



**City Council Agenda Item 11  
Meeting of December 18, 2023**

**Title:** Resolutions for the Hopkins Crossroad Trail Improvements Project

**Report From:** Chris Long, P.E., Assistant City Engineer

**Submitted through:** Will Manchester, P.E., Public Works Director  
Darin Nelson, Finance Director  
Corrine Heine, City Attorney  
Phil Olson, P.E., City Engineer  
Mike Funk, City Manager

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**Action Requested:**  Motion     Informational     Public Hearing  
**Form of Action:**     Resolution     Ordinance     Contract/Agreement     Other     N/A  
**Votes needed:**     4 votes     5 votes     N/A     Other

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**Summary Statement**

The city council ordered the improvements for the Hopkins Crossroad Trail Project on Aug. 22, 2022, which proposes construction of a new trail along the east side of Hopkins Crossroad. The trail will provide a connection to an existing regional trail at its southerly limit at Cedar Lake Road, connection to a Metro Transit Park & Ride facility adjacent to its northerly limit at Wayzata Blvd / I-394 and connection to LH Tanglen Elementary / Hopkins High School campus just east of the project.

**Recommended Action**

1. Adopt the attached resolution updating the Project Number to 23206, accepting plans and specifications, and authorizing advertisement for bids for the Hopkins Crossroad Trail Improvements Project No. 23206.
2. Adopt the attached resolution authorizing a No-Parking zone on both sides of Hopkins Crossroad Trail from Cedar Lake Road to Wayzata Boulevard and on the westerly 720 feet of the north side of Hillside Lane West.

**Strategic Profile Relatability**

- |   |   |
|---|---|
| <input type="checkbox"/> Financial Strength & Operational Excellence  | <input type="checkbox"/> Safe & Healthy Community           |
| <input type="checkbox"/> Sustainability & Natural Resources           | <input type="checkbox"/> Livable & Well-Planned Development |
| <input checked="" type="checkbox"/> Infrastructure & Asset Management | <input type="checkbox"/> Community Inclusiveness            |
| <input type="checkbox"/> N/A  |   |

Statement: The Hopkins Crossroad Trail Improvements Project includes the construction of a top priority trail segment, enhancing trail network connectivity and city infrastructure.

**Financial Consideration**

Is there a financial consideration? No Yes  
Financing sources: Budgeted Budget Modification New Revenue Source  
Use of Reserves Other

Statement: The Hopkins Crossroad Trail Improvements Project is budgeted in 2023 of the Capital Improvements Program (CIP) as amended on Oct. 30, 2023.

### **Background**

On Aug. 22, 2022, the city council adopted a resolution accepting the feasibility report, authorizing the preparation of plans and specifications and ordering the project for the Hopkins Crossroad Trail. Final design is now completed and plans and specifications are ready for bidding.

The city has been awarded grants from Hennepin County, the State of Minnesota and federal regional solicitation money from the Metropolitan Council. Staff has been working with the various agencies to finalize the necessary agreements. Given the number of agreements and different requirements, city council approvals related to these items will be needed as the project moves forward.

### **Proposed Improvements**

The project includes the addition of an eight-foot-wide bituminous trail along the east side of Hopkins Crossroad, from Cedar Lake Road (CSAH 16) to Oak Knoll Terrance North. Proposed improvements include:

- Off-street trail construction
- Concrete curb and gutter to provide a safety buffer from the existing road
- ADA improvements at all bus stops and street crossings
- Pedestrian refuge to provide safe crossing to and from LH Tanglen Elementary

### **No Parking**

A no-parking resolution is required by MnDOT on both Hopkins Crossroad and Hillside Lane West since the roadway is not wide enough to support parking. See the attached map and the supporting resolution. Below are the specific locations with parking restrictions:

- Hopkins Crossroad: Cedar Lake Road to Wayzata Boulevard.
- Hillside Lane West: Hopkins Crossroad to 720 feet east of Hopkins Crossroad.
- The south side of Hillside Lane West currently has a no-parking area designated as authorized by city council on Sept. 2, 1980.

### **Tree Removal**

As part of the federal grant requirements, trees in conflict and impacted from the trail improvements must be removed over the winter. To be compliant with this requirement, staff is currently working to secure quotes for a specialty tree removal contractor in advance of the trail work. Tree removals are expected to occur in January and February of 2024. Stump removal will occur in the spring of 2024 as part of the overall trail improvements project.

### Easement Acquisition

On Aug. 28, 2023, council authorized a formal easement acquisition process, which is required to ensure the city has possession of easements before bidding.

Permanent and temporary easements are required from 18 properties. The city has reached agreement with 12 property owners and will continue to follow the formal easement acquisition process for the remaining parcels.

### Public Involvement

An informational meeting was held on Dec. 12, 2019 for neighboring businesses and property owners. On Aug. 2, 2022, a second informational meeting was held for neighboring businesses and property owners. A total of 12 residents out of 1,991 invited properties attended the meeting.

At each meeting, staff presented the project background, existing conditions, proposed trail improvements, construction impacts and project schedule. Staff discussed how this type of project is very intensive and disruptive to traffic and access. Also, the project will require tree removal, driveway impacts, landscaping impacts and temporary disruptions to utility services. Residents were generally supportive of the project.

Staff will continue to use various strategies to provide project updates including signage, text alerts, email updates, citizen alerts and newsletters. An update was posted to the project webpage, currently 931 subscribers, indicating council would be considering the project plans and bidding at this meeting.

### Estimated Project Costs and Funding

The total estimated construction cost, including engineering, administration and contingency, is \$7,400,000. Project funding is included in 2023 of the CIP as amended on Oct. 30, 2023.

City staff continues to work through the requirements of several grants. These grants will ultimately reduce the amount of city funding required for the project; however, a budget amendment to reduce city funding cannot occur until bids are received and the agreements with various agencies are finalized. Below is a listing of the grants and agreements along with progress updates of each item.

#### Metropolitan Council Regional Solicitation Funding:

- In 2021, the city secured a grant through the Metropolitan Council Regional Solicitation Funding program in the amount of \$2,364,700. The grant application was successful due to the connections to schools, religious institutions and transit.
- Staff continues to work through the administrative process of this grant.

#### Hennepin County:

- Hennepin County has requested the city replace several old storm sewer pipes along Hopkins Crossroad with the project. This work is approximately \$100,000 and staff is working with Hennepin County to finalize an agreement that would provide county funding for this work. An agreement would be presented for council consideration at a

future date.

State of Minnesota:

- In May 2023, the city secured funding from the State of Minnesota in the amount of \$1,635,000.
- On Oct. 30, 2023, council adopted a resolution for the special appropriation for the project. This resolution was required with the State of Minnesota Special Appropriation Application to the Department of Employment and Economic Development (DEED) in the amount of \$1,635,000. The CIP was amended to obligate all project funding to 2023, instead of 2024 and 2025.
- The project number is proposed to be changed to Project No. 23206, formerly Project No. 22306. This change is needed to comply with state grant funding requirements
- Staff continues to work through the administrative process of this grant and an agreement will be needed to fully secure the funding.

Xcel Energy burial:

- On Oct. 30, 2023, council approved and ratified a revised agreement with Xcel Energy for burial of overhead lines in the amount of \$1,170,439.71.
- In 2023, the city secured a grant in the amount of \$343,200 through the Hennepin County Capital Improvement Project funds. These funds support the burial of overhead power and private utility lines along the project corridor. Staff is working with Hennepin County to finalize an agreement for consideration by the council at a future date.

Staff continues to work on other grant opportunities. If successful, any future grants received would be added as the project moves forward.

	<b>Budget Amount</b>	<b>Proposed Funding</b>	<b>Expense</b>
Construction Costs			\$3,300,000
Contingency			\$750,000
Engineering, Administration, and Indirect Costs			\$1,450,000
Easement Acquisition			\$500,000
Overhead Power Burial			\$1,400,000
Trail System Expansion Fund	\$3,270,000	\$3,270,000	
Electric Franchise Fund	\$1,400,000	\$1,400,000	
Metropolitan Council Grant	\$2,300,000	\$2,300,000	
State of Minnesota	\$0	\$1,635,000	
Hennepin County – Overhead Burial	\$0	\$343,200	
Hennepin County – Storm Crossings	\$0	\$100,000	

	<b>Total Budget</b>	\$6,970,000	\$9,048,200	\$7,400,000
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**Schedule**

If the recommended actions are approved by council, bids will be received this winter and presented to council for consideration of final contract approval in March or April. Burial of the underground utility work continues this winter with completion currently planned in the spring. The removal of trees along the project corridor necessary to complete the trail improvements would also occur in January and February prior to trail construction. Construction of the trail would potentially begin in the spring of 2024, with substantial completion in the fall.

**Resolution No. 2023-XXX**

**Resolution updating the Project Number to 23206, accepting plans and specifications,  
and authorizing the advertisement for bids for the Hopkins Crossroad Trail  
Improvements Project No. 23206**

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BE IT RESOLVED by the City Council of the City of Minnetonka, Minnesota as follows:

Section 1. Background.

- 1.01. Pursuant to city council authorization on Aug. 22, 2022, plans and specifications have been prepared by or under the direction of the city engineer, who is a Licensed Professional Engineer in the State of Minnesota, for the Hopkins Crossroad Trail Improvements project, Project No. 22306.
- 1.02. Administrative changes require a new project number, Project No. 23206.
- 1.03. The plans and specifications for the construction of the aforementioned project have been presented to the city council for approval.

Section 2. Council Action.

- 2.01. The project is hereby updated to Project No. 23206.
- 2.02. The plans and specifications, copies of which are on file with the engineering department, are hereby accepted upon the recommendation of the city engineer.
- 2.03. The city clerk shall prepare and cause to be inserted in the official newspaper and in Finance & Commerce an advertisement for bids for the making of such improvements under such approved plans and specifications. The advertisement shall specify the work to be done, shall state that bids will be opened and read aloud at the Minnetonka City Hall, that all bids must be made online at the QuestCDN bidding site, and that no bids will be considered unless accompanied by bid security in the amount of five (5) percent of the amount of the bid, which security must be submitted as required by the contract documents.

Adopted by the City Council of the City of Minnetonka, Minnesota, on Dec. 18, 2023.

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Brad Wiersum, Mayor

ATTEST:

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Becky Koosman, City Clerk

ACTION ON THIS RESOLUTION:

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

Absent:

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Minnetonka, Minnesota, at a duly authorized meeting held on Dec. 18, 2023.

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Becky Koosman, City Clerk

**Resolution No. 2023-XXX**

**Resolution authorizing a No-Parking zone on Hopkins Crossroad from Cedar Lake Road to Wayzata Boulevard, Hillside Lane West from Hopkins Crossroad to 720 feet east of Hopkins Crossroad**

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BE IT RESOLVED by the City Council of the City of Minnetonka, Minnesota as follows:

Section 1. Background.

1.01. Through staff recommendation, a no-parking zone is required at the following locations:

- a. Hopkins Crossroad from Cedar Lake Road to Wayzata Boulevard
- b. Hillside Lane West: Hopkins Crossroad to 720 feet east of Hopkins Crossroad

Section 2. Council Action.

2.01. The request and recommendation is hereby received and the City Council does authorize "No Parking" at the following locations:

- a. Hopkins Crossroad from Cedar Lake Road to Wayzata Boulevard
- b. Hillside Lane West: Hopkins Crossroad to 720 feet east of Hopkins Crossroad

Adopted by the City Council of the City of Minnetonka, Minnesota, on Dec. 18, 2023.

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Brad Wiersum, Mayor

ATTEST:

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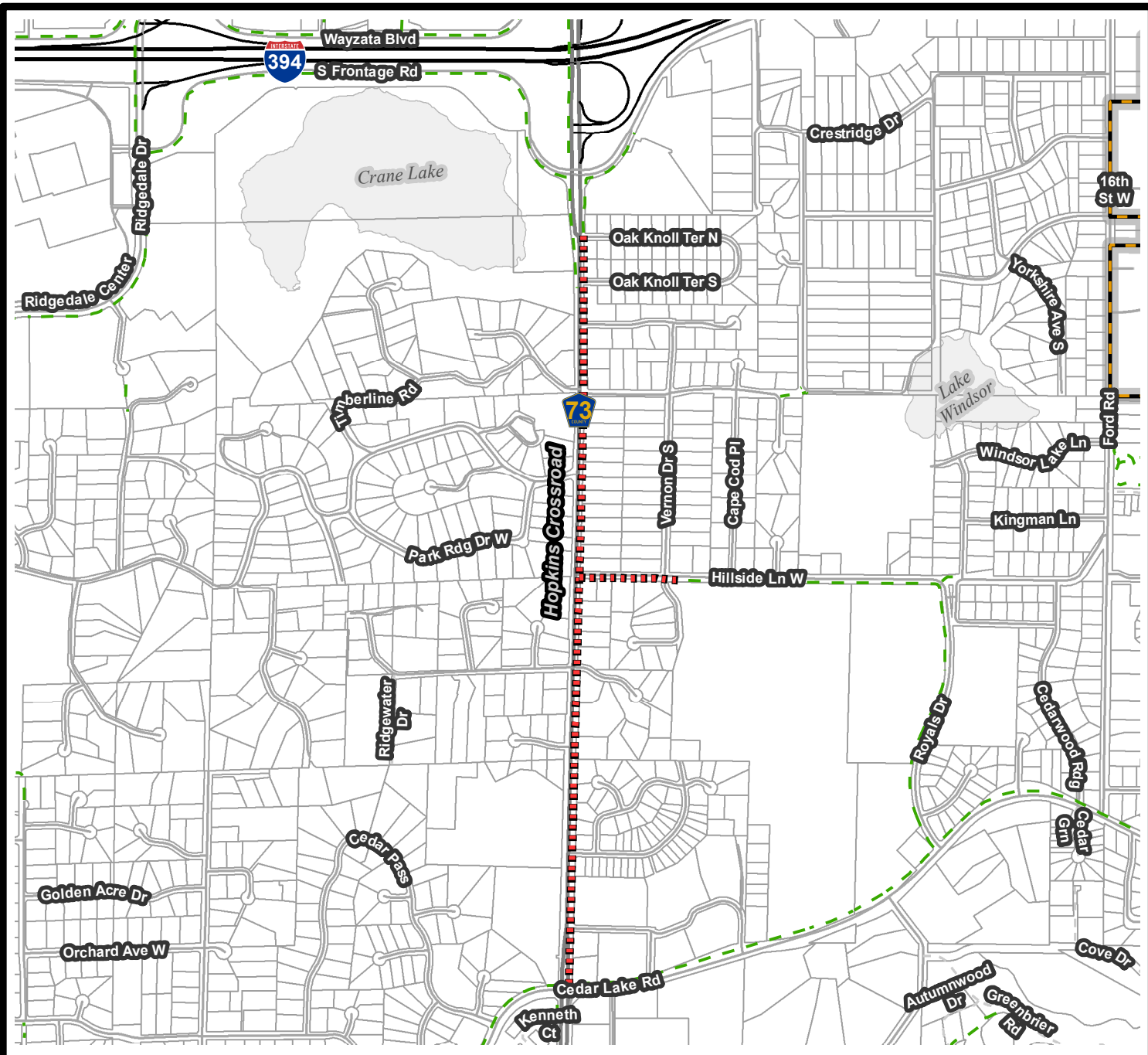
Absent:

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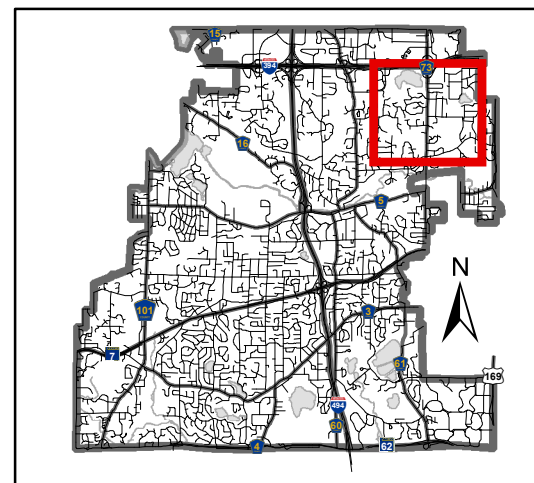
Becky Koosman, City Clerk



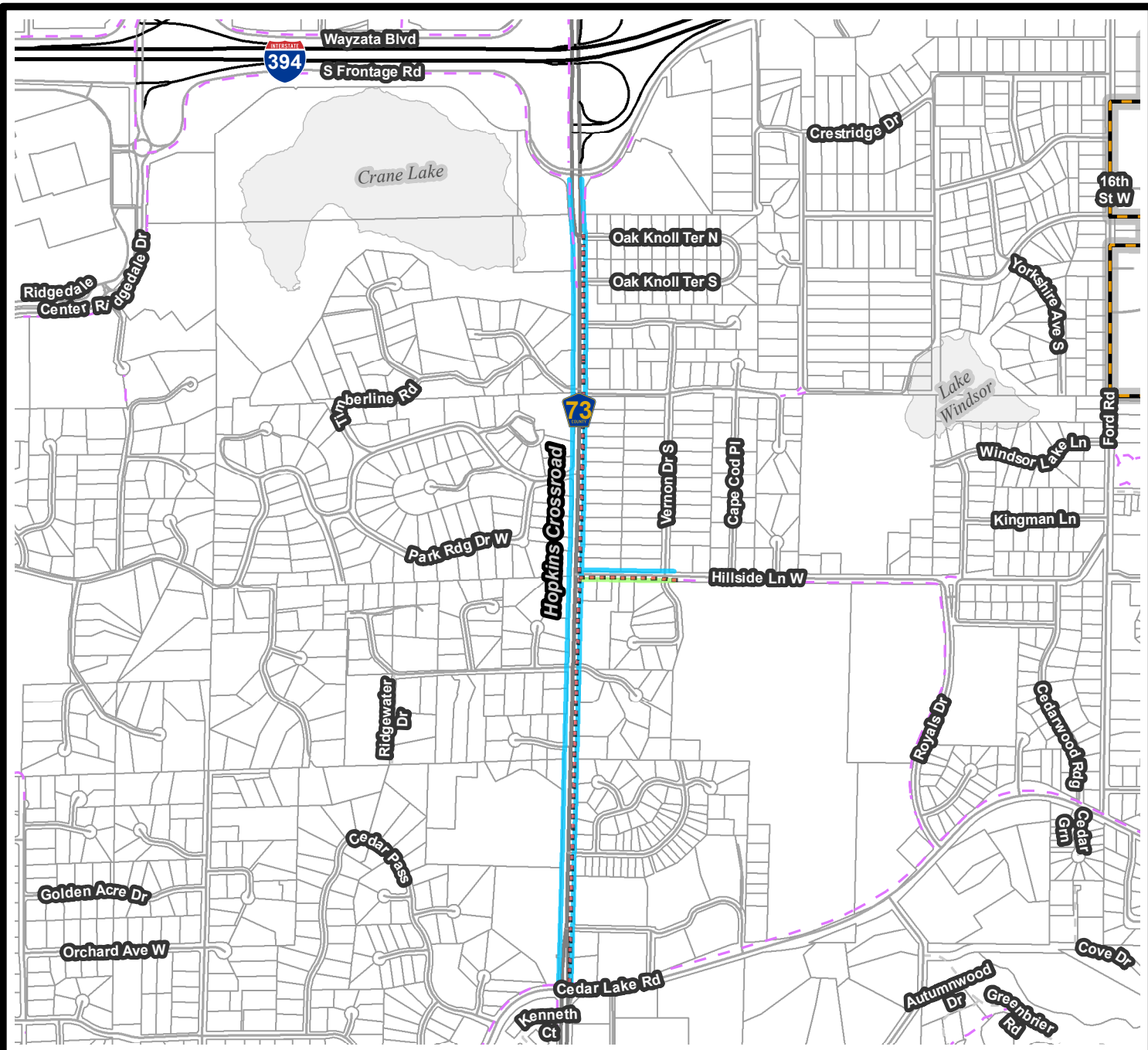


# Hopkins Crossroad Trail Improvements Project

- - - - - Proposed Trails
- - - - - Existing Trails



This map is for illustrative purposes only.

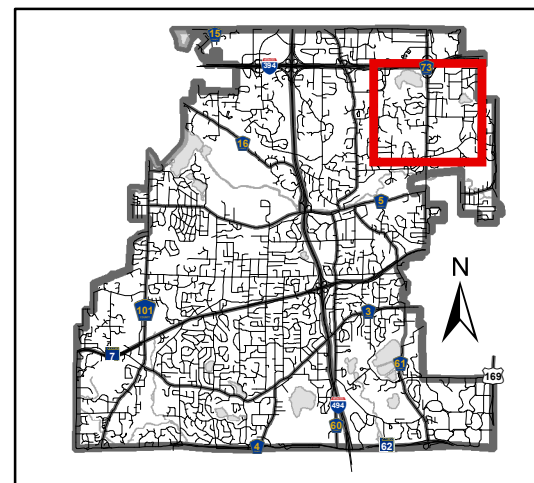


# Hopkins Crossroad Trail Improvements Project -No Parking

- - - Existing Trails
- - - Proposed Trails
- Existing No Parking Anytime
- Proposed No Parking Anytime



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This map is for illustrative purposes only.