

Agenda
City of Minnetonka
City Council Study Session
Monday, June 12, 2023
6:30 PM
Minnehaha Room



1. Call to Order 6:30 p.m.
2. Introductions/Roll Call 6:30-6:35 p.m.
3. Business Items 6:35-9 p.m.
 - A. iLegislate demonstration
 - B. 2024-2028 Capital Improvements Program (CIP) Review
 - C. 2024-2028 Economic Improvement Program (EIP)
 - D. Transit-Oriented Development
 - E. July study session - topics and date
4. Adjournment 9 p.m.

The purpose of a study session is to allow the city council to discuss matters informally and in greater detail than permitted at formal council meetings. While all meetings of the council are open to the public, study session discussions are generally limited to the council, staff and consultants.

**City Council Agenda Item 3.B
Meeting of June 12, 2023**



Title: 2024-2028 Capital Improvements Program (CIP) Review

Report from: Darin Nelson, Finance Director

Submitted through: Mike Funk, City Manager
Moranda Dammann, Assistant City Manager

Presenter: Mike Funk, City Manager & Darin Nelson, Finance Director

Action Requested: Provide staff with feedback and project priority direction.

Summary Statement

The creation and update of a multi-year capital program allows the city to plan for its current and long-term needs. Staff requests feedback on the recommended 2024-2028 CIP. As always, the proposed Capital Improvements Program (CIP) reflects previous council direction and addresses the capital priorities of the city of Minnetonka in a prudent and cost-effective manner. Our responsible approach preserves the city's outstanding financial condition, as reflected in the city's Aaa bond rating and reasonable tax and utility rates. The city council will be asked to formally adopt the 2024-2028 CIP in September.

Strategic Profile Relatability

Financial Strength & Operational Excellence

The CIP aids in ensuring the city is providing safe, efficient, sustainable, cost-effective and well-maintained infrastructure, equipment and transportation systems.

Background

See attached background report.

Discussion Questions

1. What questions and/or discussion points does the council have in regards to the proposed 2024-2028 CIP projects, funding or tax levy?

ATTACHMENTS:

[Preliminary 2024-2028 CIP](#)
[Study Session Background Report](#)

2024-2028

**Capital Improvements Program
&
Economic Improvement Program**

Preliminary

06-12-2023



**CITY OF
MINNETONKA**

2024-2028 Capital Improvements Program

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Unfunded Trail Segments by Priority Ranking
2024 – 2028 Proposed Local Street Construction



Projects include sustainability features and/or focus.



Projects include a natural resources stewardship feature and/or focus.

Capital Improvements Policy

The Capital Improvements Program (CIP) is the city's five-year plan to provide and maintain public facilities for the citizens and businesses of Minnetonka, balanced against the constraint of available resources.

Funding Priorities

Reinvestment for the replacement, maintenance or increased efficiency of existing systems will have priority over the expansion of existing systems or the provision of new facilities and services. Priority rankings include:

1. Projects necessary for public health and safety, or to meet legal mandates.
2. Projects which help maintain or make existing systems more efficient. Cost-benefits and coordination with related projects will be considered.
3. Projects expanding existing systems, providing new services, or for general community betterment.

Planning Principles

- The CIP will support achievement of the city's long-term Strategic Priorities.
- The CIP will be updated annually to reflect changing capital needs for new construction and maintenance of the city's substantial investments in streets, utilities, parks, buildings and equipment.
- Development of the CIP will be consistent with the annual operating budget. Future operating costs associated with new capital improvements will be projected and included in operating budget forecasts.
- Fund balance guidelines will be established for each capital fund, and will reflect the type of fund, subsequent-year budget needs, annual cash flow requirements, replacement reserves and potential contingencies. The guidelines will be used to responsibly manage balances over the five-year planning horizon.



CITY OF
MINNETONKA

City of Minnetonka, Minnesota
 2024- 2028 Capital Improvement Plan
 2024 thru 2028

EXPENDITURES AND SOURCES SUMMARY

Department	2024	2025	2026	2027	2028	Total
1-Municipal Buildings	955,000	2,650,000	1,210,000	2,135,000	920,000	7,870,000
2-Recreational Facilities	850,000	3,660,000	645,000	695,000	615,000	6,465,000
3-Parks, Trails & Open Space	3,930,000	3,202,000	4,303,000	4,899,000	4,365,000	20,699,000
4-Major Equipment	3,293,300	2,977,900	3,802,600	2,300,800	2,906,700	15,281,300
5-Technology	1,798,000	1,352,100	1,629,000	1,973,000	1,156,300	7,908,400
6-Local Street Improvements	5,635,000	10,335,000	15,205,000	18,085,000	3,415,000	52,675,000
8-Storm Drainage Improvements	575,000	1,075,000	575,000	875,000	575,000	3,675,000
9-Water/Sewer Improvements	4,655,000	7,345,000	3,935,000	3,455,000	5,790,000	25,180,000
EXPENDITURE TOTAL	21,691,300	32,597,000	31,304,600	34,417,800	19,743,000	139,753,700

Source	2024	2025	2026	2027	2028	Total
Cable Television Fund	296,000	346,500	261,500	311,500	193,100	1,408,600
Capital Replacement Fund	2,703,600	3,782,600	3,137,600	2,907,900	2,287,200	14,818,900
City of Hopkins	29,700	6,600	3,300	3,300	3,300	46,200
Community Investment Fund	50,000	2,600,000		500,000		3,150,000
Cost Sharing	250,000		8,900,000			9,150,000
Electric Franchise Fees Fund	1,000,000	1,000,000	2,000,000	1,300,000	1,200,000	6,500,000
Forestry Fund	226,000	192,000	198,000	209,000	215,000	1,040,000
Grants/Partnership Funding		300,000		937,500		1,237,500
Hopkins School District	270,000	270,000	270,000	270,000	270,000	1,350,000
Metropolitan Council	2,300,000					2,300,000
Park & Trail Improvement Fund	504,300	753,400	711,700	596,700	556,700	3,122,800
Public Safety Fund	1,640,500	1,238,500	1,450,000	915,500	541,000	5,785,500
Storm Water Fund	675,000	1,532,600	958,300	3,775,000	1,225,700	8,166,600
Street Improvement Fund	4,115,000	9,065,000	5,085,000	11,815,000	3,545,000	33,625,000
Technology Development Fund	1,502,000	915,600	1,367,500	1,162,000	963,200	5,910,300
Trail System Expansion Fund	1,000,000	2,270,000	2,400,000	2,400,000	2,400,000	10,470,000
Utility Fund	4,884,200	7,874,200	4,256,700	6,854,400	6,117,800	29,987,300
Williston Center Fund	245,000	450,000	305,000	460,000	225,000	1,685,000
SOURCE TOTAL	21,691,300	32,597,000	31,304,600	34,417,800	19,743,000	139,753,700

City of Minnetonka, Minnesota
 2024- 2028 Capital Improvement Plan
 2024 thru 2028

SOURCES AND USES OF FUNDS

Source	2024	2025	2026	2027	2028	
Cable Television Fund						
Beginning Balance	772,783	868,183	861,283	936,183	959,483	
Revenues and Other Fund Sources						
<i>Revenue</i>						
Cable Franchise Fees	771,900	771,900	771,900	771,900	771,900	
Interest on Investments	66,300	17,400	17,200	18,700	19,200	
Miscellaneous Revenue	41,000	41,000	41,000	41,000	41,000	
Public Educ & Govt (PEG) Fees	81,700	81,700	81,700	81,700	81,700	
<i>Total</i>	960,900	912,000	911,800	913,300	913,800	
Total Revenues and Other Fund Sources	960,900	912,000	911,800	913,300	913,800	
Total Funds Available	1,733,683	1,780,183	1,773,083	1,849,483	1,873,283	
Expenditures and Uses						
<i>Capital Projects & Equipment</i>						
<u>5-Technology</u>						
Audio/Visual Equipment & Broadcast Programming	TECH-24504	(196,000)	(246,500)	(161,500)	(211,500)	(93,100)
Technology Infrastructure	TECH-24505	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)
<i>Total</i>		(296,000)	(346,500)	(261,500)	(311,500)	(193,100)
<i>Other Uses</i>						
Operating Expenditures		(532,200)	(533,800)	(535,500)	(537,200)	(538,900)
Transfers		(37,300)	(38,600)	(39,900)	(41,300)	(42,700)
<i>Total</i>		(569,500)	(572,400)	(575,400)	(578,500)	(581,600)
Total Expenditures and Uses		(865,500)	(918,900)	(836,900)	(890,000)	(774,700)
Change in Fund Balance	95,400	(6,900)	74,900	23,300	139,100	
Ending Balance	868,183	861,283	936,183	959,483	1,098,583	
Fund Balance Guideline	\$918,900	\$836,900	\$890,000	\$774,700	\$800,300	

City of Minnetonka, Minnesota
 2024- 2028 Capital Improvement Plan
 2024 thru 2028

SOURCES AND USES OF FUNDS

Source	2024	2025	2026	2027	2028	
Capital Replacement Fund						
Beginning Balance	2,050,243	1,886,943	527,043	(40,057)	(312,957)	
Revenues and Other Fund Sources						
<i>Revenue</i>						
Auction Proceeds	130,000	130,000	130,000	130,000	130,000	
Interest on Investments	180,300	37,700	10,500	0	0	
Tax Levy	1,630,000	1,905,000	2,080,000	2,155,000	2,155,000	
Transfer In	600,000	350,000	350,000	350,000	350,000	
<i>Total</i>	2,540,300	2,422,700	2,570,500	2,635,000	2,635,000	
Total Revenues and Other Fund Sources	2,540,300	2,422,700	2,570,500	2,635,000	2,635,000	
Total Funds Available	4,590,543	4,309,643	3,097,543	2,594,943	2,322,043	
Expenditures and Uses						
<i>Capital Projects & Equipment</i>						
<u>1-Municipal Buildings</u>						
Life Safety Reporting Upgrades	MB-24101	0	0	(120,000)	(140,000)	(80,000)
Energy Conservation & Sustainability Improvements	MB-24102	(60,000)	0	(165,000)	(70,000)	(75,000)
Major Building Components	MB-24103	(410,000)	(475,000)	(190,000)	(155,000)	(290,000)
Building Automation Replacement	MB-24104	(30,000)	(65,000)	(120,000)	(50,000)	(65,000)
Building Roof Replacements	MB-24105	(115,000)	(550,000)	(80,000)	(150,000)	(125,000)
Fire Station Refurbishment	MB-24106	(65,000)	(50,000)	(70,000)	(75,000)	(75,000)
City Hall Civic Center Complex	MB-24107	(175,000)	(100,000)	(270,000)	(30,000)	(150,000)
Solar Initiative - Roof Projects	MB-24108	0	(1,250,000)	0	(312,500)	0
Special Project Facility Repairs and Upgrades	MB-24109	(60,000)	(70,000)	(60,000)	(60,000)	(60,000)
<i>Total</i>		(915,000)	(2,560,000)	(1,075,000)	(1,042,500)	(920,000)
<u>2-Recreational Facilities</u>						
The Marsh Improvements	RecF-24202	(75,000)	0	0	0	0
Royals Athletic Center Improvements	RecF-24204	(110,000)	(110,000)	(110,000)	(110,000)	(110,000)
Ice Arena Improvements	RecF-24205	(50,000)	0	(25,000)	0	0
<i>Total</i>		(235,000)	(110,000)	(135,000)	(110,000)	(110,000)
<u>4-Major Equipment</u>						
Dump/Plow Truck Replacements	ME-24401	(284,600)	0	(296,100)	(305,000)	(314,200)
Fleet Vehicles	ME-24402	(896,900)	(730,200)	(700,900)	(930,900)	(843,000)
Sidewalk and Trail Maintenance Vehicle	ME-24403	(50,000)	0	(52,000)	0	0
Cold Planer	ME-24404	0	0	(778,600)	0	0

Source		2024	2025	2026	2027	2028
Capital Replacement Fund						
Electric Ice Resurfacers	ME-24406	0	(184,000)	0	0	0
Rubber-Tire Loader	ME-24408	0	0	0	(291,400)	0
Snow Blower	ME-24409	(142,100)	0	0	0	0
Sidewalk and Trail Maintenance	ME-24410	0	0	0	(128,100)	0
Skidsteer Loader	ME-24411	0	(98,400)	0	0	0
Sustainable Initiatives	ME-24412	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)
Multi Use Van	ME-24433	(80,000)	0	0	0	0
	<i>Total</i>	(1,553,600)	(1,112,600)	(1,927,600)	(1,755,400)	(1,257,200)
Total Expenditures and Uses		(2,703,600)	(3,782,600)	(3,137,600)	(2,907,900)	(2,287,200)
Change in Fund Balance		(163,300)	(1,359,900)	(567,100)	(272,900)	347,800
Ending Balance		1,886,943	527,043	(40,057)	(312,957)	34,843

Fund Balance Guideline	\$945,700	\$784,400	\$727,000	\$571,800	\$590,700
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City of Minnetonka, Minnesota
 2024- 2028 Capital Improvement Plan
 2024 thru 2028

SOURCES AND USES OF FUNDS

Source	2024	2025	2026	2027	2028
Community Investment Fund					
Beginning Balance	20,700,475	21,893,875	19,889,175	20,449,375	20,523,575
<u>Revenues and Other Fund Sources</u>					
<i>Revenue</i>					
Interest on Investments	1,180,400	532,300	497,200	511,200	513,100
Other Revenue	63,000	63,000	63,000	63,000	63,000
<i>Total</i>	1,243,400	595,300	560,200	574,200	576,100
Total Revenues and Other Fund Sources	1,243,400	595,300	560,200	574,200	576,100
Total Funds Available	21,943,875	22,489,175	20,449,375	21,023,575	21,099,675
<u>Expenditures and Uses</u>					
<i>Capital Projects & Equipment</i>					
<u>2-Recreational Facilities</u>					
Ice Arena Improvements	RecF-24205	(50,000)	(2,000,000)	0	0
Skate Park	RecF-24207	0	(600,000)	0	0
<i>Total</i>		(50,000)	(2,600,000)	0	0
<u>3-Parks, Trails & Open Space</u>					
Park & Open Space Purchase	Park-24312	0	0	0	(500,000)
<i>Total</i>		0	0	0	(500,000)
Total Expenditures and Uses		(50,000)	(2,600,000)	0	(500,000)
Change in Fund Balance	1,193,400	(2,004,700)	560,200	74,200	576,100
Ending Balance	21,893,875	19,889,175	20,449,375	20,523,575	21,099,675

Required Fund Balance \$20,013,959 \$20,131,999 \$20,185,229 \$20,234,949 \$20,286,069

City of Minnetonka, Minnesota
 2024- 2028 Capital Improvement Plan
 2024 thru 2028

SOURCES AND USES OF FUNDS

Source	2024	2025	2026	2027	2028
Electric Franchise Fees Fund					
Beginning Balance	1,129,407	1,489,607	1,674,107	863,307	732,207
Revenues and Other Fund Sources					
<i>Revenue</i>					
Electric Franchise Fees	1,157,300	1,157,300	1,157,300	1,157,300	1,157,300
Interest on Investments	0	0	0	0	18,300
Interest on Investments	212,900	37,200	41,900	21,600	0
<i>Total</i>	1,370,200	1,194,500	1,199,200	1,178,900	1,175,600
Total Revenues and Other Fund Sources	1,370,200	1,194,500	1,199,200	1,178,900	1,175,600
Total Funds Available	2,499,607	2,684,107	2,873,307	2,042,207	1,907,807
Expenditures and Uses					
<i>Capital Projects & Equipment</i>					
<u>3-Parks, Trails & Open Space</u>					
Trail Improvement Plan	Park-24305	0	0	(1,000,000)	(1,200,000)
<i>Total</i>		0	0	(1,000,000)	(1,200,000)
<u>6-Local Street Improvements</u>					
Electrical System Enhancements	LSI-24604	(1,000,000)	(1,000,000)	(1,000,000)	(100,000)
<i>Total</i>		(1,000,000)	(1,000,000)	(1,000,000)	(100,000)
<i>Other Uses</i>					
Street Light Installations		(10,000)	(10,000)	(10,000)	(10,000)
<i>Total</i>		(10,000)	(10,000)	(10,000)	(10,000)
Total Expenditures and Uses		(1,010,000)	(1,010,000)	(2,010,000)	(1,310,000)
Change in Fund Balance	360,200	184,500	(810,800)	(131,100)	(34,400)
Ending Balance	1,489,607	1,674,107	863,307	732,207	697,807
Fund Balance Guideline	\$ 252,500	\$502,500	\$327,500	\$302,500	\$327,500

City of Minnetonka, Minnesota
 2024- 2028 Capital Improvement Plan
 2024 thru 2028

SOURCES AND USES OF FUNDS

Source	2024	2025	2026	2027	2028
Forestry Fund					
Beginning Balance	829,972	697,272	583,172	562,872	568,172
Revenues and Other Fund Sources					
<i>Revenue</i>					
Investment Interest	54,300	13,900	11,700	11,300	11,400
Levy Proceeds	98,000	123,000	225,000	262,000	262,000
<i>Total</i>	152,300	136,900	236,700	273,300	273,400
Total Revenues and Other Fund Sources	152,300	136,900	236,700	273,300	273,400
Total Funds Available	982,272	834,172	819,872	836,172	841,572
Expenditures and Uses					
<i>Capital Projects & Equipment</i>					
<u>3-Parks, Trails & Open Space</u>					
Plant Pest Program (Forestry Preservation)	Park-24301	(186,000)	(192,000)	(198,000)	(209,000)
<i>Total</i>		(186,000)	(192,000)	(198,000)	(209,000)
<u>4-Major Equipment</u>					
Dump/Plow Truck Replacements	ME-24401	(40,000)	0	0	0
<i>Total</i>		(40,000)	0	0	0
<i>Other Uses</i>					
Transfer Out - GF		(59,000)	(59,000)	(59,000)	(59,000)
<i>Total</i>		(59,000)	(59,000)	(59,000)	(59,000)
Total Expenditures and Uses		(285,000)	(251,000)	(257,000)	(268,000)
Change in Fund Balance		(132,700)	(114,100)	(20,300)	5,300
Ending Balance		697,272	583,172	562,872	568,172

City of Minnetonka, Minnesota
 2024- 2028 Capital Improvement Plan
 2024 thru 2028

SOURCES AND USES OF FUNDS

Source	2024	2025	2026	2027	2028
Municipal State Aid Fund					
Beginning Balance	2,046,912	4,200,012	6,340,312	8,480,612	10,620,912
Revenues and Other Fund Sources					
<i>Revenue</i>					
Interest on Investments	12,800	0	0	0	0
State Allotment	2,140,300	2,140,300	2,140,300	2,140,300	2,140,300
<i>Total</i>	2,153,100	2,140,300	2,140,300	2,140,300	2,140,300
Total Revenues and Other Fund Sources	2,153,100	2,140,300	2,140,300	2,140,300	2,140,300
Total Funds Available	4,200,012	6,340,312	8,480,612	10,620,912	12,761,212
Change in Fund Balance	2,153,100	2,140,300	2,140,300	2,140,300	2,140,300
Ending Balance	4,200,012	6,340,312	8,480,612	10,620,912	12,761,212

City of Minnetonka, Minnesota
 2024- 2028 Capital Improvement Plan
 2024 thru 2028

SOURCES AND USES OF FUNDS

Source	2024	2025	2026	2027	2028
Park & Trail Improvement Fund					
Beginning Balance	3,592,140	4,217,640	4,380,340	4,662,840	5,140,740
Revenues and Other Fund Sources					
<i>Revenue</i>					
Interest on Investments	370,200	81,500	84,600	90,000	99,400
Miscellaneous Income	9,600	9,600	9,600	9,600	9,600
Park Dedication Fees	250,000	250,000	250,000	250,000	250,000
Tax Levy	500,000	575,000	650,000	725,000	725,000
<i>Total</i>	1,129,800	916,100	994,200	1,074,600	1,084,000
Total Revenues and Other Fund Sources	1,129,800	916,100	994,200	1,074,600	1,084,000
Total Funds Available	4,721,940	5,133,740	5,374,540	5,737,440	6,224,740
Expenditures and Uses					
<i>Capital Projects & Equipment</i>					
<u>2-Recreational Facilities</u>					
Shady Oak Beach Improvements	RecF-24203	(60,300)	(13,400)	(6,700)	(6,700)
<i>Total</i>		(60,300)	(13,400)	(6,700)	(6,700)
<u>3-Parks, Trails & Open Space</u>					
Athletic Field Improvements	Park-24302	(20,000)	(160,000)	(100,000)	(80,000)
Burwell House Investments	Park-24303	(50,000)	(60,000)	(60,000)	0
Park Investment Plan	Park-24304	(70,000)	(280,000)	(215,000)	(195,000)
Trail Rehabilitation	Park-24306	(75,000)	(75,000)	(120,000)	(120,000)
Ridgedale Commons - Programming Equipment	Park-24308	(49,000)	0	0	0
Park Habitat Stewardship Plan	Park-24309	(65,000)	(90,000)	(95,000)	(120,000)
Park Master Planning	Park-24311	(115,000)	(75,000)	(115,000)	(30,000)
<i>Total</i>		(444,000)	(740,000)	(705,000)	(590,000)
Total Expenditures and Uses		(504,300)	(753,400)	(711,700)	(596,700)
Change in Fund Balance	625,500	162,700	282,500	477,900	527,300
Ending Balance	4,217,640	4,380,340	4,662,840	5,140,740	5,668,040
Fund Balance Guideline	\$248,622	\$234,861	\$196,911	\$183,711	\$206,105

City of Minnetonka, Minnesota
 2024- 2028 Capital Improvement Plan
 2024 thru 2028

SOURCES AND USES OF FUNDS

Source	2024	2025	2026	2027	2028
Public Safety Fund					
Beginning Balance	25,015	1,579,715	1,143,215	645,715	884,715
Revenues and Other Fund Sources					
<i>Revenue</i>					
Interest on Investments	1,400	2,000	2,500	4,500	5,200
Other tax-related	0	0	0	0	0
Public Safety Aid	2,393,800	0	0	0	0
Tax Levy	625,000	700,000	800,000	1,000,000	1,000,000
Transfer In	175,000	100,000	150,000	150,000	150,000
<i>Total</i>	3,195,200	802,000	952,500	1,154,500	1,155,200
Total Revenues and Other Fund Sources	3,195,200	802,000	952,500	1,154,500	1,155,200
Total Funds Available	3,220,215	2,381,715	2,095,715	1,800,215	2,039,915
Expenditures and Uses					
<i>Capital Projects & Equipment</i>					
<u>4-Major Equipment</u>					
Training Props	ME-24416	0	(25,000)	0	0
Lucas Device Purchases	ME-24417	0	(45,000)	0	0
Automated External Defibrillator (AEDs)	ME-24418	(72,000)	0	0	0
Pumper Truck Replacement	ME-24419	(135,000)	(135,000)	(300,000)	(300,000)
Apparatus Refurbishment	ME-24420	0	0	(175,000)	(150,000)
Turnout Gear	ME-24423	0	(390,000)	0	0
Fire JPA SCBA Program	ME-24424	(650,000)	0	0	0
Rescue Equipment	ME-24425	0	(125,000)	0	0
Light Duty Truck Program	ME-24426	(200,000)	0	0	0
Ballistic Patrol Helmets	ME-24427	0	(42,000)	0	0
SWAT Team Protective Gear	ME-24428	0	0	0	(91,000)
800 MHz Portable Radios	ME-24429	(512,000)	0	(975,000)	0
800 MHZ Mobile Radios	ME-24430	0	(360,000)	0	0
Mobile Camera Trailer	ME-24431	(45,000)	0	0	0
Tasers	ME-24432	0	0	0	(116,000)
Dynamic Feedback Speed Signs	ME-24435	(26,500)	(26,500)	0	0
<i>Total</i>	(1,640,500)	(1,148,500)	(1,450,000)	(416,000)	(541,000)
<u>5-Technology</u>					
Fire Technology Update	TECH-24510	0	(50,000)	0	0
Multi Gas Monitors	TECH-24512	0	(40,000)	0	0

Source		2024	2025	2026	2027	2028
Public Safety Fund						
Body Worn/In Car Cameras	TECH-24513	0	0	0	(499,500)	0
	<i>Total</i>	0	(90,000)	0	(499,500)	0
Total Expenditures and Uses		(1,640,500)	(1,238,500)	(1,450,000)	(915,500)	(541,000)
Change in Fund Balance		1,554,700	(436,500)	(497,500)	239,000	614,200
Ending Balance		1,579,715	1,143,215	645,715	884,715	1,498,915

Fund Balance Guideline	\$928,900	\$1,087,500	\$686,600	\$405,800	\$867,800
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City of Minnetonka, Minnesota
 2024- 2028 Capital Improvement Plan
 2024 thru 2028

SOURCES AND USES OF FUNDS

Source	2024	2025	2026	2027	2028
Street Improvement Fund					
Beginning Balance	(8,551,788)	(2,691,488)	(2,726,488)	533,512	(2,946,488)
Revenues and Other Fund Sources					
<i>Revenue</i>					
Interest on Investments	110,300	0	0	0	0
MSA Maintenance	625,000	615,000	605,000	595,000	595,000
Other	510,000	10,000	10,000	10,000	10,000
State Bridge Bonding Funds	1,600,000	1,000,000	0	0	0
Tax Levy	6,380,000	7,005,000	7,380,000	7,580,000	7,580,000
Transfer In	750,000	400,000	350,000	150,000	150,000
<i>Total</i>	9,975,300	9,030,000	8,345,000	8,335,000	8,335,000
Total Revenues and Other Fund Sources	9,975,300	9,030,000	8,345,000	8,335,000	8,335,000
Total Funds Available	1,423,512	6,338,512	5,618,512	8,868,512	5,388,512
Expenditures and Uses					
<i>Capital Projects & Equipment</i>					
<u>4-Major Equipment</u>					
Public Works Technology	ME-24413	0	0	0	(300,000)
<i>Total</i>		0	0	0	(300,000)
<u>6-Local Street Improvements</u>					
Pavement Management Study	LSI-24601	(75,000)	(75,000)	(85,000)	(75,000)
Local Street Rehabilitation	LSI-24602	(1,500,000)	(3,500,000)	0	(5,740,000)
Local Street Preservation	LSI-24603	(2,540,000)	(5,490,000)	(4,750,000)	(5,500,000)
Noise Barrier	LSI-24605	0	0	0	(500,000)
Signal Improvements	LSI-24606	0	0	(250,000)	0
<i>Total</i>		(4,115,000)	(9,065,000)	(5,085,000)	(11,815,000)
Total Expenditures and Uses		(4,115,000)	(9,065,000)	(5,085,000)	(11,815,000)
Change in Fund Balance	5,860,300	(35,000)	3,260,000	(3,480,000)	4,790,000
Ending Balance	(2,691,488)	(2,726,488)	533,512	(2,946,488)	1,843,512
 Fund Balance Guideline	 \$2,266,300	 \$1,271,300	 \$2,953,800	 \$886,300	 \$1,681,300

City of Minnetonka, Minnesota
 2024- 2028 Capital Improvement Plan
 2024 thru 2028

SOURCES AND USES OF FUNDS

Source	2024	2025	2026	2027	2028	
Storm Water Fund						
Beginning Balance	2,750,789	4,612,589	5,619,689	7,301,089	6,284,989	
Revenues and Other Fund Sources						
<i>Revenue</i>						
Interest on Investments	185,000	115,300	140,500	182,500	157,100	
Storm Water Utility Fees	3,144,900	3,241,700	3,341,500	3,444,400	3,550,400	
<i>Total</i>	3,329,900	3,357,000	3,482,000	3,626,900	3,707,500	
Total Revenues and Other Fund Sources	3,329,900	3,357,000	3,482,000	3,626,900	3,707,500	
Total Funds Available	6,080,689	7,969,589	9,101,689	10,927,989	9,992,489	
Expenditures and Uses						
<i>Capital Projects & Equipment</i>						
<u>4-Major Equipment</u>						
Street Sweeper	ME-24405	0	(357,600)	(283,300)	0	(300,600)
Dozer	ME-24407	0	0	0	0	(300,100)
<i>Total</i>		0	(357,600)	(283,300)	0	(600,700)
<u>6-Local Street Improvements</u>						
Local Street Rehabilitation	LSI-24602	(50,000)	(50,000)	0	(2,800,000)	0
Local Street Preservation	LSI-24603	(50,000)	(50,000)	(100,000)	(100,000)	(50,000)
<i>Total</i>		(100,000)	(100,000)	(100,000)	(2,900,000)	(50,000)
<u>8-Storm Drainage Improvements</u>						
Storm Sewer Risk Assessment and Projects	SDI-24801	(250,000)	(250,000)	(250,000)	(250,000)	(250,000)
Water Quality Projects	SDI-24802	(100,000)	0	(100,000)	0	(100,000)
Watershed Modeling	SDI-24803	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)
Major Pond Rehabilitation	SDI-24804	(200,000)	(200,000)	(200,000)	(200,000)	(200,000)
Storm Sewer Lift Station Improvements	SDI-24805	0	(600,000)	0	(400,000)	0
<i>Total</i>		(575,000)	(1,075,000)	(575,000)	(875,000)	(575,000)
<i>Other Uses</i>						
Operating Expenses		(643,000)	(664,200)	(686,100)	(708,700)	(732,100)
Transfers Out		(150,100)	(153,100)	(156,200)	(159,300)	(162,500)
<i>Total</i>		(793,100)	(817,300)	(842,300)	(868,000)	(894,600)
Total Expenditures and Uses	(1,468,100)	(2,349,900)	(1,800,600)	(4,643,000)	(2,120,300)	

Source	2024	2025	2026	2027	2028
Storm Water Fund					
Change in Fund Balance	1,861,800	1,007,100	1,681,400	(1,016,100)	1,587,200
Ending Balance	<u>4,612,589</u>	<u>5,619,689</u>	<u>7,301,089</u>	<u>6,284,989</u>	<u>7,872,189</u>

Cash Reserve Target	\$2,877,300	\$3,200,800	\$3,166,500	\$3,980,100	\$3,452,400
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City of Minnetonka, Minnesota
 2024- 2028 Capital Improvement Plan
 2024 thru 2028

SOURCES AND USES OF FUNDS

Source	2024	2025	2026	2027	2028	
Technology Development Fund						
Beginning Balance	1,424,722	753,122	702,622	324,222	193,722	
Revenues and Other Fund Sources						
<i>Revenue</i>						
Interest on Investments	80,400	15,100	14,100	6,500	3,900	
Tax Levy	650,000	800,000	850,000	900,000	900,000	
Transfers In	100,000	50,000	125,000	125,000	125,000	
<i>Total</i>	830,400	865,100	989,100	1,031,500	1,028,900	
Total Revenues and Other Fund Sources	830,400	865,100	989,100	1,031,500	1,028,900	
Total Funds Available	2,255,122	1,618,222	1,691,722	1,355,722	1,222,622	
Expenditures and Uses						
<i>Capital Projects & Equipment</i>						
<i>5-Technology</i>						
Security Equipment	TECH-24503	(128,500)	(129,500)	(168,700)	(170,500)	(153,200)
Office Equipment	TECH-24507	(40,800)	(82,000)	(90,000)	(268,500)	(81,500)
Technology Purchases/Upgrades	TECH-24508	(1,332,700)	(704,100)	(1,108,800)	(723,000)	(728,500)
<i>Total</i>		(1,502,000)	(915,600)	(1,367,500)	(1,162,000)	(963,200)
Total Expenditures and Uses		(1,502,000)	(915,600)	(1,367,500)	(1,162,000)	(963,200)
Change in Fund Balance	(671,600)	(50,500)	(378,400)	(130,500)	65,700	
Ending Balance	753,122	702,622	324,222	193,722	259,422	
 Fund Balance Guideline	 \$228,900	 \$341,900	 \$290,500	 \$240,800	 \$295,600	

City of Minnetonka, Minnesota
 2024- 2028 Capital Improvement Plan
 2024 thru 2028

SOURCES AND USES OF FUNDS

Source	2024	2025	2026	2027	2028
Trail System Expansion Fund					
Beginning Balance	964,159	2,083,759	1,803,659	1,387,959	963,959
Revenues and Other Fund Sources					
<i>Revenue</i>					
Gas & Electric Franchise Fees	1,948,200	1,948,200	1,948,200	1,948,200	1,948,200
Interest on Investments	171,400	41,700	36,100	27,800	19,300
<i>Total</i>	2,119,600	1,989,900	1,984,300	1,976,000	1,967,500
Total Revenues and Other Fund Sources	2,119,600	1,989,900	1,984,300	1,976,000	1,967,500
Total Funds Available	3,083,759	4,073,659	3,787,959	3,363,959	2,931,459
Expenditures and Uses					
<i>Capital Projects & Equipment</i>					
<u>3-Parks, Trails & Open Space</u>					
Trail Improvement Plan	Park-24305	(1,000,000)	(2,270,000)	(2,400,000)	(2,400,000)
<i>Total</i>	(1,000,000)	(2,270,000)	(2,400,000)	(2,400,000)	(2,400,000)
Total Expenditures and Uses	(1,000,000)	(2,270,000)	(2,400,000)	(2,400,000)	(2,400,000)
Change in Fund Balance	1,119,600	(280,100)	(415,700)	(424,000)	(432,500)
Ending Balance	2,083,759	1,803,659	1,387,959	963,959	531,459
Fund Balance Guideline	\$567,500	\$600,000	\$600,000	\$600,000	\$523,500

City of Minnetonka, Minnesota
 2024- 2028 Capital Improvement Plan
 2024 thru 2028

SOURCES AND USES OF FUNDS

Source	2024	2025	2026	2027	2028
Utility Fund					
Beginning Balance	20,997,195	20,934,395	25,110,695	24,827,095	22,372,595
Revenues and Other Fund Sources					
<i>Revenue</i>					
Bond Proceeds	0	8,000,000	0	0	8,000,000
Hookup Fees	234,800	243,600	252,700	262,200	272,100
Interest on Investments	1,284,900	418,700	502,200	497,700	448,700
Miscellaneous Income	133,500	136,200	139,000	141,800	144,800
Water Sales & Sewer Services	18,030,000	18,799,700	19,602,200	20,438,900	21,311,400
<i>Total</i>	19,683,200	27,598,200	20,496,100	21,340,600	30,177,000
Total Revenues and Other Fund Sources	19,683,200	27,598,200	20,496,100	21,340,600	30,177,000
Total Funds Available	40,680,395	48,532,595	45,606,795	46,167,695	52,549,595
Expenditures and Uses					
<i>Capital Projects & Equipment</i>					
<u>1-Municipal Buildings</u>					
Major Building Components	MB-24103	0	0	(60,000)	0
<i>Total</i>		0	0	(60,000)	0
<u>4-Major Equipment</u>					
Dump/Plow Truck Replacements	ME-24401	0	(287,500)	0	0
Fleet Vehicles	ME-24402	(59,200)	(71,700)	(141,700)	(207,800)
<i>Total</i>		(59,200)	(359,200)	(141,700)	(207,800)
<u>6-Local Street Improvements</u>					
Local Street Rehabilitation	LSI-24602	(50,000)	(50,000)	0	(3,150,000)
Local Street Preservation	LSI-24603	(120,000)	(120,000)	(120,000)	(120,000)
<i>Total</i>		(170,000)	(170,000)	(120,000)	(3,270,000)
<u>9-Water/Sewer Improvements</u>					
Water - Miscellaneous Piping & Improvements	WSS-24901	(180,000)	(190,000)	(200,000)	(210,000)
Water - Tower Maintenance	WSS-24902	(70,000)	(25,000)	(85,000)	(90,000)
Water - Removal of Excavated Soil	WSS-24903	0	(90,000)	0	(95,000)
Water - System Sustainability Improvements	WSS-24904	(800,000)	(1,350,000)	(350,000)	0
Water - Trunk Utility Line Replacement	WSS-24905	(100,000)	0	0	0
Water - Water Meter Replacement Program	WSS-24906	(1,500,000)	(1,500,000)	(1,500,000)	(1,500,000)
Sewer - System Sustainability Improvements	WSS-24907	(1,500,000)	(3,750,000)	(1,350,000)	(1,100,000)
Sewer - Infiltration and Inflow Reduction Program	WSS-24908	(180,000)	(190,000)	(200,000)	(210,000)
Opus Area Utility Infrastructure	WSS-24909	(250,000)	(250,000)	(250,000)	(250,000)

Source		2024	2025	2026	2027	2028
Utility Fund						
Outdoor Warning Sirens	WSS-24910	(75,000)	0	0	0	0
	<i>Total</i>	(4,655,000)	(7,345,000)	(3,935,000)	(3,455,000)	(5,790,000)
<i>Other Uses</i>						
Debt Service		(2,646,700)	(2,808,100)	(3,484,600)	(3,468,900)	(3,600,193)
Operating Expenses		(5,976,700)	(6,259,900)	(6,307,900)	(6,480,900)	(6,778,900)
Sewer Service Charge		(5,414,400)	(5,631,000)	(5,856,300)	(6,090,500)	(6,334,100)
Transfers		(824,000)	(848,700)	(874,200)	(900,400)	(927,400)
	<i>Total</i>	(14,861,800)	(15,547,700)	(16,523,000)	(16,940,700)	(17,640,593)
Total Expenditures and Uses		(19,746,000)	(23,421,900)	(20,779,700)	(23,795,100)	(23,758,393)
Change in Fund Balance		(62,800)	4,176,300	(283,600)	(2,454,500)	6,418,607
Ending Balance		20,934,395	25,110,695	24,827,095	22,372,595	28,791,202

Cash Reserve Target	\$20,737,984	\$21,978,389	\$22,533,286	\$22,324,198	\$24,493,699
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City of Minnetonka, Minnesota
 2024- 2028 Capital Improvement Plan
 2024 thru 2028

SOURCES AND USES OF FUNDS

Source	2024	2025	2026	2027	2028
Williston Center Fund					
Beginning Balance	(229,569)	(128,369)	(213,269)	(132,769)	(185,269)
Revenues and Other Fund Sources					
<i>Revenue</i>					
Interest on Investments	0	0	0	0	0
Membership Fees	1,837,900	1,902,200	1,968,800	2,037,700	2,109,000
Miscellaneous Revenues	77,300	81,200	85,300	89,600	94,100
Other Fees	364,100	364,100	364,100	364,100	400,500
Tennis Court Fees	809,400	849,900	892,400	937,100	984,000
<i>Total</i>	3,088,700	3,197,400	3,310,600	3,428,500	3,587,600
Total Revenues and Other Fund Sources	3,088,700	3,197,400	3,310,600	3,428,500	3,587,600
Total Funds Available	2,859,131	3,069,031	3,097,331	3,295,731	3,402,331
Expenditures and Uses					
<i>Capital Projects & Equipment</i>					
<u>1-Municipal Buildings</u>					
Life Safety Reporting Upgrades	MB-24101	0	(50,000)	0	0
Major Building Components	MB-24103	(40,000)	(40,000)	(60,000)	0
Building Roof Replacements	MB-24105	0	0	(15,000)	0
<i>Total</i>		(40,000)	(90,000)	(75,000)	0
<u>2-Recreational Facilities</u>					
Williston Center Improvements	RecF-24201	(205,000)	(360,000)	(230,000)	(305,000)
<i>Total</i>		(205,000)	(360,000)	(230,000)	(305,000)
<i>Other Uses</i>					
Operating Expenses		(2,687,200)	(2,775,900)	(2,867,600)	(2,962,300)
Transfers Out - Indirect Costs		(55,300)	(56,400)	(57,500)	(59,900)
<i>Total</i>		(2,742,500)	(2,832,300)	(2,925,100)	(3,021,000)
Total Expenditures and Uses	(2,987,500)	(3,282,300)	(3,230,100)	(3,481,000)	(3,345,000)
Change in Fund Balance	101,200	(84,900)	80,500	(52,500)	242,600
Ending Balance	(128,369)	(213,269)	(132,769)	(185,269)	57,331
Cash Reserve Target	\$1,453,600	\$1,460,600	\$1,490,500	\$1,521,200	\$1,552,700



2024- 2028 Capital Improvement Plan

2024 thru 2028

City of Minnetonka, Minnesota

Department 1-Municipal Buildings
 Contact Facilities Manager
 Type Improvement
 Useful Life
 Category Municipal Buildings
 Priority 2 Important-Provide Efficiency

Project #	MB-24101
Project Name	Life Safety Reporting Upgrades

Description (Include Scheduling and Project Status)

This item funds the improvement of life safety, duress, sprinkler and fire panel alarms that are located in the city’s buildings.

The schedule for detector replacement is:
 2024: Water Plant #16 Chemical and Fire Alarms (See WSS-24904)
 2025: Williston Center Fire System and Sprinklers
 2026: Community Center Elevators and Controls
 2027: City Hall Elevators and Controls
 2028: Fire Protection System, Risers, Valves, Public Works Cold Storage

Justification/Relationship to Plans and Projects

A number of the city’s building fire panels and associated emergency detectors (smoke, fire, duress, and duct) are due for replacement as they have reached the end of their useful life and need to be updated to meet current code.

Improvements to the notification system involve upgrading the detectors located in each building that signal an emergency with digital equipment. Alarms that were previously sent to police dispatch are now sent to an outside vendor for monitoring.

The project is consistent with the policy of maintaining the city’s infrastructure.

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings		50,000	120,000	140,000	80,000	390,000
Total		50,000	120,000	140,000	80,000	390,000

Funding Sources	2024	2025	2026	2027	2028	Total
Capital Replacement Fund			120,000	140,000	80,000	340,000
Williston Center Fund		50,000				50,000
Total		50,000	120,000	140,000	80,000	390,000

Impacts (Budget, Sustainability, Other)

This project does not increase annual operating costs.



2024- 2028 Capital Improvement Plan

2024 *thru* 2028

City of Minnetonka, Minnesota

Department 1-Municipal Buildings
 Contact Facilities Manager
 Type Improvement
 Useful Life
 Category Municipal Buildings
 Priority 2 Important-Provide Efficiency

Project #	MB-24102
Project Name	Energy Conservation & Sustainability Improvements

Description (Include Scheduling and Project Status)

This item provides for the upgrade of energy consuming equipment such as light fixtures, occupancy sensors, insulation, weather stripping, water heaters, water reduction device fixtures and similar equipment that will save energy and water resources.

Projects are undertaken such that those deriving the shortest payback of investment are completed first as well as lighting that has reached the end of its useful life.

2024: Ice arena - hot water heaters and furnaces
 2025: See Solar Initiative - Roof Projects page
 2026: Refrigerant change outs - Glen Lake, Fire Stations and Public Works Complex
 2027: Conservation Improvements - Heat pump conversions, Public Safety make up air, Marina small scale solar
 2028: Conservation Improvements - Small scale solar as park buildings and utility stations

Justification/Relationship to Plans and Projects

Electric rate interim increases have been sought by Xcel Energy from the Public Utilities Commission on a somewhat regular basis. Electric and gas prices continue to drive return on investment for energy saving projects.

The city has a comprehensive list of energy-saving improvements and completes those with the shortest payback first and progresses to those items with a longer payback.

LED lighting, energy efficient motors, variable air volume HVAC equipment and building computer controls are becoming mainstream and are supported by life cycle-costing methods and rate of return analyses.

LED lighting generally saves 30 to 40% of current demand (per fixture). At current electric rates, LED lighting projects have a payback of typically 3-5 years.

Current strategy is to replace fluorescent lighting three or more years old, failed lighting, or lighting that is operating over eight hours per working day with LED fixtures.

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	60,000		165,000	70,000	75,000	370,000
Total	60,000		165,000	70,000	75,000	370,000

Funding Sources	2024	2025	2026	2027	2028	Total
Capital Replacement Fund	60,000		165,000	70,000	75,000	370,000
Total	60,000		165,000	70,000	75,000	370,000

Impacts (Budget, Sustainability, Other)

Generally resources spent in this area should have a return on investment of 3 to 5-years or less.



2024- 2028 Capital Improvement Plan

2024 thru 2028

Department 1-Municipal Buildings

Contact Facilities Manager

Type Improvement

Useful Life

Category Municipal Buildings

Priority 2 Important-Provide Efficiency

City of Minnetonka, Minnesota

Project #	MB-24103
Project Name	Major Building Components

Description (Include Scheduling and Project Status)

This item provides for the replacement or emergency repair of various major building components including: heating, ventilating & air conditioning (HVAC), life safety equipment, fire systems, building exterior envelope components, interior sub-systems and structural repair.

2024: Williston Center RTU's #1 & 2
 Comm. Center 2nd floor condenser
 Ice A Dehumidifiers

2025: Comm. Center AHU #1, Condenser/AC,
 Williston Center RTU's #3 & 4

2026: Data Room updates
 Williston RTU's #5, 6 & 7
 WTP #16 AHU

2027: Data Center updates
 Williston RTU's #8 & 9

2028: Council Chamber improvements

Definitions:
 AC - air conditioning unit
 AHU - air handling unit
 RTU - roof top unit

Justification/Relationship to Plans and Projects

A number of the city's building air conditioning and heating units are approaching the end of their useful life. The outlined phased program replaces those units that are in greater need. If a unit unexpectedly fails, those units will be reprioritized for immediate replacement.

This project is consistent with the policy of maintaining the city's infrastructure.

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	450,000	515,000	310,000	310,000	290,000	1,875,000
Total	450,000	515,000	310,000	310,000	290,000	1,875,000

Funding Sources	2024	2025	2026	2027	2028	Total
Capital Replacement Fund	410,000	475,000	190,000	155,000	290,000	1,520,000
Utility Fund			60,000			60,000
Williston Center Fund	40,000	40,000	60,000	155,000		295,000
Total	450,000	515,000	310,000	310,000	290,000	1,875,000

Impacts (Budget, Sustainability, Other)

This item generally does not increase operating costs and in some cases reduces costs when energy efficient units replace older less-efficient ones.

Many major building components are currently available for utility rebates.

Additional HVAC improvements that were previously scheduled in 2023 were accelerated to 2020 and funded due to receipt of Federal CARES Act money as a result of COVID-19 to improve filtration and outside air control.



2024- 2028 Capital Improvement Plan

2024 thru 2028

City of Minnetonka, Minnesota

Department 1-Municipal Buildings
 Contact Facilities Manager
 Type Equipment
 Useful Life
 Category Municipal Buildings
 Priority 2 Important-Provide Efficiency

Project #	MB-24104
Project Name	Building Automation Replacement

Description (Include Scheduling and Project Status)

This project funds the ongoing installation or replacement of the computer controlled system to efficiently monitor and remotely control city heating, ventilating and air conditioning systems as well as other related systems in each of the city’s buildings.

Each year’s improvement project would be initiated and completed in the year of funding.

2024: Meadow, Purgatory and Big Willow Park Buildings Integration
 2025: City Hall
 2026: System wide upgrades and modeling
 2027: Server upgrade
 2028: Equipment lighting replacement

Justification/Relationship to Plans and Projects

Building automation is the centralized digital control of a building's heating, ventilation, air conditioning, lighting and other systems, through a Building Automation System (BAS). The objectives of building automation are reduction in energy consumption, improved equipment life cycles, improved occupant comfort and remote operation.

The city’s original building automation computer program and system is no longer supported and is systematically being replaced. Initially, building controls utilized pneumatic systems to command actuators and thermostats by air pressure. The conversion from pneumatic to digital (electronic) controls reduces maintenance, and increases environmental control for improved building comfort.

The project is consistent with maintaining the city’s infrastructure. As the building automation system becomes more robust, so does the capability of the building system controls.

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings	30,000	65,000	120,000	50,000	65,000	330,000
Total	30,000	65,000	120,000	50,000	65,000	330,000

Funding Sources	2024	2025	2026	2027	2028	Total
Capital Replacement Fund	30,000	65,000	120,000	50,000	65,000	330,000
Total	30,000	65,000	120,000	50,000	65,000	330,000

Impacts (Budget, Sustainability, Other)

These projects decrease annual operational costs by eliminating labor costs for air compressor maintenance, parts searches, and call backs. It also allows quicker response to comfort control adjustments. Energy efficiencies are anticipated to increase as select building temperature setbacks are expanded.

The automation replacement increases costs for new software licenses and software modules.



2024- 2028 Capital Improvement Plan

2024 *thru* 2028

City of Minnetonka, Minnesota

Department 1-Municipal Buildings

Contact Facilities Manager

Type Improvement

Useful Life

Category Municipal Buildings

Priority 2 Important-Provide Efficiency

Project #	MB-24105
Project Name	Building Roof Replacements

Description (Include Scheduling and Project Status)

This item provides for the scheduled replacement, repair and evaluation of roof systems for community and utility buildings.

All city roofs were assessed in 2011 to program development and follow up on improvements. Project specifications are then developed by a consulting firm specializing in roof systems. The projects are bid in the funding year and completed during the warm weather months.

2024: Glen Lake Activity Center
 2025: Ice Arena A
 2026: City Hall/Community Center link (flat roof)
 2027: Community Center (flat roof)
 2028: General repairs and energy improvements

Justification/Relationship to Plans and Projects

Roofing systems have a life expectancy that varies depending on the type of roof system. Rubber and adhered rubber roofs have increased life expectancies and are considered good alternatives if the City’s preferred built-up roof standard is not economically feasible. Re-roofing provides an opportunity to evaluate insulation and make upgrades for energy savings. All roof insulating capabilities are evaluated during replacement of each roof system. Flashing systems, coping, gutters and snow guards, parapet walls are also considered part of the roof system and are repaired if found to be deficient.

These projects are consistent with the policy of maintaining the city’s infrastructure.

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	115,000	550,000	95,000	150,000	125,000	1,035,000
Total	115,000	550,000	95,000	150,000	125,000	1,035,000

Funding Sources	2024	2025	2026	2027	2028	Total
Capital Replacement Fund	115,000	550,000	80,000	150,000	125,000	1,020,000
Williston Center Fund			15,000			15,000
Total	115,000	550,000	95,000	150,000	125,000	1,035,000

Impacts (Budget, Sustainability, Other)

Added insulation during re-roofing will decrease heating and cooling expenses.

Improvements to Fire #5, originally scheduled in 2024, were accelerated to 2020 due to current roof failures.



City of Minnetonka, Minnesota

Project #	MB-24106
Project Name	Fire Station Refurbishment



Type	Improvement	Department	1-Municipal Buildings
Useful Life		Contact	Facilities Manager
Category	Municipal Buildings	Priority	1 Critical for Safety/Preserve

Description (Include Scheduling and Project Status)

This item provides for the repair and ongoing refurbishment of fire stations. Anticipated repairs may include flooring, cabinets, truck exhaust systems, hot water heaters, painting, overhead door operators, generator replacement, wall and floor repairs, and code items.

Justification/Relationship to Plans and Projects

The city’s satellite fire stations were constructed between 1972 and 1991. Significant roofing, siding, grounds and flooring projects are complete in a majority of the stations.

Exterior doors, select mechanical & plumbing replacements, apparatus bay/operational items and general facility improvements are identified.

These smaller upgrades follow major upgrades to Fire Stations #2, #3, #4 and #5.

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	65,000	50,000	70,000	75,000	75,000	335,000
Total	65,000	50,000	70,000	75,000	75,000	335,000

Funding Sources	2024	2025	2026	2027	2028	Total
Capital Replacement Fund	65,000	50,000	70,000	75,000	75,000	335,000
Total	65,000	50,000	70,000	75,000	75,000	335,000

Impacts (Budgets, Sustainability, Other)

Repairs generally will not increase operating costs. Energy conservation items such as doors and water heaters will decrease heat energy expenses.



2024- 2028 Capital Improvement Plan

2024 *thru* 2028

Department 1-Municipal Buildings

Contact Facilities Manager

Type Improvement

Useful Life

Category Municipal Buildings

Priority 2 Important-Provide Efficiency

City of Minnetonka, Minnesota

Project #	MB-24107
Project Name	City Hall Civic Center Complex

Description (Include Scheduling and Project Status)

This project provides for the funding of major improvement, maintenance and service delivery projects at city hall and the community center, which includes meeting rooms, banquet facilities, employee areas and public spaces.

Projects will include enhancements to the furnishings, lighting, building comfort, and security.

City Hall (CH) & Community Center (CC) Projects
 2024: CH window replacements
 2025: CH service delivery remodel, visitor screening and security
 2026: Space needs study, ADA review and digital signs
 2027: CH/CC miscellaneous projects
 2028: Building equipment

Justification/Relationship to Plans and Projects

The community center was constructed in 1987 and city hall in 1971 and have received a number of cosmetic improvements, roofs, and select building system equipment to operate effectively. Like city hall, the community center is in need of upgrades that are outlined above. Building refurbishment and employee work space improvements are priorities and driving forces for a comprehensive facility improvement. A Community Facilities Study will begin in 2023 that will further define the recommendations on this page.

The city began implementation of the Civic Center Master Plan in 2005 and 2006 through upgrades of the Civic Center roadway, parking lots, landscaping and recreational facilities. The City Hall courtyard was refurbished in 2016 with the installation of stamped concrete, retaining walls, lighting, yard furniture and landscaping. In 2017 the community center courtyard and council chambers deck was completed. In 2019 city hall office spaces were refurbished and in 2019 to 2020 meeting rooms and office areas were refurbished.

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	175,000	100,000	270,000	30,000	150,000	725,000
Total	175,000	100,000	270,000	30,000	150,000	725,000

Funding Sources	2024	2025	2026	2027	2028	Total
Capital Replacement Fund	175,000	100,000	270,000	30,000	150,000	725,000
Total	175,000	100,000	270,000	30,000	150,000	725,000

Impacts (Budget, Sustainability, Other)

Facility improvements will help to provide a quality facility that can be marketed to outside groups and organizations that could potentially increase revenues.



2024- 2028 Capital Improvement Plan

2024 *thru* 2028

City of Minnetonka, Minnesota

Department 1-Municipal Buildings
 Contact Facilities Manager
 Type Improvement
 Useful Life
 Category Municipal Buildings
 Priority 2 Important-Provide Efficiency

Project # MB-24108
 Project Name Solar Initiative - Roof Projects

Description (Include Scheduling and Project Status)

This project consists of upgrading the Public Works and Public Safety facility roofs with solar panels.

2025 - Public Works facility roof
 2027 - Public Works facility solar
 Future - Public Safety facility

Justification/Relationship to Plans and Projects

Electric rate interim increases have been sought by Xcel Energy from the Public Utilities Commission on a somewhat regular basis. Electric and gas prices continue to drive return on investment for energy saving projects.

These projects were identified as part of the energy conservation and sustainability improvements effort. Staff will be seeking federal energy grants to aid in cost sharing this project.

Expenditures	2024	2025	2026	2027	2028	Total	Future
Construction/Maintenance		1,250,000		1,250,000		2,500,000	500,000
Total		1,250,000		1,250,000		2,500,000	Total

Funding Sources	2024	2025	2026	2027	2028	Total	Future
Capital Replacement Fund		1,250,000		312,500		1,562,500	500,000
Grants/Partnership Funding				937,500		937,500	
Total		1,250,000		1,250,000		2,500,000	Total

Impacts (Budget, Sustainability, Other)

Construction of the solar roof will decrease dependency on electric consumption.

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

City of Minnetonka, Minnesota

Department 1-Municipal Buildings
 Contact Facilities Manager
 Type Improvement
 Useful Life
 Category Municipal Buildings
 Priority 2 Important-Provide Efficiency

Project #	MB-24109
Project Name	Special Project Facility Repairs and Upgrades

Description (Include Scheduling and Project Status)

This item provides for the completion of special project facility repairs and upgrades.

Justification/Relationship to Plans and Projects

Throughout the course of the year, various facility projects come up that are not budgeted within the current 5 year CIP. However, the nature of the project is typically best from a timing and budgeting perspective to be completed when identified.
 This project would allow for these identified tasks to be completed when requested.

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	60,000	70,000	60,000	60,000	60,000	310,000
Total	60,000	70,000	60,000	60,000	60,000	310,000

Funding Sources	2024	2025	2026	2027	2028	Total
Capital Replacement Fund	60,000	70,000	60,000	60,000	60,000	310,000
Total	60,000	70,000	60,000	60,000	60,000	310,000

Impacts (Budget, Sustainability, Other)

This item generally does not increase operating costs and in some cases reduces costs by completing the project with available on site contractors.



CITY OF
MINNETONKA

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

City of Minnetonka, Minnesota

Project # RecF-24201
Project Name Williston Center Improvements

Type Improvement **Department** 2-Recreational Facilities
Useful Life **Contact** Williston Center Manager
Category Recreational Facilities **Priority** 2 Important-Provide Efficiency



Description (Include Scheduling and Project Status)

These projects preserve the future usefulness of the facility for its traditional functions. Memberships are up 24% from 2022. The facility is averaging 9,731 members of which 7,834 are Minnetonka residents. Williston continues to be a reasonably priced fitness facility and a cost-effective location to host 60 Recreation Services programs. With the Marsh opening in May, staff anticipates some relief on the facility as members will have an additional location to utilize.

Justification/Relationship to Plans and Projects

Facility improvements focus on keeping our customer base satisfied in terms of cleanliness, maintenance, equipment needs and programming space.

In 2022, the facility replaced 10 treadmills. Additional projects included resurfacing of the splash pad and updating the spray features with a new coat of paint. Major projects in 2023 include parking lot mil & overlay and new pool deck flooring.

Future facility projects and upgrades include:

2024: studio flooring resurface (\$20,000), carpet replacement (\$55,000), key fobs (\$25,000), treehouse flooring (\$30,000) and misc. building repairs (\$75,000)

2025: strength equipment (\$125,000), fitness flooring (\$65,000), cycling bikes (\$50,000), batting cage netting/machines (\$70,000) and misc. building repairs (\$50,000)

2026: elliptical machines (\$55,000), energy efficient improvements (\$75,000) and misc. building repairs (\$100,000)

2027: treadmills (\$130,000), treehouse upgrades (\$75,000) and misc. building repairs (\$100,000)

2028: replace splash pad slide (\$75,000), replace gym flooring (\$100,000), misc. building repairs (\$50,000).

Future: facility generator (\$225,000 - unfunded)

The projects included in the 2024-2028 municipal buildings section will make necessary repairs to maintain the integrity of the tennis roof, roof top units and the boilers.

Expenditures	2024	2025	2026	2027	2028	Total	Future
Construction/Maintenance	205,000	360,000	230,000	305,000	225,000	1,325,000	225,000
Total	205,000	360,000	230,000	305,000	225,000	1,325,000	Total

Funding Sources	2024	2025	2026	2027	2028	Total	Future
Williston Center Fund	205,000	360,000	230,000	305,000	225,000	1,325,000	225,000
Total	205,000	360,000	230,000	305,000	225,000	1,325,000	Total

Impacts (Budgets, Sustainability, Other)

The projects listed above will not affect annual operating costs, but will protect the investments made within the building over the past few years.

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

City of Minnetonka, Minnesota

Project # RecF-24202
Project Name The Marsh Improvements

Type Improvement

Department 2-Recreational Facilities

Useful Life

Contact Marsh Manager

Category Recreational Facilities

Priority 2 Important-Provide Efficiency



Description (Include Scheduling and Project Status)

The City purchased the Marsh in early 2023. The initial focus is to successfully reopen the building and resume operations. The city council has approved the operating budget through 2023.

Justification/Relationship to Plans and Projects

Kraus-Anderson has updated the facility assessment that was originally completed in 2020. In 2024 the Marsh will address immediate building concerns and 2025-2028 recommendations will be made to determine the overall long-term improvement plan.

Expenditures	2024	2025	2026	2027	2028	Total
Improvements	75,000					75,000
Total	75,000					75,000

Funding Sources	2024	2025	2026	2027	2028	Total
Capital Replacement Fund	75,000					75,000
Total	75,000					75,000

Impacts (Budgets, Sustainability, Other)

A community facilities study will determine the long term goals of the Marsh and future capital improvements.

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

City of Minnetonka, Minnesota

Project #	RecF-24203
Project Name	Shady Oak Beach Improvements
Type	Improvement
Useful Life	
Category	Recreational Facilities
Department	2-Recreational Facilities
Contact	Recreation Superintendent
Priority	2 Important-Provide Efficiency



Description (Include Scheduling and Project Status)

Shady Oak Beach is jointly operated by the cities of Hopkins and Minnetonka. The facility is open from June – August each summer with the revenues generated from season pass sales and daily admissions. The facility was most recently renovated in 1998. An additional renovation on the lifeguard shack was completed in 2021.

2024: Miscellaneous building equipment/components (\$7,000), i.e. concession equipment, patio tables and chairs; inflatable replacement (\$3,000); parking lot mill and overlay (\$80,000)

2025: Miscellaneous building maintenance (\$10,000); inflatable replacement (\$10,000)

2026: Miscellaneous building maintenance (\$10,000)

2027: Miscellaneous building maintenance (\$10,000)

2028: Miscellaneous building maintenance (\$10,000)

Justification/Relationship to Plans and Projects

The joint agreement between the city of Minnetonka and city of Hopkins provides for the sharing of the operating and capital expenses of Shady Oak Beach. These expenses are split 67% city of Minnetonka and 33% city of Hopkins.

These improvements are in keeping with the efforts to maintain a quality facility.

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	90,000	20,000	10,000	10,000	10,000	140,000
Total	90,000	20,000	10,000	10,000	10,000	140,000

Funding Sources	2024	2025	2026	2027	2028	Total
City of Hopkins	29,700	6,600	3,300	3,300	3,300	46,200
Park & Trail Improvement Fund	60,300	13,400	6,700	6,700	6,700	93,800
Total	90,000	20,000	10,000	10,000	10,000	140,000

Impacts (Budgets, Sustainability, Other)

Maintenance costs tend to rise as facilities age. A consistent replacement schedule of older items will allow operating costs to be maintained. These capital projects will not have an effect on the facility’s annual operating costs or revenues long-term.

City of Minnetonka, Minnesota

Project #	RecF-24204
Project Name	Royals Athletic Center Improvements



Type	Improvement	Department	2-Recreational Facilities
Useful Life		Contact	Facility Division Manager
Category	Recreational Facilities	Priority	2 Important-Provide Efficiency

Description (Include Scheduling and Project Status)

The Royals Athletic Center (formerly Lindbergh Center) is jointly owned and operated by the City of Minnetonka and the Hopkins School District. The facility has five regulation basketball courts, seven volleyball courts, walking & jogging track and an exercise and conditioning room. Designated hours for community use of the Royals Athletic Center provide residents the opportunity to maintain overall fitness. Recreation Services operates evening adult and youth leagues/programming in the facility after 6:30pm.

Due to the Hopkins School District capital bond referendum, the renovation of certain items may be completed at different times than expected. The city will still adhere to its funding schedule. Projects are regularly put into the CIP to spread the cost of maintenance and equipment replacement over a number of years rather than expending a large amount at one time. The city would be responsible for 29% of the following improvements:

- 2024: Replace walk/run track flooring
- 2025: Main bleacher replacement
- 2026: Replace basketball court floors
- 2027: Replace basket/curtain lifts, sound system, lighting
- 2028: Install ceiling suspended volleyball standards

Justification/Relationship to Plans and Projects

The joint agreement between the city of Minnetonka and the Hopkins School District provides for the sharing of the operating and capital expenses of the Royals Athletic Center. The facility is instrumental to the joint recreation division’s ability to offer high demand youth and adult community programs.

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	380,000	380,000	380,000	380,000	380,000	1,900,000
Total	380,000	380,000	380,000	380,000	380,000	1,900,000

Funding Sources	2024	2025	2026	2027	2028	Total
Capital Replacement Fund	110,000	110,000	110,000	110,000	110,000	550,000
Hopkins School District	270,000	270,000	270,000	270,000	270,000	1,350,000
Total	380,000	380,000	380,000	380,000	380,000	1,900,000

Impacts (Budgets, Sustainability, Other)

These capital improvements are in keeping with efforts to provide and maintain a quality and efficiently operated facility. Preventative maintenance costs tend to rise as the building and equipment ages. A consistent maintenance and replacement schedule of older equipment will allow operating costs to be maintained.



2024- 2028 Capital Improvement Plan

2024 *thru* 2028

Department 2-Recreational Facilities

Contact Ice Arena Manager

Type Improvement

Useful Life

Category Recreational Facilities

Priority 2 Important-Provide Efficiency

City of Minnetonka, Minnesota

Project #	RecF-24205
Project Name	Ice Arena Improvements

Description (Include Scheduling and Project Status)

Ice Arena A was constructed in 1970 by volunteers and has been under the city’s ownership since 1975. Ice Arena B was constructed as a permanent facility in 1989 after operating as an air structure for 16 years. As aging facilities that still are in demand, primarily during prime skating season, ongoing preventative maintenance and equipment replacement are vital to providing quality, safe and efficient facilities.

2018-24: Interfund loan payback from the Community Investment Fund (CIF) to the Special Assessment Construction Fund as adopted in the 2015 Budget and formal public hearings for use of the CIF. Final transfer of \$50,000 is scheduled for 2024. This interfund loan financed improvements at Ice Arena A including upgrading the refrigeration system and replacing the dasher boards.

Justification/Relationship to Plans and Projects

Replacement of the aging Rink B refrigeration system (2025) will reduce current and future maintenance expenses. A 20 year life expectancy is typical of refrigeration systems and the current system will be 22 years old when replaced. \$2,000,000.

The Ice Arena will replace the restroom partitions in 2024 (\$50,000). 2026 shows \$25,000 for a new sound system in Rink B.

These improvements are in keeping with efforts to provide and maintain a safe and efficient facility.

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	100,000	2,000,000				2,100,000
Equip/Vehicles/Furnishings			25,000			25,000
Total	100,000	2,000,000	25,000			2,125,000

Funding Sources	2024	2025	2026	2027	2028	Total
Capital Replacement Fund	50,000		25,000			75,000
Community Investment Fund	50,000	2,000,000				2,050,000
Total	100,000	2,000,000	25,000			2,125,000

Impacts (Budget, Sustainability, Other)

Maintenance costs on the refrigeration system installed in Rink A in 2015 and scheduled in Rink B in 2025 have reduced due to better energy efficiency, the elimination of expensive R22 refrigerant, and reduced mechanical breakdowns.

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

Department 2-Recreational Facilities

City of Minnetonka, Minnesota

Contact Park Planner

Project # RecF-24207

Type Improvement

Project Name Skate Park

Useful Life 20

Category Recreational Facilities

Priority 3 Expansion of New/Existing

Description (Include Scheduling and Project Status)

In early 2021, a group of residents approached the Minnetonka Park Board inquiring about a new or updated skate park. The city currently owns one skate park, located in Glen Lake off of Excelsior Boulevard. This 20-year-old skate park is an older style skate park and is not heavily used.

In 2022/23, the city completed a Skate Park Feasibility Study and identified the Glen Lake park playground and existing skate park location as the recommended site for skate park development. The feasibility study also included estimated costs. Skate park design is scheduled for 2023.

2024: construction of skate park (\$900,000)

Justification/Relationship to Plans and Projects

The results of the 2019 Community Facility & Programming Space Study indicated an increase in participation levels for skateboarding.

The recent update to the Parks, Open Space and Trails (POST) Plan lists a skate park as a priority initiative.

An increased interest in non-traditional sports, such as skateboarding have occurred recently. The Minnetonka Park Board and staff have received numerous requests for updated amenities related to skate boarding.

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance		900,000				900,000
Total		900,000				900,000

Funding Sources	2024	2025	2026	2027	2028	Total
Community Investment Fund		600,000				600,000
Grants/Partnership Funding		300,000				300,000
Total		900,000				900,000

Impacts (Budget, Sustainability, Other)

Skate parks are typically a large up front cost with minimal on-going maintenance.

City of Minnetonka, Minnesota
2024- 2028 Capital Improvement Plan

PENDING PROJECTS

(Includes projects with a 'Status' set to 'Pending')

Project Name	Department	Project #	Priority	Project Cost
Pending				
Recreational Pool	2-Recreational Facilities	RecF-TBD2402	3	20,000,000
	TOTAL			20,000,000

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

City of Minnetonka, Minnesota

Department 2-Recreational Facilities

Contact Recreation Director

Type Improvement

Useful Life 20

Category Recreational Facilities

Priority 3 Expansion of New/Existing

Project #	RecF-TBD2402
Project Name	Recreational Pool

Description (Include Scheduling and Project Status)

The results of the 2019 Community Facility & Programming Space Study indicated the need for an additional recreational swimming pool. An additional pool would relieve pressures at the heavily used Williston Center pool.

Once the Community Facilities Study is complete, staff will determine if there is still a need for additional pool space.

SCHEDULING AND PROJECT STATUS:
 2023-2024: Community Facilities Study
 Future: Determine need for pool facility

Justification/Relationship to Plans and Projects

The results of the 2019 Community Facility & Programming Space Study indicated the need for an additional recreational swimming pool.

Swim lessons are one of the most popular and sought-after program offerings in the Recreation Department. Over the past three years, the waitlist percentage (total available openings/waitlisted participants) has been over 50%. The next highest program area is teen programming with 9%. Based on National Recreation and Parks Association standards for pools the City of Minnetonka does not meet the recommended level of service for swimming pools.

In addition to the swim lesson program, the Williston Center offers approximately 20 hours of senior-focused aquatics programming. This leaves minimal time for member use (open swim, lap swimming, etc.).

Expenditures	2024	2025	2026	2027	2028	Total	Future
Construction/Maintenance			0			0	20,000,000
Total			0			0	Total

Funding Sources	2024	2025	2026	2027	2028	Total	Future
Community Investment Fund			0			0	20,000,000
Grants/Partnership Funding			0			0	Total
Total			0			0	

Impacts (Budget, Sustainability, Other)

Operating expenditures to be determined based on the type of facility. The city will pursue state bonding for this project.

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

City of Minnetonka, Minnesota



Department 3-Parks, Trails & Open Space

Contact Natural Resources Manager

Type Maintenance

Useful Life

Category Park Improvements/Refurbish

Priority 3 Expansion of New/Existing

Project #	Park-24301
Project Name	Plant Pest Program (Forestry Preservation)

Description (Include Scheduling and Project Status)

This program funds asset-related costs associated with the arrival of the Emerald Ash Borer (EAB) insect. In 2014, the city initiated the EAB Management Plan to begin to address the anticipated effects of EAB infestation. The city has hired additional staff to assist with the implementation of EAB management for both public and private trees. The first full year of the program was in 2015. Phase 2 of the EAB Management Plan began in 2019 after discovery of the EAB within the city boundary.

Justification/Relationship to Plans and Projects

The Emerald Ash Borer is an insect now present in Minnetonka that will eventually kill most native ash trees. As a result, the city has a pro-active management program that deals with the anticipated costs of the infestation. These costs include tree removal, stump grinding, reforestation, chemical treatments and public education. Beginning in 2022, CIP funds specific to the EAB Management Program were expanded to include all plant pests to account for overlap of staff efforts and funds associated with those efforts. The funds will be used for tree removal related to other existing or emerging pests/diseases (oak wilt, Dutch elm disease, etc.), removal of risk trees, and tree pruning along the right-of-way and on city property as well as reforestation. Funds will continue to be used to hire contractors to remove diseased trees that city field crews cannot remove. This plan is related to Council Policy 8.3 (Plant Pest Program) and is coordinated with other forestry-related programs.

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	186,000	192,000	198,000	209,000	215,000	1,000,000
Total	186,000	192,000	198,000	209,000	215,000	1,000,000

Funding Sources	2024	2025	2026	2027	2028	Total
Forestry Fund	186,000	192,000	198,000	209,000	215,000	1,000,000
Total	186,000	192,000	198,000	209,000	215,000	1,000,000

Impacts (Budget, Sustainability, Other)

The costs above reflect only the capital budget portion of the program, and operating costs for the program are budgeted in the general fund within the natural resources division of the public works department. A \$58,000 per year transfer from the forestry fund balance to the general fund supports the operating costs of the plan including staffing, administration and seasonal employees above its general fund base budget.

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

Department 3-Parks, Trails & Open Space

City of Minnetonka, Minnesota

Contact Public Works Operations Man

Project #	Park-24302
Project Name	Athletic Field Improvements

Type Improvement

Useful Life

Category Park Improvements/Refurbish

Priority 2 Important-Provide Efficiency

Description (Include Scheduling and Project Status)

The Minnetonka Park Board’s 2012 update of the city’s Athletic Field Needs Study and the 2019 Facility Needs Study continue to indicate a moderate need for increased game quality athletic fields for the sports of soccer, lacrosse and football; and increased access to quality practice fields for youth softball and baseball through partnerships.

2024: \$20,000 field improvements at city owned athletic fields.
 2025: \$160,000 replacement of Big Willow Soccer lights with LED lights.
 2026: \$100,000 remodel Big Willow concessions building - roofing, siding, windows, doors, electrical and plumbing.
 2027: \$40,000 backstop fencing replacement - various parks.
 2028: \$20,000 field improvements at city owned athletic fields.
 \$60,000 replacement of the two scoreboards at Guilliams softball fields.

Justification/Relationship to Plans and Projects

With a lack of available city property for athletic field expansion, the lighting of existing fields, along with partnerships with local school districts, provides the best opportunities to expand access to community fields. This program also funds major upgrades to dedicated city owned athletic fields to maintain acceptable playing standards.

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	20,000	160,000	100,000	40,000	80,000	400,000
Total	20,000	160,000	100,000	40,000	80,000	400,000
Funding Sources	2024	2025	2026	2027	2028	Total
Park & Trail Improvement Fund	20,000	160,000	100,000	40,000	80,000	400,000
Total	20,000	160,000	100,000	40,000	80,000	400,000

Impacts (Budget, Sustainability, Other)

These improvements will reduce annual maintenance costs.

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

City of Minnetonka, Minnesota

Department 3-Parks, Trails & Open Space

Contact Facilities Manager

Type Improvement

Useful Life

Category Municipal Buildings

Priority 1 Critical for Safety/Preserve

Project #	Park-24303
Project Name	Burwell House Investments

Description (Include Scheduling and Project Status)

The Burwell House and related structures are subject to the Historic Register of Buildings requirements as well as grant conditions from the State Historic Preservation Office (SHPO). The facilities, grounds, and adjacent parkland serve to house the artifacts of the Minnetonka Historical Society, support and provide facilities for both Administrative and Recreation programming, and hosts several special events each year.

Buildings on site include: Burwell House and Woodshed, Ice House, Cottage, and Workshop.

In 2019, a city consultant completed a facility assessment of all related structures and site. While site and grounds improvements are funded through parks and streets, this page reflects the recommended capital needs estimated in the facility assessment.

Justification/Relationship to Plans and Projects

The facility assessment noted several envelope and interior cosmetic needs. This plan now spreads the funding request over five years; eliminating large single year expenses. Immediate needs that are addressed include: interior flooring, walls, ceilings, and windows, exterior decorative trims, fascia boards, paint and railings.

Structural deficiencies are showing on the workshop and funding is included to complete a review by a structural engineer.

Financial partnerships through SHPO and other interested parties will be pursued as opportunities arise. Currently no building improvement funds are available through state resources.

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	50,000	60,000	60,000			170,000
Total	50,000	60,000	60,000			170,000

Funding Sources	2024	2025	2026	2027	2028	Total
Park & Trail Improvement Fund	50,000	60,000	60,000			170,000
Total	50,000	60,000	60,000			170,000

Impacts (Budget, Sustainability, Other)

These improvements will reduce annual maintenance costs.

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

City of Minnetonka, Minnesota

Department 3-Parks, Trails & Open Space

Contact Public Works Operations Man

Type Improvement

Useful Life

Category Park Development

Priority 2 Important-Provide Efficiency

Project #	Park-24304
Project Name	Park Investment Plan

Description (Include Scheduling and Project Status)

This item provides for the scheduled improvements within the park system on a 30 year schedule and includes small benches, bike racks and other amenities in addition to the projects identified below.

Staff has created a 30-year schedule guideline.

2024: Reich Park tennis court reconstruction (\$55,000)
 Engineered wood fiber installation at playgrounds (\$15,000)

2025: Groveland and Sunrise Ridge Park playground equipment and safety surfacing replacement (\$180,000)
 Covington Park tennis court reconstruction (\$55,000)
 Engineered wood fiber installation at playgrounds (\$15,000)
 Kelly Park irrigation (\$30,000)

2026: Orchard and Wilson Park playground equipment and safety surfacing replacement (\$200,000)
 Engineered wood fiber installation at playgrounds (\$15,000)

2027: Covington and Woodgate Park playground equipment and safety surfacing replacement (\$180,000)
 Engineered wood fiber installation at playgrounds (\$15,000)

2028: Boulder Creek and Knollway Park playground equipment and safety surfacing replacement (\$200,000)
 Engineered wood fiber installation at playgrounds (\$15,000)
 Color coating replacement at Meadow and Oberlin tennis courts (\$40,000)

Justification/Relationship to Plans and Projects

An implementation schedule was created for the park and trail system on a 30 year basis. Improvements will be made upon final evaluation of the listed amenity in order to maintain the park and trail infrastructure. Improvements may include but are not limited to play surfaces & equipment, lighting, site furnishings, bike parking and accessibility improvements to access play structures as feasible.

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	70,000	280,000	215,000	195,000	255,000	1,015,000
Total	70,000	280,000	215,000	195,000	255,000	1,015,000

Funding Sources	2024	2025	2026	2027	2028	Total
Park & Trail Improvement Fund	70,000	280,000	215,000	195,000	255,000	1,015,000
Total	70,000	280,000	215,000	195,000	255,000	1,015,000

Impacts (Budget, Sustainability, Other)

This rehabilitation will not increase annual maintenance costs.



2024- 2028 Capital Improvement Plan

2024 *thru* 2028

Department 3-Parks, Trails & Open Space

Contact Park Planner

Type Improvement

Useful Life

Category Park Improvements/Refurbish

Priority 3 Expansion of New/Existing

City of Minnetonka, Minnesota

Project #	Park-24305
Project Name	Trail Improvement Plan

Description (Include Scheduling and Project Status)

The Trail Improvement Plan is a multi-year plan created to enhance the city's trail and sidewalk system. New trails and walks added to the system provide safe and active connections between existing trails, parks schools and village centers. Staff will explore opportunities to include bike parking as part of trail expansion projects in village centers and at schools, as feasible and appropriate.

A total of 3.6 miles of new trail construction is programmed between 2024 and 2028 including:

2024: Hopkins Crossroad (CR 73) - Cedar Lake Road to Hillside Lane (0.6 miles) \$600k (Electric Franchise Fund) moved to 2022, per 8/22/22 Council agenda item 14B.
Hillside Lane - Hopkins Crossroad to Tanglen Elementary (0.1 miles)

2025: Hopkins Crossroad (CR73) - Hillside Lane to Wayzata Boulevard (0.4 miles) \$650k (Electric Franchise Fund) was moved to 2022, per 8/22/22 Council agenda item 14B.

2026: Minnetonka Boulevard (CR5) - The Marsh to Tonkawood Road (0.8 miles)

2027: Excelsior Boulevard - Woodland Road to Clear Spring Road/CSAH 101 Library (1.0 miles)

2028: Excelsior Boulevard - Glen Oak Street to Woodland Road (0.7 miles)

In 2020, staff was successful in securing a Regional Solicitation Grant through the Metropolitan Council for the Hopkins Crossroad Trail, for an amount of \$2,300,000. Staff will continue to apply for future grant opportunities and local funding will be programmed to complete trail segments. Additional segments will be accelerated if grant funding is secured. Staff have also applied for construction grants from Hennepin County.

Funding for utility burial is included for trail projects that require it through electric franchise fund.

Staff will continue to apply for construction grants from Hennepin County.

The City will continue to work with Hennepin County on a large road project on Excelsior Boulevard that will include the trails currently budgeted in 2027 and 2028.

Justification/Relationship to Plans and Projects

There is strong community support for the Minnetonka Trail System as evidenced by the heavy use of the completed trail segments and inquiries received about opportunities for extensions. When completed, these trails and walkways will enable more people to use active modes of transportation, connect five community parks, adjacent communities, and allow users to travel safely throughout the city on trails physically separated from motorized vehicles.

This is an integral part of the Parks, Open Space and Trail System and the Comprehensive Guide Plans to construct the Minnetonka Trail for walkers, joggers and bicyclists of all ages and abilities.

Staff conducted an educational and community dialogue for missing trail links to assist the Park Board and City Council in recommending projects to be constructed. The city's internal trails team annually reviews and updates the Trail Improvement Plan and unscheduled segments.

The vision for trail segments uses a feasibility score made up of Community Access (40%), Nature of Use (40%), Cost Effectiveness (10%) and Degree of Construction Difficulty (10%).

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	3,300,000	2,270,000	3,400,000	3,600,000	3,600,000	16,170,000
Total	3,300,000	2,270,000	3,400,000	3,600,000	3,600,000	16,170,000

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

Department 3-Parks, Trails & Open Space

City of Minnetonka, Minnesota

Contact Park Planner

Funding Sources	2024	2025	2026	2027	2028	Total
Electric Franchise Fees Fund			1,000,000	1,200,000	1,200,000	3,400,000
Metropolitan Council	2,300,000					2,300,000
Trail System Expansion Fund	1,000,000	2,270,000	2,400,000	2,400,000	2,400,000	10,470,000
Total	3,300,000	2,270,000	3,400,000	3,600,000	3,600,000	16,170,000

Impacts (Budget, Sustainability, Other)

A list of additional future segments that are ranked and prioritized for implementation is shown on CIP page Park-TBD2433.








Annual maintenance costs will increase by approximately \$1,500 per mile of additional trail.



Overhead utilities will be buried with trail projects, consistent with city strategic goals, as the balance of the Electric Franchise Fund allows. If the fund does not allow, only burial or relocation of poles necessary to construct the trail will be pursued.

Minnetonka Trail Improvement Plan 2024 - 2028





Trail Construction

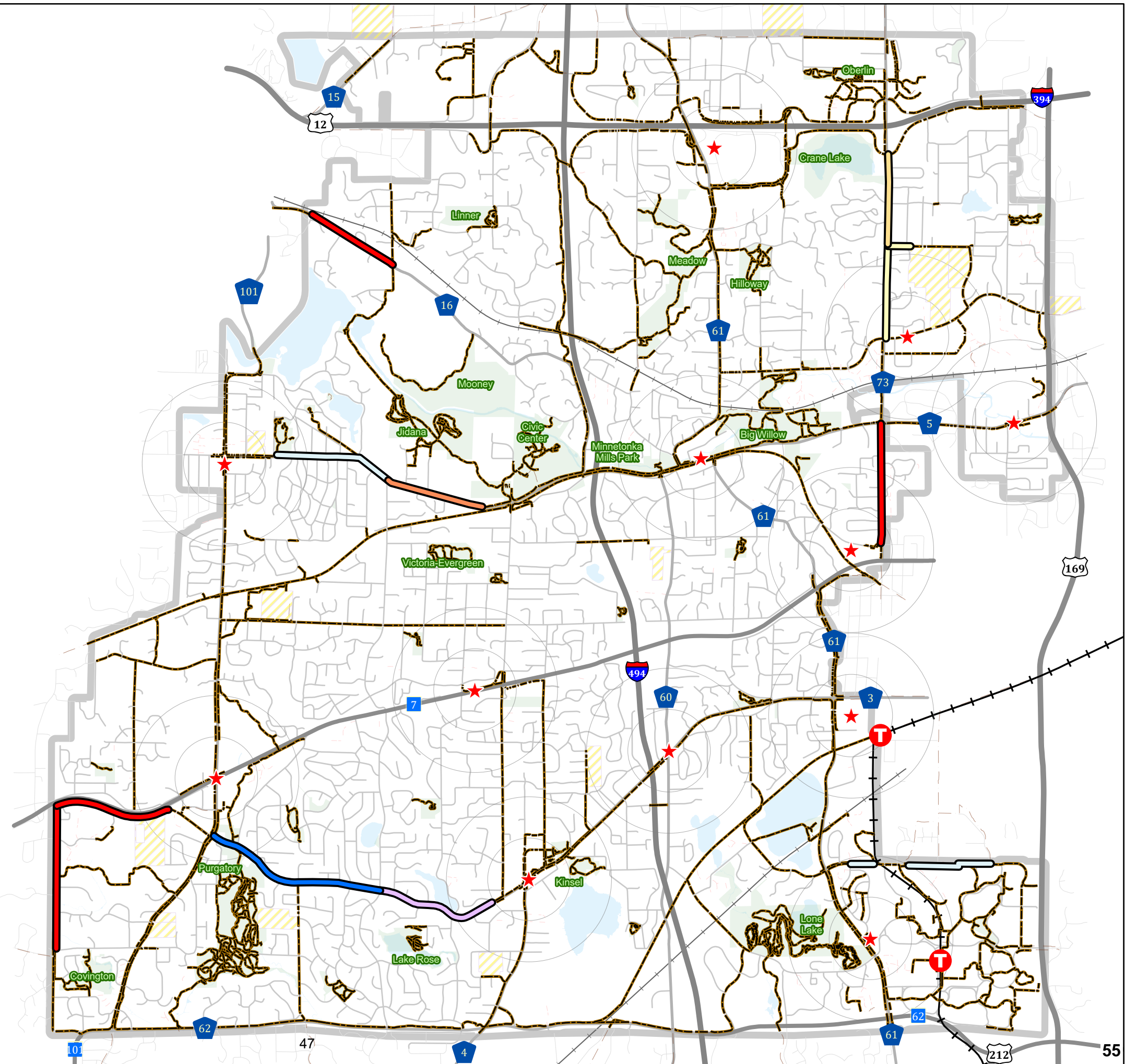
Year

-  2023
-  2024
-  2025
-  2026
-  2027
-  2028
-  10-Year Plan 2029-2032

-  Light Rail Station
-  Village Center

Existing Sidewalks and Trails

-  Existing Sidewalks and Trails
-  School Property
-  1/4 Mile Village Center Ring
-  1/2 Mile Village Center Ring



2024- 2028 Capital Improvement Plan

2024 *thru* 2028

Department 3-Parks, Trails & Open Space

City of Minnetonka, Minnesota

Contact Public Works Operations Man

Project #	Park-24306
Project Name	Trail Rehabilitation

Type Improvement

Useful Life

Category Park Development

Priority 1 Critical for Safety/Preserve

Description (Include Scheduling and Project Status)

This item provides for the rebuilding and resurfacing of existing Minnetonka Trail System and neighborhood trail connections, and replacement and expansion of trail signage and maps.

A condition rating system will be used to determine which segments will be addressed each year. Signage on the trail system will be continually updated and revised maps will be produced.

A total of 10.4 miles of trails are programmed to be rehabilitated between 2024 and 2028 including:

2024: CSAH 101 - Ridgewood Rd to Hutchins Dr (1.4 miles)
 2025: Trunk Highway 7 - Purgatory Park to Clear Spring Rd., North Frontage Rd - Ridgedale Dr to CR 73, Oakland Rd - Carlson Pkwy. To 494. (1.7 miles)
 2026: Townline Rd/CR 62 - Vinehill Rd to CR 60 (3.6 miles)
 2027: Hilloway Rd, Orchard Rd, Hopkins Crossroad - Oberlin to 494, Lynwood Rd, Ford Park (1.6 miles)
 2028: Oberlin Park, Jidana Park, Orchard Park., Gleason Lake Rd (2.1 miles)

This is an integral part of the plan to maintain the Trail System for walkers, joggers and bicyclists. The trails and walkways connect five community parks, adjacent communities and allow users to travel throughout the city on trails separated from motorized vehicles.

Justification/Relationship to Plans and Projects

There is strong community support for the Minnetonka Trail System as evidenced by the heavy use of the completed trail segments. Some of the trail sections are approaching 20 years old and have reached a condition beyond what regular maintenance can address.

Approximately 108 miles of trails are currently maintained by the city.

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	75,000	75,000	120,000	120,000	85,000	475,000
Total	75,000	75,000	120,000	120,000	85,000	475,000

Funding Sources	2024	2025	2026	2027	2028	Total
Park & Trail Improvement Fund	75,000	75,000	120,000	120,000	85,000	475,000
Total	75,000	75,000	120,000	120,000	85,000	475,000

Impacts (Budget, Sustainability, Other)

Future maintenance costs related to these improvements are included in annual budget.

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

City of Minnetonka, Minnesota

Department 3-Parks, Trails & Open Space

Contact Recreation Superintendent

Type Equipment

Useful Life

Category Park Improvements/Refurbish

Priority 3 Expansion of New/Existing

Project # Park-24308
Project Name Ridgedale Commons - Programming Equipment

Description (Include Scheduling and Project Status)

Ridgedale Commons will provide space for new recreation programs, activities and special events.

 2024: Additional IT Equipment, i.e. sound system (\$40,000); Additional IT Equipment, i.e. projector/screen (\$7,000); Miscellaneous Programming Equipment, i.e. outdoor games, fitness equipment (\$2,000)

Justification/Relationship to Plans and Projects

Due to its central location and various types of programming spaces, Ridgedale Commons will be an ideal location for new programs or as a new location for existing programs and events, such as the farmers market. Various types of equipment are needed to implement these offerings.

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings	49,000					49,000
Total	49,000					49,000

Funding Sources	2024	2025	2026	2027	2028	Total
Park & Trail Improvement Fund	49,000					49,000
Total	49,000					49,000

Impacts (Budget, Sustainability, Other)

The purchase of this equipment will allow staff to provide new programs and rental space. Minimal revenues will be generated.

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

City of Minnetonka, Minnesota



Department 3-Parks, Trails & Open Space

Contact Natural Resources Manager

Type Improvement

Useful Life

Category Park Development

Priority 1 Critical for Safety/Preserve

Project #	Park-24309
Project Name	Park Habitat Stewardship Plan

Description (Include Scheduling and Project Status)

Costs associated with habitat restoration and maintenance activities required to restore and maintain biodiversity and high quality habitat in natural areas. Activities include site planning, invasive plant removal, site preparation, native seeding/planting, mowing, herbicide treatments, and prescribed burning.

The following schedule constitutes Phase 1 of a 20-year restoration plan outlined in Appendix B of the NRMP. Funds will be used for restoration and maintenance activities that are guided by restoration priorities and target plant communities outlined in Appendix A of the 2021 Natural Resources Master Plan (NRMP), and any detailed habitat restoration and maintenance plans that have been developed for select parks.

- 2024: Meadow Park, Orchard Park, Lake Rose Park
- 2025: Big Willow Park, Jidana Park, Green Circle Park, Whited Marsh
- 2026: Victoria-Evergreen Park, Kinsel Park, Minnetonka Mills Park, Civic Center
- 2027: Lone Lake Park, Tower Hill Park
- 2028: Purgatory Park, Hilloway Park (Maintenance), Minnehaha Headwaters Park, Oberlin Park, Reich Park, High School Tamarack Wetland

Justification/Relationship to Plans and Projects

The City Council adopted the 2021 Natural Resources Master Plan (NRMP), which includes projected costs for restoration and maintenance of native plant communities within priority Minnetonka parks. Priority parks are identified in Table 4.2 of the plan and have restoration goals and strategies identified in Appendix A.

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	65,000	90,000	95,000	120,000	100,000	470,000
Total	65,000	90,000	95,000	120,000	100,000	470,000

Funding Sources	2024	2025	2026	2027	2028	Total
Park & Trail Improvement Fund	65,000	90,000	95,000	120,000	100,000	470,000
Total	65,000	90,000	95,000	120,000	100,000	470,000

Impacts (Budget, Sustainability, Other)

Habitat restoration in park spaces incurs annual maintenance costs that continue over time. As native species become established and habitat areas become more resilient, those maintenance costs generally decline but will not cease entirely. Regular funding for long-term maintenance will be necessary to ensure success, however many activities can be conducted efficiently using large-scale mowing practices, regular burns, and volunteer labor. Restoring habitat biodiversity creates a more resilient landscape and park systems, benefiting the community as a whole.

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

City of Minnetonka, Minnesota



Department 3-Parks, Trails & Open Space

Contact Park Planner

Type Improvement

Useful Life 20

Category Park Improvements/Refurbish

Priority 2 Important-Provide Efficiency

Project #	Park-24311
Project Name	Park Master Planning

Description (Include Scheduling and Project Status)

The purpose of this program is to develop master planning documents for each of the priority parks/open spaces identified in the 2022 Parks, Open Space and Trails (POST) Plan. This master planning effort would consist of an inventory and conditions assessment of existing park features including but not limited to parking, access, structures, trails (paved and unpaved, formal and informal), and all active and passive recreational amenities. An analysis would then be performed to identify and recommend what existing park features require upgrade, redesign, or elimination and what new features could be added to meet the goals outlined in the POST Plan. This master planning effort will align with the 2021 Natural Resources Master Plan ecological restoration and management goals.

- 2024: Big Willow Park, Cullen Nature Preserve
- 2025: Meadow Park, Jidana Park
- 2026: Lone Lake Park
- 2027: Civic Center Park, Victoria-Evergreen Park
- 2028: Gro Tonka Park

Justification/Relationship to Plans and Projects

The parks listed as a part of this project have been identified as priority sites for master planning in the POST Plan. Natural Resources management plans will be developed for the community parks as recommended by the 2021 NRMP. Several of the park listed also have on-going volunteer-led restoration efforts at various locations.

Expenditures	2024	2025	2026	2027	2028	Total
Planning/Design/Engineering	115,000	75,000	115,000	115,000	30,000	450,000
Total	115,000	75,000	115,000	115,000	30,000	450,000

Funding Sources	2024	2025	2026	2027	2028	Total
Park & Trail Improvement Fund	115,000	75,000	115,000	115,000	30,000	450,000
Total	115,000	75,000	115,000	115,000	30,000	450,000

Impacts (Budget, Sustainability, Other)

The costs above reflect cost associated with consultant fees to conduct the planning efforts. Additional costs associated with the improvements would be identified in future budgets and CIP.



2024- 2028 Capital Improvement Plan

2024 *thru* 2028

City of Minnetonka, Minnesota

Department 3-Parks, Trails & Open Space

Contact Public Works Operations Man

Type Improvement

Useful Life

Category Park Development

Priority 3 Expansion of New/Existing

Project #	Park-24312
Project Name	Park & Open Space Purchase

Description (Include Scheduling and Project Status)

The city’s open space preservation implementation strategy calls for the preservation of open space that meets certain criteria. The Park Board has previously identified certain parcels in order to expand existing parkland. The 2021 update to the POST plan and a near term future regional park search effort in collaboration with Three Rivers Park District may also inform future need, prioritization and acquisition of land to expand the park system, as appropriate.

As parcels from the prioritization list become available, they will be acquired or preserved by other means (e.g., conservation easements) based on funding availability and City Council approval. Parcels classified as urgent and high priority for open space preservation will be actively pursued.

This project is consistent with the Council Policy on an Open Space Preservation Program and the Management of Natural Resources. The city currently has appropriated in prior years and has now reserved almost \$1 million in the Community Investment Fund for park and open space purchases as opportunities arise.

Justification/Relationship to Plans and Projects

The Minnetonka Park Board developed a property acquisition list that identifies desirable parcels for purchase by the city. The list includes properties within the Minnehaha Creek Preserve and properties that are adjacent to existing city park land to serve in expanding the city’s parks. This funding provides resources to purchase land identified by the Park Board. \$983,000 was previously allocated between 2013 and 2017 and is reserved for use.

In 2001 Minnetonka voters approved a \$15,000,000 bond referendum for parks renewal and open space preservation. About half of those funds were used for open space preservation and the balance for park renewal.

Prior	Expenditures	2024	2025	2026	2027	2028	Total
983,000	Land Acquisition				500,000		500,000
Total	Total				500,000		500,000

Prior	Funding Sources	2024	2025	2026	2027	2028	Total
983,000	Community Investment Fund				500,000		500,000
Total	Total				500,000		500,000

Impacts (Budget, Sustainability, Other)

Costs related to additional land stewardship are expected to increase dependent upon the size and environmental features of parcels acquired.

City of Minnetonka, Minnesota
2024- 2028 Capital Improvement Plan

PENDING PROJECTS

(Includes projects with a 'Status' set to 'Pending')

Project Name	Department	Project #	Priority	Project Cost
Pending				
Opus Area Park Improvements	3-Parks, Trails & Open Space	<i>Park-TBD2431</i>	3	15,000,000
Trail Segments - Unscheduled	3-Parks, Trails & Open Space	<i>Park-TBD2432</i>	3	85,716,400
Athletic Field Improvements Unfunded	3-Parks, Trails & Open Space	<i>Park-TBD2433</i>	2	180,000
TOTAL				100,896,400

City of Minnetonka, Minnesota

Project # Park-TBD2431
Project Name Opus Area Park Improvements



Type Improvement
Department 3-Parks, Trails & Open Space
Useful Life
Contact Park Planner
Category Park Improvements/Refurbishm
Priority 3 Expansion of New/Existing

Description (Include Scheduling and Project Status)

The Opus business center is the largest employment center in Minnetonka. With the addition of proposed light rail the area will see increased opportunities for a mixture of further business and housing, driving the need for additional park and greenspaces.

Staff has completed Opus area place making and public realm design guidelines implementation plan for Opus in 2019 to guide design of the public realm, open space and development of a future park. Sustainable elements including but not limited to electric charging stations for vehicles, enhanced bike parking & amenities, stormwater features, restoration of natural resources system functions and edible landscapes will be pursued as appropriate.

Construction of a community park/plaza space will be implemented in future years as development occurs and land can be acquired. Funding in the amount of \$15,000,000 is currently listed as unfunded to be used for park infrastructure and amenities. Interim place making efforts and programming may be considered in the event land for a the new community park/plaza space does not become available prior to opening day of Southwest Light Rail Transit.

Staff will pursue grants and public private partnership opportunities to assist in financing projects.

Justification/Relationship to Plans and Projects

The Opus area is nearing 40 years old and is experiencing revitalization and redevelopment activity that has been sparked by the Green Line Extension, which will run through the business park and include the Opus LRT Station. The Opus area place making and public realm design guidelines document outlines improvements to revitalize the original Opus plan to fit today’s needs and align with City planning vision. This project begins the framework for investments to provide recreational and park uses for new business and residential uses anticipated in the area. The guidelines document also recommends a series of place making efforts within Opus that reflect the areas agriculture and business park history and serve as a catalyst for building community and creating an environment supportive of development opportunities.

The project is consistent with the development of a park allowing for better access to a Neighborhood Park Service Area that is currently deficient of park and recreational uses. The creation of a gathering place for park use will also complement the vast trail network currently in place. Trail resurfacing and reconstruction will take place within Opus, as part of regular maintenance and as part of SWLRT impacted segments.

Expenditures	2024	2025	2026	2027	2028	Total	Future
Construction/Maintenance					0	0	15,000,000
Total					0	0	Total

Funding Sources	2024	2025	2026	2027	2028	Total	Future
Park & Trail Improvement Fund				0		0	15,000,000
Total				0		0	Total

Impacts (Budgets, Sustainability, Other)

Annual operating costs will be known when a final concept is approved.

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

Department 3-Parks, Trails & Open Space

City of Minnetonka, Minnesota

Contact Park Planner

Project #	Park-TBD2432
Project Name	Trail Segments - Unscheduled

Type Improvement

Useful Life

Category Trails

Priority 3 Expansion of New/Existing

Description (Include Scheduling and Project Status)

This project involves the construction of the trails described in the table on the following page. Individual project cost estimates have increased based on recent actual project costs including Minnetonka Boulevard Trail and Ridgedale Drive Trail. A map of the unfunded potential trail locations is included for reference in the document appendix. These projects are currently unscheduled. Some trail segments may qualify for funding from outside sources, which will be pursued as appropriate.

Staff conducted an educational and community dialogue for missing trail links to assist the Park Board and City Council in recommending projects to be constructed. In 2016 the city’s internal trails team updated the feasibility score and reprioritized unscheduled segments.

The priority 1 and 2 segments along Baker Road are part of the Three Rivers Park District Bryant Lake Regional Trail. Three Rivers Park District is working to identify funding opportunities to construct the trail. Minnetonka staff, park board and city council will continue to be engaged as part of that effort and may align future municipal trail implementation and/or utility burial to complement the new regional trail.

Justification/Relationship to Plans and Projects

There is strong community support for the Minnetonka Trail System as evidenced by the heavy use of the completed trail segments and resident inquiries received about opportunities for extensions. Cost projections are based on linear foot costs and data from previous projects. Efforts to coordinate trail segment implementation with complementary major road, development or utility projects will be pursued as available and appropriate.

This is an integral part of the Parks, Open Space and Trail System and Comprehensive Guide Plans to construct the Minnetonka Trail System for walkers, joggers, and bicyclists of all ages and abilities. The latest version of the Trail Improvement Plan is available on the city’s website.

Expenditures	2024	2025	2026	2027	2028	Total	Future
Construction/Maintenance					0	0	85,716,400
Total					0	0	Total

Funding Sources	2024	2025	2026	2027	2028	Total	Future
Trail System Expansion Fund					0	0	85,716,400
Total					0	0	Total

Impacts (Budget, Sustainability, Other)

Although these projects are currently unfunded, a proposed funding source and timetable data are provided. The estimated project costs shown on the timetable are for independent project implementation. Costs for these trail segments could be reduced through coordination with a major roadway, utility or development project. Coordination opportunities will be pursued as available and appropriate. Annual maintenance costs will increase by approximately \$1,500/mile.

Overhead utilities will be buried with trail projects, consistent with city strategic goals, as the balance of the Electric Franchise Fund allows. If the fund does not allow, only burial or relocation of poles necessary to construct the trail will be pursued.

Priority Rank	Priority Score (10=High 1=Low)	Priority Trail Segments	Length (miles)	Estimated Cost 2024-2028 CIP	Estimated Cumulative Cost
			44.7		
1	7.0	Baker Rd - Excelsior Blvd to Crosstown Hwy	1.7		by others
2	7.0	Baker Rd - Excelsior Blvd to Minnetonka Blvd	1.7		by others
3	6.5	Ridgedale Dr - White Birch Lane to Target	0.6		Completed
4	6.2	Minnetonka Blvd - Woodlawn Ave to Tonkawood	0.8		Programmed for 2023 - \$2,700,000
5a	6.1	Hopkins Crossroad - Cedar Lake Rd to Hillside Lane	0.6		Programmed for 2024 - \$3,900,000
5b	6.1	Hopkins Crossroad - Hillside Ln to Wayzata Blvd	0.4		Programmed for 2025 - \$2,920,000
6	6.0	Minnetonka Blvd - The Marsh to Tonkawood	0.8		Programmed for 2026 - \$3,400,000
7	5.9	Excelsior Blvd - Woodland Rd to Clear Springs Rd/101 Library	1.0		Programmed for 2027 - \$3,600,000
8	5.9	Excelsior Blvd - Glen Oak St to Woodland Rd	0.7		Programmed for 2028 - \$2,400,000
9	5.6	Hwy 7 Cr 101 to Seven Hi La	0.1		Completed by MnDOT
10	5.5	Hopkins Crossroad - Minnetonka Blvd to Minnetonka Mills Rd	0.6	\$1,464,100	\$1,464,100
11	5.3	McGinty Rd - CR 101 to Crosby Rd (partly in Wayzata)	0.6	\$1,331,000	\$2,795,100
12	5.1	Delton Ave - Vine Hill Rd to Old Excelsior Blvd	0.7	\$1,597,200	\$4,392,300
13	5.0	Vine Hill Rd - Delton Ave to Covington Rd (Kingswood Ter)	0.9	\$1,996,500	\$6,388,800
14	4.9	Essex Rd - Ridgedale Dr to Oakland Rd	0.7	\$1,730,300	\$8,119,100
15	4.9	Hwy 7 Underpass west of CR 101*	0.0	\$133,100	\$8,252,200
16	4.9	Minnetonka Mills Rd - Shady Oak Rd to Hopkins Crossroad	0.6	\$1,331,000	\$9,583,200
17	4.8	TH 7 - Cattle Pass to CR 101 on north side	0.4	\$931,700	\$10,514,900
18	4.7	Hillside La - Hopkins Crossroad to Tanglen School	0.1		Programmed for 2024
19	4.7	Meadow Park to Ridgedale	0.4	\$798,600	\$11,313,500
20	4.6	Old Excelsior Blvd - Vine Hill Rd to CR 101 N side of Hwy 7)	0.8	\$1,863,400	\$13,176,900
21	4.6	Williston Rd - Minnetonka Blvd to Hwy 7	1.0	\$2,262,700	\$15,439,600
22	4.5	Wayzata Blvd N - Hampton Inn to Shelard Pkwy	0.3	\$798,600	\$16,238,200
23	4.5	Ridgedale Connections	1.1	\$2,528,900	\$18,767,100
24	4.3	McGinty Rd - Crosby Rd to existing trail on west side of I-494	1.3	\$2,928,200	\$21,695,300
25	4.2	Rowland Rd/Bren Rd - Lone Lake Park to Opus trail system	1.1	\$2,528,900	\$24,224,200
26	4.1	Rowland Rd - Baker Rd to SWLRT Trail	0.1	\$399,300	\$24,623,500
27	4.0	Porter/Delton Ave- Hutchins Dr to Cr 101	0.2	\$665,500	\$25,289,000
28	3.9	Tonkawood Road - Minnetonka Blvd to Hwy 7	1.5	\$3,327,500	\$28,616,500
29	3.8	Woodland Rd - Townline Rd to Hwy 7	2.0	\$4,658,500	\$33,275,000
30	3.7	Orchard Rd/Westmark Dr - Minnetonka Dr	1.3	\$2,928,200	\$36,203,200
31	3.7	Pioneer Rd - Carlton Rd to Shady Oak Rd	0.6	\$1,464,100	\$37,667,300
32	3.7	Shady Oak Rd - Minnetonka Blvd to Hwy 7	1.1	\$2,395,800	\$40,063,100
33	3.6	Minnetonka Blvd - CR 101 west to Deephaven city limits	0.2	\$532,400	\$40,595,500
34	3.4	Sunset Dr and Marion Lane West segments	0.3	\$665,500	\$41,261,000
35	3.3	Minnehaha Creek Trail - Headwaters to Jidana Park	0.9	\$1,996,500	\$43,257,500
36	3.2	McGinty Rd E - Minnetonka Blvd to Surry La	0.5	\$1,197,900	\$44,455,400
37	3.1	Wayzata Blvd - Claredon Dr to Wayzata city limits	0.2	\$665,500	\$45,120,900
38	2.9	Stone Rd - Saddlebrooke Cir to Sheffield Cur	0.1	\$399,300	\$45,520,200
39	2.9	Orchard Rd/Huntingdon Dr - Baker Rd to Shady Oak Rd	0.7	\$1,597,200	\$47,117,400
40	2.9	North Lone Lake Park - along RR tracks to Dominick Rd	0.3	\$798,600	\$47,916,000
41	2.9	Knollway Park to Wayzata Blvd/Horn Dr	0.2	\$532,400	\$48,448,400
42	2.9	Knollway Park to Shady Oak Rd	0.3	\$798,600	\$49,247,000
43	2.8	NTC - Meeting St to existing trail on west side of I-494	0.1	\$266,200	\$49,513,200
44	2.8	Clear Spring Rd - connect trail to Hwy 7	0.2	\$532,400	\$50,045,600
45	2.8	58th St W - Mahoney Ave into Purgatory Park	0.2	\$665,500	\$50,711,100
46	2.7	Victoria Evergreen to McKenzie Park	1.0	\$2,262,700	\$52,973,800
47	2.7	Lake St Ext - Baker Rd to Shady Oak Rd	0.9	\$2,129,600	\$55,103,400
48	2.6	Stone Rd/Meeting St - RR tracks to Linner Rd	0.6	\$1,464,100	\$56,567,500
49	2.6	Orchard Rd - Wyola Rd to Baker Rd	0.1	\$399,300	\$56,966,800
50	2.5	Excelsior Blvd - Pioneer to Nelson/Shady Oak Rd - S	0.9	\$2,129,600	\$59,096,400
51	2.4	Lake St Ext - Williston Rd to Spring Lake Rd	0.7	\$1,597,200	\$60,693,600
52	2.3	Covington Park east side connection to CR 101	0.2	\$532,400	\$61,226,000
53	2.3	NTC - Maywood La from I-494 crossing to Excelsior Blvd	0.2	\$399,300	\$61,625,300
54	2.2	Covington Rd - Vine Hill Rd to Mahoney Ave	0.9	\$2,129,600	\$63,754,900
55	2.1	Hilloway Park to YMCA La	0.5	\$1,064,800	\$64,819,700
56	2.1	East side of I-494 - Minnetonka Blvd to Wentworth Tr	0.4	\$931,700	\$65,751,400
57	2.0	Ford Rd - All	1.2	\$2,662,000	\$68,413,400
58	1.9	Woodland Rd to Williston Rd - Through Woodgate Park	0.7	\$1,730,300	\$70,143,700
59	1.9	Westmill Rd - Spring Hill Park to Clear Spring Rd	0.3	\$665,500	\$70,809,200
60	1.9	Oberlin Park along Park Ave to Ridgemount Ave	0.2	\$532,400	\$71,341,600
61	1.9	Holiday Rd/Seymour Rd - Woodland Rd to Spring Hill Park	0.7	\$1,597,200	\$72,938,800
62	1.9	Highwood Dr - Williston Rd to Tonkawood Rd	0.8	\$1,863,400	\$74,802,200
63	1.9	Cedar Lake Rd - Big Willow to Hopkins Crossroad	0.6	\$1,464,100	\$76,266,300
64	1.8	Jane La - Baker Rd to County Trail (Dominick Dr)	0.6	\$1,464,100	\$77,730,400
65	1.5	South St - Mayview Rd to Baker Rd	0.2	\$532,400	\$78,262,800
66	1.5	Oak Ridge Rd - Minnetonka Blvd to Hopkins city limits	0.4	\$1,064,800	\$79,327,600
67	1.5	Kinsel Rd/Mayview Rd - Excelsior Blvd to Glen Moor Park	0.4	\$931,700	\$80,259,300
68	1.5	Ford Park to Lindbergh Dr	0.2	\$931,700	\$81,191,000
69	1.3	Jidana La - Minnetonka Blvd to Jidana Park	0.2	\$532,400	\$81,723,400
70	1.2	Stodola Rd - Purgatory Park to Scenic Heights Dr	0.2	\$532,400	\$82,255,800
71	1.0	Highland Rd - Excelsior Blvd to Hwy 7	1.5	\$3,460,600	\$85,716,400

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

Department 3-Parks, Trails & Open Space

Contact Public Works Operations Man

Type Improvement

Useful Life

Category Park Development

Priority 2 Important-Provide Efficiency

City of Minnetonka, Minnesota

Project #	Park-TBD2433
Project Name	Athletic Field Improvements Unfunded

Description (Include Scheduling and Project Status)

The Minnetonka Park Board’s 2012 update of the city’s Athletic Field Needs Study continues to indicate a moderate need for increased game quality athletic fields for the sports of soccer, lacrosse and football; and increased access to quality practice fields for youth softball and baseball through partnerships.

\$180,000 is included as an unfunded request for the lighting of the two existing fields at Lone Lake Park.

Justification/Relationship to Plans and Projects

With a lack of available city property for athletic field expansion, the lighting of existing fields, along with partnerships with local school districts, provides the best opportunities to expand access to community fields. This program also funds major upgrades to dedicated city owned athletic fields to maintain acceptable playing standards.

Expenditures	2024	2025	2026	2027	2028	Total	Future
Construction/Maintenance					0	0	180,000
Total					0	0	Total

Funding Sources	2024	2025	2026	2027	2028	Total	Future
Park & Trail Improvement Fund				0		0	180,000
Total				0		0	Total

Impacts (Budget, Sustainability, Other)

This rehabilitation will not increase annual maintenance costs.



CITY OF
MINNETONKA

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

City of Minnetonka, Minnesota

Project #	ME-24401
Project Name	Dump/Plow Truck Replacements



Type	Equipment	Department	4-Major Equipment
Useful Life		Contact	Public Works Operations Manag
Category	Major Equipment	Priority	2 Important-Provide Efficiency

Description (Include Scheduling and Project Status)

These purchases anticipate the scheduled 15-year replacement of 21 dump trucks in the city’s fleet; approximately 1 truck is purchased per year. Replacement costs include the chassis, dump body, hydraulics and snow equipment (plow, wing and sander). Dump boxes are refurbished after eight years at a cost of \$5,000.

The vehicles are purchased through the State Cooperative Purchasing Venture. Trucks are ordered the previous year for delivery in the funding year. Pricing has continued to rise due to the cost of EPA compliant engines and increased cost of components.

Justification/Relationship to Plans and Projects

These vehicles are used primarily for hauling and snow plowing and are included in the CIP due to their high individual and aggregate costs which are depreciable.

These replacements are consistent with the city’s Vehicle Replacement Guide.

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings	324,600	287,500	296,100	305,000	314,200	1,527,400
Total	324,600	287,500	296,100	305,000	314,200	1,527,400

Funding Sources	2024	2025	2026	2027	2028	Total
Capital Replacement Fund	284,600		296,100	305,000	314,200	1,199,900
Forestry Fund	40,000					40,000
Utility Fund		287,500				287,500
Total	324,600	287,500	296,100	305,000	314,200	1,527,400

Impacts (Budgets, Sustainability, Other)

Replacements can reduce repair costs by up to \$6,350 for the five years following purchase.

In 2021, dump/plow truck replacements were delayed one year due to the pandemic.

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

City of Minnetonka, Minnesota

Department 4-Major Equipment
Contact Public Works Operations Man
Type Equipment
Useful Life
Category Major Equipment
Priority 2 Important-Provide Efficiency

Project #	ME-24402
Project Name	Fleet Vehicles

Description (Include Scheduling and Project Status)

This item provides for the scheduled replacement of departmental cars, pickups, light trucks and equipment, mowers and support equipment such as trailers, generators, rollers and turf care equipment.

The vehicles are purchased early in the year utilizing the State and County Cooperative Purchasing contracts when available.

Justification/Relationship to Plans and Projects

These vehicles are used by staff for the delivery of city services and are included in the CIP due to their individual and aggregate costs which are depreciable.

These purchases are consistent with the city’s Vehicle Replacement Guide. All replacements are evaluated for eligibility for replacement with energy efficient vehicles. City staff conducts ongoing analysis of vehicle use in order to eliminate underutilized equipment and provide appropriate vehicle numbers for the intended use.

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings	956,100	801,900	842,600	1,060,300	1,050,800	4,711,700
Total	956,100	801,900	842,600	1,060,300	1,050,800	4,711,700

Funding Sources	2024	2025	2026	2027	2028	Total
Capital Replacement Fund	896,900	730,200	700,900	930,900	843,000	4,101,900
Utility Fund	59,200	71,700	141,700	129,400	207,800	609,800
Total	956,100	801,900	842,600	1,060,300	1,050,800	4,711,700

Impacts (Budget, Sustainability, Other)

Scheduled replacements can reduce repair costs by up to \$400 per year for the first three years following purchase.

In 2021, fleet vehicles were delayed one year with the exception of police vehicles.

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

City of Minnetonka, Minnesota

Project # ME-24403
Project Name Sidewalk and Trail Maintenance Vehicle

Type Equipment

Department 4-Major Equipment

Useful Life

Contact Public Works Operations Manag

Category Major Equipment

Priority 2 Important-Provide Efficiency



Description (Include Scheduling and Project Status)

This item provides for the addition of one machine to perform snow removal at Ridgedale Commons, and the replacement of a 1997 machine that is primarily used for snow removal on ice rinks.

Justification/Relationship to Plans and Projects

These units are primarily snow removal machines used on sidewalks and trails.
 Replacement is consistent with the city’s Vehicle Replacement Guide.

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings	50,000		52,000			102,000
Total	50,000		52,000			102,000

Funding Sources	2024	2025	2026	2027	2028	Total
Capital Replacement Fund	50,000		52,000			102,000
Total	50,000		52,000			102,000

Impacts (Budgets, Sustainability, Other)

Replacement can reduce repair costs by up to \$3,800 each year for the first three years.

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

City of Minnetonka, Minnesota

Project # ME-24404
Project Name Cold Planer

Type Equipment
Useful Life
Category Major Equipment

Department 4-Major Equipment
Contact Public Works Operations Manag
Priority 2 Important-Provide Efficiency



Description (Include Scheduling and Project Status)

This item anticipates the replacement of the existing Cold Planer.

This equipment will be replaced during the funding year.

Justification/Relationship to Plans and Projects

The current cold planer was purchased in 2011 and will be in need of replacement in 2026.

This is consistent with the city’s policy of replacing its fleet vehicles.

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings			778,600			778,600
Total			778,600			778,600

Funding Sources	2024	2025	2026	2027	2028	Total
Capital Replacement Fund			778,600			778,600
Total			778,600			778,600

Impacts (Budgets, Sustainability, Other)

This project will not affect operating costs.

2024- 2028 Capital Improvement Plan

2024 thru 2028

City of Minnetonka, Minnesota

Project # ME-24405
Project Name Street Sweeper



Type Equipment
Useful Life
Category Major Equipment
Department 4-Major Equipment
Contact Director of Public Works
Priority 2 Important-Provide Efficiency

Description (Include Scheduling and Project Status)

This item provides for the scheduled replacement of the city’s three street sweepers.
 Sweepers would be purchased in January of the funding year for delivery prior to the spring cleanup. These machines are purchased utilizing the State Cooperative Purchasing contract.

Justification/Relationship to Plans and Projects

These machines are used to clean city streets during the period of March through October.
 The purchase is consistent with the city’s Vehicle Replacement Guide.

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings		357,600	283,300		300,600	941,500
Total		357,600	283,300		300,600	941,500

Funding Sources	2024	2025	2026	2027	2028	Total
Storm Water Fund		357,600	283,300		300,600	941,500
Total		357,600	283,300		300,600	941,500

Impacts (Budgets, Sustainability, Other)

Replacement will save approximately \$10,000 in repair expense following the first year of purchase.



2024- 2028 Capital Improvement Plan

2024 *thru* 2028

City of Minnetonka, Minnesota

Project # ME-24406
Project Name Electric Ice Resurfacer

Type Equipment
Useful Life 15
Category Major Equipment

Department 4-Major Equipment
Contact Ice Arena Manager
Priority 2 Important-Provide Efficiency



Description (Include Scheduling and Project Status)

This item provides for the scheduled replacement of the ice re-surface used at the ice arenas.
 This purchase has been moved back to 2025. A 10-year replacement for propane models had been anticipated, however staff has found that the electric machine is lasting longer and now anticipates a 15-year life for the model purchased in 2010.

Justification/Relationship to Plans and Projects

The city currently has two ice re-surfacers in its inventory that are used in arenas A and B. The city previously used propane for power but now use batteries for machine operation which are more sustainable.
 This replacement is consistent with the city’s Vehicle Replacement Guide.

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings		184,000				184,000
Total		184,000				184,000

Funding Sources	2024	2025	2026	2027	2028	Total
Capital Replacement Fund		184,000				184,000
Total		184,000				184,000

Impacts (Budgets, Sustainability, Other)

Replacement could save approximately \$1,000 annually for three years after replacement.

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

City of Minnetonka, Minnesota

Project # ME-24407
Project Name Dozer

Type Equipment

Department 4-Major Equipment

Useful Life

Contact Director of Public Works

Category Major Equipment

Priority 2 Important-Provide Efficiency



Description (Include Scheduling and Project Status)

This item provides for the scheduled replacement of a dozer in the city's inventory.
 Purchase will utilize State's Cooperative Purchasing program and will be purchased the year the machine is funded.

Justification/Relationship to Plans and Projects

The current Dozer is used to move rubble, soil and sand. The items are included in the CIP due to their individual and aggregate costs which are depreciable.
 The current dozer was purchased in 2007 and will be in need of replacement in 2028 after purchase was delayed one year due to the pandemic.
 The purchase is consistent with the city's Vehicle Replacement Guide.

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings					300,100	300,100
Total					300,100	300,100

Funding Sources	2024	2025	2026	2027	2028	Total
Storm Water Fund					300,100	300,100
Total					300,100	300,100

Impacts (Budgets, Sustainability, Other)

This replacement can reduce repair costs by \$1,750 a year for the first three years following purchase.

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

City of Minnetonka, Minnesota

Project #	ME-24408
Project Name	Rubber-Tire Loader
Type	Equipment
Useful Life	
Category	Major Equipment
Department	4-Major Equipment
Contact	Public Works Operations Manag
Priority	2 Important-Provide Efficiency



Description (Include Scheduling and Project Status)

This item provides for the replacement of the three front-end loaders in the city's inventory. Cost includes the replacement of the machine and the attached snow equipment (plow and wing).
Purchase will utilize the State's Cooperative Purchasing program and will be purchased the year the machine is funded.

Justification/Relationship to Plans and Projects

These pieces are used for a variety of maintenance activities but primarily truck loading and snow plowing. These items are included in the CIP due to their individual and aggregate costs which are depreciable.
The current rubber-tire loader was purchased in 2011 and will be in need of replacement in 2027 after purchase was delayed one year due to the pandemic.
The replacement is consistent with the city's Vehicle Replacement Guide.

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings				291,400		291,400
Total				291,400		291,400

Funding Sources	2024	2025	2026	2027	2028	Total
Capital Replacement Fund				291,400		291,400
Total				291,400		291,400

Impacts (Budgets, Sustainability, Other)

This replacement can reduce repair costs by \$1,750 a year for the first three years following purchase.

2024- 2028 Capital Improvement Plan

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City of Minnetonka, Minnesota

Project # ME-24409
Project Name Snow Blower



Type Equipment
Useful Life
Category Major Equipment
Department 4-Major Equipment
Contact Public Works Operations Manag
Priority 2 Important-Provide Efficiency

Description (Include Scheduling and Project Status)

This item provides for the scheduled replacement of one of the city’s two loader-carried snow blowers.

Justification/Relationship to Plans and Projects

These machines are used to clear streets, sidewalks and intersections after snowfalls.
 The current snow blower was purchased in 2003 and will be in need of replacement in 2024 after purchase was delayed one year due to the pandemic.
 These replacements are consistent with the Vehicle Replacement Guide.

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings	142,100					142,100
Total	142,100					142,100

Funding Sources	2024	2025	2026	2027	2028	Total
Capital Replacement Fund	142,100					142,100
Total	142,100					142,100

Impacts (Budgets, Sustainability, Other)

Replacement could reduce maintenance costs by \$1,000 for each of the first two years.

City of Minnetonka, Minnesota

Project # ME-24410
Project Name Sidewalk and Trail Maintenance



Type Equipment
Useful Life
Category Major Equipment
Department 4-Major Equipment
Contact Public Works Operations Manag
Priority 2 Important-Provide Efficiency

Description (Include Scheduling and Project Status)

This item provides for the replacement of a sidewalk/trail maintenance tractor.
 This machine would be ordered in the summer of the funding year.

Justification/Relationship to Plans and Projects

This equipment is used for mowing and snow removal on sidewalks and trails.
 This equipment was purchased in 2011 and will be in need of replacement in 2027 after purchase was delayed one year due to the pandemic.
 The replacement is consistent with the city's Vehicle Replacement Guide.

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings				128,100		128,100
Total				128,100		128,100

Funding Sources	2024	2025	2026	2027	2028	Total
Capital Replacement Fund				128,100		128,100
Total				128,100		128,100

Impacts (Budgets, Sustainability, Other)

This replacement can reduce repair costs by \$3,800 a year for the first three years following purchase.

City of Minnetonka, Minnesota

Project # ME-24411
Project Name Skidsteer Loader

Type Equipment

Department 4-Major Equipment

Useful Life

Contact Public Works Operations Manag

Category Major Equipment

Priority 2 Important-Provide Efficiency



Description (Include Scheduling and Project Status)

This item provides for the scheduled replacement of a skid loader in 2025.

Justification/Relationship to Plans and Projects

These machines are replaced on a 15-year basis and are used for snow removal, landscaping and small loading projects in the city.

The current skidsteer loader was purchased in 2009 and will be in need of replacement in 2025 after purchase was delayed one year due to the pandemic.

This addition will be added to the city’s Vehicle Replacement Guide.

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings		98,400				98,400
Total		98,400				98,400

Funding Sources	2024	2025	2026	2027	2028	Total
Capital Replacement Fund		98,400				98,400
Total		98,400				98,400

Impacts (Budgets, Sustainability, Other)

The addition of the machine will increase fuel and maintenance expense on an ongoing basis.



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2024 *thru* 2028

City of Minnetonka, Minnesota

Department 4-Major Equipment
Contact Director of Public Works
Type Equipment
Useful Life
Category Major Equipment
Priority 2 Important-Provide Efficiency

Project # ME-24412
Project Name Sustainable Initiatives

Description (Include Scheduling and Project Status)

This item is for the development and implementation of green and sustainable initiatives related to major equipment.

These initiatives are currently being researched to determine a general plan and best practices for the city to implement further these practices. Considerations include carbon footprint reduction, service life, impacts to operations, and cost/benefits.

The city has previously constructed general public charging stations in 3 locations. Each location consists of 2 charging stations with 2 individual chargers for an overall total of 12 public chargers.

Items currently in consideration include hybrid light use vehicles and electric light use vehicles primarily related to inspection services based on current technology. Staff is further evaluating options for consideration of fleet vehicles prior to purchase.

Justification/Relationship to Plans and Projects

Through implementation of these initiatives, the city will reduce its carbon footprint.

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings	100,000	100,000	100,000	100,000	100,000	500,000
Total	100,000	100,000	100,000	100,000	100,000	500,000

Funding Sources	2024	2025	2026	2027	2028	Total
Capital Replacement Fund	100,000	100,000	100,000	100,000	100,000	500,000
Total	100,000	100,000	100,000	100,000	100,000	500,000

Impacts (Budget, Sustainability, Other)

Implementation would result in the need to purchase hybrid, or electric vehicles, or both. Charging stations would increase electric expenses. This project however may be offset by public fees, would reduce fuel costs and carbon footprint.

City of Minnetonka, Minnesota

Project # ME-24413
Project Name Public Works Technology

Type Equipment

Department 4-Major Equipment

Useful Life

Contact Public Works Operations Manag

Category Major Equipment

Priority 2 Important-Provide Efficiency



Description (Include Scheduling and Project Status)

This item provides for the replacement of public works 800 MHz ARMER radios.

Justification/Relationship to Plans and Projects

The current radios were purchased in 2018 and will be reaching the end of their service life and no longer supported by the manufacturer. A total of 62 radios will be purchased to replace existing radios that are assigned to each employee that is in the field for snow plowing operations and other potential emergencies.

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings					300,000	300,000
Total					300,000	300,000

Funding Sources	2024	2025	2026	2027	2028	Total
Street Improvement Fund					300,000	300,000
Total					300,000	300,000

Impacts (Budgets, Sustainability, Other)

The annual fee of \$19,000 paid to Hennepin County for technological support for the radios on the ARMER network will continue.

2024- 2028 Capital Improvement Plan

2024 thru 2028

City of Minnetonka, Minnesota

Project # ME-24416
Project Name Training Props

Type Equipment

Department 4-Major Equipment

Useful Life

Contact Fire Chief

Category Major Equipment

Priority 2 Important-Provide Efficiency



Description (Include Scheduling and Project Status)

This will fund the continuation of building training capabilities “in house”.
 These items would be ordered upon commencement of the 2025 budget year.

Justification/Relationship to Plans and Projects

Fire department personnel spend in excess of 13,000 hours annually training for fire, rescue and emergency medical scenarios in order to be prepared for emergencies the fire department will be expected to mitigate. These props will allow department staff to train within the city and remain available for emergency calls while training.
 This program is consistent with the city’s dedication to having a well-trained and prepared staff.

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings		25,000				25,000
Total		25,000				25,000

Funding Sources	2024	2025	2026	2027	2028	Total
Public Safety Fund		25,000				25,000
Total		25,000				25,000

Impacts (Budgets, Sustainability, Other)

None.

City of Minnetonka, Minnesota

Project #	ME-24417
Project Name	Lucas Device Purchases



Type	Equipment	Department	4-Major Equipment
Useful Life		Contact	Fire Chief
Category	Major Equipment	Priority	1 Critical for Safety/Preserve

Description (Include Scheduling and Project Status)

The Lucas Device is used to administer CPR to persons experiencing a cardiac arrest.
 This project replaces two devices of four carried on duty crew apparatus. The department plans to add a fifth device in the future.

Justification/Relationship to Plans and Projects

In order to be able to save the lives of sudden cardiac arrest patients and avoid neurological damage, a steady supply of oxygen to the heart and brain is necessitated. Life-sustaining circulation can be created through effective and uninterrupted chest compressions.
 The city has been operating Lucas devices since 2013 and it has proven to be an effective lifesaving tool.
 This is consistent with the City’s policy of providing essential lifesaving equipment for public safety purposes.

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings		45,000				45,000
Total		45,000				45,000

Funding Sources	2024	2025	2026	2027	2028	Total
Public Safety Fund		45,000				45,000
Total		45,000				45,000

Impacts (Budgets, Sustainability, Other)

A maintenance contract is included in the purchase price in order to maintain these devices in working order.

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

City of Minnetonka, Minnesota

Project #	ME-24418
Project Name	Automated External Defibrillator (AEDs)



Type	Equipment	Department	4-Major Equipment
Useful Life		Contact	Fire Chief
Category	Major Equipment	Priority	1 Critical for Safety/Preserve

Description (Include Scheduling and Project Status)

This program maintains the Automatic External Defibrillator's (AED) carried on most of the fire department's response vehicles. The 2024 purchase will replace twenty-seven AED's no longer supported with parts and maintenance. AED's are carried on most fire department vehicles.

Justification/Relationship to Plans and Projects

One of the critical components of surviving a cardiac arrest is the application of an automatic external defibrillator. The city carries these in most response vehicles as well as fixed city facilities. This is consistent with the City's policy of providing essential life saving equipment for public safety purposes.

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings	72,000					72,000
Total	72,000					72,000

Funding Sources	2024	2025	2026	2027	2028	Total
Public Safety Fund	72,000					72,000
Total	72,000					72,000

Impacts (Budgets, Sustainability, Other)

Regular maintenance is part of the overall program and replacement pads are budgeted in the fire department operations budget.

City of Minnetonka, Minnesota

Project # ME-24419
Project Name Pumper Truck Replacement



Type Equipment
Useful Life
Category Major Equipment
Department 4-Major Equipment
Contact Fire Chief
Priority 1 Critical for Safety/Preserve

Description (Include Scheduling and Project Status)

This project provides for the replacement of three of the city’s fire pumper trucks (also known as fire engines). These trucks carry water, hose, rescue equipment, a high capacity water pump and personnel. Maintaining a highly effective fleet is critical for emergency mitigation.

Fire truck construction is now taking approximately 42-months from the time of order to delivery.

Staff proposes replacing 3 units at a time due to rapid price increases, age, score of apparatus and the amount of lead time now required to order apparatus.

This schedule will replace 3 engines that were graded using a National Fire Protections Association (NFPA) scale with a point rating of zero to 45 points. The scale rates vehicles on a number of attributes with zero points equating to a new vehicle and 45 points equating to a vehicle at the end of its useful life.

The apparatus identified for replace are:

Engine 4 (2013 Model) 38 points
 Engine 5 (2005 Model) 36 points
 Engine 2 (2004 Model) 37 points

Justification/Relationship to Plans and Projects

The purchase in 2026 will replace three station trucks engines.

The city completed a long term strategic plan for public safety in 2023 that addressed the challenged the equipment needs of the Fire Department. These apparatus contribute to the city’s overall ability to provide fire protection and are necessary to maintain the city’s ISO rating. Also, by keeping up to date on replacement and refurbishment of front line emergency vehicles on a regular schedule, the fleet will be replenished on an on-going basis instead of needing to replace several expensive apparatus simultaneously.

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings	135,000	135,000	300,000	300,000	300,000	1,170,000
Total	135,000	135,000	300,000	300,000	300,000	1,170,000

Funding Sources	2024	2025	2026	2027	2028	Total
Public Safety Fund	135,000	135,000	300,000	300,000	300,000	1,170,000
Total	135,000	135,000	300,000	300,000	300,000	1,170,000

Impacts (Budgets, Sustainability, Other)

Operating costs will remain consistent; however, during the first several years of service, maintenance costs should be reduced.

City of Minnetonka, Minnesota

Project # ME-24420
Project Name Apparatus Refurbishment



Type Equipment **Department** 4-Major Equipment
Useful Life **Contact** Fire Chief
Category Major Equipment **Priority** 2 Important-Provide Efficiency

Description (Include Scheduling and Project Status)

This project provides for the ongoing refurbishment of the city’s fire engine’s and ladder trucks, extending the operational service life for the apparatus.

2026 - Ladder 5 (2011 Pierce) refurbishment
 2028 - Tower 1 (2015 Pierce) refurbishment

Justification/Relationship to Plans and Projects

This program is intended to extend the life of fire department apparatus while lowering ongoing maintenance costs and ensuring these vehicles are highly reliable as critical emergency response vehicles.

The ladder truck refurbishment is intended for the city to get 30 years of service out of a ladder truck. Since reducing the fleet of ladder trucks from 5 to 3, it is paramount that we maintain the ladder trucks as highly reliable as possible while also controlling maintenance costs and down time.

Ladder 5 26
 Tower 1 18

These apparatus contribute to the city’s overall ability to provide fire protection and are necessary to maintain the city’s ISO rating. Also, by keeping up to date on replacement and refurbishment of front line emergency vehicles on a regular schedule, the fleet will be replenished on an on-going basis instead of needing to replace several expensive apparatus simultaneously.

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings			175,000		150,000	325,000
Total			175,000		150,000	325,000

Funding Sources	2024	2025	2026	2027	2028	Total
Public Safety Fund			175,000		150,000	325,000
Total			175,000		150,000	325,000

Impacts (Budgets, Sustainability, Other)

Operating costs will remain consistent; however, by systematically refurbishing apparatus, sudden and catastrophic failures may be prevented.

City of Minnetonka, Minnesota

Project #	ME-24423
Project Name	Turnout Gear



Type	Equipment	Department	4-Major Equipment
Useful Life		Contact	Fire Chief
Category	Major Equipment	Priority	1 Critical for Safety/Preserve

Description (Include Scheduling and Project Status)

This project updates the firefighting turnout gear worn by firefighters to protect them from thermal insult and other environmental hazards while firefighting fires and performing rescues.

It is the practice of the city to move a set of turnout gear to reserve status as a backup after 5 years of use. This allows a firefighter zero out of service time due to contaminated and gear that needs repaired. This follows the established schedule.

Justification/Relationship to Plans and Projects

Firefighting turnout gear is basic equipment (coats, pants, helmet, gloves, hood and boots) worn by firefighters while performing firefighting and rescue duties to protect them from the environments in which they are operating in. The city follows National Fire Protection Association standard 1851 that states the turnout gear shall not be in service any more than ten years.

It has been the practice of the fire department to maintain two sets of pants and coats, while issuing only one set of helmets, boots, hoods and gloves. This project will allow each firefighter to be issued two full sets, one for their assigned satellite station and one set to be kept at the central station for duty crew shifts. This will eliminate firefighters transporting equipment in their personal vehicles this greatly reducing exposure to cancer causing carcinogenic contaminants absorbed by the turnout gear.

This project is consistent with the policy of maintaining safe and effective equipment to be used by the firefighting staff.

This funds a total of 92 sets of turnout gear (one set for each member of the department).

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings		390,000				390,000
Total		390,000				390,000

Funding Sources	2024	2025	2026	2027	2028	Total
Public Safety Fund		390,000				390,000
Total		390,000				390,000

Impacts (Budgets, Sustainability, Other)

There is an annual cost for gear inspection by a certified vendor, period repair and ongoing cleaning and care.

City of Minnetonka, Minnesota

Project #	ME-24424
Project Name	Fire JPA SCBA Program



Type	Equipment	Department	4-Major Equipment
Useful Life		Contact	Fire Chief
Category	Major Equipment	Priority	2 Important-Provide Efficiency

Description (Include Scheduling and Project Status)

This project provides for the ongoing maintenance and replacement of the City’s self-contained breathing apparatus (SCBA). These “air-packs” are essential to the City’s ability to fight fires and rescue trapped persons.

The city operates 83 SCBA’s and 6 emergency rescue/rapid intervention bags.

Under the terms of the JPA all equipment will be replaced every seven years.

Justification/Relationship to Plans and Projects

The City uses joint response as a critical component to its fire protection plan. The ability of its firefighters to use similar equipment with other jurisdictions is paramount to utilize this cost saving and efficient program.

In 2009, the City formed a Joint Powers Agreement (JPA) with 19 other Cities and Fire Departments to provide SCBA and SCBA maintenance to its firefighters. This innovative program allows all firefighters the ability to respond to other jurisdictions seamlessly while providing for the mandated maintenance and documentation of its SCBA.

This program includes:

- SCBA for firefighting and rescue
- Maintenance and care of SCBA
- Required record keeping
- Ability for seamless interaction of all JPA entities.

This is consistent with the City’s policy of maintaining its essential safety equipment. This follows the JPA’s long term schedule.

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings	650,000					650,000
Total	650,000					650,000

Funding Sources	2024	2025	2026	2027	2028	Total
Public Safety Fund	650,000					650,000
Total	650,000					650,000

Impacts (Budgets, Sustainability, Other)

This will provide consistent, timely replacement while avoiding unscheduled repair costs.



2024- 2028 Capital Improvement Plan

2024 *thru* 2028

City of Minnetonka, Minnesota

Project #	ME-24425
Project Name	Rescue Equipment



Type	Equipment	Department	4-Major Equipment
Useful Life		Contact	Fire Chief
Category	Major Equipment	Priority	2 Important-Provide Efficiency

Description (Include Scheduling and Project Status)

This project will update essential rescue equipment, such as the extrication and lifting equipment that is purchased to rescue persons trapped in vehicles and machinery.

This project provides equipment that is no longer serviceable due to its age and operations level equipment currently not owned by the city.

Justification/Relationship to Plans and Projects

The City of Minnetonka provide basic rescue services such as vehicle extrication and surface water rescue.

In 2023 the fire department underwent a comprehensive plan to identify weaknesses in the rescue program and recognize equipment and procedures that are needed to deal with the most common and life threatening rescue scenarios that the department responds to.

Our vision at the time and continues to be that the city will maintain equipment and training for the most frequent or most likely rescue calls for service.

Currently the city operates one full set of battery powered tools and three sets of hydraulic rescue equipment. Battery powered rescue tool technology has become the industry standard with hydraulic becoming an out of date technology. Battery powered rescue tools provide advantages such as better mobility, they are better for the environment than hydraulically powered tools, safer and has been proven to be highly reliable.

This project will also replace saws and fans with battery operated tools.

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings		125,000				125,000
Total		125,000				125,000

Funding Sources	2024	2025	2026	2027	2028	Total
Public Safety Fund		125,000				125,000
Total		125,000				125,000

Impacts (Budgets, Sustainability, Other)

There will be minimal annual maintenance cost for some of the items.

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

City of Minnetonka, Minnesota

Project # ME-24426
Project Name Light Duty Truck Program



Type Equipment	Department 4-Major Equipment
Useful Life	Contact Fire Chief
Category Major Equipment	Priority 2 Important-Provide Efficiency

Description (Include Scheduling and Project Status)

This program replaces the replacement of a ladder truck which would cost an estimated \$1,700,000 in 2024. These trucks would carry rescue and firefighting equipment currently spread out among various apparatus.

This will fund two light duty trucks. The goal is to maintain a light duty truck at all five fire stations.

Staff has developed a long term rescue plan that will address critical emergencies such as vehicle entrapment, water rescue and serious medical emergencies. The first rescue truck was purchased in 2017 and will be used to carry major rescue equipment while the “utility” vehicle will carry basic medical and firefighting equipment.

Justification/Relationship to Plans and Projects

The fire department is responsible for not only responding to fire emergencies, but rescue and medical emergencies as well. These calls require that specialized equipment be strategically placed within the city. This will allow the department to use lighter duty vehicle when appropriate, sparing larger apparatus wear and tear when feasible.

The original plan called for purchasing a ladder truck in 2020 at more than \$1,000,000. Between the city’s equipment deployment plan and partnerships with neighboring communities, the necessity to maintain a ladder truck at each fire station has changed allowing staff to take a critical look at that plan. Staff has determined that utilizing lighter duty trucks paired with other heavy apparatus is efficient and will be highly effective for our most common emergency calls for service.

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings	200,000					200,000
Total	200,000					200,000

Funding Sources	2024	2025	2026	2027	2028	Total
Public Safety Fund	200,000					200,000
Total	200,000					200,000

Impacts (Budgets, Sustainability, Other)

The light duty truck will significantly lower maintenance and fuel costs and will also save wear on other heavier duty vehicles.

City of Minnetonka, Minnesota

Project #	ME-24427
Project Name	Ballistic Patrol Helmets

Type Equipment
Useful Life
Category Major Equipment

Department 4-Major Equipment
Contact Police Chief
Priority 2 Important-Provide Efficiency



Description (Include Scheduling and Project Status)

This item provides for the purchase of 58 ballistic helmet for each officer.
 This project is consistent with the policy of maintaining current equipment to ensure the safety of officers.

Justification/Relationship to Plans and Projects

All police officers were issued ballistic helmets in 2020. These helmets provide an additional layer of protection when responding to any threat involving a weapon.
 The manufacturer warranties the performance specifications of the product for 5 years from the date of purchase.

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings		42,000				42,000
Total		42,000				42,000

Funding Sources	2024	2025	2026	2027	2028	Total
Public Safety Fund		42,000				42,000
Total		42,000				42,000

Impacts (Budgets, Sustainability, Other)

No annual costs associated with this item

City of Minnetonka, Minnesota

Project # ME-24428
Project Name SWAT Team Protective Gear

Type Equipment

Department 4-Major Equipment

Useful Life

Contact Police Chief

Category Major Equipment

Priority 2 Important-Provide Efficiency



Description (Include Scheduling and Project Status)

This item provides for the replacement of the police departments 14 Special Weapons and Tactics (SWAT) team tactical ballistic helmets and vests.

This project is consistent with the policy of maintaining current equipment to ensure the safety of officers.

Justification/Relationship to Plans and Projects

Members of the police department’s Special Weapons and Tactics (SWAT) team require a higher “threat” level of ballistic vest than patrol officers, due to the nature of their assignment. The manufacturer warranties the performance specifications of the product for 5 years from the date of purchase. All SWAT personnel received a new ballistic tactical vest in 2023.

This project is consistent with the policy of maintaining current equipment to ensure the safety of officers.

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings					91,000	91,000
Total					91,000	91,000

Funding Sources	2024	2025	2026	2027	2028	Total
Public Safety Fund					91,000	91,000
Total					91,000	91,000

Impacts (Budgets, Sustainability, Other)

No annual costs associated with this item

City of Minnetonka, Minnesota

Project #	ME-24429
Project Name	800 MHz Portable Radios



Type	Equipment	Department	4-Major Equipment
Useful Life		Contact	Police Chief
Category	Major Equipment	Priority	2 Important-Provide Efficiency

Description (Include Scheduling and Project Status)

This item provides for the replacement of the police and fire department 800MHz portable radios as part of the Metropolitan Regional Radio System.
 Police radios to be replaced in 2024 and Fire radios in 2026.

Justification/Relationship to Plans and Projects

Police and Fire portable radios were last replaced in 2014 and 2016 respectively. A total of 70 police radios will be replaced in 2024 and 119 fire radios will be replaced in 2026.
 Following best safety practices, portable radios are assigned to each police officer and firefighter working in the public safety environment. The radios are ruggedized and specifically designated for working in hazardous environments.
 This project is consistent with the policy of maintaining current technology.

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings	512,000		975,000			1,487,000
Total	512,000		975,000			1,487,000

Funding Sources	2024	2025	2026	2027	2028	Total
Public Safety Fund	512,000		975,000			1,487,000
Total	512,000		975,000			1,487,000

Impacts (Budgets, Sustainability, Other)

This project requires a service agreement that already exists within the police and fire department budgets.

City of Minnetonka, Minnesota

Project # ME-24430
Project Name 800 MHZ Mobile Radios

Type Equipment

Department 4-Major Equipment

Useful Life

Contact Police Chief

Category Major Equipment

Priority 2 Important-Provide Efficiency



* KCH-20 Control Head shown with Optional KCH-21 HHCH

Description (Include Scheduling and Project Status)

This item provides for the replacement of the police department mobile radios as part of the Metropolitan Regional Radio System.

Justification/Relationship to Plans and Projects

This project will account for 45 police mobile radios. The manufacturer recommends replacement in 10 year intervals in order to stay current with technology. The radios were last purchased in 2015.
 This project is consistent with the policy of maintaining current technology.

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings		360,000				360,000
Total		360,000				360,000

Funding Sources	2024	2025	2026	2027	2028	Total
Public Safety Fund		360,000				360,000
Total		360,000				360,000

Impacts (Budgets, Sustainability, Other)

This project requires a service agreement that already exists within the police budgets.

City of Minnetonka, Minnesota

Project #	ME-24431
Project Name	Mobile Camera Trailer



Type Equipment	Department 4-Major Equipment
Useful Life	Contact Police Chief
Category Major Equipment	Priority 3 Expansion of New/Existing

Description (Include Scheduling and Project Status)

The city currently owns one mobile camera trailer and this item provides for the purchase of an additional (but smaller sized) mounted mobile camera system

Justification/Relationship to Plans and Projects

In 2022 we received the first trailer mounted mobile camera. Since receiving it, it has been deployed to 25 locations, used at 5 special events, and used during multiple in-progress crime incidents. It has vastly improved the department’s ability to mitigate and deter crime hotspots. Additional trailers, which will be smaller than the original, will allow for greater operational flexibility and increased measurable results.

The trailer will once again be well marked with police insignia.

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings	45,000					45,000
Total	45,000					45,000

Funding Sources	2024	2025	2026	2027	2028	Total
Public Safety Fund	45,000					45,000
Total	45,000					45,000

Impacts (Budgets, Sustainability, Other)

The cameras transmit real time information and can be controlled remotely necessitating a monthly cellular subscription. The cost of this subscription, plus a yearly warranty, is approximately \$1,000/year/trailer.

This purchase is consistent with the city’s policy of maintaining current technology.

City of Minnetonka, Minnesota

Project # ME-24432
Project Name Tasers

Type Equipment
Useful Life
Category Major Equipment

Department 4-Major Equipment
Contact Police Chief
Priority 2 Important-Provide Efficiency



Description (Include Scheduling and Project Status)

This item provides for the replacement of the department’s TASER devices.

Justification/Relationship to Plans and Projects

TASERS are electronic weapons that have the ability to temporarily incapacitate its targets allowing for them to be approached and handled in a safer manner. The department issues TASERS to each of its members providing for a less lethal option.

The manufacturer recommends device replacement every 7 years. Historically the department has replaced them every 10 years. The current department TASERS were acquired in 2017. The project is for the replacement of 62 department TASER devices.

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings				116,000		116,000
Total				116,000		116,000

Funding Sources	2024	2025	2026	2027	2028	Total
Public Safety Fund				116,000		116,000
Total				116,000		116,000

Impacts (Budgets, Sustainability, Other)

TASER devices do come with an annual cost for training, batteries and the replacement of expended TASER cartridges.

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

City of Minnetonka, Minnesota

Project #	ME-24433
Project Name	Multi Use Van



Type	Equipment	Department	4-Major Equipment
Useful Life		Contact	Police Chief
Category	Major Equipment	Priority	n/a

Description (Include Scheduling and Project Status)

This item provides for the replacement of a vehicle used by the department’s crisis negotiators with a multi-use van.

Justification/Relationship to Plans and Projects

In 2017 the department’s Crisis Negotiation Team (CNT) inherited a 1993 Ford ambulance to be used as a mobile crisis negotiation platform. A multi-purpose van is proposed to replace that ambulance and will be used by CNT, the department’s mobile field force, SWAT and others in daily operations.

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings	80,000					80,000
Total	80,000					80,000

Funding Sources	2024	2025	2026	2027	2028	Total
Capital Replacement Fund	80,000					80,000
Total	80,000					80,000

Impacts (Budgets, Sustainability, Other)

The purchase price of the van is based on state contract.
 This van will need routine maintenance consistent with other vehicles in the city’s fleet.

City of Minnetonka, Minnesota

Project # ME-24435
Project Name Dynamic Feedback Speed Signs

Type Equipment

Department 4-Major Equipment

Useful Life

Contact Police Chief

Category Major Equipment

Priority 2 Important-Provide Efficiency



Description (Include Scheduling and Project Status)

This item provides for acquiring five in 2024 and five in 2025 dynamic feedback speed signs to be installed on city streets.

Justification/Relationship to Plans and Projects

Speeding remains one of the top concerns of residents. There are many tools at the disposal of the police department to address these complaints and concerns.

The addition of dynamic feedback signs to our major city street thoroughfares allows for a more permanent solution. These signs allow for data collection which is helpful in identifying speed trends which allows for better resource deployment.

The signs are portable enough to be moved to problem areas if needed.

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings	26,500	26,500				53,000
Total	26,500	26,500				53,000

Funding Sources	2024	2025	2026	2027	2028	Total
Public Safety Fund	26,500	26,500				53,000
Total	26,500	26,500				53,000

Impacts (Budgets, Sustainability, Other)

These signs are powered by batteries that will need to be maintained if they cannot hold charge.

These signs will require installation by public works personnel. Should a sign need to be moved personnel will be needed to move it.

City of Minnetonka, Minnesota
2024- 2028 Capital Improvement Plan

PENDING PROJECTS

(Includes projects with a 'Status' set to 'Pending')

Project Name	Department	Project #	Priority	Project Cost
Pending				
Support & Command Vehicle	4-Major Equipment	ME-TBD24422	2	300,000
	TOTAL			300,000

City of Minnetonka, Minnesota

Project # ME-TBD24422
Project Name Support & Command Vehicle



Type Equipment **Department** 4-Major Equipment
Useful Life **Contact** Fire Chief
Category Major Equipment **Priority** 2 Important-Provide Efficiency

Description (Include Scheduling and Project Status)

This vehicle will serve several purposes on emergency scenes as well as assisting with normal operation of the fire department. This vehicle will help provide a mobile command post, communication support, customer support and aid in fire investigations.

This vehicle will take approximately twelve months from the time the order is placed until it may be placed in service. Several pieces of communication equipment that would be used in this vehicle already exists within the cache. The cost reflects customization of the interior to accommodate its multiple purposes.

Justification/Relationship to Plans and Projects

This vehicle will serve multiple purposes for the city. Command support, mobile communications and customer stabilization. While this vehicle is smaller and less expensive than most command vehicles, it will provide the city with an area for incident command during emergencies, customer support for fire victims and a vehicle capable of delivering field communications support.

In 2014 the fire department completed a comprehensive review of its fleet and determined that the department requires fewer pumpers and ladders trucks and identified the need for a few additional support vehicles. This shift in allocation provides the department with the type of support necessary for emergency scenes while also lowering the cost liability of the entire fleet.

Expenditures	2024	2025	2026	2027	2028	Total	Future
Equip/Vehicles/Furnishings			0			0	300,000
Total			0			0	Total

Funding Sources	2024	2025	2026	2027	2028	Total	Future
Public Safety Fund			0			0	300,000
Total			0			0	Total

Impacts (Budgets, Sustainability, Other)

This vehicle will need routine maintenance and upkeep consistent with most utility vehicles.

City of Minnetonka, Minnesota

Project # TECH-24503
Project Name Security Equipment

Type Equipment
Useful Life
Category Technology

Department 5-Technology
Contact IT Manager
Priority 2 Important-Provide Efficiency



Description (Include Scheduling and Project Status)

This project calls for the systematic maintenance and upgrade of the security equipment serving all city facilities, including: card access, video surveillance and alarm systems.

Acquisitions will occur on a planned annual basis. A list of major equipment to be replaced is as follows:

2024: Card access improvements, paging speakers in common areas of City Hall and Community Center. Replacement of City Hall sound masking systems

2025: Card access hardware maintenance, replacement of existing surveillance cameras in City Hall, Council Chambers, Glen Lake Activity Center, Gray's Bay, Public Works, Landing Shop, Police Covert Cameras. Addition of Community Center lot cameras

2026: Card access improvements, first round replacements of half of the surveillance cameras in the Public Safety facility, rekey of Burwell House, and Fire Stations

2027: Card access maintenance, replacement of existing surveillance cameras in Community Center, Fire Station, Williston Water Tower and Police Department. Public Safety sound masking

2028: Replacement of existing surveillance cameras, including: City Hall perimeter doors, Community Center interior hallways, Ice Arena A compressor equipment, Williston Center lobby, Kids Corner, Tennis courts and Treehouse, Police Department cells and lobby, Public Works back yard, brine tank and garage entry. Card access improvements

Justification/Relationship to Plans and Projects

As part of appropriate management, city staff evaluates and plans for the safety and security of our public facilities to protect our assets, citizens, employees and visitors. Continuing upgrades and replacement of security equipment is a key component of accomplishing that goal.

This project is consistent with the city's policy of establishing schedules for equipment replacement.

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings	128,500	129,500	168,700	170,500	153,200	750,400
Total	128,500	129,500	168,700	170,500	153,200	750,400

Funding Sources	2024	2025	2026	2027	2028	Total
Technology Development Fund	128,500	129,500	168,700	170,500	153,200	750,400
Total	128,500	129,500	168,700	170,500	153,200	750,400

Impacts (Budgets, Sustainability, Other)

The replacement purchases will not affect operating costs and will reduce maintenance costs on equipment that is experiencing failure due to age.

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

City of Minnetonka, Minnesota

Project # TECH-24504
Project Name Audio/Visual Equipment & Broadcast Programming

Type Equipment **Department** 5-Technology
Useful Life **Contact** IT Manager
Category Technology **Priority** 2 Important-Provide Efficiency



Description (Include Scheduling and Project Status)

This project consists of the upgrade and maintenance of audiovisual systems and devices to enhance the communications and conferencing capabilities, both internally and externally.

Examples of projects within the schedule:
 2024: Mobile Video Production, Lone Lake, Jidana, Community Room, Lake Rose Conference Rooms, Televisions
 2025: Video Production Switcher, Enclave and Conference Rooms (City Hall), Minnehaha Conference Room Audio Equipment, Public Works Conference Rooms. Public Works Digital Signage
 2026: Digital Storage Systems, Conference Rooms (Community Center), Televisions
 2027: Council Chambers Presentation Equipment, Staff Monitors, Conference Rooms (Community Center), Public Safety Video Conferencing, City Hall Digital Signage
 2028: Projector and television replacements

Included in these projects is the replacement of capital equipment and expenses related to the production and playback of Public, Education, Government (PEG) programming and facilities.

2024 - 2028:
 Council Chambers lighting control and dimming system, electronic nameplate technology, audio/visual control systems
 Replace Council Chambers sound reinforcement panels to align with new branding standards (carpet and chairs). Replace countertops in dais area. Add staff location for Finance Director
 Systematic replacement of equipment in control room and dais/staff areas of the council chambers

Justification/Relationship to Plans and Projects

The Public, Education and Government (PEG) fee's collected through the franchise agreements with Comcast for the Southwest Suburban Cable Commission (SWSCC) member cities can only be used for the benefit of broadcast production. This source of revenue will be used to provide needed capital replacement and technology enhancements for the benefit of broadcast production in city facilities, primarily the City Council Chambers and Minnehaha Room.

The remaining project items are consistent with the city's policy of establishing schedules for equipment replacement.

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings	196,000	246,500	161,500	211,500	93,100	908,600
Total	196,000	246,500	161,500	211,500	93,100	908,600

Funding Sources	2024	2025	2026	2027	2028	Total
Cable Television Fund	196,000	246,500	161,500	211,500	93,100	908,600
Total	196,000	246,500	161,500	211,500	93,100	908,600

Impacts (Budgets, Sustainability, Other)

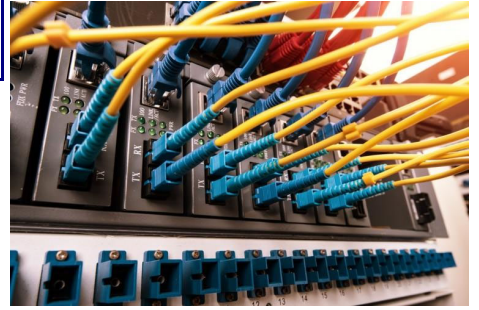
The PEG expenses will not affect operating costs and the associated revenues will help replace equipment for the benefit of broadcast production. The audiovisual replacement purchases will not affect operating costs, and reduce maintenance costs on equipment that is experiencing mechanical failure due to the replacement schedule.

City of Minnetonka, Minnesota

Project # TECH-24505
Project Name Technology Infrastructure

Type Equipment
Useful Life
Category Technology

Department 5-Technology
Contact IT Manager
Priority 3 Expansion of New/Existing



Description (Include Scheduling and Project Status)

These items provide for the acquisition of additional fiber optic cabling, wireless technology and distributed antenna systems to connect the City Hall campus with other remote sites. The goal is to continue connectivity to city facility locations via fiber or wireless technology to increase bandwidth and improve transmission speeds while eliminating operating costs.

First Priority Projects:

- Establish distributed antenna systems for mobile phone and public safety coverage in City Hall, Community Center, Williston Center, Ice Arena A/B, and Glen Lake Activity Center
- Replace fiber optic hand hole markers along priority routes due to age
- Complete fiber connectivity to Woodland Water Tower
- Establish redundant paths to certain city facilities for disaster recovery

Completed Projects Through 2024:

- Re-route Water Treatment Plan 16 connectivity
- Redundant connectivity to the Main Lift Station
- Connectivity to The Marsh

Justification/Relationship to Plans and Projects

Technology is an integral component in the delivery of city services. To keep stride with technology that becomes increasingly more sophisticated, the city continues to upgrade its technology infrastructure.

Fiber optic cabling has much greater bandwidth availability and continues to be the standard to interconnect city facilities. Wireless technologies have evolved and are an acceptable standard for services. They can be built at a fraction of the cost.

Staff will continue to look for opportunities to maximize our resources and to take advantage of lower labor costs related to road reconstruction projects. The goal is to continue connectivity to city facility locations via fiber or wireless technology to increase bandwidth while eliminating operating costs.

Connectivity with LOGIS and city facilities is an integral component in the delivery of city services. All city departments utilize the network and technology to conduct business.

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings	100,000	100,000	100,000	100,000	100,000	500,000
Total	100,000	100,000	100,000	100,000	100,000	500,000

Funding Sources	2024	2025	2026	2027	2028	Total
Cable Television Fund	100,000	100,000	100,000	100,000	100,000	500,000
Total	100,000	100,000	100,000	100,000	100,000	500,000

Impacts (Budgets, Sustainability, Other)

This project decreases operational costs due to the discontinuation of monthly service fees paid to vendors.

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

City of Minnetonka, Minnesota

Project #	TECH-24507
Project Name	Office Equipment



Type Equipment	Department 5-Technology
Useful Life	Contact IT Manager
Category Technology	Priority 2 Important-Provide Efficiency

Description (Include Scheduling and Project Status)

This project funds the purchase of replacement copiers and other office equipment for all city departments. A replacement schedule has been established and is reviewed on a regular basis by Information Technology staff.

Justification/Relationship to Plans and Projects

This project provides for the systematic maintenance and upgrade of major office equipment, including: copiers, postage machine, desktop scanners, smart phone equipment, headsets, and other miscellaneous equipment. Copiers vary in size depending on location and usage. The city continues to maximize the use of workgroup copiers to save per count page costs over individual laser jet printers.

Copier Replacement Schedule
 2024: Information Technology and The Marsh
 2025: Engineering Plotter, Facilities, Williston Center, Public Works Mechanics, Police Records
 2026: Administration, Legal, Public Works Plotter, Community Center, Police Report Writing
 2027: Fire Station 1
 2028: Information Desk, Community Development, Engineering/Planning, Finance, Police Administration

2024-2028: Ongoing smartphone replacements
 2027: Postage machine
 2027: Phone System Replacement, including desktop, conference room, desktop headsets and wireless phones

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings	40,800	82,000	90,000	268,500	81,500	562,800
Total	40,800	82,000	90,000	268,500	81,500	562,800

Funding Sources	2024	2025	2026	2027	2028	Total
Technology Development Fund	40,800	82,000	90,000	268,500	81,500	562,800
Total	40,800	82,000	90,000	268,500	81,500	562,800

Impacts (Budgets, Sustainability, Other)

Budgeting and purchasing office equipment through this project allows the city greater flexibility to direct equipment to where it is most needed rather than using individual budgets. These purchases will decrease annual maintenance costs because new equipment is generally more reliable than earlier models.

City of Minnetonka, Minnesota

Project #	TECH-24508
Project Name	Technology Purchases/Upgrades



Type	Equipment	Department	5-Technology
Useful Life		Contact	IT Manager
Category	Technology	Priority	1 Critical for Safety/Preserve

Description (Include Scheduling and Project Status)

This project funds the purchase of replacement computers, iPad’s, servers, network infrastructure, printers, and software. It also provides for the purchase of new equipment and software that serves the city as a whole.

A replacement schedule has been established and is reviewed on a regular basis by Information Technology staff.

Examples of projects within the schedule:

2024: Critical network infrastructure replacement, including equipment that connects ancillary buildings and provides connectivity to LOGIS. Virtual server infrastructure migration to hosted solution (LOGIS). Network infrastructure replacements: City Hall, Ridgedale Substation, Fire Stations 2 - 5, Community Center, Ice Arena, Park and Utility buildings, Williston Center. Wireless access point replacements

2025: Replacement of critical network infrastructure at Public Works. First round replacements of computers and network infrastructure related to the Public Safety building

2026: Replacement of virtual surveillance servers, phone system infrastructure. First round replacements of Public Safety building (PD/FD) network equipment. Replacement structured cabling at Public Works

2027: Switch replacements in Community Center, Landing Shop, and Ridgedale Tower. Wireless access point replacements

2028: Computer and wireless access point replacements, first round replacement of Ridgedale Commons switch equipment

Justification/Relationship to Plans and Projects

This project provides for the systematic maintenance and upgrade of the following equipment: desktop and laptop computers, iPad’s, servers, network infrastructure, uninterruptable power systems, and software.

Desktop computers, laptops, iPad’s, and servers are generally replaced on a four year replacement cycle while network infrastructure and uninterruptable power systems are replaced every five years. Printers will be replaced on an as needed basis or eliminated and replaced with multi function copier devices.

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings	1,332,700	704,100	1,108,800	723,000	728,500	4,597,100
Total	1,332,700	704,100	1,108,800	723,000	728,500	4,597,100

Funding Sources	2024	2025	2026	2027	2028	Total
Technology Development Fund	1,332,700	704,100	1,108,800	723,000	728,500	4,597,100
Total	1,332,700	704,100	1,108,800	723,000	728,500	4,597,100

Impacts (Budgets, Sustainability, Other)

Budgeting and purchasing technology equipment through this project allows the city greater flexibility to direct equipment to where it is most needed rather than using individual department budgets.

Annual maintenance costs may increase due to the added equipment such as additional servers and networking equipment. Increases in consulting, maintenance agreements and equipment repair are in the Information Technology general fund operating budget.

2024- 2028 Capital Improvement Plan

2024 thru 2028

City of Minnetonka, Minnesota

Project # TECH-24510
Project Name Fire Technology Update



Type Equipment
Useful Life
Category Technology
Department 5-Technology
Contact Fire Chief
Priority 2 Important-Provide Efficiency

Description (Include Scheduling and Project Status)

This project updates the computers and other electronic tools used for computer aided dispatching computers in front line vehicles and apparatus. Technology improvements and changes necessitate these two projects as soon as feasible.

Justification/Relationship to Plans and Projects

The mobile computers will be similar to unit’s already in place on several fire vehicles and will allow for the same capabilities of receiving dispatch information, routing, fire hydrant location and other essential information while responding. Information such as building pre-plans and dispatch information is sent to responding apparatus via mobile data terminals. This project is consistent with the policy of maintaining current technology. This item funds additional 5 MDC’s for apparatus currently without them. This page also covers any other needed technical upgrades at the stations or in the trucks including monitors, video conferencing and other technology.

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings		50,000				50,000
Total		50,000				50,000

Funding Sources	2024	2025	2026	2027	2028	Total
Public Safety Fund		50,000				50,000
Total		50,000				50,000

Impacts (Budgets, Sustainability, Other)

Annual maintenance of these terminals will be less after initial purchase and then will require upkeep due to normal usage.

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

City of Minnetonka, Minnesota

Project #	TECH-24512
Project Name	Multi Gas Monitors



Type	Equipment	Department	5-Technology
Useful Life		Contact	Fire Chief
Category	Technology	Priority	2 Important-Provide Efficiency

Description (Include Scheduling and Project Status)

This is a replacement of multi gas monitors operated by the department to detect the presence of harmful and explosive gases.
This replaces detectors that are no longer supported by the manufactures.

Justification/Relationship to Plans and Projects

The city operates several multi gas detectors that are used for measurement of compound substances and can accurately detect the presence of one or more dangerous gases, since different vapors and gases may be present in a given area at any one time.
This is consistent with the city’s practice of detecting and minimizing hazardous conditions.

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings		40,000				40,000
Total		40,000				40,000

Funding Sources	2024	2025	2026	2027	2028	Total
Public Safety Fund		40,000				40,000
Total		40,000				40,000

Impacts (Budgets, Sustainability, Other)

There will be a small amount of annual maintenance and regular in house calibrations.

City of Minnetonka, Minnesota

Project # TECH-24513
Project Name Body Worn/In Car Cameras

Type Equipment **Department** 5-Technology
Useful Life **Contact** Police Chief
Category Technology **Priority** 2 Important-Provide Efficiency



Description (Include Scheduling and Project Status)

This item includes replacement of current body cameras, an integrated body and in-car video system to allow for the recording of audio and visual data in the field. The Police Department maintains 70 body worn cameras and 28 in-car cameras. All these systems will be replaced in 2027.

Justification/Relationship to Plans and Projects

The use of technology can improve policing practices and build community trust and legitimacy. In 2021, all officers were equipped with a body worn camera that integrates with the in-car video system. Since inception, these cameras have greatly aided in criminal prosecution, resolving citizen complaints against officers and used as a training tool for both new recruits and veteran officers.

This project is consistent with the city’s policy of maintaining current technology.

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings				499,500		499,500
Total				499,500		499,500

Funding Sources	2024	2025	2026	2027	2028	Total
Public Safety Fund				499,500		499,500
Total				499,500		499,500

Impacts (Budgets, Sustainability, Other)

Storage management of video in a Cloud solution and a hardware/software service agreement is estimated at an annual cost of \$84,000.

The replacement schedule for hardware is every 5 years.

City of Minnetonka, Minnesota

Project # LSI-24601
Project Name Pavement Management Study

Type Maintenance
Useful Life
Category Street Improvement

Department 6-Local Street Improvements
Contact Director of Public Works
Priority 2 Important-Provide Efficiency



Description (Include Scheduling and Project Status)

This project provides for the annual testing of 25% of the city streets and for the updating of the pavement evaluation software. The street condition database is used to analyze and program street improvements in a cost-effective manner. Staff are reviewing new industry standards to identify an equivalent pavement rating that is consistent with the city's strategic profile goals.

This project provides for the annual update of the Pavement Management System.

Justification/Relationship to Plans and Projects

This system allows for the analysis of various repair/reconstruction options with respect to geographic areas, pavement conditions and budget constraints to make the most efficient and effective use of available funds.

This is necessary to fully understand the interaction of street conditions throughout the local network and to program repairs and replacements in the most cost-effective manner.

Due to the aging infrastructure, bridge inspections are required for public safety. Depending on the condition of the bridge, inspections are required on a one or two-year interval and results are reported to MnDOT.

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	75,000	75,000	85,000	75,000	85,000	395,000
Total	75,000	75,000	85,000	75,000	85,000	395,000

Funding Sources	2024	2025	2026	2027	2028	Total
Street Improvement Fund	75,000	75,000	85,000	75,000	85,000	395,000
Total	75,000	75,000	85,000	75,000	85,000	395,000

Impacts (Budgets, Sustainability, Other)

This study will have no impact on annual maintenance costs and ensures the condition of the city's pavements are evaluated and data is available to manage the city's roadway network in a sustainable and cost effective way.

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

Department 6-Local Street Improvements

City of Minnetonka, Minnesota

Contact Director of Public Works

Project # LSI-24602

Type Improvement

Project Name Local Street Rehabilitation

Useful Life

Category Street Improvement

Priority 2 Important-Provide Efficiency

Description (Include Scheduling and Project Status)

This project will provide for the reconstruction and rehabilitation of various local streets throughout the city. Included in these projects are improvements to the storm sewer system, necessary I & I remediation, significant utility system upgrades and street improvements.

Roads that are scheduled for reconstruction and rehabilitation include the following:

Reconstruction

2024 - Wayzata Blvd. (west of CR 61)

2025 - Wayzata Blvd. (Fairfield Rd. to eastern city limits)

2026 - See Local Street Preservation Sheet for Major Preservation projects.

2027 - Kinsel Neighborhood

2028 - See Local Street Preservation Sheet for Major Preservation projects.

Storm water and utility upgrades will be combined and coordinated with the street reconstruction projects.

Justification/Relationship to Plans and Projects

The most recent community surveys indicate that citizens still rank street maintenance a high priority amongst competing city service needs.

A thin overlay pavement program, which is a cost-effective method for extending the life of aging local streets for as much as six to ten years, was used extensively until 2014. The goal during that time period was to reconstruct or overlay all streets that had not received major maintenance in the prior 20 years, by 2014.

In 2011, staff began to transition from the thin overlay program to one that also includes preservation and maintenance programs for the streets that have been previously reconstructed. No additional funding was necessary since the thin overlay budget was spread out to also include the new preservation programs, which were performed by public works crews.

These projects are consistent with the Pavement Management Study, the Water Resources Plan, the Infiltration and Inflow Reduction Program and the NPDES Phase II Storm Water Program. The latter is state and federally mandated and requires cities to address illicit discharge into the storm sewer systems as well as improve the quality of storm water runoff.

In addition to these rehabilitation projects, separate pages are provided for preservation projects and enhancements for local street rehabilitation projects related to the burial of overhead utility lines, addition of decorative lighting and energy saving (LED) retrofits.

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	1,600,000	3,600,000		11,690,000		16,890,000
Total	1,600,000	3,600,000		11,690,000		16,890,000

Funding Sources	2024	2025	2026	2027	2028	Total
Storm Water Fund	50,000	50,000		2,800,000		2,900,000
Street Improvement Fund	1,500,000	3,500,000		5,740,000		10,740,000
Utility Fund	50,000	50,000		3,150,000		3,250,000
Total	1,600,000	3,600,000		11,690,000		16,890,000

Impacts (Budget, Sustainability, Other)

Overall, these projects will reduce annual road maintenance needs, but add to sidewalk/trail maintenance.

Pavement millings are recycled and reused in new pavement mixes.

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

City of Minnetonka, Minnesota

Department 6-Local Street Improvements
Contact Director of Public Works
Type Maintenance
Useful Life
Category Street Improvement
Priority 2 Important-Provide Efficiency

Project #	LSI-24603
Project Name	Local Street Preservation

Description (Include Scheduling and Project Status)

This item provides for crack sealing, thin bituminous overlays, pavement marking and other maintenance and preservation items necessary to maintain the local streets in the city.

The scheduling is based on 2024 through 2028 maintenance activities.

Justification/Relationship to Plans and Projects

Preserving existing streets with regular maintenance can significantly extend the life of a street. Keeping existing pavements in good condition requires varying levels of maintenance, which can be thought of as preserving our street assets.

Rehabilitation projects are major maintenance activities, such as thick overlays and reconstructions. These projects are completed when a pavement has significantly deteriorated, and routine maintenance is no longer effective to extend the life of the street. Overlays have been shown to be a cost-effective strategy to extend the life of aging pavements.

Preservation-type projects are minor in comparison and less costly. They include crack filling, patching and thin overlays. These projects are typically completed on streets that have already received major rehabilitation work, but are in need of minor repairs. These projects are aimed at solidifying the pavement and keeping moisture from penetrating below the pavement, which is a key factor in the deterioration of roads.

Utility improvements are completed as needed during preservation projects. Completing minor repairs and upgrades in conjunction with the road work extends the life of the utility infrastructure and creates a better, more reliable street. Typical preservation work includes sewer casting replacement and adjustment, water main valve repairs and installation of chimney seals on sanitary sewer manholes.

Major Preservation Areas (Mill and Overlay)
 2024 - Minor Preservation Areas only
 2025 - Opus
 2026 - Minnetonka Dr., Oakland Rd. (west of 494), Frontage Rd. (south of 394)
 2027 - Cedar Lake Rd.
 2028 - Ridgedale Drive (Cartway Rd. to Plymouth Rd.)

*See 2024-2028 Proposed Local Street Construction map for Major Preservation Areas in addition to the Minor Preservation Areas (Overlays) that are performed by Public Works. Funding for both the Major and Minor Preservations Areas is identified in the below funding table.

This project is consistent with the city's Pavement Management Study.

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	2,710,000	5,660,000	4,970,000	5,720,000	3,330,000	22,390,000
Total	2,710,000	5,660,000	4,970,000	5,720,000	3,330,000	22,390,000

Funding Sources	2024	2025	2026	2027	2028	Total
Storm Water Fund	50,000	50,000	100,000	100,000	50,000	350,000
Street Improvement Fund	2,540,000	5,490,000	4,750,000	5,500,000	3,160,000	21,440,000
Utility Fund	120,000	120,000	120,000	120,000	120,000	600,000
Total	2,710,000	5,660,000	4,970,000	5,720,000	3,330,000	22,390,000

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

Department 6-Local Street Improvements

City of Minnetonka, Minnesota

Contact Director of Public Works

Impacts (Budget, Sustainability, Other)

Street Improvement Fund

Overlays - \$2.15M ('24), \$5.1M ('25), \$4.35M ('26), \$5.1M ('27), \$2.75M ('28)

Other Maintenance - \$390k ('24), \$390k ('25), \$400k ('26), \$400k ('27), \$410k ('28)

These projects will not affect annual maintenance costs. However, regular maintenance extends the life of a street and is a financially and environmentally stable practice.

The majority of funding for this program is for supplies only and will be staffed with current employees.



2024- 2028 Capital Improvement Plan

2024 thru 2028

Department 6-Local Street Improvements

City of Minnetonka, Minnesota

Contact Director of Public Works

Project #	LSI-24604
Project Name	Electrical System Enhancements

Type Improvement

Useful Life

Category Street Improvement

Priority 3 Expansion of New/Existing

Description (Include Scheduling and Project Status)

This project involves electrical system enhancements related to the burial of overhead utility lines in conjunction with street reconstruction projects, addition of decorative lighting and energy saving (LED) retrofits.

When possible, the burial improvements would be completed in conjunction with street reconstruction projects scheduled within the CIP. Redevelopment projects may prompt the need to expedite LED retrofit projects if the redevelopment creates a need to relocate existing streetlights. Current city trail planning may further expedite the need to move electrical poles and bury lines in conflict with future trail segments as noted on the Park Trail Improvement Plan page.

Justification/Relationship to Plans and Projects

The burial of overhead utility lines and upgrades to energy efficient lighting is consistent with Minnetonka’s community vision and strategic goals for reducing the community’s use of energy as well as maintaining and improving its visual image, particularly along major road corridors where street lighting is most necessary. The installation of decorative lighting is also consistent with these goals and will likely be done in high traffic areas.

Burial and lighting projects are selected relative to two criteria: (1) aesthetic benefit or visual clutter that would be improved and (2) traffic count as a representative of the number of citizens who would benefit from the project and greater energy savings would likely be achieved. Projects will be prioritized using the "aesthetic benefit" and "traffic/ped count" criteria as follows:

- High Priority: County and state roads, MSA high volume streets and high volume trails and public transportation related locations with high aesthetic benefit.
- Medium Priority: MSA high and low volume streets and low volume trails and public transportation related locations with high aesthetic benefit.
- Low Priority: MSA high and low volume streets and low volume trails and public transportation related locations with low aesthetic benefit.

High priority projects will typically be funded. Medium priority projects will be funded on a case-by-case basis. Low priority projects will likely not be funded unless there is an unusual circumstance.

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	1,000,000	1,000,000	1,000,000	100,000		3,100,000
Total	1,000,000	1,000,000	1,000,000	100,000		3,100,000

Funding Sources	2024	2025	2026	2027	2028	Total
Electric Franchise Fees Fund	1,000,000	1,000,000	1,000,000	100,000		3,100,000
Total	1,000,000	1,000,000	1,000,000	100,000		3,100,000

Impacts (Budget, Sustainability, Other)

2024 - Opus Area Trail Lighting*
 2025 - Opus Area Trail Lighting*
 2026 - Opus Area Trail Lighting*
 2027 - Kinsel Neighborhood

*Lighting improvements are being proposed in accordance with the Opus Area Placemaking and Urban Design Implementation Guide.

The energy saving retrofit improvements will generate significant savings in power costs and help lower environmental impacts, ensure long term sustainability of the city’s electrical system and provide savings with annual maintenance costs.



2024- 2028 Capital Improvement Plan

2024 *thru* 2028

City of Minnetonka, Minnesota

Department 6-Local Street Improvements
Contact Director of Public Works
Type Improvement
Useful Life
Category Street Improvement
Priority 2 Important-Provide Efficiency

Project #	LSI-24605
Project Name	Noise Barrier

Description (Include Scheduling and Project Status)

MnDOT has been constructing noise walls and barriers during roadway construction projects since the mid-1970s.

In 2018, MnDOT started a Standalone Noise Barrier Program which allows for construction of noise barriers along state highways where no noise abatement measures exist and no major construction projects are programmed. This program requires a 10% cost share by the city.

Justification/Relationship to Plans and Projects

Noise barriers provide infrastructure to mitigate highway noise.

Noise barriers are ranked by MnDOT based on existing noise levels, number of homes adjacent to the highway and cost effectiveness of a noise barrier. The city has applied to MnDOT for funding of barrier walls at the following locations and received funding for one:

Trunk Highway 169 between Cedar Lake Road and Ford Park (2027)
 Trunk Highway 7 between West of Carlysle Place and East of Carlysle Place (not currently funded by MnDOT)
 Trunk Highway 7 between East of Carlysle Place and East of Clear Springs Road (not currently funded by MnDOT)

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance				500,000		500,000
Total				500,000		500,000

Funding Sources	2024	2025	2026	2027	2028	Total
Street Improvement Fund				500,000		500,000
Total				500,000		500,000

Impacts (Budget, Sustainability, Other)

MnDOT has selected Minnetonka as its recipient for funding and construction of the TH 169 noise barrier in 2027.

The MnDOT Standalone Noise Barrier Program requires a 10% cost share. \$500,000 has been allocated for the city commitment from the street fund. This amount will be refined as MnDOT further studies and develops the design of this wall segment.

MnDOT conducts an annual solicitation for its noise barrier program. The city will continue to apply for the remaining wall segments in upcoming solicitation periods.

These projects will not affect annual maintenance costs.

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

City of Minnetonka, Minnesota

Department 6-Local Street Improvements

Contact Director of Public Works

Type Improvement

Useful Life

Category Street Improvement

Priority 3 Expansion of New/Existing

Project #	LSI-24606
Project Name	Signal Improvements

Description (Include Scheduling and Project Status)

This project involves the replacement of existing traffic signals.

Justification/Relationship to Plans and Projects

The signal at Hopkins Crossroad and I-394 has been identified for replacement as it is reaching the end of its lifespan. The city is partnering with Hennepin County and MnDOT to replace the aging traffic signal, as part of the city's cooperative agreement with these agencies. The allocated portion would cover the city's share of this replacement, with Hennepin County and MnDOT contributing their own shares to be determined at the time of the project.

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance			250,000			250,000
Total			250,000			250,000

Funding Sources	2024	2025	2026	2027	2028	Total
Street Improvement Fund			250,000			250,000
Total			250,000			250,000

Impacts (Budget, Sustainability, Other)

This project should not affect annual maintenance costs but will help continue to manage the city's roadway network system.

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

Department 6-Local Street Improvements

Contact Director of Public Works

Type Improvement

Useful Life

Category Street Improvement

Priority 2 Important-Provide Efficiency

City of Minnetonka, Minnesota

Project #	LSI-24607
Project Name	Opus TIF District Improvements

Description (Include Scheduling and Project Status)

This project is to provide traffic mitigation measures for projected increased density related to the commercial and residential development of the Opus area and addition of the Green Line LRT.

The timing of these improvements, which will include easement acquisition, is largely dependent on the sequence of development of the area. A trail on Red Circle Drive adjacent to the 10900 Red Circle Dr. property is currently scheduled for construction in 2024. Geometric modification improvements to Shady Oak Road between Trunk Highway 62 and Red Circle Drive South are scheduled for construction in 2026.

Project timing for the remaining improvements will be established as development proposals are approved.

The costs are estimated based on concept drawings developed from the AUAR study and Opus Area planning documents. A design and detailed cost estimates will be needed prior to funding these projects in the CIP.

Justification/Relationship to Plans and Projects

Opus area studies and planning documents have identified potential transportation infrastructure improvements, as well as the reversal of Green Oak Drive.

These projects are consistent with the AUAR, the Transportation Element of the Comprehensive Plan and the Opus area infrastructure and traffic analysis.

Expenditures	2024	2025	2026	2027	2028	Total	Future
Construction/Maintenance	250,000		8,900,000			9,150,000	14,100,000
Total	250,000		8,900,000			9,150,000	Total

Funding Sources	2024	2025	2026	2027	2028	Total	Future
Cost Sharing	250,000		8,900,000			9,150,000	14,100,000
Total	250,000		8,900,000			9,150,000	Total

Impacts (Budget, Sustainability, Other)

Future Transportation Improvements identified in the AUAR:

- 1) TH 169 exit ramp to Bren Road turn lane (\$1.5M).
- 2) Smetana Drive at Bren Road turn lane (\$1.6M).
- 3) Shady Oak Road at Bren Road turn lane (\$5.5M).
- 4) Green Oak Drive reversal (\$5.5M).

Reconstruction projects provide an opportunity to upgrade infrastructure by using sustainable materials such as recycled aggregates and pavements with recycled materials.

Development within the Opus TIF district will be responsible for the "Cost Sharing" funding source, reimbursed via TIF.

City of Minnetonka, Minnesota
2024- 2028 Capital Improvement Plan

PENDING PROJECTS

(Includes projects with a 'Status' set to 'Pending')

Project Name	Department	Project #	Priority	Project Cost
Pending				
Hopkins Crossroad/CR 73 (Cedar Lk Rd to I-394)	7-MSA Street Improvements	MSA-TBD24701	2	19,160,000
Future Major Road Projects	7-MSA Street Improvements	MSA-TBD24702	2	49,000,000
Hopkins Crossroad/CR 73 at I-394	7-MSA Street Improvements	MSA-TBD24703	2	7,250,000
Excelsior Boulevard/CR 3 (CR 101 to Williston Rd)	7-MSA Street Improvements	MSA-TBD24704	2	35,000,000
TOTAL				110,410,000

Project #	MSA-TBD24701
Project Name	Hopkins Crossroad/CR 73 (Cedar Lk Rd to I-394)

Description (Include Scheduling and Project Status)

This project involves the reconstruction of Hopkins Crossroad as a multi-lane roadway between Cedar Lake Road and I-394.

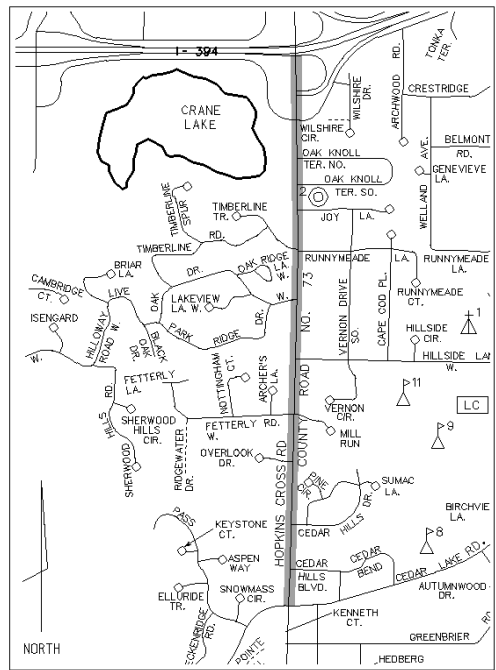
Although this project is currently unfunded, a proposed funding source for the city’s contribution is provided as estimated by Hennepin County in 2016 with inflationary estimates added.

Justification/Relationship to Plans and Projects

This project is included in the Hennepin County Capital Improvements Program as a provisional project, meaning that if funding were to become available, the county would schedule the project.

This project is consistent with the Transportation Element of the Comprehensive Plan.

A utility survey will need to be completed prior to plan development to determine the extent of repairs needed on the city’s utility systems. These costs are not included in the current estimates.



2024- 2028 Capital Improvement Plan

2024 *thru* 2028

City of Minnetonka, Minnesota

Department 7-MSA Street Improvements

Contact Director of Public Works

Expenditures	2024	2025	2026	2027	2028	Total	Future
Construction/Maintenance					0	0	19,160,000
Total					0	0	Total

Funding Sources	2024	2025	2026	2027	2028	Total	Future
Municipal State Aid Fund					0	0	19,160,000
Total					0	0	Total

Impacts (Budget, Sustainability, Other)

\$19,160,000 - Total Cost - Unfunded
 \$ 8,160,000 - City Cost - Unfunded

\$11,000,000 - Hennepin County - Unfunded
 \$ 7,700,000 - Municipal State Aid - Unfunded
 \$ 230,000 - Storm Water Fund - Unfunded
 \$ 230,000 - Street Improvement Fund - Unfunded

This project would impact operating costs as they relate to sidewalk maintenance.

Reconstruction projects provide an opportunity to upgrade infrastructure by using sustainable materials such as recycled aggregates and pavements with recycled materials. Additionally, stormwater infrastructure will be improved with considerations for water quality improvements and flood mitigation.

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

Department 7-MSA Street Improvements

City of Minnetonka, Minnesota

Contact Director of Public Works

Project # MSA-TBD24702

Type Improvement

Project Name Future Major Road Projects

Useful Life

Category Municipal State Aid Street Imp

Priority 2 Important-Provide Efficiency

Description (Include Scheduling and Project Status)

These projects will likely be necessary when redevelopment and intensification occurs in adjacent areas.

None of these projects are currently scheduled for construction. When they are, funding sources and better cost estimates will be identified, including the city's share of each project. City costs identified below are a very gross estimate of 25 percent of total costs.

Justification/Relationship to Plans and Projects

Traffic studies and other technical reports have identified these projects as being necessary to support redevelopment and intensification of adjacent areas. Funding sources have not been identified for any of these projects and will vary significantly depending on the degree of support from the state, county and area property owners. In some cases, right-of-way acquisition costs may be extremely high and agency permitting will be necessary.

In 2012, an area vision study identified additional improvements that were necessary for Plymouth Road to support the long-range vision for the area.

These projects are consistent with the Transportation Element of the Comprehensive Plan and the Ridgedale area vision plan.

Expenditures	2024	2025	2026	2027	2028	Total	Future
Construction/Maintenance					0	0	49,000,000
Total					0	0	Total

Funding Sources	2024	2025	2026	2027	2028	Total	Future
Municipal State Aid Fund					0	0	49,000,000
Total					0	0	Total

Impacts (Budget, Sustainability, Other)

\$32-49,000,000 - Total Cost - Unfunded

\$ 19,560,000 - City Cost - Unfunded

Municipal State Aid - Unfunded

\$10-12,000,000 - I-394/Hopkins Crossroad Bridge Widening

\$ 5-10,000,000 - TH7/Baker Road Bridge

\$15-25,000,000 - I-394/Plymouth Bridge

These projects will impact operating costs.

Reconstruction projects provide an opportunity to upgrade infrastructure by using sustainable materials such as recycled aggregates and pavements with recycled materials. Additionally, stormwater infrastructure will be improved with considerations for water quality improvements and flood mitigation.

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

Department 7-MSA Street Improvements

City of Minnetonka, Minnesota

Contact Director of Public Works

Project # MSA-TBD24703

Type Improvement

Project Name Hopkins Crossroad/CR 73 at I-394

Useful Life

Category Municipal State Aid Street Imp

Priority 2 Important-Provide Efficiency

Description (Include Scheduling and Project Status)

This project involves the reconstruction and reconfiguration of the intersection of Hopkins Crossroad with Wayzata Boulevard (north of 394) and the northern I-394 ramp.

Justification/Relationship to Plans and Projects

MnDOT and Hennepin County were scheduled to replace the two signal systems in 2021. However, MnDOT is delaying the project to allow additional time for governing agencies to review the intersections and address the ongoing traffic congestion issues related to the intersection geometrics, proximity of signal systems and increasing traffic volumes in the area.

Reconfiguration and reconstruction of the intersections would improve traffic flow, decrease delay times, minimize vehicle backups onto I-394 and allow for the construction of a Three Rivers Park District supported trail segment to be constructed as part of a larger regional trail connection effort.

Expenditures	2024	2025	2026	2027	2028	Total	Future
Construction/Maintenance					0	0	7,250,000
Total					0	0	Total

Funding Sources	2024	2025	2026	2027	2028	Total	Future
Municipal State Aid Fund					0	0	7,250,000
Total					0	0	Total

Impacts (Budget, Sustainability, Other)

\$ 7,250,000 - City Cost - Unfunded

\$ 4,000,000 - Municipal State Aid - Unfunded

\$ 1,200,000 - Street Improvement Fund - Unfunded

\$ 1,500,000 - Storm Water Fund - Unfunded

\$ 400,000 - Utility Fund - Unfunded

\$ 150,000 - Electric Franchise Fee Fund - Unfunded

The city plans to work with MnDOT and Hennepin County to apply for grants to help offset city costs.

This project would impact operating costs as they relate to trail maintenance.

Reconstruction projects provide an opportunity to upgrade infrastructure by using sustainable materials such as recycled aggregates and pavements with recycled materials. Additionally, stormwater infrastructure will be improved with considerations for water quality improvements.

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

Department 7-MSA Street Improvements

City of Minnetonka, Minnesota

Contact Director of Public Works

Project # MSA-TBD24704
Project Name Excelsior Boulevard/CR 3 (CR 101 to Williston Rd)

Type Improvement

Useful Life

Category Municipal State Aid Street Imp

Priority 2 Important-Provide Efficiency

Description (Include Scheduling and Project Status)

This project involves the reconstruction and reconfiguration of Excelsior Boulevard from County Road 101 to Williston Road.

Justification/Relationship to Plans and Projects

The city is currently scheduled to construct a high priority trail segment adjacent to Excelsior Boulevard in 2027 with additional funding planned in 2028. The city and county engineers have discussed this segment of roadway and have identified pavement and drainage deficiencies that positively benefit from a larger pavement reconstruction project.

Although this project is not currently included in the Hennepin County Capital Improvements Program, following discussions with Hennepin County, city staff will plan to request that the county add this into their improvement program in 2029 as a partnership project to address the pavement deficiencies concurrent with trail improvements.

Construction of the trail in conjunction with roadway improvements can result in many benefits and efficiencies including cost savings and a cohesive design.

This project is consistent with the Transportation Element of the Comprehensive Plan.

A utility survey will need to be completed prior to plan development to determine the extent of repairs needed on the city's utility systems.

Expenditures	2024	2025	2026	2027	2028	Total	Future
Construction/Maintenance					0	0	35,000,000
Total					0	0	Total

Funding Sources	2024	2025	2026	2027	2028	Total	Future
Municipal State Aid Fund					0	0	35,000,000
Total					0	0	Total

Impacts (Budget, Sustainability, Other)

\$25,000,000 - City Cost - Unfunded

\$ 1,000,000 - Municipal State Aid - Unfunded
 \$ 5,000,000 - Storm Water Fund - Unfunded
 \$ 1,000,000 - Street Improvement Fund - Unfunded
 \$18,000,000 - Utility Fund - Unfunded
 \$10,000,000 - Hennepin County

This project would impact operating costs as they relate to sidewalk maintenance.

Reconstruction projects provide an opportunity to upgrade infrastructure by using sustainable materials such as recycled aggregates and pavements with recycled materials. Additionally, stormwater infrastructure will be improved with considerations for water quality improvements and flood mitigation.



2024- 2028 Capital Improvement Plan

2024 *thru* 2028

City of Minnetonka, Minnesota

Department 8-Storm Drainage Improve
Contact Director of Public Works
Type Improvement
Useful Life
Category Storm Water
Priority 1 Critical for Safety/Preserve

Project # SDI-24801
Project Name Storm Sewer Risk Assessment and Projects

Description (Include Scheduling and Project Status)

This project provides for annual improvements to repair and replace high-risk segments of storm sewer to prevent system failures and possible flooding. Whenever possible, projects will be coordinated with the street reconstruction and rehabilitation programs.

Justification/Relationship to Plans and Projects

A storm sewer system risk assessment was conducted in early 2015 as a proactive effort to evaluate the risks of infrastructure failure throughout the city. The assessment included weighing the age and type of pipe along with the proximity of the pipe against the consequences of a failure. These identified high-risk portions of the city’s storm sewer system will be further reviewed and possibly targeted for replacement.

Drainage improvements in this category will likely consist of pipe lining and smaller system replacement projects. These improvements will likely be constructed without the need for improvement hearings and extensive feasibility studies.

This project is consistent with the Water Resources Management Plan and the NPDES Phase II Storm Water Program.

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	250,000	250,000	250,000	250,000	250,000	1,250,000
Total	250,000	250,000	250,000	250,000	250,000	1,250,000

Funding Sources	2024	2025	2026	2027	2028	Total
Storm Water Fund	250,000	250,000	250,000	250,000	250,000	1,250,000
Total	250,000	250,000	250,000	250,000	250,000	1,250,000

Impacts (Budget, Sustainability, Other)

These improvements will tend to reduce annual maintenance costs and ensure the long term sustainability of the city’s storm sewer system.

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

City of Minnetonka, Minnesota



Department 8-Storm Drainage Improvement

Contact Director of Public Works

Type Improvement

Useful Life

Category Storm Water

Priority 1 Critical for Safety/Preserve

Project #	SDI-24802
Project Name	Water Quality Projects

Description (Include Scheduling and Project Status)

This project provides for improvements to improve water quality and lake funding assistance. Improvements will be grouped into collective contracts whenever possible and coordinated with the street reconstruction program when feasible.

Justification/Relationship to Plans and Projects

The City of Minnetonka has a strong history of protecting water quality. The city’s first iteration of a Water Resources Management Plan was developed in 1959, 13 years prior to the inception of the Clean Water Act by the federal government in 1972. Since that time, the city’s Water Resources Management Plan, which includes stormwater, wetland, floodplain and shoreland protections, has continued to evolve to make certain water quality in the city a primary focus for protection, while balancing the infrastructure and development goals of the city.

This work is consistent with the Water Resources Management Plan and council policy.

The city has historically defined water quality based on overall health, function and value (pollutant load, clarity, aquatic communities and wildlife benefit) and has identified improvements in water body areas within the city.

Also, the city does receive requests from residents for water quality improvements directly related to aesthetic appeal and recreational capability. These residents have requested the city increase its standards for protecting surface waters and provide a role in undertaking lake management strategies, which include vegetation removal. Being these types of improvements are primarily on water bodies with no public access, the city may consider funding assistance to these improvements through assessments to organized lake group.

Expenditures	2024	2025	2026	2027	2028	Total
Planning/Design/Engineering	100,000		100,000		100,000	300,000
Total	100,000		100,000		100,000	300,000

Funding Sources	2024	2025	2026	2027	2028	Total
Storm Water Fund	100,000		100,000		100,000	300,000
Total	100,000		100,000		100,000	300,000

Impacts (Budget, Sustainability, Other)

These improvements will tend to reduce annual maintenance costs and provide a better environment for the natural habitat and recreational activities.

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

City of Minnetonka, Minnesota



Department 8-Storm Drainage Improvement

Contact Director of Public Works

Type Improvement

Useful Life

Category Storm Water

Priority 1 Critical for Safety/Preserve

Project #	SDI-24803
Project Name	Watershed Modeling

Description (Include Scheduling and Project Status)

This project provides the necessary water resources modeling framework needed to update the city’s storm water quality and quantity issues. The city’s model was completed in 2014. The four watershed districts within the city are currently updating their respective models. City updates should be completed to stay consistent with partner watersheds.

Justification/Relationship to Plans and Projects

A detailed storm water model was previously developed to provide the city with a tool to predict citywide site-specific impacts of past and future water quality features. Since that time, new scientific rainfall data has been adopted by National Oceanic and Atmospheric Administration (NOAA) based on historical data collected in the area. Data collection, paired with updates and refinement of the city’s model, will better demonstrate that planned loading reductions and rate/volume control measures meet watershed district requirements. This project is consistent with the Water Resources Management Plan and the city’s NPDES Phase II Storm Water Program.

Expenditures	2024	2025	2026	2027	2028	Total
Planning/Design/Engineering	25,000	25,000	25,000	25,000	25,000	125,000
Total	25,000	25,000	25,000	25,000	25,000	125,000

Funding Sources	2024	2025	2026	2027	2028	Total
Storm Water Fund	25,000	25,000	25,000	25,000	25,000	125,000
Total	25,000	25,000	25,000	25,000	25,000	125,000

Impacts (Budget, Sustainability, Other)

This project will tend to reduce annual maintenance costs and ensure the city maintains storm water models with the most updated precipitation and climate data.



2024- 2028 Capital Improvement Plan

2024 thru 2028

City of Minnetonka, Minnesota

Department 8-Storm Drainage Improvement

Contact Director of Public Works

Type Maintenance

Useful Life

Category Storm Water

Priority 2 Important-Provide Efficiency

Project #	SDI-24804
Project Name	Major Pond Rehabilitation

Description (Include Scheduling and Project Status)

This project provides sediment testing and dredging of one to two municipal storm water ponds each year. Improvements will be grouped into collective contracts whenever possible.

Justification/Relationship to Plans and Projects

Storm water ponds have been installed over the years to capture sediments and nutrients and prevent pollutants from reaching our lakes and creeks. Many of these ponds are reaching the end of their anticipated useful life and require rehabilitation. The state and federal mandated NPDES Phase II Storm Water Program also requires this work to be done as per regulations.

Sediment testing and dredging of municipal storm water ponds will comply with all applicable state and federal standards to remove and dispose of potential contaminants accordingly.

This project is consistent with the Water Resources Management Plan and the NPDES Phase II Storm Water Program.

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	200,000	200,000	200,000	200,000	200,000	1,000,000
Total	200,000	200,000	200,000	200,000	200,000	1,000,000

Funding Sources	2024	2025	2026	2027	2028	Total
Storm Water Fund	200,000	200,000	200,000	200,000	200,000	1,000,000
Total	200,000	200,000	200,000	200,000	200,000	1,000,000

Impacts (Budget, Sustainability, Other)

These improvements will tend to reduce annual maintenance costs and ensures the city’s storm water ponds are maintained to reduce the risk of flooding.

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

City of Minnetonka, Minnesota

Department 8-Storm Drainage Improvement

Contact Director of Public Works

Type Improvement

Useful Life

Category Storm Water

Priority 3 Expansion of New/Existing

Project # SDI-24805

Project Name Storm Sewer Lift Station Improvements

Description (Include Scheduling and Project Status)

This project provides for rehabilitation of the city’s storm sewer lift stations.

2025: Woodgate Lift Station

2027: Kraemer Lift Station

Justification/Relationship to Plans and Projects

A study was conducted in 2017 in an effort to evaluate the city’s storm sewer lift stations. The study evaluated the physical condition of the storm sewer lift station components as well as the operational performance of each station and identified improvements. The evaluation included the Woodgate, Holiday, Kraemer Pond, and Sherwood storm sewer lift stations.

Storm sewer lift station improvements in this category will consist of replacement of pumps, sluice gates, hatches, piping and valves. These improvements will likely be constructed without the need for improvement hearings and extensive feasibility studies. Additional improvement projects will be scheduled in future years.

This project is consistent with the Water Resources Management Plan to reduce flooding throughout the city.

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance		600,000		400,000		1,000,000
Total		600,000		400,000		1,000,000

Funding Sources	2024	2025	2026	2027	2028	Total
Storm Water Fund		600,000		400,000		1,000,000
Total		600,000		400,000		1,000,000

Impacts (Budget, Sustainability, Other)

This project will tend to reduce annual maintenance costs and ensures the city’s storm water infrastructure is maintained to reduce the risk of flooding.

City of Minnetonka, Minnesota
2024- 2028 Capital Improvement Plan

PENDING PROJECTS

(Includes projects with a 'Status' set to 'Pending')

Project Name	Department	Project #	Priority	Project Cost
Pending				
Huntingdon Pond	8-Storm Drainage Improvements	SDI-TBD24806	3	1,200,000
	TOTAL			1,200,000

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

City of Minnetonka, Minnesota

Department 8-Storm Drainage Improve
Contact Director of Public Works
Type Improvement
Useful Life
Category Storm Water
Priority 3 Expansion of New/Existing

Project # SDI-TBD24806
Project Name Huntingdon Pond

Description (Include Scheduling and Project Status)

This project provides for the installation of a permanent outlet for Huntingdon Pond.
 This project is currently unfunded. The city will continue to monitor water levels until funding becomes available.

Justification/Relationship to Plans and Projects

In 2019, resident concerns with flooding raised awareness of this landlocked pond and the pond was pumped in November 2019 to lower lake levels to lower the risk of flooding.
 Following resident concerns, two options for permanent outlets were developed. The first option was a gravity storm sewer outlet to the south and ultimately to Nine Mile Creek, estimated at \$1,000,000. The second is a lift station outlet to the north and ultimately to Minnehaha Creek, estimated at \$1,200,000. Both options were presented to the neighborhood for feedback.
 Historically, improvements such as this have been completed with road reconstruction projects.
 This project is consistent with the goals of the Water Resources Management Plan.

Expenditures	2024	2025	2026	2027	2028	Total	Future
Construction/Maintenance					0	0	1,200,000
Total					0	0	Total
Funding Sources	2024	2025	2026	2027	2028	Total	Future
Storm Water Fund					0	0	1,200,000
Total					0	0	Total

Impacts (Budget, Sustainability, Other)

This project will tend to reduce annual maintenance costs and reduce the flood risk for properties adjacent to Huntingdon pond.



CITY OF
MINNETONKA



2024- 2028 Capital Improvement Plan

2024 *thru* 2028

City of Minnetonka, Minnesota

Department 9-Water/Sewer Improvements

Contact Utility Operations Engineer

Type Improvement

Useful Life

Category Water & Sanitary Sewer Syste

Priority 2 Important-Provide Efficiency

Project #	WSS-24901
Project Name	Water - Miscellaneous Piping & Improvements

Description (Include Scheduling and Project Status)

This item provides for the unanticipated repairs of water and sewer lines that are found to be broke or deficient during the year.

While specific projects are not identified, improvements would be fixed as they are discovered. Planned replacements associated with road improvement projects are shown on the street project pages.

Replacements are usually not associated with other projects, however, some deficiencies are uncovered with planned street or utility work.

Justification/Relationship to Plans and Projects

Fixing deficient utilities minimizes the potential for liability of roads, utilities or other infrastructure when problems or failures are discovered.

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	180,000	190,000	200,000	210,000	220,000	1,000,000
Total	180,000	190,000	200,000	210,000	220,000	1,000,000

Funding Sources	2024	2025	2026	2027	2028	Total
Utility Fund	180,000	190,000	200,000	210,000	220,000	1,000,000
Total	180,000	190,000	200,000	210,000	220,000	1,000,000

Impacts (Budget, Sustainability, Other)

These improvements do not increase operating costs and in instances of water pipe, repairs can decrease operating costs.

The city performs annual leak detection testing on the entire system every fall to proactively identify and repair leaks within the system. This program has reduced the amount of water loss from the system by more than 100 million gallons per year.

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

Department 9-Water/Sewer Improvements

City of Minnetonka, Minnesota

Contact Utility Operations Engineer

Project #	WSS-24902
Project Name	Water - Tower Maintenance

Type Improvement

Useful Life

Category Water & Sanitary Sewer System

Priority 2 Important-Provide Efficiency

Description (Include Scheduling and Project Status)

This item provides for the scheduled painting, inspection and maintenance of the city’s eight water storage structures.

Major repair projects are bid up to one-half year prior to the scheduled work. Washing will be scheduled in the year that the cleaning is needed.

The recommended improvements are as follows:

2024: Wash Bren Tower, Hathaway Tower and Tanglen Tower.
 2025: Wash Williston Tower.
 2026: Wash Ridgedale Tower, Plymouth Tower and Lake Street Tower.
 2027: Wash Bren Tower, Hathaway Tower and Tanglen Tower.
 2028: Wash Williston Tower, Water Storage Facilities Condition Assessment

This project is consistent with the city’s practice of maintaining its infrastructure. Costs vary from year to year due to the size and condition of the tanks. The new city logo will be installed when the Ridgedale water tower is re-painted.

Justification/Relationship to Plans and Projects

Scheduled maintenance and repair of the city’s water storage structures extends their useful life and is important for public perception regarding water quality. In 2017, tank conditions were re-evaluated and the maintenance schedule was updated in order to identify the order of tank improvements.

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	70,000	25,000	85,000	90,000	150,000	420,000
Total	70,000	25,000	85,000	90,000	150,000	420,000

Funding Sources	2024	2025	2026	2027	2028	Total
Utility Fund	70,000	25,000	85,000	90,000	150,000	420,000
Total	70,000	25,000	85,000	90,000	150,000	420,000

Impacts (Budget, Sustainability, Other)

Timely inspection, touch-up and washing extends the useful life and appearance of the surface coating systems.

2024- 2028 Capital Improvement Plan

2024 *thru* 2028

Department 9-Water/Sewer Improvements

City of Minnetonka, Minnesota

Contact Utility Operations Engineer

Project #	WSS-24903
Project Name	Water - Removal of Excavated Soil

Type Improvement

Useful Life

Category Water & Sanitary Sewer Syste

Priority 2 Important-Provide Efficiency

Description (Include Scheduling and Project Status)

This item provides for the removal of excavated soils that accumulate over time and are stored at public works.

The excavated materials are bid and hauled by a contractor in the early spring of the year after seasonal load limits are removed.

Where possible, this material is used for a variety of city projects and is offered to contractors and developers if they are in need of clean fill. If the material is not used, it must be removed in order to make room for dirt that is continually accumulating.

Justification/Relationship to Plans and Projects

In a year, the city accumulates approximately 5,000 cubic yards of material as a result of watermain repairs and other miscellaneous excavations. Approximately 6,400 cubic yards of material was removed in 2021 and 5,500 cubic yards was removed in 2023. Scheduled removal will now continue into the future in order to keep the size of the pile manageable.

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance		90,000		95,000		185,000
Total		90,000		95,000		185,000

Funding Sources	2024	2025	2026	2027	2028	Total
Utility Fund		90,000		95,000		185,000
Total		90,000		95,000		185,000

Impacts (Budget, Sustainability, Other)

This project will not have any effect on operational costs.



2024- 2028 Capital Improvement Plan

2024 thru 2028

City of Minnetonka, Minnesota

Department 9-Water/Sewer Improvements
Contact Utility Operations Engineer
Type Improvement
Useful Life
Category Water & Sanitary Sewer Syste
Priority 2 Important-Provide Efficiency

Project # WSS-24904
Project Name Water - System Sustainability Improvements

Description (Include Scheduling and Project Status)

This item provides for the implementation of the findings of the Water Sustainability and Optimization study that was completed for the city’s water and sewer utility in 2014.

The recommended improvements are as follows:

2024: Tower Hill and Stonegate booster station renovation,
WTP #15 media replacement and WTP #16 fire alarms.
2025: WTP #16 media and VFD replacement.
2026: Wells 11 and 11A pump replacement.
2028: WTP#13 media replacement.

This project implements the recommendations of the sustainability and optimization study completed in 2014 and updated for costs in February of 2018 for the city's 8 water treatment plants, 18 wells and 2 booster stations.

Definitions:
WTP - water treatment plant
VFD - variable frequency drive

Justification/Relationship to Plans and Projects

A majority of the water system was constructed in the late 1970’s and early 1980’s. As a result, many of the components are approaching the end of their design life and need to be replaced. A sustainability plan was presented to the council in 2014 and this project schedule follows that plan.

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	800,000	1,350,000	350,000		250,000	2,750,000
Total	800,000	1,350,000	350,000		250,000	2,750,000

Funding Sources	2024	2025	2026	2027	2028	Total
Utility Fund	800,000	1,350,000	350,000		250,000	2,750,000
Total	800,000	1,350,000	350,000		250,000	2,750,000

Impacts (Budget, Sustainability, Other)

This project will save operational costs that result from the installation of energy efficient pumps, motors and VFD’s.



2024- 2028 Capital Improvement Plan

2024 *thru* 2028

City of Minnetonka, Minnesota

Department 9-Water/Sewer Improvements
Contact Utility Operations Engineer
Type Improvement
Useful Life
Category Water & Sanitary Sewer System
Priority 2 Important-Provide Efficiency

Project # WSS-24905
Project Name Water - Trunk Utility Line Replacement

Description (Include Scheduling and Project Status)

This item provides for the systematic replacement of trunk water main throughout the system. Trunk pipelines deliver bulk water to various parts of the system. Failure of trunk lines can potentially have widespread negative impacts across the system.

2024 - Excelsior Blvd Trunk Watermain Condition Assessment.
 2028 - Excelsior Blvd Trunk Watermain Replacement Design

The Excelsior Blvd. Improvements project includes rehabilitation of 12,500 feet of 18-inch diameter trunk watermain from County Road 101 to Woodland Road. This segment of watermain was installed between 1957-1973 and serves as the primary trunk line between Water Treatment Plant #11, Water Treatment Plant #15 and Hathaway Tower.

2024 - A condition assessment will be conducted on the watermain to identify the scope and options for rehabilitation work.

2028 - Design of the watermain replacement will be completed for inclusion into a larger project consisting of roadway and trail improvements which are expected to occur in 2029 or 2030.

Projects are generally coordinated with street reconstruction, overlay, and trail improvement programs.

Justification/Relationship to Plans and Projects

A significant portion of the Minnetonka water distribution system was originally constructed from 1955-1975. As these pipes continue to age, the natural deterioration of the pipe material cause leaks and breaks to occur within the system, leading to service outages, loss of treated water and costly emergency repairs. Systematic rehabilitation of the water distribution system will reduce the risks and costs associated with emergency repairs.

This project is consistent with the policy of maintaining the city’s infrastructure.

Expenditures	2024	2025	2026	2027	2028	Total
Planning/Design/Engineering	100,000				1,000,000	1,100,000
Total	100,000				1,000,000	1,100,000

Funding Sources	2024	2025	2026	2027	2028	Total
Utility Fund	100,000				1,000,000	1,100,000
Total	100,000				1,000,000	1,100,000

Impacts (Budget, Sustainability, Other)

Projects do not increase operating expense, in most cases reduce maintenance, and repair costs.



2024- 2028 Capital Improvement Plan

2024 thru 2028

City of Minnetonka, Minnesota

Department 9-Water/Sewer Improvements
Contact Utility Operations Engineer
Type Improvement
Useful Life
Category Water & Sanitary Sewer Syste
Priority 2 Important-Provide Efficiency

Project # WSS-24906
Project Name Water - Water Meter Replacement Program

Description (Include Scheduling and Project Status)

This item provides for the replacement of the city’s water meter stock. Replacement meters may be an automated radio-read, fixed network or cellular read type.

The total project is proposed to be completed over a 5-year period beginning with commercial, industrial, and institutional meter bodies followed by the replacement of residential meters. Infiltration and inflow (I&I) inspections are scheduled to be completed with meter replacement.

The replacement of meters will also support water conservation efforts by the city by increasing accuracy of water use readings and detection of leaks.

Justification/Relationship to Plans and Projects

The current commercial water meter stock is nearing the end of its useful life and warrants replacement to assure accurate readings and enhanced customer service.

Commercial, industrial, and institutional meter bodies were originally installed in 2001. Residential meters, registers, and readers were originally installed from 2007-2009. This equipment is expected to have a 20-year service life, so nearly all of the existing meters will be due for full replacement by 2029.

This project is consistent with the policy of maintaining the city’s infrastructure.

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	7,500,000
Total	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	7,500,000

Funding Sources	2024	2025	2026	2027	2028	Total
Utility Fund	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	7,500,000
Total	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	7,500,000

Impacts (Budget, Sustainability, Other)

Replacement of the current radio-read technology with automated radio-read, fixed network or cellular technology will allow the city and users to detect leaks in real time, reducing the total amount of unintended water loss throughout the system.

This project will not affect operating costs.



2024- 2028 Capital Improvement Plan

2024 thru 2028

City of Minnetonka, Minnesota

Department 9-Water/Sewer Improvements
Contact Utility Operations Engineer
Type Improvement
Useful Life
Category Water & Sanitary Sewer System
Priority 2 Important-Provide Efficiency

Project # WSS-24907
Project Name Sewer - System Sustainability Improvements

Description (Include Scheduling and Project Status)

This item provides for ongoing sustainability and optimization improvements to the sanitary sewer infrastructure including: lift stations, emergency generators, forcemain piping, and sewer pipe inspections.

The recommended improvements are as follows:

2024: Rehabilitate Clarion Hills lift station, rehabilitate Brightwood Dr. forcemain, televise trunk sewer - Phase 3.

2025: Rehabilitate Windridge lift station, rehabilitate Ford Rd. lift station and forcemain, rehabilitate Whitegate forcemain and rehabilitate Sherwood forcemain. Televise trunk sewer - Phase 4. Individual Lift Pump Rehabilitation and Reconveyance - Phase 1.

2026: Rehabilitate Minnetonka Blvd. lift station, televise trunk sewer - Phase 5. Individual Lift Pump Rehabilitation and Reconveyance - Phase 2.

2027: Rehabilitate Acorn Ridge lift station and rehabilitate Fairchild Avenue lift station. Individual Lift Pump Rehabilitation and Reconveyance - Phase 3.

2028: Moorland Rd. lift station and Glen Lake lift station and forcemain.

Justification/Relationship to Plans and Projects

A majority of the sanitary sewer system was constructed in the late 1970's and early 1980's. The system consists of nearly 500 miles of sanitary sewer gravity main, 36 lift stations and associated forcemains, emergency generators, electrical controls, and mechanical pumps. As lift stations age, the pumps, motors, controls and piping need scheduled replacement to assure operability of the collection system. Sewer televising identifies necessary maintenance and repairs to the system to prevent more costly emergency repairs.

This project is consistent with the city's policy of maintaining the city's infrastructure and will be implemented consistent with city infiltration and inflow (I&I) programs.

Televising data will also support ongoing evaluation of sewer infrastructure in advance of anticipated growth throughout the city projected by the 2040 comprehensive plan.

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	1,500,000	3,750,000	1,350,000	1,100,000	2,200,000	9,900,000
Total	1,500,000	3,750,000	1,350,000	1,100,000	2,200,000	9,900,000

Funding Sources	2024	2025	2026	2027	2028	Total
Utility Fund	1,500,000	3,750,000	1,350,000	1,100,000	2,200,000	9,900,000
Total	1,500,000	3,750,000	1,350,000	1,100,000	2,200,000	9,900,000

Impacts (Budget, Sustainability, Other)

This project will save operational costs that result from the installation of energy efficient pumps and controls. Timely and preventative maintenance also extends the useful life of the system.



2024- 2028 Capital Improvement Plan

2024 *thru* 2028

Department 9-Water/Sewer Improvements

Contact Utility Operations Engineer

Type Improvement

Useful Life

Category Water & Sanitary Sewer System

Priority 3 Expansion of New/Existing

City of Minnetonka, Minnesota

Project #	WSS-24908
Project Name	Sewer - Infiltration and Inflow Reduction Program

Description (Include Scheduling and Project Status)

The Metropolitan Council has implemented a policy that adds a surcharge for excess clear water from I&I that enters the sanitary collection system. This ongoing program is intended to reduce peak flows by correcting public sewer deficiencies.

Staff began studying excess clear water flow in 2005 for program development and implementation starting in 2007. The city recently completed its previous 10-year reduction plan, which included residential and commercial inflow inspections, the sealing of 180 manholes, and inflow reduction efforts to the system. A new 10-year reduction plan is being developed to continue reduction of I/I and keep the city from receiving a surcharge bill from the MCES.

The original MCES peak flow reduction program ended 2012, but projects are being planned in order to ensure continued compliance and address deficiencies that have been detected by ongoing investigations. The city has received three state grants administered by the Met Council and each grant is approximately \$50,000 each.

Reduction efforts also help preserve capacity within the sanitary sewer system for continued growth predicted within the city.

Justification/Relationship to Plans and Projects

MCES policy states that excess peak sewer flows can result in a surcharge billable to the City of Minnetonka. The city is currently compliant; however, the city needs to continually make improvements so that surcharges can be avoided in the future. Since the beginning of the program, it is estimated that 3.2 MGD of clear water has been removed from the city's sewer collection system.

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	180,000	190,000	200,000	210,000	220,000	1,000,000
Total	180,000	190,000	200,000	210,000	220,000	1,000,000

Funding Sources	2024	2025	2026	2027	2028	Total
Utility Fund	180,000	190,000	200,000	210,000	220,000	1,000,000
Total	180,000	190,000	200,000	210,000	220,000	1,000,000

Impacts (Budget, Sustainability, Other)

Reduction of clear water flow reduces the energy and treatments costs associated with the Metropolitan Council's wastewater treatment expenses that are billed back to the city. Currently, the city pays \$420,000 per month for sewage treatment.



2024- 2028 Capital Improvement Plan

2024 thru 2028

City of Minnetonka, Minnesota

Department 9-Water/Sewer Improvements
Contact Utility Operations Engineer
Type Improvement
Useful Life
Category Water & Sanitary Sewer Syste
Priority 3 Expansion of New/Existing

Project # WSS-24909
Project Name Opus Area Utility Infrastructure

Description (Include Scheduling and Project Status)

This item provides for evaluation of water and sanitary sewer system infrastructure needs and capacity upgrades to the Opus II Area.

Existing system capacity evaluation and modeling efforts began in 2020 and continue as development occurs. These efforts will prioritize projects to create capacity in the systems and support additional growth in the area.

The recommended improvements are as follows:

2024: Watermain & Sewer Installation
 2025: Watermain & Sewer Installation
 2026: Watermain & Sewer Installation
 2027: Watermain & Sewer Installation
 2028: Watermain & Sewer Installation

This project is consistent with the policy of maintaining the city’s infrastructure and will be implemented consistent with city infiltration and inflow (I&I) programs. Televising can help identify infiltration issues with the sanitary sewer pipes.

Televising data will also support ongoing evaluation of sewer infrastructure in advance of anticipated growth throughout the city projected by the 2040 comprehensive plan.

Justification/Relationship to Plans and Projects

An influx of development and development proposals within the city’s Opus II area has begun to be realized in recent years, and the 2040 comprehensive plan identifies this regional center continuing to see this level of growth into the future. The water and sanitary sewer infrastructure was generally installed in the late 1970’s when the area was planned to be a commercial/industrial park. Changes to land use and intensification of properties will rely on the availability of capacity and reliability of this infrastructure.

Televising data will also support ongoing evaluation of sewer infrastructure in advance of anticipated growth throughout the city projected by the 2040 comprehensive plan.

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	250,000	250,000	250,000	250,000	250,000	1,250,000
Total	250,000	250,000	250,000	250,000	250,000	1,250,000

Funding Sources	2024	2025	2026	2027	2028	Total
Utility Fund	250,000	250,000	250,000	250,000	250,000	1,250,000
Total	250,000	250,000	250,000	250,000	250,000	1,250,000

Impacts (Budget, Sustainability, Other)

This project will create operational efficiencies in ongoing maintenance of the sanitary sewer system as the city will use the data enhance the current system cleaning program. Timely and preventative maintenance also extends the useful life of the system.

City of Minnetonka, Minnesota

Project #	WSS-24910
Project Name	Outdoor Warning Sirens



Type	Equipment	Department	9-Water/Sewer Improvements
Useful Life		Contact	Utility Operations Engineer
Category	Water & Sanitary Sewer System	Priority	2 Important-Provide Efficiency

Description (Include Scheduling and Project Status)

This item provides for the replacement of the 10 Outdoor Warning sirens located in the city.
 This project will be scheduled for the spring and summer of the funding year.

Justification/Relationship to Plans and Projects

In 1995 the city replaced all of the city’s civil defense sirens. This project would replace the radios and rotating siren head that sounds the audible warning to public. The new sirens would expand the audible warning area for each installation. Sirens are intended to warn people that are outside and away from interior household communications such as radio and television.
 This project is consistent with the city’s policy of maintaining the city’s current infrastructure.

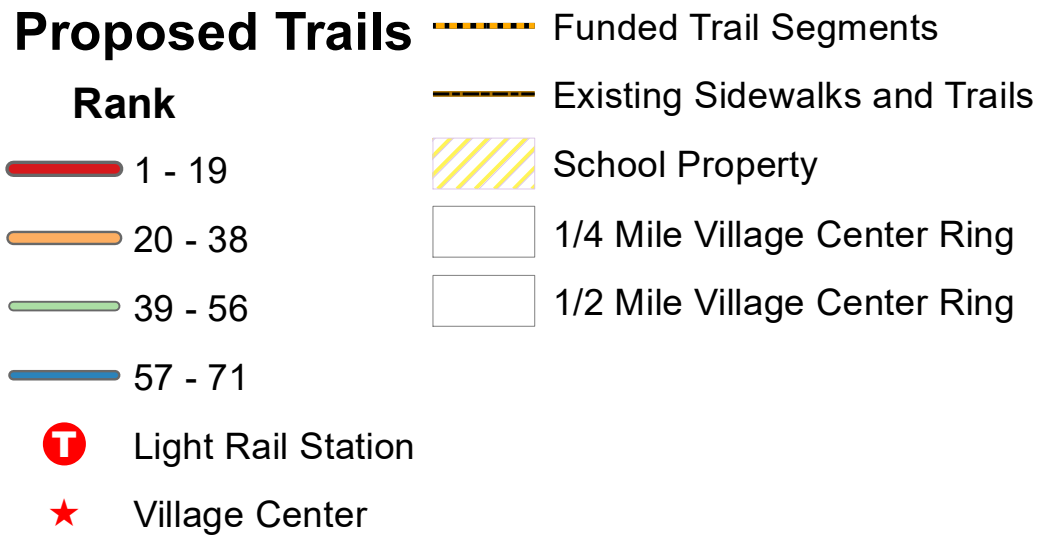
Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	75,000					75,000
Total	75,000					75,000

Funding Sources	2024	2025	2026	2027	2028	Total
Utility Fund	75,000					75,000
Total	75,000					75,000

Impacts (Budgets, Sustainability, Other)

This project will not affect the operational expense of these machines. The replacement of the controls will have minimal effect on the expense of maintaining this equipment. The replacement will increase the system’s reliability and audible output.

Unfunded Trail Segments by Priority Ranking



2024 - 2028 PROPOSED LOCAL STREET CONSTRUCTION

LEGEND

RECONSTRUCTION

- 2024
- 2025
- 2026
- 2027
- 2028

ENGINEERING MILL & OVERLAY

- 2024
- 2025
- 2026
- 2027
- 2028

ENGINEERING RECLAIM

- 2024
- 2025

PUBLIC WORKS OVERLAY

- 2024
- 2025
- 2026
- 2027
- 2028

PUBLIC WORKS MAINTENANCE OVERLAY

- 2024
- 2025
- 2026
- 2027
- 2028

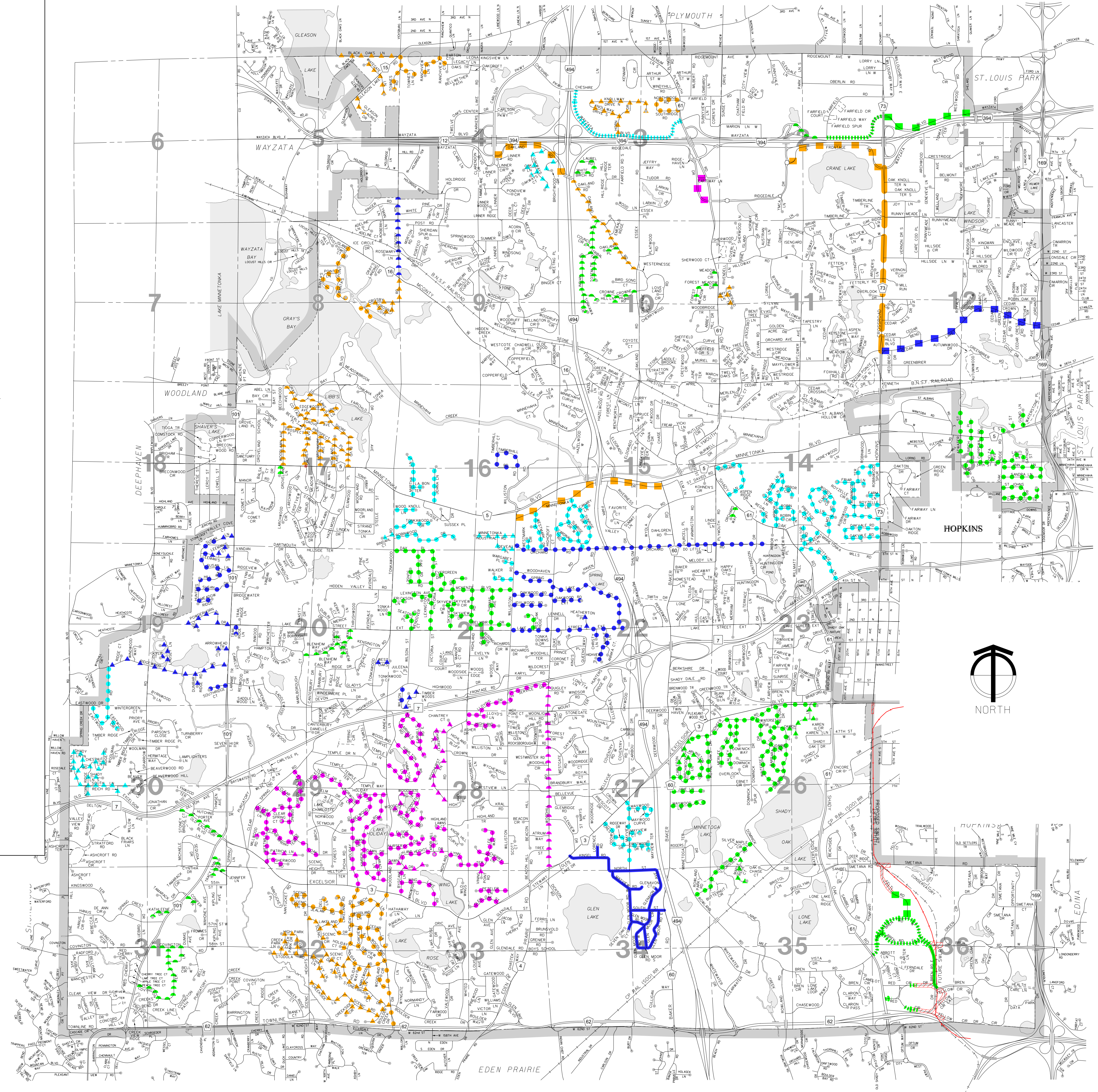
NEIGHBORHOOD REFURBISHING

- 2024
- 2025
- 2026
- 2027
- 2028

COUNTY ROAD PROJECTS

PROJECTS BY OTHERS

- 2018-2027 SWLRT
- 2026 COUNTY ROAD MILL & OVERLAY





**Study Session
Meeting of June 12, 2023**

Title: 2024-2028 Capital Improvements Program (CIP) Review

Background

The beginning of the budget process involves the preparation of the five-year CIP. Capital improvements are projects that require the expenditures of public funds for the acquisition, construction or replacement of infrastructure and capital assets necessary for the community. Creating and updating a multi-year capital program allows the city to plan for its current and long-term needs. Project areas within the CIP include buildings, recreational facilities, parks and trails, major equipment, technology, streets, storm drainage, and water and sewer utilities.

The CIP is a program that is part of the budget process but is not an official budget. It is a program and a program that changes often. Once the council officially adopts the CIP, the 2024 projects will be added to the 2024 budget for final approval in December. All future years' projects (2025 and beyond) are plans that are subject to change and will be updated in future CIPs.

There are pending or future projects within many of the project categories. These projects are located toward the end of each category section. These projects can be pending for several reasons, such as the project being dependent upon outside funding, the need is not warranted at this time, or keeping the project on the city's radar.

What the CIP Funds

The proposed 2024-2028 CIP supports almost \$140 million in capital projects over the next five years, a four percent decrease in capital outlay compared to the 2023-2027 CIP. The reduction is mainly due to reprioritizing water and sewer utility improvements and eliminating the community center renovation project.

The program continues to address the community's affirmed request to continue building out the city's trail system for improved safety, connectivity and transportation purposes. Also included are funds for the city's ongoing commitment to needed road and storm sewer infrastructure improvements and the replacement requirements of our aging water and sewer utility systems.

<i>CIP (\$000's)</i>	<i>2021-25</i>	<i>2022-26</i>	<i>2023-27</i>	<i>2024-28</i>
Street Improvements	\$63,684	\$52,455	\$51,605	\$52,675
Water, Sewer & Drainage	36,616	32,570	34,960	28,855
Parks, Rec & Trails	31,380	27,610	20,880	20,699
Equipment	15,764	19,314	22,042	23,190
Buildings	5,577	5,186	16,310	14,335
Total CIP	<u>\$153,021</u>	<u>\$137,135</u>	<u>\$145,797</u>	<u>\$139,754</u>

Environmental Sustainability and Stewardship Efforts

Sustainability and natural resources is one of the city's strategic priorities. Over the years, many CIP projects have included a sustainability focus or provided positive environmental improvements, and the proposed CIP continues that solid initiative. A sustainability symbol is noted in the upper right-hand corner of the pages with a sustainability focus to draw attention to these specific projects.

The city continues to build on projects that provide positive environmental improvements by focusing on stewardship or managing its natural resources, evident through the current Natural Resources Master Plan and the Parks Open Space and Trail (POST) plan. A financial commitment to natural resources stewardship is again apparent in this year's CIP and is indicated with a stewardship symbol in the upper right-hand corner of the relevant project pages.

COVID-19 Economic Impact

The 2021-2025 CIP was prepared and ultimately adopted during the height of the pandemic. The city was fortunate to receive over \$4 million from the federal Coronavirus Relief Fund (CRF) in July 2020. Those dollars helped subsidize the city's General Fund allowing the fund to transfer significant dollars to the capital replacement fund for replacing various facility ventilation systems. These improvements are helping provide clean air circulation to ensure a safe environment for visitors and employees.

This transfer, along with other shifts, allowed the city to reduce its 2021 total levy from 5.8 percent to 3.5 percent, which was important during the unknown of the pandemic and not knowing what immediate and long-term economic impacts our residents and business would be experiencing.

As mentioned above, the other shifts involved extending the fleet replacement schedule one year and delaying the purchase of a Zamboni to 2022. The extension of the fleet replacement schedule was only done after ensuring the one-year delay did not substantially impact operational budgets. The delay pushed back the purchase of all future year replacements one year, rather than just delaying the 2021 purchases to 2022 and having to purchase two years of equipment in 2022. The savings associated with this delay was approximately \$949,000.

The city was again fortunate to receive \$4.7 million over two years (2021 and 2022) through the American Recovery Plan Act (ARPA). These funds were used for various purposes, including supplemental funding for the Street Improvement and Park & Trail funds for \$1 million and \$450,000, respectively. In addition, \$1.5 million was used to subsidize the General Fund levy and provide direct tax relief to property owners in 2022 and 2023.

Notable Projects

Municipal Buildings. *MB-24103 Major Building Components*, this project includes a condenser for the community center's second floor and dehumidifiers for Ice Arena A at a combined cost of \$410,000. As a reminder, in 2020, this specific CIP project utilized Coronavirus Relief Funds (CRF) to advance the replacement of various city facility heating/ventilation/air conditioning (HVAC) units initially scheduled for 2021, 2022 and 2023. Utilizing these grant funds provided savings of over \$400,000 each of these three years and direct tax levy relief to property owners.

MB-24105 Building Roof Replacements, 2024 includes the roof replacement of the Glen Lake Activity Center. The project is dependent upon the results of the community facilities study that will include The Marsh, the Community Center, Williston Fitness Center and the Glen Lake Activity Center.

Recreational Facilities. *RecF-24202 The Marsh Improvements*, \$75,000 is included in the 2024 CIP to address any immediate building concerns. The community facilities study will provide recommendations for future CIPs.

RecF-24205 Ice Arena Improvements, Ice Arena B is scheduled to replace the refrigeration system in 2025. This project was initially scheduled for 2023, but due to supply chain issues and scheduling timelines, the project is being pushed out to 2025. The upgraded refrigeration system will replace the expensive R22 refrigerant system with a more modern and environmentally friendly system, increasing energy efficiency and reducing other operational expenses. The Community Investment Fund is funding this project.

RecF-TBD2402 Recreational Pool, this is currently a pending project. The 2019 Community Facility & Programming Space Study indicated the need for an additional recreational swimming pool. Once the community facilities study is complete, staff will determine if there is still a need for additional pool space.

Parks, Trails & Open Space. *Park-24305 Trail Improvement Plan*, trail expansion remains a top priority given the implementation of dedicated gas and electric franchise fees in 2019. A new trail segment along Hopkins Crossroad from Cedar Lake Road to Wayzata Boulevard and a short trail segment along Hillside Lane connecting Tanglin Elementary are scheduled for construction in 2024. The second phase extending the trail from Hillside Lane to Wayzata Boulevard, was originally planned for 2025, however due to grant funding received, the project is now scheduled to be fully completed in 2024. Underground burial of utilities in the area is taking place in 2023.

In 2020, staff successfully secured a \$2.3 million Regional Solicitation Grant through the Metropolitan Council for the Hopkins Crossroad trail. In addition, staff submitted a State bonding request in 2021 for this segment to cover 50 percent of the city's remaining share of \$3.3 million. The 2022 Legislature did not pass a bonding bill. However, as the 2023 legislative session wrapped up, the Hopkins Crossroad trail project was included in this year's infrastructure bill that was approved by the Legislature and signed by the Governor. The city is slated to receive \$1.635 million. Further, Hennepin County, in an effort to partner with the city for priorities related to asset preservation, safety, disparity reduction and climate action, is anticipating an additional \$343,200 in county funds dedicated toward this project. In addition, city staff has requested further funding for the project, which is currently under consideration.

Staff continues to recommend delaying the Baker Road trail segments from Minnetonka Boulevard to County Road 62. Three Rivers Park District (TRPD) has worked to complete a master plan with city staff participation for a new Eagle to Bryant Lake Regional Trail, which includes the Baker Road segments as well as trail segment 26, Rowland Road – Baker Road to SWLRT Trail. Although TRPD has not yet scheduled construction funding, the project is nearing completion of the master planning process, which will refine the design and identify grant opportunities for project funding. Staff will coordinate utility burial along Baker Road and construction of trail segment 25, Rowland Road – Lone Lake Park to Opus Trail System, with TRPD, as appropriate.

The city's current Trail Improvement Plan Inventory of Trail Segments provides specific information on each trail segment listed can be found on the city's website [Trail Improvement Plan](#). There is a single page for each trail segment that includes the following:

- A map of the segment color-coded by priority.
- A description of the trail's connection to community amenities, village centers, or other transportation infrastructure.
- How the individual segment has been rated in priority using the criteria previously described.

In 2017, city staff estimated approximate costs to construct the remaining priority trail network at a projected total of \$58.9 million. Staff used these planning level estimates to develop an approximate idea of funding needed to build out these segments, intending to complete feasibility reports as segments are scheduled or get closer to construction to refine the detailed costs. Now with more information about project realities from recently installed segments and feasibility reports for upcoming segments, city staff has increased the estimated project costs to \$85.7 million to reflect this information. As more segments and feasibility reports are completed and market realities evolve, city staff will continue to refine unfunded segment project costs.

Park-TBD2431 Opus Area Park Improvements, with a view to the future regarding substantial private and public investment alongside the light rail line, the Opus placemaking and public realm design guidelines document was completed in 2019 and accepted by the council in January 2020. These guidelines will aid decision-making that assists in activating the area by implementing placemaking strategies, along with the extensive trail network and within the public right of way. These placemaking strategies include trail branding, wayfinding, and planting edible landscape material along the trail network. The guidelines will further identify scope and program elements to guide the future design and development of a community-level park/plaza in the neighborhood. Upcoming tasks to implement the improvements identified in the guidelines include:

- 2023: Construction and implementation of placemaking elements listed above.
- Ongoing: Work with existing businesses, developers and city staff to implement privately owned, publicly accessible elements.
- Future: Acquire parcels to construct a new signature community park/plaza space as land becomes available through development or other means.

Staff submitted a second State bonding request in 2021 for 50 percent or \$725,000 of the costs associated with this project's first phase, including land acquisition, predesign and design. This project was also awarded funding during the 2023 legislative session. Staff is anticipating submitting a second request to the legislature for the construction phase of this project.

Park-24309 Park Habitat Stewardship Plan, the proposed CIP continues funding for restoration and maintenance activities on approximately 390 acres of park property as part of Phase I of the Park Habitat Stewardship Plan identified in Appendix B (Table B.2) of the NRMP. The CIP identifies priority parks for restoration based on a prioritization schedule outlined in the NRMP, including the five community parks along with other high-priority parks and city-owned property (e.g Cullen-Smith property). Restoration funds identified in the CIP will be used for larger-scale restoration projects. These restoration funds are in addition to funds allocated for ongoing maintenance needs that are within the Natural Resources Division operating budget.

Major Equipment. *ME-24402 Fleet Vehicles and ME-24401 Dump/Plow Truck Replacements*, the 2024 CIP continues with its vehicle replacement schedule after delaying the schedule for one year

back in 2021 due to the uncertainty of COVID-19. Vehicle and equipment prices have escalated over the past couple of years. For instance, the 2023 CIP included a ten percent increase in the cost of vehicles and equipment. Prices may be stabilizing, and inflation is moderating, albeit at levels much higher during this post-pandemic era. The 2024 CIP includes five percent inflationary prices for vehicles and equipment and three percent increases for the remaining years. Staff is continually analyzing its fleet needs, replacement options, and creative financing options to maximize its return on investment.

ME-24419 Pumper Truck Replacement, this project replaces three of the city's fire pumper trucks. These trucks carry water, hose, rescue equipment, a high-capacity water pump and personnel. Fire truck manufacturing is now taking 42 months from the time of order to the time of delivery. Staff is continually analyzing its fleet needs, replacement options, and creative financing options to maximize its return on investment.

In order for the vehicles to be available in 2026 or 2027, the city will need to order sometime this year. The estimated purchase price for three engines is about \$4.1 million, which is beyond the capacity of the Public Safety Fund to support with a lump-sum payment. Staff is looking at alternative financing methods, including leasing and equipment notes, to finance the vehicles over an 8 to 10-year timeframe. Once additional research is complete on a preferable financing method, staff will likely recommend amending the CIP to advance the purchase date to receive the equipment in 2026 or 2027.

ME-24429 800MHz Portable Radios and ME-24430 Mobile Radios, these two projects will replace all the handheld and vehicle-mounted radios in both the police and fire departments over the next three years. Following best safety practices, portable radios are assigned to each police officer and firefighter. The radios are ruggedized and specifically designed for working in hazardous environments. These radios have a lifespan of ten years. The combined cost of these two projects is almost \$1.9 million.

ME-24431 Mobile Camera Trailer, adds an additional mobile camera trailer to the police department's fleet. In 2022, the police department received its first trailer-mounted mobile camera, which continues to be deployed regularly at in-progress crime incidents, special events and other locations to deter crime. This second mobile camera, at a cost of \$45,000, will be smaller than the original but will allow for greater operational flexibility and increased measurable results.

Local Street Improvements. *LSI-24602 Local Street Rehabilitation*, the last two CIPs included unprecedented street reconstruction projects, including a two-year project in the Tonka-Woodcroft neighborhoods with a total project cost of \$30 million between streets, utilities, and trail expansion. Additionally, due to unforeseen circumstances, including an unprecedented number of water main breaks along Carlson Parkway, an additional reconstruction project was added to the 2023 local street rehab schedule. This \$7.8 million project includes the areas of Carlson Parkway, Cheshire Parkway, Cheshire Lane and Gleason Lake Road. Due to the substantial size of these projects, the Street Improvement Fund will need a couple of years to replenish its fund balance. Street reconstruction projects have historically been financed on a pay-as-you-go basis and are not specially assessed to property owners or financed by bonding.

The city's infrastructure continues to age, and it is critical that the city continue making substantial infrastructure investments within its streets and utilities. These infrastructure projects are becoming increasingly expensive but are crucial in providing sustained and uninterrupted service to the city's residents and businesses. As seen with other metro area cities, infrastructure failures can be severe and costly for municipalities and property owners. The city

has made a concerted effort to ramp up its investment in utility infrastructure replacement and rehabilitation. These efforts have had a positive impact in reducing water main breaks and sewer backups.

The city ramped up its street improvement levy in 2006 thru 2008 to focus on rehabbing the local street system. The 2008 street levy was \$5 million. This dedicated street levy increased incrementally over the next decade to \$6.3 million in 2018. In 2019, almost \$1 million of the street levy was diverted for other city needs. Over the last four years, one-time dollars were directed to the Street Improvement Fund to aid in supplanting the lost tax levy base. Those transfers include excess year-end fund balances from the General Fund and \$1 million from the city's ARPA funds. The 2024 preliminary levy dedicated to street improvements will increase from \$6.08 million to \$6.38 million. This increase aids in re-establishing the dedicated street tax levy, but with the ever-increasing price of street reconstruction projects, future incremental levy increases is needed to continue to support these efforts. Currently, replacement of city utilities in these neighborhoods is annually approximately 1 percent of the city's overall system.

LSI-24605 Noise Barrier, in 2018 MnDOT started a Standalone Noise Barrier program that allows for the construction of noise barriers along state highways where no noise abatement measures exist and no major construction projects are programmed. Following neighborhood petitions for these improvement, the city has applied for funding for three locations and has received approval for one location along Highway 169 between Cedar Lake Road and Ford Park. This project is slated for 2027 and requires a 10 percent city cost share, which is estimated at \$500,000.

LSI-24607 Opus TIF District Improvements, this project provides traffic mitigation measures for projected increased density related to the commercial and residential development of the Opus area and the addition of LRT. Transportation projects slated for this area will be repaid through Tax Increment Financing. The six transportation improvement projects slated for this area total \$25.3 million. The first improvement project is the Red Circle Drive at Shady Oak Road north turn lane at an estimated cost of \$2.1 million, which is currently under construction.

MSA Street Improvements

MSA-TBD24704 Excelsior Blvd/CR3 (CR 101 to Williston), although this project is unfunded and beyond the scope of the city's five-year CIP, this is a major project with substantial cost implications. Although it makes sense to combine projects whenever possible to maximize cost savings and provide a more cohesively designed project, the financial cost will need to be better understood. Staff is planning to work with Hennepin County and a consultant to analyze the condition of the utilities in the area to determine if a full reconstruction will be required for all or some of the existing utilities. Storm water management is also a major project component requiring additional piping and ponding.

Storm Drainage Improvements. *SDI-24804 Major Pond Rehabilitation*, this project provides for sediment testing and dredging of municipal storm ponds. Annual project costs are estimated to be around \$200,000. Staff is seeing an increase in disposal costs related to potential contaminants, which will either reduce the amount of pond dredging that can be done annually, or require an increase in project budgets in future years.

SDI-24805 Storm Sewer Lift Station Improvements, a 2017 storm water facilities study, evaluated the physical condition of the storm water lift station components and the operational

performance of each station and identified needed improvements. The Woodgate lift station is slated for refurbishment in 2025.

SDI-TBD24806 Huntingdon Pond, provides for the installation of a permanent outlet for Huntingdon Pond, which is currently unfunded. The city will continue to monitor water levels.

Utility System Improvements. The utility fund continues with its long-range water and sanitary sewer infrastructure plan, along with an associated financing plan for critical maintenance and replacement of the city's \$600 million utility infrastructure investment. Financing includes regular bond issuances, which are anticipated to occur in 2025 and 2028.

WSS-24904 System Sustainability Improvements, this project implements the recommendations of the sustainability and optimization study completed in 2014 and updated for costs in February 2018 for the city's eight water treatment plants, 18 wells and two booster stations. 2024 improvements include Tower Hill and Stonegate booster station renovation, water treatment plant #15 media replacements, and water treatment plant #16 fire alarms. The total estimated cost for these 2024 improvements is \$800,000.

WSS-24906 Water Meter Replacement Program, this project provides for the replacement of the city's water meter stock. Replacement meters may be an automated radio-read, fixed network or cellular read type. The total project is proposed to be completed over five years, beginning in areas that were replaced during the first phase of the previous water meter replacement project. Infiltration and inflow inspections and water service material inventory inspections are both scheduled to be completed with the meter replacements. The total estimated cost is \$7.5 million and is planned to be completed in 2028. The replacement of meters will also support water conservation efforts in the city by increasing the accuracy of water readings and reducing the time required to detect leaks.

WSS-24907 Sewer – System Sustainability Improvements, this project provides ongoing sustainability and optimization improvements to the sanitary sewer infrastructure. Projects include rehabilitating the Clarion Hills lift station and Brightwood Drive forcemain. The project costs for 2024 are \$1.5 million.

WSS-24910 Outdoor Warning Sirens, this multi-year project provides for the replacement of the ten outdoor emergency warning sirens located throughout the city. 2024 will be the final year of this project, with an estimated cost of \$75,000.

General Fund balance

Because the city budgets responsibly, a conservative strategy has been employed whereby a portion of the resources funding the CIP includes monies transferred over the five years from the General Fund balance. Per Council Policy 2.13 for determining adequate fund balances, a "Budget Stabilization Reserve" must be kept to cover the following year's operating budget and uncertainties, such as changes in state law or unforeseen natural disasters. In accordance with the policy, amounts in the balance of this reserve above forty percent of the following year's operating budget may be considered available to be transferred and appropriated by the council for capital needs or other non-ongoing needs.

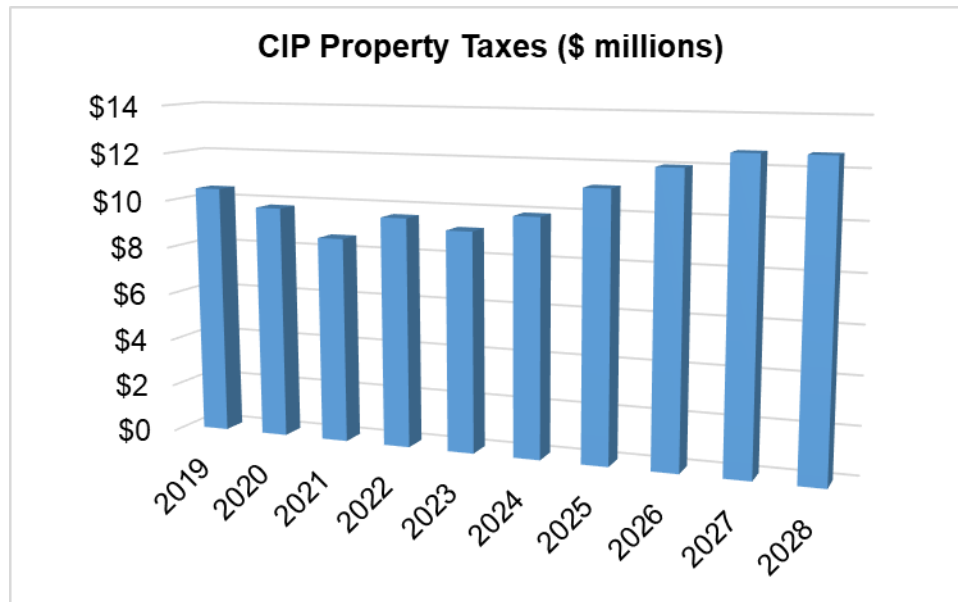
This methodology is key to ensuring the city's ongoing fiscal resiliency. In any year, should the city not realize a positive ending increase in fund balance, the city is thereby well positioned to restructure its five-year plan into the future.

The Fiscal Year 2022 ended with a positive balance, and therefore, by the end of 2023, the General Fund balance is projecting approximately \$4.7 million in available funds above the minimum required to meet the forty-percent threshold. This balance includes funds above the threshold realized in past years and already programmed in the current 2023-2027 CIP. The 2023 capital budget, combined with the proposed 2024-2028 CIP, anticipates transferring almost \$8.2 million over six years for capital expenditures. The remaining fund balance ensures sufficient resources to meet the General Fund’s needs over the next year.

Property taxes

The 2020-2024 and 2021-2025 CIPs reduced property tax funding compared to the 2019 base. Initially, the 2020-2024 CIP redirected a portion of the CIP levy towards the new public safety facility’s debt service and increased operational costs related to restructuring the city’s compensation methodology.

The original intent before 2020 was to restore the 2021 capital levy to 2019 levels. That was before the onset of the COVID-19 pandemic. Due to the pandemic, the 2021-2025 CIP delayed the levy restoration and further reduced the capital property tax levy. The 2022-2026 CIP restored most of the cost savings measures from 2021 but delayed the prior levy restoration until 2024. The 2023 capital levy of \$9.17 million was a reduction of \$407,000 over the 2022 capital levy. The final 2023 capital levy was reduced to minimize the tax levy increase on property owners. This was made possible by utilizing capital project fund reserves along with additional transfers from the General Fund’s budget stabilization reserve. The 2024 capital levy is proposed at \$9.88 million, almost \$600,000 less than the 2019 capital levy. Full restoration of the capital levy is planned for 2025, restoring funding to \$11.1 million.



Other funding sources

In addition to property taxes, the CIP is funded by several other means. Staff is always looking for partnerships, grants and other sources to leverage property taxes to minimize the impact on the city’s taxpayers. As mentioned, the city received two funding allotments through the State’s infrastructure bill. In addition, staff is consistently researching and applying for applicable grants

available through federal, state and other local agencies. Private grants and partnerships through nonprofits and for-profit businesses are also sought.

This year's Legislature also passed a bill for one-time public safety aid for cities throughout the state. Minnetonka's estimated portion of this aid is almost \$2.4 million. This aid can be used for community violence prevention and intervention, community engagement, mental health crisis response, victim services, training programs, first responder wellness, equipment for fire, rescue, and emergency services, and personnel or equipment costs. Due to this aid being one-time funding, it is prudent that the funds be used for one-time costs versus ongoing operational costs. The 2024 CIP includes significant police and fire costs, including radios and fire engines. This aid will mitigate a considerable deficiency within the Public Safety Capital fund and provide direct property tax relief to property owners.

**City Council Agenda Item 3.C
Meeting of June 12, 2023**



Title: 2024-2028 Economic Improvement Program (EIP)

Report from: Alisha Gray, EDFP, Economic Development and Housing Manager

Submitted through: Mike Funk, City Manager
Julie Wischnack, AICP, Community Development Director
Darin Nelson, Finance Director

Presenter: Alisha Gray, EDFP, Economic Development and Housing Manager

Action Requested: Provide feedback on the 2024-2028 EIP.

Summary Statement

The EIP's purpose is to provide a detailed five-year plan of the city's economic development activities.

Strategic Profile Relatability

Livable & Well Planned Development

Supports economic development programming (housing, redevelopment, transit, redevelopment, business development)

Background

The city's first Economic Improvement Program (EIP) was published in 2012, making this the twelfth iteration of the document. The EIP's purpose is to provide a detailed five-year plan of the city's economic development activities. Staff updates the document annually.

Attachments:

Additional information
Draft 2024-2028 EIP

Discussion Questions

Does the city council wish to offer additional direction regarding the recommended 2024-2028 EIP?

ATTACHMENTS:

[Additional Information](#)
[Draft 2024-2028 EIP](#)

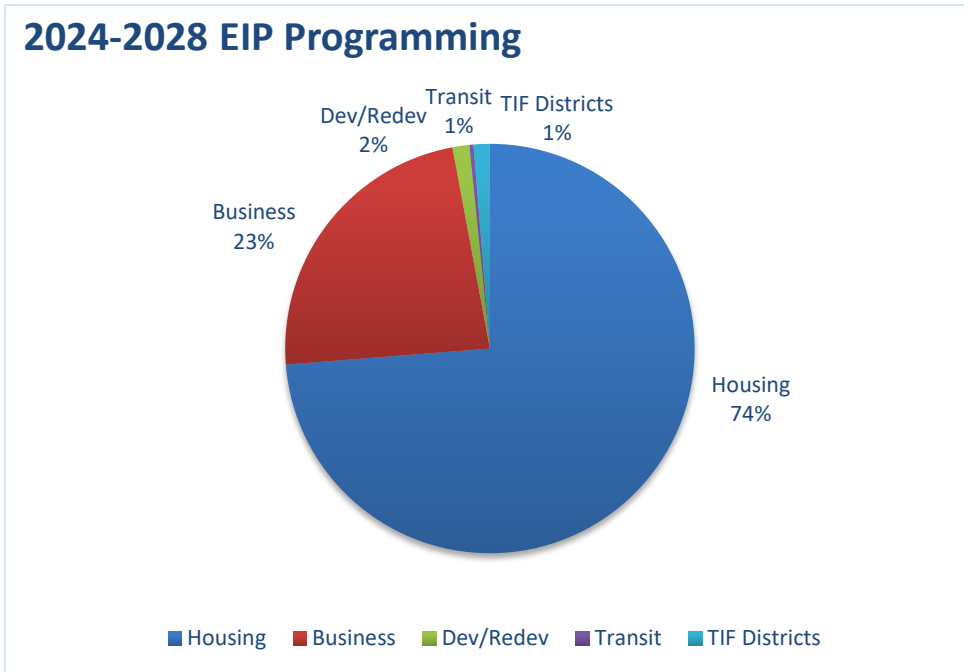
2024-2028 Economic Improvement Program

The draft EIP has been prepared based on the comments the city council received during previous EIP reviews and the Economic Development Advisory Commission's (EDAC's) feedback from the [April 27, 2023](#) meeting.

- **Chapter 1 Policy** — defines what funding categories programs will fall under and details the funding principles.
- **Chapters 2 through 7** — provides program pages for the city's existing and potential future economic development efforts. The program page details the description, purpose, goals, budget impacts, schedule, and key measures. Additionally, it outlines the funds needed to develop or sustain the program over a period of years.
- **Chapter 8 Funding Sources and Expenditure Projections** — provides summary tables, including the first table, a one-year (2023) summary of total expenditures by category and fund. The second set of tables presents 10-year funding sources and expenditure projections. The final table summarizes the 10-year projection of all funds.
- **Chapter 9 Affordable Housing Goals** — itemizes how the city has and will meet its 1995-2010, 2011-2020, and 2021-2030 affordable housing goals, including any EIP programs used to assist the project and the affordable housing income limits.
- **Glossary** — Glossary of programs, terms, and acronyms.

Uses of EIP Funds

Housing programming is the city's highest priority in the recommended EIP this year. Nearly \$41.4 million is projected to be allocated for housing programs, in contrast to roughly \$13.1 million for business programs. The funding allocated to housing programming increased due to an uptick in interest in the Housing Improvement Area program and the addition of the Affordable Housing Trust Fund. Other uses include grants for housing redevelopment projects, environmental cleanup, and business development. Generally, those funds are not city dollars but pass-through grants or loan programs.



Business programming is the second-highest priority category in the 2024-2028 EIP. The lowest priority investment categories are development/redevelopment and transit program areas.

In the 2024-2028 EIP, accounting for the largest single resource for EIP implementation at 64 percent of all funding, approximately \$35 million is other sources (primarily pass-through funds). The Development Fund and Affordable Housing Trust Fund are anticipated to generate the next largest sources of funding for programming.



2024-2028 EIP Updates

Housing Chapter Summary

CDBG Program

Community Development Block Grant (CDBG) program administration switched to Hennepin County on July 1, 2018. Changes to the program include:

- Entitlement Funds (Prior to July 1, 2018)
 - The sources/uses for this year assume program income from loan repayment following the end of the federal funding. There is an increase in loan repayment (there are 111 outstanding loans) due to increased home sales and the number of outstanding loans.
 - Program Income of approximately \$35,000 per year is generated from loan repayments. Program income passes through to Hennepin County to provide additional rehab loans in Minnetonka through their rehab program.
 - In 2020, the council directed staff to create a home rehab program exclusively for Homes Within Reach (HWR) residents with the remaining fund balance. The maximum grant amount was set at \$7,500. Current program statistics for the 62 HWR homes in Minnetonka are as follows:
 - Sixteen projects are completed.
 - \$96,248 remaining in funding.
- CDBG Consortium (July 1, 2018, to present)
 - CDBG funds no longer flow through the city and are not included in the page sources/expenditures section. The award for 2023 is \$132,024.
 - Administration
 - The county receives 13%-15% to administer the CDBG portfolio (reporting, intake of Small Projects Program (SPP) clients, fair housing, monitoring, environmental review, processing applications, processing subordination and payoff requests, submitting annual Consolidated Annual Performance Evaluation Report (CAPER), and other reports to the Department of Housing and Urban Development (HUD).
 - Home Rehabilitation Program
 - The county started administering the program in July 2018.
 - There is a maximum loan amount of \$15,000.
 - Five loans disbursed in 2021
 - Eight loans disbursed in 2022
 - Eight loans in the application process
 - Fair Housing
 - The city is involved in Fair Housing activities; however, the county is responsible for coordinating these efforts on behalf of the city.
 - In 2022, staff participated in fair housing training over two workshops.
 - The city adopted its own [Fair Housing Policy](#) in Nov. 2018.

- Public Services
 - Agencies now apply for funding through the county's coordinated Request for Proposal (RFP) process.
 - In 2022, ICA, HomeLine, Senior Community Services, and the Sojourner Project received funding.

Homes Within Reach (HWR)

- In 2021, for program years 2022-2026, \$125,000 in funding was committed, as discussed during the previous discussion.
- The budget for 2023, specifying the uses of the HRA Levy, was adopted on [Dec. 5, 2022](#), and included \$125,000 in funding for Homes Within Reach.

Welcome to Minnetonka and Minnetonka Home Enhancement

- The Center for Energy and Environment manages these programs for the city.
- There is a current fund balance of approximately \$637,504 for these programs, with 23 loans outstanding.
- The average loan amount for the Welcome to Minnetonka Program is \$10,936 the Minnetonka Home Enhancement average loan amount is \$10,849.

Housing Improvement Areas

- The city issued bonds in 2019 to repay the Cloud 9 association's construction loan. The loan is repaid through the housing fee collected on the annual property tax statements.
- Cedar Ridge also participated in the HIA program in 2012. Cedar Ridge received a loan and is repaying the housing fee through annual property tax collection.
- Staff continues to receive two to three inquiries a year for this program.

Affordable Housing Trust Fund (AHTF)

- Council approved a temporary AHTF in 2020 to provide emergency rental assistance to households impacted by COVID-19 and established a permanent AHTF in 2021.
 - \$4,961,680 in pooled tax increment was transferred to the fund in 2021 to support affordable housing efforts, and in 2021, a loan repayment from the Cliffs apartments added \$2,100,000 to the fund. Accounting for recent transactions, the fund now has a remaining balance of approximately \$4.1 million.
 - To date, the fund has contributed to the following initiatives:
 - \$350,000 in emergency rental assistance through ICA
 - \$553,000 Minnetonka Station affordable housing
 - \$280,000 Doran Apartments affordable housing
 - \$400,000 The Pointe (Amira Minnetonka) affordable housing
 - \$200,000 Homelessness Program
 - \$300,000 Pathways to Homeownership
 - \$1,000,000 Cedar Hills Townhomes Improvements
 - Staff recommends that the AHTF continue to support additional affordable housing initiatives in the 2024-2028 EIP, including single-family and affordable rental housing opportunities.

- The city council packet information from [Nov. 23, 2020](#), outlines the eligible sources and uses of the AHTF.

City-owned properties

- Staff completed due diligence on 5501 Baker Road and 5432 Rowland Road (residential) to sell for affordable housing in 2023/2024 and advertised to attract contractors and builders to submit proposals for the sites.
 - Staff will review and present the proposals to EDAC and council in 2023.
- The city purchased two additional single-household properties in 2022. Throughout 2023-2024 staff will study potential affordable housing opportunities for those sites.

Pathways to Homeownership

- On May 1, 2023, the city council approved \$300,000 for the Pathways to Homeownership Program Pilot Program.
 - The program will launch in Summer 2023.

Emergency Rental Assistance

- ICA and Minnetonka continue to offer emergency rental assistance for Minnetonka residents financially impacted by the COVID-19 pandemic in 2020. The city council approved \$300,000 in funding for the program. As of January 2023, 205 households received \$273,769.63 in direct rental assistance through the city's emergency rental assistance program. The average assistance per household was \$1,329. There is a balance of \$27,595 of assistance remaining, and the city approved and has allocated an additional \$50,000 for 2023.

Homelessness Response

- On July 27, 2022, an agreement between His House Foundation and the City of Minnetonka was signed to establish a two-year pilot program to help 24 homeless Minnetonka households. The Emergency Homelessness Response Assistance Program provides temporary relief for households experiencing a housing emergency and experiencing homelessness. The program finances casework, temporary housing, and first-month rent deposits. His House Foundation will help local homeless residents with intensive case management, temporary housing in extended-stay hotels, and assistance with long-term housing solutions.
 - The program officially started in September 2022, and His House Foundation has assisted 16 Minnetonka households experiencing an emergency homeless situation.
- In 2023, the Police Department and Community Development Departments developed a map-based, shared reporting system to identify and respond to homeless issues in the community. Staff or members of the public report incidents of homelessness, encampments or difficult living situations and are directed to city departments and non-profit partners to address homeless issues without a police response as the only option.

Business Chapter Summary

Sprinkler Retrofit

- Added continued funding of \$50,000 annually through the Special Assessment Construction Fund, as there is continued interest in this program.

Housing/Redevelopment Grants

- On June 27, 2022, the city was awarded up to \$50,000 to assist with hiring a consultant to study the city's zoning districts to review barriers to compact, connected, sustainable and equitable development. The grant provides half of the cost upfront and the second half upon adoption of the policy. The city has engaged a consultant, and they will provide an overview of their work at the July study session.

Business Outreach

- \$25,000 was budgeted for 2025 and 2026 to assist with ongoing costs to implement the Business Development strategy. Project costs include a business newsletter, business outreach and marketing, and potential for future business-related events.
 - The city distributed the first edition of the business newsletter in the summer of 2018 including.
 - 2,400 copies per distribution. In 2021, staff increased production to three issues per year.
 - 1,515 online subscribers on the business email list.
- Staff is proposing to conduct a follow-up business survey in 2024.

Minneapolis Regional Chamber

- \$600 was included to accommodate dues to participate in the Minneapolis Regional Chamber.

Newly created business pages 2023/2024

- \$50,000 – Business Technical Assistance program (existing emergency assistance funds balance from 2022) – one-time funding for businesses to assist with technical needs (marketing, legal, technology, etc.)
- \$100,000 - Code Compliance Program (Indirect ARPA funding) – a new program to assist businesses with required building improvements.

Transit Chapter Summary

- No changes to this chapter.

Development and Redevelopment Chapter Summary

Predevelopment

- Requested \$75,000 in funding to continue support for studies and consultants.

Tax Increment Financing (TIF) Chapter Summary

- Added a placeholder for the Marsh II District
- Added excerpts from TIF Management Report

Affordable Housing Goals Summary

- Updated Metropolitan Council Livable Communities Housing Goals.

- Added information on Metropolitan Council projected needs, goals, and housing score.
- Added future housing needs implementation tools from the 2040 Comprehensive Plan.

EDAC feedback from the [April 27, 2023](#) meeting (minutes attached):

- The commission generally agreed with the staff's recommended 2024-2028 EIP edits. The following feedback was provided for council consideration:
 - Commissioners suggested noting which programs are funded through the city and which programs are pass-through funding.
 - Staff updated the chapter summary pages to reflect this change.
 - Commissioners asked if there could be a priority for public employees to access affordable housing units to increase awareness.
 - Staff indicated that this would violate the Fair Housing Act. However, staff can market the affordable units to public employees.
 - Commissioners inquired about the current apartment vacancy rate.
 - Staff provided feedback that the vacancy rate remains low.
 - Additionally, the newly constructed buildings are currently leasing, and many have signed leases before the building is open.

Next Steps

The schedule for approval is as follows:

- June 12, 2023, city council study session — review draft 2023-2027 EIP and provide feedback.
- July 13, 2023, EDAC meeting — finalize the full EIP document, and EDAC makes recommendations to the city council.
- Sept. 18, 2023, city council meeting — review and approve EIP.

Summary

The EIP includes a forecast for the 2024 HRA Levy to be \$300,000, which continues to fund Minnetonka Home Enhancement/Welcome to Minnetonka (\$100,000), SWLRT (\$75,000), and Homes Within Reach (\$125,000). Adopting the EIP does not legally set the HRA levy; the council will discuss the preliminary HRA levy for 2023 at the Sept. 18, 2023, regular meeting and adopt the final HRA levy in Dec. 2023.

Discussion Questions

- ***Does the city council wish to offer additional direction regarding the recommended 2024-2028 EIP?***



2024-2028

ECONOMIC IMPROVEMENT PROGRAM



**2024-2028
ECONOMIC IMPROVEMENT PROGRAM**

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Economic Improvement Program Policy

The Economic Improvement Program (EIP) is the city's long-term plan for housing, economic development, redevelopment, and transit programs that promote economic viability for the citizens and businesses of Minnetonka.

Funding Categories

The EIP covers a broad range of community development activities. Funding categories include:

- Projects and programs which encourage diversity and broaden choices in types, sizes, and prices of the city's housing stock to meet the needs of the aging population and attract younger residents.
- Projects that support existing business retention and expansion, attract new businesses, and allow the city to remain economically competitive.
- Projects which enhance resident mobility by pursuing opportunities and solutions to improve transit service.
- Activities that promote the vitality of the city through development and redevelopment.

Planning Principles

- The EIP will support achievement of the city's Comprehensive Plan and long-term Strategic Goals.
- The EIP will be updated annually to reflect changes in programs, demographics, private housing stock, business needs, and the overall economic climate.
- The EIP allows flexibility and may be amended during the year if necessary, in order to act upon unforeseen opportunities that may arise which enhance economic viability.
- Development of the EIP will be consistent with the annual operating budget. Future staffing and other budgetary impacts are projected and will be included in operating budget forecasts.



HOUSING



**MINNETONKA
ECONOMIC
IMPROVEMENT
PROGRAM**

HOUSING CHAPTER SUMMARY

Projects and programs which encourage diversity and broaden choices in types, sizes, and prices of the city's housing stock to meet the needs of the aging population and to attract younger residents.

The city currently has six programs in place to assist in the construction, maintenance, and renewal of housing in the city. One additional page contains conceptual programming for future consideration.

- The total five-year estimated cost of the programs is \$41,446,000.

Program	2024	2025	2026	2027	2028	5-Year Total
CDBG Entitlement	32,000	34,000	35,000	35,000	35,000	\$171,000
Homes Within Reach	125,000	125,000	125,000	125,000	25,000	\$525,000
Housing Improvement Areas	10,000,000	10,000,000	5,000,000	5,000,000	5,000,000	\$35,000,000
Minnetonka Home Enhancement	50,000	50,000	50,000	50,000	50,000	\$250,000
Welcome to Minnetonka	50,000	50,000	50,000	50,000	50,000	\$250,000
Housing Trust Fund	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	\$5,250,000
Total	\$11,307,000	\$11,309,000	\$6,310,000	\$6,310,000	\$6,210,000	\$41,446,000

Conceptual Programs

Housing Program Research

Programs in blue indicate city funded programs/initiatives
Programs in green indicate pass-through funding

Economic Improvement Program

2024 *thru* 2028

Department 1-Housing
Contact Community Development
Type Program
Useful Life N/A
Category Housing

City of Minnetonka, Minnesota

Project # Housing-20
Project Name CDBG Entitlement (Prior to 2018)

Key Measures Households Assisted
Key Measures

Key Measures
Key Measures

Description

On July 1, 2018, Hennepin County began overseeing the entire CDBG program, on behalf of Minnetonka, as the city elected to join the Urban County CDBG Consortium. This page represents program income the city received from repayment of loans from loan made prior to 2018, when the city was an entitlement community and received a direct CDBG allocation from the Department of Housing and Urban Development.

SCHEDULING AND PROJECT STATUS:
 This is an ongoing program.

Justification

The city continues to receive program income from rehabilitation loans that were made prior to 2018 when the city was in its entitlement status. The city will receive repayment of prior year loans if an owner sells the property prior to the 10-year deferment period. There are 111 loans still outstanding that could be repaid in the future.

In 2020, the city council directed staff to create a home rehabilitation program exclusively for Homes Within Reach residents with the remaining fund balance received while the city was an entitlement community. There is a balance of \$91,000 is available for HWR residents to make critical repairs on a first-come first-served basis until funds are exhausted.

Staff is anticipating that approximately \$35,000 a year in program income will be received from loan repayments. The repayments are distributed to Hennepin County to make new loans to Minnetonka residents through a sub-agreement through June 30, 2028.

PROGRAM GOALS AND RELATIONSHIP TO OTHER PLANS:
 Comprehensive Plan- Continue to promote and market the city’s Housing Rehabilitation Programs.

Strategic Profile- Implement programs and policies to diversify housing and increase affordable housing options.

KEY MEASURES

Households Assisted

2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
10	N/A	15	10	5	12	15	10	10	10	10

Expenditures	2024	2025	2026	2027	2028	Total
Program Cost	32,000	34,000	35,000	35,000	35,000	171,000
Total	32,000	34,000	35,000	35,000	35,000	171,000

Funding Sources	2024	2025	2026	2027	2028	Total
CDBG	32,000	34,000	35,000	35,000	35,000	171,000
Total	32,000	34,000	35,000	35,000	35,000	171,000

Budget Impact/Other

Program income received from loans made prior to 2018 flows through the city. Staff anticipates that this income will continue to fund new loans that are currently managed through Hennepin County. The city can also choose to reallocate funds to projects that meet one of the three national objectives. 1. Benefit low and moderate income persons 2. Help prevent and/or eliminate slums and/or blight 3. Meet other community development needs of particular urgency.

The city currently has 111 outstanding loans made between 2011 and 2023, with an outstanding balance of \$575,449.

The city will continue to offset any administrative expenses incurred by staff with available CDBG dollars.

Economic Improvement Program

2024 *thru* 2028

Department 1-Housing

City of Minnetonka, Minnesota

Contact Community Development

Project # Housing-03
Project Name CDBG Consortium (2018-Present)

Type Program

Useful Life

Category Housing

Key Measures Households Assisted

Key Measures

Key Measures

Key Measures

Description

On July 1, 2018, Hennepin County began overseeing the entire CDBG program, on behalf of Minnetonka, as the city elected to join the Urban County CDBG Consortium. Hennepin County is responsible for accepting applications for the home rehabilitation loan program, ongoing loan project management, and leads a process to distribute public service dollars each year.

For 2023, the estimated CDBG allocation for Minnetonka is \$132,024.

SCHEDULING AND PROJECT STATUS:
 This is an ongoing program. The CDBG program year is July 1 to June 30. In 2023, the city elected to continue to defer the metropolitan city status and continue in the consortium until 2026.

Justification

A description of the programs under the consortium is listed below:

The Home Rehabilitation Loan Program offers ten-year, no interest deferred loans up to \$15,000. The loan amount was increased in 2018 to respond to increased cost of repairs. Households up to 80% of area median income qualify for the \$15,000 Small Projects Program, which allows for housing repairs and maintenance.

Up to 15 percent of the city’s Community Development Block Grant funds can be used to fund public services (non-profits). Organizations that have traditionally served Minnetonka residents include: ICA, HomeLine, Senior Community Services, and the Sojourner Project.

PROGRAM GOALS AND RELATIONSHIP TO OTHER PLANS:
 Comprehensive Plan- Continue to promote and market the city’s Housing Rehabilitation Programs.
 Strategic Profile- Implement programs and policies to diversify housing and increase affordable housing options.

KEY MEASURES
 Households Assisted

2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
8	9	8	5	8	8	8	8	8	8	8

Expenditures	2024	2025	2026	2027	2028	Total
Program Cost	0	0	0	0	0	0
Total	0	0	0	0	0	0

Funding Sources	2024	2025	2026	2027	2028	Total
Other	0	0	0	0	0	0
Total	0	0	0	0	0	0

Budget Impact/Other

- As part of the Urban County Consortium, no CDBG funds flow through the city.
- One percent of the city’s CDBG annual allocation is contributed to the Hennepin County Consortium to support fair housing activities.
- The administrative costs associated with the program are 15% of the city's total allocation each year.

Economic Improvement Program

2024 thru 2028

Department 1-Housing

City of Minnetonka, Minnesota

Contact Community Development

Project #	Housing-05
Project Name	Homes Within Reach

Type Program
Useful Life N/A
Category Housing

Key Measures HWR units in Minnetonka

Key Measures

Key Measures

Key Measures

Description
Homes Within Reach (also known as the West Hennepin Affordable Housing Land Trust) is a non-profit community land trust that creates and preserves affordable homeownership opportunities in suburban Hennepin County.
SCHEDULING AND PROJECT STATUS This program is ongoing. Depending on the level of commitment by the city and other matching funds, Homes Within Reach anticipates adding one to two new permanently affordable owner-occupied units to the city each year.

Justification																						
In an effort to promote long-term affordable, scattered-site housing, while maximizing the cost-effectiveness of public investment, the community land trust model was presented as a tool in 2000 to help the city increase its amount of long-term affordable housing.																						
The Homes Within Reach program provides single-family, permanently affordable, homeownership opportunities to those at 80% AMI or less. Minnetonka’s funds will be used to leverage and match other county, regional, and state funds.																						
PROGRAM GOALS AND RELATIONSHIP TO OTHER PLANS Comprehensive Plan- Work with affordable housing agencies and developers to add more affordable housing units in the city.																						
Strategic Profile- Implement programs and policies to diversify housing and increase affordable housing options.																						
KEY MEASURES Total HWR units in Minnetonka																						
<table border="1"> <thead> <tr> <th>2018</th> <th>2019</th> <th>2020</th> <th>2021</th> <th>2022</th> <th>2023</th> <th>2024</th> <th>2025</th> <th>2026</th> <th>2027</th> <th>2028</th> </tr> </thead> <tbody> <tr> <td>56</td> <td>58</td> <td>59</td> <td>60</td> <td>62</td> <td>63</td> <td>64</td> <td>65</td> <td>66</td> <td>67</td> <td>68</td> </tr> </tbody> </table>	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	56	58	59	60	62	63	64	65	66	67	68
2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028												
56	58	59	60	62	63	64	65	66	67	68												

Expenditures	2024	2025	2026	2027	2028	Total
Program Cost	125,000	125,000	125,000	125,000	25,000	525,000
Total	125,000	125,000	125,000	125,000	25,000	525,000

Funding Sources	2024	2025	2026	2027	2028	Total
HRA Levy	125,000	125,000	125,000	125,000	125,000	625,000
Other	0	0	0	0	0	0
Total	125,000	125,000	125,000	125,000	125,000	625,000

Budget Impact/Other
Homes Within Reach requests funding through the annual EIP process each year. Growth in long term affordable units is important, but there should be some adjustment to the city’s commitment to ensure it is sustainable. After 2017, funding through the Livable Communities Account was no longer available.
HWR has a current funding commitment of approximately \$473,000 in available funding to complete three more projects between 2024-2028. In 2023, the EIP allocated an HRA levy of \$125,000 to assist with ongoing administrative expenses and for the purchase of homes.
In 2020, an annual fee of \$25,000 was added to assist with ongoing operations. The proposed funding source for ongoing maintenance is the HRA levy.

Economic Improvement Program

2024 *thru* 2028

Department 1-Housing
Contact Community Development
Type Maintenance
Useful Life N/A
Category Housing

City of Minnetonka, Minnesota

Project # Housing-06
Project Name Housing Improvement Areas

Key Measures Units Assisted **Key Measures**
Key Measures **Key Measures**

Description
 Minnesota law provides a mechanism termed Housing Improvement Area (HIA) which allows cities to help arrange and finance rehabilitation on owner-occupied residential buildings, such as condominiums or townhouses.
 SCHEDULING AND PROJECT STATUS
 The council adopted an HIA policy in November 2011. It is expected that interest in this program will grow as condo and townhouse developments age. State legislation for HIA's sunsets on June 30, 2028.

Justification
 The program is intended to serve aging multi-family housing by providing a financing structure to address major building investments. The program would also ensure, going forward, that the association is able to correct the financing of long-term capital expenditures.
 PROGRAM GOALS AND RELATIONSHIP TO OTHER PLANS
 Comprehensive Plan-Continue to promote and market the city's Housing Rehabilitation Programs.
 Strategic Profile- Implement programs and policies to diversify housing and increase affordable housing options.
 KEY MEASURES
 2018 2019 2020 2021 2022 2023 2024 2025 2026 2027 2028
 Units Assisted
 0 164 100 100 100 100 188 100 100 100 100

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	10,000,000	10,000,000	5,000,000	5,000,000	5,000,000	35,000,000
Total	10,000,000	10,000,000	5,000,000	5,000,000	5,000,000	35,000,000

Funding Sources	2024	2025	2026	2027	2028	Total
Other	10,000,000	10,000,000	5,000,000	5,000,000	5,000,000	35,000,000
Total	10,000,000	10,000,000	5,000,000	5,000,000	5,000,000	35,000,000

Budget Impact/Other
 The HIA program is administered by staff who work on various parts of the project ranging from program information to HIA requests. Once an HIA request is received, staff time is committed to preparing a resolution, ordinance, development agreement, and determining fees. Costs to cover staff time for the HIA application are covered through an application fee and through a per unit administrative fee for time in administering the assessment.
 A risk of the HIA program is pay-back of the assessment. However, because it is assessed on the property taxes, it will be paid back even if there is foreclosure of the property.
 Cedar Ridge was the first HIA in city and was established in early 2012. The total project costs were \$674,000
 In August 2017, the city council approved a Housing Improvement Area for Cloud 9 for up to \$3.93 million to repair the curtain wall and make upgrades to the elevators and the HVAC system. The city issued bonds rather than the utilizing the development fund to finance the project. The project was completed in 2019.
 Villas at Chasewood is meeting with the city to discuss an application in late 2023/2024.

Economic Improvement Program

2024 *thru* 2028

Department 1-Housing

City of Minnetonka, Minnesota

Contact Community Development

Project #	Housing-08
Project Name	Minnetonka Home Enhancement

Type Program
Useful Life N/A
Category Housing

Key Measures Loans Made

Key Measures

Key Measures

Key Measures

Description

The Minnetonka Home Enhancement program (MHEP) offers up to \$15,000 through a low-interest loan for housing maintenance, repair, green investments, and some additions. The interest rate in 2022 is 3.225% (Annual Percentage Rate based on \$15,000 for 10 years).

SCHEDULING AND PROJECT STATUS

The program began June 2011. This is an ongoing program.

Justification

Minnetonka’s housing stock is aging. Nearly two-thirds of the city’s homes were built between 1950 and 1970, and over 75% of the housing stock is 30 years or older. Many of these homes now need repairs for windows, roofs, and heating systems. The MHEP targets households up to 120% area median income with loans for rehabilitation and other housing maintenance activities for housing valued at \$352,300 or less.

PROGRAM GOALS AND RELATIONSHIP TO OTHER PLANS

Comprehensive Plan- Continue to promote and market the city’s Housing Rehabilitation Programs.

Strategic Profile- Implement programs and policies to diversify housing and increase affordable housing options.

KEY MEASURES

2018 2019 2020 2021 2022 2023 2024 2025 2026 2027 2028

Loans Made

3 3 0 1 0 2 2 3 4 4 4

Expenditures	2024	2025	2026	2027	2028	Total
Program Cost	50,000	50,000	50,000	50,000	50,000	250,000
Total	50,000	50,000	50,000	50,000	50,000	250,000

Funding Sources	2024	2025	2026	2027	2028	Total
HRA Levy	50,000	50,000	50,000	50,000	50,000	250,000
Total	50,000	50,000	50,000	50,000	50,000	250,000

Budget Impact/Other

In January 2018, the city entered into a new contract with the Center for Energy and Environment to continue administration of the HRA Levy funded loan programs.

There is a current fund balance of approximately \$637,504. The city receives monthly loan repayments of \$1,000-\$1,500 on average and in 2021 the city received \$16,894 in program income. There are currently 12 outstanding loans.

The guidelines are reviewed on an annual basis to ensure the program meets the needs of the target population.

Economic Improvement Program

2024 *thru* 2028

Department 1-Housing
Contact Community Development
Type Program
Useful Life N/A
Category Housing

City of Minnetonka, Minnesota

Project # Housing-14
Project Name Welcome to Minnetonka Loan Program

Key Measures Loans Made
Key Measures

Key Measures
Key Measures

Description

The Welcome to Minnetonka program has traditionally provided up to \$10,000 in low-interest loans for down payment and closing cost assistance. In 2023, the guidelines were adjusted to provide up to \$50,000 in assistance to address the increasing housing prices in Minnetonka. The Center for Energy and Environment administers the program. This is a deferred loan program which is repaid at the time of sale or at the end of the 30-year term. The interest rate is currently 1%.

SCHEDULING AND PROJECT STATUS

The program began June 2011. This is an ongoing program.

Justification

The Welcome to Minnetonka program is marketed to first-time homebuyer households earning up to 120% area median income with down payment and closing cost assistance. Those participating in the program provide at least 25% of the required down payment or closing costs. There are currently 12 active loans in this program.

PROGRAM GOALS AND RELATIONSHIP TO OTHER PLANS

Comprehensive Plan- Continue to promote and market the city's Housing Rehabilitation Programs.
 Strategic Profile- Implement programs and policies to diversify housing and increase affordable housing options.

KEY MEASURES

2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Loans Made	1	4	5	1	2	3	5	5	5	5

Expenditures	2024	2025	2026	2027	2028	Total
Program Cost	50,000	50,000	50,000	50,000	50,000	250,000
Total	50,000	50,000	50,000	50,000	50,000	250,000

Funding Sources	2024	2025	2026	2027	2028	Total
HRA Levy	50,000	50,000	50,000	50,000	50,000	250,000
Total	50,000	50,000	50,000	50,000	50,000	250,000

Budget Impact/Other

In January 2018, the city entered into a new contract with the Center for Energy and Environment to continue administration of the HRA Levy funded loan programs.

There is a current fund balance of approximately \$637,504 for the Welcome to Minnetonka and Minnetonka Home Enhancement programs. On an annual basis the guidelines are reviewed to ensure the program meets the needs of the target population.

Economic Improvement Program

2024 *thru* 2028

Department 1-Housing
Contact Community Development
Type Program
Useful Life N/A
Category Housing

City of Minnetonka, Minnesota

Project # **Housing-23**
Project Name **Pathways to Homeownership**

Key Measures Loans Made
Key Measures

Key Measures
Key Measures

Description

In 2023, City Council approved the creation of the Pathways to Homeownership down-payment assistance program. This program provides assistance to first generation households earning up to 120% AMI. The amount of assistance is tiered to provide the most assistance to the lowest-income borrower and is adjusted on the purchase price. Loans are forgiven at 5% annually. The funding sources for this program is \$300,000 from the affordable housing trust fund.

SCHEDULING AND PROJECT STATUS
 The program is scheduled to begin in 2023. This is an ongoing program.

Justification

The newly proposed Pathways to Homeownership Program expands assistance to first-generation households earning up to 120% AMI based on annual income limits for a family of four. The amount of assistance is tiered to provide the most assistance to the lowest-income borrower and is adjusted based on the purchase price. The amount of assistance adjusts based on the actual purchase price of the property. Both the maximum purchase price and the income limits will be adjusted annually.

PROGRAM GOALS AND RELATIONSHIP TO OTHER PLANS
 Comprehensive Plan- Continue to promote and market the city’s Housing Rehabilitation Programs.
 Strategic Profile- Implement programs and policies to diversify housing and increase affordable housing options.

KEY MEASURES

2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
N/A	N/A	N/A	N/A	N/A	1	2	2	2	2	2

Expenditures	2024	2025	2026	2027	2028	Total
Program Cost	50,000	50,000	50,000	50,000	50,000	250,000
Total	50,000	50,000	50,000	50,000	50,000	250,000

Funding Sources	2024	2025	2026	2027	2028	Total
Affordable Housing Trust Fund	50,000	50,000	50,000	50,000	50,000	250,000
Total	50,000	50,000	50,000	50,000	50,000	250,000

Budget Impact/Other

The Center for Energy will manage the program on behalf of the city.

The funding source for the new Pathways to Homeownership program is \$300,000 in indirect ARPA funding, which is now in the Affordable Housing Trust Fund and was budgeted for use beginning in 2023.

On an annual basis the guidelines are reviewed to ensure the program meets the needs of the target population.

Economic Improvement Program

2024 *thru* 2028

Department 1-Housing
Contact Community Development
Type Program
Useful Life N/A
Category Housing

City of Minnetonka, Minnesota

Project #	Housing-22
Project Name	Affordable Housing Trust Fund

Key Measures Households Assisted

Key Measures Housing Projects Assisted

Key Measures

Key Measures

Description

On April 20, 2020 the city council approved an emergency ordinance to create a Housing Trust Fund. Under the temporary 60-day ordinance, the council authorized designating \$150,000 of the existing fund balance from the development fund to provide emergency rental assistance to households experiencing financial hardship due to COVID-19. A Housing Trust Fund is the only fund by state statute that can be used to provide rental assistance, but also has many other eligible activities.

The temporary ordinance expired on June 20, 2020. On Nov. 9, 2020 the city council approved a permanent Affordable Housing Trust Fund. In 2021, the city council allocated \$4,961,680 of the existing tax increment pooling dollars to the fund. Additionally, the fund received a contribution of \$2,100,000 through the repayment of a loan to the Cliffs.

There is a fund balance of approximately \$4.1 million remaining.

Justification

State Statute 462C.16 allows local governments to establish a Housing Trust Fund for local housing development. Authorized uses of these funds include:

- Administrative Expenses
- Loans, grants, and loan guarantees for the development, rehab, or financing of housing
- Match other funds from federal, state, or private resources for housing projects
- Provide down payment assistance, rental assistance, and homebuyer services.

This fund could be utilized to provide additional rental assistance, or other uses, if more state, federal, or local funds become available for the eligible uses of funds.

Expenditures	2024	2025	2026	2027	2028	Total
Program Cost	1,000,000	1,000,000	1,000,000	1,000,000	0	4,000,000
Total	1,000,000	1,000,000	1,000,000	1,000,000	0	4,000,000

Funding Sources	2024	2025	2026	2027	2028	Total
Affordable Housing Trust Fund	1,000,000	1,000,000	1,000,000	1,000,000	0	4,000,000
Other	0	0	0	0	0	0
Total	1,000,000	1,000,000	1,000,000	1,000,000	0	4,000,000

Budget Impact/Other

A local government may finance its local or regional housing trust fund with any money available to the local government, unless prohibited by state law. Sources may include:

- Donations
- Bond Proceeds
- Grants and loans from state, federal, or private sources
- Appropriations by a local government to the fund
- Investment earnings of the fund
- Housing and redevelopment authority levies

Funded projects include:

- \$350,000 in rent assistance, \$280,000 to Doran for 53 affordable units, \$553,000 to Minnetonka Station for 28 affordable units, \$400,000 to Amira Minnetonka for 19 affordable units, \$280,00 for Doran Apartments for 53 affordable units, \$200,000 for households experiencing homelessness, \$300,000 for Pathways to Homeownership Program, and a \$1,000,000 to Cedar Hills Townhomes.

Future uses may include:

- Rent Assistance
- Homelessness Response

Economic Improvement Program

2024 *thru* 2028

Department 1-Housing

City of Minnetonka, Minnesota

Contact

Project #	Housing-21
Project Name	Housing Program Research

Type Conceptual
Useful Life N/A
Category Housing

Key Measures

Key Measures

Key Measures

Key Measures

Description

At the Feb. 4, 2019 City Council study session and March 14, 2019 EDAC meeting. Council members and commissioners recommended that staff keep track of potential housing programs/policies for future research. This page includes a list of housing topics for future research.

SCHEDULING AND PROJECT STATUS

This is a new concept that has not yet been explored or developed.

Justification

Future Housing Program/Policy Research:

- Senior Affordable Housing
- Affordable Housing for Public Service
- Research General Funding for Affordable Housing
- Rental registration - in development
- Payment-in-lieu for affordability requirements
- Employer Assisted Housing
- NOAH Legacy Education Program
- Multifamily Housing Rental Rehabilitation Loan
- \$50,000 (multi-year) Rental Assistance - in progress
- \$200,000 (multi-year) Homelessness Prevention Program - in progress
- \$300,000 (multi-year) Pathways to Homeownership Program - in progress

PROGRAM GOALS AND RELATIONSHIP TO OTHER PLANS

Comprehensive Plan- Pursue policies, tools and programs to ensure long-term housing affordability for households at or below 30, 50, 60 and 80% of AMI and explore additional mixed income best practices.

Strategic Profile- Implement programs and policies to diversify housing and increase affordable housing options.

Expenditures	2024	2025	2026	2027	2028	Total
Other	0	0	0	0	0	0
Total	0	0	0	0	0	0

Funding Sources	2024	2025	2026	2027	2028	Total
Unfunded	0	0	0	0	0	0
Total	0	0	0	0	0	0

Budget Impact/Other

There will need to be staff time committed to researching budget impacts of this program.



BUSINESS



**MINNETONKA
ECONOMIC
IMPROVEMENT
PROGRAM**

BUSINESS CHAPTER SUMMARY

Projects that support existing business retention and expansion, attract new businesses, and allow the city to remain economically competitive.

For the 2024-2028 Economic Improvement Program, there are ten business programs.

- The total five-year estimated cost of the programs is \$13,103,000.

Program	2024	2025	2026	2027	2028	5-Year Total
Fire Sprinkler Retrofit	50,000	50,000	50,000	50,000	50,000	\$250,000
Housing/Redev. Grants	2,000,000	2,000,000	1,000,000	500,000	500,000	\$6,000,000
GreaterMSP	25,000	25,000	25,000	25,000	25,000	\$125,000
MIF/JCF	2,000,000	1,000,000	1,000,000	1,000,000	1,000,000	\$6,000,000
Business Advisory Services	20,000	20,000	20,000	20,000	20,000	\$100,000
Outreach	0	25,000	25,000	25,000	0	\$75,000
MPLS Regional Chamber	600	600	600	600	600	\$3,000
SAC/REC Program	50,000	50,000	50,000	50,000	50,000	\$250,000
Commercial Code Compliance	50,000	50,000	50,000	50,000	50,000	\$250,000
Emergency Business Assistance	10,000	10,000	10,000	10,000	10,000	\$50,000
Total	\$4,205,600	\$3,230,600	\$2,230,600	\$1,730,600	\$1,705,600	\$13,103,000
Conceptual Programs						
Special Service Districts						\$0

Programs in blue indicate city funded programs/initiatives
Programs in green indicate pass-through funding

- Several programs, such as the Pass-Through Grants, Common Bond fund, and Minnesota Investment Fund are inter-agency/consortium efforts that have funding sources that originate from other agencies, flow through the city, and then go to the business.
- The city's role in business development in the past was more reactive, typically responding only when requested to do so. In more recent years, the city has been slowly investing in more programs for businesses, such as the Open to Business programs, business retention visits, and the production of the Thrive newsletter, and a business survey in 2021.

Economic Improvement Program

2024 thru 2028

Department 2-Business
Contact Community Development
Type Construction
Useful Life N/A
Category Business

City of Minnetonka, Minnesota

Project # Business-01
Project Name Fire Sprinkler Retrofit

Key Measures Buildings Assisted

Key Measures

Key Measures

Key Measures

Description

Minnesota law (State Statute 429) gives cities the authority to specially assess the cost of installing fire sprinkler systems for existing buildings. The City Council adopted Council Policy 5.2 in 1986 setting criteria for the use of this authority.

Staff will monitor applicability for residential properties to be included in the retrofit program.

SCHEDULING AND PROJECT STATUS

This program is ongoing, and use of this program is initiated by property owner petition.

Justification

The fire sprinkler retrofit program is intended to assist in the public safety and protection of commercial buildings.

PROGRAM GOALS AND RELATIONSHIP TO OTHER PLANS

Comprehensive Plan- Cultivate small business stability and growth by identifying resources, partnerships, networks, and programs that assist small businesses and entrepreneurs.

Strategic Profile- Support business retention and expansion and attract new businesses.

KEY MEASURES

	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Businesses Assisted	1	0	0	0	1	1	1	1	1	1	1

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	50,000	50,000	50,000	50,000	50,000	250,000
Total	50,000	50,000	50,000	50,000	50,000	250,000

Funding Sources	2024	2025	2026	2027	2028	Total
Special Assessment	50,000	50,000	50,000	50,000	50,000	250,000
Construction Fund						
Total	50,000	50,000	50,000	50,000	50,000	250,000

Budget Impact/Other

Special assessments cannot last more than 10 years. The risk with this program is for the assessment to be paid back on the intended schedule. These dollars are financed through the special assessment fund.

There is some limited staff time involved once the petition is received and for the assessment.

Economic Improvement Program

2024 *thru* 2028

Department 2-Business

City of Minnetonka, Minnesota

Contact Community Development

Project #	Business-02
Project Name	Housing and Redevelopment Grants

Type Program
Useful Life N/A
Category Business

Key Measures Projects Assisted

Key Measures Housing Projects Assisted

Key Measures Businesses Assisted

Key Measures Housing Units Assisted

Description

Grants are available from county and regional agencies to facilitate development, redevelopment, housing, and environmental cleanup.

SCHEDULING AND PROJECT STATUS
 Grants are dependent upon the types of projects occurring. Most grants require the funds to be spent within three years of award.

Recently, the city received a \$50,000 Metropolitan Council Policy Grant. A full 10-year history of grant awards is included in the EIP.

Justification

Grant opportunities assist in filling gaps in the financing of complex development, redevelopment, housing, and environmental cleanup projects. Most programs require the city to serve as the grant applicant, meaning that even if the developer/others apply for the grant, that it is to be awarded to the city, which then passes on the funds to the project.

PROGRAM GOALS AND RELATIONSHIP TO OTHER PLANS
 Comprehensive Plan- Work with affordable housing agencies and developers to add more affordable housing units in the city.
 -Cultivate small business stability and growth by identifying resources, partnerships, networks, and programs that assist small businesses and entrepreneurs.
 Strategic Plan- Support business retention and expansion and attract new businesses.

KEY MEASURES

	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Projects Assisted	1	1	3	2	2	2	1	1	1	1	1
Business projects	1	0	1	1	0	0	1	0	1	0	1
Housing projects	0	1	2	0	2	1	0	1	0	1	2
Housing units	45	60	0	527	12	255	0	55	0	100	100

*Note: some of the projects are counted in more than one year.

Expenditures	2024	2025	2026	2027	2028	Total
Other	2,000,000	2,000,000	1,000,000	500,000	500,000	6,000,000
Total	2,000,000	2,000,000	1,000,000	500,000	500,000	6,000,000

Funding Sources	2024	2025	2026	2027	2028	Total
Development Fund	2,000,000	2,000,000	1,000,000	500,000	500,000	6,000,000
Total	2,000,000	2,000,000	1,000,000	500,000	500,000	6,000,000

Budget Impact/Other

If the city is the applicant, there is staff time to prepare the grant application, administer the grant and grant-funded activities, as well as any follow-up audits and paperwork generally required by most programs.

Economic Improvement Program

2024 *thru* 2028

Department 2-Business
Contact Community Development
Type Program
Useful Life N/A
Category Business

City of Minnetonka, Minnesota

Project #	Business-04
Project Name	GreaterMSP

Key Measures Business Contacts
Key Measures

Key Measures
Key Measures

Description

GreaterMSP is the regional economic development organization for the Twin Cities metropolitan area. They partner to help provide a vision and agenda for regional economic development as well as to brand and market the region. GreaterMSP offers services in business retention and expansion, data tools and research, manufacturing assistance, small business assistance, technology assistance, and staff training.

SCHEDULING AND PROJECT STATUS

This is an on-going program. The city became a member in 2013.

Justification

Greater MSP is an economic development tool for Minnetonka’s current and future businesses, and provides resources and connections that have not been previously available.

PROGRAM GOALS AND RELATIONSHIP TO OTHER PLANS

Comprehensive Plan- Cultivate small business stability and growth by identifying resources, partnerships, networks, and programs that assist small businesses and entrepreneurs.

Strategic Profile- Support business retention and expansion and attract new businesses.

KEY MEASURES

2017 2018 2019 2020 2021 2022* 2023 2024 2025 2026 2027 2028

Business Projects

1 1 1 1 2 1 2 2 2 2 2 2

*GREATER MSP worked closely with Respicardia on their expansion in Minnetonka, in which the company committed to creating 59 new jobs and investing \$686k in capital expenditures.

Expenditures	2024	2025	2026	2027	2028	Total
Program Cost	25,000	25,000	25,000	25,000	25,000	125,000
Total	25,000	25,000	25,000	25,000	25,000	125,000

Funding Sources	2024	2025	2026	2027	2028	Total
Development Fund	25,000	25,000	25,000	25,000	25,000	125,000
Total	25,000	25,000	25,000	25,000	25,000	125,000

Budget Impact/Other

Public Sector memberships are a three year, \$25,000 per year commitment, which would be reviewed annually with the city budget for renewal.

Economic Improvement Program

2024 thru 2028

Department 2-Business
Contact Community Development
Type Program
Useful Life N/A
Category Business

City of Minnetonka, Minnesota

Project #	Business-06
Project Name	MIF/JCF Projects

Key Measures Businesses Assisted **Key Measures** Jobs Created
Key Measures Applications Submitted **Key Measures**

Description

The Minnesota Investment Fund (MIF) and Job Creation Fund (JCF) are Department of Employment and Economic Development programs that provides funds to cities, who then loan the funds to businesses, to assist in expansion. The business is then required to create a minimum number of jobs at a certain wage level.

SCHEDULING AND PROJECT STATUS
 The city has received four MIF awards, one each for Cargill, Nestle and IMRIS, and NatureWorks.
 In 2022, King Technology received a JCF award in the amount of \$617,000.

Justification

MIF is a business and economic development program, focusing on industrial, manufacturing, and technology related industries.
 JCF provides financial incentives to new and expanding businesses that meet certain job creation and capital investment targets.

PROGRAM GOALS AND RELATIONSHIP TO OTHER PLANS
 Comprehensive Plan- Cultivate small business stability and growth by identifying resources, partnerships, networks, and programs that assist small businesses and entrepreneurs.

Strategic Profile- Support business retention and expansion and attract new businesses.

KEY MEASURES

	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Applications Submitted	1	2	0	1	1	1	1	1	1	1	1
Businesses Assisted	1	1	0	1	1	1	1	1	1	1	1
Jobs Created	20	75	0	50	50	50	50	50	50	50	50

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	2,000,000	1,000,000	1,000,000	1,000,000	1,000,000	6,000,000
Total	2,000,000	1,000,000	1,000,000	1,000,000	1,000,000	6,000,000

Funding Sources	2024	2025	2026	2027	2028	Total
Development Fund	2,000,000	1,000,000	1,000,000	1,000,000	1,000,000	6,000,000
Total	2,000,000	1,000,000	1,000,000	1,000,000	1,000,000	6,000,000

Budget Impact/Other

Application for the MIF program is a collaborative effort between the city and the business, with staff contributing approximately 80 hours of time per application. Staff must also assist in the distribution and repayment of funds, as well as reporting requirements.

Funding is dependent upon the state. A portion of the loan paid back by the business may be allowed to stay at the local level to facilitate business programs. All funds are reimbursement and show a net zero impact on the budget.

Economic Improvement Program

2024 *thru* 2028

Department 2-Business

City of Minnetonka, Minnesota

Contact Community Development

Project #	Business-07
Project Name	Business Advisory Services

Type Program
Useful Life N/A
Category Business

Key Measures Technical Assistance Hours

Key Measures Loans Made

Key Measures Businesses Assisted

Key Measures Jobs Created/Supported

Description

The City of Minnetonka collaborates with the Metropolitan Consortium of Community Developers (Open to Business Program) and Hennepin County (Elevate Hennepin) to provide one-on-one technical assistance and consulting services customized to meet the needs of small businesses.

SCHEDULING AND PROJRECT STATUS

The Open to Business partnership began in 2011. More recently, the city agreed to participate and support Elevate Hennepin in 2023 to provide a larger pool of resources for local businesses. The contract is reviewed biannually.

Justification

Minnetonka contracts directly with Hennepin County to use the Elevate Hennepin platform as the "go-to" business consulting services provider for residents and entrepreneurs. Open to Business subcontracts with Hennepin County and serves as the "Elevate Business Navigator," and is the first point of contact for any Minnetonka residents or entrepreneurs.

PROGRAM GOALS AND RELATIONSHIP TO OTHER PLANS

Comprehensive Plan- Cultivate small business stability and growth by identifying resources, partnerships, networks, and programs that assist small businesses and entrepreneurs.

Strategic Profile-Support business retention and expansion and attract new businesses.

KEY MEASURES

	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Businesses Assisted	32	39	27	20	18	50	50	50	50	50	50
Tech. Assist. Hours	250	362	251	170	103	275	275	275	275	275	275
Loans Made	2	3	3	1	2	4	4	4	4	4	4
Jobs Created/Supported	5	41	61	12	55	55	55	55	55	55	55

Expenditures	2024	2025	2026	2027	2028	Total
Program Cost	20,000	20,000	20,000	20,000	20,000	100,000
Total	20,000	20,000	20,000	20,000	20,000	100,000

Funding Sources	2024	2025	2026	2027	2028	Total
Development Fund	20,000	20,000	20,000	20,000	20,000	100,000
Total	20,000	20,000	20,000	20,000	20,000	100,000

Budget Impact/Other

Minnetonka contracts directly with Hennepin County to use the Elevate Hennepin platform as the go-to business consulting services provider for residents and entrepreneurs. Hennepin County offers technical assistance and cohort programming at no cost to businesses and entrepreneurs located within Minnetonka through the contract term. Open to Business subcontracts with Hennepin County as part of this arrangement to serve as business navigator for Minnetonka.

The fee is an annual \$10,000 base-level fee for support of Elevate Hennepin and additional \$10,000 annual fee for Open to Business. The total cost annually is \$20,000.

Economic Improvement Program

2024 *thru* 2028

Department 2-Business

City of Minnetonka, Minnesota

Contact Community Development

Project #	Business-08
Project Name	Outreach

Type Program
Useful Life N/A
Category Business

Key Measures Business Contacts

Key Measures Newsletter Distributed

Key Measures Business Visits

Key Measures

Description

Business outreach will take a more proactive approach in contacting businesses.

SCHEDULING AND PROJECT STATUS
 In 2021, staff purchased updated demographic, economic, and contact information as part of the business survey project. This information will be helpful to inform staff on where outreach should be targeted to be most effective. Staff is also continuously creating informational and marketing brochures that can be shared with businesses, community members, and developers to further engage around important topics.

Justification

Business outreach in the past has been reactive to business needs. This outreach is another tool in creating a more proactive approach in supporting business retention and expansion. Business retention and expansion efforts are part of a collaborative effort between staff and Mpls Regional Chamber, Grow Minnesota, and GreaterMSP.

In 2018, staff developed the Thrive Business publication. The publication is distributed to over 1,200 businesses three times annually and is also available electronically.

In 2021, staff hired a consultant to conduct a business survey to engage with all of the businesses in Minnetonka. The city received responses from 157 businesses and developed a business workplan out of the feedback from the survey.

PROGRAM GOALS AND RELATIONSHIP TO OTHER PLANS
 Comprehensive Plan- Connect with partnership organizations to explore outreach opportunities.

Strategic Profile- Support business retention and expansion and attract new businesses.
 -Remove identifiable barriers to create equal opportunity for accessing programs and services.

KEY MEASURES

	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Business Visits	8	5	7	13	8	8	8	10	10	10	10
Newsletters Distributed	2	2	2	3	3	3	3	3	3	3	3
Online Contacts	N/A	0	458	846	1048	1515	2000	2200	2500	2700	3000

Expenditures	2024	2025	2026	2027	2028	Total
Program Cost	0	25,000	25,000	0	0	50,000
Total	0	25,000	25,000	0	0	50,000

Funding Sources	2024	2025	2026	2027	2028	Total
HRA Levy	0	25,000	25,000	0	0	50,000
Total	0	25,000	25,000	0	0	50,000

Budget Impact/Other

Funds are budgeted for a business survey, Thrive business publications, and business marketing materials. Future uses of funding could include business centric events and economic development advertising as noted in the Business Development Strategy.

Outreach will be coordinated with GreaterMSP and Mpls Regional Chamber.

Economic Improvement Program

2024 *thru* 2028

Department 2-Business
Contact Community Development
Type Program
Useful Life N/A
Category Business

City of Minnetonka, Minnesota

Project # Business-09
Project Name Property Assessed Clean Energy

Key Measures Businesses Assisted **Key Measures**
Key Measures **Key Measures**

Description

In 2010, as part of the jobs bill, state legislation was passed that included provisions for the Property Assessed Clean Energy (PACE) program. PACE allows for the voluntary creation of programs by local governments to help businesses finance renewable energy and energy efficient improvements. The program is repaid by businesses through a special property tax assessment.

SCHEDULING AND PROJECT STATUS
 The City Council approved a Joint Powers Agreement with the St. Paul Port Authority (SPPA) in July 2014 to implement the PACE program in Minnetonka. Staff markets the program with commercial, office and multi-family property owners.

In 2019, the Shady Oak Office Center received funding through the Hennepin County PACE program to assist with financing for HVAC improvements.

Justification

The legislation was adopted in 2010, and has been used by approximately 10 Minnesota communities. This program may help to provide another financing tool to the city's toolbox for local businesses.

PROGRAM GOALS AND RELATIONSHIP TO OTHER PLANS
 Comprehensive Plan--Facilitate connections between local businesses and various programs that provide incentives and financial assistance for business retention and recruitment.

Strategic Plan--Supporting business retention and expansion and attracting new businesses to help our private sector be economically competitive.

KEY MEASURES

2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
0	0	0	0	0	1	1	0	1	1	0

Expenditures	2024	2025	2026	2027	2028	Total
Other	0	0	0	0	0	0
Total	0	0	0	0	0	0

Funding Sources	2024	2025	2026	2027	2028	Total
Other	0	0	0	0	0	0
Total	0	0	0	0	0	0

Budget Impact/Other

The funds for the PACE program come from the SPPA. Therefore, the financing that will flow through the city's funds, both the special assessment revenue in from participants and payments out to SPPA, would simply appear as offsetting financial statements in the city's records. Delinquency by the participant will be handled like any other property tax obligation, where the amount due runs with the property.

Economic Improvement Program

2024 *thru* 2028

Department 2-Business

City of Minnetonka, Minnesota

Contact Community Development

Project #	Business-11
Project Name	MPLS Regional Chamber

Type Program
Useful Life N/A
Category Business

Key Measures Minnetonka Businesses

Key Measures

Key Measures

Key Measures

Description

SCHEDULING AND PROJECT STATUS
 In 2020, Twin West Merged with the Mpls Regional Chamber to serve the 11 county metro area. The combined organization will represent more than 2,000 businesses, large and small, urban and suburban, across the 11 county Greater MSP area.

Justification

The city is a member of the Mpls Regional Chamber. In 2022, staff met with representatives from the chamber to coordinate on future workforce development initiatives and business networking events.

PROGRAM GOALS AND RELATIONSHIP TO OTHER PLANS
 Comprehensive Plan- Connect with partnership organizations to explore outreach opportunities.

Strategic Profile- Support business retention and expansion and attract new businesses.
 - Remove identifiable barriers to create equal opportunity for accessing programs and services.

KEY MEASURES

2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
75	75	100	90	30	TBD	TBD	TBD	TBD	TBD	TBD	TBD

Expenditures	2024	2025	2026	2027	2028	Total
Program Cost	600	600	600	600	600	3,000
Total	600	600	600	600	600	3,000

Funding Sources	2024	2025	2026	2027	2028	Total
General Fund	600	600	600	600	600	3,000
Total	600	600	600	600	600	3,000

Budget Impact/Other

Memberships are renewed on an annual basis. There may be other fees associated with membership throughout the year in order to attend events hosted by the Chamber. The Mpls Regional Chamber participates in the Minnetonka State of the City event.

Economic Improvement Program

2024 *thru* 2028

Department 2-Business

City of Minnetonka, Minnesota

Contact Community Development

Project #	Business-14
Project Name	SAC/REC Deferral Program

Type Program
Useful Life N/A
Category Business

Key Measures Businesses Assisted

Key Measures

Key Measures

Key Measures

Description

The goal of this program is to minimize the impact of the Metropolitan Council Sewer Availability Charge (SAC) and city's Sewer and Water Residential Equivalency Charges (REC's) to small businesses by allowing businesses to defer a portion of the repayment of fees over time.

In 2022, one additional business participated in the program.

SCHEDULING AND PROJECT STATUS
 The program became available in June 2017.

Justification

The Metropolitan Council developed the SAC deferral program in 2012. The program was developed to encourage and help communities promote business development by deferring community SAC payment and city REC payments.

PROGRAM GOALS AND RELATIONSHIP TO OTHER PLANS
 Comprehensive Plan - Assess existing incentive policies and programs in relation to your community's current character and future growth, as well as to identify opportunities to create, revisit or restructure your community's approach to business incentives.

Strategic Profile - Support business retention and expansion and attract new businesses.

KEY MEASURES

2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
2	1	2	2	1	2	2	2	2	2	2

Expenditures	2024	2025	2026	2027	2028	Total
Other	50,000	50,000	50,000	50,000	50,000	250,000
Total	50,000	50,000	50,000	50,000	50,000	250,000

Funding Sources	2024	2025	2026	2027	2028	Total
Special Assessment	50,000	50,000	50,000	50,000	50,000	250,000
Construction Fund						
Total	50,000	50,000	50,000	50,000	50,000	250,000

Budget Impact/Other

Staff time will be required to work with the business to apply for the program. The repayments collected through this program will flow through city's utility fund for the Metropolitan Council's fees and the city's fees.

Economic Improvement Program

2024 *thru* 2028

Department 2-Business

City of Minnetonka, Minnesota

Contact Community Development

Project #	Business-16
Project Name	Emergency Business Assistance

Type Program

Useful Life N/A

Category Business

Key Measures Businesses Assisted

Key Measures Loans Made

Key Measures

Key Measures

Description

In 2020, the EDA approved \$225,000 of the existing HRA levy fund balance to assist businesses impacted by COVID-19 with forgivable loans of up to \$7,500. The purpose of the forgivable loan was to ensure the preservation of employment opportunities through the prevention of business closures to promote long-term economic vitality in the community.

The council approved additional funding of \$50,000 through the HRA levy in 2021 to continue this effort. Staff is proposing that the city partner with CEE to provide technical assistance to businesses beginning in 2023. The maximum forgivable loan under this program is \$2,500.

SCHEDULING AND PROJECT STATUS
The program is in development.

PROGRAM GOALS AND RELATIONSHIP TO OTHER PLANS
Comprehensive Plan - Facilitate connections between local businesses and various programs that provide incentives and financial assistance for business retention and recruitment.

Justification

PROGRAM GOALS AND RELATIONSHIP TO OTHER PLANS
Comprehensive Plan - Assess existing incentive policies and programs in relation to your community’s current character and future growth, as well as to identify opportunities to create, revisit or restructure your community’s approach to business incentives.

Strategic Profile - Support business retention and expansion and attract new businesses.

KEY MEASURES

2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
N/A	N/A	N/A	N/A	N/A	4	4	4	4	4	4

Expenditures	2024	2025	2026	2027	2028	Total
Program Cost	10,000	10,000	10,000	10,000	10,000	50,000
Total	10,000	10,000	10,000	10,000	10,000	50,000

Funding Sources	2024	2025	2026	2027	2028	Total
HRA Levy	0	0	0	0	0	0
Total	0	0	0	0	0	0

Budget Impact/Other

There will need to be staff time committed to establishing and implementing the program.

No future funding sources are committed for this program. It is possible that additional funding from the Federal Government, State of Minnesota, or Hennepin County could be allocated to cities in response to business needs in the future.

Economic Improvement Program

2024 *thru* 2028

Department 2-Business
Contact Community Development
Type Maintenance
Useful Life N/A
Category Business

City of Minnetonka, Minnesota

Project # Business-18
Project Name Commercial Code Compliance Fund

Key Measures Businesses Assisted **Key Measures**
Key Measures **Key Measures**

Description
 This program was created to provide funding for loans up to \$25,000 to address building issues such as improving safety, structural integrity, accessibility issues, or any other areas of concern as determined by the city Building Official, Fire Marshall or Public Health Division.
 SCHEDULING AND PROJECT STATUS
 This program was established in 2023.

Justification
 The commercial code compliance program is intended to assist in the public safety, accessibility, and protection of commercial buildings.
 PROGRAM GOALS AND RELATIONSHIP TO OTHER PLANS
 Comprehensive Plan- Cultivate small business stability and growth by identifying resources, partnerships, networks, and programs that assist small businesses and entrepreneurs.
 Strategic Profile- Support business retention and expansion and attract new businesses.
 KEY MEASURES
 2018 2019 2020 2021 2022 2023 2024 2025 2026 2027 2028
 Businesses Assisted
 N/A N/A N/A N/A N/A 1 2 2 2 2 2

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	50,000	50,000	50,000	50,000	50,000	250,000
Total	50,000	50,000	50,000	50,000	50,000	250,000
Funding Sources	2024	2025	2026	2027	2028	Total
Development Fund	50,000	50,000	50,000	50,000	50,000	250,000
Total	50,000	50,000	50,000	50,000	50,000	250,000

Budget Impact/Other
 Staff developed guidelines for implementing the Commercial Code Compliance Loan Program with an initial pool of \$100,000. Approximately four businesses could receive a loan of up to \$25,000. Loans would be repayable at 2% interest. Loan repayment terms would be 5 years for amounts less than \$15,000, and 10 years for loans between \$15,000 to \$25,000.
 The Center for Energy and Environment manages the loan program for the city. There is a small annual administrative fee for loan program administration.

Economic Improvement Program

2024 *thru* 2028

Department 2-Business
Contact Community Development
Type Conceptual
Useful Life N/A
Category Business

City of Minnetonka, Minnesota

Project #	Business-13
Project Name	Special Service District

Key Measures SSDs Established

Key Measures

Key Measures

Key Measures

Description

Minnesota law provides a mechanism termed Special Service District which allows cities to help arrange and finance a higher level of services, such a snow removal and lighting, for commercial and industrial properties.

SCHEDULING AND PROJECT STATUS

There are no areas in the city with a Special Service District at this time. This has been previously explored with the Minnetonka Boulevard/County Road 101 area. Must be initiated by property owners.

State legislation for Special Service Districts sunsets on June 30, 2028.

Justification

The special service district provides the opportunity for commercial and industrial properties to be charged a fee to pay for a service that is not provided as a part of city services or at a level higher than what is being provided.

PROGRAM GOALS AND RELATIONSHIP TO OTHER PLANS

Comprehensive Plan-Assess existing incentive policies and programs in relation to your community’s current character and future growth, as well as to identify opportunities to create, revisit or restructure your community’s approach to business incentives.

Strategic Profile- Support business retention and expansion and attract new businesses.

KEY MEASURES

2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
SSDs Established	0	0	0	0	0	0	0	0	0	0

Expenditures	2024	2025	2026	2027	2028	Total
Other	0	0	0	0	0	0
Total	0	0	0	0	0	0

Funding Sources	2024	2025	2026	2027	2028	Total
Development Fund	0	0	0	0	0	0
Total	0	0	0	0	0	0

Budget Impact/Other

Staff time is likely to be significant during the setup of the first special service district. There will be additional staff time needed annually to work with the businesses to determine the next year’s fee. The costs for all administrative time can be incorporated into the fees assessed on the businesses.

Annually, there will be an outflow of funds to pay for the services, but they will all be recouped through assessments on the properties.

Economic Improvement Program

2024 *thru* 2028

Department 2-Business
Contact Community Development
Type Conceptual
Useful Life N/A
Category Business

City of Minnetonka, Minnesota

Project # Business-17
Project Name Conceptual Business Programs

Key Measures
 Key Measures

Key Measures
 Key Measures

Description

At the March 22, 2018 EDAC Meeting, staff presented a formal Business Development Strategy Plan. This plan outlines the tools, resources, and activities to support Minnetonka's business community. Following the business survey in 2021, and further conversation with the EDAC, staff has developed a work plan to implement aspects of the Business Development Strategy and respond to issues identified by the business survey.

SCHEDULING AND PROJECT STATUS

These programs are conceptual and have not been fully explored or developed.

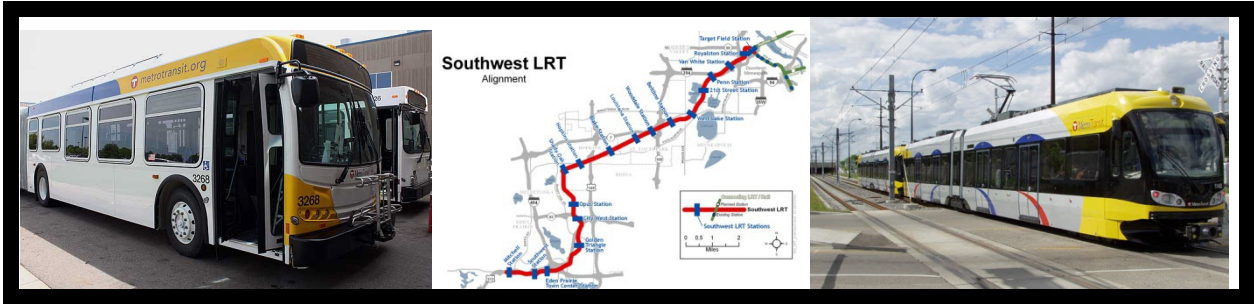
Justification

- Future Business Program Research:
- \$50,000 Emergency business grant funds - in progress
 - Promoting culture business organizations- in progress
 - Workforce development collaborations - in progress
 - Crime Prevention Through Environmental Design - in progress
 - Business survey update - future
 - Research employer led housing assistance - future
 - Pathways programs for businesses - future
 - Small business revolving loan fund - future

PROGRAM GOALS AND RELATIONSHIP TO OTHER PLANS

Expenditures	2024	2025	2026	2027	2028	Total
Program Cost	0	0	0	0	0	0
Total	0	0	0	0	0	0
Funding Sources	2024	2025	2026	2027	2028	Total
Unfunded	0	0	0	0	0	0
Total	0	0	0	0	0	0

Budget Impact/Other



TRANSIT



**MINNETONKA
ECONOMIC
IMPROVEMENT
PROGRAM**

TRANSIT CHAPTER SUMMARY

Projects which enhance resident mobility by pursuing opportunities and solutions to improve transit service.

The city’s role in transit in the past has been minimal as Metro Transit has been the provider of the city’s and the region’s transit system. In 2002, Minnetonka exercised its opt-out authority. It was determined at the time to be in the best interest of the city to have Metro Transit continue providing transit service for the community. In mid-2013, the city and Metro Transit renegotiated a contract in place providing more detail and clarity on the roles and responsibilities for both the city and Metro Transit. The city extended the contract Until July 31, 2024 to coincide with the Metro Transit’s Network Now initiative to review and expand transit services.

In recent years the city’s role in transit has expanded as a more active participant in the city’s opt-out status as well as preparing for the Southwest LRT (Green Line Extension) line.

- The total five-year estimated cost of the program is \$180,000.

Program	2024	2025	2026	2027	2028	5-Year Total
Commuter Services (494)	32,000	34,000	36,000	38,000	40,000	\$180,000
Total	\$32,000	\$34,000	\$36,000	\$38,000	\$40,000	\$180,000

Conceptual Programs

\$0

Programs in blue indicate city funded programs/initiatives

Programs in green indicate pass-through funding

- All facets of transit, such as commuting and rideshare services, bus/dial-a-ride, and Light Rail Transit (LRT) are included.
- The contract with Metro Transit for service is through 2024

Economic Improvement Program

2024 *thru* 2028

Department 3-Transit

City of Minnetonka, Minnesota

Contact Community Development

Project #	Transit-01
Project Name	Commuter Services

Type Program

Useful Life N/A

Category Transit

Key Measures Business Contacts

Key Measures

Key Measures Commuters Assisted

Key Measures

Description

Commuter Services is an outreach program of the I-494 Corridor Commission, in which the city is a member. The program seeks to reduce traffic congestion and promote alternative transportation options. Other cities include Bloomington, Richfield, Eden Prairie, and Edina.

SCHEDULING AND PROJECT STATUS

This is an ongoing program.

Justification

Commuter Services provides programs, such as commuter fairs, carpool facilitation, teleworking resources and other information on alternative transportation choices to Minnetonka residents and businesses.

PROGRAM GOALS AND RELATIONSHIP TO OTHER PLANS

Comprehensive Plan- Provide a transportation system that supports the economic vitality and prosperity of the city and the region.

Strategic Profile- Ensure connectivity through increased access to local and regional means of transportation (new mobility options).

KEY MEASURES

	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Business Contacts	191	180	122	135	120	106	190	200	200	220	225	230
Commuters Assisted	387	2018	277	243	172	123	450	500	500	550	575	00

Expenditures	2024	2025	2026	2027	2028	Total
Program Cost	32,000	34,000	36,000	38,000	40,000	180,000
Total	32,000	34,000	36,000	38,000	40,000	180,000

Funding Sources	2024	2025	2026	2027	2028	Total
General Fund	32,000	34,000	36,000	38,000	40,000	180,000
Total	32,000	34,000	36,000	38,000	40,000	180,000

Budget Impact/Other

One council member and one city staff member attend monthly meetings of the I-494 Corridor Commission. With preparation time, this is approximately 40 hours of staff time.

Commuter Services is staffed separately, but coordinates with the city on events, such as the city-wide open house to promote their services.

The city's fee is a formula based on population.

Economic Improvement Program

2024 *thru* 2028

Department 3-Transit

City of Minnetonka, Minnesota

Contact Community Development

Project #	Transit-02
Project Name	Transit Improvements

Type Program

Useful Life N/A

Category Transit

Key Measures Annual Bus Trips

Key Measures

Key Measures

Key Measures

Description

In 2002, Minnetonka exercised its opt-out authority and entered into an agreement for Metro Transit to continue to provide transit service in the city. The city has the ability, with notice, to terminate the current agreement.

SCHEDULING AND PROJECT STATUS

Minnetonka elected to extend the Transit Cooperation Agreement with Metro Transit in 2022. The agreement runs until July 31, 2024.

Justification

The service in Minnetonka has and continues to be focused on express route, peak service to downtown Minneapolis, with limited local and midday routes. Much of the transit design has to do with the low density of the city. The city may wish to retain some of its Motor Vehicle Sales Tax (MVST) money and provide more local service to better meet the needs of the community.

PROGRAM GOALS AND RELATIONSHIP TO OTHER PLANS

Comprehensive Plan- Provide a transportation system that supports the economic vitality and prosperity of the city and the region.

Strategic Profile- Ensure connectivity through increased access to local and regional means of transportation (new mobility options).

KEY MEASURES

2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Annual Bus Trips										
114,860	98,218	69,676	72,731			150,000	150,000	150,000	155,000	1 0,000
Annual LRT Trips										
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	35,000	77,000

Expenditures	2024	2025	2026	2027	2028	Total
Other	0	0	0	0	0	0
Total	0	0	0	0	0	0

Funding Sources	2024	2025	2026	2027	2028	Total
MVST Revenue	0	0	0	0	0	0
Total	0	0	0	0	0	0

Budget Impact/Other

Staff time of approximately 120 hours per year will be spent attending quarterly meetings, marketing, and consulting with Metro Transit staff.



DEVELOPMENT AND REDEVELOPMENT

DEVELOPMENT/REDEVELOPMENT CHAPTER SUMMARY

Activities that promote the vitality of the city through development and redevelopment.

For the 2024-2028 Economic Improvement Program, there are three development/redevelopment programs underway.

- The total five-year estimated cost of the programs is \$750,000.

Program	2024	2025	2026	2027	2028	5-Year Total
Predevelopment	75,000	75,000	75,000	75,000	75,000	\$375,000
LRT & Station Areas	75,000	75,000	0	0	0	\$150,000
Village Center Studies	0	0	75,000	75,000	75,000	\$225,000
Total	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$750,000

Conceptual Programs

Special Service Districts

\$0

Programs in blue indicate city funded programs/initiatives

Programs in green indicate pass-through funding

- Some of the pass-through grants identified in the business chapter may be for development/redevelopment activities.
- Costs may increase if the city wishes to take a more proactive role in development/redevelopment.
- The LRT page reflects the commitment of the city toward the LRT project. Additional programs may be needed to help implement station area plans in the Shady Oak and Opus station areas.

Economic Improvement Program

2024 *thru* 2028

Department 4-Development & Redevelopm

City of Minnetonka, Minnesota

Contact Community Development

Project #	Dev/Redev-01
Project Name	Pre-Development

Type Program

Useful Life N/A

Category Develop/Redevelopment

Key Measures Projects Assisted

Key Measures

Key Measures Projects Continued

Key Measures

Description

The initial stages of development or redevelopment require extensive analysis, by the developer and the city, to determine if a project is viable. Analysis by the city includes financial readiness, design assistance, geotechnical data gathering, and preliminary work for TIF/tax abatement.

SCHEDULING AND PROJECT STATUS
 This is an on-going program. Staff determines when it is appropriate to use for a potential redevelopment project. For example, initial TIF runs were done for the Tonka on the Creek "Overlook", Shady Oak Crossing, Legends of Minnetonka and Bren Road Station, Birke, and Opus redevelopment sites, to determine if Tax Increment Financing would be feasible. Once it was determined that it was, and the developer moved forward as such, the developer was then responsible for paying all legal counsel and financial consultant expenses.

Justification

Predevelopment activities make the city development ready by preparing property for development or redevelopment.

PROGRAM GOALS AND RELATIONSHIP TO OTHER PLANS
 Comprehensive Plan- Promote the development of a range of housing types to meet the needs of current and future residents near job centers, village centers, and TOD locations.

Strategic Profile - Balance community-wide interests and respect Minnetonka’s unique neighborhoods while continuing community reinvestment.

KEY MEASURES

	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Projects Assisted	3	4	3	3	4	2	2	2	2	2	4	4
Projects Continued after Assistance	2	2	2	3	4	1	1	2	2	2	2	2

Expenditures	2024	2025	2026	2027	2028	Total
Planning/Design	75,000	75,000	75,000	75,000	75,000	375,000
Total	75,000	75,000	75,000	75,000	75,000	375,000

Funding Sources	2024	2025	2026	2027	2028	Total
Development Fund	75,000	75,000	75,000	75,000	75,000	375,000
Total	75,000	75,000	75,000	75,000	75,000	375,000

Budget Impact/Other

Development projects can be time intensive for staff. The range per year is 500 to 1,000 hours depending on the request, number of meetings and type of assistance requested. The predevelopment funds will be used to hire consultants or others to complete work outside of staff’s expertise.

Economic Improvement Program

2024 *thru* 2028

Department 4-Development & Redevelopm

City of Minnetonka, Minnesota

Contact Community Development

Project #	Dev/Redev-02
Project Name	Village Center Studies and Comprehensive Plan

Type Program

Useful Life N/A

Category Develop/Redevelopment

Key Measures Village Centers Studied

Key Measures

Key Measures Comprehensive Plan update

Key Measures

Description

The village center studies take a look at each of the city’s thirteen designated village centers and create a guide for redevelopment. The following village center studies have been completed: Minnetonka Mills, Opus, Hwy 7/101, Shady Oak, Ridgedale, and Glen Lake.

In 2019, the city completed a redevelopment visioning process for the city owned property at 5937 County Road 101.

Justification

The village center studies provide a guide to potential investors or developers to the organization of the property, general layout of building envelopes, and a defined range of uses. There is a strong emphasis on community engagement and realistic implementation strategies. The Comprehensive Plan is the city's policy framework to guide development, redevelopment and public services and programs for 30 years.

PROGRAM GOALS AND RELATIONSHIP TO OTHER PLANS

Comprehensive Plan- Promote the development of a range of housing types to meet the needs of current and future residents near job centers, village centers, and TOD locations.

Strategic Profile- Balance community-wide interests and respect Minnetonka’s unique neighborhoods while continuing community reinvestment.

KEY MEASURES

2017 2018 2019 2020 2021 2022 2023 2024 2025 2026 2027 2028

Village Centers Studied

N/A N/A 2 3 1 N/A N/A N/A N/A 1 1 1 1

Expenditures	2024	2025	2026	2027	2028	Total
Planning/Design	0	0	75,000	75,000	75,000	225,000
Total	0	0	75,000	75,000	75,000	225,000

Funding Sources	2024	2025	2026	2027	2028	Total
HRA Levy	0	0	75,000	75,000	75,000	225,000
Total	0	0	75,000	75,000	75,000	225,000

Budget Impact/Other

While a consultant(s) is brought on to assist with the project, there is staff time spent on the village center studies to prepare contracts, review plans, facilitate ideas, prepare for public meetings and attend public meetings. This work can range from 1500-1750 hours per year.

Funds were budgeted in 2024 to consider completing a village center study at Cedar Lake Rd/Cty Road 73.

Economic Improvement Program

2024 *thru* 2028

Department 4-Development & Redevelopm

City of Minnetonka, Minnesota

Contact Community Development

Project # Dev/Redev-03
Project Name LRT and LRT Station Area Development

Type Construction

Useful Life N/A

Category Develop/Redevelopment

Key Measures

Key Measures

Key Measures

Key Measures

Description

Minnetonka has actively been planning for LRT since the early 2000's. As the LRT project progresses from design to construction there is a desire for redevelopment to occur around the city's station areas to make a more transit oriented area.

In 2021, The Met Council announced a delay in the completion of the project due to unforeseen soil conditions in the Minneapolis segment of the route. This is anticipated to push the opening day to 2027.

Southwest LRT Milestones:
 Project received "Limited Notice to Proceed" on December 20, 2018 (completed)
 Construction begins on site preparation, demolition, utility work, contractor mobilization contractor authorized to perform work up to \$216 million (underway)
 March 2019- Metropolitan Council performing pre-construction inspections
 Contractor to submit full schedule of activities - Fall 2019
 Full Funding Grant Agreement - August 2019
 Heavy Construction 2019-2027
 2027 - Service to Begin

Justification

It is anticipated that because of limited county, regional and state resources, as well as the competition for these resources, that in order to assist in facilitating redevelopment in the LRT station areas, the city will need to provide resources of its own. Resources that are available as of 2022 include:

Hennepin County	Regional (Met Council)	State
Capital infrastructure (streets, etc.)	LCDA-TOD fund	Transit Improvement Area (unfunded)
Transit Oriented Development fund	TBRA-TOD fund	Redevelopment grant
Community Works funds		Contamination Clean-Up and Investigation
Affordable housing incentive fund		Transportation Economic Development
Environmental Response fund		

PROGRAM GOALS AND RELATIONSHIP TO OTHER PLANS
 Comprehensive Plan-Recognize the interrelationship of land use and transportation, and anticipate impacts of the location and intensity of planned land uses on the transportation system.
 Strategic Profile- Ensure connectivity through increased access to local and regional means of transportation (new mobility options).

Expenditures	2024	2025	2026	2027	2028	Total
Program Cost	75,000	75,000	0	0	0	150,000
Total	75,000	75,000	0	0	0	150,000

Funding Sources	2024	2025	2026	2027	2028	Total
HRA Levy	75,000	75,000	0	0	0	150,000
Total	75,000	75,000	0	0	0	150,000

Budget Impact/Other

In July 2015, the city committed \$2 million towards the LRT project. This is being initially funded through the Special Assessment Construction Fund. Partial payback will occur from HRA levy funds over a 10 year period for a total of \$750,000.

It is unknown what type of programs will need to be added and therefore additional budget impacts beyond the city's financial commitment to the LRT project are unknown. As programs are developed, staff time and future funding will need to be reviewed to determine a program's viability.

Economic Improvement Program

2024 *thru* 2028

Department 4-Development & Redevelopm

City of Minnetonka, Minnesota

Contact Community Development

Project #	Dev/Redev-05
Project Name	City Owned Properties

Type Program

Useful Life N/A

Category Develop/Redevelopment

Key Measures

Key Measures

Key Measures

Key Measures

Description
<p>The city owns scattered site residential and commercial properties. These properties have been purchased over the years for a variety of reasons that includes potential for future redevelopment/resale or to meet other city goals.</p> <p>The city's land management committee is tasked with reviewing potential acquisitions and reviewing the status of the city's existing properties.</p> <p>SCHEDULING AND PROJECT STATUS This is an on-going project.</p>

Justification
<p>Some city-owned properties include:</p> <p>4292 Oak Drive Lane (residential) 5937 County Road 101 (residential) - 5501 Baker Road (residential) - sell for affordable housing in 2023 5432 Rowland Road (residential) - sell for affordable housing in 2023 4700 Woodland Rd (residential) 10505 Belmont Road (residential) - sell for affordable housing in 2024 1809 Welland Ave (residential) - sell for affordable housing in 2024</p> <p>The city also owns several other parcels that may not meet the qualifications for future redevelopment or resale. One example is land purchased for storm water management. The city's land committee monitors and manages the city's land inventory.</p> <p>PROGRAM GOALS AND RELATIONSHIP TO OTHER PLANS Comprehensive Plan-Use infill and redevelopment opportunities to encourage a mix of housing choices in the community.</p> <p>Strategic Profile- Balance community-wide interests and respect Minnetonka's unique neighborhoods while continuing community reinvestment.</p>

Expenditures	2024	2025	2026	2027	2028	Total
Other	0	0	0	0	0	0
Total	0	0	0	0	0	0

Funding Sources	2024	2025	2026	2027	2028	Total
Other	0	0	0	0	0	0
Total	0	0	0	0	0	0

Budget Impact/Other
<p>There is some staff time every year devoted to the upkeep on the properties; however, a property manager is hired for properties where there are tenants, lessening the staff time required. The city also owns several parcels for purposes such as storm water management, wetland preservation, parks, etc.</p>



TAX INCREMENT FINANCING

Economic Improvement Program

2024 *thru* 2028

Department 5-TIF Districts

City of Minnetonka, Minnesota

Contact Community Development

Project #	TIF-01
Project Name	Development Agreement and TIF Administration

Type Program

Useful Life N/A

Category TIF

Key Measures TIF Districts

Key Measures

Key Measures

Key Measures

Description

Any time a TIF district is formed, a development agreement is prepared between the city and the developer. Administration for both the TIF and the development agreement, over the life of the TIF district, is required.

SCHEDULING AND PROJECT STATUS

Administration and review of the existing development agreements and TIF districts is ongoing until the projects expire.

New TIF districts are anticipated to be added as new redevelopment projects are proposed in anticipation of the LRT.

Justification

In some cases redevelopment projects need city assistance, such as in the form of Tax Increment Financing (TIF) in order for the project to be financially feasible. Anytime a TIF district is set-up there is a cost to the city for monitoring the project.

PROGRAM GOALS AND RELATIONSHIP TO OTHER PLANS

Comprehensive Plan- Continue to implement the Economic Development Authority’s policy that 10 to 20 percent of new multi-family units should be affordable housing and ensure long-term affordability within new developments.

- Pursue policies, tools and programs to ensure long-term housing affordability for households at or below 30, 50, 60 and 80% of AMI and explore additional mixed income best practices.

Strategic Profile- Implement programs and policies to diversify housing and increase affordable housing options.

KEY MEASURES

2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	
Active TIF Districts	7	8	9	9	8	9	9	10	10	11	11	12

Expenditures	2024	2025	2026	2027	2028	Total
Other	130,000	140,000	150,000	150,000	150,000	720,000
Total	130,000	140,000	150,000	150,000	150,000	720,000

Funding Sources	2024	2025	2026	2027	2028	Total
Development Fund	130,000	140,000	150,000	150,000	150,000	720,000
Total	130,000	140,000	150,000	150,000	150,000	720,000

Budget Impact/Other

Development agreements and TIF administration are staff led activities. The city regularly calls upon its financial consultants and legal counsel to assist in these matters. Staff time estimates are roughly 520-780 hours per year.

More detailed information on the TIF district, its obligations, performance, and other development agreement compliance will be provided in the 2022 TIF Management Report prepared by the Ehlers, the city's financial consultant.

Economic Improvement Program

2024 *thru* 2028

Department 5-TIF Districts

City of Minnetonka, Minnesota

Contact Community Development

Project #	TIF-04
Project Name	Glenhaven TIF District

Type Program
Useful Life 2029
Category TIF

Key Measures Affordable Units

Key Measures

Key Measures

Key Measures

Description

The Glenhaven TIF district is a renewal and renovation district approved on January 23, 2006. Special legislation was granted to the city in 2009 to extend the duration of the district by seven years to December 31, 2029.

SCHEDULING AND PROJECT STATUS
 This TIF district was approved in 2006 and will expire in 2029. The first two phases of the project included: a mixed use apartment building with retail on the first floor and a senior housing rental community. The third phase, originally planned as a condominium building, was recently changed and a 54-unit cooperative was completed in 2017.

TIF revenue bonds were issued in 2010 and were refinanced in 2017. The refinance resulted in interest savings to repay the original interfund loan by 2026 and provide approximately \$366,000 at the end of the district for future redevelopment projects.

Justification

The Glenhaven TIF District was established to assist in the Glen Lake Redevelopment of housing and mixed use. There are 43 affordable units in the total development, affordable to those at 60% AMI or less.

PROGRAM GOALS AND RELATIONSHIP TO OTHER PLANS
 Comprehensive Plan- Continue to implement the Economic Development Authority’s policy that 10 to 20 percent of new multi-family units should be affordable housing and ensure long-term affordability within new developments.
 - Pursue policies, tools and programs to ensure long-term housing affordability for households at or below 30, 50, 60 and 80% of AMI and explore additional mixed income best practices.

Strategic Profile- Implement programs and policies to diversify housing and increase affordable housing options.

KEY MEASURES

2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Affordable Units											
43	43	43	43	43	43	43	43	43	43	43	43

Expenditures	2024	2025	2026	2027	2028	Total
Other	0	0	0	0	0	0
Total	0	0	0	0	0	0

Funding Sources	2024	2025	2026	2027	2028	Total
Other	0	0	0	0	0	0
Total	0	0	0	0	0	0

Budget Impact/Other

Staff, with occasional consultant assistance, oversees the administration of the TIF district. A portion of the tax increment is retained to cover administrative costs.

More detailed information on the TIF district, its obligations, performance, and other development agreement compliance will be provided in the 2022 TIF Management Report prepared by the Ehlers, the city's financial consultant.

Economic Improvement Program

2024 *thru* 2028

Department 5-TIF Districts

City of Minnetonka, Minnesota

Contact Community Development

Project #	TIF-06
Project Name	Tonka on the Creek TIF District (The Overlook)

Type Program
Useful Life 2035
Category TIF

Key Measures Affordable Units

Key Measures

Key Measures

Key Measures

Description

The Tonka on the Creek TIF district is a housing district approved February 10, 2014. A 100-unit apartment building known as The Overlook, containing 20 affordable units, was constructed as part of the project.

SCHEDULING AND PROJECT STATUS

This TIF district was approved in 2014 and will end in 2041. Construction began in late 2014, and was completed in early 2016.

Justification

The Tonka on the Creek TIF District was established to assist in the development of a 100-unit apartment building, of which 20 units will be affordable to those at 50% AMI or less.

PROGRAM GOALS AND RELATIONSHIP TO OTHER PLANS

Comprehensive Plan- Work to diversify housing choices available to seniors in order to fulfill the unmet senior housing needs in the community (homeownership, rental, active, and supportive, aging in place).

Strategic Profile- Implement programs and policies to diversify housing and increase affordable housing options.

KEY MEASURES

2017 2018 2019 2020 2021 2022 2023 2024 2025 2026 2027 2028

Affordable Units

20 20 20 20 20 20 20 20 20 20 20 20

Expenditures	2024	2025	2026	2027	2028	Total
Other	0	0	0	0	0	0
Total	0	0	0	0	0	0

Funding Sources	2024	2025	2026	2027	2028	Total
Other	0	0	0	0	0	0
Total	0	0	0	0	0	0

Budget Impact/Other

Staff, with occasional consultant assistance, oversees the administration of the TIF district.

A portion of the tax increment is retained to cover administrative costs.

More detailed information on the TIF district, its obligations, performance, and other development agreement compliance will be provided in the 2022 TIF Management Report prepared by the Ehlers, the city's financial consultant.

Economic Improvement Program

2024 *thru* 2028

Department 5-TIF Districts

City of Minnetonka, Minnesota

Contact Community Development

Project #	TIF-07
Project Name	Applewood Pointe TIF District

Type Program
Useful Life 2025
Category TIF

Key Measures Affordable Units

Key Measures

Key Measures

Key Measures

Description

The Applewood Pointe TIF district is a redevelopment TIF district approved August 2014. An 89-unit senior cooperative building (Applewood Pointe) containing 9 affordable units was constructed as part of the project.

SCHEDULING AND PROJECT STATUS

The TIF district was approved in 2014 and will end in 2043. Construction began in late 2015 and was completed in 2016.

Justification

The Applewood Pointe TIF District was established to assist in the development of an 89-unit senior cooperative building (Applewood Pointe), of which 9 units are affordable.

PROGRAM GOALS AND RELATIONSHIP TO OTHER PLANS

Comprehensive Plan- Work to diversify housing choices available to seniors in order to fulfill the unmet senior housing needs in the community (homeownership, rental, active, and supportive, aging in place).

Strategic Profile- Implement programs and policies to diversify housing and increase affordable housing options.

KEY MEASURES

2017 2018 2019 2020 2021 2022 2023 2024 2025 2026 2027 2028

Affordable Units

9 9 9 9 9 9 9 9 9 9 9 9

Expenditures	2024	2025	2026	2027	2028	Total
Other	0	0	0	0	0	0
Total	0	0	0	0	0	0

Funding Sources	2024	2025	2026	2027	2028	Total
Other	0	0	0	0	0	0
Total	0	0	0	0	0	0

Budget Impact/Other

Staff, with occasional consultant assistance, oversee the administration of the TIF district.

A portion of the tax increment is retained to cover administrative costs.

More detailed information on the TIF district, its obligations, performance, and other development agreement compliance will be provided in the 2022 TIF Management Report prepared by the Ehlers, the city's financial consultant.

Economic Improvement Program

2024 *thru* 2028

Department 5-TIF Districts

City of Minnetonka, Minnesota

Contact Community Development

Project #	TIF-08
Project Name	Rowland Housing TIF District (At Home)

Type Program
Useful Life 2036
Category TIF

Key Measures Affordable Units

Key Measures

Key Measures

Key Measures

Description
At Home apartments is a 106-unit apartment building that received TIF assistance through a housing TIF district. Twenty-one units are affordable to those at 50% AMI or less.
SCHEDULING AND PROJECT STATUS
The TIF district was approved in 2015 and will end in 2043. Construction began in 2015 and was completed in 2016.

Justification
This TIF district includes 21 of the 106 rental units affordable to those earning 50% AMI or less.
PROGRAM GOALS AND RELATIONSHIP TO OTHER PLANS
Comprehensive Plan- Continue to implement the Economic Development Authority’s policy that 10 to 20 percent of new multi-family units should be affordable housing and ensure long-term affordability within new developments.
- Pursue policies, tools and programs to ensure long-term housing affordability for households at or below 30, 50, 60 and 80% of AMI and explore additional mixed income best practices.
Strategic Profile- Implement programs and policies to diversify housing and increase affordable housing options.
KEY MEASURES
2017 2018 2019 2020 2021 2022 2023 2024 2025 2026 2027 2028
Affordable Units
21 21 21 21 21 21 21 21 21 21 21 21

Expenditures	2024	2025	2026	2027	2028	Total
Other	0	0	0	0	0	0
Total	0	0	0	0	0	0

Funding Sources	2024	2025	2026	2027	2028	Total
Other	0	0	0	0	0	0
Total	0	0	0	0	0	0

Budget Impact/Other
Staff, with occasional consultant assistance, oversee the administration of the TIF district.
A portion of the tax increment is retained to cover administrative costs.
More detailed information on the TIF district, its obligations, performance, and other development agreement compliance will be provided in the 2022 TIF Management Report prepared by the Ehlers, the city's financial consultant.

Economic Improvement Program

2024 *thru* 2028

Department 5-TIF Districts

City of Minnetonka, Minnesota

Contact Community Development

Project #	TIF-09
Project Name	Dominium TIF District (Legends/Preserve)

Type Program
Useful Life 2045
Category TIF

Key Measures Affordable Units Created
Key Measures

Key Measures
Key Measures

Description

Dominium apartments is a 482 multifamily housing project that received TIF assistance through a housing TIF district. All 482 units are affordable to those at 60% AMI.

The project includes 262 senior housing units and 220 workforce units.

SCHEDULING AND PROJECT STATUS
 The TIF district was approved in 2018 and will end in 2045. Construction began in the winter of 2018 and was completed in 2022.

Justification

This TIF district includes 482 units affordable to those earning 60% AMI or less.

PROGRAM GOALS AND RELATIONSHIP TO OTHER PLANS
 Comprehensive Plan- - Promote the development of a range of housing types to meet the needs of current and future residents near job centers, village centers, and TOD locations.
 - Pursue policies, tools and programs to ensure long-term housing affordability for households at or below 30, 50, 60 and 80% of AMI and explore additional mixed income best practices.

Strategic Profile- Implement programs and policies to diversify housing and increase affordable housing options.
 -Manage and promote the Opus area as a unique mix of uses and increased development reinvestment.

KEY MEASURES

2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Affordable Units											
N/A	N/A	N/A	N/A	N/A	482	482	482	482	482	482	482

Expenditures	2024	2025	2026	2027	2028	Total
Other	0	0	0	0	0	0
Total	0	0	0	0	0	0

Funding Sources	2024	2025	2026	2027	2028	Total
Other	0	0	0	0	0	0
Total	0	0	0	0	0	0

Budget Impact/Other

Staff, with occasional consultant assistance, oversee the administration of the TIF district.

A portion of the tax increment is retained to cover administrative costs.

More detailed information on the TIF district, its obligations, performance, and other development agreement compliance will be provided in the 2022 TIF Management Report prepared by the Ehlers, the city's financial consultant.

Economic Improvement Program

2024 *thru* 2028

Department 5-TIF Districts

City of Minnetonka, Minnesota

Contact Community Development

Project #	TIF-10
Project Name	Marsh Run TIF District (The Birke)

Type Program
Useful Life 2046
Category TIF

Key Measures Affordable Units Created

Key Measures

Key Measures

Key Measures

Description
The Birke is a 175 multifamily housing project that received TIF assistance through a Housing TIF district. The project has 20% (35 units) of the units affordable to those at 50% AMI.
SCHEDULING AND PROJECT STATUS
The TIF district was approved in 2019 and will terminate in 2046. Construction is anticipated to begin in 2019 and was completed in 2021.

Justification
This project includes 35 affordable units (20% of building) to those earning 50% AMI or less.
PROGRAM GOALS AND RELATIONSHIP TO OTHER PLANS
Comprehensive Plan- Continue to implement the Economic Development Authority’s policy that 10 to 20 percent of new multi-family units should be affordable housing and ensure long-term affordability within new developments.
- Pursue policies, tools and programs to ensure long-term housing affordability for households at or below 30, 50, 60 and 80% of AMI and explore additional mixed income best practices.
Strategic Profile- Implement programs and policies to diversify housing and increase affordable housing options.
KEY MEASURES
2017 2018 2019 2020 2021 2022 2023 2024 2025 2026 2027 2028
Affordable Units
N/A N/A N/A N/A 35 35 35 35 35 35 35 35

Expenditures	2024	2025	2026	2027	2028	Total
Other	0	0	0	0	0	0
Total	0	0	0	0	0	0

Funding Sources	2024	2025	2026	2027	2028	Total
Other	0	0	0	0	0	0
Total	0	0	0	0	0	0

Budget Impact/Other
Staff, with occasional consultant assistance, oversee the administration of the TIF district.
A portion of the tax increment is retained to cover administrative costs.
More detailed information on the TIF district, its obligations, performance, and other development agreement compliance will be provided in the 2022 TIF Management Report prepared by the Ehlers, the city's financial consultant.

Economic Improvement Program

2024 *thru* 2028

Department 5-TIF Districts

City of Minnetonka, Minnesota

Contact Community Development

Project #	TIF-11
Project Name	Shady Oak Crossing

Type Program
Useful Life 2033
Category TIF

Key Measures Affordable Units Created
Key Measures

Key Measures
Key Measures

Description
Shady Oak Crossing is a 75 unit multifamily project that received TIF assistance through the establishment of a redevelopment district. The project is anticipated to have 20% (23 units) of the units affordable to those at 60% AMI.
SCHEDULING AND PROJECT STATUS
The TIF district was approved in 2020 and will terminate in 2047. Construction began in 2020 and the project was completed in 2021.

Justification
This project includes 35 affordable units (20% of building) to those earning 50% AMI or less.
PROGRAM GOALS AND RELATIONSHIP TO OTHER PLANS
Comprehensive Plan- Continue to implement the Economic Development Authority’s policy that 10 to 20 percent of new multi-family units should be affordable housing and ensure long-term affordability within new developments. - Pursue policies, tools and programs to ensure long-term housing affordability for households at or below 30, 50, 60 and 80% of AMI and explore additional mixed income best practices.
Strategic Profile- Implement programs and policies to diversify housing and increase affordable housing options. - Promote the development of a range of housing types to meet the needs of current and future residents near job centers, village centers, and TOD locations.
KEY MEASURES
2017 2018 2019 2020 2021 2022 2023 2024 2025 2026 2027 2028
Affordable Units
N/A N/A N/A N/A N/A 23 23 23 23 23 23 23

Expenditures	2024	2025	2026	2027	2028	Total
Other	0	0	0	0	0	0
Total	0	0	0	0	0	0

Funding Sources	2024	2025	2026	2027	2028	Total
TIF	0	0	0	0	0	0
Total	0	0	0	0	0	0

Budget Impact/Other
Staff, with occasional consultant assistance, oversee the administration of the TIF district.
A portion of the tax increment is retained to cover administrative costs.
More detailed information on the TIF district, its obligations, performance, and other development agreement compliance will be provided in the 2022 TIF Management Report prepared by the Ehlers, the city's financial consultant.

Economic Improvement Program

2024 *thru* 2028

Department 5-TIF Districts

City of Minnetonka, Minnesota

Contact

Project #	TIF-12
Project Name	Opus TIF District

Type	Program
Useful Life	2039
Category	TIF

Key Measures

Key Measures

Key Measures

Key Measures

Description

The Opus Business Park Tax Increment Financing District, a renewal and renovation district, was approved on April 26, 2021 to facilitate the construction of housing and critical infrastructure improvements identified in the Opus AUAR.

SCHEDULING AND PROJECT STATUS

The TIF district was approved in 2021 and will terminate in 2039.

Justification

The Opus Business Park Tax Increment Financing District will fund future housing redevelopment projects and road/traffic improvement projects in the Opus area. There are currently three housing developments proposed in the district and six areas identified for road improvements:

Housing projects:

1. Minnetonka Station
2. Wellington Apartments
3. Doran Apartments

Road Improvement projects:

1. Shady Oak Road & Red Circle
2. Shady Oak Road & Hwy 62
3. Shady Oak Road & Bren Rd.
4. Green Oak Dr.
5. Bren Road & Smetana
6. Bren Road & Hwy 169

Comprehensive Plan- Continue to implement the Economic Development Authority’s policy that 10 to 20 percent of new multi-family units should be affordable housing and ensure long-term affordability within new developments.

- Pursue policies, tools and programs to ensure long-term housing affordability for households at or below 30, 50, 60 and 80% of AMI and explore additional mixed income best practices.

Strategic Profile- Implement programs and policies to diversify housing and increase affordable housing options.

- Promote the development of a range of housing types to meet the needs of current and future residents near job centers, village centers, and TOD locations.

Expenditures	2024	2025	2026	2027	2028	Total
Other	0	0	0	0	0	0
Total	0	0	0	0	0	0

Funding Sources	2024	2025	2026	2027	2028	Total
TIF	0	0	0	0	0	0
Total	0	0	0	0	0	0

Budget Impact/Other

Staff, with occasional consultant assistance, oversee the administration of the TIF district. A portion of the tax increment is retained to cover administrative costs.

More detailed information on the TIF district, its obligations, performance, and other development agreement compliance will be provided in the 2022 TIF Management Report prepared by the Ehlers, the city's financial consultant.

Placeholder for Marsh II TIF District



TAX ABATEMENT

Economic Improvement Program

2024 *thru* 2028

Department 6-Tax Abatement

City of Minnetonka, Minnesota

Contact Community Development

Project #	Abatement-1
Project Name	Ridgedale

Type Improvement

Useful Life N/A

Category Tax Abatement

Key Measures Property Value Increase

Key Measures

Key Measures Property Levy

Key Measures

Description

The Ridgedale Tax Abatement was approved in connection with the Ridgedale Mall expansion and pertains to the Macys, Nordstrom and mall properties. The funds are to be used for transportation improvements around the mall site and with public amenities on the site.

SCHEDULING AND PROJECT STATUS

The Ridgedale Tax Abatement project was approved in Spring 2013.

Justification

The Ridgedale Tax Abatement will assist in financing the transportation and other public improvements that must be completed due to the Ridgedale Mall expansion.

PROGRAM GOALS AND RELATIONSHIP TO OTHER PLANS

Comprehensive Plan- Promote the development of a range of housing types to meet the needs of current and future residents near job centers, village centers, and TOD locations.

Strategic Profile- Implement programs and policies to diversify housing and increase affordable housing options.

KEY MEASURES

2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
5.3%	20%	%0.4	%0.3	%0.04	%0.00	.00%	2%	4%	%	%

Expenditures	2024	2025	2026	2027	2028	Total
Other	0	0	0	0	0	0
Total	0	0	0	0	0	0

Funding Sources	2024	2025	2026	2027	2028	Total
Other	0	0	0	0	0	0
Total	0	0	0	0	0	0

Budget Impact/Other

Staff, with occasional consultant assistance, oversees the administration of the Tax Abatement.

A portion of the abatement is retained to cover administrative costs.



FUNDING SOURCES AND EXPENDITURE PROJECTIONS

FUND DESCRIPTIONS

Development Fund (2021 estimated beginning fund balance): \$5,643,601

The Development Fund was created with funds remaining after retiring the bonds of a single Tax Increment Finance (TIF) district in 1993. Under provisions of the TIF contract and law, the Development Fund may only be used for costs associated with Minnetonka's redevelopment and economic development activities. The city's Economic Development Authority initiates projects appropriate to these activities.

Livable Communities Fund (2021 estimated beginning fund balance): \$773,111

The Livable Communities fund was created after receiving special legislation to develop an account from the revenues of a closed Tax Increment Finance (TIF) district. The legislation specifically restricts the use of these funds for affordable housing programs. Standards for affordability are consistent with the Metropolitan Council's income, rent and sales price limits. In 2017, \$400,000 was returned from the sale of Minnetonka Heights. The original source of this funding indicated that the reuse of the funds must be utilized for affordable housing. The remaining balance of \$312,948 is committed to Homes Within Reach.

Community Development Block Grant (CDBG)

Since 1975, the Community Development Block Grant (CDBG) fund has accounted for revenues and expenditures made under the federal CDBG program. Minnetonka typically uses these funds for housing projects and programs (such as housing rehab, affordable housing, and supportive housing) and supportive services (such as senior chore programs, information and referral services and others).

HRA Levy (Proposed for 2023): \$300,000 (estimate)

Minnesota Statutes 469.033, Subd. 6 authorizes housing and redevelopment authorities (HRAs) the power to levy a tax upon all property within its district to finance housing and redevelopment programs subject to the consent of the city council. In 1988 and amended in 1994 and 2010, the Minnetonka City Council established the Economic Development Authority (EDA) of the City of Minnetonka and transferred to the EDA the control, authority and operation of all projects and programs of the city's HRA. The law and council resolutions further require the EDA to file a budget in accordance with the budget procedure of the city in the same manner as required of executive departments of the city.

Affordable Housing Trust Fund (2021 estimated beginning fund balance): \$3,083,000

State Statute 462C.16 allows local government to establish an affordable housing trust fund for local housing development. Authorized uses of this fund includes: administrative expenses; loans, grants, and guarantees for the development, rehab or financing of housing; matching funds; down-payment assistance, rental assistance, and homebuyer counseling services.

**SUMMARY TABLE
EIP 2024
Expenditures by Category & Fund**

Category	Program	Total	Fund				
			CDBG (Entitlement Funds)	Devpt Fund	HRA Levy	Aff. Housing Trust Fund	Other
Housing:							
	CDBG Entitlement (Prior to 2018)	\$ 32,000	32,000				
	CDBG Consortium (2018 - Future)						
	Homes Within Reach	\$ 125,000			125,000		
	Housing Improvement Areas	\$ 10,000,000				10,000,000	
	Welcome to Minnetonka	\$ 50,000			50,000		
	Mtka Home Enhancement	\$ 50,000			50,000		
	Aff. Housing Trust Fund					1,050,000	
	Subtotal	\$ 11,307,000	\$ 32,000	\$ -	\$ 225,000	\$ 1,050,000	\$ 10,000,000
Business:							
	Fire Sprinkler Retrofit	\$ 50,000				50,000	
	Pass-Through Grants	\$ 2,000,000		2,000,000			
	GreaterMSP	\$ 25,000		25,000			
	MIF/JCF	\$ 2,000,000		2,000,000			
	Elevate Hennepin/Open to Business	\$ 20,000		20,000			
	Outreach	\$ -					
	MN Regional Chamber	\$ 600				600	
	SAC/REC Deferral Program	\$ 50,000				50,000	
	Commercial Code Compliance	\$ 50,000		50,000			
	Emergency Business Grant	\$ 10,000		10,000			
	Subtotal	\$ 4,205,600	\$ -	\$ -	\$ -	\$ -	\$ 100,600
Transit:							
	Commuter Services Transit Improvements	\$ 32,000				32,000	
		\$ -					
	Subtotal	\$ 32,000	\$ -	\$ -	\$ -	\$ -	\$ 32,000
Devpt & Redept:							
	Predevelopment	\$ 75,000		75,000			
	LRT and Station Area	\$ 75,000			75,000		
	Subtotal	\$ 150,000	\$ -	\$ 75,000	\$ 75,000	\$ -	\$ -
TIF Districts:							
	Devpt Agmt & TIF Admin	\$ 130,000		130,000			
	Subtotal	\$ 130,000	\$ -	\$ 130,000	\$ -	\$ -	\$ -
Tax Abatement:							
	Ridgedale	\$ -	\$ -	\$ -	\$ -	\$ -	
	Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS		\$ 15,824,600	\$ 32,000	\$ 205,000	\$ 300,000	\$ 1,050,000	\$ 10,132,600

**EIP 2024-2028
All Categories
Funding Sources and Expenditure Projections**

	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	TOTAL
Method of Financing											
Development Account	\$ 4,300,000	\$ 3,310,000	\$ 2,320,000	\$ 1,820,000	\$ 1,820,000	\$ 1,820,000	\$ 1,820,000	\$ 1,820,000	\$ 1,820,000	\$ 1,820,000	\$ 22,670,000
General Fund	32,600	34,600	36,600	38,600	40,600	42,600	44,600	46,600	48,600	50,600	416,000
Federal Grant (CDBG) - Entitlement	32,000	34,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	346,000
Federal Grant (CDBG) - Consortium	-	-	-	-	-	-	-	-	-	-	\$ -
Ad Valorem Tax Levy	300,000	325,000	325,000	300,000	300,000	250,000	250,000	225,000	225,000	225,000	2,725,000
Affordable Housing Trust Fund	1,050,000	1,050,000	1,050,000	1,050,000	50,000	50,000	50,000	50,000	50,000	50,000	4,500,000
Other	10,110,000	10,110,000	5,110,000	5,110,000	5,110,000	5,100,000	5,100,000	5,100,000	5,100,000	5,100,000	61,050,000
Total Funding Sources	\$ 15,824,600	\$ 14,863,600	\$ 8,876,600	\$ 8,353,600	\$ 7,355,600	\$ 7,297,600	\$ 7,299,600	\$ 7,276,600	\$ 7,278,600	\$ 7,280,600	\$ 91,707,000
Expenditures											
Housing	\$ 11,307,000	\$ 11,309,000	\$ 6,310,000	\$ 6,310,000	\$ 5,310,000	\$ 5,310,000	\$ 5,310,000	\$ 5,310,000	\$ 5,310,000	\$ 5,310,000	\$ 67,096,000
Business	4,205,600	3,230,600	2,230,600	1,705,600	1,705,600	1,720,600	1,720,600	1,695,600	1,695,600	1,695,600	21,606,000
Transit	32,000	34,000	36,000	38,000	40,000	42,000	44,000	46,000	48,000	50,000	410,000
Development/Redevelopment	150,000	150,000	150,000	150,000	150,000	75,000	75,000	75,000	75,000	75,000	1,125,000
TIF Admin	130,000	140,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	1,470,000
Total Expenditures	\$ 15,824,600	\$ 14,863,600	\$ 8,876,600	\$ 8,353,600	\$ 7,355,600	\$ 7,297,600	\$ 7,299,600	\$ 7,276,600	\$ 7,278,600	\$ 7,280,600	\$ 91,707,000

City of Minnetonka, Minnesota
Economic Improvement Program
 2024 thru 2033

SOURCES AND USES OF FUNDS

Source	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
CDBG										
Beginning Balance	0	3,000	4,000	4,000	9,000	14,000	24,000	34,000	44,000	59,000
Revenues and Other Fund Sources										
<i>Revenue</i>										
Federal grant	0	0	0	0	0	0	0	0	0	0
program income	35,000	35,000	35,000	40,000	40,000	45,000	45,000	45,000	50,000	50,000
<i>Total</i>	35,000	35,000	35,000	40,000	40,000	45,000	45,000	45,000	50,000	50,000
Total Revenues and Other Fund Sources	35,000	35,000	35,000	40,000	40,000	45,000	45,000	45,000	50,000	50,000
Total Funds Available	35,000	38,000	39,000	44,000	49,000	59,000	69,000	79,000	94,000	109,000
Expenditures and Uses										
<i>Capital Projects & Equipment</i>										
<i>1-Housing</i>										
CDBG Entitlement (Prior to 2018)	(32,000)	(34,000)	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)
<i>Total</i>	(32,000)	(34,000)	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)
Total Expenditures and Uses	(32,000)	(34,000)	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)
Change in Fund Balance	3,000	1,000	0	5,000	5,000	10,000	10,000	10,000	15,000	15,000
Ending Balance	3,000	4,000	4,000	9,000	14,000	24,000	34,000	44,000	59,000	74,000

City of Minnetonka, Minnesota
Economic Improvement Program
 2024 thru 2033

SOURCES AND USES OF FUNDS

Source	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Development Fund										
Beginning Balance	5,610,306	3,506,436	1,902,566	1,298,696	1,194,826	1,090,956	987,086	383,216	(220,654)	(824,524)
Revenues and Other Fund Sources										
<i>Revenue</i>										
Cedar Ridge Assessments	49,500	49,500	49,500	49,500	49,500	49,500	49,500	49,500	49,500	49,500
Cloud 9 Admin	1,630	1,630	1,630	1,630	1,630	1,630	1,630	1,630	1,630	1,630
Grants	2,000,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,000,000	1,000,000	1,000,000	1,000,000
Interest Income	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
TIFAdmin Revenue	130,000	140,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000
<i>Total</i>	2,196,130	1,706,130	1,716,130	1,716,130	1,716,130	1,716,130	1,216,130	1,216,130	1,216,130	1,216,130
Total Revenues and Other Fund Sources	2,196,130	1,706,130	1,716,130	1,716,130	1,716,130	1,716,130	1,216,130	1,216,130	1,216,130	1,216,130
Total Funds Available	7,806,436	5,212,566	3,618,696	3,014,826	2,910,956	2,807,086	2,203,216	1,599,346	995,476	391,606
Expenditures and Uses										
<i>Capital Projects & Equipment</i>										
<u>2-Business</u>										
Housing and Redevelopment Grants	<i>Business-02</i>	(2,000,000)	(2,000,000)	(1,000,000)	(500,000)	(500,000)	(500,000)	(500,000)	(500,000)	(500,000)
GreaterMSP	<i>Business-04</i>	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)
MIF/JCF Projects	<i>Business-06</i>	(2,000,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)
Business Advisory Services	<i>Business-07</i>	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)
Special Service District	<i>Business-13</i>	0	0	0	0	0	0	0	0	0
Commercial Code Compliance Fund	<i>Business-18</i>	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)
<i>Total</i>		(4,095,000)	(3,095,000)	(2,095,000)	(1,595,000)	(1,595,000)	(1,595,000)	(1,595,000)	(1,595,000)	(1,595,000)
<u>4-Development & Redevelopment</u>										

Source		2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Development Fund											
Pre-Development	<i>Dev/Redev-01</i>	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)
	<i>Total</i>	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)
<u>5-TIF Districts</u>											
Development Agreement and TIF Administration	<i>TIF-01</i>	(130,000)	(140,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)
	<i>Total</i>	(130,000)	(140,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)
Total Expenditures and Uses		(4,300,000)	(3,310,000)	(2,320,000)	(1,820,000)	(1,820,000)	(1,820,000)	(1,820,000)	(1,820,000)	(1,820,000)	(1,820,000)
Change in Fund Balance		(2,103,870)	(1,603,870)	(603,870)	(103,870)	(103,870)	(103,870)	(603,870)	(603,870)	(603,870)	(603,870)
Ending Balance		3,506,436	1,902,566	1,298,696	1,194,826	1,090,956	987,086	383,216	(220,654)	(824,524)	(1,428,394)

City of Minnetonka, Minnesota
Economic Improvement Program
 2024 thru 2033

SOURCES AND USES OF FUNDS

Source	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
HRA Levy										
Beginning Balance	1,103,233	1,115,233	1,102,233	1,114,233	1,151,233	1,163,233	1,160,233	1,182,233	1,229,233	1,251,233
Revenues and Other Fund Sources										
<i>Revenue</i>										
Ad Valorem Tax Levy	300,000	300,000	325,000	325,000	300,000	225,000	250,000	250,000	225,000	225,000
Investment Interest	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
Loan paybacks	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
<i>Total</i>	322,000	322,000	347,000	347,000	322,000	247,000	272,000	272,000	247,000	247,000
Total Revenues and Other Fund Sources	322,000	322,000	347,000	347,000	322,000	247,000	272,000	272,000	247,000	247,000
Total Funds Available	1,425,233	1,437,233	1,449,233	1,461,233	1,473,233	1,410,233	1,432,233	1,454,233	1,476,233	1,498,233
Expenditures and Uses										
<i>Capital Projects & Equipment</i>										
<u>1-Housing</u>										
Homes Within Reach	<i>Housing-05</i>	(125,000)	(125,000)	(125,000)	(125,000)	(125,000)	(125,000)	(125,000)	(125,000)	(125,000)
Minnetonka Home Enhancement	<i>Housing-08</i>	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)
Welcome to Minnetonka Loan Program	<i>Housing-14</i>	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)
<i>Total</i>		(225,000)	(225,000)	(225,000)	(225,000)	(225,000)	(225,000)	(225,000)	(225,000)	(225,000)
<u>2-Business</u>										
Outreach	<i>Business-08</i>	0	(25,000)	(25,000)	0	0	(25,000)	(25,000)	0	0
Emergency Business Assistance	<i>Business-16</i>	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	0	0	0	0
<i>Total</i>		(10,000)	(35,000)	(35,000)	(10,000)	(10,000)	(25,000)	(25,000)	0	0
<u>4-Development & Redevelopment</u>										

Source	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
HRA Levy										
Village Center Studies and Comprehensive Plan <i>Dev/Redev-02</i>	0	0	(75,000)	(75,000)	(75,000)	0	0	0	0	0
LRT and LRT Station Area Development <i>Dev/Redev-03</i>	(75,000)	(75,000)	0	0	0	0	0	0	0	0
<i>Total</i>	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	0	0	0	0	0
Total Expenditures and Uses	(310,000)	(335,000)	(335,000)	(310,000)	(310,000)	(250,000)	(250,000)	(225,000)	(225,000)	(225,000)
Change in Fund Balance	12,000	(13,000)	12,000	37,000	12,000	(3,000)	22,000	47,000	22,000	22,000
Ending Balance	1,115,233	1,102,233	1,114,233	1,151,233	1,163,233	1,160,233	1,182,233	1,229,233	1,251,233	1,273,233

City of Minnetonka, Minnesota
Economic Improvement Program
 2024 thru 2033

SOURCES AND USES OF FUNDS

Source	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Affordable Housing Trust Fund										
Beginning Balance	5,728,000	4,678,000	3,628,000	2,578,000	1,528,000	1,478,000	1,428,000	1,378,000	1,328,000	1,278,000
Revenues and Other Fund Sources										
<i>Revenue</i>										
No Funds	0	0	0	0	0	0	0	0	0	0
<i>Total</i>	0	0	0	0	0	0	0	0	0	0
Total Revenues and Other Fund Sources	0	0	0	0	0	0	0	0	0	0
Total Funds Available	5,728,000	4,678,000	3,628,000	2,578,000	1,528,000	1,478,000	1,428,000	1,378,000	1,328,000	1,278,000
Expenditures and Uses										
<i>Capital Projects & Equipment</i>										
<i>1-Housing</i>										
Affordable Housing Trust Fund	<i>Housing-22</i>	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)	0	0	0	0	0
Pathways to Homeownership	<i>Housing-23</i>	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)
<i>Total</i>	(1,050,000)	(1,050,000)	(1,050,000)	(1,050,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)
Total Expenditures and Uses	(1,050,000)	(1,050,000)	(1,050,000)	(1,050,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)
Change in Fund Balance	(1,050,000)	(1,050,000)	(1,050,000)	(1,050,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)
Ending Balance	4,678,000	3,628,000	2,578,000	1,528,000	1,478,000	1,428,000	1,378,000	1,328,000	1,278,000	1,228,000

City of Minnetonka, Minnesota
Economic Improvement Program
 2024 thru 2033

SOURCES AND USES OF FUNDS

Source	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Livable Communities Fund										
Beginning Balance	799,463	800,463	801,463	802,463	803,463	804,463	805,463	806,463	807,463	808,463
Revenues and Other Fund Sources										
<i>Revenue</i>										
Interest Income	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
<i>Total</i>	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Total Revenues and Other Fund Sources	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Total Funds Available	800,463	801,463	802,463	803,463	804,463	805,463	806,463	807,463	808,463	809,463
Change in Fund Balance	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Ending Balance	800,463	801,463	802,463	803,463	804,463	805,463	806,463	807,463	808,463	809,463

These Districts are outlined in the following chart (a more detailed explanation of each district may be found starting on page 27):

District	TIF 1-2 Boulevard Gardens	Glenhaven	Tonka on the Creek	Rowland Housing	Applewood Pointe	Marsh Run (Doran)	Shady Oak Crossing (Ron Clark)	Dominium	Opus Business Park
TIF Authority									
EDA									
District Type	Redevelopment	Renewal and Renovation	Housing	Housing	Redevelopment	Housing	Redevelopment	Housing	Renewal and Renovation
Project Area									
Development Dist #1									
Approved	12/11/1995	1/23/2006	2/10/2014	4/20/2015	8/25/2014	3/18/2019	2/24/2020	6/18/2018	4/26/2021
Certification Date	7/2/1996	6/2/2006	4/22/2014	7/2/2015	7/2/2015	7/26/2019	7/17/2020	12/10/2018	5/14/2021
Legal Max Term	12/31/2022	12/31/2029	12/31/2041	12/31/2043	12/31/2043	12/31/2046	12/31/2047	12/31/2046	12/31/2039
Anticipated Term	12/31/2022	12/31/2029	12/31/2041	12/31/2043	12/31/2025	12/31/2046	12/31/2043	12/31/2046	12/31/2039
First Increment	1997	2007	2016	2018	2018	2021	2022	2021	2024
Current Obligations	35% pooling for tax credit rental projects \$1,025,000 Loan to The Ridge	\$4,515,000 TIF Revenue Bonds, Series 2017 and \$502,588 IFL	\$2,283,000 PAYGO TIF Note to Tonka on the Creek LLC PAYGO	\$2,500,000 PAYGO TIF Note to Rowlands Investments LLC	\$1,290,000 PAYGO TIF Note to United Properties	\$4,200,000 PAYGO TIF Note	\$1,900,000 PAYGO TIF Note	\$4,161,000 PAYGO TIF Note for Sr. housing and \$3,648,000 PAYGO TIF Note for workforce housing	\$2,780,000 PAYGO TIF Note to Wellington, \$553,000 Grant to Linden Street Partners (IFL) and \$280,000 grant to Doran (IFL)
2022 Estimated TIF Revenue	\$1,991,066	\$658,209	\$258,206	\$264,463	\$248,931	\$235,666	\$2,538	\$268,427	\$0
Fiscal Disparities Option	Option A (outside)		Option B (inside)						
County Number	1460	1463	1464	1465	1466	1467	1468	1469	1470

Note 1: Estimated TIF revenue is based on the increment reports from the County

Note 2: For TIF 1-2, approximately \$1,253,000 of the annual TIF is returned to the County for redistribution and the remainder is utilized for affordable housing projects.

Pooling Transfers to Local Housing Trust Fund Per Special Legislation

Year	Beacon Hill (Housing)	Boulevard Gardens (Redevelopment)	Tonka on the Creek (Housing)	Applewood Pointe (Redevelopment)	Rowland (Housing)	Marsh Run (Housing)	Shady Oak Crossing (Redevelopment)	Total	Cumulative
To Date	\$ 936,640	\$ 3,753,602	\$ 147,196	\$ -	\$ 124,242	\$ -	\$ -	\$ 4,961,680	\$ 4,961,680
2022		\$ 3,532,814	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,532,814	\$ 8,494,494
2023			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,494,494
2024			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,494,494
2025			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,494,494
2026			\$ -	\$ 194,520	\$ -	\$ -	\$ -	\$ 194,520	\$ 8,689,014
2027			\$ -	\$ 242,979	\$ -	\$ -	\$ -	\$ 242,979	\$ 8,931,993
2028			\$ -	\$ 245,408	\$ -	\$ -	\$ -	\$ 245,408	\$ 9,177,401
2029			\$ -	\$ 355,790	\$ -	\$ -	\$ -	\$ 355,790	\$ 9,533,191
2030			\$ -		\$ -	\$ -	\$ -	\$ -	\$ 9,533,191
2031			\$ -		\$ -	\$ 533,389	\$ -	\$ 533,389	\$ 10,066,580
2032			\$ -		\$ -	\$ 563,792	\$ -	\$ 563,792	\$ 10,630,372
2033			\$ -		\$ -	\$ 569,430	\$ -	\$ 569,430	\$ 11,199,802
2034			\$ 65,446		\$ -	\$ 575,124	\$ -	\$ 640,570	\$ 11,840,372
2035			\$ 253,398		\$ 36,472	\$ 580,875	\$ -	\$ 870,745	\$ 12,711,117
2036			\$ 255,932		\$ 259,734	\$ 586,684	\$ -	\$ 1,102,350	\$ 13,813,467
2037			\$ 258,491		\$ 262,331	\$ 592,551	\$ -	\$ 1,113,373	\$ 14,926,841
2038			\$ 261,076		\$ 264,955	\$ 598,477	\$ -	\$ 1,124,507	\$ 16,051,348
2039			\$ 263,687		\$ 267,604	\$ 604,461	\$ -	\$ 1,135,752	\$ 17,187,100
2040			\$ 266,323		\$ 270,280	\$ 610,506	\$ -	\$ 1,147,110	\$ 18,334,210
2041			\$ 268,987		\$ 272,984	\$ 616,611	\$ -	\$ 1,158,582	\$ 19,492,792
2042					\$ 275,715	\$ 622,777	\$ -	\$ 898,492	\$ 20,391,284
2043					\$ 278,473	\$ 629,005	\$ 121,796	\$ 1,029,274	\$ 21,420,558
2044						\$ 635,295	\$ 159,999	\$ 795,294	\$ 22,215,852
2045						\$ 641,648	\$ 161,599	\$ 803,247	\$ 23,019,098
2046						\$ 648,064	\$ 163,215	\$ 811,279	\$ 23,830,377
2047							\$ 164,847	\$ 164,847	\$ 23,995,224
Total	\$ 936,640	\$ 7,286,416	\$ 2,040,534	\$ 1,038,697	\$ 2,312,792	\$ 9,608,690	\$ 771,455	\$ 23,995,224	\$ 23,995,224

History of Economic Development Grant Awards for Minnetonka Projects (2016-Present)

Year Awarded	Fund / Project Name	Grant Amount
2016	NatureWorks - Minnesota Investment Fund	\$250,000
2017	LCDA-TOD (Mariner)	\$1,876,500
2018	Hennepin County Corridor Planning Grant (Opus Design Guidelines)	\$50,000
2018	Hennepin TOD (Mariner)	\$450,000 *
2018	Hennepin AHIF (Mariner)	\$400,000 *
2018	LHIA - Mariner	\$210,500
2018	LCDA-TOD (Dominium)	\$2,000,000
2019	MN DEED Job Creation Fund (Carlson Wagonlit)	\$450,000
2019	MN DEED Job Creation Fund (PeopleNet/Trimble)	\$600,000
2019	MN DEED Minnesota Investment Fund (PeopleNet/Trimble)	\$1,000,000
2020	Hennepin County Brownfields Gap Financing Participation (Opus AUAR Study)	\$44,000
2020	MN DEED Redevelopment Grant (Shady Oak Crossing)	\$246,653
2020	Hennepin County TOD (Shady Oak Crossing)	\$250,000 *
2020	Met Council TBRA (Shady Oak Crossing)	\$414,200
2021	Hennepin County TOD (Wellington)	\$250,000 *
2021	Homes Within Reach	\$188,000
2022	King Technology	\$617,000
2023	Metropolitan Council Policy Grant	\$50,000
	Total	\$9,346,863

** Indicates funds that were not applied for by the city, but required staff support and city administration.*



AFFORDABLE HOUSING GOALS



**MINNETONKA
ECONOMIC
IMPROVEMENT
PROGRAM**

CRITICAL MEASURES OF REGIONAL HOUSING POLICY

projected *NEED*

Significantly more households will need affordable housing in the next decade - whether we plan for them or not. Our region will be more successful if we all do what we can to address the growing affordable housing need.



More households will *NEED* affordable housing

Cities are allocated a share of the region's projected need

Cities' share of the region's growth in affordable housing need is on their Community Page within the Local Planning Handbook. This share is proportional to a city's overall forecasted growth, its existing affordable housing stock, and the ratio of low-wage jobs to low-wage earning residents.

Cities must plan for their share of the need

Cities aren't required to create enough units to meet their share of the need, but they must plan for the possibility of these units by guiding sufficient land at higher residential densities in their comprehensive plans.

achievable *GOAL*

An aspirational but realistic number of new affordable housing units that a city, in partnership with developers, funders and others, can help create by 2030.



Livable Communities Act *GOAL*

Cities negotiate their goal with the Council.

Cities wanting grants from the Livable Communities Act programs must negotiate a goal with the Council. The goal represents the affordable and life-cycle housing that developers could realistically build in a city, recognizing market conditions and available funding.

Why participate in Livable Communities Act programs?

The Livable Communities Act programs give participating cities access to grant dollars for environmental clean-up, innovative development and redevelopment projects, and affordable housing production or preservation.

performance *SCORE*

The Council recognizes communities for their efforts around affordable housing annually. Scores can influence certain Council funding decisions.



Housing Performance *SCORE*

How can cities achieve a higher score?

The Council annually calculates a Housing Performance Score to acknowledge the local efforts to create and preserve affordable housing. Cities can increase scores by creating or preserving affordable housing as well as by offering programs, plans and tools that support and encourage affordable housing.

Do Housing Performance scores matter?

Housing Performance Scores affect a city's competitiveness for Livable Communities Act funding and regionally allocated federal transportation funding. Data collected in the scoring process also provides useful information on how cities are addressing their housing needs.

2021-2030 ALLOCATION OF AFFORDABLE HOUSING NEED

The 2021-2030 Allocation of Affordable Housing Need—or the *NEED*—is based on forecasting consistent with [Thrive MSP 2040](#), the regional development guide adopted in May 2014 by the Metropolitan Council. The *NEED* numbers are shared with local governments to aid their fulfillment of affordable housing planning responsibilities statutorily required by the [Metropolitan Land Use Planning Act](#). The *NEED* is proportional to 1) a city or township's total forecasted population growth between 2021 and 2030, 2) its existing affordable housing stock, and 3) the ratio of low-wage jobs to low-wage earning residents. The full methodology is described in the Council's [2040 Housing Policy Plan](#). Here, affordable refers to housing units that households at three levels of Area Median Income—as defined by the [U.S. Department of Housing and Urban Development](#)—could pay for without becoming cost-burdened (that is, spending more than a third of their income on housing costs).

As local governments submit their comprehensive plans and formal updates over the next decade, their forecasts and/or *NEED* numbers may change. *NEED* numbers are current as of the date indicated; refer to [Community Pages in our Local Planning Handbook](#) for the most current information, which is updated in real time.

	Net population growth (2021-2030) (1/29/2021)	<i>NEED</i> for affordable units, total (1/29/2021)	<i>NEED</i> for units afford- able to households with income at or below 30% of AMI	<i>NEED</i> for units afford- able to households with income 31% to 50% of AMI	<i>NEED</i> for units afford- able to households with income 51% to 80% of AMI
Sewered Communities					
Hennepin County					
Minnetonka	2,400	1,064	508	412	144

AFFORDABLE HOUSING GOALS

Progress on the city's affordable housing goals.

In 1995, the Minnesota Legislature created the Livable Communities Act (LCA) to address the affordable and life-cycle housing needs in the Twin Cities metropolitan area. When the LCA was established, Minnetonka was one of the first communities to sign up to participate in the program. At that time, a series of affordable housing goals for the city was established for 1996 to 2010. The city has elected to continue to participate in the LCA program, establishing affordable and lifecycle housing goals for 2011 to 2020. In 2020, the city will establish new goals for 2021-2030.

1995-2010 AFFORDABLE HOUSING GOALS

	Goals (1995-2010)	Results	Percent Achieved
New Affordable Ownership Units	180 Units	202	112%
New Affordable Rental Units	324 Units	213	66%
New Rental Units (All)	540 Units	697	130%

1995-2010 New Affordable Ownership Units

Project	Year Completed	Affordable Units	EIP Program Used
Gables of West Ridge Market	1996-1997	90	Boulevard Gardens TIF
Habitat for Humanity	1999	4	None
Ridgebury	2000	56	Ridgebury TIF
The Enclave	2002	1	None
The Sanctuary	2005-2007	3	-Grants -Homes Within Reach
Lakeside Estates	2005	1	Homes Within Reach
Cloud 9 Sky Flats	2006	34	Homes Within Reach
Wyldewood Condos	2006	8	None
Minnetonka Drive	2007	1	Homes Within Reach
Deephaven Cove	2007	2	-Grants -Homes Within Reach
Meadowwoods	2007/2008	2	Homes Within Reach

1995-2010 New Affordable Rental Units

Project	Year Completed	Affordable Units	EIP Program Used
Excelsior Court Apartments	1996	24	
West Ridge Retirement	1997	45	Boulevard Gardens TIF
Boulevard Gardens	1997	46	Boulevard Gardens TIF
Crown Ridge Apartments	1997	46	Boulevard Gardens TIF
Minnetonka Mills	1997	30	Minnetonka Mills TIF
Cedar Pointe Townhouses	1997	9	Cedar Pointe
The Oaks at Glen Lake	2008	13	Glenhaven TIF

2011-2020 AFFORDABLE HOUSING GOALS

	Goals (2011-2020)	Results	Percent Achieved (to date)
New Affordable Units (rental & ownership)	246 to 378	679	276%
New Lifecycle Units	375 to 800	1,655	441%

2011-2020 New Affordable Units (rental and ownership)

Project	Year Completed	Affordable Units	EIP Program Used
The Glenn by St. Therese	2011	30	Glenhaven TIF
The Ridge	2013	51	TIF Pooling
Tonka on the Creek	2016	20	Tonka on the Creek TIF
At Home	2016	21	Rowland Housing TIF
Cherrywood Pointe	2017	8	N/A
The RiZe	2019	32	N/A
Preserve at Shady Oak/ Legends of Minnetonka	2020*	482	TIF Housing
Marsh Run	2020*	35	TIF Housing
Total	N/A	679	N/A

2011-2020 New Lifecycle Units

Project	Year Completed	Lifecycle Units	EIP Program Used
The Glenn by St. Therese	2011	150	Glenhaven TIF
The Ridge	2013	64	TIF Pooling
Tonka on the Creek	2016	100	Tonka on the Creek TIF
At Home	2016	106	Rowland Housing TIF
Applewood Pointe	2017	89	Applewood Pointe TIF
Lecesse*	2017	290	N/A
Cherrywood Pointe	2017	92	N/A
Zvago	2017	54	Glenhaven TIF
Orchards of Minnetonka	2019	147	N/A
Havenwood	2019	100	N/A
Minnetonka Hills	2019	78	N/A
Ridgedale Executive Apts	2020*	77	N/A
Avidor	2020*	168	N/A
Marsh Run	2020*	140	TIF Housing
Total	N/A	1,655	N/A

2021-2030 AFFORDABLE HOUSING GOALS

	Goals (2021-2030)	Results	Percent Achieved (to date)
New Affordable Units (rental & ownership)	558 - 1,064	725*	129%
New Lifecycle Units	2,400	1094*	46%

*New construction is not counted toward the goal until the project is occupied.

2021-2030 New Affordable Units (rental and ownership)

Project	Year Completed	Affordable Units	EIP Program Used
Preserve at Shady Oak/ Legends of Minnetonka	2021	482	TIF Housing
Shady Oak Crossings	2021	35	TIF Pooling
The Pointe	2023	19	AHTF
Alcott	2023	53	AHTF
Minnetonka Station	2023	28	AHTF
Townline	2023	68	Opus TIF
Marsh II – Doran	2024*	40	Marsh II TIF
Total	N/A	725	

*Indicates projects that are approved, but not yet constructed therefore affordable and lifecycle units are not counted in the 2011-2020 goals.

2021-2030 New Lifecycle Units

Project	Year Completed	Lifecycle Units	EIP Program Used
Shady Oak Crossings	2021	52	TIF Pooling
The Pointe	2023	186	Development Fund
Alcott	2023	297	Opus TIF
Minnetonka Station	2023	247	Opus TIF
Townline	2023*	155	Opus TIF
Marsh II	2024*	157	Marsh II TIF
Total	N/A	1,094	

*Indicates projects that are approved, but not yet constructed therefore affordable and lifecycle units are not counted in the 2021-2030 goals.

DRAFT - 2023 AFFORDABLE HOUSING INCOME LIMITS

Household Size	30%	50%	60%	80%	120%
1	\$26,100	\$43,500	\$52,200	\$66,300	\$99,288
2	\$29,800	\$49,700	\$59,640	\$75,750	\$113,472
3	\$33,550	\$55,900	\$67,080	\$85,200	\$127,656
4	\$37,250	\$62,100	\$74,520	\$94,650	\$141,840
5	\$40,250	\$67,100	\$80,520	\$102,250	\$153,187
6	\$43,250	\$72,050	\$86,460	\$109,800	\$164,534
7	\$46,200	\$77,050	\$92,460	\$117,400	\$175,881
8	\$50,560	\$82,000	\$98,400	\$124,950	\$187,228
Twin Cities Median Family Income 2023: \$124,900					

Income limits are published on the US Department of Housing and Urban Development User Portal:
<https://www.huduser.gov/portal/datasets/il.html>

How much do residents pay for affordable housing?

Maximum Gross Rents by Bedroom Size				
AMI	Studio	1 bedroom	2 bedroom	3 bedroom
30%	\$652	\$699	\$838	\$969
50%	\$1,087	\$1,165	\$1,397	\$1,615
60%	\$1,304	\$1,398	\$1,676	\$1,938
80%	\$1,739	\$1,864	\$2,235	\$2,584

Maximum rent tables are published annually with Minnesota Housing:
<https://www.mnhousing.gov/sites/multifamily/limits>

Affordable rent based on sample occupations and their average salaries

Occupation	Median Salary	Affordable Rent
Fast Food Workers	\$31,618	\$790
Retail Salesperson	\$33,867	\$847
Laborers	\$44,308	\$1,107
Chef / Head Cook	\$51,414	\$1,285
Elementary School Teacher	\$64,362	\$1,609
Electrician	\$74,451	\$1,861
Nurse	\$87,291	\$2,182
Veterinarian	\$106,315	\$2,657

Salaries are based off of MN DEED data (2022)

Minnetonka Housing/Business Development Policies

The City of Minnetonka has several policies related to housing and business development. Policy direction from the council can take many different forms, including such channels as formally adopted ordinances and resolutions, to more informal requests and suggestions to the city manager, who is ultimately responsible to the city council for carrying out their policy decisions.

These policies are intended as a general guide for the city council. They are not binding and may be modified when, in the sole discretion of the council, such modification is deemed necessary or appropriate in the interest of the city.

This listing is regularly updated as new policy directions are established, and it is by no means exclusive. These policies are included in the EIP as a reminder for the EDAC and Council to review annually during the EIP review. The city's policies are updated annually on the city's website.

City of Minnetonka City Council Policies (excerpts of housing related policies):

Chapter 2: Administration and Finance

2.4 – Special Assessments with Tax Increment Districts

2.5 – Tax Exempt Financing for Industrial Development, Health Care Facilities, and Multi-family Housing Projects (Private Activity Tax Exempt Financing)

2.14 - Tax Increment Financing Pooling Fund

2.15 - Housing Improvement Areas

2.16 - Post-Issuance Compliance Procedure and Policy For Tax-Exemption Governmental Bonds

2.18 - Tax Increment Financing and Tax Abatement

2.19 – Debt Management

Chapter 11: Streets, Parks, and Other Public Property

11.12 – Real Estate Property Management

Chapter 12: Public Utilities

12.10 - Met Council Sewer Availability Charge and City Residential Equivalency Charge Payment Deferral Program

Chapter 13: General Provisions and Policies

13.1 Fair Housing

13.2 Affordable Housing Policy

GLOSSARY

Community Development Block Grant (CDBG)	A program through HUD assisting state and local governments with a variety of community development needs
Department of Employment and Economic Development (DEED)	A state agency assisting in economic development through programs targeting business recruitment, expansion and retention; workforce development; and community development
Economic Development Advisory Commission (EDAC)	An advisory commission to the city council on matters related to economic development, housing and redevelopment
Economic Development Authority (EDA)	An authority granted to local governments by the state for the purpose of conducting economic development, housing and redevelopment activities. EDAs have the ability to levy taxes
Housing Improvement Area (HIA)	A defined area in the city in which housing improvements to commonly owned space in condominium/townhouse developments may be financing with the assistance of a city through special assessments
Housing and Redevelopment Authority (HRA)	An authority granted to local governments by the state for the purpose of conducting housing and redevelopment activities
Light Rail Transit (LRT)	A mode of public transit where trains run in a separate right of way
Livable Communities Act (LCA)	A program adopted in 1995 by the Minnesota State Legislature and administered by the Metropolitan Council for purposes of increasing affordable housing and investing in local communities
Metropolitan Council	A regional policy-making body, planning agency and provider of services to guide growth in the Twin Cities metropolitan area
Metro Transit	The transit arm of the Metropolitan Council responsible for running the metropolitan area's bus and train systems
MN Investment Fund (MIF) and Job Creation Fund (JCF)	Business financing tools offered by DEED to help businesses locate or expand in Minnesota
Property Assessed Clean Energy (PACE)	A program that allows businesses to make clean energy investments in their businesses by financing the costs through a special assessment on the property
Tax Abatement	A temporary deferral of property taxes for purposes of stimulating economic development
Tax Increment Financing (TIF)	A financing tool where additional property taxes are generated from a new development are captured and used for public purposes such as housing, removal of blight and employment opportunities
U.S. Department of Housing and Urban Development (HUD)	Established in 1965 as a cabinet-level federal agency that is responsible for housing and community development activities

**City Council Agenda Item 3.D
Meeting of June 12, 2023**



Title: Transit-Oriented Development

Report from: Alisha Gray, EDFP, Economic Development, and Housing Manager, Susan Thomas, AICP, Assistant City Planner, Loren Gordon, AICP, City Planner

Submitted through: Mike Funk, City Manager
Julie Wischnack, AICP, Community Development Director

Presenter: Julie Wischnack, AICP, Community Development Director

Action Requested: Receive the report.

Summary Statement

The city council identified transit-oriented development as a topic to learn more about.

Strategic Profile Relatability

Livable & Well Planned Development

Transit-Oriented Design supports livable and well-planned development.

Background

The city council requested information about transit-oriented development (TOD). This report summarizes general TOD information, TOD in the region, and an overview of TOD investments. The report also highlights the current Metro Transit study and last-mile connections. The last portion of the report reviews more local efforts relating to transit-oriented development.

Attachments:

Additional Information

Discussion Questions

1. What questions does the city council have about transit-oriented development?
2. Is additional information desired, and what is next?

ATTACHMENTS:

[Additional Information](#)

Background

1. TOD in General.

In recent years, transit-oriented development (TOD) has become a focus for communities experiencing the construction or expansion of light rail lines or bus rapid transit. However, this design framework is not new. In fact, it harkens back to development patterns created a century ago by the advent of electric street car lines. Lines radiating outward from core centers provided relatively easy and inexpensive transportation, increasing housing and leisure opportunities on the periphery of urban areas. Frequently, “developers placed commercial properties at streetcar intersections. Residents could easily run errands at local grocery stores, banks, cleaners, and drugstores on their way to or from the city. Most homes were only a five to 10-minute walk from one of these streetcar intersections. Developers typically built a combination of multi-unit and single-family homes, making the streetcar suburb accessible to families with a variety of incomes.”¹

Simply put, 21st-century TOD focuses on creating “compact, walkable, pedestrian-oriented, mixed-use communities centered around high-quality train systems.”²

2. TOD in the Twin Cities.

Historically, the cities of Minneapolis and St. Paul are most representative of TOD patterns, with dense urban cores comprised of residential, commercial, employment, and civic uses. Automobiles, streetcars, bicycles, and pedestrians were accommodated within the same right-of-way. Some suburban communities benefited from streetcar routes like St. Louis Park, Hopkins, and Robbinsdale. Glen Lake in Minnetonka was also on a street car line. These streetcar stops in communities and village centers provided the basis for increased private and public investments. The automobile and the Great Depression would cause the lines to shutter. Automobiles provided a different pattern for suburban development, essentially removing further investment in TOD.



More recently, with the onset of new light rail transit lines, TOD is gaining policy and investment support. Policy support lies in the Metropolitan Council Regional Framework. Cities assume the leadership role for transit systems. A Transit Oriented Development Policy to help support its leadership role with the planning and implementation. The Metropolitan Council's TOD policy has four goals:

1. Maximize the development impact of transit investments by integrating transportation, jobs and housing.
2. Support regional economic competitiveness by leveraging private investment.

¹ <https://www.governing.com/context/the-fascinating-rise-and-fall-of-streetcar-suburbs>

² <http://www.tod.org/>

3. Advance equity by improving multimodal access to opportunity for all.
4. Support 21st century transportation system through increased ridership and revenues.

The Metropolitan Council also has a development guide to assist in developing TOD areas - [Transit Oriented Development Guide](#)

Some examples of TOD Studies and Projects in the Twin Cities can be found here - <https://www.metrotransit.org/tod-studies-and-projects>

3. Investment in TOD areas

Businesses and developers choose to locate or build near light rail or transit lines, knowing that residents and workers of all ages increasingly demand access to transit for jobs, housing, school or entertainment. A [Met Council](#) article from 2018 highlighted nearly \$8 billion in investments along the Metro Green Line Extension since the project was approved. On a more micro scale, nearly \$500 million in housing redevelopment investment occurred at the Opus Station Area over the past six years alone. Additional investments in infrastructure, open space efforts, and private investment will continue as the Green Line Extension nears opening in 2027.

- In 2019, Metro Transit published a report titled "[Development Trends Along Transit](#)" that provides additional insight into development trends along high-frequency transit in the Minneapolis/St. Paul region, including planned and permit projects in the region.
- Researchers from the University of North Texas reviewed development projects completed within a quarter mile of DART stations with a total cumulative property value of [\\$16.138 billion between 1999 and 2018](#).
- Bellevue, Washington, has seen significant reinvestment at its [Spring District/120th Station area](#) since redevelopment began in 2013 at a 30-acre site near its planned station area. Meta is the anchor to the site, with retail, additional office, and residential development surrounding the station.

4. Future LRT Initiatives and Plans

- **Network Now – Metro Transit**

Metro Transit is conducting a survey gathering feedback on the near-term future of the regional transit system. This effort is called [Network Now](#). In 2020, Metro Transit's [Network Next](#) efforts were modified to focus on future bus rapid transit lines. Through 2021, Metro Transit reacted to the effect of remote work, social challenges, and workforce challenges. They listened and learned from customers, and that feedback has shaped transit decisions over the past few years.

Now that Metro Transit is aware of the longer-term effects of the pandemic response, they are repositioning planning efforts to address how to manage ongoing operator shortages, ridership changes, and other challenges in our community, along with building the transit system of tomorrow. The project aims to:

- Review customer and community feedback from recent input and surveys.
 - Ask about its framework for making decisions, what our region needs and values, and work together to develop our network vision.
 - Review the service changes that have been made since 2020 and how those changes will be addressed.
 - Establish what our transit network should be today, given changes to travel patterns since 2020.
 - Confirm any facilities changes needed in our transit network looking ahead.
 - Prioritize services to be added as resources allow.
- **Last Mile Connections**

Staff participates in the Minnesota Shared Mobility Workgroup. The workgroup shares information on alternative transportation methods to provide last-mile connections to existing transit networks, such as bus and light rail transit services. A handful of suburban cities have explored alternative options, including bike-share and scooter-sharing services and circulator buses, with varying results.

- Operators (Lime, Nice Ride, Bird) focus on markets where economic fundamentals make sense, such as metropolitan areas or vacation destinations. Smaller suburban communities struggle to attract operators without public funding.
- Edina started a pilot bike share and scooter program in 2021. Edina decided not to renew due to low utilization and concerns with public safety (scooters riding on sidewalks and bikes abandoned in various areas of the city).
- Overall, bus ridership in Minnetonka is down 75% since 2018. It is the staff's opinion that there is not currently enough demand for this service. Staff will continue to explore last-mile connections as opening day nears in 2027 to determine if there is demand for last-mile options in the station areas.

5. City of Minnetonka Initiatives and Planning for TOD

Minnetonka's transit-oriented development planning efforts began in the early 2000s in response to the proposed METRO Green Line Extension. At that time, outreach began to study the opportunities for the corridor alignment from Minneapolis to Eden Prairie. Multiple agencies and partnerships over the past 20+ years provided the insights to shape today's planning efforts. A summary of Minnetonka's TOD planning efforts are summarized:

- In 2002, a feasibility study of the Green Line Extension was presented to the city council. The report included an initial discussion on the alignment of the proposed light rail extension.

- In 2009, the Hennepin County Rail Authority funded a series of station area planning activities with Southwest Corridor Communities to discuss how development patterns will change near the station areas. The study was presented to the planning commission and city council, and an open house was held to gather feedback from the community.
- In 2011, the Minnetonka City Council approved the Southwest Light Rail Transit Overlay District to manage premature development from occurring in the station areas. The ordinance also assisted in thinking through TOD-centered development requirements.
- In 2013, the [Southwest Corridor Investment Framework](#) provided Transitional Station Area Action Plans (TSAAP) designed to bridge the gap between current conditions and future needs in TOD areas by recommending infrastructure investments for implementation by the opening day of Southwest LRT.
- In 2016, the cities of Hopkins and Minnetonka prepared a joint [Development Strategy for the Shady Oak Light Rail Transit](#) station area. The document built on previous planning work and provided a vision, zoning, and implementation strategy approved by both cities.
- In 2018, the city developed the [Opus Area Placemaking and Urban Design Implementation Guide](#) to provide a framework for cohesive design and placemaking efforts in Opus.
- In 2021, the city completed the Opus Alternate Urban Area Review (AUAR). The AUAR provides environmental analysis and projects the cumulative impacts of anticipated development in the Opus area.
- The city's Capital Improvement Plan (CIP) and Economic Improvement Program (EIP) include proposed investment near station areas. Improvements include the Opus Area Park and Opus TIF district planned infrastructure improvements. The 2024-2028 CIP and EIP will be presented at the June 12, 2023, study session.

Supplemental information:

[Opus AUAR](#)

[Opus Placemaking + Urban Design Implementation Guide](#)

[Shady Oak Station Redevelopment Study](#)

[Transit Oriented Development Institute](#)

**City Council Agenda Item 3.E
Meeting of June 12, 2023**



Title: July study session - topics and date
Report from: Sarissa Falk, Executive Assistant
Submitted through: Mike Funk, City Manager
Presenter: Mike Funk, City Manager

Action Requested: Affirm upcoming topics and date.

Summary Statement

This item is informational and is intended to provide the council with the upcoming study session agenda items and study session schedule.

Strategic Profile Relatability

Financial Strength & Operational Excellence

The study session work-plan enhances city operations by allowing council to discuss topics of priority and provide staff with directions.

Background

The Minnetonka city council is scheduled to hold a total of twice (12) study sessions in 2023. To maximize study session meetings, provide staff direction and focus on council priorities, council members ranked specific topics they expressed interest to review. At the Dec. 19, 2022 Study Session the city council reviewed these rankings, discussed priorities and provided direction to staff.

At the Jan. 30, 2023, regular council meeting the city council unanimously approved the 2023 Study Session Work plan. See attached. Staff committed that at each proceeding study session the topics for the upcoming study session will be provided.

Section 1.5 of the City Council Rules of Procedure states, individual council members may propose agenda items for future meetings at a study session, and the council may provide direction to the city staff regarding scheduling such matters. In essence, this document can be modified throughout the remainder of the year by a majority of council members.

Unless modified by the city council, the 2023 Study Session Work Plan agenda items for July 24, 2023, are:

- Homelessness/policy/process
- Small business programs
- Police and fire master plan implementation discussion

Discussion Questions

Does the city council confirm upcoming topics and date?

ATTACHMENTS:
2023 study session work plan

2023 Council Study Session Work Plan

Quarter 1	
23-Jan	
	Board and Commission Interviews
	Sales and/or Lodging Tax
	Study session work plan
6-Feb	
	Housing updates (pathways and homelessness)
	Review and Update Council Policy & Rules of Procedure (1.3, 2.7)
	2023 Community Survey questions review
20-Mar	
	Council compensation
	Director presentations
	Overview of recreation programming
Quarter 2	
24-Apr	
	Public Safety master plan
	Buckthorn Pilot pick-up program
15-May	
	2024 Kick-Off Budget discussion
	New Commission structure (DEI)
	Concept Plan review process
12-Jun	
	2024 CIP/EIP
	Transit Orientated Development
19-Jul	Boards & Commissions dinner
24-Jul	
	Homelessness/policy/process
	Small business programs
	Police and Fire Master Plan implementation discussion
Quarter 3	
21-Aug	
	2024 budget discussion
31-Aug	Joint City Council, EDAC and Planning Commission Meeting
6-Sep	

	Joint City Council and Park Board Study Session and Tour
	Dog Park/Leash policy (start w/Park Board)
11-Sep	
	Storm water management fees
	Zoning - density (community development project)
23-Oct	
	Storage of garbage/recycling containers
	On-street parking regulations/enforcement
20-Nov	
	2024 Enterprise budget discussion
	2024 budget discussion
11-Dec	
	2024 Strategic Profile Action Steps
	2024 Study Session Work plan
	2024 Legislative Breakfast - confirm priorities
	2024 annual appointments

* No Mow May- Sustainability Commission to regular council meeting