HEATHER ABEL KEMPER	10/27/2022	0.00	42.83
128742	11161	KENNEDY & GRAVEN, CHARTERED	10/27/2022	0.00	36,683.74
128743	31357	KEVITT EXCAVATING LLC	10/27/2022	0.00	750.00
128744	31142	KILLIAN MASONRY & CONCRETE INC	10/27/2022	0.00	2,881.00
128745	15447	ALAN KRATTLEY	10/27/2022	0.00	525.25
128746	12012	LAW ENFORCEMENT LABOR SERVICE	10/27/2022	0.00	455.00
128747	30392	CIGNA LIFE INS COMP OF AMERICA -	10/27/2022	0.00	600.98
128748	30391	CIGNA LIFE INS COMP OF AMERICA -	10/27/2022	0.00	2,654.17
128749	30390	CIGNA LIFE INS COMP OF AMERICA -	10/27/2022	0.00	2,964.91
128750	30023	CIGNA LIFE INS COMP OF N AMERICA	10/27/2022	0.00	890.26
128751	UB*00832	SHERYL MARTINSON	10/27/2022	0.00	30.90
128752	13167	MENARDS	10/27/2022	0.00	247.56
128753	13275	MICRO CENTER	10/27/2022	0.00	531.78
128754	13548	MN ASSOC OF SENIOR SERVICES	10/27/2022	0.00	25.00
128755	14582	NORTHWEST ASPHALT INC	10/27/2022	0.00	270,430.58
128756	29317	OFFICE OF MN IT SERVICES	10/27/2022	0.00	285.60
128757	15880	OWENS SERVICE CORP- CHEMTEX	10/27/2022	0.00	1,540.95
128758	29468	PARALLEL TECHNOLOGIES	10/27/2022	0.00	51,838.78
128759	UB*00835	ERIN PRATTEN	10/27/2022	0.00	124.84
128760	28245	QUADIANT FINANCES USA INC	10/27/2022	0.00	2,544.65
128761	04573	QUALITY RESOURCE GROUP INC	10/27/2022	0.00	51.27
128762	08568	RESOURCE WEST	10/27/2022	0.00	25.40
128763	09084	ICMA RETIREMENT TRUST- 300824	10/27/2022	0.00	2,496.68
128764	19012	SAFETY SIGNS	10/27/2022	0.00	685.55
128765	28309	SCOTT COUNTY TREASURER	10/27/2022	0.00	800.00
128766	29594	SEH DESIGN/BUILD	10/27/2022	0.00	110,250.00
128767	29143	SHRED IT USA	10/27/2022	0.00	76.37
128768	29200	SPRINGBROOK SOFTWARE INC	10/27/2022	0.00	48,533.52
128769	30243	STERNBERG LANTERNS, INC.	10/27/2022	0.00	11,036.00

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
128770	UB*00834	DAVID TABER	10/27/2022	0.00	40.55
128771	20687	TRI-STATE BOBCAT INC	10/27/2022	0.00	198.74
128772	20883	TWIN CITY GARAGE DOOR INC	10/27/2022	0.00	270.00
128773	21523	UNION LOCAL 49	10/27/2022	0.00	805.00
128774	21529	UNITED WAY	10/27/2022	0.00	38.46
128775	31275	DEBT MGMT SERVICES US DEPT OF T	10/27/2022	0.00	22.06
128776	30189	VAN PAPER SUPPLY COMPANY	10/27/2022	0.00	227.66
128777	29490	VERIZON WIRELESS	10/27/2022	0.00	1,538.57
128778	30017	VERIZON WIRELESS	10/27/2022	0.00	1,859.20
128779	27900	WATER CONSERVATION SERVICES	10/27/2022	0.00	970.00
128780	28123	WRAP CITY GRAPHICS INC	10/27/2022	0.00	100.00
Total for 10/27/2022:				0.00	1,604,619.58
Report Total (277 checks):				0.00	2,314,090.13

**APPROVE WATER, SANITARY SEWER, REFUSE COLLECTION  
RECYCLING, ORGANIC RECYCLING AND PARKING RATES**

**Proposed Action**

Staff recommends adoption of the following motions:

Move to approve Resolution 2022-074 “Increasing Water and Sanitary Sewer Rates Effective January 1, 2023”.

Move to approve Resolution 2022-075 “Increasing Recycling and Organic Recycling Rates and Implementing Every Other Week Refuse Collection Rates Effective January 1, 2023.”

Move to approve Resolution 2022-076 “Increasing Parking Rates Effective January 1, 2023”

**Overview**

*Water and Sanitary Sewer Rates*

The water and sewer fund budgets have been reviewed for 2023. The 2023 budget includes conservative assumptions on the amount of water and sewer that will be used by customers. Both funds have proposed increases based on operational needs, capital needs and debt repayment. The water fund and sanitary sewer funds are both proposing rate increases of approximately 7.0%.

The City previously conducted a water and sanitary sewer rate study for the years 2016 through 2020. The study implemented flat rates based on meter size and tiered consumption rates for water users, which continue in 2023. The newly proposed rates are intended to have a limited impact on utility users.

*Refuse, Recycling and Organic Recycling Rates*

The refuse fund budget has been reviewed for 2023. New rates and rate increases are being proposed for operational needs. The current refuse collection rates remain unchanged from 2022. A new option for every other week pick up is also being proposed. The City has a five year contract with an outside service provider to provide recycling and organic recycling. Rates are being increased based on that contract.

*Parking Rates*

The Parking fund budget has been reviewed for 2023. An increase in parking rates will help support the cost of maintenance and enforcement of the city owned municipal lots and parking ramp. Rate increase of approximately 4% are being proposed for monthly, quarterly and annual permits.

**Primary Issues to Consider**

- How will the rates affect the residents and businesses in the City of Hopkins?
- What are the proposed capital improvement projects?

**Supporting Information**

- Staff Analysis
- Resolution No. 2022-074
- Resolution No. 2022-075
- Resolution No. 2022-076



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Nick Bishop, CPA  
Finance Director

Financial Impact: <u>Water \$156K, Sewer \$226K, Refuse \$28K, Parking \$ 4K</u> Budgeted: <u>Yes</u> Source: <u>Water, Sewer and Refuse Customers</u> Related Documents: <u>ERP and CIP Notes: _____</u>
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**Rate Increases and Effect on Residential and Commercial Customers**

Water and Sanitary Sewer Rates			
	2022 <u>Current</u>	2023 <u>Proposed</u>	Percent <u>Increase</u>
Flat Rates Per Meter Per Month			
Residential - 5/8" meter	3.12	3.34	7.05%
Residential - 1" meter	3.12	3.34	7.05%
Apt/Commercial - 1-1/2" to 2" meter	6.25	6.69	7.04%
Apt/Commercial - 3" meter	9.38	10.04	7.04%
Apt/Commercial - 4" meter	12.48	13.35	6.97%
Apt/Commercial - 6" meter	18.73	20.04	6.99%
Consumption Rates, Per 1,000 Gallons			
Residential and Multi-Family			
0 - 3,000 gallons	3.20	3.42	6.87%
3,001 - 5,000 gallons	3.68	3.94	7.07%
5,001 and over	4.22	4.52	7.11%
Commercial			
0 - 10,000 gallons	3.06	3.27	6.86%
10,001 - 20,000 gallons	3.50	3.75	7.14%
20,001 and over	4.04	4.32	6.93%
Irrigation - all usage	3.82	4.09	7.07%
Production meter	3.22	3.45	7.14%
Sanitary Sewer	7.08	7.58	7.06%

Refuse, Recycling and Organic Recycling Rates			
	2022 <u>Current</u>	2023 <u>Proposed</u>	Percent <u>Increase</u>
Refuse Collection			
35 Gallon - Every Other Week	N/A	13.85	100.00%
35 Gallon	18.85	18.85	0.00%
65 Gallon	22.85	22.85	0.00%
95 Gallon	26.30	26.30	0.00%
Pick up - Once in Two Weeks			
Recycling	5.25	5.50	4.76%
Organic Recycling	5.50	5.75	4.55%

Parking			
	2022	2023	Percent
	<u>Current</u>	<u>Proposed</u>	<u>Increase</u>
Daily	3.00	3.00	0.00%
Monthly	39.00	41.00	5.13%
Quarterly	92.00	96.00	4.35%
Annual	302.00	314.00	3.97%
Overnight	41.00	43.00	4.88%
Electric car - Quarterly	115.00	120.00	4.35%
Electric car - Annual	403.00	419.00	3.97%

Impact on Low, Median and High Residential User				
	Actual 2022	Proposed 2023	\$ Increase	% Increase
Single Family Residential (Lower User)				
Water (1,500 Gallons)	\$ 7.92	\$ 8.47	\$ 0.55	6.94%
Sewer (1,500 Gallons)	\$ 10.62	\$ 11.37	\$ 0.75	7.06%
Total Monthly Bill	\$ 18.54	\$ 19.84	\$ 1.30	7.01%
Single Family Residential (Median User)				
Water (4,000 Gallons)	\$ 16.40	\$ 17.54	\$ 1.14	6.95%
Sewer (3,000 Gallons)	\$ 21.24	\$ 22.74	\$ 1.50	7.06%
Total Monthly Bill	\$ 37.64	\$ 40.28	\$ 2.64	7.01%
Single Family Residential (High User)				
Water (8,800 Gallons)	\$ 36.12	\$ 38.66	\$ 2.54	7.03%
Sewer (4,800 Gallons)	\$ 33.98	\$ 36.38	\$ 2.40	7.06%
Total Monthly Bill	\$ 70.10	\$ 75.04	\$ 4.94	7.05%

Impact on Low and High Commercial User				
	Actual 2022	Proposed 2023	\$ Increase	% Increase
Commercial Property (Low User with a 1" Meter)				
Water (3,000 Gallons)	\$ 15.43	\$ 16.50	\$ 1.07	6.93%
Sewer (3,000 Gallons)	\$ 21.24	\$ 22.74	\$ 1.50	7.06%
Total Monthly Bill	\$ 36.67	\$ 39.24	\$ 2.57	7.01%
Commercial Property (High User with a 2" Meter)				
Water (35,000 Gallons)	\$ 132.45	\$ 141.69	\$ 9.24	6.98%
Sewer (35,000 Gallons)	\$ 247.80	\$ 265.30	\$ 17.50	7.06%
Total Monthly Bill	\$ 380.25	\$ 406.99	\$ 26.74	7.03%

### **What are the proposed capital improvement projects?**

Over the next five years we have identified \$11,203,000 and \$6,475,000 in capital infrastructure projects related to the water and sewer funds, respectively. The projects are for ongoing utility improvements related to road reconstruction, maintenance and equipment needs. The complete detail for all scheduled capital improvements can be found in the Capital Improvement Plan and Equipment Replacement Plan.

**CITY OF HOPKINS  
HENNEPIN COUNTY, MINNESOTA**

**RESOLUTION 2022-074**

**INCREASING WATER AND SANITARY SEWER  
RATES EFFECTIVE JANUARY 1, 2023**

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

**WHEREAS**, the ordinances authorizes water and sanitary sewer to be set forth by council resolution; and

**WHEREAS**, utility rates were analyzed to determine the long-term viability of the water and sewer fund; and

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

**NOW, THEREFORE**, be it hereby resolved that the City Council of the City of Hopkins hereby sets the service charge for the Water and Sanitary Sewer Utilities at the following rates to be paid to the City upon billing therefore as follows:

The water service usage charge be set at the rates shown.

Flat Rates	
Residential – 5/8” meter	3.34
Residential – 1” meter	3.34
Apt/Commercial – 1-1/2” to 2” meter	6.69
Apt/Commercial – 3” meter	10.04
Apt/Commercial – 4” meter	13.35
Apt/Commercial – 6” meter	20.04
Residential and Multi-Family	
0 – 3,000 gallons	3.42
3,001 – 5,000 gallons	3.94
5,001 and over	4.52
Commercial	
0-10,000 gallons	3.27
10,001 – 20,000 gallons	3.75
20,001 and over	4.32
Irrigation – all usage	4.09
Production Meter	3.45

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

The sanitary sewer service charge for all classes of users on the system at \$7.58 per 1,000 gallons of water used.

**EFFECTIVE DATE:** The provisions of this resolution shall be effective January 1, 2023.

Adopted by the City Council of the City of Hopkins, Minnesota, this 1<sup>st</sup> day of November 2022.

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Patrick Hanlon, Mayor

ATTEST:

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Amy Domeier, City Clerk

**CITY OF HOPKINS  
HENNEPIN COUNTY, MINNESOTA**

**RESOLUTION 2022-075**

**INCREASING RECYCLING AND ORGANIC RECYCLING RATES AND IMPLEMENTING  
EVERY OTHER WEEK REFUSE COLLECTIONS RATES EFFECTIVE JANUARY 1, 2023**

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

**WHEREAS**, the City Code authorizes billing rates to be set forth by council resolution; and

**WHEREAS**, utility rates were analyzed to determine the long-term viability of the refuse fund;  
and

**WHEREAS**, it was determined that current rates are insufficient to meet operational needs;

**NOW, THEREFORE**, be it hereby resolved that the City Council of the City of Hopkins hereby sets the service charge for refuse collection, recycling and organic recycling at the following rates to be paid to the City upon billing therefore as follows:

Refuse Collection (per month)	
35 Gallon – Every Other Week	\$13.85
35 Gallon	\$18.85 (no change)
65 Gallon	\$22.85 (no change)
95 Gallon	\$26.30 (no change)
Recycling (per month)	\$5.50
Organic (per month)	\$5.75

**EFFECTIVE DATE:** The provisions of this resolution shall be effective January 1, 2023.

Adopted by the City Council of the City of Hopkins, Minnesota, this 1<sup>st</sup> day of November 2022.

\_\_\_\_\_  
Patrick Hanlon, Mayor

ATTEST:

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

**CITY OF HOPKINS  
HENNEPIN COUNTY, MINNESOTA**

**RESOLUTION 2022-076**

**PARKING PERMIT RATE INCREASE**

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

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

**NOW, THEREFORE**, be it hereby resolved that the City Council of the City of Hopkins hereby sets the parking permit fees at the following rates:

<u>Parking Permits</u>		<u>Electric Car Permits</u>	
Annual	\$314	Annual	\$419
Quarterly	\$ 96	Quarterly	\$120
Monthly	\$ 41	Monthly	not available
Daily	\$ 3 (no change)	Daily	not available
Overnight	\$ 43		

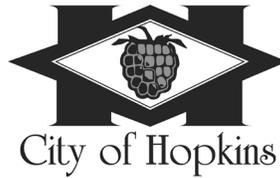
EFFECTIVE DATE: The provisions of this resolution shall take effect January 1, 2023.

Adopted by the City Council of the City of Hopkins, Minnesota, this 1<sup>st</sup> day of November 2022.

\_\_\_\_\_  
Patrick Hanlon, Mayor

ATTEST:

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



**APPROVE SPECIAL ASSESSMENTS FOR DISEASED TREE REMOVAL AND EXTERIOR BUILDING REPAIRS ON PRIVATE PROPERTY**

**Proposed Action**

Staff recommends approval of the following motions:

Move that the Hopkins City Council adopt Resolution 2022-077 Approving Special Assessments for Diseased Tree Removal on Private Property.

Move that the Hopkins City Council adopt Resolution 2022-078 Approving Special Assessments for Exterior Building Repairs on Private Property.

**Overview**

As part of a city-wide inspection for diseased trees during 2022, homeowners were required to have diseased trees removed. The homeowner is required to remove the diseased tree based on Hopkins City Code. Entering agreements to have the cost assessed to property taxes is an optional program. Four homeowners have signed agreements petitioning the City to remove the tree and waiving their right to object to the assessment. As part of the agreement 10 year assessments at 4% interest was proposed and agreed to.

A single family dwelling was inspected and required to complete exterior building repairs based on Minnesota State Statutes and Hopkins City Code. Entering an agreement to have the cost assessed to property taxes was not required. One homeowner has signed an agreement for the assessment of the repairs and waiving their right to object to the assessment. As part of the agreement a 5 year assessment at 4% was proposed and agreed to.

Hennepin County requires the City to take specific action placing the assessment on the taxes. This resolution accomplishes that requirement.

**Supporting Documents**

- Resolution 2022-077
- Resolution 2022-078

Nick Bishop, CPA  
Finance Director

Financial Impact: \$ <u>43,150.20</u>	Budgeted: Y/N: <u>No</u>	Source: <u>property owner</u>
Related Documents (CIP, ERP, etc.): _____		Notes: _____

**CITY OF HOPKINS  
HENNEPIN COUNTY, MINNESOTA**

**RESOLUTION NO. 2022-077**

**Approving Special Assessments for Diseased  
Tree Removal on Private Property**

**WHEREAS,** In 2022 certain property owners signed agreements for the removal of diseased trees. The properties and amounts are identified as follows:

242 8TH AVE N	2411722130076	\$6,257.96
733 7TH AVE S	2511722420005	\$3,763.38
738 7TH AVE N	2511722420099	\$4,408.53
9 19TH AVE N	2311722410136	\$5,920.33

**WHEREAS,** the owners have insufficient funds to remove the tree; and

**WHEREAS,** the City as a program whereby the owners have the ability to petition the City to do the removal and have the cost assessed to their taxes; and

**WHEREAS,** as part of the agreement the owner waives their right to object to the assessment,

**NOW THEREFORE BE IT RESOLVED,** that the City Council of the City of Hopkins hereby orders the assessment be placed on the taxes of the property listed above for a 10 year period with an interest rate of 4%.

Adopted by the City Council of the City of Hopkins this 1<sup>st</sup> day of November 2022.

By \_\_\_\_\_  
Patrick Hanlon, Mayor

ATTEST:

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

**CITY OF HOPKINS  
HENNEPIN COUNTY, MINNESOTA**

**RESOLUTION NO. 2022-078**

**Approving Special Assessments for Exterior  
Building Repairs on Private Property**

**WHEREAS,** On May 13, 2022 the owner of property at 237 12<sup>th</sup> Avenue N and identified as 24-117-22-24-0066 signed an agreement to complete exterior building repairs; and

**WHEREAS,** the owner has insufficient funds to perform the repairs; and

**WHEREAS,** the City has agreed to assess the costs to their taxes; and

**WHEREAS,** as part of the agreement the owner waives their right to object to the assessment,

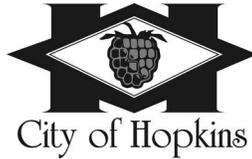
**NOW THEREFORE BE IT RESOLVED,** that the City Council of the City of Hopkins hereby orders the assessment of \$22,800 to be placed on the taxes of the property listed above for a 5 year period with an interest rate of 4%.

Adopted by the City Council of the City of Hopkins this 1<sup>st</sup> day of November 2022.

By \_\_\_\_\_  
Patrick Hanlon, Mayor

ATTEST:

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



October 18, 2022

Council Report 2022-092

**PUBLIC IMPROVEMENT HEARING  
2023 STREET AND UTILITY IMPROVEMENTS  
CITY PROJECT 2022-10**

**Proposed Action**

Staff recommends the following motion: following Public Hearing adopt Resolution 2022-065, Resolution Ordering Improvement, 2023 Street and Utility Improvements and companion Resolution 2022-072, stating the City's intent to reimburse itself using bonds. This action continues an assessable project for street and utility improvements.

**Overview**

At its October 4, 2021 meeting, a feasibility report concerning street and utility improvements along 12<sup>th</sup> Avenue N from Mainstreet to 1<sup>st</sup> Street N, 14<sup>th</sup> Avenue N from Mainstreet to 2<sup>nd</sup> Street N, 15<sup>th</sup> Avenue N from Mainstreet to 2<sup>nd</sup> Street N, 16<sup>th</sup> Avenue N from Mainstreet to 1<sup>st</sup> Street N and 2<sup>nd</sup> Street N to 3<sup>rd</sup> Street N, and 2<sup>nd</sup> Street N from 14<sup>th</sup> Avenue N to 15<sup>th</sup> Avenue N was presented to the City Council and a public hearing on the improvements was ordered for November 1, 2022.

In accordance with state statutes, the City Council needs to conduct a public hearing and determine authorization of the project. Hearing notices have been mailed to all affected property owners of record. Following the public hearing, if the project is ordered, City Council is asked to state the City's intent to reimburse itself using bonds.

**Primary Issues to Consider**

- Scope of Improvements
- Public Input
- Assessments
- Project Budget, Costs, and Schedule
- Staff Recommendation

**Supporting Information**

- Resolution 2022-065 & 2022-072
- Project Map
- Public Hearing Notice & Mailing Affidavit
- Proposed Pending Assessment Roll
- Proposal for Design and Construction Services
- Feasibility Report (available upon request)

Eric Klingbeil, P.E., City Engineer

Financial Impact: \$8,855,000 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 improvement of the following streets:

- 12<sup>th</sup> Avenue N from Mainstreet to 1<sup>st</sup> Street N
- 14<sup>th</sup> Avenue N from Mainstreet to 2<sup>nd</sup> Street N
- 15<sup>th</sup> Avenue N from Mainstreet to 2<sup>nd</sup> Street N
- 16<sup>th</sup> Avenue N from Mainstreet to 1<sup>st</sup> Street N and 2<sup>nd</sup> Street N to 3<sup>rd</sup> Street N
- 2<sup>nd</sup> Street N from 14<sup>th</sup> Avenue N to 15<sup>th</sup> Avenue N

The pavement condition index for most of the project area is below 40, which indicates failed pavement and warrants reconstruction. Maintenance procedures such as seal coating, mill and overlay, or reclamation are no longer effective strategies. Proposed street improvements include full reconstruction of streets and new curb and gutter.

Water main is proposed to be replaced in the entire reconstruction 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.

Sanitary sewer improvements consist of replacing old and outdated material mains. The existing sanitary sewer mains are in excess of 60 years old and are made of and outdated material, clay. Portions of the sanitary sewer near Mainstreet will be lined with cured-in-place-pipe (CIPP) material to avoid excavation impacts in Mainstreet.

Proposed storm sewer improvements include new curb and gutter, removal and replacement of the existing storm sewer mains, upsizing mains in select areas to better handle larger storm events, and addition of storm sewer inlets to reduce water ponding in the street.

Pedestrian facilities include:

- Replacement of existing sidewalk and pedestrian ramps in the reconstruction area
- Addition of new sidewalk along the east side of 14<sup>th</sup> Ave N from 1<sup>st</sup> St N to 2<sup>nd</sup> St N along Maetzold Field
- Addition of new sidewalk to fill in sidewalk gaps on 1<sup>st</sup> St N from 14<sup>th</sup> Ave N to 16<sup>th</sup> Ave N.

During the scoping for this project, it was determined that there was other work that should be included in the project. Traditionally this work was bid as a separate, standalone project but in recent years it has been bid with the street and utility improvement project and the City has received very favorable bid prices as a result.

This additional work will be funded by separate items in the CIP and Budget and includes the following:

- Storm sewer and drainage improvements for the backyards between 13<sup>th</sup> Ave N and 14<sup>th</sup> Ave N south of 3<sup>rd</sup> Street N.
- Reclamation and resurfacing of 10<sup>th</sup> Ave S from Mainstreet to 1<sup>st</sup> St S
- Reclamation and resurfacing of 9<sup>th</sup> Ave S from 1<sup>st</sup> St S to Excelsior Blvd
- Reclamation and resurfacing of 1<sup>st</sup> St S from 9<sup>th</sup> Ave S to 11<sup>th</sup> Ave N

- Mill and overlay 9<sup>th</sup> Ave S from Mainstreet to 1<sup>st</sup> St S
- Mill and overlay 1<sup>st</sup> St S from 8<sup>th</sup> Ave S to 9<sup>th</sup> Ave S
- Sanitary Sewer Lining in areas across the City identified by the Public Works Department.
- Citywide sidewalk repairs

### **Public Input**

Public informational meetings regarding the improvements were held on September 14<sup>th</sup> and October 24<sup>th</sup>. The September 14<sup>th</sup> meeting format consisted of a presentation of the overall project scope, with an open house style question and answer session. The October 24<sup>th</sup> meeting was an open house style meeting, with special focus on proposed assessments.

A questionnaire was sent to all properties in the project area in May 2022 in advance of the neighborhood meetings. 30 questionnaires were returned. Drainage concerns, pedestrian facility concerns, desire for improved street surface, and property specific concerns were the most common responses.

### **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 final assessment amounts will likely be lower than presented in the report. Currently, staff is working to identify properties that were assessed in adjacent projects to determine if the assessment cap would have been in a factor if the projects had been assessed as one project.

The assessment cap for residential properties is \$103.05 per front foot, following the typical 3% increase per year. Without the cap assessments could be more than 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 \$8,855,000.

Project costs and funding sources are as follows:

<b>Funding Source</b>	<b>CIP Budget Street Reconstruction</b>	<b>CIP Budget Street Rehabilitation/ Sewer Lining/ Pedestrian Improvements</b>	<b>Estimated Cost</b>
PI-PIR/General Obligation Bonds	\$2,170,000	\$450,000	\$3,500,000
Assessments	1,050,000		1,185,000
Storm Sewer Fund	480,000		840,000
Sanitary Sewer Fund	1,363,000	55,000	1,520,000
Water Fund	1,430,000		1,810,000
<b>Total</b>	<b>\$6,493,000</b>	<b>\$505,000</b>	<b>\$8,855,000</b>

Preliminary cost estimates show the project tracking higher than the CIP budget, this is due to additional work outside the original scope included with the project, conservative estimates for contingencies and soft costs, and very conservative construction unit prices due volatile construction material costs in recent years. It is anticipated that costs will come down as design progresses due to reduced contingency and efficiencies in design.

Several portions of the project are street maintenance projects outside the original scope and are being bid as “Add Alternates”. We will have the option of moving forward with these items or to remove them from the project once bids are received, based on budget constraints. Currently, Add Alternates account for approximately \$770,000 of the total estimated project cost.

**Project Schedule**

Accept feasibility report/order public hearing	October 4, 2022
Public Informational Neighborhood Meeting	October 24, 2022
Public hearing/order final design	November 1, 2022
Approve final plans/order bids	January 17, 2023
Order Assessment Hearing	February 21, 2023
Public Informational Neighborhood Meeting	March 13-16 (Date TBD)
Conduct Public Assessment Hearing	March 21, 2023
Adopt Assessment Roll/Award Contract	March 21, 2023
Begin Construction	Spring 2023
Complete Construction	Fall 2023

**Staff Recommendation**

Staff recommends ordering the above detailed improvement with adoption of resolution 2021-065 and adopting companion resolution 2021-072 following the public hearing.

CITY OF HOPKINS  
HENNEPIN COUNTY, MINNESOTA

**RESOLUTION NO. 2022-065**

**RESOLUTION ORDERING PUBLIC IMPROVEMENT  
2023 STREET AND UTILITY IMPROVEMENTS, PROJECT NO. 2022-10**

**WHEREAS**, a resolution of the City Council adopted the 4<sup>th</sup> day of October, 2022 fixed a date for a Council Hearing on the improvements on 12<sup>th</sup> Avenue N from Mainstreet to 1<sup>st</sup> Street N, 14<sup>th</sup> Avenue N from Mainstreet to 2<sup>nd</sup> Street N, 15<sup>th</sup> Avenue N from Mainstreet to 2<sup>nd</sup> Street N, 16<sup>th</sup> Avenue N from Mainstreet to 1<sup>st</sup> Street N and 2<sup>nd</sup> Street N to 3<sup>rd</sup> Street N, and 2<sup>nd</sup> Street N from 14<sup>th</sup> Avenue N to 15<sup>th</sup> Avenue N ; including pavement, curbing, sidewalk, signage, drainage, water and sanitary sewer improvements and all necessary appurtenances, and

**WHEREAS**, the City Council deems it appropriate and expedient to make such improvements, and

**WHEREAS**, ten days mailed notice and two weeks published notice of the hearing was given, and the hearing was held thereon on the 19<sup>th</sup> day of October, 2021 at which all persons desiring to be heard were given an opportunity to be heard thereon.

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

1. Such improvement is necessary, cost-effective, and feasible as detailed in the feasibility report and the recommendations are hereby accepted.
2. Such improvement is hereby ordered as proposed in the Council Resolution adopted the 4<sup>th</sup> day of October, 2021. The total estimated project cost is \$8,855,000 of which \$1,185,000 is estimated to be assessed.
3. Bolton & Menk, Inc. is hereby designated as the engineer for this improvement and shall prepare plans and specifications for the making of such improvement. The Mayor and City Manager are hereby authorized to enter into a contract for engineering and construction services for this improvement.
4. The City Attorney and City Engineer are hereby authorized to acquire necessary easements by negotiation or condemnation.

Adopted by the City Council of the City of Hopkins this 1st day of November, 2022.

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Brian Hunke, Mayor Pro Tempore

ATTEST:

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Amy Domeier, City Clerk

CITY OF HOPKINS  
HENNEPIN COUNTY, MINNESOTA

**RESOLUTION NO. 2022-072**

**DECLARING THE OFFICIAL INTENT OF THE CITY OF HOPKINS  
TO REIMBURSE CERTAIN EXPENDITURES FROM  
GENERAL OBLIGATION IMPROVEMENT BOND PROCEEDS  
TO BE ISSUED BY THE CITY OF HOPKINS**

**WHEREAS**, the Internal Revenue Service has issued Treas. Reg. #1.150-2 providing that proceeds of tax-exempt bonds used to reimburse prior expenditures shall not be deemed spent unless certain requirements are met; and

**WHEREAS**, the City expects to incur certain expenditures, which may be financed temporarily from sources other than bonds, and reimbursed from the bond proceeds;

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

1. The City intends to incur expenditures for the project described in Council Report 2022-092, for City Project 2022-10 (the "Project"), and intends to reimburse itself for such expenditures from the bond proceeds to be issued by the City in the maximum principal amount described in the "project".
2. The City Manager is authorized to designate additions to Project 2022-10 in circumstances where time is of the essence, and any such designation shall be reported to the Council at the earliest practicable date and shall be filed with the official books and records of the City.
3. This resolution is intended to constitute a declaration of official intent for the purpose of Treas. Reg. #1.150-2 and any successor law, regulation, ruling or amendment pertaining thereto.

Adopted by the City Council of the City of Hopkins, Minnesota, this 1st day of November, 2022.

By \_\_\_\_\_  
Brian Hunke, Mayor Pro Tempore

ATTEST:

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

**CITY OF HOPKINS**  
Hennepin County, Minnesota

**NOTICE OF PUBLIC HEARING ON IMPROVEMENT**

**2023 STREET AND UTILITY IMPROVEMENTS**  
**CITY PROJECT NO. 2022-10**

«TAXPAYER\_NAME»  
«TAXPAYER\_ADDRESS\_LINE1»  
«TAXPAYER\_ADDRESS\_LINE2»  
«TAXPAYER\_ADDRESS\_LINE3»

RE: PID #«PID» - «PROPERTY\_ADDRESS», HOPKINS, MN

TO WHOM IT MAY CONCERN:

Notice is hereby given that the City Council will hold the Public Hearing in the Council Chambers of City Hall, 1010 1<sup>st</sup> St S, at 6:30 p.m. on Tuesday, November 1<sup>st</sup>, 2022, to consider the making of improvements on:

12<sup>th</sup> Avenue North from Mainstreet to 1<sup>st</sup> Street North; 14<sup>th</sup> Avenue North from Mainstreet to 2<sup>nd</sup> Street North; 15<sup>th</sup> Avenue North from Mainstreet to 2<sup>nd</sup> Street North; 16<sup>th</sup> Avenue North from Mainstreet to 1<sup>st</sup> Street North and from 2<sup>nd</sup> Street North to 3<sup>rd</sup> Street North; and 2<sup>nd</sup> Street North from 14<sup>th</sup> Avenue North to 15<sup>th</sup> Avenue North.

Generally, the project involves the addition/replacement of storm sewer; water main replacement; water service replacement; sanitary sewer replacement and rehabilitation; sanitary sewer service replacement; concrete curb & gutter addition/replacement; bituminous street removal and reconstruction; and turf restoration; pursuant to Minn. Statutes, Section 429.011 to 429.111. The area proposed to be assessed for such improvement includes all properties located along the streets listed above and as shown below.

<u>Plat Name</u>	<u>Sec</u>	<u>Twp</u>	<u>Rng</u>	<u>Q/Q</u>
West Minneapolis 2 <sup>nd</sup> Division	24	117	22	NE/SW
Stein Addn	24	117	22	NW/SW
Gibbs 1 <sup>st</sup> Addn to West Mpls	24	117	22	NW/SW
Gibbs 1 <sup>st</sup> Addn to West Mpls	24	117	22	SW/NW

The estimated cost of the improvement is \$8,855,000. A reasonable estimate of the impact of the assessment will be available at the hearing. Such persons as desire to be heard with reference to the proposed improvement will be heard at this meeting.

/s/Amy Domeier, City Clerk

Dated: October 12, 2022

Published in Hopkins Sun Sailor on October 20, 2022 & October 27, 2022

**YOUR ESTIMATED PENDING ASSESSMENT IS:**

**«TOTAL PROPOSED ASSESSMENT»**

AFFIDAVIT OF MAILING PUBLIC HEARING NOTICE

STATE OF MINNESOTA    )  
  ) SS.  
COUNCIL OF HOPKINS    )

Jackie Caple, being first duly sworn, deposed and says:

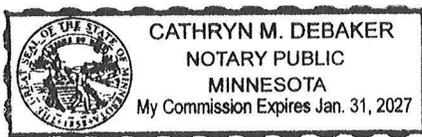
I am a United States citizen, over 21 years of age. On October 12<sup>th</sup>, 2022, acting on behalf of the City of Hopkins, I caused to be deposited in the United States Post Office at the City of Burnsville, Minnesota, copies of the attached Notice of Public Hearing for the 2023 Street & Utility Improvements, City of Hopkins, MN Project No. 2022-010, enclosed in sealed envelopes, with postage thereon fully prepaid, addressed to the following persons at the addresses appearing on the attached copy of the mailing list.

There is delivery service by United States mail between the place of mailing and the places so addressed.

  
\_\_\_\_\_  
Signature

Subscribed and sworn to before me this 12<sup>th</sup> day of October, 2022.

  
\_\_\_\_\_  
Notary Public



CENTURY LINK  
ATTN PROPERTY TAX DEPT  
1025 ELDORADO BLVD  
BROOMFIELD CO 80021

ELIZABETH D WRIGHT  
PETER HESSE  
10 12TH AVE N  
HOPKINS MN 55343

TNG INVESTMENT COMPANY  
2710 OLDE WOOD CT  
WAYZATA MN 55391

BRIAN & KATHERINE E MILLER  
10 15TH AVE N  
HOPKINS MN 55343

MATT D HOSCHMILLER  
MARTHA E HOSCHMILLER  
101 15TH AVE N  
HOPKINS MN 55343

MICHELLE WALLIN  
MATTHEW GUSTAFSON  
102 14TH AVE N  
HOPKINS MN 55343

TONY L ZAKARIASEN  
102 15TH AVE N  
HOPKINS MN 55343

DEAN & VALERIE J SOLYNTJES  
105 15TH AVE N  
HOPKINS MN 55343

JUDITH A PAKENHAM  
106 15TH AVE N  
HOPKINS MN 55343

JESSICA GREEN  
109 15TH AVE N  
HOPKINS MN 55343

16TH AVENUE HOLDINGS LLC  
3100 DARTMOUTH DR  
EXCELSIOR MN 55331

THEODORE J BAUER  
SARAH F AMES  
110 14TH AVE N  
HOPKINS MN 55343

JOHN W QUINN  
110 15TH AVE N  
HOPKINS MN 55343

KIM & MIKE URAHN  
114 15TH AVE N  
HOPKINS MN 55343

STEPHEN H ESH  
114-14TH AVE N  
HOPKINS MN 55343

CRAIG M IHRY & AMANDA R IHRY  
115 15TH AVE N  
HOPKINS MN 55343

WILLIAM C FREIBERG  
122 14TH AVE N  
HOPKINS MN 55343

SHANE REYNOLDS  
118 15TH AVE N  
HOPKINS MN 55343

WESTGATE 15750 VENTURE LLC  
15750 VENTURE LA  
EDEN PRAIRIE MN 55344

WILLIAM C FREIBERG  
122 14TH AVE N  
HOPKINS MN 55343

TERESA J GOETHEL  
122 15TH AVE N  
HOPKINS MN 55343

PETER-JIM S REYNOLDS  
124 14TH AVE N  
HOPKINS MN 55343

VIRGINIA M MILLER  
125-15TH AVE NO  
HOPKINS MN 55343

PAMELA S PARISH  
126 15TH AVE N  
HOPKINS MN 55343

KEVIN WOLTER & AMY WOLTER  
129 15TH AVE N  
HOPKINS MN 55343

MITCH A & MYKEN EDWARDS  
13 15TH AVE N  
HOPKINS MN 55343

AXEL KORNFUEHRER  
GEORGIANNE A KORNFUEHRER  
130 15TH AVE N  
HOPKINS MN 55343

MAXWELL GOODMANSON  
133 15TH AVE N  
HOPKINS MN 55343

SHARON A HORGDAL  
134 14TH AVE N  
HOPKINS MN 55343

GREGORY BIRGY  
MICHELE BIRGY  
134 15TH AVE N  
HOPKINS MN 55343

JOAN N MARKHAM  
137 15TH AVE N  
HOPKINS MN 55343

ZOE LISTON  
138 14TH AVE N  
HOPKINS MN 55343

JOHN O'NEILL  
138 15TH AVE N  
HOPKINS MN 55343

STEVEN G BAIEL  
14 12TH AVE N  
HOPKINS MN 55343

JEFF R CARRIVEAU  
14 14TH AVE N  
HOPKINS MN 55343

MARK A & BETTY J PETERSON  
14 15TH AVE N  
HOPKINS MN 55343

NEAL HULTSTRAND  
WHITNEY HULTSTRAND  
14 16TH AVE N  
HOPKINS MN 55343

PREMIUM MIDWEST PROPS LLC  
1361 ROMEO CT  
CHASKA MN 55318

MICHAEL HOCHMAN  
ELIZABETH HOCHMAN  
1412 3RD ST N  
HOPKINS MN 55343

SONIA KEENEY  
142 14TH AVE N  
HOPKINS MN 55343

KATHLEEN & ROBERT DOUGLASS  
142 15TH AVE N  
HOPKINS MN 55343

ZELLER ASSETS LLC  
1762 WOODSTONE DR  
VICTORIA MN 55386

GERALD J TECHAM  
145 15TH AVE NO  
HOPKINS MN 55343

CAROLINE S KEMPFERT  
146 14TH AVE NO  
HOPKINS MN 55343

M ZIEGLER & V ZIEGLER  
146 15TH AVE N  
HOPKINS MN 55343

JEFFREY S KINNEY  
1505 MAINSTREET  
HOPKINS MN 55343

SUSAN M GALLUCCI  
1521 MAINSTREET  
HOPKINS MN 55343

HAN-SAN & MING-TZU LEE  
C/O JASMINE GARDEN RESTAURAN  
161 MAINSTREET  
HOPKINS MN 55343

PAUL & NANCY JOHNSEN  
17 15TH AVE N  
HOPKINS MN 55343

16TH AVENUE HOLDINGS LLC  
3100 DARTMOUTH DR  
EXCELSIOR MN 55331

TIMOTHY J BUCKLEY  
SUSAN FAY LUNQUIST BUCKLEY  
18 12TH AVE N  
HOPKINS MN 55343

JEAN M RYAN  
18 14TH AVE N  
HOPKINS MN 55343

DONALD D NELSON  
18 15TH AVE N  
HOPKINS MN 55343

CHRISTOPHER A HAZUKA  
18 16TH AVE N  
HOPKINS MN 55343

CHARLES W NEWCOMB  
201 15TH AVE N  
HOPKINS MN 55343

THOMAS C HAGMANN  
LEZLIE E JOHNSON-HAGMANN  
201 16TH AVE N  
HOPKINS MN 55343

MARLENE J STRACHOTA  
202 14TH AVE N  
HOPKINS MN 55343

ALLISON KATE JENNESS  
ANTHONY MILLER  
202 16TH AVE N  
HOPKINS MN 55343

ISAAC ROVNER  
LASHAY THOMPSON  
205 16TH AVE N  
HOPKINS MN 55343

BRODY CHIRPICH  
206 16TH AVE N  
HOPKINS MN 55343

MARTHA J KRAWCZAK  
RICHARD A STEIN  
208 14TH AVE N  
HOPKINS MN 55343

DANIEL K LENZ  
ARIEL J KLUGMAN LENZ  
209 15TH AVE N  
HOPKINS MN 55343

KELLY E AHRENS  
209 16TH AVE N  
HOPKINS MN 55343

ROBERT M LEGRAND  
BARBARA L LEGRAND  
21 12TH AVE N  
HOPKINS MN 55343

THOMAS & PAMELA SCHULZ  
21 15TH AVE N  
HOPKINS MN 55343

MARIA MANSOUR  
21 16TH AVE N  
HOPKINS MN 55343

KELLY BRAY  
210 16TH AVE N  
HOPKINS MN 55343

KEVIN M DAVIS  
213 16TH AVE N  
HOPKINS MN 55343

KRISTIN ROBERTSON NEMEC  
214 14TH AVE N  
HOPKINS MN 55343

SARAH HAVLIK  
214 16TH AVE N  
HOPKINS MN 55343

C R & S E JOHNSON  
217 15TH AVE N  
HOPKINS MN 55343

MICHAEL S DECOSSE  
PATRICIA DECOSSE  
217 16TH AVE N  
HOPKINS MN 55343

WILLIAM R STEINKE  
218 16TH AVE N  
HOPKINS MN 55343

JESSICA A KLUGMAN  
219 15TH AVE N  
HOPKINS MN 55343

AUSTIN HATCH & HANNAH HATCH  
22 14TH AVE N  
HOPKINS MN 55343

BRUCE H & MARY T BAUER  
22-15TH AVE NO  
HOPKINS MN 55343

DALE L BRAKEMEIER  
5080 HOLIDAY RD  
MINNETONKA MN 55345

DOUGLAS S & SANDRA G ORTIZ  
221 16TH AVE N  
HOPKINS MN 55343

MARY KAY BROKAW  
222 14TH AVE N  
HOPKINS MN 55343

MARY ANN & ROBERT FOLSTAD  
222 16TH AVE N  
HOPKINS MN 55343

ALEXANDER W MARQUARDT  
ABBEY E MARQUARDT  
225 15TH AVE N  
HOPKINS MN 55343

JOAN M STATELY  
225 16TH AVE N  
HOPKINS MN 55343

DENNIS E DORE/BARBARA B DORE  
226 14TH AVE N  
HOPKINS MN 55343

RONALD J FRERICKS  
226-16TH AVE NO  
HOPKINS MN 55343

ROGER W MILLER  
BARBARA A MILLER  
229-16TH AVE N  
HOPKINS MN 55343

TONY & KRISTIN MILLER  
4131 18TH AVE S  
MINNEAPOLIS MN 55407

DHS HOLDINGS LLC  
5156 W 95TH ST  
BLOOMINGTON MN 55437

MARK HUIBREGTSE  
233 15TH AVE N  
HOPKINS MN 55343

ADAM T STROM  
233 16TH AVE N  
HOPKINS MN 55343

STACEY JEANNE TUPPER  
234 16TH AVE N  
HOPKINS MN 55343

KELLY O'BRIEN DUFOUR  
DANIEL JOHN FLEISSNER  
236 14TH AVE N  
HOPKINS MN 55343

JAMES G LEHAN  
238 16TH AV N  
HOPKINS MN 55343

ARCHIE SKALBECK  
241 16TH AVE N  
HOPKINS MN 55343

RUTH M MICHL  
242 16TH AVE N  
HOPKINS MN 55343

MICHAEL E & JOAN M OPITZ  
245 16TH AVE N  
HOPKINS MN 55343

SCOTT A WOLF  
246 14TH AVE N  
HOPKINS MN 55343

PLAZA HOLDINGS LLC  
9617 OAK RIDGE TR  
MINNETONKA MN 55305

ADAM J MINTER  
CHRISTINE H TAN  
25 12TH AVE N  
HOPKINS MN 55343

KYLE W BRESIN  
ELYSSA B MC INTYRE  
25 15TH AVE N  
HOPKINS MN 55343

PETER B HIRSCH  
25 16TH AVE N  
HOPKINS MN 55343

ERIK S HAGENESS  
EMILY A HAGENESS  
26 14TH AVE N  
HOPKINS MN 55343

DECHEN WANGMO  
26 15TH AVE N  
HOPKINS MN 55343

LYNN M HARRIS  
26 16TH AVE N  
HOPKINS MN 55343

COMMUNITY HSG DEVEL CORP  
C/O MASTER COMM GROUP  
614 1ST ST N SUITE 100  
MINNEAPOLIS MN 55401

THOMAS B PROUT  
29 12TH AVE N  
HOPKINS MN 55343

LAURA L WOOD  
DOUGLAS ALEXANDER WEIHER  
29 15TH AVE N  
HOPKINS MN 55343

ANTHONY M POHLEN  
ESTHER Q VAN STAM  
29 16TH AVE N  
HOPKINS MN 55343

SHARON EVANS  
30 14TH AVE N  
HOPKINS MN 55343

TINA ZELINKA  
30 15TH AVE N  
HOPKINS MN 55343

GREGORY J GOZOLA  
CINDY A GOZOLA  
30 16TH AVE N  
HOPKINS MN 55343

MARK L & KATHRYN M HUCKA  
33 12TH AVE N  
HOPKINS MN 55343

LOREN W BROWN  
2710 OLDE WOOD CT  
WAYZATA MN 55391

MATTHEW C KILANOWSKI  
33 16TH AVE N  
HOPKINS MN 55343

GOLDCREST LLC  
1137 CEDAR VIEW DR  
MINNEAPOLIS MN 55405

MICHAEL HIGGINS/BETH HIGGINS  
3088 GABLER AVE SE  
BUFFALO MN 55313

DAVID G PRCHAL  
34 15TH AVE N  
HOPKINS MN 55343

J C FAHLSTROM & T D LAMA  
34 16TH AVE N  
HOPKINS MN 55343

SUSAN GONYEA  
37 12TH AVE N  
HOPKINS MN 55343

ABBY G WOLF & CULLEN J PRICE  
37 15TH AVE N  
HOPKINS MN 55343

MARY A REITTER  
37 16TH AVE N  
HOPKINS MN 55343

KELLY A KEMPF  
38 14TH AVE N  
HOPKINS MN 55343

J ERICKSON & B LOESCHKE  
38 15TH AVE N  
HOPKINS MN 55343

DENISE A ANDERSON  
38 16TH AVE N  
HOPKINS MN 55343

SUMBA PROPERTIES LLC  
37 12TH AVE N  
HOPKINS MN 55343

CHERYL K. NEWSTOM  
41 16TH AVE N  
HOPKINS MN 55343

BRIANNA ROONEY  
42 14TH AVE N  
HOPKINS MN 55343

MARK J WEAVER  
CHUENCHOM SUPUNNIAM  
42 15TH AVE N  
HOPKINS MN 55343

RANDY W CHINN  
NAOMI J CHINN  
42 16TH AVE N  
HOPKINS MN 55343

KEVIN W THOMAS  
45 15TH AVE N  
HOPKINS MN 55343

CPY PROPERTIES II LLC  
16506 LIMERICK LANE  
MINNETONKA MN 55345

CATHERINE ORN  
46 16TH AVE N  
HOPKINS MN 55343

TNG INVESTMENT COMPANY  
2710 OLDE WOOD CT  
WAYZATA MN 55391



EAST CENTRAL MINNESOTA

**Ad Proof**

Not Actual Size

# -Public Notice Ad Proof-

This is the proof of your ad scheduled to run on the dates indicated below. Please proof read carefully. If changes are needed, please contact us prior to deadline at Cambridge (763) 691-6000 or email at [publicnotice@apgecm.com](mailto:publicnotice@apgecm.com)

Date: 10/12/22

Account #: 412490  
 Customer: CITY OF HOPKINS ~

Address: 1010 1ST ST S  
 HOPKINS

Telephone: (952) 935-8474  
 Fax: (952) 935-1834

Publications:  
 SS St Louis Park\_Hopkins

Ad ID: 1265505  
 Copy Line: Nov 1 PH 2023 St & Utility Imp

PO Number:  
 Start: 10/20/22  
 Stop: 10/27/2022

Total Cost: \$320.00  
 # of Lines: 36  
 Total Depth: 4.1  
 # of Inserts: 2  
 Ad Class: 150  
 Phone # (763) 691-6000  
 Email: [publicnotice@apgecm.com](mailto:publicnotice@apgecm.com)  
 Rep No: SE700

**CITY OF HOPKINS  
2023 STREET AND UTILITY IMPROVEMENTS  
PUBLIC HEARING**

TO WHOM IT MAY CONCERN:

Notice is hereby given that the City Council will hold the Public Hearing in the Council Chambers of City Hall, 1010 1st St S, at 6:30 p.m. on Tuesday, November 1st, 2022, to consider the making of improvements on: 12th Avenue North from Mainstreet to 1st Street North; 14th Avenue North from Mainstreet to 2nd Street North; 15th Avenue North from Mainstreet to 2nd Street North; 16th Avenue North from Mainstreet to 1st Street North and from 2nd Street North to 3rd Street North; and 2nd Street North from 14th Avenue North to 15th Avenue North.

Generally, the project involves the addition/replacement of storm sewer; water main replacement; water service replacement; sanitary sewer replacement and rehabilitation; sanitary sewer service replacement; concrete curb & gutter addition/replacement; bituminous street removal and reconstruction; and turf restoration; pursuant to Minn. Statutes, Section 429.011 to 429.111. The area proposed to be assessed for such improvement includes all properties located along the streets listed above and as shown below.

<b>Plat Name</b>	<b>Sec</b>	<b>Twp</b>	<b>Rng</b>	<b>Q/Q</b>
West Minneapolis 2nd Division	24	117	22	NE/SW
Stein Addn	24	117	22	NW/SW
Gibbs 1st Addn to West Mpls	24	117	22	NW/SW
Gibbs 1st Addn to West Mpls	24	117	22	SW/NW

The estimated cost of the improvement is \$8,855,000. A reasonable estimate of the impact of the assessment will be available at the hearing. Such persons as desire to be heard with reference to the proposed improvement will be heard at this meeting.

Amy Domeier, City Clerk  
952-548-6304

Published in the  
Sun Sailor  
October 20, 27, 2022  
1265505

Ad: 1

\$320.00

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Amy Domeier, City Clerk  
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Sun Sailor  
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1265505

# PRELIMINARY ASSESSMENT ROLL

2023 STREET & UTILITY IMPROVEMENTS

CITY OF HOPKINS, MN

CITY PROJECT NO. 2022-010

BMI PROJECT NO. OT1.127595

PID	PROPERTY ADDRESS	TAXPAYER NAME	TAXPAYER ADDRESS (LINE 1)	TAXPAYER ADDRESS (LINE 2)	TAXPAYER ADDRESS (LINE 3)	PROPOSED STREET ASSESSMENT	PROPOSED WATER SERVICE ASSESSMENT	PROPOSED SEWER SERVICE ASSESSMENT	TOTAL PROPOSED ASSESSMENT
2411722310148	10 11TH AVENUE NORTH	CENTURY LINK	ATTN PROPERTY TAX DEPT	1025 ELDORADO BLVD	BROOMFIELD CO 80021	\$ -	\$ -	\$ 2,850.00	\$ 2,850.00
2411722310058	10 12TH AVENUE NORTH	ELIZABETH D WRIGHT	PETER HESSE	10 12TH AVE N	HOPKINS MN 55343	\$ 5,018.54	\$ 1,575.00	\$ 1,325.00	\$ 7,918.54
2411722310057	14 12TH AVENUE NORTH	STEVEN G BAIEL	14 12TH AVE N	HOPKINS MN 55343		\$ 5,667.75	\$ 1,575.00	\$ 1,325.00	\$ 8,567.75
2411722310056	18 12TH AVENUE NORTH	TIMOTHY J BUCKLEY	SUSAN FAY LUNQUIST BUCKLEY	18 12TH AVE N	HOPKINS MN 55343	\$ 4,637.25	\$ 1,575.00	\$ 1,325.00	\$ 7,537.25
2411722310049	21 12TH AVENUE NORTH	ROBERT M LEGRAND	BARBARA L LEGRAND	21 12TH AVE N	HOPKINS MN 55343	\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722310050	25 12TH AVENUE NORTH	ADAM J MINTER	CHRISTINE H TAN	25 12TH AVE N	HOPKINS MN 55343	\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722310051	29 12TH AVENUE NORTH	THOMAS B PROUT	29 12TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722310052	33 12TH AVENUE NORTH	MARK L & KATHRYN M HUCKA	33 12TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722310055	34 12TH AVENUE NORTH	GOLDCREST LLC	1137 CEDAR VIEW DR	MINNEAPOLIS MN 55405		\$ 41,800.00	\$ 6,190.00	\$ 11,450.00	\$ 59,440.00
2411722310053	37 12TH AVENUE NORTH	SUSAN GONYEA	37 12TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722310054	41 12TH AVENUE NORTH	SUMBA PROPERTIES LLC	37 12TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320096	10 14TH AVENUE NORTH	TNG INVESTMENT COMPANY	2710 OLDE WOOD CT	WAYZATA MN 55391		\$ 6,384.98	\$ 1,575.00	\$ 1,325.00	\$ 9,284.98
2411722320095	14 14TH AVENUE NORTH	JEFF R CARRIVEAU	14 14TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320094	18 14TH AVENUE NORTH	JEAN M RYAN	18 14TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320093	22 14TH AVENUE NORTH	AUSTIN HATCH & HANNAH HATCH	22 14TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320092	26 14TH AVENUE NORTH	ERIK S HAGENESS	EMILY A HAGENESS	26 14TH AVE N	HOPKINS MN 55343	\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320138	27 14TH AVENUE NORTH	COMMUNITY HSG DEVEL CORP	C/O MASTER COMM GROUP	614 1ST ST N SUITE 100	MINNEAPOLIS MN 55401	\$ 73,500.00	\$ -	\$ 3,000.00	\$ 76,500.00
2411722320091	30 14TH AVENUE NORTH	SHARON EVANS	30 14TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320090	34 14TH AVENUE NORTH	MICHAEL HIGGINS/BETH HIGGINS	3088 GABLER AVE SE	BUFFALO MN 55313		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320089	38 14TH AVENUE NORTH	KELLY A KEMPF	38 14TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320088	42 14TH AVENUE NORTH	BRIANNA ROONEY	42 14TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320120	102 14TH AVENUE NORTH	MICHELLE WALLIN	MATTHEW GUSTAFSON	102 14TH AVE N	HOPKINS MN 55343	\$ 10,305.00	\$ 1,575.00	\$ 1,325.00	\$ 13,205.00
2411722320119	110 14TH AVENUE NORTH	THEODORE J BAUER	SARAH F AMES	110 14TH AVE N	HOPKINS MN 55343	\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320118	114 14TH AVENUE NORTH	STEPHEN H ESH	114-14TH AVE NO	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320117	118 14TH AVENUE NORTH	WILLIAM C FREIBERG	122 14TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320116	122 14TH AVENUE NORTH	WILLIAM C FREIBERG	122 14TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320115	124 14TH AVENUE NORTH	PETER-JIM S REYNOLDS	124 14TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320114	134 14TH AVENUE NORTH	SHARON A HORGDAL	134 14TH AVE N	HOPKINS MN 55343		\$ 7,728.75	\$ 1,575.00	\$ 1,325.00	\$ 10,628.75
2411722320113	138 14TH AVENUE NORTH	ZOE LISTON	138 14TH AVE N	HOPKINS MN 55343		\$ 7,728.75	\$ 1,575.00	\$ 1,325.00	\$ 10,628.75
2411722320112	142 14TH AVENUE NORTH	SONIA KEENEY	142 14TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320111	146 14TH AVENUE NORTH	CAROLINE S KEMPFERT	146 14TH AVE NO	HOPKINS MN 55343		\$ 5,636.84	\$ 1,575.00	\$ 1,325.00	\$ 8,536.84
2411722320092	202 14TH AVENUE NORTH	MARLENE J STRACHOTA	202 14TH AVE N	HOPKINS MN 55343		\$ 3,478.99	\$ -	\$ -	\$ 3,478.99
2411722320157	208 14TH AVENUE NORTH	MARTHA J KRAWCZAK	RICHARD A STEIN	208 14TH AVE N	HOPKINS MN 55343	\$ 3,478.99	\$ -	\$ -	\$ 3,478.99
2411722320090	214 14TH AVENUE NORTH	KRISTIN ROBERTSON NEMEC	214 14TH AVE N	HOPKINS MN 55343		\$ 3,478.99	\$ -	\$ -	\$ 3,478.99
2411722320089	222 14TH AVENUE NORTH	MARY KAY BROKAW	222 14TH AVE N	HOPKINS MN 55343		\$ 3,478.99	\$ -	\$ -	\$ 3,478.99
2411722320088	226 14TH AVENUE NORTH	DENNIS E DORE/BARBARA B DORE	226 14TH AVE N	HOPKINS MN 55343		\$ 3,478.99	\$ -	\$ -	\$ 3,478.99
2411722320153	236 14TH AVENUE NORTH	KELLY O'BRIEN DUFOUR	DANIEL JOHN FLEISSNER	236 14TH AVE N	HOPKINS MN 55343	\$ 3,478.99	\$ -	\$ -	\$ 3,478.99
2411722320152	246 14TH AVENUE NORTH	SCOTT A WOLF	246 14TH AVE N	HOPKINS MN 55343		\$ 3,478.99	\$ -	\$ -	\$ 3,478.99
2411722320102	9 15TH AVENUE NORTH	TNG INVESTMENT COMPANY	2710 OLDE WOOD CT	WAYZATA MN 55391		\$ 6,928.05	\$ 1,575.00	\$ 1,325.00	\$ 9,828.05
2411722320073	10 15TH AVENUE NORTH	BRIAN & KATHERINE E MILLER	10 15TH AVE N	HOPKINS MN 55343		\$ 7,272.24	\$ 1,575.00	\$ 1,325.00	\$ 10,172.24
2411722320103	13 15TH AVENUE NORTH	MITCH A & MYKEN EDWARDS	13 15TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320072	14 15TH AVENUE NORTH	MARK A & BETTY J PETERSON	14 15TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320104	17 15TH AVENUE NORTH	PAUL & NANCY JOHNSEN	17 15TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320071	18 15TH AVENUE NORTH	DONALD D NELSON	18 15TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320105	21 15TH AVENUE NORTH	THOMAS & PAMELA SCHULZ	21 15TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320070	22 15TH AVENUE NORTH	BRUCE H & MARY T BAUER	22-15TH AVE NO	HOPKINS MN 55343		\$ 5,564.70	\$ 1,575.00	\$ 1,325.00	\$ 8,464.70
2411722320106	25 15TH AVENUE NORTH	KYLE W BRESIN	ELYSSA B MC INTYRE	25 15TH AVE N	HOPKINS MN 55343	\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320069	26 15TH AVENUE NORTH	DECHEN WANGMO	26 15TH AVE N	HOPKINS MN 55343		\$ 4,740.30	\$ 1,575.00	\$ 1,325.00	\$ 7,640.30
2411722320107	29 15TH AVENUE NORTH	LAURA L WOOD	DOUGLAS ALEXANDER WEIHER	29 15TH AVE N	HOPKINS MN 55343	\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320068	30 15TH AVENUE NORTH	TINA ZELINKA	30 15TH AVE N	HOPKINS MN 55343		\$ 4,122.00	\$ 1,575.00	\$ 1,325.00	\$ 7,022.00
2411722320108	33 15TH AVENUE NORTH	LOREN W BROWN	2710 OLDE WOOD CT	WAYZATA MN 55391		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320067	34 15TH AVENUE NORTH	DAVID G PRCHAL	34 15TH AVE N	HOPKINS MN 55343		\$ 6,183.00	\$ 1,575.00	\$ 1,325.00	\$ 9,083.00
2411722320109	37 15TH AVENUE NORTH	ABBY G WOLF & CULLEN J PRICE	37 15TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50

# PRELIMINARY ASSESSMENT ROLL

2023 STREET & UTILITY IMPROVEMENTS

CITY OF HOPKINS, MN

CITY PROJECT NO. 2022-010

BMI PROJECT NO. OT1.127595

PID	PROPERTY ADDRESS	TAXPAYER NAME	TAXPAYER ADDRESS (LINE 1)	TAXPAYER ADDRESS (LINE 2)	TAXPAYER ADDRESS (LINE 3)	PROPOSED STREET ASSESSMENT	PROPOSED WATER SERVICE ASSESSMENT	PROPOSED SEWER SERVICE ASSESSMENT	TOTAL PROPOSED ASSESSMENT
2411722320066	38 15TH AVENUE NORTH	J ERICKSON & B LOESCHKE	38 15TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320065	42 15TH AVENUE NORTH	MARK J WEAVER	CHUENCHOM SUPUNNIAM	42 15TH AVE N	HOPKINS MN 55343	\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320110	45 15TH AVENUE NORTH	KEVIN W THOMAS	45 15TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320121	101 15TH AVENUE NORTH	MATT D HOSCHMILLER	MARTHA E HOSCHMILLER	101 15TH AVE N	HOPKINS MN 55343	\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320012	102 15TH AVENUE NORTH	TONY L ZAKARIASEN	102 15TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320122	105 15TH AVENUE NORTH	DEAN & VALERIE J SOLYNTJES	105 15TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320011	106 15TH AVENUE NORTH	JUDITH A PAKENHAM	106 15TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320123	109 15TH AVENUE NORTH	JESSICA GREEN	109 15TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320010	110 15TH AVENUE NORTH	JOHN W QUINN	110 15TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320009	114 15TH AVENUE NORTH	KIM & MIKE URAHN	114 15TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320124	115 15TH AVENUE NORTH	CRAIG M IHRY & AMANDA R IHRY	115 15TH AVE N	HOPKINS MN 55343		\$ 7,728.75	\$ 1,575.00	\$ 1,325.00	\$ 10,628.75
2411722320008	118 15TH AVENUE NORTH	SHANE REYNOLDS	118 15TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320007	122 15TH AVENUE NORTH	TERESA J GOETHEL	122 15TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320125	125 15TH AVENUE NORTH	VIRGINIA M MILLER	125-15TH AVE NO	HOPKINS MN 55343		\$ 7,728.75	\$ 1,575.00	\$ 1,325.00	\$ 10,628.75
2411722320006	126 15TH AVENUE NORTH	PAMELA S PARISH	126 15TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320126	129 15TH AVENUE NORTH	KEVIN WOLTER & AMY WOLTER	129 15TH AVE N	HOPKINS MN 55343		\$ 7,728.75	\$ 1,575.00	\$ 1,325.00	\$ 10,628.75
2411722320005	130 15TH AVENUE NORTH	AXEL KORNFUEHRER	GEORGIANNE A KORNFUEHRER	130 15TH AVE N	HOPKINS MN 55343	\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320127	133 15TH AVENUE NORTH	MAXWELL GOODMANSON	133 15TH AVE N	HOPKINS MN 55343		\$ 7,728.75	\$ 1,575.00	\$ 1,325.00	\$ 10,628.75
2411722320004	134 15TH AVENUE NORTH	GREGORY BIRGY	MICHELE BIRGY	134 15TH AVE N	HOPKINS MN 55343	\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320128	137 15TH AVENUE NORTH	JOAN N MARKHAM	137 15TH AVE N	HOPKINS MN 55343		\$ 10,305.00	\$ 1,575.00	\$ 1,325.00	\$ 13,205.00
2411722320003	138 15TH AVENUE NORTH	JOHN O'NEILL	138 15TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320002	142 15TH AVENUE NORTH	KATHLEEN & ROBERT DOUGLASS	142 15TH AVE N	HOPKINS MN 55343		\$ 6,234.53	\$ 1,575.00	\$ 1,325.00	\$ 9,134.53
2411722320129	145 15TH AVENUE NORTH	GERALD J TECHAM	145 15TH AVE NO	HOPKINS MN 55343		\$ 5,710.00	\$ 1,575.00	\$ 1,325.00	\$ 8,610.00
2411722320001	146 15TH AVENUE NORTH	M ZIEGLER & V ZIEGLER	146 15TH AVE N	HOPKINS MN 55343		\$ 4,637.25	\$ 1,575.00	\$ 1,325.00	\$ 7,537.25
2411722230093	201 15TH AVENUE NORTH	CHARLES W NEWCOMB	201 15TH AVE N	HOPKINS MN 55343		\$ 3,478.99	\$ -	\$ -	\$ 3,478.99
2411722230094	209 15TH AVENUE NORTH	DANIEL K LENZ	ARIEL J KLUGMAN LENZ	209 15TH AVE N	HOPKINS MN 55343	\$ 3,478.99	\$ -	\$ -	\$ 3,478.99
2411722230095	217 15TH AVENUE NORTH	C R & S E JOHNSON	217 15TH AVE N	HOPKINS MN 55343		\$ 3,478.99	\$ -	\$ -	\$ 3,478.99
2411722230096	219 15TH AVENUE NORTH	JESSICA A KLUGMAN	219 15TH AVE N	HOPKINS MN 55343		\$ 3,478.99	\$ -	\$ -	\$ 3,478.99
2411722230097	225 15TH AVENUE NORTH	ALEXANDER W MARQUARDT	ABBEY E MARQUARDT	225 15TH AVE N	HOPKINS MN 55343	\$ 3,478.99	\$ -	\$ -	\$ 3,478.99
2411722230098	231 15TH AVENUE NORTH	DHS HOLDINGS LLC	5156 W 95TH ST	BLOOMINGTON MN 55437		\$ 3,478.99	\$ -	\$ -	\$ 3,478.99
2411722230099	233 15TH AVENUE NORTH	MARK HUIBREGTSE	233 15TH AVE N	HOPKINS MN 55343		\$ 3,478.99	\$ -	\$ -	\$ 3,478.99
2411722320078	11 16TH AVENUE NORTH	16TH AVENUE HOLDINGS LLC	3100 DARTMOUTH DR	EXCELSIOR MN 55331		\$ 6,633.33	\$ 1,575.00	\$ 1,325.00	\$ 9,533.33
2411722320052	14 16TH AVENUE NORTH	NEAL HULTSTRAND	WHITNEY HULTSTRAND	14 16TH AVE N	HOPKINS MN 55343	\$ 6,923.93	\$ 1,575.00	\$ 1,325.00	\$ 9,823.93
2411722320079	17 16TH AVENUE NORTH	16TH AVENUE HOLDINGS LLC	3100 DARTMOUTH DR	EXCELSIOR MN 55331		\$ 6,341.70	\$ 1,575.00	\$ 1,325.00	\$ 9,241.70
2411722320051	18 16TH AVENUE NORTH	CHRISTOPHER A HAZUKA	18 16TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320080	21 16TH AVENUE NORTH	MARIA MANSOUR	21 16TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320050	22 16TH AVENUE NORTH	DALE L BRAKEMEIER	5080 HOLIDAY RD	MINNETONKA MN 55345		\$ 6,183.00	\$ 1,575.00	\$ 1,325.00	\$ 9,083.00
2411722320081	25 16TH AVENUE NORTH	PETER B HIRSCH	25 16TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320049	26 16TH AVENUE NORTH	LYNN M HARRIS	26 16TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320082	29 16TH AVENUE NORTH	ANTHONY M POHLEN	ESTHER Q VAN STAM	29 16TH AVE N	HOPKINS MN 55343	\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320241	30 16TH AVENUE NORTH	GREGORY J GOZOLA	CINDY A GOZOLA	30 16TH AVE N	HOPKINS MN 55343	\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320083	33 16TH AVENUE NORTH	MATTHEW C KILANOWSKI	33 16TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320240	34 16TH AVENUE NORTH	J C FAHLSTROM & T D LAMA	34 16TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320084	37 16TH AVENUE NORTH	MARY A REITTER	37 16TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320047	38 16TH AVENUE NORTH	DENISE A ANDERSON	38 16TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320085	41 16TH AVENUE NORTH	CHERYL K. NEWSTOM	41 16TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320046	42 16TH AVENUE NORTH	RANDY W CHINN	NAOMI J CHINN	42 16TH AVE N	HOPKINS MN 55343	\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320086	45 16TH AVENUE NORTH	CPY PROPERTIES II LLC	16506 LIMERICK LANE	MINNETONKA MN 55345		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722320045	46 16TH AVENUE NORTH	CATHERINE ORN	46 16TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722230065	201 16TH AVENUE NORTH	THOMAS C HAGMANN	LEZLIE E JOHNSON-HAGMANN	201 16TH AVE N	HOPKINS MN 55343	\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722230045	202 16TH AVENUE NORTH	ALLISON KATE JENNESS	ANTHONY MILLER	202 16TH AVE N	HOPKINS MN 55343	\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722230066	205 16TH AVENUE NORTH	ISAAC ROVNER	LASHAY THOMPSON	205 16TH AVE N	HOPKINS MN 55343	\$ 5,461.65	\$ 1,575.00	\$ 1,325.00	\$ 8,361.65
2411722230044	206 16TH AVENUE NORTH	BRODY CHIRPICH	206 16TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50

# PRELIMINARY ASSESSMENT ROLL

2023 STREET & UTILITY IMPROVEMENTS

CITY OF HOPKINS, MN

CITY PROJECT NO. 2022-010

BMI PROJECT NO. OT1.127595

PID	PROPERTY ADDRESS	TAXPAYER NAME	TAXPAYER ADDRESS (LINE 1)	TAXPAYER ADDRESS (LINE 2)	TAXPAYER ADDRESS (LINE 3)	PROPOSED STREET ASSESSMENT	PROPOSED WATER SERVICE ASSESSMENT	PROPOSED SEWER SERVICE ASSESSMENT	TOTAL PROPOSED ASSESSMENT
2411722230067	209 16TH AVENUE NORTH	KELLY E AHRENS	209 16TH AVE N	HOPKINS MN 55343		\$ 5,461.65	\$ 1,575.00	\$ 1,325.00	\$ 8,361.65
2411722230043	210 16TH AVENUE NORTH	KELLY BRAY	210 16TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722230068	213 16TH AVENUE NORTH	KEVIN M DAVIS	213 16TH AVE N	HOPKINS MN 55343		\$ 5,461.65	\$ 1,575.00	\$ 1,325.00	\$ 8,361.65
2411722230042	214 16TH AVENUE NORTH	SARAH HAVLIK	214 16TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722230069	217 16TH AVENUE NORTH	MICHAEL S DECOSSE	PATRICIA DECOSSE	217 16TH AVE N	HOPKINS MN 55343	\$ 5,461.65	\$ 1,575.00	\$ 1,325.00	\$ 8,361.65
2411722230041	218 16TH AVENUE NORTH	WILLIAM R STEINKE	218 16TH AVE N	HOPKINS MN 55343		\$ 5,152.50	\$ 1,575.00	\$ 1,325.00	\$ 8,052.50
2411722230070	221 16TH AVENUE NORTH	DOUGLAS S & SANDRA G ORTIZ	221 16TH AVE N	HOPKINS MN 55343		\$ 5,461.65	\$ 1,575.00	\$ 1,325.00	\$ 8,361.65
2411722230040	222 16TH AVENUE NORTH	MARY ANN & ROBERT FOLSTAD	222 16TH AVE N	HOPKINS MN 55343		\$ 4,843.35	\$ 1,575.00	\$ 1,325.00	\$ 7,743.35
2411722230071	225 16TH AVENUE NORTH	JOAN M STATELY	225 16TH AVE N	HOPKINS MN 55343		\$ 5,461.65	\$ 1,575.00	\$ 1,325.00	\$ 8,361.65
2411722230039	226 16TH AVENUE NORTH	RONALD J FRERICKS	226-16TH AVE NO	HOPKINS MN 55343		\$ 4,843.35	\$ 1,575.00	\$ 1,325.00	\$ 7,743.35
2411722230072	229 16TH AVENUE NORTH	ROGER W MILLER	BARBARA A MILLER	229 16TH AVE N	HOPKINS MN 55343	\$ 5,461.65	\$ 1,575.00	\$ 1,325.00	\$ 8,361.65
2411722230038	230 16TH AVENUE NORTH	TONY & KRISTIN MILLER	4131 18TH AVE S	MINNEAPOLIS MN 55407		\$ 4,843.35	\$ 1,575.00	\$ 1,325.00	\$ 7,743.35
2411722230073	233 16TH AVENUE NORTH	ADAM T STROM	233 16TH AVE N	HOPKINS MN 55343		\$ 5,461.65	\$ 1,575.00	\$ 1,325.00	\$ 8,361.65
2411722230037	234 16TH AVENUE NORTH	STACEY JEANNE TUPPER	234 16TH AVE N	HOPKINS MN 55343		\$ 4,843.35	\$ 1,575.00	\$ 1,325.00	\$ 7,743.35
2411722230036	238 16TH AVENUE NORTH	JAMES G LEHAN	238 16TH AV N	HOPKINS MN 55343		\$ 4,843.35	\$ 1,575.00	\$ 1,325.00	\$ 7,743.35
2411722230074	241 16TH AVENUE NORTH	ARCHIE SKALBECK	241 16TH AVE N	HOPKINS MN 55343		\$ 5,461.65	\$ 1,575.00	\$ 1,325.00	\$ 8,361.65
2411722230035	242 16TH AVENUE NORTH	RUTH M MICHL	242 16TH AVE N	HOPKINS MN 55343		\$ 4,843.35	\$ 1,575.00	\$ 1,325.00	\$ 7,743.35
2411722230075	245 16TH AVENUE NORTH	MICHAEL E & JOAN M OPITZ	245 16TH AVE N	HOPKINS MN 55343		\$ 5,461.65	\$ 1,575.00	\$ 1,325.00	\$ 8,361.65
2411722230034	246 16TH AVENUE NORTH	PLAZA HOLDINGS LLC	9617 OAK RIDGE TR	MINNETONKA MN 55305		\$ 4,933.00	\$ 1,575.00	\$ 1,325.00	\$ 7,833.00
2411722230154	1412 3RD STREET NORTH	MICHAEL HOCHMAN	ELIZABETH HOCHMAN	1412 3RD ST N	HOPKINS MN 55343	\$ 3,478.99	\$ -	\$ -	\$ 3,478.99
2411722310059	1201 MAINSTREET	WESTGATE 15750 VENTURE LLC	15750 VENTURE LA	EDEN PRAIRIE MN 55344		\$ 7,700.00	\$ -	\$ -	\$ 7,700.00
2411722320097	1401 MAINSTREET	PREMIUM MIDWEST PROPS LLC	1361 ROMEO CT	CHASKA MN 55318		\$ 5,900.00	\$ 4,810.00	\$ 5,750.00	\$ 16,460.00
2411722320101	1421 MAINSTREET	ZELLER ASSETS LLC	1762 WOODSTONE DR	VICTORIA MN 55386		\$ 7,700.00	\$ 5,570.00	\$ 2,800.00	\$ 16,070.00
2411722320074	1505 MAINSTREET	JEFFREY S KINNEY	1505 MAINSTREET	HOPKINS MN 55343		\$ 8,200.00	\$ 5,890.00	\$ 2,800.00	\$ 16,890.00
2411722320077	1521 MAINSTREET	SUSAN M GALLUCCI	1521 MAINSTREET	HOPKINS MN 55343		\$ 6,100.00	\$ 4,750.00	\$ 2,700.00	\$ 13,550.00
2411722320053	1601 MAINSTREET	HAN-SAN & MING-TZU LEE	C/O JASMINE GARDEN RESTAURAN	1601 MAINSTREET	HOPKINS MN 55343	\$ 5,400.00	\$ 6,010.00	\$ 2,750.00	\$ 14,160.00
<b>PRELIMINARY TOTAL AMOUNT TO BE ASSESSED</b>									<b>\$ 1,184,328.82</b>



**BOLTON  
& MENK**

Real People. Real Solutions.

12224 Nicollet Avenue  
Burnsville, MN 55337-1649

Ph: (952) 890-0509  
Fax: (952) 890-8065  
Bolton-Menk.com

October 18, 2022

Mr. Eric Klingbeil, P.E., City Engineer  
City of Hopkins  
1010 1<sup>st</sup> St S  
Hopkins, MN 55343

Re: Proposal for Professional Engineering and Surveying Services  
2023 Street and Utility Improvements – Final Design & Construction Services  
City of Hopkins, Minnesota

Dear Mr. Klingbeil:

We are pleased to offer you our proposal for professional engineering and surveying services for the final design and construction phases of the City of Hopkins' 2023 Street and Utility Improvements. This proposal is based on the preliminary engineering report prepared as part of the feasibility phase of the project and has been prepared in the form of our standard agreement, consistent with past projects. Our proposed efforts include all remaining engineering efforts on the project, totaling \$845,420 for 6,120 proposed labor hours. The enclosed Detailed Work Plan and Estimate of Project Fees further detail our proposed level of effort.

In addition to the enclosed standard agreement, Exhibit I details our proposed process and scope of work to be performed. The schedule presented in Exhibit I illustrates a streamlined schedule, for council meetings, consistent with the approach followed in years past for assessment projects. The proposed project schedule is intended to meet the City's desire to have a bid opening in February and contract award in March. Upon authorization by the Council on November 1<sup>st</sup>, we will proceed with final design of the improvements immediately to meet all required deadlines.

As always, thank you for allowing Bolton & Menk, Inc. to submit this proposal for your consideration. Upon your review and approval of this agreement, please sign and return one copy to our office. If you have any questions regarding this proposal or would like to discuss any of its details, please do not hesitate to call me. We truly appreciate and value our continued working relationship with the City of Hopkins.

Sincerely,

**Bolton & Menk, Inc.**

Nicholas J. Amatuccio, P.E.  
Associate Project Manager

Michael J. Waltman, P.E.  
Principal Engineer  
Burnsville Office Manager

**AGREEMENT FOR PROFESSIONAL SERVICES**

**2023 STREET & UTILITY IMPROVEMENTS**  
**FINAL DESIGN & CONSTRUCTION PHASE ENGINEERING SERVICES**

**CITY OF HOPKINS, MINNESOTA**

This Agreement, made this 1<sup>st</sup> day of November 2022, by and between CITY OF HOPKINS, 1010 1<sup>st</sup> St S, Hopkins, MN 55343, hereinafter referred to as CLIENT, and BOLTON & MENK, INC., 12224 Nicollet Avenue, Burnsville, MN 55337, hereinafter referred to as CONSULTANT.

WITNESS, whereas the CLIENT requires professional services in conjunction with the 2023 STREET & UTILITY IMPROVEMENTS and whereas the CONSULTANT agrees to furnish the various professional services required by the CLIENT.

NOW, THEREFORE, in consideration of the mutual covenants and promises between the parties hereto, it is agreed:

**SECTION I - CONSULTANT'S SERVICES**

- A. The CONSULTANT agrees to perform the various Basic Services in connection with the proposed project as described in Exhibit I.
- B. Upon mutual agreement of the parties hereto, Additional Services may be authorized as described in Exhibit I or as described in Paragraph IV.B.

**SECTION II - THE CLIENT'S RESPONSIBILITIES**

- A. The CLIENT shall promptly compensate the CONSULTANT in accordance with Section III of this Agreement.
- B. The CLIENT shall place any and all information related to the project in its custody at the disposal of the CONSULTANT for its use. Such information shall include but shall not be limited boundary surveys, topographic surveys, preliminary sketch plan layouts, building plans, soil surveys, abstracts, deed descriptions, tile maps and layouts, aerial photos, utility agreements, environmental reviews, and zoning limitations. The CONSULTANT may rely upon the accuracy and sufficiency of all such information in performing services unless otherwise instructed, in writing, by CLIENT. This obligation shall not include information that is classified as private or confidential under the Minnesota Government Data Practices Act (MGDPA), unless access to such information is essential to the CONSULTANT's scope of services, in which case the CLIENT shall establish in writing, and CONSULTANT shall comply with, any conditions governing access to and use of such private or confidential information.
- C. The CLIENT will guarantee access to and make all provisions for entry upon both public and private portions of the project and pertinent adjoining properties.
- D. The CLIENT will give prompt notice to the CONSULTANT whenever the CLIENT observes or otherwise becomes aware of any defect in the proposed project.

- E. The CLIENT shall designate a liaison person to act as the CLIENT'S representative with respect to services to be rendered under this Agreement. Said representative shall have the authority to transmit instructions, receive instructions, receive information, interpret and define the CLIENT'S policies with respect to the project and CONSULTANT'S services.
- F. The CLIENT shall provide such legal, accounting, independent cost estimating and insurance counseling services as may be required for completion of the consultant services described in this agreement.
- G. The CLIENT will obtain any and all regulatory permits required for the proper and legal execution of the project.
- H. The CLIENT will hire, when requested by the CONSULTANT, an independent test company to perform laboratory and material testing services, and soil investigation that can be justified for the proper design and construction of the project. The CONSULTANT shall assist the CLIENT in selecting a testing company. Payment for testing services shall be made directly to the testing company by the CLIENT and is not part of this Agreement.

### SECTION III - COMPENSATION FOR SERVICES

#### A. FEES.

1. The CLIENT will compensate the CONSULTANT in accordance with the following schedule of fees for the time spent in performance of Agreement services.

#### Schedule of Fees

<u>Classification</u>	<u>Hourly Rates</u>
Sr. Project Manager – Sr. Principal Engineer/Surveyor	\$155-280/Hour
Sr. Project Manager – Principal Engineer/Surveyor	\$165-225/Hour
Project Manager	\$145-195/Hour
Project/Design Engineer/Planner/Surveyor/Landscape Architect	\$130-195/Hour
Specialist (Nat. Resources; GIS; Traffic; Other)	\$105-165/Hour
Senior Technician (Inc. Survey <sup>1</sup> )	\$125-185/Hour
Technician (Inc. Survey <sup>1</sup> )	\$105-160/Hour
Administrative/Corporate Specialists	\$90-125/Hour
Structural/Electrical/Mechanical/Architect	\$120-\$180/Hour
<b>GPS/Robotic Survey Equipment</b>	<b>No Charge</b>
<b>CAD/Computer Usage</b>	<b>No Charge</b>
<b>Routine Photo Copying/Reproduction</b>	<b>No Charge</b>
<b>Routine Office Supplies</b>	<b>No Charge</b>
<b>Field Supplies/Survey Stakes &amp; Equipment</b>	<b>No Charge</b>
<b>Mileage</b>	<b>No Charge</b>

<sup>1</sup>No separate charges will be made for GPS or robotic total stations on Bolton & Menk, Inc. survey assignments; the cost of this equipment is included in the rates for Survey Technicians.

2. Total cost for the services itemized under Exhibit I, Section A (Basic Services) is estimated to be \$845,420. Itemization of this cost is as shown in the attached DETAILED WORK PLAN and PROJECT FEES tables, attached hereto as Exhibit II.
3. In addition to the foregoing, CONSULTANT shall be reimbursed at cost plus an overhead fee (not-to-exceed 10%) for the following Direct Expenses when incurred in the performance of the work.
  - a. CLIENT approved outside (facilities not owned by CONSULTANT) computer services.
  - b. CLIENT approved outside professional and technical services.
  - c. Outside reproduction and reprographic charges.
  - d. Expendable field supplies and special field equipment rental.
  - e. Other costs for such additional items and services that the CLIENT may require the CONSULTANT to provide to fulfill the terms of this Agreement.
4. Additional services as outlined in Section I.B will vary depending upon project conditions and will be billed on an hourly basis at the rate described in Section III.A.1.
5. The payment to the CONSULTANT will be made by the CLIENT upon billing at intervals not more often than monthly at the herein rates. Itemized invoices identifying all work completed shall be submitted to the CLIENT by CONSULTANT and paid in the same manner as other claims made to the CLIENT.

## SECTION IV - GENERAL

### A. STANDARD OF CARE

Professional services provided under this Agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the Consultant's profession currently practicing under similar conditions. No warranty, express or implied, is made.

### B. CHANGE IN PROJECT SCOPE

In the event the CLIENT changes or is required to change the scope of the project from that described in Section I and/or the applicable addendum, and such changes require Additional Services by the CONSULTANT, the CONSULTANT shall be entitled to additional compensation at the applicable hourly rates. The CONSULTANT shall give notice to the CLIENT of any Additional Services, prior to furnishing such additional services and the CLIENT must approve an Additional Services in writing. The CLIENT may request an estimate of additional cost from the CONSULTANT, and upon receipt of the request, the CONSULTANT shall furnish such, prior to authorization of the changed scope of work.

### C. INDEPENDENT CONTRACTOR

The CONSULTANT shall at times be deemed an independent contractor. The CONSULTANT is not to be deemed an employee or agent of the CLIENT and has no authority to make any binding commitments or obligations on behalf of the CLIENT except to the extent expressly provided herein. All services provided by the CONSULTANT pursuant to this agreement shall be provide on an independent contractor basis not as an employee of the CLIENT for any purpose including, but not limited to, income tax withholding, workers' compensation, unemployment compensation, FICA taxes, liability for torts, and eligibility for employee benefits.

### D. LIMITATION OF LIABILITY

CONSULTANT shall indemnify, defend, and hold harmless CLIENT and its officials, agents and employees from any loss, claim, liability, and expense (including reasonable attorneys' fees and expenses of litigation) arising from, or based in the whole, or in any part, on any negligent act or omission by CONSULTANT'S employees, agents, or subconsultants. In no event shall CLIENT be liable to CONSULTANT for consequential, incidental, indirect, special, or punitive damages.

CLIENT shall indemnify, defend, and hold harmless CONSULTANT and its employees from any loss, claim, liability, and expense (including reasonable attorneys' fees and expenses of litigation) arising from, or based in the whole, or in any part, on any negligent act or omission by CLIENT'S employees, agents, or consultants. In no event shall CONSULTANT be liable to CLIENT for consequential, incidental, indirect, special, or punitive damages.

Nothing contained in this Agreement shall be construed as a limitation on or waiver of any immunities or limitations on liability otherwise available to the CLIENT. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the CLIENT or the CONSULTANT. The CONSULTANT'S services under this Agreement are being performed solely for the CLIENT'S benefit, and no other entity shall have any claim against the CONSULTANT because of this Agreement or the performance or nonperformance of services provided hereunder. The CLIENT agrees to include a provision in all

contracts with contractors and other entities involved in this project to carry out the intent of the paragraph.

E. INSURANCE

1. The CONSULTANT agrees to maintain, at CONSULTANT'S expense a commercial general liability and excess umbrella general liability insurance policy or policies insuring CONSULTANT against claims for bodily injury, death or property damage arising out of CONSULTANT'S general business activities. The general liability coverage shall provide limits of not less than \$2,000,000 per occurrence and not less than \$2,000,000 general aggregate. Coverage shall include Premises and Operations Bodily Injury and Property Damage; Personal and Advertising Injury; Blanket Contractual Liability; Products and Completed Operations Liability.
2. The CONSULTANT also agrees to maintain, at CONSULTANT'S expense, a single limit or combined limit automobile liability insurance and excess umbrella liability policy or policies insuring owned, non-owned and hired vehicles used by CONSULTANT under this Agreement. The automobile liability coverages shall provide limits of not less than \$1,000,000 per accident for property damage, \$2,000,000 for bodily injuries, death and damages to any one person and \$2,000,000 for total bodily injury, death and damage claims arising from one accident.
3. CLIENT shall be named Additional Insured for the above liability policies.
4. The CONSULTANT agrees to maintain, at the CONSULTANT'S expense, statutory worker's compensation coverage together with Coverage B, Employer's Liability limits of not less than \$500,000 for Bodily Injury by Disease per employee, \$500,000.00 for Bodily Injury by Disease aggregate and \$500,000 for Bodily Injury by Accident.
5. During the period of design and construction of the project, the CONSULTANT also agrees to maintain, at CONSULTANT'S expense, Professional Liability Insurance coverage insuring CONSULTANT against damages for legal liability arising from an error, omission or negligent act in the performance of professional services required by this agreement. The professional liability insurance coverage shall provide limits of not less than \$2,000,000 per claim and an annual aggregate of not less than \$2,000,000 on a claims-made basis.
6. Prior to commencement of this Agreement, the CONSULTANT will provide the CLIENT with certificates of insurance, showing evidence of required coverages. All policies of insurance shall contain a provision or endorsement that the coverage afforded will not be canceled or reduced in limits by endorsement for any reason except non-payment of premium, until at least 30 days' prior written notice has been given to the CLIENT, and at least 10 days' prior written notice in the case of non-payment of premium.

F. OPINIONS OR ESTIMATES OF CONSTRUCTION COST

Where provided by the CONSULTANT as part of Exhibit I or otherwise, opinions or estimates of construction cost will generally be based upon public construction cost information. Since the CONSULTANT has no control over the cost of labor, materials, competitive bidding process, weather conditions and other factors affecting the cost of construction, all cost estimates are opinions for general information of the CLIENT and the CONSULTANT does not warrant or guarantee the accuracy of construction cost opinions or estimates. The CLIENT acknowledges that

costs for project financing should be based upon contracted construction costs with appropriate contingencies.

#### G. CONSTRUCTION SERVICES

It is agreed that the CONSULTANT and its representatives shall not be responsible for the means, methods, techniques, schedules or procedures of construction selected by the contractor or the safety precautions or programs incident to the work of the contractor.

#### H. USE OF ELECTRONIC/DIGITAL DATA

Because of the potential instability of electronic/digital data and susceptibility to unauthorized changes, copies of documents that may be relied upon by CLIENT are limited to the printed copies (also known as hard copies) that are signed or sealed by CONSULTANT. Except for electronic/digital data which is specifically identified as a project deliverable by this AGREEMENT or except as otherwise explicitly provided in this AGREEMENT, all electronic/digital data developed by the CONSULTANT as part of the PROJECT is acknowledged to be an internal working document for the CONSULTANT'S purposes solely and any such information provided to the CLIENT shall be on an "AS IS" basis strictly for the convenience of the CLIENT without any warranties of any kind. As such, the CLIENT is advised and acknowledges that use of such information may require substantial modification and independent verification by the CLIENT (or its designees). Provision of electronic/digital data, whether required by this Agreement or provided as a convenience to the Client, does not include any license of software or other systems necessary to read, use or reproduce the information. It is the responsibility of the CLIENT to verify compatibility with its system and long-term stability of media. CLIENT shall indemnify and hold harmless CONSULTANT and its Subconsultants from all claims, damages, losses, and expenses, including attorneys' fees arising out of or resulting from third party use or any adaptation or distribution of electronic/digital data provided under this AGREEMENT, unless such third party use and adaptation or distribution is explicitly authorized by this AGREEMENT.

#### I. DATA PRACTICES

All data collected, created, received, maintained, or disseminated, or used for any purposes in the course of the CONSULTANT'S performance of the Agreement is governed by the Minnesota Government Data Practices Act, Minnesota Statutes Section 13.01, et seq. or any other applicable state statutes and state rules adopted to implement the Act, as well as state statutes and federal regulations on data privacy. The Consultant agrees to abide by these statutes, rules and regulations and as they may be amended. In the event the CONSULTANT receives a request to release data, it shall notify CLIENT as soon as practical. The CLIENT will give instructions concerning release of data to requesting party and CONSULTANT will be reimbursed as Additional Services by CLIENT for its reasonable expenses in complying with the request.

J. PERIOD OF AGREEMENT

This Agreement will remain in effect for the longer of a period of two years or such other explicitly identified completion period, after which time the Agreement may be extended upon mutual agreement of both parties.

K. PAYMENTS

If CLIENT fails to make any payment due CONSULTANT for services and expenses within 60 days after date of the CONSULTANT'S itemized invoice, a service charge of one and one-half percent (1.5%) per month or the maximum rate permitted by law, whichever is less, will be charged on any unpaid balance. In addition after giving seven days' written notice to CLIENT, CONSULTANT may, without waiving any claim or right against the CLIENT and without incurring liability whatsoever to the CLIENT, suspend services and withhold project deliverables due under this Agreement until CONSULTANT has been paid in full all amounts due for services, expenses and charges.

L. TERMINATION

This Agreement may be terminated by the CLIENT for any reason or for convenience by the CLIENT upon seven (7) days written notice. The CONSULTANT may only terminate for non-payment by CLIENT upon CLIENT's failure to cure upon 30 days written notice.

M. CONTINGENT FEE

The CONSULTANT warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the CONSULTANT to solicit or secure this Contract, and that it has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift or any other consideration, contingent upon or resulting from award or making of this Agreement.

N. NON-DISCRIMINATION

The provisions of any applicable law or ordinance relating to civil rights and discrimination shall be considered part of this Agreement as if fully set forth herein.

**The CONSULTANT is an Equal Opportunity Employer** and it is the policy of the CONSULTANT that all employees, persons seeking employment, subcontractors, subconsultants and vendors are treated without regard to their race, religion, sex, color, national origin, disability, age, sexual orientation, marital status, public assistance status or any other characteristic protected by federal, state or local law.

O. CONTROLLING LAW

This Agreement is to be governed by the law of the State of Minnesota.

P. DISPUTE RESOLUTION

CLIENT and CONSULTANT agree to negotiate all disputes between them in good faith for a period of 30 days from the date of notice of dispute prior to proceeding to formal dispute resolution or exercising their rights under law.

Q. SURVIVAL

All obligations, representations and provisions made in or given in Section IV of this Agreement will survive the completion of all services of the CONSULTANT under this Agreement or the termination of this Agreement for any reason.

R. SEVERABILITY

Any provision or part of the Agreement held to be void or unenforceable under any law or regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon CLIENT and CONSULTANT, who agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

S. AUDIT DISCLOSURE

The CONSULTANT must allow the CLIENT, or its duly authorized agents, and the state auditor or legislative auditor reasonable access to the CONSULTANT's books, records, documents, and accounting procedures and practices that are pertinent to all services provided under this Agreement for a minimum of six years from the termination of this Agreement.

[remainder of the page intentionally blank]

**SECTION V - SIGNATURES**

THIS INSTRUMENT embodies the whole agreement of the parties, there being no promises, terms, conditions or obligation referring to the subject matter other than contained herein. This Agreement may only be amended, supplemented, modified or canceled by a duly executed written instrument signed by both parties.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in their behalf.

CLIENT: City of Hopkins, Minnesota

CONSULTANT: Bolton & Menk, Inc.

\_\_\_\_\_

\_\_\_\_\_  
Mike Waltman, P.E., BMI Office Manager

\_\_\_\_\_

11/1/2022

Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Marcus Thomas, P.E., Sr. Principal Engineer

11/1/2022

Date

## EXHIBIT I

### FINAL DESIGN, CONSTRUCTION OBSERVATION, ADMINISTRATION & STAKING 2023 STREET AND UTILITY IMPROVEMENTS

#### CITY OF HOPKINS, MINNESOTA

#### A. BASIC SERVICES

In accordance with the City of Hopkins' Preliminary Engineering Report, Bolton & Menk, Inc. has been requested to complete final design, bidding assistance, construction staking, construction observation and construction administration services for the City's 2023 Street and Utility Improvements. The project area includes the following corridors:

- Street & Utility Reconstruction
  - 12<sup>th</sup> Avenue N, Mainstreet to 1<sup>st</sup> Street N
  - 14<sup>th</sup> Avenue N, Mainstreet to 2<sup>nd</sup> Street N
  - 15<sup>th</sup> Avenue N, Mainstreet to 2<sup>nd</sup> Street N
  - 16<sup>th</sup> Avenue N, Mainstreet to 1<sup>st</sup> Street N and 2<sup>nd</sup> Street N to 3<sup>rd</sup> Street N
  - 2<sup>nd</sup> Street N, 14<sup>th</sup> Avenue N to 15<sup>th</sup> Avenue N
  - Sidewalk along 1<sup>st</sup> Street N, 14<sup>th</sup> Avenue N to 16<sup>th</sup> Avenue N
- Street Resurfacing and Spot Utility/Concrete Improvements (Add Alternates)
  - 9<sup>th</sup> Avenue S, Mainstreet to Excelsior Blvd
  - 10<sup>th</sup> Avenue S, Mainstreet to 1<sup>st</sup> St S
  - 1<sup>st</sup> St S, 8<sup>th</sup> Ave S to 11<sup>th</sup> Ave S
- Storm sewer north of Maetzold Filed between 13<sup>th</sup> Ave N and 14<sup>th</sup> Ave N
- CIPP Lining in the street & utility reconstruction area and other areas of the City

Building from tasks 1 through 3 of our preliminary design scope of services, detailed tasks associated with the work are itemized in the attached Detailed Work Plan and are described below.

#### **Task 4: Final Design & Bidding Services**

##### Final Design

Final design for the 2023 Street and Utility Improvements will be completed based on the Preliminary Engineering Report completed by Bolton & Menk, Inc. in September 2022. Final plans and specifications will be completed in compliance with the City of Hopkins' Engineering Guidelines and consistent with plan content for the 2022 Street & Utility Improvement project. Detailed construction plans will be prepared in Civil3D design software at 25 scale. The plans and specifications will include:

- Plan and profile views of the street reconstruction and utility improvements at 25 scale.
- Cross sections will be shown for reconstructed streets at approximately 25' spacing and at each driveway.
- Required construction details.

- Special provisions for elements of work not addressed in the MnDOT 2020 Standard Construction Specifications.

Final plans will be submitted for review and comment by private utility owners. Permit applications as noted in the Preliminary Engineering Report will be completed and submitted to the permitting agency. Upon completion of construction plans and specifications, a final estimate of construction cost will be prepared and submitted to the client. The project will be advertised, bids will be taken, and recommendation will be made to accept or reject bids. Meetings included during final design include one (1) private utility coordination meeting, up to two (2) City Staff meetings for design review, one (1) neighborhood meeting prior to the assessment hearing and construction, and two (2) City Council meetings for final plan presentation and conducting the Public Assessment Hearing.

Impacts to some trees and privately maintained landscaping within the public right-of-way are anticipated. Coordination efforts will be undertaken with homeowners regarding tree removals and landscaping impacts prior to construction. Letters will be sent to each affected property to inform the owner of the known or potential tree and/or landscaping impacts to their property. The Construction Observer and/or Project Manager will respond to questions of the owner(s) and will coordinate on-site meetings as necessary to coordinate any impacts prior to construction.

#### Special Assessments Assistance

For this project, the City of Hopkins intends to assess this project prior to awarding the contract, based on the bid of the lowest responsible bidder. Bolton & Menk will prepare a final assessment roll after bids have been opened and will attend the public assessment hearing to assist City Staff. Bolton & Menk will assist City Staff with the assessment process and associated statutory requirements, as well as aid in responding to property owner inquiries throughout the process. Bolton & Menk will attend and facilitate one neighborhood meeting prior to the final assessment hearing to provide additional information on assessment amounts, payment options, and any remaining questions on the proposed improvements.

### **Tasks 5: Construction Services**

#### Construction Staking

Construction staking indicating cuts to the line and grade of the proposed utilities will typically be performed at intervals of 50 feet. These utilities include sanitary sewer pipe and manholes; watermain pipe, hydrants, and bends; storm sewer pipe, manholes, and catch basins. Curb stakes will be provided along the reconstructed roadways at intervals of 25 feet.

#### Construction Observation and Administration

This project is proposed to be constructed during the 2023 construction season and is anticipated to occur over multiple phases of construction between late April and early November. The projected fee estimate is based upon a 28-week construction season. Full

time construction observation is proposed for this project with the assistance of an intern during the peak 12 weeks of the construction season. The contractor’s use of several construction crews across the multi-phased project will be necessary for timely completion.

Duties of the Lead Construction Observer will include attendance at the pre-construction meeting and all construction-related meetings, service as a liaison between the City and the contractor, review of the completed work to determine if the project is in general conformance with the plans and specifications, review and scheduling of all materials testing, maintenance of construction documentation, tracking quantities, project closeout including checking in on punch list items, and communication with affected property owners, as necessary, to address their construction-related concerns and issues. Communication will include door-to-door notices as often as daily, phone calls, text messages, emails, and in-person meetings. The Construction Manager will support the Construction Observer and Intern to ensure that all duties are being fulfilled to satisfy resident requests, achieve contract compliance, and coordinate needs between the Contractor and City.

Administration duties by the Project or Construction Manager include a pre-construction meeting, weekly project meetings including minutes, review of shop drawings, sending out weekly email updates to resident subscribers, preparing and mailing out monthly newsletters to residents, maintaining a project website, and preparation of pay estimates. Observation and administration services will be completed on an hourly basis.

Record Drawings & GIS Integration

Record drawings detailing the completed improvements as recorded by the construction observer will be completed and furnished to the City in hard copy and electronic format. These record drawings will also be integrated with the City’s GIS web application in PDF. Utilities, curb stops, and structures will be located (horizontally) after construction using a handheld GPS unit and will also be incorporated in the GIS schematic layout as GIS entities.

**The following is a preliminary schedule for the 2023 Street & Utility Improvements:**

Preparation of Final Plans & Specifications .....	November 2, 2022 – January 17, 2023
<b>Approve Final Plans &amp; Specifications /</b>	
<b>Authorize Advertisement for Bids .....</b>	<b>January 17, 2023</b>
Bid Opening .....	February 10, 2023
<b>Council Sets Public Assessment Hearing Date .....</b>	<b>February 21, 2023</b>
Neighborhood Meeting 3 .....	March 13 – 16, 2023
<b>Council Accepts Bids / Conduct Public Assessment Hearing /</b>	
<b>Adopt Assessment Roll / Award Bid .....</b>	<b>March 21, 2023</b>
Construction .....	May – October 2023

**B. ADDITIONAL SERVICES**

Consulting services performed other than those authorized under Section I.A. shall be considered not part of the Contract Services and may be authorized by the CLIENT as additional services. Additional Services consist of those services which are not generally considered to be Contract Services; or exceed the requirements of the Contract Services; or are not definable prior to the commencement of the project; or vary depending on the technique, procedures or schedule of the project contractor. Additional services may consist of the following:

1. Cost of postage for mass mailing (those with greater than 100 recipients).
2. All other services not specifically identified in Section A.

**DETAILED WORK PLAN**  
**ESTIMATED PERSON-HOURS**  
**2023 STREET & UTILITY IMPROVEMENTS: FINAL DESIGN & CONSTRUCTION SERVICES**  
**CITY OF HOPKINS, MINNESOTA**

10/18/2022

CLIENT: CITY OF HOPKINS, MINNESOTA		ESTIMATED PERSON-HOURS													
PROJECT: 2023 STREET & UTILITY IMPROVEMENTS: FINAL DESIGN & CONSTRUCTION SERVICES		Principal Engineer	Project Manager	Engineering Technician	Construction Manager	Construction Observer	Construction Intern	Water Resources Engineer	Communications Specialist	GIS Specialist	Survey Manager / L.S.	Surveying Technician	Survey Crew (1-man)	Clerical	Totals
CONSULTANT: BOLTON & MENK, INC.															
Task No.	Work Task Description														
<b>4.0</b>	<b>FINAL DESIGN &amp; BIDDING</b>														
4.1	Utility Engineering and Design	20	60		120			40							240
4.2	Roadway Engineering and Design	20	60	180											260
4.3	Plan Set Production			240	80	120									440
4.4	Field Visits		8		8			4							20
4.5	Private Utility Coordination	4	20		20	10									54
4.6	Construction Quantities and Cost Estimates	4	40	40	40	40									164
4.7	Construction Specifications	4	40					4						30	78
4.8	Permit Applications	4	16		16			4		8				4	52
4.9	Bidding Assistance, Addenda, Award Recommendation	8	16	8	4	4								30	70
4.10	Final Assessment Roll Preparation	4	12												16
4.11	QA / QC	60	80		20			4							164
4.12	Project Meetings (City Staff - 2), 1 Neighborhood Meeting, Public Communication	32	64		24	12			40					16	188
4.13	City Council Meeting (2 meetings)	10	10												20
	<b>SUBTOTAL HOURS: TASK 4</b>	170	426	468	332	186	0	56	40	8	0	0	0	80	1766
<b>5.0</b>	<b>CONSTRUCTION SERVICES</b>														
5.1	Construction Phase Startup (Precon, Resident Coordination, Contractor Coordination, etc.)	8	24		40	40			40						152
5.2	Construction Administration (28 weeks @ 10 hrs/week)	60	280						150					80	570
5.3	Construction Observation (Lead 28 weeks @ 55 hrs/week, Intern 12 weeks @ 40 hrs/week)				560	1540	480								2580
5.4	Construction Staking										60	120	560		740
5.5	Record Drawings		8		8	80									96
5.6	Project Closeout, Punch List	12	60		20	80									172
5.7	GIS Integration		4		4	16				20					44
	<b>SUBTOTAL HOURS: TASK 5</b>	80	376	0	632	1756	480	0	190	20	60	120	560	80	4354
	<b>TOTAL HOURS</b>	<b>250</b>	<b>802</b>	<b>468</b>	<b>964</b>	<b>1942</b>	<b>480</b>	<b>56</b>	<b>230</b>	<b>28</b>	<b>60</b>	<b>120</b>	<b>560</b>	<b>160</b>	<b>6120</b>

**ESTIMATE OF PROJECT FEES**  
**2023 STREET & UTILITY IMPROVEMENTS: FINAL DESIGN & CONSTRUCTION SERVICES**  
**CITY OF HOPKINS, MINNESOTA**

10/18/2022

CLIENT: CITY OF HOPKINS, MINNESOTA PROJECT: 2023 STREET & UTILITY IMPROVEMENTS: FINAL DESIGN & CONSTRUCTION SERVICES CONSULTANT: BOLTON & MENK, INC.		PROJECT FEES													
		Principal Engineer	Project Manager	Engineering Technician	Construction Manager	Construction Observer	Construction Intern	Water Resouces Engineer	Communications Specialist	GIS Specialist	Survey Manager / L.S.	Surveying Technician	Survey Crew (1-man)	Clerical	Totals
<i>AVERAGE RATE:</i>		<i>\$196.00</i>	<i>\$165.00</i>	<i>\$120.00</i>	<i>\$155.00</i>	<i>\$120.00</i>	<i>\$90.00</i>	<i>\$185.00</i>	<i>\$115.00</i>	<i>\$135.00</i>	<i>\$186.00</i>	<i>\$125.00</i>	<i>\$178.00</i>	<i>\$99.00</i>	
<b>4.0</b>	<b>FINAL DESIGN &amp; BIDDING</b>														
4.1	Utility Engineering and Design	\$3,920.00	\$9,900.00	\$0.00	\$18,600.00	\$0.00	\$0.00	\$7,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$39,820.00
4.2	Roadway Engineering and Design	\$3,920.00	\$9,900.00	\$21,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$35,420.00
4.3	Plan Set Production	\$0.00	\$0.00	\$28,800.00	\$12,400.00	\$14,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$55,600.00
4.4	Field Visits	\$0.00	\$1,320.00	\$0.00	\$1,240.00	\$0.00	\$0.00	\$740.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,300.00
4.5	Private Utility Coordination	\$784.00	\$3,300.00	\$0.00	\$3,100.00	\$1,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,384.00
4.6	Construction Quantities and Cost Estimates	\$784.00	\$6,600.00	\$4,800.00	\$6,200.00	\$4,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$23,184.00
4.7	Construction Specifications	\$784.00	\$6,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$740.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,970.00	\$11,094.00
4.8	Permit Applications	\$784.00	\$2,640.00	\$0.00	\$2,480.00	\$0.00	\$0.00	\$740.00	\$0.00	\$1,080.00	\$0.00	\$0.00	\$0.00	\$396.00	\$8,120.00
4.9	Bidding Assistance, Addenda, Award Recommendation	\$1,568.00	\$2,640.00	\$960.00	\$620.00	\$480.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,970.00	\$9,238.00
4.10	Final Assessment Roll Preparation	\$784.00	\$1,980.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,764.00
4.11	QA / QC	\$11,760.00	\$13,200.00	\$0.00	\$3,100.00	\$0.00	\$0.00	\$740.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$28,800.00
4.12	Project Meetings (City Staff - 2), 1 Neighborhood Meeting, Public Communication	\$6,272.00	\$10,560.00	\$0.00	\$3,720.00	\$1,440.00	\$0.00	\$0.00	\$4,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,584.00	\$28,176.00
4.13	City Council Meeting (2 meetings)	\$1,960.00	\$1,650.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,610.00
	<b>SUBTOTAL FEES: TASK 4</b>	<b>\$33,320.00</b>	<b>\$70,290.00</b>	<b>\$56,160.00</b>	<b>\$51,460.00</b>	<b>\$22,320.00</b>	<b>\$0.00</b>	<b>\$10,360.00</b>	<b>\$4,600.00</b>	<b>\$1,080.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$7,920.00</b>	<b>\$257,510.00</b>
<b>5.0</b>	<b>CONSTRUCTION SERVICES</b>														
5.1	Construction Phase Startup (Precon, Resident Coordination, Contractor Coordination, etc.)	\$1,568.00	\$3,960.00	\$0.00	\$6,200.00	\$4,800.00	\$0.00	\$0.00	\$4,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$21,128.00
5.2	Construction Administration (28 weeks @ 10 hrs/week)	\$11,760.00	\$46,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$17,250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,920.00	\$83,130.00
5.3	Construction Observation (Lead 28 weeks @ 55 hrs/week, Intern 12 weeks @ 40 hrs/week)	\$0.00	\$0.00	\$0.00	\$86,800.00	\$184,800.00	\$43,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$314,800.00
5.4	Construction Staking	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,160.00	\$15,000.00	\$99,680.00	\$0.00	\$125,840.00
5.5	Record Drawings	\$0.00	\$1,320.00	\$0.00	\$1,240.00	\$9,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,160.00
5.6	Project Closeout, Punch List	\$2,352.00	\$9,900.00	\$0.00	\$3,100.00	\$9,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$24,952.00
5.7	GIS Integration	\$0.00	\$660.00	\$0.00	\$620.00	\$1,920.00	\$0.00	\$0.00	\$0.00	\$2,700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,900.00
	<b>SUBTOTAL FEES: TASK 5</b>	<b>\$15,680.00</b>	<b>\$62,040.00</b>	<b>\$0.00</b>	<b>\$97,960.00</b>	<b>\$210,720.00</b>	<b>\$43,200.00</b>	<b>\$0.00</b>	<b>\$21,850.00</b>	<b>\$2,700.00</b>	<b>\$11,160.00</b>	<b>\$15,000.00</b>	<b>\$99,680.00</b>	<b>\$7,920.00</b>	<b>\$587,910.00</b>
	<b>TOTAL FEES</b>	<b>\$49,000.00</b>	<b>\$132,330.00</b>	<b>\$56,160.00</b>	<b>\$149,420.00</b>	<b>\$233,040.00</b>	<b>\$43,200.00</b>	<b>\$10,360.00</b>	<b>\$26,450.00</b>	<b>\$3,780.00</b>	<b>\$11,160.00</b>	<b>\$15,000.00</b>	<b>\$99,680.00</b>	<b>\$15,840.00</b>	<b>\$845,420.00</b>



### **Background**

In 2021, Trilogy Real Estate Group received land use approvals to redevelop the subject property into a mixed use residential and commercial development. The project is redeveloping the Hopkins Commerce Center strip commercial development into three separate buildings at the northwest quadrant of Excelsior Boulevard and Blake Road.

The existing easements subject to the vacation request are generally located around the perimeter of the property. The two easements to be vacated in their entirety consist of one for trail, wall, and drainage & utility purposes; and the other for wall and utility purposes. There are no City utilities within these easements nor will the walls remain following completion of the redevelopment.

The requested vacation also includes a small (50 sq. ft.) portion of a utility and drainage easement that will otherwise remain. This area would conflict with the location of Building B of the redevelopment, however it would not impact any utilities in the area. Lastly, a portion of a lift station easement is to be vacated as the lift station is being replaced by the owner so the City has agreed to vacate this portion in exchange.

Staff has worked with the owner to ensure that there are existing easements that remain to cover existing infrastructure needs. Additionally, the property is anticipated to be re-plated in the future, and as such the City will be able to obtain new drainage and utility easements that correspond to the improvements associated with the redevelopment. Staff agrees the easements or portions thereof are no longer necessary, therefore recommend approval of the vacation request.

### **Alternatives**

1. **Following a public hearing, vote to approve the first reading of Ordinance 2022-1185.** By approving the first reading of this ordinance, this application will move forward for a second reading and formal approval at the November 14, 2022 City Council meeting. It should be noted that approval of the resolution requires four votes of the Council.
2. **Vote to deny the first reading of Ordinance 2022-1185.** By denying the first reading of this ordinance, this application will not move forward for formal approval at the November 14, 2022 City Council meeting. Should the City Council consider this option, it must also identify specific findings that support this alternative.
3. **Continue for further information.** If the City Council concludes that further information is needed, the items should be continued.

**CITY OF HOPKINS  
HENNEPIN COUNTY, MINNESOTA**

**RESOLUTION NO. 2022-073**

**A RESOLUTION APPROVING THE FIRST READING OF ORDINANCE 2022-1185**

**WHEREAS**, on November 1, 2022, pursuant to a petition from Kimley-Horn and Associates, Inc., a North Carolina business corporation (“Petitioner”) on behalf of TF Hopkins, LLC and TF Hopkins I, LLC, both Minnesota limited liability companies, the Hopkins City Council held a duly noticed public hearing pursuant to Hopkins City Charter, section 12.06 regarding the proposed vacation of certain public easements that are more specifically described in Ordinance No. 2022-1185 (the “Easements”) during which all persons desiring to be heard were provided an opportunity to participate; and

**WHEREAS**, following the aforementioned public hearing, the Hopkins City Council was presented with Ordinance 2022-1185.

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

1. That the City Council hereby approves the first reading of Ordinance 2022-1185.
2. On November 14, 2022, City staff shall present Ordinance 2022-1185 for a second reading, as required by the Hopkins City Charter.

Dated: \_\_\_\_\_, 2022

\_\_\_\_\_  
Patrick Hanlon, Mayor

ATTEST:

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

**CITY OF HOPKINS  
COUNTY OF HENNEPIN**

**ORDINANCE NO. 2022-1185**

**ORDINANCE VACATING EASEMENTS**

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

**SECTION 1.** Pursuant to a petition from Kimley-Horn and Associates, Inc., a North Carolina business corporation (“Petitioner”) on behalf of TF Hopkins, LLC and TF Hopkins I, LLC, both Minnesota limited liability companies, the public easements that are legally described on Exhibit A attached hereto and depicted on Exhibit B attached hereto are hereby vacated, subject to the following condition: (i) reimbursement to the City of all out-of-pocket costs the City incurs as it relates to processing the vacation contemplated herein.

**SECTION 2.** The effective date of this ordinance shall be the date of publication, although the easement vacations approved herein shall not take effect until the aforementioned condition is satisfied, after which the city clerk shall execute, present, and have filed the requisite notice of completion related to these proceedings.

First Reading:	November 1, 2022
Second Reading:	November 14, 2022
Date of Publication:	November 24, 2022
Date Ordinance Takes Effect:	November 24, 2022

By: \_\_\_\_\_  
Patrick Hanlon, Mayor

ATTEST:

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

## EXHIBIT A

The permanent easements for trail, wall, drainage and utility purposes, as memorialized in Document Nos. T05552805, T05550686, and T05526087, as previously filed with the Office of the Registrar of Titles, Hennepin County, Minnesota, and which are legally described as follows:

A permanent easement for trail, wall, and utility purposes, over, under, and across that part of Lot 3, Block 1, HOPKINS COMMERCE CENTER ADDITION, except that part thereof designated as permanent easement for highway purposes, Document No. 6919606, files of the Registrar of Titles, County of Hennepin, which lies easterly of the following described line: Commencing at the Northeast Corner of said Lot 3; thence North 89 degrees 28 minutes 56 seconds West, assumed bearing along the north line thereof, 17.57 feet to the point of beginning of the line to be hereinafter described; thence southerly, along a non-tangential curve, concave to the east, 2.66 feet, having a radius of 1395.87 feet, a central angle of 00 degrees 06 minutes 33 seconds, a chord bearing of South 04 degrees 58 minutes 46 seconds West, and a chord distance of 2.66 feet; thence South 03 degrees 22 minutes 04 seconds East, 47.97 feet; thence South 04 degrees 49 minutes 32 seconds West, 24.31 feet; thence North 85 degrees 10 minutes 28 seconds West, 5.83 feet; thence South 04 degrees 49 minutes 32 seconds West, 55.25 feet; thence South 85 degrees 10 minutes 28 seconds East, 5.83 feet; thence South 04 degrees 49 minutes 32 seconds West, 7.73 feet; thence North 85 degrees 10 minutes 28 seconds West, 2.50 feet; thence South 04 degrees 49 minutes 32 seconds West, 9.66 feet; thence South 85 degrees 10 minutes 28 seconds East, 2.50 feet; thence South 04 degrees 49 minutes 32 seconds West, 25.51 feet; thence South 49 degrees 49 minutes 32 seconds West, 5.66 feet; thence North 85 degrees 10 minutes 28 seconds West, 19.34 feet; thence South 04 degrees 49 minutes 32 seconds West, 2.83 feet; thence South 85 degrees 10 minutes 28 seconds East, 23.18 feet; thence South 04 degrees 49 minutes 32 seconds West, 27.33 feet; thence North 85 degrees 10 minutes 28 seconds West, 5.51 feet; thence South 04 degrees 49 minutes 32 seconds West, 2.83 feet; thence South 49 degrees 58 minutes 22 seconds East, 6.94 feet; thence South 04 degrees 49 minutes 32 seconds West, 49.53 feet to said permanent easement for highway purposes and there terminating.

AND

A permanent easement for drainage and utility purposes, over, under, and across that part of Lot 3, Block 1, HOPKINS COMMERCE CENTER ADDITION, is described as follows: Commencing at the Northeast Corner of said Lot 3; thence North 89 degrees 28 minutes 56 seconds West, assumed bearing along the north line thereof, 17.57 feet; thence southerly, along a non-tangential curve, concave to the east, 2.66 feet, having a radius of 1395.87 feet, a central angle of 00 degrees 06 minutes 33 seconds, a chord bearing of South 04 degrees 58 minutes 46 seconds West, and a chord distance of 2.66 feet; thence South 03 degrees 22 minutes 04 seconds East, 47.97 feet; thence South 04 degrees 49 minutes 32 seconds West, 24.31 feet; thence North 85 degrees 10 minutes 28 seconds West, 5.83 feet; thence South 04 degrees 49 minutes 32 seconds West, 55.25 feet; thence South 85 degrees 10 minutes 28 seconds East, 5.83 feet; thence South 04 degrees 49 minutes 32 seconds West, 7.73 feet; thence North 85 degrees 10 minutes 28 seconds West, 2.50 feet; thence

South 04 degrees 49 minutes 32 seconds West, 9.66 feet; thence South 85 degrees 10 minutes 28 seconds East, 2.50 feet; thence South 04 degrees 49 minutes 32 seconds West, 25.51 feet; thence South 49 degrees 49 minutes 32 seconds West, 5.66 feet; thence North 85 degrees 10 minutes 28 seconds West, 19.34 feet; thence South 04 degrees 49 minutes 32 seconds West, 2.83 feet; thence South 85 degrees 10 minutes 28 seconds East, 23.18 feet; thence South 04 degrees 49 minutes 32 seconds West, 27.33 feet; thence North 85 degrees 10 minutes 28 seconds West, 5.51 feet; thence South 04 degrees 49 minutes 32 seconds West, 2.83 feet; thence South 49 degrees 58 minutes 22 seconds East, 6.94 feet to the point of beginning of said easement to be described; thence North 49 degrees 58 minutes 22 seconds West, 5.10 feet; thence South 04 degrees 49 minutes 32 seconds West, 7.03 feet; thence South 85 degrees 10 minutes 28 seconds East, 4.17 feet; thence North 04 degrees 49 minutes 32 seconds East, 4.09 feet to the point of beginning.

AND

The permanent easements for wall and utility purposes only, as memorialized in Document No. T3619606, as previously filed with the Office of the Registrar of Titles, Hennepin County, Minnesota.

AND

That portion of the drainage and utility easement dedicated in the plat of Hopkins Commerce Center Addition, as previously filed with the Office of the Registrar of Titles, Hennepin County, Minnesota as Document No. T2321304, legally described as follows:

Commencing at the southwest corner of said Lot 3; thence North 69 degrees 24 minutes 24 seconds East, assumed bearing along the southerly line of said Lot 3, a distance of 42.34 feet; thence continuing along said southerly line North 73 degrees 50 minutes 29 seconds East, a distance of 8.88 feet; thence continuing northeasterly along said southerly line 72.98 feet along a curve concave to the southeast, tangent to the last described line, having a radius of 1492.40 feet and a central angle of 02 degrees 48 minutes 07 seconds; thence continuing along said southerly line North 83 degrees 43 minutes 45 seconds East, not tangent with said curve, a distance of 91.22 feet; thence northeasterly along the easterly line of said Lot 3 a distance of 40.30 feet along a curve concave to the northwest, not tangent to the last described line, said curve has a radius of 130.00 feet, a central angle of 17 degrees 45 minutes 36 seconds, and the chord of said curve bears North 53 degrees 46 minutes 42 seconds East; thence North 09 degrees 01 minutes 12 seconds East, not tangent to said curve, a distance of 7.47 feet to the point of beginning of the land to be described; thence North 09 degrees 01 minutes 12 seconds East, a distance of 11.23 feet; thence southwesterly 17.47 feet along a curve concave to the northwest, not tangent to the last described line, said curve has a radius of 120.00 feet, a central angle of 08 degrees 20 minutes 22 seconds, and the chord of said curve bears South 41 degrees 48 minutes 48 seconds West; thence North 79 degrees 01 minutes 30 seconds East, not tangent with said curve, a distance of 10.06 feet to the point of beginning and there terminating.

Containing 49.37 square feet or 0.0011 acres.

AND

That portion of the public sanitary sewer easement, as memorialized in Document No. T3277873, as previously filed with the Office of the Registrar of Titles, Hennepin County, Minnesota, legally described as follows:

A 15.00 foot wide strip of land lying over, under and across that part of Lot 2, Block 1, HOPKINS COMMERCE CENTER ADDITION, Hennepin County, Minnesota, lying 7.5 feet on either side of the following described centerline:

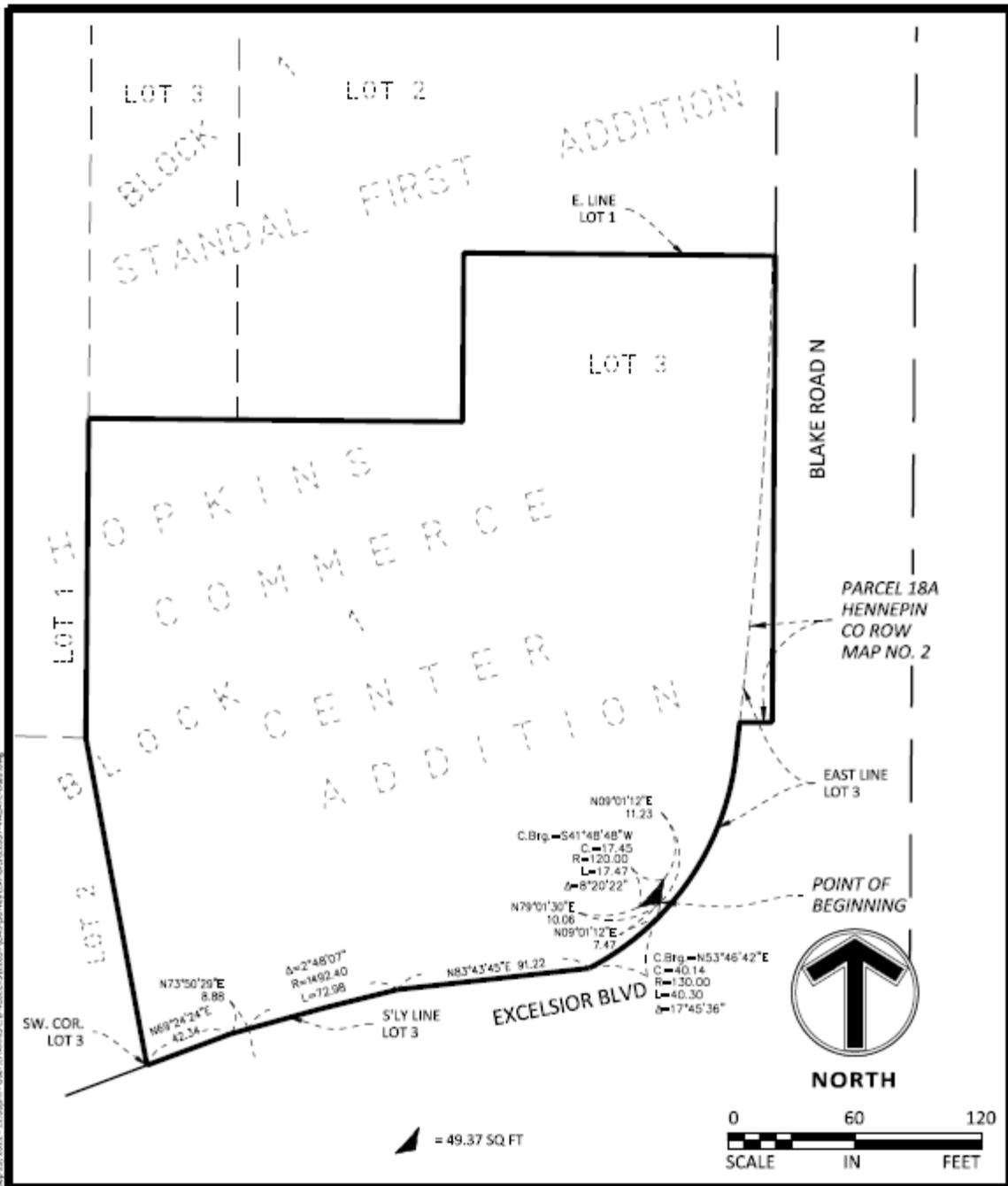
Commencing at the southeast corner of said Lot 2; thence South 69 degrees 23 minutes 37 seconds West, assumed bearing, along the south line of said Lot 2, a distance of 107.11 feet; thence North 20 degrees 36 minutes 23 seconds a distance of 8.25 feet to the point of beginning of the centerline to be described; thence North 20 degrees 36 minutes 23 seconds West, a distance of 6.75 feet and centerline there terminating.

The sidelines to be prolonged or shortened to intersect with a line drawn perpendicular to the above-described centerline from the point of beginning and the point of termination.

Containing 101.25 square feet or 0.0023 acres.







TF Hopkins, LLC  
 HOPKINS COMMERCE CENTER  
 HOPKINS, MINNESOTA  
 EASEMENT EXHIBIT

Designed: \_\_\_\_\_  
 Drawn: EH  
 Approved: MHS  
 Issued: 9/29/2022  
 Rev.: \_\_\_\_\_  
 Date: \_\_\_\_\_

Exhibit Number  
**1/1**  
 Project No. 22037





### **BACKGROUND**

The property at 513 7<sup>th</sup> Avenue South contains a single family home and detached garage constructed in 1941 per County records. The property also contains two off-street parking spaces located next to the detached garage off the alley. The property was purchased by the applicants in August of 2021 and is currently used for long-term rental. The applicants have applied for a conditional use permit to allow the property to be used for short-term rental.

### **PLANNING & ZONING COMMISSION ACTION**

At their October 25, 2022 meeting, the Planning & Zoning Commission held a public hearing pursuant to the procedures detailed in Article 13 of the Development Code to consider the conditional use permit application. One member of the community spoke during the public hearing and inquired about the number of properties that are currently licensed in the City for short-term rental. The City also received the two attached written comments during the public comment period. During their discussion, the Planning & Zoning Commission discussed the duration of the applicants' ownership of the property, proposed operation and maintenance of the site, inspection and enforcement mechanisms available to the City, availability of off-street parking, supplemental use regulations for short-term rentals, and broader questions about the role of short-term rentals within the Hopkins in general. The Planning & Zoning Commission unanimously approved a motion recommending the City Council approve this application.

### **ZONING AND LAND USE REVIEW**

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

### **CONDITIONAL USE PERMIT REVIEW AND APPROVAL CRITERIA**

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

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

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

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

Finding: Staff finds that with the proposed conditions detailed in the attached resolution, the

proposed conditional use complies with the applicable provisions of the Development Code. Staff's review of the applicable supplemental use regulations are detailed on the following pages of this report.

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

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

### **ALTERNATIVES**

1. Vote to Approve. By voting to approve the conditional use permit, the applicant will be approved to use their property for short-term rental.
2. Vote to Deny. By voting to deny the conditional use permit, the applicant will not be approved to use their property for short-term rental. Should the City Council consider this option, it must also identify specific findings that support this alternative.
3. Continue for further information. If the City Council concludes that further information is needed the item should be continued.

**ZONING REVIEW: 513 7<sup>th</sup> AVENUE SOUTH CONDITIONAL USE PERMIT FOR SHORT-TERM RENTAL**

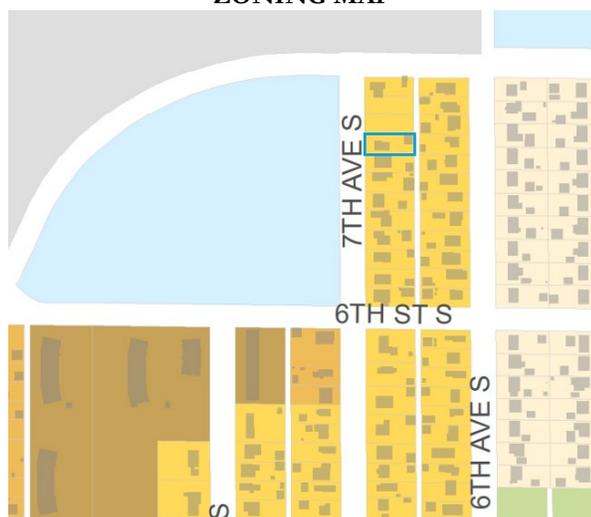
**Review Date:** November 1, 2022

**PROJECT DESCRIPTION:**

Application for a conditional use permit to use existing single family home for short-term rental

<b>BASE ZONE:</b>	N3-B	<b>PROPOSED USE:</b>	Short-Term Rental
<b>BUILDING TYPES ALLOWED:</b>	Traditional House	<b>COMPREHENSIVE PLAN DESIGNATION:</b>	Traditional Urban
<b>BUILDING TYPE SELECTED:</b>	Traditional House	<b>EXISTING USE:</b>	Household Living, 1 unit
<b>MASTER PLAN REQUIRED?</b>	No	<b>DEADLINE FOR ACTION</b>	November 26, 2022

**ZONING MAP**



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

**ARTICLE 5 PRINCIPAL USES**

Section of Code	Regulation	REVIEW NOTES
<b>102-580(h) SUPPLEMENTAL USE REGULATIONS</b>		
✓	102-580(h)(1) LICENSING AND PERTMITTING	Short-term rentals must comply with all applicable licensing and permit requirements of the City and Hennepin County. <b>Applicant has obtained all applicable City licenses. The City is not aware of any County licenses that need to be obtained.</b>
Cond.	102-580(h)(2) MAXIMUM OCCUPANCY	No more than 6 adults and their dependent children may occupy rooms within a short-term rental. <b>Proposed condition prohibits more than 6 adults and their dependent children occupying the short-term rental at one time.</b>
✓	102-580(h)(3) ACCESSORY DWELLING UNITS	Short-term rentals are not permitted on lots occupied by accessory dwelling units. <b>No accessory dwelling unit is present on the property.</b>
✓	102-580(h)(4) STRUCTURE AND SITE ALTERATIONS	External structural alterations or site improvements that change the residential character of the lot upon which a short-term rental is located are prohibited. <b>No external structural alterations or site improvements are proposed.</b>

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**Cond.** 102-580(h)(5) REGISTER OF RENTAL GUESTS

A register of short-term rental guests must be maintained and made available to the City upon request.

**Proposed condition requires a register of short-term rental guests to be maintained and made available to the City upon request.**

---

**Cond.** 102-580(h)(6) SPECIAL EVENTS

Short-term rentals may not be used for special events to be attended by individuals who are not registered guests of the short-term rental unit.

**Proposed condition prohibits use of the short-term rental for special events attended by individuals who are not registered guests.**



# City of Hopkins *Planning & Zoning*

1010 1st Street South, Hopkins, MN 55343  
952.935.8474 | 952.935.1834 (fax) | www.hopkinsmn.com

Application Number \_\_\_\_\_

## Zoning Application

### Summary Form

Applicant Name *(Last, First)* Yevgeniy Ogranovich, Anna Ovsyannikova (married couple)

Daytime Phone 720-422-9591, 612-229-7009 Other Phone \_\_\_\_\_

Email Address anikova1@gmail.com

Mailing Address 15610 Holdridge Rd E City Wayzata State M ZIP 55391

Property Address 513 7th Ave S City Hopkins State M ZIP 55343

Owner (if other than applicant) Same

#### Applicable Current Zoning Districts:

- R-1-A     R-2     B-1     Institutional
- R-1-B     R-3     B-2     Business Park
- R-1-C     R-4     B-3     Mixed Use
- R-1-D     R-5     I-1
- R-1-E     R-6     I-2

#### Type of Zoning Request:

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

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

**X Applicant Signature**  **Date** 09/09/22

**X Owner Signature**  **Date** 09/09/22

### Administrative Data Summary *(Office Use Only)*

**Planning Commission Action**    Date \_\_\_\_\_

- Approved
- Denied

**Council Action**    Date \_\_\_\_\_

- Approved
- Denied

Resolution Number \_\_\_\_\_

Date of Public Hearing Notice \_\_\_\_\_

Date of Public Hearing \_\_\_\_\_

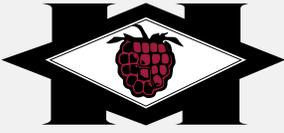
Application Received \_\_\_\_\_

Fee Paid \_\_\_\_\_

Referred to City Engineer \_\_\_\_\_

Referred to City Attorney \_\_\_\_\_

Referred to Watershed District \_\_\_\_\_



# Conditional Use Permit Application

Please print or type all information.

## A. General Data

Name of Applicant Yevgeniy Ogranovich, Anna Ovsyannikova

The above named individual, firm or corporation hereby respectfully submits the following data in support of the preliminary information provided on the accompanying zoning application summary form dated 09/09/2022 for the purpose of securing a Conditional Use Permit.

Contact Person (Last Name, First) Ogranovich, Yevgeniy Daytime Phone 720-422-9591

## B. Project Information

1. Specify the section of the ordinance which applied to this project: Short Term Rental Permit.

2. Brief narrative description of this request:  
We are applying for an approval of Short Term Rental Permit. This is a 2 bedroom, 1 bathroom Single Family house. We are experienced, very "hands on" hosts and will do our absolute best to make sure this property is managed in accordance with highest industry standards. We make sure our guests have good rating/reviews.

3. Written justification for request, including discussion of how any potential conflicts with existing nearby land uses will be minimized: We are not aware of any conflicts.

4. Check all additional supporting documents and data which are being submitted to help explain this project proposal.

- Site Plan                       Detailed Narrative                       Engineering Plans                       Elevations
- Topographic Map                       Operation Plans                       Landscaping Plans

## Signature

*I hereby certify with my signature that all data on my application forms, plans and specifications are true and correct to the best of my knowledge.*

X Signature of Applicant   Date 09/09/22

### For Office Use Only

Date \_\_\_\_\_

In accordance with Section \_\_\_\_\_ of Ordinance \_\_\_\_\_, the City of Hopkins hereby  approves,  denies the foregoing application for a Conditional Use Permit. If approved, said approval is subject to the following general and special provisions:

Authorized Signature \_\_\_\_\_ Title \_\_\_\_\_



## General Provisions

1. This permit is not valid until the resolution has been recorded at the Office of the County Recorder.
2. This permit does not constitute a building permit, sewage system permit, grading permit, land alteration permit, well permit, fence permit, sign permit or the like. Separate permits may have to be applied for and obtained in order to accomplish all the goals of the project authorized herein.
3. The issuance of this permit does not negate the need to secure other permits from other local units of government, state agencies or federal agencies who may also have jurisdiction over portion of your project.

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## Expiration

A conditional use permit expires one year after it has been issued unless the use for which the permit has been granted is in effect. Extensions may be granted provided the applicant submits a letter to the zoning administrator requesting an extension 30 days before the expiration of said approval. The letter shall state the facts of the request, showing a good-faith attempt to utilize the permit, and it shall also state the additional time being requested to begin the proposed construction. The City Council may grant extensions not to exceed one year.

**From:** [Anna Ovsyannikova](#)  
**To:** [Kurt Howard](#)  
**Subject:** [EXTERNAL] NARRATIVE: 513 7th Ave S, Hopkins - Application for a Short term rental.  
**Date:** Wednesday, September 21, 2022 3:28:56 PM

---

Hello!

We are Anna and Yevgeniy (Eugene), applying for an approval to rent our house in Hopkins short term. We are experienced landlords with over 10 years of experience.

Recently we have rented our Minneapolis property as an Airbnb, and were very surprised at how much better home is being treated by the short term tenants. Now we can analyze the dynamics of that rental, and see what is working best.

Our Hopkins property is a small 2 bedroom, 1 bath Singles Family home. It would make a perfect Short Term Rental. It would not be able to accommodate a large group. Most likely, the tenants would be a family or a couple, unlike bigger homes that can be used for parties.

Airbnb platform gives both Guests and Hosts (Landlords) a rating. Anna is a 5 star (best score) host: meaning very hands on, immediate response to inquiries/problems, perfect condition of the property (interior, yard).

Guests are also rated by previous landlords (property cleanliness, communication, etc). With 5 stars being the highest rating.

We have strict House Rules:

- (!) We only allow tenants with 5 star rating to automatically book our property. All others are personally pre-screened by Anna and are approved on case-by-case basis. Our house is precious to us, so we are strict when it comes to approving guests. We also want to make sure our neighbors are happy and not bothered by tenants.
- No events/parties
- No smoking
- Quiet hours 9am - 9 pm. A \$500 penalty if the police is called to the property (never happened so far).

It is very important for both hosts and guests to maintain 5 star rating to ensure future bookings. Our guests have been absolutely amazing so far! There was less damage than our long term rentals. People are very respectful.

Advantages of renting property short term VS long term:

People typically come to an event (weddings, graduations, funeral, etc.), so they mostly eat and spend time outside the property with their families and friends and come home to sleep only. There is less cooking and wear/tear involved.

Parking:

There is a deeded pad in the back that can comfortably fit 2 cars.

There is also a detached 2 car garage that is being used for our own storage.

Pets:

Our present long term tenants have 2 dogs. We do not mind pets, but they will be approved on a case-by-case basis only to the tenants with previous good reviews

Outdoor light:

We do have a regular outdoor light that would stay on. We are not planning to install any motion activated or any sort of special lighting that would possibly disturb neighbors.

Move in:

Electronic lock will be used for the smooth self check-in process. It produces a unique combination for each guest and would only work for the dates rented.

For the neighborhood:

Airbnb has a very high standard for the condition of the property. It has to be kept in a perfect, clean and neat shape, which is great for the neighborhood. We hire a professional cleaning crew, lawn and landscape maintenance and snow cleaning services. Unlike long term rental, where yard can get neglected. Airbnb hosts stand to provide a "home like" experience with cozy and elegant spaces. Outdoor is one of the appealing parts, so having it neatly designed and maintained is important (which is great for the neighborhood as well).

Our property is precious to us. We want to make sure it is treated well by the tenants (either long or short term). Safety and well being of the neighborhood is our top priority. We are asking to grant us the permission to rent our property short term. As experienced landlords, we will do our best to run it properly.

Thank you!

Anna and Eugene

**From:** [shirleyhop@juno.com](mailto:shirleyhop@juno.com)  
**To:** [Kurt Howard](#)  
**Subject:** [EXTERNAL] 513 7th ave s short term rental  
**Date:** Monday, October 24, 2022 11:11:26 AM

---

Hi: We live at 517 7th Ave S. We are not clear on what short term rental exactly means. We will research further as we cannot attend the meeting. What exactly does short term rental mean.. They started requiring 12 mo. lease. when they couldn't get anyone to sign a 12 month lease they rented to a young couple for a shorter term. I don't know if they signed a lease or what their terms were.

Do they need to do a criminal background check.? Is there a recommended number of occupants?. Do they use the garage.? Previous renters couldn't use the garage, even in winter.

Who will take care of the yard, cut grass, etc It would be nice if they were sure to get good renters. I will have to vcheck further to see what short term rental means. We would like to see control over the renters. Watch absentee landlords.

Our nice family oriented neighborhood is becoming a rental neighborhood. There is also an empty houses on 6th Ave S

Thanks for listening. Joe & Shirley Schmit

**From:** [Dave Orman](#)  
**To:** [Kurt Howard](#)  
**Subject:** [EXTERNAL] 513 7th Ave S  
**Date:** Sunday, October 23, 2022 11:27:04 AM

---

Hi Kurt,

Just wanted to send a quick message saying that I'm staunchly opposed to allowing short term rental at this property. We need to be doing things to encourage home ownership and re-investment/cleaning up of properties in the neighborhood. After speaking with several of my neighbors over the last two and a half years living here, many mention the fact that one of the less attractive parts of the neighborhood are the rental properties just to the south on 6th and 7th avenues near valley park. Please do right by the homeowners who care to keep this neighborhood looking nice and do not allow short term rental at this property.

Sincerely,  
Dave Orman

**CITY OF HOPKINS  
HENNEPIN COUNTY, MINNESOTA**

**PLANNING & ZONING COMMISSION RESOLUTION 2022-09**

**RESOLUTION RECOMMENDING THE CITY COUNCIL APPROVE THE CONDITIONAL USE  
PERMIT APPLICATION FOR 513 7<sup>TH</sup> AVENUE SOUTH TO BE USED FOR SHORT-TERM  
RENTAL, SUBJECT TO CONDITIONS**

**WHEREAS**, the applicants, Yevgeniy Ogranovich and Anna Ovsyannikova, have submitted an application for a conditional use permit to allow short-term rental of their property located at 513 7<sup>th</sup> Avenue South; and

**WHEREAS**, the subject property is legally described as Lot 21, Block 49, West Minneapolis, Hennepin County, Minnesota; and

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

1. That the above state application was initiated by the applicant on September 26, 2022
2. That the Hopkins Planning and Zoning Commission, pursuant to published and mailed notice, held a public hearing on the application and reviewed such application on October 25, 2022; all persons present were given an opportunity to be heard; and
3. That written comments and analysis of City staff were considered; and

**WHEREAS**, staff recommended approval of the above stated application based on the findings outlined in the staff report dated October 25, 2022

**NOW THEREFORE BE IT RESOLVED**, that the Planning & Zoning Commission of the City of Hopkins hereby recommends the City Council approve the Conditional Use Permit application from Yevgeniy Ogranovich and Anna Ovsyannikova to use the property at 513 7<sup>th</sup> Avenue South for Short-Term Rental, subject to the conditions listed below.

1. All applicable licensing and permit requirements of the City must be met before the use commences.
2. No more than 6 adults and their dependent children may occupy the short-term rental at one time.
3. A register of short-term rental guests must be maintained and made available to the City upon request.
4. Use of the short-term rental for special events attended by individuals who are not registered guests is prohibited.
5. A Resolution approving the conditional use permit must be recorded against the property with the Hennepin County Recorder's Office and receipt of said recording must be provided to the City before the use commences.

Adopted this 25<sup>th</sup> day of October, 2022.

\_\_\_\_\_  
Nathan White, Chair

**CITY OF HOPKINS  
HENNEPIN COUNTY, MINNESOTA**

**PLANNING & ZONING COMMISSION RESOLUTION 2022-071**

**RESOLUTION APPROVING THE CONDITIONAL USE PERMIT FOR 513 7<sup>TH</sup>  
AVENUE SOUTH TO BE USED FOR SHORT-TERM RENTAL, SUBJECT TO  
CONDITIONS**

**WHEREAS**, the applicants, Yevgeniy Ogranovich and Anna Ovsyannikova, have submitted an application for a conditional use permit to allow short-term rental of their property located at 513 7<sup>th</sup> Avenue South; and

**WHEREAS**, the subject property is legally described as Lot 21, Block 49, West Minneapolis, Hennepin County, Minnesota; and

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

1. That the above stated application was initiated by the applicant on September 26, 2022
2. That the Hopkins Planning and Zoning Commission, pursuant to published and mailed notice, held a public hearing on the application and reviewed such application on October 25, 2022; all persons present were given an opportunity to be heard; and
3. That written comments and analysis of City staff were considered; and
4. That the Planning & Zoning Commission of the City of Hopkins unanimously approved a resolution recommending the City Council approve the conditional use permit for 513 7<sup>th</sup> Avenue South to be used for short-term rental, subject to conditions.

**WHEREAS**, staff recommended approval of the above stated application based on the findings outlined in the staff report dated November 1, 2022

**NOW THEREFORE BE IT RESOLVED**, that the City Council of the City of Hopkins hereby approves the conditional use permit application from Yevgeniy Ogranovich and Anna Ovsyannikova to use the property at 513 7<sup>th</sup> Avenue South for short-term rental, subject to the conditions listed below.

1. All applicable licensing and permit requirements of the City must be met before the use commences.
2. No more than 6 adults and their dependent children may occupy the short-term rental at one time.
3. A register of short-term rental guests must be maintained and made available to the City upon request.

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

Adopted by the City Council of the City of Hopkins this 1<sup>st</sup> day of November, 2022.

By: \_\_\_\_\_  
Patrick Hanlon, Mayor

ATTEST:

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



**102 & 106 – 11<sup>th</sup> Avenue South  
Concept Plan Review**

**Proposed Action:**

As a concept review, this application does not require formal action by the City Council. Rather, the applicant requests feedback on the proposals so they can work toward preparing a future, formal submittal. Any comments provided by the City Council or Planning & Zoning Commission shall be for guidance only and shall not be considered binding upon the City regarding any future, formal application.

**Overview**

The applicant, Sachin Chauhan, requests concept plan review for redevelopment of the property at 102 & 106 – 11<sup>th</sup> Avenue South. The subject property is located at the southwest corner of 11<sup>th</sup> Avenue South and 1<sup>st</sup> Street South. The applicant’s plans call for a five-story, 36-unit building. The proposed building would be constructed in the location of two existing residential buildings. The site is currently guided Downtown Center by the 2040 Comprehensive Plan and zoned RX-TOD, Residential-Office Mix Transit-Oriented District (TOD) Center.

This memo discusses the City’s zoning and density standards, an analysis of the applicant’s proposal using these standards and a comparison of other buildings in Downtown. The key question for the City to discuss during this meeting is should the City consider deviating from the 100 units per acre density standard? If so, staff recommends discussion identifying priority City goals and policies of the Comprehensive Plan that the project should seek to advance or achieve as an offset.

**Primary Issues to Consider**

- Background
- Zoning and Land Use Review
- Public Comment
- Potential Review Process

**Supporting Documents**

- Applicant’s Plans, & Elevations
- Public Comments and Neighborhood Meeting Summary
- Zoning Review

\_\_\_\_\_  
Ryan Krzos, AICP  
City Planner

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

102 and 106 – 11<sup>th</sup> Avenue South were originally platted as part of the West Minneapolis subdivision in 1887. The residential structures on both lots were constructed in 1893 per County records. The two lots are each roughly 50 ft in width by 126 ft in depth with a sum total of 12,536 sq. ft. or 0.28 acres. A series of retaining walls elevate the grade surrounding both structures above the street level along both 1<sup>st</sup> Street and 11<sup>th</sup> Avenue. The applicant, Sachin Chauhan, has secured a purchase offer to acquire the subject property, and is requesting review of concept plans for development of a five-story, 36-unit, multi-family apartment building.

## **PUBLIC COMMENT**

The City required the applicant to hold a neighborhood meeting to gather feedback from the community. The meeting was held on October 13<sup>th</sup> at City Hall. The applicant mailed invitations to property owners and residents within 500 feet of the subject property (the same notification distance required of a typical public hearing). Signage informing the community of a development proposal was also displayed on the site. A summary of the neighborhood meeting is included as an attachment. In addition, the City received three email messages regarding the concept plans, which are also attached.

**Planning and Zoning Commission Review.** The Planning and Zoning Commission reviewed the concept plans at their meeting on October 25, 2022. The Commission discussed the following items:

- Density, with general support of the proposed density;
- Vehicle access and circulation in the alley;
- Parking requirements and alternative parking demand management;
- Building design and location as it relates setbacks and pedestrian orientation;
- Potential for sustainability elements, public art, or enhanced pedestrian activation as offset for a potential Planned Unit Development

Although concept plan reviews do not require a public hearing, the Planning and Zoning Commission allowed those in attendance to provide comments. One member of the public spoke in favor of the concept plans.

## **ZONING AND LAND USE REVIEW**

The 2040 Comprehensive Plan – Cultivate Hopkins guides this property as Downtown Center. The City envisions this area as the central economic, social and civic district for Hopkins and the region. Maintaining Downtown Hopkins' unique identity and sense of place must be a central consideration when planning for future growth. Mixed uses (vertical or horizontal) are encouraged. Overall, this land use category should include medium to larger scale neighborhood and regional uses at minimum densities of 20 to 100 units per acre. Minimum density requirements increase to 75 to 150 units per acre within one quarter (1/4) mile radius of a light rail transit station. However, the subject property is not within this area, as the boundary of the buffer lies just to the east across 11<sup>th</sup> Avenue. Proposed residential density of the concept plan equates to 128.6 units per acre (36 proposed units / 0.28 acres).

Accordingly, the principal issue to discuss with the applicant is; whether the proposal should stick to

the hard line density requirements, or alternatively, what the City would like to see out of the development to achieve the overall balance of community goals. Examples of developments within this area and their corresponding residential density include;

- Ovation Apartments (Former Hopkins Theater): 80 Units/Acre
- Moline: 97 Units/Acre
- Gallery Flats: 90 Units/Acre
- Marketplace Lofts: 64 Units/Acre
- Vista 44: 50 Units/Acre
- The Burnes Building (Formerly known as Raspberry Ridge II): 44 Units/Acre
- Marketplace & Main: 39 Units/Acre
- 134 – 11<sup>th</sup> Ave S: 54 Units/Acre
- 110 – 11<sup>th</sup> Ave S: 57 Units/Acre

In addition to use and density standards noted above, the 2040 Comprehensive Plan includes goals and policies to help guide the community when considering future development proposals. For greater context, these goals and policies are categorized under four environments - Built, Natural, Social and Economic. A summary of goals and policies that can help inform the review and discussion of this concept plan are provided in the section below.

Built Environment Goals. Built environment goals address the areas of land use, housing and transportation. They guide future growth to the City's mixed-use center (including Downtown) but at a scale and character consistent with Hopkins existing neighborhoods. Development should be transit-oriented and reinforce Hopkins' unique identity and sense of community through high quality urban design. It should include appropriate transitions between areas of the city where there are potential incompatibilities in land use or scale.

Natural Environment Goals. Natural environment goals relate to natural systems and resources and include guidance on building and site efficiency. These goals recommend development be sustainable by supporting transit, bicycle and pedestrian activity; encouraging sustainable building techniques; and energy and water use efficiency.

Social Environment Goals. The social environment is defined as human interaction and engagement in the community. It includes sections on quality of life and sense of community and addresses such topics as public services and facilities, education and equity. The sections on public health, community connections, and arts and culture are most relevant to the proposed concept plan. These goals call for development to be designed to support active and healthy lifestyles and include art or other culturally distinctive elements to define a sense of place and blend into the fabric of the community.

Economic Environment Goals. The economic environment covers the economy, jobs, businesses, income and poverty and affordability. It includes sections on economic development and competitiveness and guidance for Downtown Hopkins as the city's economic hub. The Downtown goals most relevant to the proposed concept plan recommend development grow the residential and jobs populations in downtown, attract specialty retailers and focus commercial development along

Mainstreet.

**Zoning Review.** Much of the details of the development is not known at this early stage and as the plans get further refined, there are a number of key Zoning items that will need to be addressed:

- Parking – As proposed the development would provide one vehicle stall per unit; 1.2 stalls per unit are required. The Code would allow the applicant to seek a modification to this requirement as described in the potential review process section below.
- Front and Street Side Setbacks – the plans do not appear to comply with the 7.5 ft maximum front setback (along 11<sup>th</sup> Avenue), and portions would not comply with the 5 ft minimum street side setback (along 1<sup>st</sup> St).
- Design details enhancing the pedestrian experience along 11th Avenue South and 1st Street South. Specifically, the project will need to meet transparency requirements and the building design requirements that ensure visual variety in the treatment of facades along longer portions of the building. Additionally, the site will need to meet the site design standards; in particular the stipulated landscape plantings and streetscaping.

A more comprehensive assessment of the proposed concept plans against the provisions of the Zoning Code is provided in the Zoning Review attachment.

### **POTENTIAL REVIEW PROCESS**

Based on the applicant's concept plan, staff anticipates this project will need the approvals listed below. The applicant should use feedback from the Planning & Zoning Commission and City Council to prepare these applications.

- Site Plan Review
- Administrative Lot Combination. The two lots would have to be combined into a new lot as shown on the concept plan. This process may not necessarily require additional review by the Planning & Zoning Commission or approval by the City Council.
- Approvals from the Nile Mile Creek Watershed District.
- Potentially a Conditional Use Permit for alternative compliance to reduce the vehicle parking ratio. Alternatively, a Planned Unit Development may also be pursued with parking as a deviation – see below.

**Planned Unit Development.** The purpose of a Planned Unit Development is to allow flexibility from traditional development standards in return for a higher quality development. Even though the City of Hopkins recently adopted new zoning regulations, this site has unique characteristics including the property elevation and limited footprint which may justify a planned unit development approach. Typically, the City looks for a developer to exceed other zoning standards, building code requirements or meet other goals of the Comprehensive Plan. In exchange for the flexibility offered by the planned unit development, the applicant is expected to detail how they intend to provide a higher quality development or meet other City goals. The typical list of items the City considers when evaluating the use of a planned unit development for this site includes, but is not limited to, the items listed below.

- Enhanced architectural design and building materials

- Natural resource protection and storm water management
- Pedestrian and bicycle facilities in excess of minimums
- Affordable housing
- Enhanced sustainability or livability elements
- Energy conservation and renewable energy
- Open space preservation
- Enhanced landscaping, streetscape, public art, or buffering

### **ENGINEERING COMMENTS**

The Engineering and Public Works Department has reviewed the applicant's concept plan and offers the following comments.

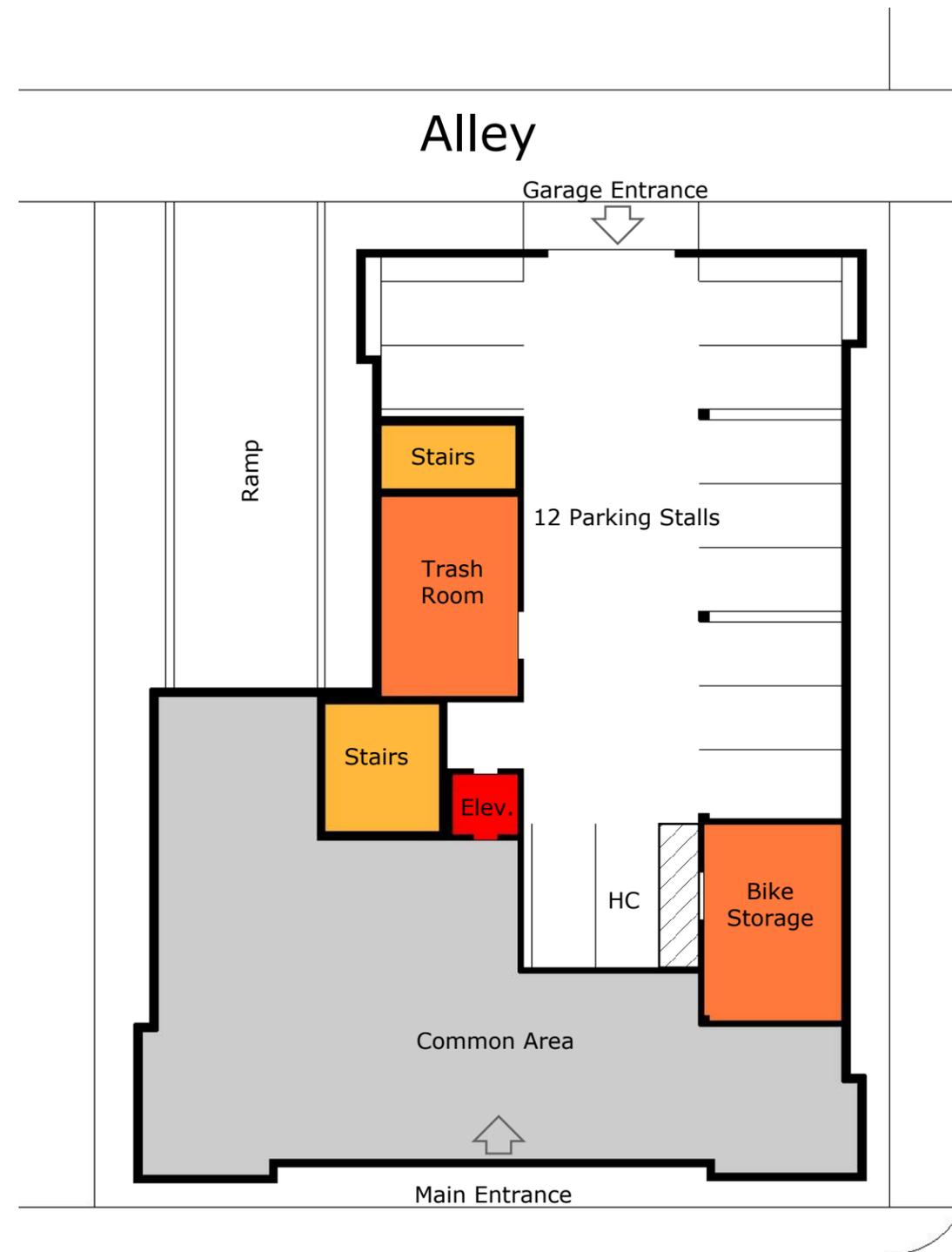
- A traffic study will need to be completed to determine any impacts the development will have to adjacent streets and the transportation network. There are other planned developments adjacent to this site and the study should take into account the anticipated impacts from those in the analysis.
- A review of the City's sewer capacity in the vicinity and water model will need to be completed. There are other planned developments adjacent to this site and the review should take into account the anticipated impacts from those in the analysis.
- The site is within the Nine Mile Creek Watershed District and the applicant will need to obtain a storm water permit from the District.

### **RECOMMENDATION**

As a concept review, this application does not require formal action by the City Council; however, the Council should discuss the proposal, particularly as it relates to density and the zoning requirements, so the applicant can work toward preparing a future, formal submittal.



**Lower Level Plan**



**Main Level Plan**



**1st to 4th Level Plan**



1

**Front Elevation**

SCALE: 3/32" = 1'-0"



1 **Side Elevation**  
 SCALE: 3/32" = 1'-0"







## Ryan Krzos

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**From:** Krissandra Anfinson <krissandraaa@gmail.com>  
**Sent:** Wednesday, October 12, 2022 2:22 PM  
**To:** Ryan Krzos; sachin@usinternet.com  
**Cc:** Jeff Johnson  
**Subject:** [EXTERNAL] 102 & 106 11TH AVENUE SOUTH comments

Hello,

We have lived at 113 12th Ave South for 13 years and share the alley with 102 and 106th 11th Ave. We are opposed to the proposed development of the single family homes in 102 and 106 11th Ave being turned into an apartment building. Please reject this proposal.

We are a single family home already in the middle of a very congested block. Another apartment on that corner would exacerbate the issues we already experience with lack of parking and high traffic in the alley.

There is no street parking and this will increase noise and traffic on 12th Ave south, our shared alley and on 1st st. Even with the proposed underground parking and light rail, there is no way that alley could support the amount of traffic and deliveries needed to support the development. All of this traffic will spill over to 1st and 12th streets and negatively impact the current residents.

With two apartments going up within a block of our home, we have no interest in adding a third. It is unreasonable to ask that we live in a construction zone on all three sides. If there is construction on 1st and 12th Ave, how are we supposed to even drive on our street to get to our homes? This is unreasonable of the city to ask of the residents of 12th Ave South.

The houses at 102 and 106th are in live able condition and should be preserved. Single family homes are in short supply. We have been in support of the Vista and Ovation projects and agree that Hopkins should have a diverse array of housing options. Please continue to identify undeveloped and underutilized buildings to create housing. Destroying any single family homes is a loss to the whole community. Hopkins doesn't have more land to build single family homes. Once you turn bulldoze houses into apartment, we will never get them back. This is a waste.

There are enough apartments. We already live in between four of them. Don't destroy homes just so some developer can turn a profit. Please reject this proposal.

Thank you for your time,

Jeff Johnson  
Krissandra Anfinson  
113 12th Ave South  
Hopkins, Mn 55343

## Ryan Krzos

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**From:** Nate Merrill <natemerrillmn@gmail.com>  
**Sent:** Tuesday, October 11, 2022 1:22 PM  
**To:** Ryan Krzos; sachin@usinternet.com  
**Cc:** Laura Merrill  
**Subject:** [EXTERNAL] Concerning 102 & 106 11TH AVENUE SOUTH

Ryan & Sachin,

Thank you for your letter regarding the proposed development at 102 & 106 11th ave south. I have been a resident of 125 12th ave south for 13+ years.

Ryan, I am on record in both supporting Vista44 and the Ovation project. I support increased density and smart urbanism. I believe that smart urbanism includes traffic controls as density increases.

Additionally, my understanding is we are trying to preserve our single family housing inventory as a city; this project clearly is not preserving single family housing.

I am deeply concerned about adding additional density in this area without a comprehensive plan for controlling traffic at 1st street and 11th Ave south (and 1st and 12th). That is a difficult intersection to negotiate as it is — and the new developments at Vista44 and Ovation is only going to drive more vehicle traffic.

Negotiating the alley behind my house and that is behind 102/106 is already difficult with the current apartment buildings and their associated parking lots.

Additionally, street parking is the safest way to access my house for my children and elderly relatives. This new development would almost certainly increase street parking utilization on 12th Ave south (of which is already utilized by 4 apartment buildings) on the block.

I'd like to see approval for Sachin's project with the following conditions being met by the city's traffic department or the developer:

- Permit parking for single family residences on 12th Ave south, permits not to be issued to the apartments on 11th or 12th.
- Zebra stripes and 4way stop at 12th Ave south and 1st street
- Additional parking capacity added to Sachin's project or a reduction in the number of housing units.
- Redevelopment of the 11th ave and 1street intersection with pedestrian bump outs, limiting 1 lane of traffic in all 4 directions directions.

-Nate

## Ryan Krzos

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**From:** Eric Anondson <xeoth@icloud.com>  
**Sent:** Tuesday, October 25, 2022 4:15 PM  
**To:** Ryan Krzos  
**Subject:** [EXTERNAL] Feedback for Knollwood North proposal, and 11th Ave proposal

Hello!

Regarding the proposal on 11th avenue

I am highly in favor of this proposal as well. I cannot see how 36 units will have any impact on traffic at this intersection that carries less than 4200 vehicles per day (per MNDOT counts) on 11th Avenue. But this intersection has no demand for four lanes north and south. This must be a priority to reduce this from 4 lanes to at least 3 lanes. Even better just 2 lanes north south.

Eric Anondson

53 Jackson Ave South

# 102 & 106 11<sup>th</sup> Ave S, Hopkins

## Neighborhood Meeting

Meeting Date: **October 12, 2022**

Meeting Time: **6:00 pm**

Location: **Hopkins City Hall, Raspberry Room**

Presenters: **Sachin Chauhan (Developer) & Fernando Lino (Architect)**

### 6:10 pm Meeting Start

Sachin Chauhan presented document "102 & 106 11th Ave S Multi-Unit Building REV 2.pdf" thru 11" x 17" documents on easel

### 6:30 pm Question & Discussion Session

- QUESTION: How do you address parking with a new building?
  - Building proposal includes parking for each unit
- QUESTION: Existing alley supports 1-way traffic for adjacent residents, will that change?
  - Existing concern (not a new one due to proposed building)
  - Building proposal includes offset so that there is space between building and driveway
- EXISTING CONCERN: Too much traffic at 11<sup>th</sup> Ave & 1<sup>st</sup> Street
  - Participant suggested 'bumps' and/or 'cross walk stripes' to slow down traffic
- QUESTION: Other apartment buildings sometimes leave the garbage dumpsters out, how will you address that?
  - Building proposal includes enclosed storage for dumpsters
- QUESTION: Is the building creating too many rentals in the city?
  - Building proposal would result in increased property tax revenue, which would in turn help keep single family house property tax lower and result in more money for Hopkins school systems
  - We offered a few additional benefits by the city adding more rentals:
    - More resident to maintain a vibrant downtown Hopkins economy
    - Helps meet a metro wide housing shortage
    - Helps achieve higher density goals
  - Participant countered with "What is wrong with more rentals. I started out renting in Hopkins, now I have purchased a single-family home in Hopkins".

### 7:20 pm Meeting End (no additional questions or concerns)

## ZONING REVIEW: 102 & 106 - 11<sup>th</sup> AVENUE SOUTH REDEVELOPMENT

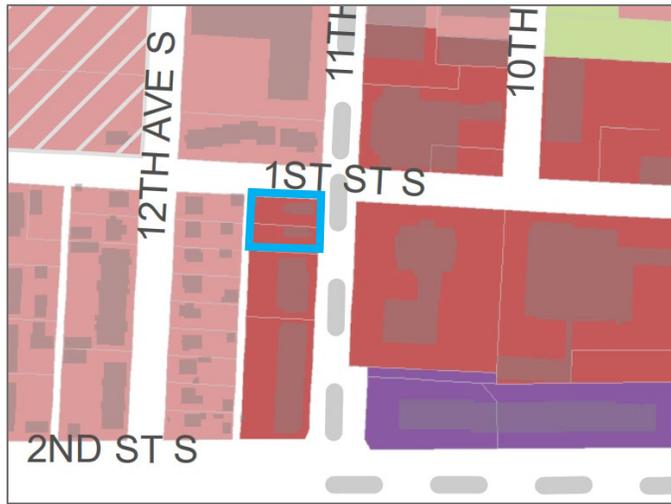
**Review Date:** October 25, 2022

**PROJECT DESCRIPTION:**

Redevelopment of two residential lots containing existing structures: Proposed five-story building with basement and first level parking, interior common amenity spaces, and 36 apartments.

<b>BASE ZONE:</b>	RX-TOD	<b>PROPOSED USE:</b>	Multi Family
<b>BUILDING TYPES ALLOWED:</b>	General Building, Row Building	<b>COMPREHENSIVE PLAN DESIGNATION:</b>	Downtown Center
<b>BUILDING TYPE SELECTED:</b>	General Building	<b>EXISTING USE:</b>	Residential
<b>LARGE PUD REQUIRED?</b>	No	<b>DEADLINE FOR ACTION</b>	N/A

**ZONING MAP**



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

**ARTICLE 3 MIXED-USE ZONES**

Section of Code	Regulation	REVIEW NOTES
<b>102-350 REGULATIONS APPLICABLE TO ALL BUILDING TYPES</b>		
✓	102-350(a) PERMANENT STRUCTURES	Structures are permanent.
✓	102-350(b) ONE BUILDING PER LOT	Concept shows one principal building.
?	102-350(c) TREATMENT OF YARDS	All yards must consist of landscape areas, patio space, or sidewalk space, unless otherwise expressly stated
?	102-350(d) TRASH, RECYCLING, REFUSE LOCATIONS	Location of utilitarian items to be identified as plans are refined. Trash storage room is proposed inside the building.
✓	102-350(e) FRONT STREETS	11 <sup>th</sup> Avenue is the designated front street abutting this lot.
?	102-350(f) MINIMUM PEDESTRIAN AREA	Where the area from the back of curb/edge of pavement to the lot line is less than 12 feet, the setbacks shall be measured from 12 feet off the back of curb/edge of pavement. <b>An existing conditions survey is needed to verify if additional pedestrian area will be needed along 11<sup>th</sup> Avenue or 1<sup>st</sup> Street.</b>

## 102-380 GENERAL BUILDING TYPE REGULATIONS (RX-TOD Zone)

	Section of Code	Regulation	REVIEW NOTES
<b>102-380(d) BUILDING LOCATION</b>			
✓	120-380(d)	MULTIPLE PRINCIPAL BUILDINGS	Allowed not proposed.
✓	120-380(d)	FRONT STREETWALL	80% min.; all of the front of the building is in the build-to line. Side setback are not included in this measurement.
✗	120-380(d)	FRONT STREET SETBACK	7.5 ft. min, 15 ft. max. along 11 <sup>th</sup> Avenue South; Shown as between <b>3 and 5 ft</b> from assumed front property line. Additional pedestrian area required per 102-350(f) may need to be included.
✗	120-380(d)	NON-FRONT STREET SETBACK	5 ft. min., 15 ft. max along the 1 <sup>st</sup> Street South side. Most of the building is setback <b>5 ft</b> from assumed property line, however portions are depicted with a <b>3 ft</b> setback. Additional pedestrian area required per 102-350(f) may need to be included.
✓	120-380(d)	SIDE SETBACK	5 ft. min along south property line; <b>5 ft proposed.</b>
✓	120-380(d)	REAR SETBACK	0 at 20-ft. alley; subject site abuts a 14 ft alley, therefore <b>6 ft</b> rear setback required and proposed.
?	120-380(d)	IMPERVIOUS SITE COVERAGE	<b>80% max.</b>
?	120-380(d)	ADDITIONAL SEMI-PERVIOUS COVERAGE	+15% - In addition to the 80% hardcover, 15% of the site may be semi-pervious, i.e. green roof, porous pavement, etc.
<b>102-380(e) PARKING &amp; ACCESSORY STRUCTURES</b>			
✓	120-380(e)	PARKING & DRIVEWAY ACCESS LOCATION	Required off alley or non-front street; <b>Alley driveways shown</b>
?	120-380(e)	DRIVEWAY SIZE & NUMBER	22 ft maximum driveway width
✓	120-380(e)	ATTACHED GARAGE SETBACK	Max. 1 access per development per street. No street access shown.
✓	120-380(e)	ATTACHED GARAGE DOOR LOCATION	Required 20 ft. min. behind front facade in rear of building; First floor structured parking is positioned <b>~24 ft</b> to the rear of the 11 <sup>th</sup> Avenue front façade.
✓	120-380(e)	SURFACE PARKING	Proposed on <b>rear</b> as is required
✓	120-380(e)	ACCESSORY STRUCTURES	<b>No Surface parking</b> proposed
✓	120-380(e)	ACCESSORY STRUCTURES	<b>No Accessory Structures</b> proposed
<b>120-380 (f) HEIGHT</b>			
✓	120-380(f)	HEIGHT	2 stories min, 10 stories max; <b>five stories</b> proposed
✓	120-380(f)	ALL STORIES HEIGHT	9 ft. min., 14 ft. max.; All stories between <b>11 ft and 14 ft</b>
<b>120-380 (g) ROOFS</b>			
✓	120-380(g)	ROOF TYPES	Flat, parapet, pitched allowed; <b>parapet depicted</b>
✓	120-380(g)	TOWER	A building tower is allowed, but <b>not proposed</b>
<b>120-380 (h) STREET FACADES</b>			
?	120-380(h)	TRANSPARENCY: FRONT FACADES	20% min; <b>Transparency not quantified.</b>
?	120-380(h)	TRANSPARENCY: NON-FRONT FACADES	18% min; <b>Transparency not quantified.</b>
✓	120-380(h)	BUILDING ENTRANCES LOCATION	One per every 120 ft. on front façade; <b>11<sup>th</sup> Avenue side requires a minimum of one entrance and one is proposed.</b>

✓	120-380(h)	ENTRANCE TRANSITION TYPE	A <b>Stoop</b> entrance type is Required. See 102-730 (c)
?	120-380(h)	GROUND STORY ELEVATION	The ground story must be between 18 in. and 30 in. above grade or between 30 in. and 4 ft. with a visible basement, except in floodplain locations. <b>Ground elevation not identified, but appears to be met with significant re-grade of site.</b>
✓	120-380(h)	HORIZONTAL DIVISIONS WITH SHADOW LINES	Horizontal shadow lines to run a min. 80% of length of facade. One division is required within 3 ft. of the top of any story between the basement and 3 <sup>rd</sup> . <b>Appears to be met with material change above first story.</b>
✓	120-380(h)	VERTICAL DIVISIONS WITH SHADOW LINES	One vertical division is required per every 120 ft. of street façade. <b>Multiple bays with shadow lines depicted on elevations.</b>

#### 102-380 (i) SUPPLEMENTAL GENERAL BUILDING REGULATIONS

N/A			No street facing courtyard proposed
?	120-380(i)(1)	FRONT STREETWALL EXCEPTIONS	Maximum setback may be expanded up to 20 feet for a maximum of 20% of the facade to allow for permanent outdoor seating or outdoor dining area;
N/A	120-380(i)(2)	THROUGH-LOTS	Subject site is not a through lot.
N/A	120-380(i)(3)	STORY SETBACKS AT N OR NX	N/A. No N or NX zoned property abuts the site.
N/A	120-380(i)(4)	VISIBLE BASEMENTS	For basement levels located more than 3 ft. above grade, street facades must meet the transparency regulations.
N/A	120-380(i)(5)	ADDITIONAL STORY HEIGHT (IX-TOD & IX-S)	N/A. Site is not zoned IX.

#### ARTICLE 7 BUILDING DESIGN

Section of Code	Regulation	REVIEW NOTES
<b>102-720 PARAPET ROOF TYPE</b>		
✓		Minimum parapet height is 1.5 feet with a maximum height of 6 feet; <b>parapet appears to be approx. 2 ft tall</b>
✓		A shadow line must be located within 2 feet of the top of the uppermost story.
✓	102-720(c)(1)	PARAPET HEIGHT  A shadow line must be located at the top of the parapet.  <b>Shadow lines appear to be provided.</b>
		See 102-16210 for definition of shadow line
✓	102-720(c)(2)	OCCUPIED BUILDING SPACE No portion of the parapet appears to include occupied building space.
?	102-720(c)(3)	ROOFTOP APPURTENANCES Any rooftop appurtenances must be located towards the rear or interior of the parapet roof. Rooftop appurtenances should be located such that the parapet blocks their view from the sidewalk across the street.
<b>102-730 (c) STOOP ENTRANCE TYPE</b>		
?	102-730(c)(1)	STOOP SIZE Stoop is the required entrance type for the General Building Type in the RX-TOD Zone. A stoop is a small, open platform that may include a canopy or roof cantilevered off the building and may or may not be elevated above the sidewalk. Stoops must be a minimum of 4 feet wide and 3 feet deep.

			<b>Proposed entrance appears to meet this requirement.</b>
?	102-730(c)(2)	RAMPS	Where feasible, ramps should be incorporated at the principal building entrance and designed as an integrated part of the stoop, with rails matching any provided on steps. <b>Ramp is depicted, no railing shown.</b>
<b>102-740 FAÇADE MATERIALS</b>			
?	102-740(b)	MAJOR STREET FACADE MATERIALS	Allowed major façade materials are listed in Table 7-1 for General Building Type in the RX-TOD Zone: Full Dimension brick, architectural Concrete Masonry Units, Stone, 2-3 layer cement-based stucco. <b>A brick patterned material is depicted. Full brick is required, thin brick or veneer are not considered a major material.</b>
?	102-740(b)(1)	STREET AND OTHER FRONT FACADES	Major materials must be applied to a minimum of 65% of all street or other front facades, not including window and door areas. <b>Material percentages not provided.</b>
?	102-740(b)(2)	SIMPLICITY OF FACADE MATERIALS	A single major façade material must be used for each building façade segment, 60-foot or larger.
?	102-740(b)(4)	SIDE AND REAR FACADES	When side yards between two buildings are a total of 5 or more feet in width, major materials must be applied along that side facade from the front of the building a distance equal to the width of the side yard, as measured perpendicularly between the two side facades. <b>Interior side elevations not provided.</b>
N/A	102-740(b)(5)	ORIGINAL FACADE MATERIALS	Applicable to modifications of existing buildings with brick or stone facades. <b>N/A to this site.</b>
?	102-740(c)	MINOR STREET FACADE MATERIALS	A maximum of 35% of each street or other front façade surface, not including window and door areas, may be composed of minor facade materials. <b>Material percentages not provided. Example minor materials include composite wood, fiber cement, and architectural metal</b>
?	102-740(d)	SIDE & REAR FACADE MATERIALS	All interior side and rear (non-street) facades not located on a rail or trail line must be faced in a major facade material, a minor facade material, or a material as allowed in Table 7-3. <b>Rear and interior side elevations not provided.</b>
?	102-740(f)	APPROPRIATE GRADE OF MATERIALS	All doors, windows, and hardware must be of commercial grade quality.
?	102-740(g)(1)	CHANGES IN FACADE MATERIALS	Changes in façade materials, whether major materials or minor materials, should occur mainly at concave corners or changes in facade planes.
✓	102-740(g)(2)	MATERIALS HIERARCHY	A hierarchy of materials must be maintained on the building facade, where "heavier", articulated unit materials (brick, concrete masonry units, stone) are located at the base of the facade and "lighter", constant surface materials with fewer seams (stucco, panels) are located above those on the facade. <b>Brick depicted on based with light materials above.</b>
?	102-740(g)(3)	SHADOW LINES ON SURFACES	Shadow lines must delineate changes in materials with solid materials of a thickness that is greater than 1.5 inches, such as cast stone, masonry, or stone
<b>102-750 FACADE ELEMENTS</b>			
?	102-750 (b)	WINDOWS	All windows, with the exception of ground story storefront systems and glass curtain wall systems, shall be recessed with

✓			the glass a minimum of 2 inches from the facade surface material or adjacent trim.
✓			A minimum of 70% of street façade windows must be vertically oriented. <b>All windows appear vertically oriented.</b>
?			Reflective glass and glass block are prohibited on street and other front facades. <b>No Glass block shown.</b>
?			A minimum of 70% of all street facade upper story windows must be operable. Ground story storefront glass and glass curtain wall systems are not required to be operable.
			For masonry construction, the expression of lintels must be included above all windows and doors by a change in brick coursing or by a separate detail or element.
?	102-750(c)	AWNINGS & CANOPIES	Awnings or canopy shall provide at least 8 feet of clearance over any walkway and 15 feet of clearance over vehicular areas. <b>One front awning depicted.</b>
?	102-750(d)	BALCONIES	<b>Balconettes are depicted</b> and are allowed and do not count towards the maximum permitted amount of balcony on a street facade. A balconette is a platform and door that are less than 18 inches deep. Otherwise, balconies must be a minimum of 4 feet deep and 5 feet wide.
N/A	102-750(e)	SHUTTERS	Any shutters must meet size and material requirements. <b>No shutters depicted.</b>
?	102-750(f)	SECURITY GRILLS & BARS	Exterior security bars and grills are prohibited. Interior grills must be retractable and hidden when retracted. <b>None Shown.</b>
?	102-750(g)	PRINCIPAL ENTRYWAY	Principal entrances to the building must be clearly delineated through one or more design features in Section 102-750(g). <b>Depicted entry has an awning and transom lights.</b>
N/A	102-750(h)	ARCADE DESIGN	No Arcade proposed
?	102-750(i)(2)	GROUND STORY AT SLOPING FACADES FOR NON-STOREFRONTS	Retaining walls shall not exceed 30 inches in height except along a maximum 8-foot section of frontage.
✗	102-750(j)	<b>BUILDING VARIETY</b>	buildings 90 feet in length or greater, as measured along any street or front facade, must treat that frontage in segments of 50 feet or less with the building variety standards in 102-750 (j)(3). <b>1st St Side exceeds 90 ft.</b>
✓	102-750(k)	ARTICULATION OF STORIES	Window placement on street facades must be organized by stories per the transparency regulations. <b>Windows are arranged by floor.</b>
			Shadow lines can be used to delineate stories.
N/A	102-750(l)	VISTAS	Vistas (an open space or a street terminating) are not present at this site
✓	102-750(m)	GARAGE DOORS	Requirements are applicable to garage doors included on any street facade. <b>Garage doors proposed on non-street facades.</b>
<b>102-760 UTILITY EQUIPMENT</b>			
?	102-760(b)	MECHANICAL EQUIPMENT IN BUILDING	Mechanical equipment shall be located within the building, unless the applicant demonstrates that locating the equipment within the building would conflict with the equipment's function.

?	102-760(c)	ROOFTOP MECHANICAL EQUIPMENT	Any rooftop mechanical equipment is to be screened or setback
?	102-760(d)	MECHANICAL EQUIPMENT ON STREET FACADES	Mechanical equipment and utility appurtenances shall not be located on a street facade unless the applicant demonstrates that locating the equipment in a different location would conflict with the equipment's function. Any equipment or appurtenance approved on a facade shall be located consistent with the standards of this section.
?	102-760(e)	MECHANICAL EQUIPMENT ON OTHER HORIZONTAL FACADES	Mechanical equipment, such as electrical transformers and air conditioners, located on the ground, decks, or horizontal surfaces other than the roof shall be located consistent with the standards of this section.

## ARTICLE 8 LANDSCAPE & SITE DESIGN

	Section of Code	Regulation	REVIEW NOTES
?	102-810(b)	VISIBILITY AT INTERSECTIONS	A 30 ft by 30 ft vision triangle, free from walls, fences, plants, or trees in excess of 30 inches above the abutting curb line shall be provided.
?	102-820	LANDSCAPE INSTALLATION	Notes to follow the specified landscape installation regulations required on submittal drawings.
?	102-830	LANDSCAPE MAINTENANCE	The owner is responsible for the maintenance, repair, and replacement of all landscaping required by code
?	102-840	EXISTING TREES	A survey of existing trees on the site is required, which is to include identification of significant and contributing trees.  Tree protection is required.
?	102-850	GROUND VEGETATION	All unpaved areas of any lot in any other zone must be covered by planting bed per 102-850 (b) or grass per 102-850 (c) or a combination of planting bed and grass.
?	102-860	SITE TREES	One medium or large tree is required per 3000 square feet of yard area.
?	102-870	STREETSCAPE DESIGN	The requirements of this section apply to development of new streets and development on all lots with 200 feet or more of street frontage on existing streets or the City may assess a fee-in-lieu of streetscape for deposit in the city's streetscape fund.
?	102-880	STREET SIDEWALKS	Sidewalks or multi-use paths must be provided along all street frontages, located within the public right-of-way. <b>Sidewalk along 1<sup>st</sup> is required.</b>
?	102-890	INTERNAL SITE SIDEWALKS	Sidewalks must connect between all building entrances to all public sidewalks, including at least one connection to each street-frontage sidewalk abutting the site.
?	102-8100	STREET TREES	Each lot is required to have one tree for every 40 feet of street frontage with a minimum of one street tree per street frontage, and must be located between the curb and sidewalk, a minimum of 2 feet and a maximum of 10 feet off the back of curb
?	102-8110	FRONTAGE BUFFERS	A frontage buffer is required when on-site vehicular parking, loading, outdoor storage, and/or other activities abut the street
N/A	102-8120	SIDE & REAR BUFFERS	A side and rear buffer is required along the side and rear lot lines where transitions between certain zones occur
N/A	102-8130	INTERIOR PARKING LOT LANDSCAPE	All off-street surface parking lots with more than 10 spaces and/or more than one drive aisle must meet the interior parking lot landscape regulations.

?	102-8140	SCREENING OF REFUSE & UTILITY AREAS	All dumpsters, loading areas, open storage, refuse areas, mechanical equipment, and utility appurtenances must be screened
?	102-8150	OUTDOOR LIGHTING	No lighting depicted in drawings.

**ARTICLE 9 PARKING & MOBILITY**

	Section of Code	Regulation	REVIEW NOTES
✘	102-920	OFF-STREET PARKING – MOTOR VEHICULAR MINIMUMS & MAXIMUMS	Minimum for Multi-family: 1.2 enclosed stalls per unit No Maximum; 36 units <b>require 43 enclosed stalls</b> . Plans propose <b>36 enclosed stalls</b> . Applicant encouraged to pursue a reduction per Alternative Compliance per Section 102-940 (i)
?	102-920	OFF-STREET PARKING – BICYCLE MINIMUMS	Minimum for Multi-family: <b>1.1 stalls per unit</b> . With 90% as long-term.
?	102-940	PARKING REDUCTIONS & CREDITS	Applicant can pursue a reduction per Alternative Compliance per Section 102-940 (i)
✓	102-950	LOCATION OF OFF-STREET PARKING	Except as otherwise expressly stated in this article, required off-street parking areas must be located on the same lot as the building or use they are required to serve.
?	102-960	PARKING AREA LAYOUT & DESIGN	Parking areas must be designed to allow vehicles to enter and exit a street and cross public sidewalks in a forward motion
?			Parking stalls may be standard or compact
?	102-970	ELECTRIC VEHICLE SUPPLY EQUIPMENT	Proposal includes residential off-street parking areas with 36 Parking Spaces.
?			Requires Level 1 or Level 2 electric vehicle charging stations for at least <b>5% of provided parking spaces</b> . At least one of the electric vehicle charging stations provided must be accessible to a vehicle parked in an accessible parking space.
			<b>An additional 10% of the spaces must be EV-ready.</b>
			Short-term bicycle parking must be located on the subject lot, unless the city approves a proposal to allow private bicycle parking facilities to be located in the right-of-way.
			Long-term bicycle parking spaces must:
?	102-990	BICYCLE PARKING	– Be located with direct access by the bicycle rider, with no more than 50% of the required spaces requiring the use of stairs or elevators;
			– May not be located in dwelling units or on dwelling unit balconies;
			– Must protect the entire bicycle, its components and accessories against theft and inclement weather, including wind-driven rain and snow.
			– Must be designed to allow bicycles to be securely locked to a bicycle rack in: A bike storage room that is accessible only to authorized users and has at least 2 electrical outlets; or a bicycle locker with a separate access door for each bike; or an attended bike storage room.