



**Agenda
Minnetonka City Council
Study Session Monday, June
21, 2021 6:30 p.m.
Community Center - Dining
Room**

1. Reports from City Manager & Council Members
2. Capital Improvement Program (CIP)
3. Economic Improvement Program (EIP)
4. Adjournment

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.



**Study Session Agenda Item #2
Meeting of June 21, 2021**

Title: 2022-2026 Capital Improvements Program (CIP) Review

Report From: Darin Nelson, Finance Director

Submitted through: Geralyn Barone, City Manager
Mike Funk, Assistant City Manager

Action Requested: Review preliminary CIP and provide feedback

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 2022-26 CIP. As always, the proposed 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 2022-26 CIP in September.

Strategic Profile Relatability

- | | |
|---|---|
| <input checked="" type="checkbox"/> Financial Strength & Operational Excellence | <input type="checkbox"/> Safe & Healthy Community |
| <input checked="" 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 | |

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

Background

The beginning of the budget process involves the preparation of the 5-year CIP. Capital improvements are the projects that require the expenditures of public funds for the acquisition, construction or replacement of infrastructure and capital assets necessary for the community. The creation and update of a multi-year capital program allows the city to plan for its current and long-term needs. Project areas within the CIP include buildings, parks and trails, equipment, technology, streets, storm drainage, and water and sewer utilities.

The CIP is part of the budget process, but it is not a budget, it is a program. It is also a program that changes often. Once the CIP is officially adopted by the council, the 2022 projects will then be added to the 2022 budget for final approval in December. All future years' projects (2023 and beyond) are plans at this point 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 towards the end of each category section. These projects can be pending for a number of reasons such as the project is dependent upon outside funding, the need is not warranted at this time, or simply to keep the project on our radar.

What the CIP Funds

The recommended 2022-26 CIP supports over \$137 million of capital projects over the next five years. This is a ten percent decrease in capital outlay costs compared to the 2021-25 CIP. The decrease is mainly due to a reduction in local street reconstruction projects in 2024 through 2026. The years 2021 through 2023 are extremely heavy with major local street reconstructions in the Groveland-Bay Road and Tonka-Woodcroft areas. These areas are in need of reconstruction but they will also put a strain on available resources. As a result, the Street Improvement fund will need a couple years to replenish fund balances. Local street improvements will still be taking place in these out years, just at a more sustainable level.

The recommended CIP also addresses the council's and community's desires to develop regional-level community parks in the Opus and Ridgedale areas. The Ridgedale Commons park is currently funded and set to rebid this summer. The program continues to address the community's affirmed request to significantly build out the city's trail system for improved safety and transportation. 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>2019-23</i>	<i>2020-24</i>	<i>2021-25</i>	<i>2022-26</i>
Street Improvements	\$46,587	\$47,968	\$63,684	\$52,455
Water, Sewer & Drainage	38,301	41,106	36,616	32,570
Parks, Rec & Trails	21,363	27,098	31,380	27,610
Equipment	14,020	15,237	15,764	19,314
Buildings	32,670	5,675	5,577	5,186
Total CIP	<u>\$152,941</u>	<u>\$137,083</u>	<u>\$153,021</u>	<u>\$137,135</u>

Environmental Sustainability Efforts

Sustainability and natural resources is one of the city's strategic priorities. Over the years, many CIP projects have had a sustainability focus or provided positive environmental impacts, and the proposed CIP continues with that strong initiative. A sustainability symbol has been included in the upper right-hand corner of the pages that have a sustainability focus to quickly draw your attention to these specific types of projects.

While the city is fully subscribed to receive solar energy from Xcel Energy's community solar gardens, the current CIP includes energy responsible projects for a 2025 solar roof at the public works facility and future consideration of solar panel installation on the new public safety facility, which is currently being constructed as solar-ready.

The facilities division continues to replace planned major building components related to facility improvements with high-efficiency models to save energy and resources. Further, reflective and sustainable products for upcoming roof replacements are planned. Also, funding has been programmed to continue evaluating efficient and alternative fleet considerations while still maintaining the necessary operations and response times to public safety operations, including

emergencies. Vehicle charging stations are currently scheduled to be installed at the city hall campus in three locations this fall, with future locations to be planned for implementation.

Contractor Selection and Oversight for City Capital Projects

Council has had discussions in recent months regarding the importance of hiring fair and safe contractors who treat their employees well within Minnetonka, as well as the ability for staff to determine any negative history regarding these contractors and workers.

The city follows state bidding laws which typically require the city to follow a formal bidding process and contract with the lowest responsible bidder. While the city is typically required to take the low bid, all contractors must meet the responsible bidder language portion of the bid which further requires contractors to be registered through the state Department of Labor and Industry and follow fair labor standard laws as well as city requirements. Currently, city infrastructure projects require the following documents and affidavits to be submitted or reviewed prior to any work beginning: Non-discriminatory practices, affirmative action, debarment, bidder qualifications, responsible bidder requirements, payment bond, certification to pay subcontractors when paid, warranties, and insurance requirements.

In addition when state and federal dollars are provided for city projects, prevailing wages are required. As an example, a project with prevailing wages would require that a pipelayer working on a city watermain or sanitary sewer project make \$37.05 per hour plus benefits. Typically in the metro area on infrastructure projects, the need for labor is in high demand, resulting in competitive wages. Also, disadvantaged business enterprise (DBE) requirements are required when federal funding is included. Due to the number of factors and procedures that go into determining DBE percentages and requirements, as well as prevailing wages, staff has continued to work with MnDOT on state and federally funded projects on these parameters.

To provide some perspective as to all the requirements city infrastructure contractors are required to adhere to, staff has included excerpts of a current project manual that highlights the necessary requirement and forms needed to successfully bid and potentially be awarded a contract with the city.

COVID-19 Economic Impact

Last year's 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. These 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 essentially 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.

This year the city is again fortunate enough to receive \$4.7 million through the American Recovery Plan (ARP). The first half of this grant award was received at the beginning of June and the second half will be received a year from now. The city has until December 31, 2024 to encumber these funds.

Preliminary guidance has been issued for this grant and allowable uses applicable to the city include:

- Responding to the public health emergency or its negative economic impacts to households, small businesses, and nonprofits;
- Replenishing local government's lost revenue; and
- Making necessary investment in water, sewer and broadband infrastructure.

Staff discussions to this point have revolved around using the funding to provide assistance to residents and businesses and replenishing lost revenues. Unlike the prior year's Coronavirus Relief Funds, the timing on this grant is not pressing and the guidance from the U.S Treasury's office is to not decide hastily but to develop a long-term game plan for the best uses of these funds. In addition, the guidance is based off of interim rules at this point, meaning that the final guidance could change down the road.

Community Development staff is researching areas of opportunity for residents and businesses, especially for those not eligible for other federal, state, local, or nonprofit assistance programs. In addition, staff expects to be able to utilize a significant portion of the grant to replenish lost revenues. The capturing of these lost revenues could aid in restoring delayed capital outlay projects in the Williston Center, and also aid in other city-wide infrastructure projects that could reduce the overall capital levy for 2022 and future years, which would be a benefit to all property owners in the city.

Staff expects there to be more complete guidance and the development of a more formal plan by the time of the preliminary budget study session in August, which still leaves time to amend the 2022-26 CIP before final adoption in September.

Notable Projects

Municipal Buildings. *MB-22103 Major Building Components*, this project has no planned activity for 2022 and 2023 as had been previously scheduled in the current CIP. This is a direct result of the General Fund receiving CRF funding and being able to transfer funds to the Capital Replacement Fund to replace various city facility Heating/Ventilation/Air Conditioning (HVAC) units.

MB-22105 Building Roof Replacements, the Williston Center has removed a planned tennis center roof replacement that was originally scheduled for 2023 in the amount of \$300,000. In lieu of a full roof replacement, an annual allotment of \$15,000 is planned for on-going roof repairs. As the Williston Center fully recovers and begins to replenish its lost reserves, future capital outlay items will be reconsidered. This also includes potentially utilizing ARP dollars to recover past and on-going lost revenues.

Recreational Facilities. *RecF-22205 Ice Arena Improvements*, Ice Arena B is scheduled to replace the refrigeration system in 2023 at a projected cost of \$1 million. The upgraded refrigeration system will replace the expensive R22 refrigerant system with a more modern and environmentally friendly system, which will increase energy efficiency and reduce other operational expenses. This project is slated to be funded from the Community Investment Fund.

RecF-22206 Skate Park Feasibility Study, the Park Board recommended that staff conduct a feasibility study in 2022 to assess the options for upgrading the current skate park or adding a new skate park in the city.

RecF-TBD2202 Recreational Pool, this is currently a pending project. The 2019 Community Facility & Programming Space Study indicated the need for an additional recreational swimming pool. Staff will explore the opportunities for school partnerships, public/private partnerships, or leasing opportunities. Staff will also explore available funding options including pursuing state bonding when the timing is appropriate.

Parks, Trails & Open Space. *Park-22307 Trail Improvement Plan*, trail expansion continues to be a top priority given implementation of the new gas and electric franchise fees from a couple years ago. A new trail segment along Ridgedale Drive from White Birch to Target is scheduled for 2022.

A trail segment along Smetana Road from Westbrooke Way to Sanibel Drive is scheduled for 2023. Also scheduled for 2023 is Minnetonka Boulevard from Woodlawn Avenue to Tonkawood Road. In 2020, the park board and city council recommended and approved a trail swap along Minnetonka Boulevard with the segment between Tonkawood Road and the existing trail at The Marsh to be constructed in 2026. The 2023 trail segment also includes a funded school crossing at Groveland Elementary.

In 2020, staff was successful in securing a \$2.3 million Regional Solicitation Grant through the Metropolitan Council for the Hopkins Crossroad trail. This grant award will allow the advance construction of trail segment 18, Hillside Lane - Hopkins Crossroad to Tanglen Elementary, in 2024 along with the planned Hopkins Crossroad Trail. Staff is also submitting a state bonding request for this segment to cover 50 percent of the remaining \$3.3 million city share.

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, which provides specific information on each trail segment listed can be found on the city's website <https://www.minnetonkamn.gov/home/showdocument?id=1090>. There is a single page for each trail segment that includes:

- A map of the segment color coded by priority
- A description of the trail's connection to community amenities, village centers, and/or other transportation infrastructure

- How the individual segment has been rated in priority using the criteria previously described

Lastly, 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, with the intent 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 as well as feasibility reports for upcoming segments, city staff has increased the estimated projects costs 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-22309 & Park-TBD2233 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 intend to guide decision making that assist 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 and wayfinding as well as planting of edible landscape material along the trail network. The guidelines will further identify scope and program elements to guide 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 is submitting a state bonding request for 50 percent or \$3.2 million of the costs associated with this project.

Major Equipment. *ME-22402 Fleet Vehicles*, 2022 resumes the annual scheduled replacement of fleet vehicles after a one year delay to reduce the 2021 levy and lessen the unforeseen impact of the pandemic. The 2022 project cost is \$925,200.

ME-22406 Electric Ice Resurfacer, originally scheduled for replacement in 2021, this was also delayed due to the pandemic. The 2022 project cost is \$162,100.

ME-22417 Lucas Device Project, replaces two devices in 2022 that are carried on duty crew apparatus with a project cost of \$40,000.

Technology. *Tech-TBD2201 Finance, HR Mgmt & UB Software Installation*, these applications are all nearing the end of their useful lives. All three of these applications are maintained by the Local Government Information Systems (LOGIS) consortium. As a member of [LOGIS](#), our annual assessments cover the current operating costs. In addition, a portion of annual assessments are set-aside for future capital outlay or replacement. LOGIS is in the early stages of developing an RFP, so it is unknown what the additional assessment may be for this conversion. Staff is leaving all options available during this process including the potential of

moving these applications away from LOGIS. Staff is waiting for the LOGIS RFP process to lay out before any future decisions are made.

Local Street Improvements. *LSI-22602 Local Street Rehabilitation*, 2022 and 2023 includes phase I and II of Tonka-Woodcroft reconstruction and rehabilitation with a combined project cost of \$23 million. Future projects include Wayzata Boulevard west of County Road 61 and west of County Road 73 in 2024 and 2025, respectively. As mentioned earlier, no major rehabilitation project is scheduled for 2026 as the fund will need to replenish itself after the major projects in 2021 through 2023.

LSI-22603 Local Street Preservation, although the city has not planned a 2026 street rehabilitation project, in order to maintain a city-wide street index rating of 80, additional funds have been directed towards street preservation. Preservation-type projects are minor in comparison to rehabilitation projects and less costly. Activities include crack filling, patching and thin overlays.

LSI-22606 Opus Area Bridges, includes the replacement of three additional bridges at a cost of \$1 million funded in the 2022-2026 CIP, plus reserves from previous years. These three remaining bridges do not meet certain criteria for state bridge bond funding and will be applied for with the next round of funding opportunity through MnDOT, which would allow for a portion of the construction costs to be paid for with state funding. These are the last three of ten bridges in the Opus area that are eligible for replacement with state bridge bonding funds.

LSI-TBD22607 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 addition of Light Rail Transit. Transportation projects slated for this area will be repaid for through Tax Increment Financing projects. The six transportation improvement projects slated for this area total \$25.1 million. This is a pending future project that will depend upon the pace and scale of redevelopment occurring in this area.

Storm Drainage Improvements. *SDI-22801 Storm Sewer Risk Assessment and Projects*, this project provides for the annual improvements to repair and replace high-risk segments of storm sewer to prevent system failures and possible flooding. 2022 calls for additional funds to complete the Shady Oak Lake Outlet project.

SDI-22804 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-TBD22806 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 until funding becomes available.

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 2023, 2024 and 2026. This is in addition to bond issuance planned for 2021.

WSS-22902 Water Tower Maintenance, this project provides for the scheduled painting, inspections and maintenance of the city's eight water storage structures. 2022 includes the painting of the Ridgedale tower at a project cost of \$700,000.

WSS-22904 Water System Sustainability Improvements, this project provides for the implementation of the findings from the Water Sustainability and Optimization study. Projects include a major renovation of water treatment plant #14 in 2023 at a projected cost of \$4.25 million, and a variable frequency drive upgrade to water treatment plant #16 in 2025 in the amount of \$1 million.

WSS-22906 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 a 6-year period beginning with commercial, industrial and institutional meter bodies followed by the replacement of residential meters. Infiltration and inflow inspections are scheduled to be completed with the meter replacements. The total cost is estimated to be \$15 million and is planned to be completed in 2029. The replacement of meters will also support water conservation efforts in the city by increasing accuracy of water readings and the detection of leaks.

WSS-22910 Outdoor Warning Sirens, the project provides for the replacement of the ten outdoor emergency warning sirens located throughout the city. The project is estimated to be \$225,000 and will be completed over a three-year timeframe.

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 a 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.

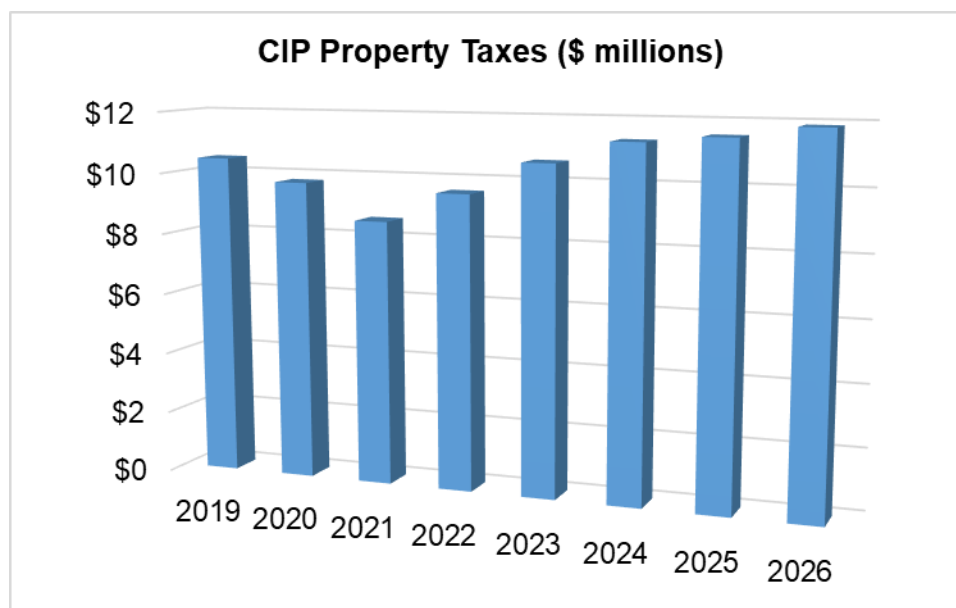
The fiscal Year 2020 ended with a positive balance, and therefore, by the end of 2021, the General Fund balance is projected to have around \$5.3 million in available funds above the minimum required to meet the forty-percent threshold. This balance includes funds above the threshold realized in past years and already programmed in the current 2021-25 CIP. The 2021 capital budget, combined with the proposed 2022-26 CIP, anticipates transferring over \$6.3 million over six years for capital expenditures. The remainder will ensure there is adequate fund balance to meet needs over that period for projected rising operating costs in the General Fund itself.

Property taxes

Both the 2020-24 and 2021-25 CIPs reduced property tax funding compared to the 2019 base. Originally, the 2020-24 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 prior to 2020 was to restore the capital levy in 2021 to 2019 levels. That was prior to the onset of the 2020 pandemic. Due to the pandemic, the 2021-25 CIP further delayed and reduced the capital property tax levy. The 2022-26 CIP does restore the cost savings measures from 2021. The 2022 capital levy is \$9.6 million, which is about \$900,000 less than the 2019 capital levy. Full restoration of the capital levy is anticipated to be in 2024, which will restore funding to \$11.3 million.



Discussion Questions

1. Does council have any questions or discussion points about the proposed 2022-26 CIP projects or funding?
2. Is the council comfortable with the 2022 capital levy of \$9.6 million?
3. Does council have questions or comments regarding the contracting requirements for city-owned capital projects?

Supplemental Information

2022-2026 Capital Improvements Program
Unfunded Trail Segments by Priority Ranking
2022-2026 Proposed Local Street Reconstruction
Map City of Minnetonka Project Manual Excerpts

2022-2026

**Capital Improvements Program
&
Economic Improvement Program**

Preliminary



**CITY OF
MINNETONKA**

2022-2026 Capital Improvements Program

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Appendix:

Unfunded Trail Segments by Priority Ranking
2022 – 2026 Proposed Local Street Construction



Projects include sustainability features 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.



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City of Minnetonka, Minnesota
2022 - 2026 Capital Improvement Plan
 2022 thru 2026

EXPENDITURES AND SOURCES SUMMARY

Department	2022	2023	2024	2025	2026	Total
1-Municipal Buildings	580,000	590,000	851,000	2,165,000	1,000,000	5,186,000
2-Recreational Facilities	670,000	1,570,000	765,000	725,000	665,000	4,395,000
3-Parks, Trails & Open Space	2,016,500	10,255,000	4,338,000	3,622,000	2,983,000	23,214,500
4-Major Equipment	2,589,200	2,455,700	2,625,000	2,152,900	3,291,600	13,114,400
5-Technology	1,044,300	1,018,500	1,517,300	1,147,100	1,472,600	6,199,800
6-Local Street Improvements	17,465,000	16,215,000	5,275,000	7,115,000	6,385,000	52,455,000
8-Storm Drainage Improvements	1,025,000	875,000	575,000	875,000	575,000	3,925,000
9-Water/Sewer Improvements	4,245,000	7,345,000	5,085,000	6,920,000	5,050,000	28,645,000
EXPENDITURE TOTAL	29,635,000	40,324,200	21,031,300	24,722,000	21,422,200	137,134,700

Source	2022	2023	2024	2025	2026	Total
Cable Television Fund	350,100	300,500	301,000	402,500	362,500	1,716,600
Capital Replacement Fund	2,248,600	2,205,400	2,149,500	3,293,000	2,868,300	12,764,800
City of Hopkins	8,200	4,950	29,700	6,600	3,300	52,750
Community Investment Fund		1,000,000	50,000			1,050,000
Electric Franchise Fees Fund	600,000	2,900,000	1,600,000	1,650,000	1,000,000	7,750,000
Forestry Fund	175,000	180,000	186,000	192,000	198,000	931,000
Grants/Partnership Funding			2,300,000			2,300,000
Hopkins School District	270,000	270,000	270,000	270,000	270,000	1,350,000
MnDOT	0					0
Municipal State Aid Fund				500,000		500,000
Park & Trail Improvement Fund	488,300	2,320,050	312,300	523,400	391,700	4,035,750
Public Safety Fund	440,300	968,000	1,239,100	374,000	1,105,700	4,127,100
Storm Water Fund	3,575,000	3,175,000	675,000	1,322,200	950,000	9,697,200
Street Improvement Fund	11,455,000	10,595,000	4,005,000	5,345,000	5,165,000	36,565,000
Technology Development Fund	584,200	608,000	1,216,300	744,600	1,110,100	4,263,200
Trail System Expansion Fund	900,000	4,980,000	1,000,000	2,270,000	2,400,000	11,550,000
Utility Fund	8,390,300	10,627,300	5,361,400	7,438,700	5,307,600	37,125,300
Williston Center Fund	150,000	190,000	336,000	390,000	290,000	1,356,000
SOURCE TOTAL	29,635,000	40,324,200	21,031,300	24,722,000	21,422,200	137,134,700

Table II
CIP 2022-2026
Cable Television Fund
Funding Sources and Expenditure Projections

	2022	2023	2024	2025	2026
Funding Sources					
Franchise Fee	\$ 759,000	\$ 759,000	\$ 759,000	\$ 759,000	\$ 759,000
Interest on Investments	20,000	5,900	4,800	2,400	-
Miscellaneous Revenue	10,000	10,000	10,000	10,000	10,000
Public Educ & Govt (PEG) Fee	88,300	88,300	88,300	88,300	88,300
Total Funding Sources	877,300	863,200	862,100	859,700	857,300
Expenditures					
<u>Operating Expenditures</u>					
Operating Expenses	753,900	609,000	629,100	649,900	671,400
Transfers	36,100	37,300	38,600	39,900	41,300
<i>Subtotal Operating Expenditures</i>	<i>790,000</i>	<i>646,300</i>	<i>667,700</i>	<i>689,800</i>	<i>712,700</i>
<u>Capital Expenditures</u>					
Audio/Visual Equipment & Broadcast Progra	160,100	200,500	201,000	302,500	262,500
Technology Infrastructure	100,000	100,000	100,000	100,000	100,000
Public Access Technology	90,000	-	-	-	-
<i>Subtotal Capital Expenditures</i>	<i>350,100</i>	<i>300,500</i>	<i>301,000</i>	<i>402,500</i>	<i>362,500</i>
Total Expenditures	1,140,100	946,800	968,700	1,092,300	1,075,200
Surplus (deficiency) of funding sources over (under) expenditures	(262,800)	(83,600)	(106,600)	(232,600)	(217,900)
<i>Available Beginning Fund Balance</i>	<i>852,422</i>	<i>589,622</i>	<i>506,022</i>	<i>399,422</i>	<i>166,822</i>
<i>Available Ending Fund Balance</i>	<i>589,622</i>	<i>506,022</i>	<i>399,422</i>	<i>166,822</i>	<i>(51,078)</i>
Dedicated Future Transition Reserve*	846,800	868,700	992,300	975,200	975,200
Estimated Ending Available Fund Balance	\$ (257,178)	\$ (362,678)	\$ (592,878)	\$ (808,378)	\$ (1,026,278)

* Reserve equates to one subsequent year of operating and ongoing capital costs.

Table III
CIP 2022-2026
Capital Replacement Fund
Funding Sources and Expenditure Projections

	2022	2023	2024	2025	2026	Unfunded
Funding Sources						
Tax Levy	\$ 1,517,100	\$ 1,710,000	\$ 2,155,000	\$ 2,155,000	\$ 2,155,000	
Transfer In/Out	400,000	-	-	250,000	250,000	
Interest on Investments	20,000	20,000	25,000	12,000	5,000	
Auction Proceeds	45,000	45,000	45,000	45,000	45,000	
Total Funding Sources	1,982,100	1,775,000	2,225,000	2,462,000	2,455,000	
Expenditures						
<u>Municipal Buildings</u>						
Energy Conservation & Sustainability Irr	20,000	30,000	60,000	-	60,000	
Special Project Facility Repairs & Upgra	30,000	30,000	30,000	30,000	30,000	
Major Building Components	-	-	200,000	450,000	250,000	
Building Roof Replacements	-	25,000	100,000	225,000	80,000	
Life Safety Reporting Upgrades	35,000	50,000	-	-	80,000	
Building Automation Replacement	110,000	50,000	30,000	35,000	120,000	
City Hall & Community Center Imprvmnt	305,000	225,000	175,000	60,000	270,000	
Fire Station Refurbishment	65,000	150,000	65,000	50,000	70,000	
Solar Initiative Project	-	-	-	1,250,000	-	500,000
<u>Recreation Facilities</u>						
Lindbergh Center Improvements	110,000	110,000	110,000	110,000	110,000	
Ice Arena Improvements	100,000	-	50,000	-	25,000	
<u>Equipment</u>						
Dump/Plow Truck Replacements	255,400	286,600	271,000	-	287,500	
Fleet Vehicles	867,900	877,200	823,200	708,900	629,900	
Sidewalk & Trail Maintenance Vehicle	88,200	181,600	-	-	-	
Snow Blower	-	-	135,300	-	-	
Electric Ice Resurfacer	162,100	-	-	178,600	-	
Sustainable Initiatives	100,000	100,000	100,000	100,000	100,000	
Skidsteer Loader	-	90,000	-	95,500	-	
Cold Planer	-	-	-	-	755,900	
Total Expenditures	2,248,600	2,205,400	2,149,500	3,293,000	2,868,300	500,000
Surplus (deficiency) of funding sources over (under) expenditures	(266,500)	(430,400)	75,500	(831,000)	(413,300)	
<i>Available Beginning Fund Balance</i>	<i>1,905,092</i>	<i>1,638,592</i>	<i>1,208,192</i>	<i>1,283,692</i>	<i>452,692</i>	
Available Ending Fund Balance	\$ 1,638,592	\$ 1,208,192	\$ 1,283,692	\$ 452,692	\$ 39,392	
Fund Balance Guideline	551,400	537,400	823,300	717,100	638,200	

Table IV
CIP 2022-2026
Community Investment Fund
Funding Sources and Expenditure Projections

	2022	2023	2024	2025	2026	Unfunded
Funding Sources						
Interest on Investments	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	
Other Revenue*	63,000	63,000	63,000	63,000	63,000	
Total Funding Sources	363,000	363,000	363,000	363,000	363,000	
Expenditures						
Projects of General Public Benefit:						
Ice Arena Improvements	-	1,000,000	50,000	-	-	
Recreation Pool	-	-	-	-	-	20,000,000
Skate Park	-	-	-	-	-	900,000
Park & Open Space Purchases	-	-	-	-	-	983,000
Total Expenditures	-	1,000,000	50,000	-	-	21,883,000
Surplus (deficiency) of funding sources over (under) expenditures	363,000	(637,000)	313,000	363,000	363,000	
<i>Available Beginning Fund Balance**</i>	<i>21,428,658</i>	<i>21,791,658</i>	<i>21,154,658</i>	<i>21,467,658</i>	<i>21,830,658</i>	
<i>Available Ending Fund Balance</i>	<i>21,791,658</i>	<i>21,154,658</i>	<i>21,467,658</i>	<i>21,830,658</i>	<i>22,193,658</i>	
Required Fund Balance	19,995,631	20,025,631	20,055,631	20,085,631	20,115,631	
Available Ending Fund Balance	\$ 1,796,027	\$ 1,129,027	\$ 1,412,027	\$ 1,745,027	\$ 2,078,027	

* Other Revenue is (1) \$63,000 annually transferred in from the General Fund until the year 2048 for ownership conveyance of the Arts Center on 7 to the Minnetonka School District in 2010 (a cumulative \$2.4 million total cost beginning 2009)

** Estimated beginning fund balance excludes \$983,000 previously appropriated by the city council in the 2013-17 CIPs for the Minnehaha Creek Corridor that had not been expended prior to 2021.

Table V
CIP 2022-2026
Electric Franchise Fee Fund
Funding Sources and Expenditure Projections

	2022	2023	2024	2025	2026	Unfunded
Funding Sources						
Electric Franchise Fees	\$ 1,148,000	\$ 1,148,000	\$ 1,148,000	\$ 1,148,000	\$ 1,148,000	
Interest on Investments	50,000	50,000	50,000	50,000	50,000	
Total Funding Sources	1,198,000	1,198,000	1,198,000	1,198,000	1,198,000	
Expenditures						
<u>Other Expenditures</u>						
Street Light Installations	10,000	10,000	10,000	10,000	10,000	
<u>Capital Expenditures</u>						
Electrical Systems Enhancements	100,000	100,000	1,000,000	1,000,000	1,000,000	
Trail Improvement Plan	500,000	2,800,000	600,000	650,000	-	
Hopkins Crossroad/CR 73 at I-394	-	-	-	-	-	150,000
Subtotal Capital Expenditures	600,000	2,900,000	1,600,000	1,650,000	1,000,000	150,000
Total Expenditures	610,000	2,910,000	1,610,000	1,660,000	1,010,000	
Surplus (deficiency) of funding sources over (under) expenditures	588,000	(1,712,000)	(412,000)	(462,000)	188,000	
<i>Available Beginning Fund Balance*</i>	<i>1,978,261</i>	<i>2,566,261</i>	<i>854,261</i>	<i>442,261</i>	<i>(19,739)</i>	
Available Ending Fund Balance*	\$ 2,566,261	\$ 854,261	\$ 442,261	\$ (19,739)	\$ 168,261	
Fund Balance Guideline	727,500	402,500	415,000	252,500	390,000	

* Excludes cash balances in fund committed prior to 2021 for adopted projects in progress, including Plymouth Road and Trail (\$406,100), Opus Area LRT (\$1,000,000), Ridgedale Drive (\$278,900) and Excelsior Trail (\$461,000).

Table VI
CIP 2022-2026
Forestry Fund
Funding Sources and Expenditure Projections

	2022	2023	2024	2025	2026
Funding Sources					
Tax Levy	\$ 133,000	\$ 133,000	\$ 148,000	\$ 148,000	\$ 148,000
Interest on Investments	8,700	7,700	6,900	5,900	5,000
Total Funding Sources	141,700	140,700	154,900	153,900	153,000
Expenditures					
Plant Pest Program	175,000	180,000	186,000	192,000	198,000
Transfer Out - GF	58,000	58,000	58,000	58,000	58,000
Total Expenditures	233,000	238,000	244,000	250,000	256,000
Surplus (deficiency) of funding sources over (under) expenditures	(91,300)	(97,300)	(89,100)	(96,100)	(103,000)
<i>Available Beginning Fund Balance</i>	<i>966,594</i>	<i>875,294</i>	<i>777,994</i>	<i>688,894</i>	<i>592,794</i>
Available Ending Fund Balance	\$ 875,294	\$ 777,994	\$ 688,894	\$ 592,794	\$ 489,794

Fund Balance Guideline - Monies not expended in any fiscal year remains in the Forestry Fund balance dedicated for future forestry pest control.

Table VII
CIP 2022-2026
Municipal State-Aid Fund
Funding Sources and Expenditure Projections

	2022	2023	2024	2025	2026	Unfunded
Funding Sources						
State Allotment †	\$ 1,867,100	\$ 1,885,700	\$ 1,885,700	\$ 1,885,700	\$ 1,885,700	
Capital Expenditures						
Local Street Preservation	-	-	-	500,000	-	
Plymouth Road (61) - Cedar Lake to Hilloway	-	-	-	-	-	4,700,000
Hopkins Crossroad (73) - Cedar Lake to I-394	-	-	-	-	-	7,700,000
Hopkins Crossroad/CR 73 at I-394	-	-	-	-	-	4,000,000
Future Major Road Projects	-	-	-	-	-	19,560,000
Total Capital Expenditures	-	-	-	500,000	-	35,960,000
Transfer Out	-					
MSA Bond Debt Service*	162,100	185,700	183,600	-	-	-
Total Expenditures	162,100	185,700	183,600	500,000	-	35,960,000
Surplus (deficiency) of funding sources over (under) expenditures	1,705,000	1,700,000	1,702,100	1,385,700	1,885,700	
<i>Available Beginning Fund Balance</i>	<i>(1,133,824)</i>	<i>571,176</i>	<i>2,271,176</i>	<i>3,973,276</i>	<i>5,358,976</i>	
Available Ending Fund Balance**	\$ 571,176	\$ 2,271,176	\$ 3,973,276	\$ 5,358,976	\$ 7,244,676	

† A portion of the city's state allotment is designated as "maintenance," which is deposited annually to the General Fund and the Street Improvement Fund, which can then be used for non-municipal state-aid (MSA) designated street related costs. Remaining allotment is restricted for state-aid designated streets.

* MSA bond debt service is for Shady Oak Road (Bren to Excelsior) project. Final payment for the \$5.8 million project is due in 2024.

** Actual cash balances vary significantly from Available Allotment relative to timing of projects and state reimbursements.

Table VIII
CIP 2022-2026
Park & Trail Improvement Fund
Funding Sources and Expenditure Projections

	2022	2023	2024	2025	2026	Unfunded
Funding Sources						
Tax Levy	\$ 650,000	\$ 650,000	\$ 650,000	\$ 650,000	\$ 650,000	
Misc. Income (includes Field Fees)	9,600	9,600	9,600	9,600	9,600	
Park Dedication Fees	250,000	250,000	250,000	250,000	250,000	
Interest on Investments	40,000	20,000	10,000	10,000	10,000	
Total Funding Sources	949,600	929,600	919,600	919,600	919,600	
Expenditures						
Burwell House Investments	60,000	160,000	50,000	60,000	60,000	
Park Investment Plan	190,000	225,000	65,000	215,000	180,000	
State Park Feasibility Study	30,000	-	-	-	-	
Trail Improvement Plan	-	350,000	-	-	-	
Trail Rehabilitation	75,000	75,000	75,000	75,000	120,000	
Athletic Field Improvements	70,000	25,000	20,000	160,000	25,000	180,000
Shady Oak Beach Improvements	16,800	10,050	60,300	13,400	6,700	
Bennett Family Park Improvements	30,000	-	-	-	-	
Energy Conservation & Sustainability Improvements	-	15,000	-	-	-	
Ridgedale Commons - Programming Equip.	16,500	10,000	42,000	-	-	
Opus Area Park Improvements	-	1,450,000	-	-	-	5,000,000
Total Expenditures	488,300	2,320,050	312,300	523,400	391,700	5,180,000
Surplus (deficiency) of funding sources over (under) expenditures	461,300	(1,390,450)	607,300	396,200	527,900	
<i>Available Beginning Fund Balance</i>	199,722	661,022	(729,428)	(122,128)	274,072	
<i>Available Ending Fund Balance</i>	661,022	(729,428)	(122,128)	274,072	801,972	
Reserve for Athletic Field Capital Maintenance	117,959	127,559	137,159	146,759	156,359	
Available Ending Fund Balance ¹	\$ 543,063	\$ (856,987)	\$ (259,287)	\$ 127,313	\$ 645,613	
Fund Balance Guideline	765,617	103,059	172,722	129,261	266,360	

¹ Available balance excludes cash reserved for adopted projects that are delayed such as \$110,000 for Gray's Bay Causeway and park dedication fees to be paid for public park and trail improvements per private development agreements.

Table IX
CIP 2022-2026
Public Safety Fund
Funding Sources and Expenditure Projections

	2022	2023	2024	2025	2026	Unfunded
Funding Sources						
Tax Levy	\$ 550,000	\$ 650,000	\$ 700,000	\$ 700,000	\$ 800,000	
Other Tax-related Revenue *	100,000	-	-	-	-	
Transfer in	250,000	100,000	100,000	100,000	150,000	
Interest on Investments	5,000	3,000	-	3,000	1,400	
Total Funding Sources	905,000	753,000	800,000	803,000	951,400	
Expenditures						
Small Tool Replacement	48,000	-	-	-	-	
Fire Department Training Props	50,000	-	-	-	-	
Fire Technology Updates	50,000	-	-	-	-	
Police Patrol Vehicle Radars	42,300	32,900	-	-	-	
Lucas Device Purchase	40,000	-	-	-	-	
Station Alerting	60,000	60,000	-	-	-	
Apparatus Refurbishment	150,000	-	-	-	175,000	
Fire Pagers	-	50,000	-	-	-	
Mobile Camera Trailer	-	-	55,000	-	-	
Ballistic Tactical Vests	-	75,000	-	-	-	
Pumper Truck Purchase	-	750,100	-	-	795,800	
AED Replacement	-	-	22,600	-	-	
Rescue Truck Program	-	-	200,000	-	-	
Fire JPA SCBA Program	-	-	600,000	-	-	
800 Mhz Portable Radios	-	-	361,500	-	134,900	
Rescue Equipment	-	-	-	80,000	-	
Turnout Gear	-	-	-	294,000	-	
Reflective Fire Hydrant Markers	-	-	-	-	-	60,000
Support & Command Vehicle	-	-	-	-	-	170,000
Total Expenditures	440,300	968,000	1,239,100	374,000	1,105,700	230,000
Surplus (deficiency) of funding sources over (under) expenditures	464,700	(215,000)	(439,100)	429,000	(154,300)	
<i>Available Beginning Fund Balance</i>	<i>52,952</i>	<i>517,652</i>	<i>302,652</i>	<i>(136,448)</i>	<i>292,552</i>	
Available Ending Fund Balance	\$ 517,652	\$ 302,652	\$ (136,448)	\$ 292,552	\$ 138,252	
Fund Balance Guideline	726,000	929,300	280,500	829,300	619,100	

* \$100,000 per year in property tax-related revenue is from an annual source that will no longer be available after 2022.

Table X
CIP 2022-2026
Storm Water Fund
Funding Sources and Expenditure Projections

	2022	2023	2024	2025	2026	Unfunded
Funding Sources						
Storm Sewer Utility Fees	\$ 2,943,900	\$ 3,038,100	\$ 3,135,400	\$ 3,235,700	\$ 3,339,200	
Interest on Investments	40,000	40,000	40,000	40,000	40,000	
Total Funding Sources	2,983,900	3,078,100	3,175,400	3,275,700	3,379,200	
Expenditures						
<u>Operating Expenditures</u>						
Operating Expenses	1,007,100	1,040,300	1,074,600	1,110,100	1,146,700	
Transfers	152,200	157,200	162,400	167,800	173,300	
<i>Subtotal Operating Expenditures</i>	<i>1,159,300</i>	<i>1,197,500</i>	<i>1,237,000</i>	<i>1,277,900</i>	<i>1,320,000</i>	
<u>Capital Expenditures</u>						
Local Street Rehabilitation	2,300,000	2,300,000	50,000	50,000	-	
Local Street Preservation	-	-	50,000	50,000	100,000	
Storm Sewer Risk Assessment	700,000	250,000	250,000	250,000	250,000	
Major Pond Rehabilitation	200,000	200,000	200,000	200,000	200,000	
Watershed Modeling	25,000	25,000	25,000	25,000	25,000	
Water Quality Projects	100,000	-	100,000	-	100,000	
OPUS Area Bridges	250,000	-	-	-	-	
Storm Sewer Lift Station	-	400,000	-	400,000	-	
Street Sweeper	-	-	-	347,200	275,000	
Plymouth Rd/CR 61 (Cedar Lk Rd to Hilloway Rd)	-	-	-	-	-	230,000
Hopkins Crossroad/CR 73 (Cedar Lk Rd to I-394)	-	-	-	-	-	230,000
Hopkins Crossroad/CR 73 at I-394	-	-	-	-	-	1,500,000
Huntingdon Pond	-	-	-	-	-	1,200,000
<i>Subtotal Capital Expenditures</i>	<i>3,575,000</i>	<i>3,175,000</i>	<i>675,000</i>	<i>1,322,200</i>	<i>950,000</i>	<i>3,160,000</i>
Total Expenditures	4,734,300	4,372,500	1,912,000	2,600,100	2,270,000	
Surplus (deficiency) of funding sources over (under) expenditures	(1,750,400)	(1,294,400)	1,263,400	675,600	1,109,200	
<i>Available Beginning Fund Balance</i>	<i>1,957,356</i>	<i>206,956</i>	<i>(1,087,444)</i>	<i>175,956</i>	<i>851,556</i>	
Available Ending Fund Balance	\$ 206,956	\$ (1,087,444)	\$ 175,956	\$ 851,556	\$ 1,960,756	
Cash Reserve Target -						
5% Accum. Depr. & 3 mos. Working Capital	2,335,400	2,296,300	1,732,600	1,955,900	1,924,800	
Percent target achieved	9%	-47%	10%	44%	102%	

Table XI
CIP 2022-2026
Street Improvement Fund
Funding Sources and Expenditure Projections

	2022	2023	2024	2025	2026	Unfunded
Funding Sources						
Tax Levy	\$ 6,080,000	\$ 6,780,000	\$ 6,980,000	\$ 7,180,000	\$ 7,380,000	
MSA Maintenance	500,000	500,000	500,000	500,000	500,000	
Other	10,000	575,000	510,000	10,000	10,000	
Interest on Investments	-	-	-	-	-	
Transfer In (MSA)	1,000,000	750,000	500,000	-	-	
Total Funding Sources	7,590,000	8,605,000	8,490,000	7,690,000	7,890,000	
Expenditures						
Pavement Management Study	65,000	55,000	65,000	55,000	65,000	
Local Street Preservation	4,330,000	4,340,000	2,740,000	3,290,000	5,100,000	
Local Street Rehabilitation	6,200,000	6,200,000	1,200,000	2,000,000	-	
OPUS Area Bridges	600,000	-	-	-	-	
Flashing Yellow Conversion	260,000	-	-	-	-	
Plymouth Rd/CR 61 (Cedar Lk Rd to Hilloway Rd)	-	-	-	-	-	230,000
Hopkins Crossroad/CR 73 at I-394	-	-	-	-	-	1,200,000
Opus TIF District Improvements	-	-	-	-	-	25,100,000
Hopkins Crossroads/CR 73 (Cedar Lk Rd to I-394)	-	-	-	-	-	230,000
Total Expenditures	11,455,000	10,595,000	4,005,000	5,345,000	5,165,000	26,760,000
Surplus (deficiency) of funding sources over (under) expenditures	(3,865,000)	(1,990,000)	4,485,000	2,345,000	2,725,000	
<i>Available Beginning Fund Balance</i> ¹	<i>(3,104,601)</i>	<i>(6,969,601)</i>	<i>(8,959,601)</i>	<i>(4,474,601)</i>	<i>(2,129,601)</i>	
Available Ending Fund Balance	\$ (6,969,601)	\$ (8,959,601)	\$ (4,474,601)	\$ (2,129,601)	\$ 595,399	
Fund Balance Guideline	2,648,800	1,001,300	1,336,300	1,291,300	1,828,300	

¹ Beginning available balance excludes cash reserved for adopted projects that are delayed, such as Light Rail Transit, and for which construction takes place over more than one year, which is common for major street and bridge reconstruction.

Table XIII
CIP 2022-2026
Technology Development Fund
Funding Sources and Expenditure Projections

	2022	2023	2024	2025	2026	Unfunded
Funding Sources						
Tax Levy	\$ 650,000	\$ 700,000	\$ 700,000	\$ 750,000	\$ 750,000	
Transfers In	-	-	100,000	-	125,000	
Interest on Investments	5,400	6,400	2,300	2,300	1,000	
Total Funding Sources	655,400	706,400	802,300	752,300	876,000	
Expenditures						
Office Equipment	42,700	90,300	24,000	84,200	79,900	
Technology Purchases/Upgrades	458,000	448,600	1,063,800	530,900	863,200	
Security Equipment	83,500	69,100	128,500	129,500	167,000	
Finance, HR Mgmt & Utility Billing Software	-	-	-	-	-	975,000
Total Expenditures	584,200	608,000	1,216,300	744,600	1,110,100	975,000
Surplus (deficiency) of funding sources over (under) expenditures	71,200	98,400	(414,000)	7,700	(234,100)	
Available Beginning Fund Balance	471,614	542,814	641,214	227,214	234,914	
Available Ending Fund Balance	\$ 542,814	\$ 641,214	\$ 227,214	\$ 234,914	\$ 814	
Fund Balance Guideline	152,000	304,100	186,200	277,600	230,000	

Table VII
CIP 2022-2026
Trail System Expansion Fund
Funding Sources and Expenditure Projections

	2022	2023	2024	2025	2026	Unfunded
Funding Sources						
Gas & Electric Franchise Fees	\$ 1,929,600	\$ 1,929,600	\$ 1,929,600	\$ 1,929,600	\$ 1,929,600	
Grants	-	-	2,364,700	-	-	
Interest on Investments	3,100	1,000	9,600	6,300	1,600	
Total Funding Sources	1,932,700	1,930,600	4,303,900	1,935,900	1,931,200	
Expenditures						
Trail Improvement Plan	900,000	4,980,000	3,364,700	2,270,000	2,400,000	
Trail Segments - Unscheduled	-	-	-	-	-	75,350,000
Total Expenditures	900,000	4,980,000	3,364,700	2,270,000	2,400,000	75,350,000
Surplus (deficiency) of funding sources over (under) expenditures	1,032,700	(3,049,400)	939,200	(334,100)	(468,800)	
<i>Available Beginning Fund Balance</i>	<i>2,042,487</i>	<i>3,075,187</i>	<i>25,787</i>	<i>964,987</i>	<i>630,887</i>	
Available Ending Fund Balance	\$ 3,075,187	\$ 25,787	\$ 964,987	\$ 630,887	\$ 162,087	
Fund Balance Guideline	1,245,000	841,175	567,500	600,000	813,419	

Table XIV
CIP 2022-2026
Utility Fund
Funding Sources and Expenditure Projections

	2022	2023	2024	2025	2026	Unfunded
Funding Sources						
Water Sales & Sewer Services	\$ 16,881,500	\$ 17,602,100	\$ 18,353,400	\$ 19,136,900	\$ 19,953,800	
Interest on Investments	194,000	156,600	198,700	276,800	202,400	
Hookup Fees	230,100	234,800	239,500	244,300	249,200	
Miscellaneous Income	359,700	366,300	373,200	380,100	387,300	
Bond Proceeds	-	10,000,000	8,200,000	-	10,000,000	
Total Funding Sources	17,665,300	28,359,800	27,364,800	20,038,100	30,792,700	
Expenditures						
Non-Capital Expenditures						
Operating Expenses	6,309,300	6,474,300	6,644,100	6,818,600	6,998,000	
Sewer Service Charge	4,900,600	5,096,700	5,300,500	5,512,500	5,733,000	
Debt Service	2,004,400	1,997,500	2,389,300	2,699,200	2,662,900	
Transfers	800,000	800,000	824,000	848,700	874,200	
Subtotal Non-capital Expenditures	14,014,300	14,368,500	15,157,900	15,879,000	16,268,100	
Capital Expenditures						
<u>Water Improvements</u>						
Miscellaneous Piping & Improvements	160,000	170,000	180,000	190,000	200,000	
Water Tower Maintenance	700,000	200,000	50,000	50,000	50,000	
Water System Sustainability Improvements	350,000	4,250,000	800,000	1,000,000	700,000	
Removal of Excavated Soil	-	80,000	-	90,000	-	
Water - Trunk Line Replacement	-	-	-	1,600,000	-	
Water Meter Replacement Program	-	-	1,500,000	1,500,000	1,500,000	
<u>Sewer Improvements</u>						
Sewer - System Sustainability Improvements	1,300,000	1,900,000	1,800,000	1,800,000	1,900,000	
Infiltration and Inflow Reduction Program	160,000	170,000	180,000	190,000	200,000	
Opus Area Utility Infrastructure	1,500,000	500,000	500,000	500,000	500,000	
<u>Street-related Utility Improvements</u>						
Local Street Rehabilitation	3,000,000	3,000,000	50,000	50,000	-	
Local Street Preservation	210,000	220,000	120,000	120,000	120,000	
OPUS Area Bridges	150,000	-	-	-	-	
<u>Major Equipment</u>						
Fleet Vehicles	57,300	62,300	56,400	69,600	137,600	
Outdoor Warning Sirens	75,000	75,000	75,000	-	-	
Vacuum Utility Truck	500,000	-	-	-	-	
Sewer Televising Van	228,000	-	-	-	-	
Live Safety Reporting Upgrades	-	-	50,000	-	-	
Dump/Plow Truck Replacements	-	-	-	279,100	-	
Hopkins Crossroad/CR 73 at I-394	-	-	-	-	-	400,000
Subtotal Capital Expenditures	8,390,300	10,627,300	5,361,400	7,438,700	5,307,600	400,000
Total Expenditures	22,404,600	24,995,800	20,519,300	23,317,700	21,575,700	
Surplus (deficiency) of funding sources over (under) expenditures	(4,739,300)	3,364,000	6,845,500	(3,279,600)	9,217,000	
Available Beginning Fund Balance	15,381,524	10,642,224	14,006,224	20,851,724	17,572,124	
Available Ending Fund Balance	\$ 10,642,224	\$ 14,006,224	\$ 20,851,724	\$ 17,572,124	\$ 26,789,124	
Operating Reserve Target (6 mos. WC + debt sv	7,895,400	8,810,900	9,603,800	6,528,300	10,729,400	
Capital Reserve Target (10% accumulated depre	11,279,300	11,634,300	11,989,300	12,344,300	12,699,300	
Total Cash Reserve Target	19,174,700	20,445,200	21,593,100	18,872,600	23,428,700	
Percentage of Target Achieved	55.5%	68.5%	96.6%	93.1%	114.3%	

Table XV
CIP 2022-2026
Williston Center Fund
Funding Sources and Expenditure Projections

	2022	2023	2024	2025	2026
Funding Sources					
Membership Fees	\$ 1,778,100	\$ 1,911,500	\$ 1,911,500	\$ 2,054,900	\$ 2,054,900
Tennis Court Fees	682,500	682,500	716,700	716,700	716,700
Other Fees	364,100	364,100	364,100	400,500	400,500
Miscellaneous Revenue	130,000	130,000	130,000	130,000	130,000
Interest on Investments	5,000	2,000	-	-	1,000
Total Funding Sources	2,959,700	3,090,100	3,122,300	3,302,100	3,303,100
Expenditures					
Operating Expenditures					
Operating Expenses	2,539,400	2,623,300	2,709,900	2,799,400	2,891,800
Transfers Out - Indirect Costs	56,300	58,200	60,100	62,100	64,100
Subtotal Operating Expenditures	2,595,700	2,681,500	2,770,000	2,861,500	2,955,900
Capital Expenditures					
Williston Center Improvements	135,000	175,000	195,000	325,000	250,000
Life Safety Reporting Upgrades	-	-	-	50,000	-
Building Roof Replacements	15,000	15,000	15,000	15,000	15,000
Major Building Components	-	-	126,000	-	25,000
Subtotal Capital Expenditures	150,000	190,000	336,000	390,000	290,000
Total Expenditures	2,745,700	2,871,500	3,106,000	3,251,500	3,245,900
Surplus (deficiency) of funding sources over (under) expenditures	214,000	218,600	16,300	50,600	57,200
Available Beginning Fund Balance	154,692	368,692	587,292	603,592	654,192
Available Ending Fund Balance	\$ 368,692	\$ 587,292	\$ 603,592	\$ 654,192	\$ 711,392
Cash Reserve Target -					
20% Accum. Deprec. & 3 mos. Working Capital	1,416,000	1,445,100	1,482,000	1,512,600	1,544,000
Percentage of Target Achieved	26%	41%	41%	43%	46%



CITY OF
MINNETONKA

2022 - 2026 Capital Improvement Plan

2022 thru 2026

Department 1-Municipal Buildings

City of Minnetonka, Minnesota

Contact Facilities Manager

Project #	MB-22101
Project Name	Life Safety Reporting Upgrades

Type Improvement

Useful Life

Category Municipal Buildings

Priority 2 Important-Provide Efficiency

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:
 2022: Glen Lake Activity Center
 2023: Public Works Fire Annunciator Panel
 2024: Water Plant #16 Chemical and Fire Alarms
 2025: Williston Center Fire System and Sprinklers
 2026: Community Center/Public Safety

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	2022	2023	2024	2025	2026	Total
Equip/Vehicles/Furnishings	35,000	50,000	50,000	50,000	80,000	265,000
Total	35,000	50,000	50,000	50,000	80,000	265,000
Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	35,000	50,000			80,000	165,000
Utility Fund			50,000			50,000
Williston Center Fund				50,000		50,000
Total	35,000	50,000	50,000	50,000	80,000	265,000

Impacts (Budget, Sustainability, Other)

This project does not increase annual operating costs.



2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

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-22102
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.

2022: Water conservation initiatives (devices & fixtures)
 2023: Park shelter and restroom lighting
 2024: Ice arena - hot water heaters
 2025: See Solar Initiative - Roof Projects page
 2026: Refrigerant change out

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	2022	2023	2024	2025	2026	Total
Construction/Maintenance	20,000	45,000	60,000		60,000	185,000
Total	20,000	45,000	60,000		60,000	185,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	20,000	30,000	60,000		60,000	170,000
Park & Trail Improvement Fund		15,000				15,000
Total	20,000	45,000	60,000		60,000	185,000

Impacts (Budget, Sustainability, Other)

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



2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

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-22103
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, 3 & 4
 Williston Boilers (5)
 Comm. Center 2nd floor condenser
 Ice A Dehumidifiers

2025: Comm. Center AHU #1, Condenser/AC,
 Sidewalk heat

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

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	2022	2023	2024	2025	2026	Total
Construction/Maintenance			326,000	450,000	275,000	1,051,000
Total			326,000	450,000	275,000	1,051,000
Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund			200,000	450,000	250,000	900,000
Williston Center Fund			126,000		25,000	151,000
Total			326,000	450,000	275,000	1,051,000

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.

HVAC improvements scheduled in 2022-2023 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.



2022 - 2026 Capital Improvement Plan

2022 thru 2026

Department 1-Municipal Buildings

Contact Facilities Manager

Type Equipment

Useful Life

Category Municipal Buildings

Priority 2 Important-Provide Efficiency

City of Minnetonka, Minnesota

Project #	MB-22104
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.

2022: Community Center/City Hall (lighting controls), and Westridge Pavilion
 2023: Satellite Fire Stations
 2024: Meadow, Purgatory and Big Willow Park Buildings Integration
 2025: City Hall
 2026: System wide upgrades and modeling

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	2022	2023	2024	2025	2026	Total
Equip/Vehicles/Furnishings	110,000	50,000	30,000	35,000	120,000	345,000
Total	110,000	50,000	30,000	35,000	120,000	345,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	110,000	50,000	30,000	35,000	120,000	345,000
Total	110,000	50,000	30,000	35,000	120,000	345,000

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.



2022 - 2026 Capital Improvement Plan

2022 thru 2026

Department 1-Municipal Buildings

City of Minnetonka, Minnesota

Contact Facilities Manager

Project #	MB-22105
Project Name	Building Roof Replacements

Type Improvement

Useful Life

Category Municipal Buildings

Priority 2 Important-Provide Efficiency

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.

2022: Williston Tennis roof repair
 2023: Ice Arena A roof evaluation, system wide repairs
 2024: Glen Lake Activity Center
 2025: Ice Arena A
 2026: City Hall/Community Center (flat roof)

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	2022	2023	2024	2025	2026	Total
Construction/Maintenance	15,000	40,000	115,000	240,000	95,000	505,000
Total	15,000	40,000	115,000	240,000	95,000	505,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund		25,000	100,000	225,000	80,000	430,000
Williston Center Fund	15,000	15,000	15,000	15,000	15,000	75,000
Total	15,000	40,000	115,000	240,000	95,000	505,000

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.



2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

City of Minnetonka, Minnesota

Project #	MB-22106
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, garage doors, epoxy flooring painting, truck exhaust systems, hot water heaters and miscellaneous painting.

Improvements will be scheduled and undertaken in the year of project funding.

2022: Bay doors #4 & 5, rear door #2, flooring #3, water heater #3, generator #5
 2023: Wall repair, landscaping, doors, and misc. roof repairs
 2024: Fire #5 - Access Doors #5, door openers
 2025: Wall repairs, flooring fire #4, HVAC AH #3 & 4
 2026: Watch room conversions and lobby furniture

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 and apparatus bay/operational facility improvements are identified such as exhaust air evacuation systems. In 2023, additional funds are shown to construct modifications to accommodate revised staffing levels at Fire Stations #3 and 5.

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

Expenditures	2022	2023	2024	2025	2026	Total
Construction/Maintenance	65,000	150,000	65,000	50,000	70,000	400,000
Total	65,000	150,000	65,000	50,000	70,000	400,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	65,000	150,000	65,000	50,000	70,000	400,000
Total	65,000	150,000	65,000	50,000	70,000	400,000

Impacts (Budget, Sustainability/Other)

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



2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

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-22107
Project Name	City Hall and Community Center Improvements

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
 2022: CC tile floor upgrades, coat wall and reception remodel, paint sky light mullions
 2023: CC kitchen refurbishment, community room carpet, remodel
 2024: CH window replacements
 2025: CH service delivery remodel, visitor screening and security
 2026: Space needs study, ADA review and digital signs

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.

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	2022	2023	2024	2025	2026	Total
Construction/Maintenance	305,000	225,000	175,000	60,000	270,000	1,035,000
Total	305,000	225,000	175,000	60,000	270,000	1,035,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	305,000	225,000	175,000	60,000	270,000	1,035,000
Total	305,000	225,000	175,000	60,000	270,000	1,035,000

Impacts (Budget, Sustainability, Other)

Savings from previous years' civic center and city hall improvements have been reprogrammed into this project. In 2020/2021, building material costs have increased drastically and continue to rise which could further impact costs of these projects.

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



2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

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-22108
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
 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.

Expenditures	2022	2023	2024	2025	2026	Total	Future
Construction/Maintenance				1,250,000		1,250,000	500,000
Total				1,250,000		1,250,000	Total

Funding Sources	2022	2023	2024	2025	2026	Total	Future
Capital Replacement Fund				1,250,000		1,250,000	500,000
Total				1,250,000		1,250,000	Total

Impacts (Budget, Sustainability, Other)

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

2022 - 2026 Capital Improvement Plan

2022 thru 2026

Department 1-Municipal Buildings

City of Minnetonka, Minnesota

Contact Facilities Manager

Project #	MB-22109
Project Name	Special Project Facility Repairs and Upgrades

Type Improvement

Useful Life

Category Municipal Buildings

Priority 2 Important-Provide Efficiency

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	2022	2023	2024	2025	2026	Total
Construction/Maintenance	30,000	30,000	30,000	30,000	30,000	150,000
Total	30,000	30,000	30,000	30,000	30,000	150,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	30,000	30,000	30,000	30,000	30,000	150,000
Total	30,000	30,000	30,000	30,000	30,000	150,000

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.



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City of Minnetonka, Minnesota

Project # RecF-22201
Project Name Williston Center Improvements



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

Description (Include Scheduling and Project Status)

These projects preserve the future usefulness of the facility for its traditional functions. Due to the pandemic facility memberships and visits decreased but as vaccinations increase we hope our usage continues in the same direction. The facility is averaging 6,722 members of which 5,278 are Minnetonka residents which is down 30% compared to pre-covid. Williston continues to be a reasonably priced fitness facility and a cost-effective location to host 60 Recreation Services programs.

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.

Many of the capital purchased scheduled for 2020 have been reprogrammed for future years due to Covid (ie - treadmills).

In 2019 the tennis building received an upgrade to LED lighting, Co-Ray-Vac vacuum heater system and new paint. In 2020, 26 new indoor cycling bikes and a new pool heater were purchased.

In 2021, 8 pieces of cardiovascular equipment were replaced and new free weights, plates and racks were purchased. In addition, the facility also purchased a NuStep geared towards older adults, individuals with special needs and those needing rehab. Finally, the tennis courts were resurfaced.

The tennis building roof is original to the building and is approximately 40 years old. The projects included in the 2022 & 2024 municipal buildings section will make necessary repairs to maintain the integrity of the tennis roof and roof top units. Additional projects for 2022 include updating the flooring in the family locker rooms, replacing key features in the splash pad and treehouse and installing key fob access to 8 doors within Williston.

Future projects include facility updates and enhancements to help with the overall well-being of the facility.

Expenditures	2022	2023	2024	2025	2026	Total
Construction/Maintenance	135,000	175,000	195,000	325,000	250,000	1,080,000
Total	135,000	175,000	195,000	325,000	250,000	1,080,000

Funding Sources	2022	2023	2024	2025	2026	Total
Williston Center Fund	135,000	175,000	195,000	325,000	250,000	1,080,000
Total	135,000	175,000	195,000	325,000	250,000	1,080,000

Impacts (Budget, Sustainability/Other)

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

2022 - 2026 Capital Improvement Plan

2022 thru 2026

City of Minnetonka, Minnesota

Project # RecF-22203
Project Name Shady Oak Beach Improvements

Type Improvement
Useful Life
Category Recreational Facilities
Department 2-Recreational Facilities
Contact Recreation Superintendent
Priority 3 Expansion of New/Existing



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.

2022: Miscellaneous building components, i.e. installation of energy efficient lighting in restrooms/gate area, patio tables and chairs, dock maintenance (\$25,000)
 2023: Miscellaneous building maintenance (\$10,000); concession equipment (\$5,000)
 2024: Inflatable replacement (\$10,000); parking lot mill and overlay (\$80,000)
 2025: Miscellaneous building maintenance (\$20,000)
 2026: 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	2022	2023	2024	2025	2026	Total
Construction/Maintenance	25,000	15,000	90,000	20,000	10,000	160,000
Total	25,000	15,000	90,000	20,000	10,000	160,000

Funding Sources	2022	2023	2024	2025	2026	Total
City of Hopkins	8,200	4,950	29,700	6,600	3,300	52,750
Park & Trail Improvement Fund	16,800	10,050	60,300	13,400	6,700	107,250
Total	25,000	15,000	90,000	20,000	10,000	160,000

Impacts (Budget, 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-22204
Project Name Lindbergh 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 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, competitive running track, walking & jogging track and an exercise and conditioning room. Designated hours for community use of the Lindbergh Center provide residents the opportunity to maintain overall fitness.

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:

- 2022: Replace/repair walking/jogging track surface
- 2023: Cardiovascular equipment, sidewalk/entrance reconfiguration
- 2024: Replace four basketball court floors
- 2025: Main bleacher replacement
- 2026: Replace doors, carpeting

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 Lindbergh Center. The facility is instrumental to the joint recreation division’s ability to offer high demand youth and adult community programs.

Expenditures	2022	2023	2024	2025	2026	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	2022	2023	2024	2025	2026	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 (Budget, 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.



2022 - 2026 Capital Improvement Plan

2022 thru 2026

City of Minnetonka, Minnesota

Department 2-Recreational Facilities

Contact Ice Arena Manager

Type Improvement

Useful Life

Category Recreational Facilities

Priority 2 Important-Provide Efficiency

Project #	RecF-22205
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

Non-accessible Rink B bleachers are scheduled to be replaced with ADA accessible permanent bleachers in 2022.

Replacement of the aging Rink B refrigeration system (2023) will reduce current and future maintenance expenses. A 20 year life expectancy is typical of refrigeration systems and the current system will be 20 years old when replaced. \$1,000,000

Upgrading the concession stand food storage walls and flooring in 2024 is necessary to be NSF compliant. \$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	2022	2023	2024	2025	2026	Total
Construction/Maintenance	100,000	1,000,000	100,000			1,200,000
Equip/Vehicles/Furnishings					25,000	25,000
Total	100,000	1,000,000	100,000		25,000	1,225,000

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	100,000		50,000		25,000	175,000
Community Investment Fund		1,000,000	50,000			1,050,000
Total	100,000	1,000,000	100,000		25,000	1,225,000

Impacts (Budget, Sustainability, Other)

Maintenance costs on the refrigeration system installed in Rink A in 2015 and scheduled in Rink B in 2023 have reduced due to better energy efficiency, the elimination of expensive R22 refrigerant, and reduced mechanical breakdowns.

2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

Department 2-Recreational Facilities

City of Minnetonka, Minnesota

Contact Recreation Director

Project # RecF-22206
Project Name Skate Park Feasibility Study

Type Improvement

Useful Life 15

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. This feasibility study will assist staff in determining the need for skate park amenities as well as location(s) and types of structures available.

2022: Feasibility Study

Justification/Relationship to Plans and Projects

The Park Board directed staff to conduct a feasibility study to assess options for upgrading the current skate park or adding a new skate park in the city.

Expenditures	2022	2023	2024	2025	2026	Total
Improvements	30,000					30,000
Total	30,000					30,000

Funding Sources	2022	2023	2024	2025	2026	Total
Park & Trail Improvement Fund	30,000					30,000
Total	30,000					30,000

Impacts (Budget, Sustainability, Other)

A future, unfunded page for a skate park has been included as part of the 2022-2026 CIP. One goal of this project will be to explore sustainable options for this project.

City of Minnetonka, Minnesota
2022 - 2026 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	<i>RecF-TBD2202</i>	3	20,000,000
Skate Park	2-Recreational Facilities	<i>RecF-TBD2207</i>	3	900,000
	TOTAL			20,900,000

2022 - 2026 Capital Improvement Plan

2022 thru 2026

Department 2-Recreational Facilities

City of Minnetonka, Minnesota

Contact Recreation Director

Project #	RecF-TBD2202
Project Name	Recreational Pool

Type Improvement

Useful Life

Category Recreational Facilities

Priority 3 Expansion of New/Existing

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.

Staff will explore opportunities for school partnerships, public/private partnerships, or leasing opportunities as options for additional pool space. Staff will also explore available funding options including pursuing state bonding.

SCHEDULING AND PROJECT STATUS:
 2022-2026: Explore opportunities
 Future: Construction/renovation of 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	2022	2023	2024	2025	2026	Total	Future
Construction/Maintenance					0	0	20,000,000
Total					0	0	Total

Funding Sources	2022	2023	2024	2025	2026	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.

2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

City of Minnetonka, Minnesota

Department 2-Recreational Facilities

Contact Recreation Director

Type Improvement

Useful Life 15

Category Recreational Facilities

Priority 3 Expansion of New/Existing

Project #	RecF-TBD2207
Project Name	Skate Park

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.

The 2022-2026 also shows a feasibility study in 2022 that will help determine the need for a new or updated skate park as well as potential locations.

Justification/Relationship to Plans and Projects

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

An increased interested in sports and activities like skateboarding and mountain biking have occurred recently. The Minnetonka Park Board and staff have received numerous requests for updated amenities related to skate boarding.

Expenditures	2022	2023	2024	2025	2026	Total	Future
Construction/Maintenance					0	0	900,000
Total					0	0	Total

Funding Sources	2022	2023	2024	2025	2026	Total	Future
Community Investment Fund					0	0	900,000
Grants/Partnership Funding					0	0	Total
Total					0	0	

Impacts (Budget, Sustainability, Other)

Skate parks are typically are large up front cost with minimal on-going maintenance. Pending feasibility results could effect the project cost (ie - location, amenities, etc).



2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

Department 3-Parks, Trails & Open Space

City of Minnetonka, Minnesota

Contact Natural Resources Manager

Project # Park-22301

Type Maintenance

Project Name Plant Pest Program

Useful Life

Category Park Improvements/Refurbish

Priority 3 Expansion of New/Existing

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. Funds will be used to purchase equipment to manage EAB. In addition, the equipment 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	2022	2023	2024	2025	2026	Total
Construction/Maintenance	175,000	180,000	186,000	192,000	198,000	931,000
Total	175,000	180,000	186,000	192,000	198,000	931,000

Funding Sources	2022	2023	2024	2025	2026	Total
Forestry Fund	175,000	180,000	186,000	192,000	198,000	931,000
Total	175,000	180,000	186,000	192,000	198,000	931,000

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.

2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

Department 3-Parks, Trails & Open Space

City of Minnetonka, Minnesota

Contact Public Works Operations Man

Project #	Park-22302
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.

2022: \$20,000 field improvements at city owned athletic fields, \$50,000 for outfield safety netting on Big Willow Softball field #6.
 2023: \$25,000 replace safety netting at Big Willow baseball and Little League fields, Guilliams baseball field, and safety netting at all batting cages
 2024: \$20,000 field improvements at city owned athletic fields.
 2025: \$160,000 replacement of Big Willow Soccer lights with LED lights.
 2026: \$25,000 field improvements at city owned athletic 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	2022	2023	2024	2025	2026	Total
Construction/Maintenance	70,000	25,000	20,000	160,000	25,000	300,000
Total	70,000	25,000	20,000	160,000	25,000	300,000

Funding Sources	2022	2023	2024	2025	2026	Total
Park & Trail Improvement Fund	70,000	25,000	20,000	160,000	25,000	300,000
Total	70,000	25,000	20,000	160,000	25,000	300,000

Impacts (Budget, Sustainability, Other)

These improvements will reduce annual maintenance costs.

2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

Department 3-Parks, Trails & Open Space

City of Minnetonka, Minnesota

Contact Recreation Director

Project # Park-22303

Type Maintenance

Project Name Bennett Family Park

Useful Life

Category Park Improvements/Refurbish

Priority 3 Expansion of New/Existing

Description (Include Scheduling and Project Status)

Improvements for Bennett Family Park are part of a five-year plan to provide capital funding to the Park starting in 2018.

Bennett Family Park approached the city and requested financial assistance for various improvements. The park board recommended the project for council consideration as part of the 2017-2021 CIP review. Upon council review and approval, a cooperative agreement was developed including a five-year plan, with one-year terms to be approved annually by the City Council, beginning in 2018 and ending in 2022.

Justification/Relationship to Plans and Projects

Privately owned and operated Bennett Family Park provides softball, baseball and Miracle Field programs to residents of Minnetonka throughout the spring, summer and fall. This service is similar to other local organizations which provide programs on city owned property, such as Big Willow Baseball, Glen Lake Mighty Mites and GAL softball.

A similar agreement with Bennett Family Park was developed for capital improvements from 1995-2000. A current agreement totaling \$147,000 over 5 years will end in 2022.

Expenditures	2022	2023	2024	2025	2026	Total
Construction/Maintenance	30,000					30,000
Total	30,000					30,000

Funding Sources	2022	2023	2024	2025	2026	Total
Park & Trail Improvement Fund	30,000					30,000
Total	30,000					30,000

Impacts (Budget, Sustainability, Other)

Capital funding is only for infrastructure investment and should not affect (although possibly lowering) the operating costs which are funded by Bennett Family Park.

2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

Department 3-Parks, Trails & Open Space

City of Minnetonka, Minnesota

Contact Facilities Manager

Project #	Park-22304
Project Name	Burwell House Investments

Type Improvement

Useful Life

Category Municipal Buildings

Priority 1 Critical for Safety/Preserve

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.

The jump in spending (\$160,000) in 2023 is allocated to paint the exterior of the house and outbuildings, as well as structural repairs to the buildings.

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	2022	2023	2024	2025	2026	Total
Construction/Maintenance	60,000	160,000	50,000	60,000	60,000	390,000
Total	60,000	160,000	50,000	60,000	60,000	390,000

Funding Sources	2022	2023	2024	2025	2026	Total
Park & Trail Improvement Fund	60,000	160,000	50,000	60,000	60,000	390,000
Total	60,000	160,000	50,000	60,000	60,000	390,000

Impacts (Budget, Sustainability, Other)

These improvements will reduce annual maintenance costs.

2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

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-22305
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.

- 2022: Linner and Ford Park playground equipment and safety surfacing replacement (\$125,000)
Big Willow Park bathroom replacement (\$55,000)
Engineered wood fiber installation at playgrounds (\$10,000)
- 2023: Gro Tonka and Mini-Tonka Park playground equipment and safety surfacing replacement (\$135,000)
Linner and Junction Park tennis court reconstruction (\$80,000)
Engineered wood fiber installation at playgrounds (\$10,000)
- 2024: Reich Park tennis court reconstruction (\$55,000)
Engineered wood fiber installation at playgrounds (\$10,000)
- 2025: Groveland and Sunrise Ridge Park playground equipment and safety surfacing replacement (\$150,000)
Covington Park tennis court reconstruction (\$55,000)
Engineered wood fiber installation at playgrounds (\$10,000)
- 2026: Glen Moor and Wilson Park playground equipment and safety surfacing replacement (\$170,000)
Engineered wood fiber installation at playgrounds (\$10,000)

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 and bike parking.

Expenditures	2022	2023	2024	2025	2026	Total
Construction/Maintenance	190,000	225,000	65,000	215,000	180,000	875,000
Total	190,000	225,000	65,000	215,000	180,000	875,000

Funding Sources	2022	2023	2024	2025	2026	Total
Park & Trail Improvement Fund	190,000	225,000	65,000	215,000	180,000	875,000
Total	190,000	225,000	65,000	215,000	180,000	875,000

Impacts (Budget, Sustainability, Other)

This rehabilitation will not increase annual maintenance costs.

2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

Department 3-Parks, Trails & Open Space

City of Minnetonka, Minnesota

Contact Recreation Superintendent

Project # Park-22310
Project Name Ridgedale Commons - Programming Equipment

Type Equipment

Useful Life

Category Park Improvements/Refurbish

Priority 3 Expansion of New/Existing

Description (Include Scheduling and Project Status)

Ridgedale Commons will provide space for new recreation programs, activities and special events.
 2022: Additional IT Equipment (\$5,000); Curling Equipment (\$8,000); Patio Heaters/Tables (\$3,500)
 2023: Additional IT Equipment, i.e. projector/screen (\$7,000); Farmers Market Equipment, i.e. tents (\$3,000)
 2024: Additional IT Equipment, i.e. sound system (\$40,000); 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	2022	2023	2024	2025	2026	Total
Equip/Vehicles/Furnishings	16,500	10,000	42,000			68,500
Total	16,500	10,000	42,000			68,500

Funding Sources	2022	2023	2024	2025	2026	Total
Park & Trail Improvement Fund	16,500	10,000	42,000			68,500
Total	16,500	10,000	42,000			68,500

Impacts (Budget, Sustainability, Other)

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



2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

Department 3-Parks, Trails & Open Space

City of Minnetonka, Minnesota

Contact Park Planner

Project #	Park-22307
Project Name	Trail Improvement Plan

Type Improvement

Useful Life

Category Park Improvements/Refurbish

Priority 3 Expansion of New/Existing

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.

2022: Ridgedale Drive - White Birch to Target

2023: Smetana Road - Westbrook Way to Sanibel Drive
Minnetonka Boulevard - Woodlawn Ave to Tonkawood Rd
Groveland School Crossing

2024: Hopkins Crossroad (CR 73) - Cedar Lake Road to Hillside Lane
Hillside Lane - Hopkins Crossroad to Tanglen Elementary

2025: Hopkins Crossroad (CR73) - Hillside Lane to Wayzata Boulevard

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

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.

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. In 2016 the city's internal trails team updated the feasibility score and reprioritized unscheduled segments.

The vision for trail segments uses a feasibility score updated in 2016 made up of Community Access (40%), Nature of Use (40%), Cost Effectiveness (10%) and Degree of Construction Difficulty (10%).

Expenditures	2022	2023	2024	2025	2026	Total
Construction/Maintenance	1,400,000	8,130,000	3,900,000	2,920,000	2,400,000	18,750,000
Total	1,400,000	8,130,000	3,900,000	2,920,000	2,400,000	18,750,000

Funding Sources	2022	2023	2024	2025	2026	Total
Electric Franchise Fees Fund	500,000	2,800,000	600,000	650,000		4,550,000
Grants/Partnership Funding			2,300,000			2,300,000
Park & Trail Improvement Fund		350,000				350,000
Trail System Expansion Fund	900,000	4,980,000	1,000,000	2,270,000	2,400,000	11,550,000
Total	1,400,000	8,130,000	3,900,000	2,920,000	2,400,000	18,750,000

Impacts (Budget, Sustainability, Other)

A list of additional future segments that are ranked and prioritized for implementation is shown on CIP page Park-TBD2215.








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 2022 - 2026





Trail Construction

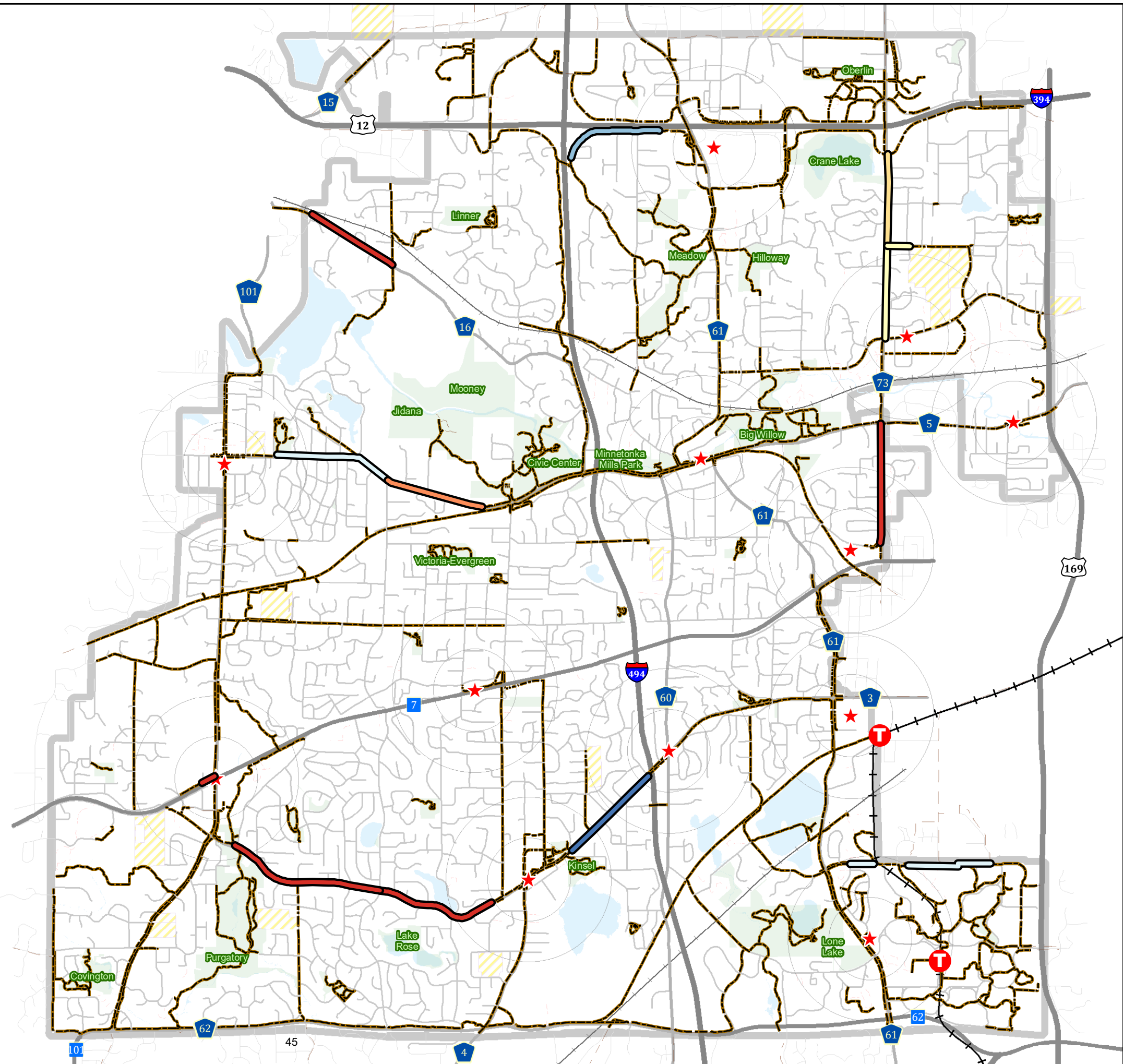
Year

-  2021
-  2022
-  2023
-  2024
-  2025
-  2026
-  10 yr Plan 2027 - 2031

-  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



2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

Department 3-Parks, Trails & Open Space

City of Minnetonka, Minnesota

Contact Public Works Operations Man

Project # Park-22308
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.

2022: Cedar Lake Rd - Plymouth Rd to CR 73; North Frontage Rd - CR 73 to Hampton Inn.

2023: Lone Lake Park, Lindsey Lane

2024: CSAH 101 - Ridgewood Rd to Hutchins Dr

2025: Cheshire Parkway, North Frontage Rd - Ridgedale Dr to CR 73, South Frontage Rd - Ridgedale Dr to CR 73.

2026: Townline Rd/CR 62 - Vinehill Rd to CR 60

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	2022	2023	2024	2025	2026	Total
Construction/Maintenance	75,000	75,000	75,000	75,000	120,000	420,000
Total	75,000	75,000	75,000	75,000	120,000	420,000

Funding Sources	2022	2023	2024	2025	2026	Total
Park & Trail Improvement Fund	75,000	75,000	75,000	75,000	120,000	420,000
Total	75,000	75,000	75,000	75,000	120,000	420,000

Impacts (Budget, Sustainability, Other)

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

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

Project #	Park-22309
Project Name	Opus Area Park Improvements

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 completed the 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 a future park. Elements of the plan are being constructed by private developers, partner agencies and municipal capital projects.

2022: Construction and implementation of place making elements designed in 2021, including trail wayfinding signage and branding and landscape material. Funding to construct these improvements is part of the same funding that was approved to begin design for 2021.

Future: Implementation of a community park/plaza space will be implemented in future years as development occurs and land can be acquired. Funding shown in 2023 will be used to acquire land and begin park improvements, as land becomes available \$5,000,000 is listed as unfunded on ParkTBD-2233 page to construct park infrastructure and amenities.

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.

2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

City of Minnetonka, Minnesota

Department 3-Parks, Trails & Open Space

Contact Park Planner



Expenditures	2022	2023	2024	2025	2026	Total
Construction/Maintenance		1,450,000				1,450,000
Total		1,450,000				1,450,000

Funding Sources	2022	2023	2024	2025	2026	Total
Park & Trail Improvement Fund		1,450,000				1,450,000
Total		1,450,000				1,450,000

Impacts (Budget, Sustainability, Other)

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

City of Minnetonka, Minnesota
2022 - 2026 Capital Improvement Plan

PENDING PROJECTS

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

Project Name	Department	Project #	Priority	Project Cost
Pending				
Park & Open Space Purchase	3-Parks, Trails & Open Space	<i>Park-TBD2231</i>	3	983,000
Opus Area Park Improvements	3-Parks, Trails & Open Space	<i>Park-TBD2233</i>	3	5,000,000
Trail Segments - Unscheduled	3-Parks, Trails & Open Space	<i>Park-TBD2234</i>	3	75,350,000
Athletic Field Improvements Unfunded	3-Parks, Trails & Open Space	<i>Park-TBD2235</i>	2	180,000
TOTAL				81,513,000

2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

Department 3-Parks, Trails & Open Space

City of Minnetonka, Minnesota

Contact Public Works Operations Man

Project #	Park-TBD2231
Project Name	Park & Open Space Purchase

Type Improvement

Useful Life

Category Park Development

Priority 3 Expansion of New/Existing

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.

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.

Expenditures	2022	2023	2024	2025	2026	Total	Future
Land Acquisition					0	0	983,000
Total					0	0	Total

Funding Sources	2022	2023	2024	2025	2026	Total	Future
Community Investment Fund					0	0	983,000
Total					0	0	Total

Impacts (Budget, Sustainability, Other)

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

Department 3-Parks, Trails & Open Space

Contact Park Planner

Type Improvement

Useful Life

Category Park Improvements/Refurbish

Priority 3 Expansion of New/Existing

Project #	Park-TBD2233
Project Name	Opus Area Park Improvements

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 \$5,000,000 is currently listed as unfunded to be used for park infrastructure and amenities. Interim placemaking 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.

2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

City of Minnetonka, Minnesota

Department 3-Parks, Trails & Open Space

Contact Park Planner



Expenditures	2022	2023	2024	2025	2026	Total	Future
Construction/Maintenance				0		0	5,000,000
Total				0		0	Total

Funding Sources	2022	2023	2024	2025	2026	Total	Future
Park & Trail Improvement Fund				0		0	5,000,000
Total				0		0	Total

Impacts (Budget, Sustainability, Other)

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

2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

Department 3-Parks, Trails & Open Space

City of Minnetonka, Minnesota

Contact Park Planner

Project # Park-TBD2234
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 Plymouth Road Trail and Excelsior Boulevard 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 the Baker Road are being master planned by Three Rivers Park District. That effort is expected to be complete in summer of 2021. Upon completion of the master plan, Three Rivers Park District will identify funding 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	2022	2023	2024	2025	2026	Total	Future
Construction/Maintenance				0		0	75,350,000
Total				0		0	Total

Funding Sources	2022	2023	2024	2025	2026	Total	Future
Trail System Expansion Fund				0		0	75,350,000
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 (all costs 2020 dollars)	Length (miles)	Estimated Cost 2022-2026 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		Programmed for 2022 - \$900,000
4	6.2	Minnetonka Blvd - Woodlawn Ave to Tonkawood	0.8		Programmed for 2023 - \$3,650,000
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 - \$2,400,000
7	5.9	Excelsior Blvd - Woodland Rd to Clear Springs Rd/101 Library	1.0	\$2,420,000	\$2,420,000
8	5.9	Excelsior Blvd - Glen Oak St to Woodland Rd	0.7	\$1,870,000	\$4,290,000
9	5.6	Hwy 7 Cr 101 to Seven Hi La	0.1	\$220,000	\$4,510,000
10	5.5	Hopkins Crossroad - Minnetonka Blvd to Minnetonka Mills Rd	0.6	\$1,210,000	\$5,720,000
11	5.3	McGinty Rd - CR 101 to Crosby Rd (partly in Wayzata)	0.6	\$1,100,000	\$6,820,000
12	5.1	Delton Ave - Vine Hill Rd to Old Excelsior Blvd	0.7	\$1,320,000	\$8,140,000
13	5.0	Vine Hill Rd - Delton Ave to Covington Rd (Kingswood Ter)	0.9	\$1,650,000	\$9,790,000
14	4.9	Essex Rd - Ridgedale Dr to Oakland Rd	0.7	\$1,430,000	\$11,220,000
15	4.9	Hwy 7 Underpass west of CR 101*	0.0	\$110,000	\$11,330,000
16	4.9	Minnetonka Mills Rd - Shady Oak Rd to Hopkins Crossroad	0.6	\$1,100,000	\$12,430,000
17	4.8	TH 7 - Cattle Pass to CR 101 on north side	0.4	\$770,000	\$13,200,000
18	4.7	Hillside La - Hopkins Crossroad to Tanglen School	0.1		Programmed for 2024
19	4.7	Meadow Park to Ridgedale	0.4	\$660,000	\$13,860,000
20	4.6	Old Excelsior Blvd - Vine Hill Rd to CR 101 N side of Hwy 7)	0.8	\$1,540,000	\$15,400,000
21	4.6	Williston Rd - Minnetonka Blvd to Hwy 7	1.0	\$1,870,000	\$17,270,000
22	4.5	Wayzata Blvd N - Hampton Inn to Shelard Pkwy	0.3	\$660,000	\$17,930,000
23	4.5	Ridgedale Connections	1.1	\$2,090,000	\$20,020,000
24	4.3	McGinty Rd - Crosby Rd to existing trail on west side of I-494	1.3	\$2,420,000	\$22,440,000
25	4.2	Rowland Rd/Bren Rd - Lone Lake Park to Opus trail system	1.1	\$2,090,000	\$24,530,000
26	4.1	Rowland Rd - Baker Rd to SWLRT Trail	0.1	\$330,000	\$24,860,000
27	4.0	Porter/Delton Ave - Hutchins Dr to Cr 101	0.2	\$550,000	\$25,410,000
28	3.9	Tonkawood Road - Minnetonka Blvd to Hwy 7	1.5	\$2,750,000	\$28,160,000
29	3.8	Woodland Rd - Townline Rd to Hwy 7	2.0	\$3,850,000	\$32,010,000
30	3.7	Orchard Rd/Westmark Dr - Minnetonka Dr	1.3	\$2,420,000	\$34,430,000
31	3.7	Pioneer Rd - Carlton Rd to Shady Oak Rd	0.6	\$1,210,000	\$35,640,000
32	3.7	Shady Oak Rd - Minnetonka Blvd to Hwy 7	1.1	\$1,980,000	\$37,620,000
33	3.6	Minnetonka Blvd - CR 101 west to Deephaven city limits	0.2	\$440,000	\$38,060,000
34	3.4	Sunset Dr and Marion Lane West segments	0.3	\$550,000	\$38,610,000
35	3.3	Minnehaha Creek Trail - Headwaters to Jidana Park	0.9	\$1,650,000	\$40,260,000
36	3.2	McGinty Rd E - Minnetonka Blvd to Surry La	0.5	\$990,000	\$41,250,000
37	3.1	Wayzata Blvd - Claredon Dr to Wayzata city limits	0.2	\$550,000	\$41,800,000
38	2.9	Stone Rd - Saddlebrooke Cir to Sheffield Cur	0.1	\$330,000	\$42,130,000
39	2.9	Orchard Rd/Huntingdon Dr - Baker Rd to Shady Oak Rd	0.7	\$1,320,000	\$43,450,000
40	2.9	North Lone Lake Park - along RR tracks to Dominick Rd	0.3	\$660,000	\$44,110,000
41	2.9	Knollway Park to Wayzata Blvd/Horn Dr	0.2	\$440,000	\$44,550,000
42	2.9	Knollway Park to Shady Oak Rd	0.3	\$660,000	\$45,210,000
43	2.8	NTC - Meeting St to existing trail on west side of I-494	0.1	\$220,000	\$45,430,000
44	2.8	Clear Spring Rd - connect trail to Hwy 7	0.2	\$440,000	\$45,870,000
45	2.8	58th St W - Mahoney Ave into Purgatory Park	0.2	\$550,000	\$46,420,000
46	2.7	Victoria Evergreen to McKenzie Park	1.0	\$1,870,000	\$48,290,000
47	2.7	Lake St Ext - Baker Rd to Shady Oak Rd	0.9	\$1,760,000	\$50,050,000
48	2.6	Stone Rd/Meeting St - RR tracks to Linner Rd	0.6	\$1,210,000	\$51,260,000
49	2.6	Orchard Rd - Wyola Rd to Baker Rd	0.1	\$330,000	\$51,590,000
50	2.5	Excelsior Blvd - Pioneer to Nelson/Shady Oak Rd - S	0.9	\$1,760,000	\$53,350,000
51	2.4	Lake St Ext - Williston Rd to Spring Lake Rd	0.7	\$1,320,000	\$54,670,000
52	2.3	Covington Park east side connection to CR 101	0.2	\$440,000	\$55,110,000
53	2.3	NTC - Maywood La from I-494 crossing to Excelsior Blvd	0.2	\$330,000	\$55,440,000
54	2.2	Covington Rd - Vine Hill Rd to Mahoney Ave	0.9	\$1,760,000	\$57,200,000
55	2.1	Hilloway Park to YMCA La	0.5	\$880,000	\$58,080,000
56	2.1	East side of I-494 - Minnetonka Blvd to Wentworth Tr	0.4	\$770,000	\$58,850,000
57	2.0	Ford Rd - All	1.2	\$2,200,000	\$61,050,000
58	1.9	Woodland Rd to Williston Rd - Through Woodgate Park	0.7	\$1,430,000	\$62,480,000
59	1.9	Westmill Rd - Spring Hill Park to Clear Spring Rd	0.3	\$550,000	\$63,030,000
60	1.9	Oberlin Park along Park Ave to Ridgemount Ave	0.2	\$440,000	\$63,470,000
61	1.9	Holiday Rd/Seymour Rd - Woodland Rd to Spring Hill Park	0.7	\$1,320,000	\$64,790,000
62	1.9	Highwood Dr - Williston Rd to Tonkawood Rd	0.8	\$1,540,000	\$66,330,000
63	1.9	Cedar Lake Rd - Big Willow to Hopkins Crossroad	0.6	\$1,210,000	\$67,540,000
64	1.8	Jane La - Baker Rd to County Trail (Dominick Dr)	0.6	\$1,210,000	\$68,750,000
65	1.5	South St - Mayview Rd to Baker Rd	0.2	\$440,000	\$69,190,000
66	1.5	Oak Ridge Rd - Minnetonka Blvd to Hopkins city limits	0.4	\$880,000	\$70,070,000
67	1.5	Kinsel Rd/Mayview Rd - Excelsior Blvd to Glen Moor Park	0.4	\$770,000	\$70,840,000
68	1.5	Ford Park to Lindbergh Dr	0.4	\$770,000	\$71,610,000
69	1.3	Jidana La - Minnetonka Blvd to Jidana Park	0.2	\$440,000	\$72,050,000
70	1.2	Stodola Rd - Purgatory Park to Scenic Heights Dr	0.2	\$440,000	\$72,490,000
71	1.0	Highland Rd - Excelsior Blvd to Hwy 7	1.5	\$2,860,000	\$75,350,000

2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

Department 3-Parks, Trails & Open Space

City of Minnetonka, Minnesota

Contact Public Works Operations Man

Project # Park-TBD2235
Project Name Athletic Field Improvements Unfunded

Type Improvement

Useful Life

Category Park Development

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 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	2022	2023	2024	2025	2026	Total	Future	
Construction/Maintenance					0	0	180,000	
Total						0	0	Total

Funding Sources	2022	2023	2024	2025	2026	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

2022 - 2026 Capital Improvement Plan

2022 thru 2026

City of Minnetonka, Minnesota

Project #	ME-22401
Project Name	Dump/Plow Truck Replacements
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)

These purchases anticipate the scheduled 15-year replacement of 21 dump trucks in the city’s fleet. 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	2022	2023	2024	2025	2026	Total
Equip/Vehicles/Furnishings	255,400	286,600	271,000	279,100	287,500	1,379,600
Total	255,400	286,600	271,000	279,100	287,500	1,379,600

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	255,400	286,600	271,000		287,500	1,100,500
Utility Fund				279,100		279,100
Total	255,400	286,600	271,000	279,100	287,500	1,379,600

Impacts (Budget, 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.

2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

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

City of Minnetonka, Minnesota

Project # ME-22402
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.

A 1-ton pickup truck has been added in 2023 to accommodate the needs of the parks division at Ridgedale and the LRT in OPUS.

Expenditures	2022	2023	2024	2025	2026	Total
Equip/Vehicles/Furnishings	925,200	939,500	879,600	778,500	767,500	4,290,300
Total	925,200	939,500	879,600	778,500	767,500	4,290,300

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	867,900	877,200	823,200	708,900	629,900	3,907,100
Utility Fund	57,300	62,300	56,400	69,600	137,600	383,200
Total	925,200	939,500	879,600	778,500	767,500	4,290,300

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.

City of Minnetonka, Minnesota

Project # ME-22403
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 and scheduled replacement of two sidewalk/trail maintenance vehicles. Machines would be ordered in the summer of the funding year. An additional machine was added in 2023 to accommodate the addition of Ridgedale and OPUS LRT sidewalks and trails that will require expanded service for pedestrians using these areas.

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	2022	2023	2024	2025	2026	Total
Equip/Vehicles/Furnishings	88,200	181,600				269,800
Total	88,200	181,600				269,800

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	88,200	181,600				269,800
Total	88,200	181,600				269,800

Impacts (Budget, Sustainability/Other)

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

City of Minnetonka, Minnesota

Project # ME-22404
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	2022	2023	2024	2025	2026	Total
Equip/Vehicles/Furnishings					755,900	755,900
Total					755,900	755,900

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund					755,900	755,900
Total					755,900	755,900

Impacts (Budget, Sustainability/Other)

This project will not affect operating costs.

City of Minnetonka, Minnesota

Project #	ME-22405
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	2022	2023	2024	2025	2026	Total
Equip/Vehicles/Furnishings				347,200	275,000	622,200
Total				347,200	275,000	622,200

Funding Sources	2022	2023	2024	2025	2026	Total
Storm Water Fund				347,200	275,000	622,200
Total				347,200	275,000	622,200

Impacts (Budget, Sustainability/Other)

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



2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

City of Minnetonka, Minnesota

Project # ME-22406
Project Name Electric Ice Resurfacer

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 the ice re-surfacers used at the ice arenas.
 This purchase has been moved back to 2022 and 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 2006 and 2010, respectively.

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	2022	2023	2024	2025	2026	Total
Equip/Vehicles/Furnishings	162,100			178,600		340,700
Total	162,100			178,600		340,700

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	162,100			178,600		340,700
Total	162,100			178,600		340,700

Impacts (Budget, Sustainability/Other)

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

City of Minnetonka, Minnesota

Project # ME-22407
Project Name Vacuum Utility Truck



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 two truck-mounted vacuum machines that are used for sanitary sewer cleaning, watermain break excavation dewatering and storm sewer cleaning.

This machine would be ordered in the fall of 2021 for delivery in 2022. The machine would be replaced using the State Cooperative Purchasing Venture.

Justification/Relationship to Plans and Projects

This machine is used on a year-round basis for sewer cleaning and watermain repairs.

This replacement is consistent with the city’s Vehicle Replacement Guide.

Expenditures	2022	2023	2024	2025	2026	Total
Equip/Vehicles/Furnishings	500,000					500,000
Total	500,000					500,000

Funding Sources	2022	2023	2024	2025	2026	Total
Utility Fund	500,000					500,000
Total	500,000					500,000

Impacts (Budget, Sustainability/Other)

This could reduce repair costs by \$3,200 for each of the first two years after purchase.

2022 - 2026 Capital Improvement Plan

2022 thru 2026

City of Minnetonka, Minnesota

Project # ME-22409
Project Name Snow Blower



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 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.
These replacements are consistent with the Vehicle Replacement Guide.

Expenditures	2022	2023	2024	2025	2026	Total
Equip/Vehicles/Furnishings			135,300			135,300
Total			135,300			135,300

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund			135,300			135,300
Total			135,300			135,300

Impacts (Budget, Sustainability/Other)

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

City of Minnetonka, Minnesota

Project # ME-22411
Project Name Sewer Televising Van



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 addition of a sewer televising van and equipment.
 The van and equipment would be ordered in the previous year for delivery in the funding year. This machine is being added to the fleet in 2022 to support the sanitary sewer televising needs identified in the Sewer System Sustainability Improvements.

Justification/Relationship to Plans and Projects

This equipment is used primarily to televise sanitary sewer pipes, evaluate the condition of the pipes, and evaluate cleaning and maintenance needs. A new industry approach to increasing efficiency in sewer cleaning is televising pipes to determine cleaning needs and rates. Purchase of equipment would be contingent on hiring an additional FTE utility operator in 2022 to assist in sewer televising and cleaning.
 This equipment will support the city’s 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 at the same time as evaluating cleaning and maintenance needs.

Expenditures	2022	2023	2024	2025	2026	Total
Equip/Vehicles/Furnishings	228,000					228,000
Total	228,000					228,000

Funding Sources	2022	2023	2024	2025	2026	Total
Utility Fund	228,000					228,000
Total	228,000					228,000

Impacts (Budget, Sustainability/Other)

The addition of the equipment will increase fuel and maintenance expense on an ongoing basis. This may be offset by the reduction in fuel and maintenance expected to be used by the utility jetting truck.

City of Minnetonka, Minnesota

Project # ME-22412
Project Name Skidsteer 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 addition of a skid loader and broom attachment for added sidewalk maintenance in 2023 and scheduled replacement of a skid loader in 2025.

This machine would be purchased in the beginning of the funding year utilizing a Minnesota Cooperative Purchasing Venture contract. This machine is being added to the fleet to accommodate sidewalk and trail maintenance associated with the addition of light rail pedestrian traffic in the OPUS area.

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.

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

Expenditures	2022	2023	2024	2025	2026	Total
Equip/Vehicles/Furnishings		90,000		95,500		185,500
Total		90,000		95,500		185,500

Funding Sources	2022	2023	2024	2025	2026	Total
Capital Replacement Fund		90,000		95,500		185,500
Total		90,000		95,500		185,500

Impacts (Budget, Sustainability/Other)

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



2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

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-22415
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.

Items currently in consideration include general public charging stations in 1-2 locations, hybrid light use vehicles, and electric light use vehicles primarily related to inspection services based on current technology. Staff is further evaluating options prior to 2022 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	2022	2023	2024	2025	2026	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	2022	2023	2024	2025	2026	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-22417
Project Name	Lucas Device Project



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 carried on duty crew apparatus.

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 life saving equipment for public safety purposes.

Expenditures	2022	2023	2024	2025	2026	Total
Equip/Vehicles/Furnishings	40,000					40,000
Total	40,000					40,000

Funding Sources	2022	2023	2024	2025	2026	Total
Public Safety Fund	40,000					40,000
Total	40,000					40,000

Impacts (Budget, Sustainability/Other)

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

2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

City of Minnetonka, Minnesota

Project #	ME-22418
Project Name	AED Replacement



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. AED's were standardized in 2020. The 2024 purchase will replace AED's no longer supported with parts and maintenance.

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	2022	2023	2024	2025	2026	Total
Equip/Vehicles/Furnishings			22,600			22,600
Total			22,600			22,600

Funding Sources	2022	2023	2024	2025	2026	Total
Public Safety Fund			22,600			22,600
Total			22,600			22,600

Impacts (Budget, 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-22419
Project Name	Pumper Truck Purchase
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 two 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 typically requires nine to twelve months. Each unit should be ordered as early as possible in the year scheduled. The purchasing schedule was adjusted from the previous CIP to reflect the increased cost and inflation.

This schedule will replace engines that are in excess of 20-years old. 2028 is the last engine to be replaced in this replacement cycle.

Justification/Relationship to Plans and Projects

The purchase in 2023 will replace a primary duty crew engine. That purchase is planned to be a heavy-duty pumper, since it is a primary responding unit.

The city completed a long term strategic plan for public safety in 2010 that addressed the total 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	2022	2023	2024	2025	2026	Total	Future
Equip/Vehicles/Furnishings	0	750,100	0	0	795,800	1,545,900	820,000
Total	0	750,100	0	0	795,800	1,545,900	Total

Funding Sources	2022	2023	2024	2025	2026	Total	Future
Public Safety Fund	0	750,100	0	0	795,800	1,545,900	820,000
Total	0	750,100	0	0	795,800	1,545,900	Total

Impacts (Budget, 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-22420
Project Name Apparatus Refurbishment



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 ongoing refurbishment of the city’s fire engine’s and ladder trucks, extending the operational service life for the apparatus.
 2022 - Ladder 4 (2008 Sutphen) Refurbishment
 2026 - Ladder 5 (2011 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.
 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	2022	2023	2024	2025	2026	Total
Equip/Vehicles/Furnishings	150,000				175,000	325,000
Total	150,000				175,000	325,000

Funding Sources	2022	2023	2024	2025	2026	Total
Public Safety Fund	150,000				175,000	325,000
Total	150,000				175,000	325,000

Impacts (Budget, 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-22421
Project Name Small Tool 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)

Replace small hand tools and replace gas powered saws with battery operated saws.
 Most of the tools replaced will be axes, pry bars and pike poles that are in excess of 25 years old.

Justification/Relationship to Plans and Projects

This project allows the Fire department to maintain highly reliable hand tools for the purpose of rescue and fire suppression operations. This will also replace gas powered chain saws with electric (rechargeable) chain saws. The fire department has been moving towards more battery operated tools for reliability and because of their cleaner operation.
 This follows the city’s direction towards more sustainable operations.

Expenditures	2022	2023	2024	2025	2026	Total
Equip/Vehicles/Furnishings	48,000					48,000
Total	48,000					48,000

Funding Sources	2022	2023	2024	2025	2026	Total
Public Safety Fund	48,000					48,000
Total	48,000					48,000

Impacts (Budget, Sustainability/Other)

The anticipated savings from less maintenance of small combustion engines will decrease over-all maintenance costs.

City of Minnetonka, Minnesota

Project #	ME-22423
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.

The new Central Station design will allow for the storage of the second set of gear.

Expenditures	2022	2023	2024	2025	2026	Total
Equip/Vehicles/Furnishings				294,000		294,000
Total				294,000		294,000

Funding Sources	2022	2023	2024	2025	2026	Total
Public Safety Fund				294,000		294,000
Total				294,000		294,000

Impacts (Budget, 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-22424
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.

Under the terms of the Joint Powers Agreement (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 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	2022	2023	2024	2025	2026	Total
Equip/Vehicles/Furnishings			600,000			600,000
Total			600,000			600,000

Funding Sources	2022	2023	2024	2025	2026	Total
Public Safety Fund			600,000			600,000
Total			600,000			600,000

Impacts (Budget, Sustainability/Other)

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



2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

City of Minnetonka, Minnesota

Project #	ME-22425
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.

Justification/Relationship to Plans and Projects

The City of Minnetonka provides basic rescue services such as vehicle extrication and surface water rescue. The city maintains equipment and training for the most frequent or most likely rescue calls for service, and utilizes mutual aid partners for more technical rescues.

This augments the plan for the city's fire apparatus deployment and reflects the way that most service is delivered with the duty crew model.

Expenditures	2022	2023	2024	2025	2026	Total
Equip/Vehicles/Furnishings				80,000		80,000
Total				80,000		80,000

Funding Sources	2022	2023	2024	2025	2026	Total
Public Safety Fund				80,000		80,000
Total				80,000		80,000

Impacts (Budget, Sustainability/Other)

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

2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

City of Minnetonka, Minnesota

Project # ME-22426
Project Name Rescue 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 \$1,550,000 in 2024. These trucks would carry rescue and firefighting equipment currently spread out among various apparatus.

 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.

Justification/Relationship to Plans and Projects

The fire department is responsible for not only responding to fire emergencies, but rescue emergencies as well. These calls require that specialized equipment be strategically placed within the city. This will allow us to consolidate equipment into two trucks and better reflects the deployment model used with duty crew staffing.

 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	2022	2023	2024	2025	2026	Total
Equip/Vehicles/Furnishings			200,000			200,000
Total			200,000			200,000

Funding Sources	2022	2023	2024	2025	2026	Total
Public Safety Fund			200,000			200,000
Total			200,000			200,000

Impacts (Budget, Sustainability/Other)

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

City of Minnetonka, Minnesota

Project #	ME-22427
Project Name	Fire Department Training Props



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 training props will function within the central station training mezzanine.

The training equipment is necessary to complete the new training mezzanine and the props are essential to facilitate the fire academy and on shift training.

Justification/Relationship to Plans and Projects

With the construction of the new central fire station in 2021 we were able to provide an area suitable for departmental training at the company level. This space is also utilized for our in house Fire Recruit Academy. The purchasing of these props will allow us to maximize the use of this space.

These training props and the overall space focus on the 16 core competencies of a firefighter including but not limited to; Search and Rescue, Forcible Entry, Ground Ladders and mayday operations.

Utilizing these props within the designed space will allow fire companies to remain in the city and in service more often. This will also allow crews to train year round.

This is consistent with the City’s policy of providing essential core services for public safety purposes.

Expenditures	2022	2023	2024	2025	2026	Total
Equip/Vehicles/Furnishings	50,000					50,000
Total	50,000					50,000

Funding Sources	2022	2023	2024	2025	2026	Total
Public Safety Fund	50,000					50,000
Total	50,000					50,000

Impacts (Budget, Sustainability/Other)

It is anticipated that there will be some minor operating costs for materials and repairs annually as well as a needed replacement schedule consistent with the level of use.

City of Minnetonka, Minnesota

Project # ME-22428
Project Name Ballistic Tactical Vests

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 vests. This project will be researched in 2022 for purchase and implementation in 2023. The overall cost for tactical vests has increased from when last purchased in 2018.

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 2018. This project is consistent with the policy of maintaining current equipment to ensure the safety of officers.

Expenditures	2022	2023	2024	2025	2026	Total
Equip/Vehicles/Furnishings		75,000				75,000
Total		75,000				75,000

Funding Sources	2022	2023	2024	2025	2026	Total
Public Safety Fund		75,000				75,000
Total		75,000				75,000

Impacts (Budget, Sustainability/Other)

No annual costs associated with this item

City of Minnetonka, Minnesota

Project #	ME-22429
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 department and fire department 800 MHz 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 purchased in 2014 and 2016, respectively. A total of 75 police radios will be replaced in 2024 and 28 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 designed for working in hazardous environments.

Expenditures	2022	2023	2024	2025	2026	Total
Equip/Vehicles/Furnishings			361,500		134,900	496,400
Total			361,500		134,900	496,400

Funding Sources	2022	2023	2024	2025	2026	Total
Public Safety Fund			361,500		134,900	496,400
Total			361,500		134,900	496,400

Impacts (Budget, Sustainability/Other)

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

City of Minnetonka, Minnesota

Project # ME-22430
Project Name Police Patrol Vehicle Radars

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 police radar units as scheduled over the next 2 years as 16 of the units reach their lifespan.

Justification/Relationship to Plans and Projects

All police patrol vehicles are equipped with radar units for daily use. Currently, there are 20 radar units in use with 16 units needing replacement within the next three years. Radar units are replaced approximately every seven years according to the manufacturer’s recommendations. Replacing radar units on time avoids costly repairs and extended downtime of the patrol vehicle. This estimate includes the purchase of the unit itself, yearly certification, maintenance, and installation. Speed is historically the department's number one complaint.

Expenditures	2022	2023	2024	2025	2026	Total
Equip/Vehicles/Furnishings	42,300	32,900				75,200
Total	42,300	32,900				75,200

Funding Sources	2022	2023	2024	2025	2026	Total
Public Safety Fund	42,300	32,900				75,200
Total	42,300	32,900				75,200

Impacts (Budget, Sustainability/Other)

The quoted expense includes hardware installation and removal. What is not included in this cost is the annual certification costs for each radar unit.

City of Minnetonka, Minnesota

Project #	ME-22431
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)

This item provides for the purchase of a trailer mounted mobile camera system.
 This acquisition will be researched further in 2023 for purchase and implementation in 2024.

Justification/Relationship to Plans and Projects

A trailer mounted mobile camera provides an efficient way to remotely monitor an area. The system can be used in targeted crime areas as well as enhances the safety of residents and guests attending events with in the city. The trailer mounted camera system will have a deterrent effect on area to which it is deployed. The trailer is well marked with police insignia and will not be used as a surveillance tool for observing specific people.
 This policy is consistent with the city’s policy of maintaining current technology.

Expenditures	2022	2023	2024	2025	2026	Total
Equip/Vehicles/Furnishings			55,000			55,000
Total			55,000			55,000

Funding Sources	2022	2023	2024	2025	2026	Total
Public Safety Fund			55,000			55,000
Total			55,000			55,000

Impacts (Budget, Sustainability/Other)

The cameras transmit real time information and can be controlled remotely necessitating a monthly cellular subscription.

City of Minnetonka, Minnesota
2022 - 2026 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-TBD22422	2	170,000
Reflective Fire Hydrant Markers	4-Major Equipment	ME-TBD22428	n/a	60,000
	TOTAL			230,000

City of Minnetonka, Minnesota

Project # ME-TBD22422
Project Name Support & Command Vehicle



Type Equipment
Useful Life
Category Major Equipment
Department 4-Major Equipment
Contact Fire Chief
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 six 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	2022	2023	2024	2025	2026	Total	Future
Equip/Vehicles/Furnishings				0		0	170,000
Total				0		0	Total

Funding Sources	2022	2023	2024	2025	2026	Total	Future
Public Safety Fund				0		0	170,000
Total				0		0	Total

Impacts (Budget, Sustainability/Other)

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

City of Minnetonka, Minnesota

Project #	ME-TBD22428
Project Name	Reflective Fire Hydrant Markers



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

Description (Include Scheduling and Project Status)

Add reflective fire hydrant markers to all of the remaining public fire hydrants that currently do not have hydrant markers. It is our preference to acquire all of the hydrant markers at once and have them installed over a 1-2 year timeframe. Acquisition of the markers could be phased over multiple years if necessary.

Justification/Relationship to Plans and Projects

- Fire hydrants are our critical link to an uninterrupted water supply during any fire suppression incident commonly including building fires, grass fires, and vehicle fires.
- Of the roughly 3,300 public fire hydrants, 1,900 (58%) do not have a hydrant marker.
- The fire code requires all fire protection features to be unobstructed, clearly visible, and readily identifiable. Reflective markers add nearly five feet of visibility above the hydrant making them easily visible and readily identifiable from a distance in all weather conditions, 24 hours a day, and may be the only indicator we have if a hydrant is completely covered by snow.
- Hydrant locations are somewhat unpredictable as spacing between hydrants can range from 300ft.-1,000ft., and hydrant setbacks from the streets can be anywhere from a couple feet to more than 30ft. The OPUS area provides an additional challenge because public hydrants are primarily installed along the pedestrian trails where there is little to no fire truck access, but is still accessible by foot to manually pull our supply hose to the hydrant.
- 1,400 public fire hydrants (42%) currently have a hydrant marker. Public Works estimates they add 40-50 reflective hydrant markers a year to newly installed fire hydrants throughout the city. At 50 per year, it will take 38 years to get markers on the remaining hydrants.
- We require private fire hydrants to have reflective markers. We need to set the example by having reflective markers on all of our public fire hydrants

Expenditures	2022	2023	2024	2025	2026	Total	Future
Equip/Vehicles/Furnishings					0	0	60,000
Total					0	0	Total

Funding Sources	2022	2023	2024	2025	2026	Total	Future
Public Safety Fund					0	0	60,000
Total					0	0	Total

Impacts (Budget, Sustainability/Other)

Operating costs should remain consistent. Public Works would primarily be responsible for the installation of these during annual fire hydrant flushing/inspection/maintenance, spring/summer painting, and potentially during winter.

2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

City of Minnetonka, Minnesota

Department 5-Technology

Contact IT Manager

Type Equipment

Useful Life

Category Technology

Priority 2 Important-Provide Efficiency

Project #	TECH-22503
Project Name	Security Equipment

Description (Include Scheduling and Project Status)

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

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

2022 – Card access hardware replacement, camera replacements, Camera additions at Ice Arena A and B Parking Lots

2023 – Systematic replacement of existing cameras, Card Access Improvements

2024 – Card Access Improvements, Overhead Paging Speakers and replacement of City Hall Sound Masking

2025 – Card Access Improvements, Camera Replacements, Community Center Lot Cameras

2026 – Card Access Improvements, First round replacements of half of the cameras in the Public Safety facility, Rekey of Burwell House, and Fire Stations

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	2022	2023	2024	2025	2026	Total
Equip/Vehicles/Furnishings	83,500	69,100	128,500	129,500	167,000	577,600
Total	83,500	69,100	128,500	129,500	167,000	577,600

Funding Sources	2022	2023	2024	2025	2026	Total
Technology Development Fund	83,500	69,100	128,500	129,500	167,000	577,600
Total	83,500	69,100	128,500	129,500	167,000	577,600

Impacts (Budget, Sustainability, Other)

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

2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

Department 5-Technology

Contact IT Manager

Type Equipment

Useful Life

Category Technology

Priority 2 Important-Provide Efficiency

City of Minnetonka, Minnesota

Project #	TECH-22504
Project Name	Audio/Visual Equipment & Broadcast Programming

Description (Include Scheduling and Project Status)

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

- 2022: Public Works Projector, Televisions
- 2023:, Amphitheater Equipment, Purgatory Creek Conference Room
- 2024: Mobile Video Cameras, Lone Lake, Jidana, Community Room, Lake Rose Conference Rooms, Televisions
- 2025: Mobile Switcher, Enclave and Conference Rooms (City Hall), Minnehaha Conference Room Audio Equipment, Public Works Marquee Sign
- 2026: Digital Storage Systems, Conference Rooms (Community Center), Televisions

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.

2022 – 2026

- Replacement of video switcher in the control room
- Council chamber lighting control and dimming system
- Replace sound reinforcement panels to align with new branding standards (carpet and chairs). Repair and paint walls behind council dais. Replace countertops in dais area.
- 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 Cable and CenturyLink 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.

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

Expenditures	2022	2023	2024	2025	2026	Total
Equip/Vehicles/Furnishings	160,100	200,500	201,000	302,500	262,500	1,126,600
Total	160,100	200,500	201,000	302,500	262,500	1,126,600

Funding Sources	2022	2023	2024	2025	2026	Total
Cable Television Fund	160,100	200,500	201,000	302,500	262,500	1,126,600
Total	160,100	200,500	201,000	302,500	262,500	1,126,600

Impacts (Budget, 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 replacements purchases will not affect operating costs, and reduce maintenance costs on equipment that is experiencing mechanical failure due to the replacement schedule.

2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

Department 5-Technology

Contact IT Manager

Type Equipment

Useful Life

Category Technology

Priority 3 Expansion of New/Existing

City of Minnetonka, Minnesota

Project #	TECH-22505
Project Name	Technology Infrastructure

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 Williston Center, Ice Arena A/B, and Glen Lake Activity Centers
- Replace fiber optic hand hole markers along priority routes due to age
- Complete fiber connectivity to Woodland Water Tower
- Establish further public safety coverage on the Civic Center Campus
- Establish redundant paths to certain city facilities for disaster recovery

Completed Projects Through 2022:

- Re-route Williston Center fiber optics from Police Department to City Hall
- Move fiber optic termination panels to new infrastructure as part of the City Hall construction
- Establish fiber connectivity through joint powers agreement with Minnetonka School District to Fire Station 4
- Establish wireless connectivity to Fire Station 3, and 5

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 over a leased service from a commercial vendor (e.g. Comcast or CenturyLink) 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 microwave/wireless technology to increase bandwidth and improve transmission speeds 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	2022	2023	2024	2025	2026	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	2022	2023	2024	2025	2026	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 (Budget, Sustainability, Other)

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



2022 - 2026 Capital Improvement Plan

2022 thru 2026

City of Minnetonka, Minnesota

Department 5-Technology

Contact IT Manager

Type Equipment

Useful Life

Category Technology

Priority 2 Important-Provide Efficiency

Project #	TECH-22507
Project Name	Office Equipment

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
 2022: Public Works
 2023: Mezzanine Copy Room, Recreation, Ice Arena A, Ridgedale Police Substation
 2024: Information Technology
 2025: Facilities, Williston Center, Public Works Mechanics, Police Records, Engineering Plotter
 2026 : Administration, Legal, Community Center and Police Report Writing, Public Works Plotter

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.

Expenditures	2022	2023	2024	2025	2026	Total
Equip/Vehicles/Furnishings	42,700	90,300	24,000	84,200	79,900	321,100
Total	42,700	90,300	24,000	84,200	79,900	321,100

Funding Sources	2022	2023	2024	2025	2026	Total
Technology Development Fund	42,700	90,300	24,000	84,200	79,900	321,100
Total	42,700	90,300	24,000	84,200	79,900	321,100

Impacts (Budget, Sustainability, Other)

These purchases will decrease annual maintenance costs because new equipment is generally more reliable than earlier models.

2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

Department 5-Technology

City of Minnetonka, Minnesota

Contact IT Manager

Project #	TECH-22508
Project Name	Technology Purchases/Upgrades

Type Equipment

Useful Life

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:
 2022: Computer and scanner replacements
 2023: Computer and wireless access points
 2024: Replacement of virtual network equipment, first round replacement of City Hall network equipment post construction, firewall replacements
 2025: First round replacements of computers and network infrastructure related to the Public Safety building (PD/FD). Replacement of Public Works network equipment
 2026: Replacement of CCTV virtual servers, first round replacements of Public Safety building (PD/FD) network equipment, structured cabling

Justification/Relationship to Plans and Projects

This project provides for the systematic maintenance and upgrade of the following equipment: desktop computers, laptops, 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 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.

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.

Expenditures	2022	2023	2024	2025	2026	Total
Equip/Vehicles/Furnishings	458,000	448,600	1,063,800	530,900	863,200	3,364,500
Total	458,000	448,600	1,063,800	530,900	863,200	3,364,500

Funding Sources	2022	2023	2024	2025	2026	Total
Technology Development Fund	458,000	448,600	1,063,800	530,900	863,200	3,364,500
Total	458,000	448,600	1,063,800	530,900	863,200	3,364,500

Impacts (Budget, Sustainability, Other)

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.

City of Minnetonka, Minnesota

Project #	TECH-22509
Project Name	Public Access Technology
Type	Equipment
Useful Life	
Category	Technology
Department	5-Technology
Contact	Assistnact City Mgr/Director of
Priority	2 Important-Provide Efficiency



Description (Include Scheduling and Project Status)

This item is designed to increase the availability of information to Minnetonka residents, and to enhance transfer of information between residents and the city.

Justification/Relationship to Plans and Projects

In 2010, the city purchased a new document management system to replace its existing outdated imaging system. The newer technology allows staff to better share working documents across departments and also incorporates powerful search functionality for easier retrieval. Implementation of Columbia Soft’s “Document Locator” system began at the beginning of 2011. Document Locator seamlessly integrates with LOGIS software systems and most other city database software making work processes more efficient. In 2016 and 2017 enhancements were made to the existing setup and continuation of implementation and conversion of microfiche.

Funds were used to convert older city records that are maintained on microfiche into electronic records that will be stored in Document Locator. In 2020, the Community Development property microfilm was converted to electronic records and integrated into Document locator. Originally, all remaining microfilm were to be converted with these funds, but due to the aged condition of the microfilm staff was only able to complete the property files. These additional funds would allow for all remaining microfilm to be converted.

The 2021 CIP accounts for \$25,000 to develop a web interface that would allow residents to look up city records online and reduce the need to come to city hall.

The implementation of the new document management system has created the opportunity for staff to look at existing processes and procedures to find more efficient and effective methods of collaboration. Residents will see the benefits of the second phase of this project as more and more city records become accessible via the city’s website.

Relationship to plans and projects:

2016: Enhancements were made to the existing setup and continuation of implementation and conversion of microfiche.

2020: Convert all property microfilm to electronic records and integrate records into Document Locator

2021: Develop interface to allow online record research as part of city website project

2022: Convert all remaining microfilm to electronic records and integrate records into Document Locator allowing for online use

Expenditures	2022	2023	2024	2025	2026	Total
Equip/Vehicles/Furnishings	90,000					90,000
Total	90,000					90,000

Funding Sources	2022	2023	2024	2025	2026	Total
Cable Television Fund	90,000					90,000
Total	90,000					90,000

2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

Department 5-Technology

City of Minnetonka, Minnesota

Contact Assistnact City Mgr/Director o

Impacts (Budget, Sustainability, Other)

A \$15,000 annual license is paid through the Technology Fund .

City of Minnetonka, Minnesota

Project # TECH-22510
Project Name Fire Technology Updates

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.

Expenditures	2022	2023	2024	2025	2026	Total
Equip/Vehicles/Furnishings	50,000					50,000
Total	50,000					50,000

Funding Sources	2022	2023	2024	2025	2026	Total
Public Safety Fund	50,000					50,000
Total	50,000					50,000

Impacts (Budget, Sustainability/Other)

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

City of Minnetonka, Minnesota

Project # TECH-22511
Project Name Fire Pagers



Type Equipment **Department** 5-Technology
Useful Life **Contact** Fire Chief
Category Technology **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. The pagers operated by the fire department will be approximately 8 years old and due for replacement in 2023.

Justification/Relationship to Plans and Projects

Each firefighting is issued a pager in order to be called out by dispatch to respond on call for emergency service. The technology of these voice pagers continues to rapidly change. This project is consistent with the policy of maintaining current technology.

Expenditures	2022	2023	2024	2025	2026	Total
Equip/Vehicles/Furnishings		50,000				50,000
Total		50,000				50,000

Funding Sources	2022	2023	2024	2025	2026	Total
Public Safety Fund		50,000				50,000
Total		50,000				50,000

Impacts (Budget, Sustainability/Other)

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

City of Minnetonka, Minnesota

Project #	TECH-22512
Project Name	Station Alerting



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

Description (Include Scheduling and Project Status)

Hennepin County dispatch is switching over to “automated dispatching” which will decrease call processing times. Station alerting is already installed in the new central station. This project will install station alerting into Fire Stations 3 and 5.

Station 1 – Completed in 2021
 Station 3 - 2022
 Station 5 - 2023

Justification/Relationship to Plans and Projects

This will standardize the station alerting systems throughout the city. This type of station alerting reduces station turnout time (and overall response time) and quickly informs the on duty firefighters on the location and nature of emergency calls for service.

This project is consistent with the city’s maintenance of highly reliable public safety services.

Expenditures	2022	2023	2024	2025	2026	Total
Equip/Vehicles/Furnishings	60,000	60,000				120,000
Total	60,000	60,000				120,000

Funding Sources	2022	2023	2024	2025	2026	Total
Public Safety Fund	60,000	60,000				120,000
Total	60,000	60,000				120,000

Impacts (Budget, Sustainability/Other)

There will be ongoing maintenance of the systems.

The soft-start alerting tones used by system minimize the stress on firefighters by increasing the volume of the tone slowly—from off to full volume—over a longer amount of time. In addition, because the system includes many speakers located throughout the fire station, the volume levels for each speaker can be much lower than in other systems. A day/night feature in the system lowers the speaker volume during the quieter nighttime hours to further mitigate the “startle response”.

City of Minnetonka, Minnesota
2022 - 2026 Capital Improvement Plan

PENDING PROJECTS

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

Project Name	Department	Project #	Priority	Project Cost
Pending				
Finance, HR Mgmt & UB Software Implementation	5-Technology	TECH-TBD2201	2	975,000
	TOTAL			975,000

2022 - 2026 Capital Improvement Plan

2022 thru 2026

Department 5-Technology

City of Minnetonka, Minnesota

Contact Finance Director

Project #	TECH-TBD2201
Project Name	Finance, HR Mgmt & UB Software Implementation

Type Equipment

Useful Life 20

Category Technology

Priority 2 Important-Provide Efficiency

Description (Include Scheduling and Project Status)

The city's current financial, human resources management and utility billing applications are 20+ years old. The city currently utilizes the LOGIS consortium for these and several other applications city-wide. The utility billing application is in need of major version updates that will require as much time and effort as converting to a new system all together. LOGIS and its members have decided that due to the age of the finance and HR management applications it is beneficial to RFP for this suite of applications.

Justification/Relationship to Plans and Projects

As a member of LOGIS, our annual assessments cover the current operating costs for each application. In addition, annual assessments setaside a portion for long-term capital outlay or replacement. LOGIS is in the very early stages of developing an RFP, so it is unknown what the additional assessment may be for this conversion. We are certain there will be additional assessments, we are just not sure on the amount and the timeframe the assessments would cover.

Staff will be leaving all of our options available during this process including the potential of moving these applications away from LOGIS. There are pluses and minuses to this option. Financially, there will be a larger upfront costs, but our annual costs may be lower.

Staff is waiting for the LOGIS process to play out before any future decision is made.

Expenditures	2022	2023	2024	2025	2026	Total	Future
Other					0	0	975,000
Total					0	0	Total

Funding Sources	2022	2023	2024	2025	2026	Total	Future
Technology Development Fund					0	0	975,000
Total					0	0	Total

Impacts (Budget, Sustainability, Other)

New financial, HR management and utility billing systems will have an impact on the operating budget, but costs are unknown at this point.

City of Minnetonka, Minnesota

Project # LSI-22601
Project Name Pavement Management Study



Type Maintenance **Department** 6-Local Street Improvements
Useful Life **Contact** Director of Public Works
Category Street Improvement **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 in order to maintain a pavement rating at or above the city's strategic goal of 80 on a scale of 100.

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	2022	2023	2024	2025	2026	Total
Construction/Maintenance	65,000	55,000	65,000	55,000	65,000	305,000
Total	65,000	55,000	65,000	55,000	65,000	305,000

Funding Sources	2022	2023	2024	2025	2026	Total
Street Improvement Fund	65,000	55,000	65,000	55,000	65,000	305,000
Total	65,000	55,000	65,000	55,000	65,000	305,000

Impacts (Budget, 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.

2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

Department 6-Local Street Improvements

City of Minnetonka, Minnesota

Contact Director of Public Works

Project # LSI-22602

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. The 2022 reconstruction program is scheduled to include Phase I of the Tonka-Woodcroft area. 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

2022 - Tonka-Woodcroft (Phase I)

2023 - Tonka-Woodcroft (Phase II)

2024 - Wayzata Blvd. (west of CR 61)

2025 - Wayzata Blvd. (west of CR 73)

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

Storm water and utility upgrades will be combined and coordinated with the street reconstruction projects. Higher storm sewer costs are shown in 2022-2023 due to the high storm sewer costs anticipated for these area streets.

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	2022	2023	2024	2025	2026	Total
Construction/Maintenance	11,500,000	11,500,000	1,300,000	2,100,000		26,400,000
Total	11,500,000	11,500,000	1,300,000	2,100,000		26,400,000

Funding Sources	2022	2023	2024	2025	2026	Total
Storm Water Fund	2,300,000	2,300,000	50,000	50,000		4,700,000
Street Improvement Fund	6,200,000	6,200,000	1,200,000	2,000,000		15,600,000
Utility Fund	3,000,000	3,000,000	50,000	50,000		6,100,000
Total	11,500,000	11,500,000	1,300,000	2,100,000		26,400,000

2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

Department 6-Local Street Improvements

City of Minnetonka, Minnesota

Contact Director of Public Works

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.

2022 - 2026 Capital Improvement Plan

2022 thru 2026

Department 6-Local Street Improvements

City of Minnetonka, Minnesota

Contact Director of Public Works

Project # LSI-22603
Project Name Local Street Preservation

Type Maintenance

Useful Life

Category Street Improvement

Priority 2 Important-Provide Efficiency

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 2022 through 2026 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)

2022 - Carlson Pkwy., Cheshire Ln./Pkwy., Opus, Minnetonka Blvd.

2023 - Opus

2024 - Opus

2025 - Wayzata Blvd. (east of CR 73), Opus

2026 - Minnetonka Dr., Oakland Rd. (west of 494), Ridgedale Dr. (east of 494), Frontage Rd. (south of 394)

*See 2022-2026 Proposed Local Street Construction map for all proposed areas.

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

Expenditures	2022	2023	2024	2025	2026	Total
Construction/Maintenance	4,540,000	4,560,000	2,910,000	3,960,000	5,320,000	21,290,000
Total	4,540,000	4,560,000	2,910,000	3,960,000	5,320,000	21,290,000

Funding Sources	2022	2023	2024	2025	2026	Total
Municipal State Aid Fund				500,000		500,000
Storm Water Fund			50,000	50,000	100,000	200,000
Street Improvement Fund	4,330,000	4,340,000	2,740,000	3,290,000	5,100,000	19,800,000
Utility Fund	210,000	220,000	120,000	120,000	120,000	790,000
Total	4,540,000	4,560,000	2,910,000	3,960,000	5,320,000	21,290,000

2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

Department 6-Local Street Improvements

City of Minnetonka, Minnesota

Contact Director of Public Works

Impacts (Budget, Sustainability, Other)

Street Improvement Fund

Overlays - \$4.0M ('22), \$4.0M ('23), \$2.4M ('24), \$2.95M ('25), \$4.75M ('26)

Other Maintenance - \$330k ('22), \$340k ('23), \$340k ('24), \$340k ('25), \$350k ('26)

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.

2022 - 2026 Capital Improvement Plan

2022 *thru* 2026



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-22604
Project Name	Electrical System Enhancements

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	2022	2023	2024	2025	2026	Total
Construction/Maintenance	100,000	100,000	1,000,000	1,000,000	1,000,000	3,200,000
Total	100,000	100,000	1,000,000	1,000,000	1,000,000	3,200,000

Funding Sources	2022	2023	2024	2025	2026	Total
Electric Franchise Fees Fund	100,000	100,000	1,000,000	1,000,000	1,000,000	3,200,000
Total	100,000	100,000	1,000,000	1,000,000	1,000,000	3,200,000

Impacts (Budget, Sustainability, Other)

2022 - Tonka-Woodcroft
 2023 - Tonka-Woodcroft
 2024 - Opus Area
 2025 - Opus Area
 2026 - Opus Area

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.

2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

Department 6-Local Street Improvements

City of Minnetonka, Minnesota

Contact Director of Public Works

Project # LSI-22605
Project Name Flashing Yellow Conversion

Type Improvement

Useful Life

Category Street Improvement

Priority 3 Expansion of New/Existing

Description (Include Scheduling and Project Status)

This project involves the conversion to flashing yellow arrow equipped traffic signals.

The project is currently funded and all traffic signals identified for flashing yellow conversions are scheduled to be completed in 2022. \$1,025,000 has already been committed to this project in prior years 2018 through 2021.

Justification/Relationship to Plans and Projects

This project includes traffic signal modifications that will allow for traffic flow improvements throughout the city. A partnership with Hennepin County provides significant savings to convert existing traffic signals to flashing yellow operations. Available Hennepin County crews provide labor for city materials.

This project is included in the CIP to illustrate the need for upgrades to traffic signals in the city to further improve transportation.

A preliminary traffic signal study has been completed in order to determine the extent of improvements needed. This study was used to develop costs in the above estimates.

Expenditures	2022	2023	2024	2025	2026	Total
Construction/Maintenance	260,000					260,000
Total	260,000					260,000

Funding Sources	2022	2023	2024	2025	2026	Total
Street Improvement Fund	260,000					260,000
Total	260,000					260,000

Impacts (Budget, Sustainability, Other)

The conversion of existing signals with flashing yellow arrows will reduce driver delays which reduces fuel consumption and air pollution.

This project should not affect annual maintenance costs.

The majority of funding for this program is for materials only and labor will be coordinated with Hennepin County.

2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

Department 6-Local Street Improvements

City of Minnetonka, Minnesota

Contact Director of Public Works

Project # LSI-22606

Type Improvement

Project Name Opus Area Bridges

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 bridges (3) in the Opus area. Included in these projects are improvements to the storm sewer system, utility system and street improvements.

In 2016, MnDOT bridge bond funding was applied for in the amount of \$3,155,000. In 2018, the city received partial funding for 3 of the 10 bridges requested in the amount of \$658,011. In 2020, the city received partial funding for 4 of the 10 bridges in the amount of \$1,712,203. MnDOT funding on the remaining 3 bridges will be applied for again with the next funding opportunity. The city will continue to apply for grants and other funding opportunities as possible. \$6,600,000 was allocated in 2021 for this project.

To minimize traffic impacts to the area during construction, the timing of these improvements, which include easement acquisition, is largely dependent on the coordination with the Southwest LRT project. Although an independent city project, this project would be coordinated with the Southwest LRT to maintain access on the one-way road network in Opus. City staff have continued to meet with the Southwest Project Office to discuss the timing of both projects.

Justification/Relationship to Plans and Projects

An infrastructure analysis in the Opus area in recent years has identified various bridge improvements as being necessary to preserve and maintain the existing city bridges, which are primarily pedestrian underpasses.

The 22 bridges within the Opus area are currently structurally sound. The bridges were analyzed to simply determine if state bridge bonds could be used as a funding source to help pay for Opus bridge replacements when needed. The study essentially reviewed each bridge and determined if it would qualify for state bridge bond funding if it were to be replaced.

At this time, 3 remaining bridges of the original 10 meet certain criteria for state bridge bond funding, which would allow for a portion of the construction costs to be paid by the state to replace them.

These improvements are consistent with the Opus area infrastructure and traffic analysis and will be coordinated with the construction of the Southwest Light Rail, however remain independent city projects dependent on the Southwest Light Rail schedule.

Expenditures	2022	2023	2024	2025	2026	Total
Construction/Maintenance	1,000,000					1,000,000
Total	1,000,000					1,000,000

Funding Sources	2022	2023	2024	2025	2026	Total
MnDOT	0					0
Storm Water Fund	250,000					250,000
Street Improvement Fund	600,000					600,000
Utility Fund	150,000					150,000
Total	1,000,000					1,000,000

Impacts (Budget, Sustainability, Other)

Replacement of pedestrian bridges ensures long term sustainability of the Opus trail network. The project should not affect annual maintenance costs.

City of Minnetonka, Minnesota
2022 - 2026 Capital Improvement Plan

PENDING PROJECTS

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

Project Name	Department	Project #	Priority	Project Cost
Pending				
Opus TIF District Improvements	6-Local Street Improvements	LSI-TBD22607	2	25,100,000
	TOTAL			25,100,000

2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

Department 6-Local Street Improvements

City of Minnetonka, Minnesota

Contact Director of Public Works

Project # LSI-TBD22607

Type Improvement

Project Name Opus TIF District Improvements

Useful Life

Category Street Improvement

Priority 2 Important-Provide Efficiency

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. None of the projects are currently scheduled for construction. Project timing 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	2022	2023	2024	2025	2026	Total	Future
Construction/Maintenance					0	0	25,100,000
Total					0	0	Total

Funding Sources	2022	2023	2024	2025	2026	Total	Future
Cost Sharing					0	0	25,100,000
Total					0	0	Total

Impacts (Budget, Sustainability, Other)

Transportation Improvements:

- 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) Red Circle Drive North at Shady Oak Road turn lane (\$2.1M).
- 5) Shady Oak Road at Red Circle Drive South turn lane (\$8.9M).
- 6) 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
2022 - 2026 Capital Improvement Plan

PENDING PROJECTS

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

Project Name	Department	Project #	Priority	Project Cost
Pending				
Plymouth Road/CR 61 (Cedar Lake Rd to Hilloway Rd)	7-MSA Street Improvements	MSA-TBD22701	2	15,360,000
Hopkins Crossroad/CR 73 (Cedar Lk Rd to I-394)	7-MSA Street Improvements	MSA-TBD22702	2	19,160,000
Future Major Road Projects	7-MSA Street Improvements	MSA-TBD22703	2	49,000,000
Hopkins Crossroad/CR 73 at I-394	7-MSA Street Improvements	MSA-TBD22704	2	7,250,000
TOTAL				90,770,000

Project #	MSA-TBD22701
Project Name	Plymouth Road/CR 61 (Cedar Lake Rd to Hilloway Rd)

Description (Include Scheduling and Project Status)

This project involves the reconstruction of Plymouth Road as a multi-lane roadway from Cedar Lake Road to Hilloway Road.

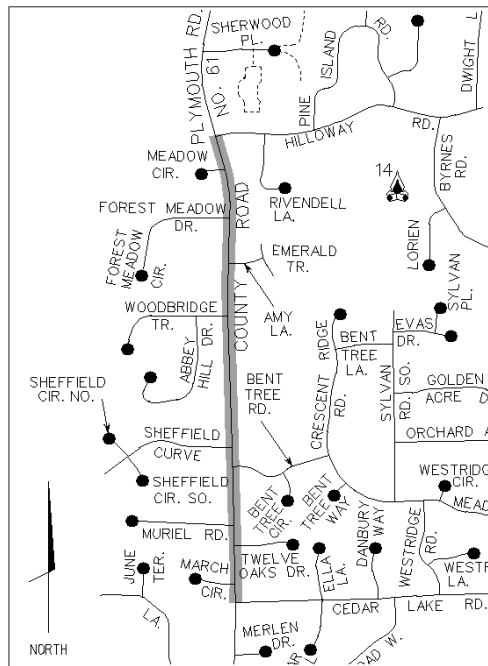
Although this project is currently unfunded, a proposed funding source for the city’s contribution is provided as estimated by Hennepin County in 2016 with inflationary estimates added.

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 above estimates.



2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

City of Minnetonka, Minnesota

Department 7-MSA Street Improvements

Contact Director of Public Works

Expenditures	2022	2023	2024	2025	2026	Total	Future
Construction/Maintenance					0	0	15,360,000
Total					0	0	Total

Funding Sources	2022	2023	2024	2025	2026	Total	Future
Municipal State Aid Fund					0	0	15,360,000
Total					0	0	Total

Impacts (Budget, Sustainability, Other)

\$15,360,000 - Total Cost - Unfunded
 \$ 5,160,000 - City Cost - Unfunded

 \$10,200,000 - Hennepin County - Unfunded
 \$ 4,700,000 - 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.

2022 - 2026 Capital Improvement Plan

2022 thru 2026

City of Minnetonka, Minnesota

Department 7-MSA Street Improvements
Contact Director of Public Works
Type Improvement
Useful Life
Category Municipal State Aid Street Im
Priority 2 Important-Provide Efficiency

Project #	MSA-TBD22702
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.

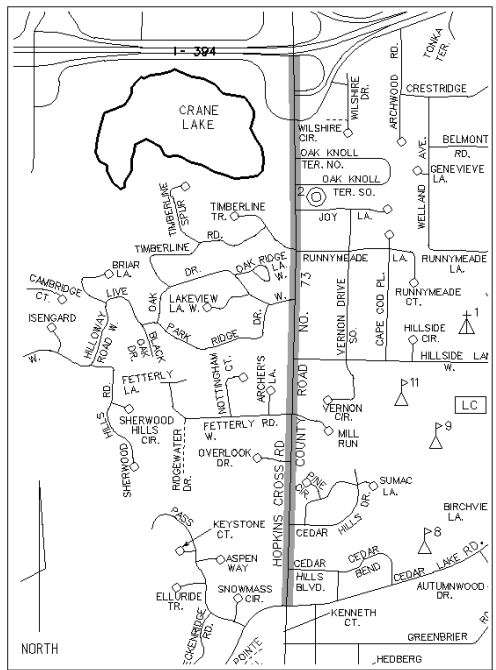
Although this project is currently unfunded, a proposed funding source for the city's contribution is provided as estimated by Hennepin County in 2016 with inflationary estimates added.

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 above estimates.



2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

City of Minnetonka, Minnesota

Department 7-MSA Street Improvements

Contact Director of Public Works

Expenditures	2022	2023	2024	2025	2026	Total	Future
Construction/Maintenance					0	0	19,160,000
Total					0	0	Total

Funding Sources	2022	2023	2024	2025	2026	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.

2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

Department 7-MSA Street Improvements

City of Minnetonka, Minnesota

Contact Director of Public Works

Project # MSA-TBD22703
Project Name Future Major Road Projects

Type Improvement

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 above are a very gross estimate of 25 percent of total high 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 will be extremely high and agency permitting will be difficult.

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	2022	2023	2024	2025	2026	Total	Future
Construction/Maintenance					0	0	49,000,000
Total					0	0	Total

Funding Sources	2022	2023	2024	2025	2026	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

\$ 2,000,000 - Minnetonka Boulevard (Mills Area)
 \$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.

2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

Department 7-MSA Street Improvements

City of Minnetonka, Minnesota

Contact Director of Public Works

Project # MSA-TBD22704
Project Name Hopkins Crossroad/CR 73 at I-394

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 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	2022	2023	2024	2025	2026	Total	Future
Construction/Maintenance					0	0	7,250,000
Total					0	0	Total

Funding Sources	2022	2023	2024	2025	2026	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.



CITY OF
MINNETONKA



2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

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-22801
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.

Additional funds are programmed in 2022 for the Shady Oak Lake Outlet.

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	2022	2023	2024	2025	2026	Total
Construction/Maintenance	700,000	250,000	250,000	250,000	250,000	1,700,000
Total	700,000	250,000	250,000	250,000	250,000	1,700,000

Funding Sources	2022	2023	2024	2025	2026	Total
Storm Water Fund	700,000	250,000	250,000	250,000	250,000	1,700,000
Total	700,000	250,000	250,000	250,000	250,000	1,700,000

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.



2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

Department 8-Storm Drainage Improvement

City of Minnetonka, Minnesota

Contact Director of Public Works

Project #	SDI-22802
Project Name	Water Quality Projects

Type Improvement

Useful Life

Category Storm Water

Priority 1 Critical for Safety/Preserve

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	2022	2023	2024	2025	2026	Total
Planning/Design/Engineering	100,000		100,000		100,000	300,000
Total	100,000		100,000		100,000	300,000

Funding Sources	2022	2023	2024	2025	2026	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.



2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

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-22803
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	2022	2023	2024	2025	2026	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	2022	2023	2024	2025	2026	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.



2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

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-22804
Project Name	Major Pond Rehabilitation

Description (Include Scheduling and Project Status)

This project provides sediment testing and dredging of municipal storm water ponds. 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.

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	2022	2023	2024	2025	2026	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	2022	2023	2024	2025	2026	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.

2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

Department 8-Storm Drainage Improvement

City of Minnetonka, Minnesota

Contact Director of Public Works

Project #	SDI-22805
Project Name	Storm Sewer Lift Station Improvements

Type Improvement

Useful Life

Category Storm Water

Priority 3 Expansion of New/Existing

Description (Include Scheduling and Project Status)

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

2023: Woodgate Lift Station
 2025: Holiday 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	2022	2023	2024	2025	2026	Total
Construction/Maintenance		400,000		400,000		800,000
Total		400,000		400,000		800,000

Funding Sources	2022	2023	2024	2025	2026	Total
Storm Water Fund		400,000		400,000		800,000
Total		400,000		400,000		800,000

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
2022 - 2026 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-TBD22806	3	1,200,000
	TOTAL			1,200,000

2022 - 2026 Capital Improvement Plan

2022 thru 2026

Department 8-Storm Drainage Improve

City of Minnetonka, Minnesota

Contact Director of Public Works

Project #	SDI-TBD22806
Project Name	Huntingdon Pond

Type Improvement

Useful Life

Category Storm Water

Priority 3 Expansion of New/Existing

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	2022	2023	2024	2025	2026	Total	Future
Construction/Maintenance				0		0	1,200,000
Total				0		0	Total

Funding Sources	2022	2023	2024	2025	2026	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



2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

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-22901
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	2022	2023	2024	2025	2026	Total
Construction/Maintenance	160,000	170,000	180,000	190,000	200,000	900,000
Total	160,000	170,000	180,000	190,000	200,000	900,000

Funding Sources	2022	2023	2024	2025	2026	Total
Utility Fund	160,000	170,000	180,000	190,000	200,000	900,000
Total	160,000	170,000	180,000	190,000	200,000	900,000

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.

2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

Department 9-Water/Sewer Improvements

City of Minnetonka, Minnesota

Contact Utility Operations Engineer

Project #	WSS-22902
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:

2022: Paint Ridgedale.
 2023: Complete condition analysis of water storage facilities. Wash Lake Street and Plymouth.
 2024: Wash Bren, Hathaway and Tanglen.
 2025: Wash Ridgedale and Williston.
 2026: Wash Lake Street and Plymouth.

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	2022	2023	2024	2025	2026	Total
Construction/Maintenance	700,000	200,000	50,000	50,000	50,000	1,050,000
Total	700,000	200,000	50,000	50,000	50,000	1,050,000

Funding Sources	2022	2023	2024	2025	2026	Total
Utility Fund	700,000	200,000	50,000	50,000	50,000	1,050,000
Total	700,000	200,000	50,000	50,000	50,000	1,050,000

Impacts (Budget, Sustainability, Other)

Timely inspection, touch-up and washing extends the useful life and appearance of the surface coating systems.

2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

Department 9-Water/Sewer Improvements

City of Minnetonka, Minnesota

Contact Utility Operations Engineer

Project # WSS-22903
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 20,000 cubic yards of material was removed in 2012 and 2013, and 6,500 cubic yards was removed in 2017. Scheduled removal will now continue into the future in order to keep the size of the pile manageable.

Expenditures	2022	2023	2024	2025	2026	Total
Construction/Maintenance		80,000		90,000		170,000
Total		80,000		90,000		170,000

Funding Sources	2022	2023	2024	2025	2026	Total
Utility Fund		80,000		90,000		170,000
Total		80,000		90,000		170,000

Impacts (Budget, Sustainability, Other)

This project will not have any effect on operational costs.



2022 - 2026 Capital Improvement Plan

2022 thru 2026

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-22904
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:

2022: WTP #15 chemical room improvements and blower replacement,
WTP #13 media replacement.

2023: WTP #14 major plant renovation.

2024: Tower Hill and Stonegate booster station renovation,
WTP #15 media replacement and WTP #16 fire alarms.

2025: WTP #16 VFD upgrade

2026: Wells 6, 6A, 11 and 11A pump replacement and WTP #15 piping modification.

This project implements the recommendations of the sustainability and optimization study completed in 2014 and updated for costs in February of 2018.

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	2022	2023	2024	2025	2026	Total
Construction/Maintenance	350,000	4,250,000	800,000	1,000,000	700,000	7,100,000
Total	350,000	4,250,000	800,000	1,000,000	700,000	7,100,000

Funding Sources	2022	2023	2024	2025	2026	Total
Utility Fund	350,000	4,250,000	800,000	1,000,000	700,000	7,100,000
Total	350,000	4,250,000	800,000	1,000,000	700,000	7,100,000

Impacts (Budget, Sustainability, Other)

This project will save operational costs that result from the installation of energy efficient pumps, motors and VFD’s.

2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

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-22905

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 have widespread impacts across the system.

2025 - Excelsior Boulevard (Westmill Road to Wing Lake Drive): This project will rehabilitate 6000 feet of 18-inch ductile iron pipe that was installed in 1968. This segment of trunk water main has a history of breaks and is some of the oldest material in the city's system.

Projects are generally coordinated with street reconstruction, overlay, and trail improvement programs.

Justification/Relationship to Plans and Projects

This project includes the replacement of the trunk water main that exists within Ridgedale Drive right-of-way between Laurel Road and the north Target entrance east of Essex Road. Water main in this area was installed in 1974 - 1981 and has been prone to multiple water main breaks in recent years resulting in unexpected loss of water service for adjacent businesses.

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

Expenditures	2022	2023	2024	2025	2026	Total
Construction/Maintenance				1,600,000		1,600,000
Total				1,600,000		1,600,000

Funding Sources	2022	2023	2024	2025	2026	Total
Utility Fund				1,600,000		1,600,000
Total				1,600,000		1,600,000

Impacts (Budget, Sustainability, Other)

Projects do not increase operating expense, in most cases reduce maintenance, and repair costs.

2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

Department 9-Water/Sewer Improvements

City of Minnetonka, Minnesota

Contact Utility Operations Engineer

Project # WSS-22906

Type Improvement

Project Name Water - Water Meter Replacement Program

Useful Life

Category Water & Sanitary Sewer System

Priority 2 Important-Provide Efficiency

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 6-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. Total cost is estimated to be \$15,000,000 and is planned to be completed in 2029.

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	2022	2023	2024	2025	2026	Total
Equip/Vehicles/Furnishings			1,500,000	1,500,000	1,500,000	4,500,000
Total			1,500,000	1,500,000	1,500,000	4,500,000

Funding Sources	2022	2023	2024	2025	2026	Total
Utility Fund			1,500,000	1,500,000	1,500,000	4,500,000
Total			1,500,000	1,500,000	1,500,000	4,500,000

Impacts (Budget, Sustainability, Other)

Replacement of the current radio read technology with a cellular based system will allow the city and users to detect leaks in real time, reducing the total amount of unintended water use.

This project will not affect operating costs.



2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

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-22907
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:

- 2022: Rehabilitate Burchlane lift station, televise trunk sewer - Phase 1.
- 2023: Rehabilitate Burchlane forcemain, televise trunk sewer - Phase 2.
- 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, televise trunk sewer - Phase 4.
- 2026: Rehabilitate Whitegate lift station, Minnetonka Blvd. lift station electrical upgrade, televise trunk sewer - Phase 5.

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	2022	2023	2024	2025	2026	Total
Construction/Maintenance	1,300,000	1,900,000	1,800,000	1,800,000	1,900,000	8,700,000
Total	1,300,000	1,900,000	1,800,000	1,800,000	1,900,000	8,700,000
Funding Sources	2022	2023	2024	2025	2026	Total
Utility Fund	1,300,000	1,900,000	1,800,000	1,800,000	1,900,000	8,700,000
Total	1,300,000	1,900,000	1,800,000	1,800,000	1,900,000	8,700,000

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.



2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

Department 9-Water/Sewer Improvements

City of Minnetonka, Minnesota

Contact Utility Operations Engineer

Project # WSS-22908

Type Improvement

Project Name Sewer - Infiltration and Inflow Reduction Program

Useful Life

Category Water & Sanitary Sewer System

Priority 3 Expansion of New/Existing

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	2022	2023	2024	2025	2026	Total
Construction/Maintenance	160,000	170,000	180,000	190,000	200,000	900,000
Total	160,000	170,000	180,000	190,000	200,000	900,000

Funding Sources	2022	2023	2024	2025	2026	Total
Utility Fund	160,000	170,000	180,000	190,000	200,000	900,000
Total	160,000	170,000	180,000	190,000	200,000	900,000

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 \$392,000 per month for sewage treatment.



2022 - 2026 Capital Improvement Plan

2022 *thru* 2026

City of Minnetonka, Minnesota

Department 9-Water/Sewer Improvements

Contact Utility Operations Engineer

Type Improvement

Useful Life

Category Water & Sanitary Sewer System

Priority 3 Expansion of New/Existing

Project #	WSS-22909
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 will begin in 2020. These efforts will prioritize projects to create capacity in the systems and support additional growth in the area.

The recommended improvements are as follows:

2022: Rehabilitate Opus lift, line Opus forcemain, generator
 2023: Watermain & Sewer Installation
 2024: Watermain & Sewer Installation
 2025: Watermain & Sewer Installation
 2026: 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	2022	2023	2024	2025	2026	Total
Construction/Maintenance	1,500,000	500,000	500,000	500,000	500,000	3,500,000
Total	1,500,000	500,000	500,000	500,000	500,000	3,500,000

Funding Sources	2022	2023	2024	2025	2026	Total
Utility Fund	1,500,000	500,000	500,000	500,000	500,000	3,500,000
Total	1,500,000	500,000	500,000	500,000	500,000	3,500,000

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-22910
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.

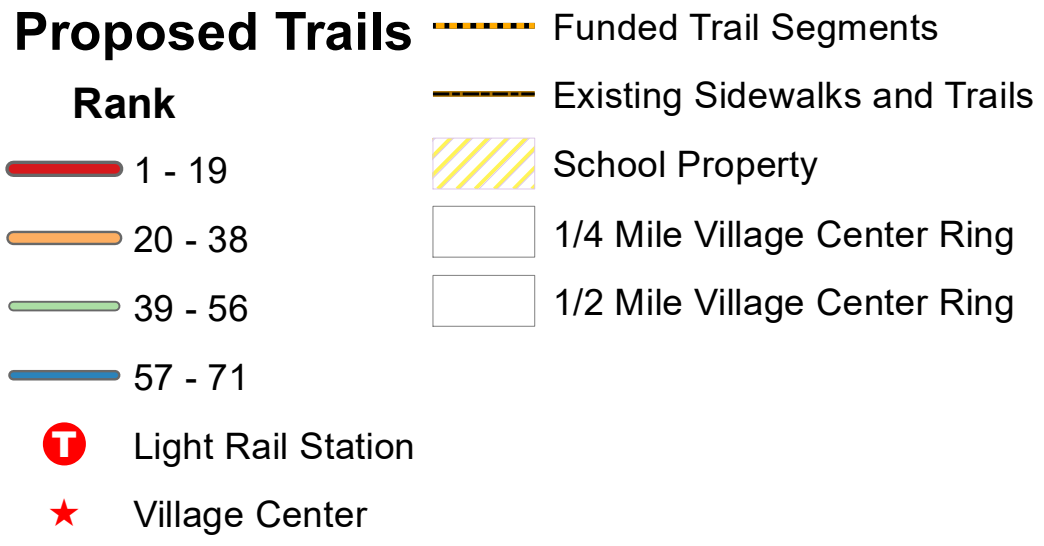
Expenditures	2022	2023	2024	2025	2026	Total
Construction/Maintenance	75,000	75,000	75,000			225,000
Total	75,000	75,000	75,000			225,000

Funding Sources	2022	2023	2024	2025	2026	Total
Utility Fund	75,000	75,000	75,000			225,000
Total	75,000	75,000	75,000			225,000

Impacts (Budget, 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.

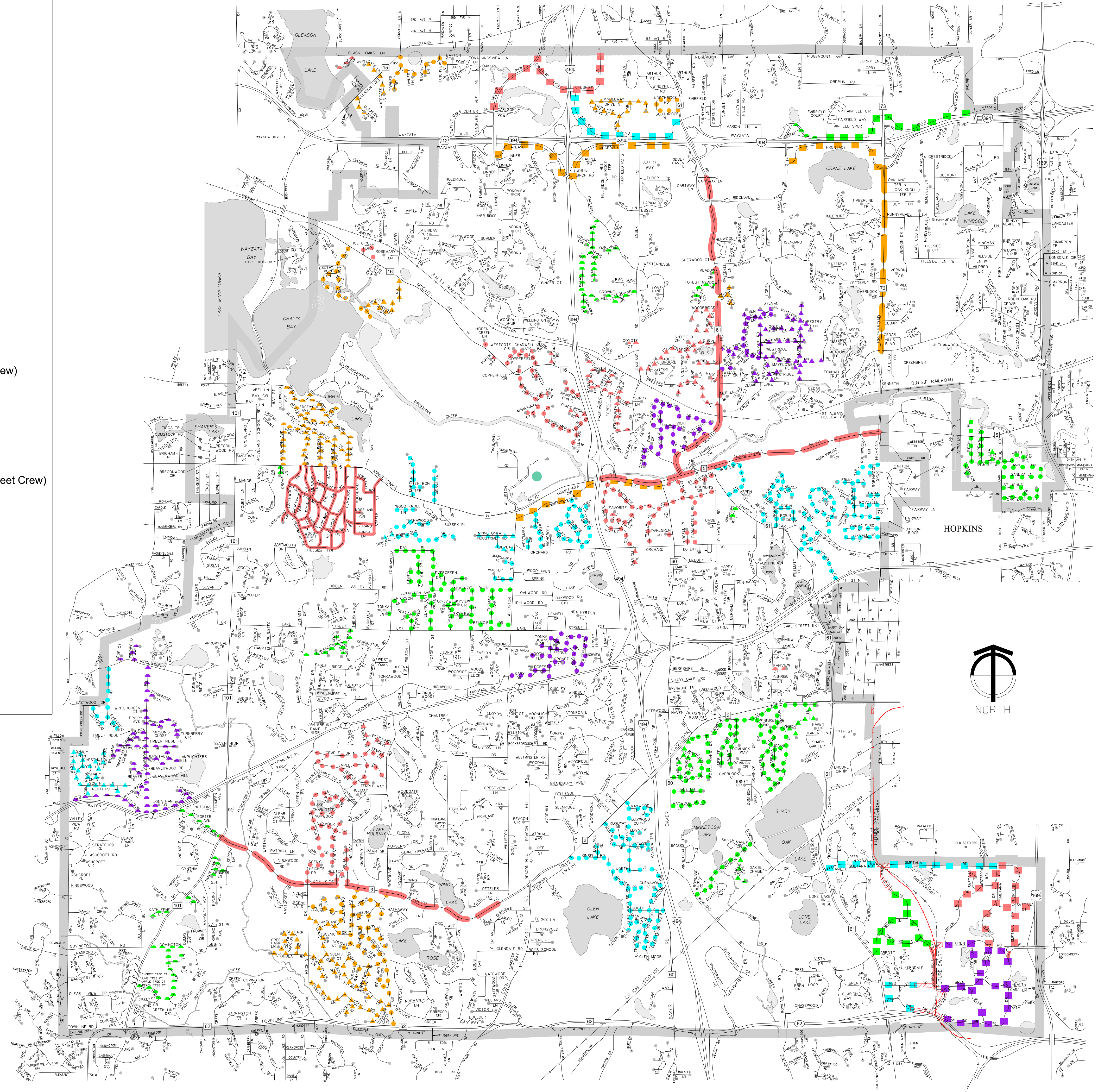
Unfunded Trail Segments by Priority Ranking



2022 - 2026 PROPOSED LOCAL STREET CONSTRUCTION

LEGEND

- 2022-Parking Lot
- Reconstruction**
 - 2022-2023
 - 2024
 - 2025
 - 2026
- Mill & Overlay (Engineering)**
 - 2022
 - 2023
 - 2024
 - 2025
 - 2026
- Overlay (Public Works Street Crew)**
 - 2022
 - 2023
 - 2024
 - 2025
 - 2026
- Maintenance Overlay (Public Works Street Crew)**
 - ▲ 2022
 - ▲ 2023
 - ▲ 2024
 - ▲ 2025
 - ▲ 2026
- Neighborhood Refurbishing (Public Works Street Crew)**
 - 2022
 - 2023
 - 2024
 - 2025
 - 2026
- County Road Projects**
- Projects By Others**
 - ▨ 2018-2023 SWLRT
 - 2022 County Road Mill & Overlay
 - 2026 County Road Mill & Overlay



The following pages are excerpts from a project manual. Pages have been deleted.

PROJECT MANUAL

Ridgemount Avenue Improvements Project

Minnetonka, Minnesota
Plymouth, Minnesota

Minnetonka City Project No. 21407
Bid No. 2021-003-ENG
Plymouth City Project No. 21-ST210002

Date: January 21, 2021



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**City of Minnetonka
City of Plymouth
2021 Ridgemount Improvements Project
Minnetonka City Project No. 21407
Plymouth City Project No. 21-ST210002
Contractor Questionnaire**

Prospective Bidder's Contractor Questionnaire must be filed by bid opening as required in the Advertisement for Bids. This questionnaire is to be attached to the sealed bid proposal.

The object of the questionnaire is not to discourage bidding or make it difficult for a qualified bidder to file bids, but is intended to make it possible for the City to have exact information on the financial ability, personnel, equipment, past performance, and experience of the bidders involved prior to awarding contracts. The City reserves the right to require additional information before approving the award of a contract to a contractor. This may be done to help qualify subcontractors for bidding to better determine the contractor's qualifications for bidding the work.

The contents of this questionnaire will be private or nonpublic until the City of Minnetonka has completed the selection process, as defined by Minnesota Statutes Section 13.591. At that time, all information will become public, except information that qualifies as trade secret data under Minnesota Statutes Section 13.37.

If the City is not satisfied with the sufficiency of the answers to the questionnaire, it may require additional information, including a financial statement, or it may determine that the contractor is unqualified to bid the project.

The bidder must submit a full, complete and accurate statement. False information or material omission will be grounds for disqualifying the potential bidder.

STATEMENT OF BIDDER'S QUALIFICATIONS

1. Name of Bidder: _____
State Type of Contractor: _____
2. Bidder's Address: _____

3. When Organized: _____
4. Where Incorporated: _____

5. How many years have you been engaged in the contracting business under the present name? _____ years.
6. Contracts on hand (attach a list of present contracts, including the nature of the work, a schedule as to estimated completion date and gross amount of each contract).
7. General character of the work performed by your firm: _____

8. Have you ever failed to complete any work awarded to you?
Yes ____ No ____ If yes, attach a statement explaining where and why.
9. Have you ever defaulted on a contract?
Yes ____ No ____ If yes, attach a statement explaining where and why.
10. Attach a list of the more important contracts completed by your firm, including the kind of work and approximate cost.
11. Attach a list of the major equipment that you have available and the hourly rates for each piece (list whether equipment prices are with or without operator).
12. Attach a statement of your experience in the construction of work similar in scope to this project (see attached form for Qualifying Project Experience).
13. Credit available. Furnish written evidence, preferably from banks.
14. Submit a signed statement from the contractor's bonding company, establishing the bonding capacity for the firm.
15. Experience Requirements:
The contractor's company, project superintendent and job site foreman must all have successful construction experience on one qualifying project within the last five years prior to the bid opening date.* A qualifying project is urban residential reconstruction project with a minimum engineer's estimate of \$1,000,000.

* The following meet the contractor's company experience requirements: Acquisition of a company with relevant successful experience within five (5) years prior to the bid opening date by the bidder; a company in existence for less than five (5) years that meets the minimum experience requirements for the project superintendent and job site foreman.

QUALIFYING PROJECT / SUPERVISOR REFERENCES

Qualifying Project Experience Within Last Five Years:

Project Name _____

Brief Description of Work _____

Date of Contract _____

Owner _____

Owner's Representative _____

Title _____ Phone _____

Name of General / Prime Contractor for Project _____

General Contractor's Project Superintendent _____

Phone _____

Your Jobsite Foreman _____

Original Contract Amount (your contract only) \$ _____

Final Contract Amount \$ _____

If Change Orders were issued were they requested by the Contractor or Owner? (circle one)

Amount of the Change Orders requested by the Contractor for this project? \$ _____

Original Completion Date for project _____

Actual Date that all work including any punch list items were finished _____

Contract Time Extensions Issued _____

Reason Contract was extended _____

List Complaints involving Quality of Work or Completion Deadlines: _____

(Attach above information for other qualifying projects in the last five years that you want considered in evaluation)

Other Qualifying Project References:

Below is a listing of the five most recent projects of a similar nature to this project, which we have completed.

1. Contracting Agency _____
Description of Work _____
Agency Representative _____
Title _____ Phone _____ Date of Contract _____

2. Contracting Agency _____
Description of Work _____
Agency Representative _____
Title _____ Phone _____ Date of Contract _____

3. Contracting Agency _____
Description of Work _____
Agency Representative _____
Title _____ Phone _____ Date of Contract _____

4. Contracting Agency _____
Description of Work _____
Agency Representative _____
Title _____ Phone _____ Date of Contract _____

5. Contracting Agency _____
Description of Work _____
Agency Representative _____
Title _____ Phone _____ Date of Contract _____

Qualifying Project Supervisor Experience:

Name of Project Supervisor proposed for this project* _____
(* Refer to Special Provisions)

List the following information regarding projects that the above named supervisor managed within the last five years:

Project Name _____

Brief Description of Project _____

Contract Amount \$ _____

Original Contract Completion Date _____

Was project completed by the above date? (yes / no, reason) _____

Owner _____

Owner Representative _____

Title _____ Phone _____

(Attach above information for other qualifying projects in last five years managed by the above supervisor that you want considered in evaluation)

What is the percentage of the cost of qualifying work (see Special Provisions) you propose to do on this project with subcontracted forces? _____%

Proposed Subcontractors:

1. Subcontracting Agency _____
Agency Representative _____
Type of Work _____
Phone _____
Percent of Project Work Value _____

2. Subcontracting Agency _____
Agency Representative _____
Type of Work _____
Phone _____
Percent of Project Work Value _____

3. Subcontracting Agency _____
Agency Representative _____
Type of Work _____
Phone _____
Percent of Project Work Value _____

4. Subcontracting Agency _____
Agency Representative _____
Type of Work _____
Phone _____
Percent of Project Work Value _____

5. Subcontracting Agency _____
Agency Representative _____
Type of Work _____
Phone _____
Percent of Project Work Value _____

6. Subcontracting Agency _____
Agency Representative _____
Type of Work _____
Phone _____

Percent of Project Work Value _____
(Attach multiple sheets as necessary)

Bids will be opened publicly and read aloud at Minnetonka City Hall, 14600 Minnetonka Blvd., Minnetonka, MN. Bidders may also call into 612-428-8778 ext. 763 955 117# at the time of the bid opening to hear the bids read.

Rejection of Proposals

Proposals may be rejected for any alteration, erasures, or penciled entries. No Bidder may withdraw its proposal for at least 120 days after the scheduled closing time for the receipt of bids. The City reserves the right to waive minor defects or irregularities.

1300 – AWARD AND EXECUTION OF CONTRACT

Evaluation of Bids/Award of Contract

Bidders are required to submit evidence that they have practical knowledge of the particular work bid upon and that they have the financial resources to complete the proposed work. Failure on the part of any Bidder to carry out previous contracts satisfactorily, or lack of experience or equipment necessary for the satisfactory and timely completion of this project, may be deemed sufficient cause for disqualification of the Bidder. Bidders must provide a list of all subcontractors and material suppliers to be used and the percent of the work value that each will perform or provide.

The Bidder must be able to readily and independently document that the Bidder possesses the experience, available personnel, equipment and financial resources for timely and professional completion of this project. The Bidder must submit on the forms provided in the Proposal section the requested information that will assist the City in determining whether the Bidder is adequately prepared to fulfill the Contract.

The object of the request for the Bidder's qualifications is to make it possible for the City to have exact information of the financial ability, equipment and personnel available, past performance and experience of the Bidder in order to reduce the hazards involved in awarding a Contract to a party apparently not qualified to perform it; and to select only those Bidders qualified to properly complete the work.

The City reserves the right to reject any Proposal where an investigation of the available evidence or information does not satisfy the City that the Bidder is qualified to carry out the terms of the Contract. The City's decision as to qualifications of the Bidder shall be final.

The City has limited financial resources to commit to the project. Accordingly, the project must be accomplished with a minimum of interruption, on time and without cost overruns. The City believes it necessary to hire a contractor with good experience in constructing this kind of project. Therefore, the City will be considering the quality and experience of each Bidder in addition to the bid price.

A condition of the contract is that the contractor must keep the job superintendent specified on the bid as the job superintendent for the project. The only exceptions will be if the person is not physically or mentally able to perform those duties or is no longer employed by the contractor.

Bids from qualified Bidders will be compared using any combination of base bid and alternate bid items deemed appropriate by the City to determine the Bidder's proposed Contract amount.

The award of contract, if it be awarded, will be made within 120 calendar days after the opening of the proposals. The award will be made in the best interests of the city, considering such factors as price, quality, experience, suitability, availability, compatibility, efficiency, and overall best value. If no contract is awarded, the recommended Bidder's proposal guarantee will be returned.

A Bidder will not be considered as a contractor for this project unless the Bidder receives a rating of at least 10 points, as determined by the City, using the following system for assigning points:

Experience constructing a project similar in size and functions within the last five years, to the satisfaction of the owner	5 points
<ul style="list-style-type: none"> For each additional project qualifying under the above category 	1 point each
Experience of the assigned job superintendent in supervising construction of similar scope with similar traffic control requirements within the last five years, to the satisfaction of the owner	5 points
<ul style="list-style-type: none"> For each additional project qualifying under the above category 	1 point each
History of initiating change orders (not at the owner's request) that total more than 5% of the original bid within the last five years	Deduct 2 points for each confirmed project
History of complaints regarding completion deadlines or the quality of the work of projects within the last five years	Deduct 2 points for each confirmed project

**The City may give partial credit for points depending upon the nature of the projects.*

Responsible Contractor

The successful Bidder must be a "responsible contractor." The term "responsible contractor" as used in this document means a contractor as defined in Minnesota Statutes section 16C.285, subdivision 3. Any prime contractor that does not meet the minimum criteria in subdivision 3 or fails to verify that it meets those criteria is not a responsible contractor and is not eligible to be awarded a construction contract for the project or to perform work on the project. A false statement under oath verifying compliance with any of the minimum criteria will render the prime contractor, subcontractor or motor carrier that makes the false statement ineligible to be awarded a construction contract on the project and may result in termination of a contract awarded to a prime contractor, subcontractor or motor carrier that submits a false statement. A prime contractor must submit to the City with its bid proposal, the verification of compliance as required by Minnesota Statutes, section 16C.285, subdivision 4. Prior to

execution of a contract, and as a condition precedent to the execution of a contract, the apparent successful prime contractor must submit to the City the supplemental verification required by Minnesota Statutes, section 16C.285, subdivision 5. The apparent successful prime contractor must also submit to the City, upon request, copies of the signed verifications of compliance from all subcontractors of any tier and from motor carriers, as provided in Minnesota Statutes, section 16C.285, subdivisions 5 and 5a.

Return of Proposal Guarantee

All proposal guarantees except those of the recommended and alternate Bidders will be returned within ten (10) days after the date of the opening of the proposals. The proposal guarantee of the alternate Bidder will be returned within one hundred twenty (120) days after the date of the opening of the proposals. The proposal guarantee of the recommended Bidder will be returned upon the receipt of the executed contract, insurance certificate, and bonds.

Contract Form

The contract form of agreement will be furnished by the City of Minnetonka.

Performance and Payment Bonds

Along with the signed contract, the successful Bidder must furnish both a performance bond and a payment bond, each in an amount equal to the full amount of the contract. The performance and payment bonds must be conditioned as security for the faithful performance of the contract in accordance with these specifications and for the payment of all persons, firms or corporations to whom the Contractor may become legally indebted. The bonds must be on the forms provided by the City, which are attached, and must remain in effect until at least two years after the date that the City issues the final payment.

Warranty

The Contractor is responsible for any and all defects in workmanship and materials, which may develop in any part of the entire installation furnished under this contract. Upon written notice by the Engineer, the City, or an authorized representative thereof; the Contractor must immediately replace, without expense to the City, any such faulty parts and material installed not in accordance with these plans and specifications during the period of two (2) years from the date of the City's final acceptance of the installation. "Final acceptance" shall be interpreted as the date that the City issues the final payment.

1500 – CONTROL OF WORK

Correction of Work

The Contractor must promptly correct work rejected by the Engineer or failing to conform to the requirements of the Contract Documents, whether observed before or after Substantial Completion and whether or not fabricated, installed or completed. The Contractor must bear costs of correcting such rejected work, including additional testing

If a claim arises within the scope of the stated indemnity, the City may require Contractor to, within fifteen (15) days of receiving notice from the City:

- (1) Furnish and pay for a surety bond, satisfactory to the City, guaranteeing performance of the defense and indemnity obligation; or
- (2) Furnish a written acceptance of tender of defense and indemnity from Contractor's insurance company.

Non-Discriminatory Practices – The Contractor agrees during the life of this Contract:

- (1) That in the hiring of common or skilled labor for the performance of any work under any contract, or any subcontract, no contractor, material supplier, or vendor, shall, by reason of race, creed, or color, discriminate against the person or persons who are citizens of the United States or resident aliens who are qualified and available to perform the work to which the employment relates;
- (2) That no contractor, material supplier, or vendor, shall, in any manner, discriminate against, or intimidate, or prevent the employment of any person or persons identified in clause (1) of this section, or on being hired, prevent, or conspire to prevent, the person or persons from the performance of work under any contract on account of race, creed, or color;
- (3) That a violation of this section is a misdemeanor; and
- (4) That this contract may be canceled or terminated by city or any other Person authorized to grant the contracts for employment, and all money due, or to become due under the contract, may be forfeited for a second or any subsequent violation of the terms or conditions of this contract. This paragraph is inserted in this Contract in accordance with Minn. Stat. Sec. 181.59.

Affirmative Action – The Contractor recognizes the City is an equal opportunity employer and agrees during the life of this Contract to take affirmative action to provide equal employment opportunities without regard to race, creed, color, national origin, age, or sex. If the Contractor has more than twenty (20) full-time employees and the Contract amount exceeds \$50,000.00, the Contractor shall supply a certificate of compliance issued by the Commissioner of Human Rights indicating that the Contractor has an approved affirmative action plan.

Data Practices – Contractor is hereby notified of the requirements of Minnesota Statutes, section 13.05, subdivision 11. To the extent that this agreement requires Contractor to perform any of the City's functions, then:

- (1) All of the data created, collected, received, stored, used, maintained or disseminated by Contractor is subject to the requirements of Minnesota Statutes chapter 13;
- (2) Contractor must comply with that chapter's requirements as if Contractor were a government entity; and

completion of the work to dates that are earlier than those originally outlined in the Contract. In such cases, the City will notify the Contractor in writing of the need to accelerate the work. Additional compensation for any such City directed acceleration would be negotiated by the parties and handled through a work order or change order.

- (2) Voluntary Accelerations. Compensation will not be provided for voluntary acceleration by the Contractor or the inability of the Contractor to voluntarily accelerate the work.
- (3) No Oral Agreements to Accelerate or for Extensions of Time. All requests and approvals of extensions of time for claimed delays must be in writing as provided herein; requests and extensions not in writing will not be valid. Additionally, oral agreements between the City and the Contractor with respect to acceleration will be of no effect.
- (4) Attorney's Fees. The Contractor will be responsible for payment of the City's Attorney's fees if the Contractor initiates a lawsuit for a delay or acceleration claim and the claim is not sustained.

Liquidated Damages

If the Contractor fails to meet the intermediate and final milestones and completion dates described in **Section 1806 Determination and Extension of Contract Time**, the City reserves the right to assess liquidated damages at the rate for each occurrence as prescribed in Special Provision 1807.

If the Contractor fails to satisfactorily take care of any of these problems within 10 days of written notice to correct unacceptable conditions, the City will have the work done and the amount will be deducted from the money due or coming due to the Contractor.

1900 – CONTRACT LABOR PROVISIONS

Notices to Bidders as attached in Exhibit B shall apply to this Contract.

EXHIBIT B – Attachments

1. Notice to All Bidders – Bid Rigging
2. Notice to Bidders - Debarments
3. Notice to Bidders - Prompt Payment to Subcontractors

NOTICE TO ALL BIDDERS

To report bid rigging activities call:

1-800-424-9071

The U.S. Department of Transportation (DOT) operates the above toll-free "hotline" Monday through Friday, 8:00 a.m. to 5:00 p.m., eastern time. Anyone with knowledge of possible bid rigging, bidder collusion, or other fraudulent activities should use the "hotline" to report such activities.

The "hotline" is part of the DOT's continuing effort to identify and investigate highway construction contract fraud and abuse and is operated under the direction of the DOT Inspector General. All information will be treated confidentially and caller anonymity will be respected.

**MINNESOTA DEPARTMENT OF TRANSPORTATION
NOTICE TO BIDDERS:
SUSPENSIONS/DEBARMENTS
THIS NOTICE APPLIES TO STATE-FUNDED AND FEDERALY-FUNDED PROJECTS**

Do not use suspended or debarred parties as subcontractors or material suppliers on this project!

Both the federal government and the State of Minnesota suspend and debar vendors. Review the list of suspended and debarred vendors before submitting a bid or a request to sublet. If your bid is based on using a suspended or debarred vendor, you will not be entitled to additional compensation for replacing the suspended or debarred vendor with a qualified vendor.

State Suspensions and Debarments

The State of Minnesota's list of suspended and debarred vendors is maintained by the Minnesota Department of Administration, Office of State Procurement, and can be found at this link: <http://www.mmd.admin.state.mn.us/debarredreport.asp> . This list includes vendors suspended and debarred by the Department of Administration and MnDOT.

Federal Suspensions and Debarments

The federal government maintains a searchable database of suspensions and debarments, called the System for Award Management (SAM), which is found at this link: <https://www.sam.gov/SAM/> . You can use the "Search Records" function without registering for an account.

November 9, 2020

NOTICE TO BIDDERS

Minnesota Statutes require prompt payment to subcontractors:

Minn. Stat. § 471.425 PROMPT PAYMENT OF LOCAL GOVERNMENT BILLS.

Subdivision 1. **Definitions.** For the purposes of this section, the following terms have the meanings here given them.

. . . (d) "Municipality" means any home rule charter or statutory city, county, town, school district, political subdivision or agency of local government. "Municipality" means the Metropolitan Council or any board or agency created under chapter 473.

. . . **Subd. 4a. Prompt payment to subcontractors.** Each contract of a municipality must require the prime contractor to pay any subcontractor within ten days of the prime contractor's receipt of payment from the municipality for undisputed services provided by the subcontractor. The contract must require the prime contractor to pay interest of 1-1/2 percent per month or any part of a month to the subcontractor on any undisputed amount not paid on time to the subcontractor. The minimum monthly interest penalty payment for an unpaid balance of \$100 or more is \$10. For an unpaid balance of less than \$100, the prime contractor shall pay the actual penalty due to the subcontractor. A subcontractor who prevails in a civil action to collect interest penalties from a prime contractor must be awarded its costs and disbursements, including attorney's fees, incurred in bringing the action.

Minn. Stat. § 15.72 PROGRESS PAYMENTS ON PUBLIC CONTRACTS; RETAINAGE.

. . . Subd. 2. **Retainage.** . . . (c) A contractor on a public contract for a public improvement must pay all remaining retainage to its subcontractors no later than ten days after receiving payment of retainage from the public contracting agency, unless there is a dispute about the work under a subcontract. If there is a dispute about the work under a subcontract, the contractor must pay out retainage to any subcontractor whose work is not involved in the dispute, and must provide a written statement detailing the amount and reason for the withholding to the affected subcontractor.

Ridgemount Avenue Improvements Project

INDEX—SPECIAL PROVISIONS

Table with 4 columns: SP2018#, ITEM#, DATA, PAGE. Lists items S-1 through S-27 with their corresponding page numbers. Items S-6, S-10, and S-11 are highlighted in yellow.

Last Revision by MnDOT CO Special Provisions: 12/08/20

Last Revision by City of Minnetonka: 1/12/21

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Ridgemount Avenue Improvements Project

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Ridgemount Avenue Improvements Project**DIVISION S****S-1 GENERAL**

All work to be performed under these specifications will be carried out within the corporate limits of the City of Minnetonka, Minnesota and the City of Plymouth, Minnesota. Appendices B through F of this Project Manual (City of Plymouth Standard Specifications for Construction) shall also apply to all items within the corporate limits within the City of Plymouth. The actual route of construction must be shown on the plans. All work must be done in accordance with these specifications and must be executed in such a manner as to minimize conflict with the normal and continuous functions of the City, other utilities, residents, and/or businesses and customers of the area(s) affected.

S-2 SCOPE OF WORK

The work to be contracted includes but is not limited to the installation of watermain including pipe bursting, sanitary CIPP, storm drainage, concrete curb and gutter, grading, full depth aggregate base reclaiming, bituminous street surfacing, concrete walk, bituminous trail, turf restoration, signage, and striping.

S-3 PLANS

Ninety-four (94) plan sheets are included as part of these bid documents.

S-4 PRECONSTRUCTION CONFERENCE

The Contractor must schedule and hold a pre-construction conference with the Engineer and other representatives a minimum of 10 calendar days prior to commencing work as required by MN Rule 216.D.04, Subdivision 1. A schedule of contractor and subcontractor work must be submitted prior to, or at, the pre-construction conference so it may be included in the initial project newsletter distributed by the City to affected property owners.

S-5 APPROVAL OF SUBCONTRACTORS

Prior to the commencement of work set forth within this contract, the Contractor must furnish in writing to the Engineer a list of subcontractors who will be working on this project. The Engineer reserves the right to reject any subcontractor which in the Engineer's opinion is not capable of completing the work satisfactorily or which has not completed work satisfactorily in the past.

S-6 DISCRIMINATION

The Contractor must comply with all applicable federal and state Statutes and the City of Minnetonka's adopted Affirmative Action Program regarding nondiscrimination and equal employment opportunity.

Failure to comply with such statutes and/or Affirmative Action Program may lead to the non award of the contract or once a contract has been let, the cancellation of such contract.

S-7 QUALITY ASSURANCE MEASURES FOR THE OWNER

Any person representing federal or state agencies, the Engineer, or Owner shall have the right of entry to inspect the work being performed by the Contractor. If the case warrants, the Contractor shall provide proper facilities for such access and inspection.

Ridgemount Avenue Improvements Project

The Contractor shall notify the resident Observer anytime they anticipate working on this project. No work will be allowed without notifying the Observer a minimum of twenty-four (24) hours beforehand.

Testing of materials and/or densities will be paid for by the Owner. Any retesting due to failures shall be at the expense of the Contractor.

The Contractor will be responsible for television inspection of the sanitary sewer after it has been constructed. The Owner reserves the right to view these television inspection tapes prior to final project acceptance. Such inspections are to be at the Contractor's expense unless a bid item has been provided.

Quality assurance measures taken by the Owner are for the owner's information. Results of quality assurance measures may be shared with the contractor, but they are not to be relied upon as replacement for the Contractor's quality control measures.

S-8 CONSTRUCTION LIMITS

The Contractor shall confine his operations to the limits of the construction area as shown on the plans. The City will endeavor to have obtained necessary rights-of-entry, rights-of-way, and easements prior to the Contractor commencing work. Failure to acquire all rights-of-entry, rights-of-way, and easements prior to the start of construction shall not be cause for a request of time extension or additional monies by the Contractor. The Contractor will need to apply for a work within right-of-way permit with Hennepin County and pay for all associated costs for the permit and the requirements to work within County right-of-way along County Rd 73.

Should special and/or extraordinary construction methods need to be employed by the Contractor for the completion of the project such as, but not limited to, trench box construction, any special and/or extraordinary construction methods used shall be considered incidental to the project.

The contractor may be asked not to impact a property beyond the right-of-way, although within the construction limits shown, if the property owner will not allow construction on their property. The construction limits will then be adjusted by the Engineer and the curb stop located within the available right-of-way.

Restoration of areas disturbed outside of the construction limits without the direction of the Engineer shall be the responsibility of the Contractor.

S-9 CONTACT INFORMATION

Direct questions about this Project, including pre-bid questions, to the individual identified in the advertisement for bid.

S-10 RESPONSIBLE CONTRACTOR

The successful bidder must be a "responsible contractor" as defined in Minnesota Statutes §16C.285, subdivision 3. A bidder must verify it meets the minimum criteria detailed in the law. A bidder must submit its verification electronically by completing the "Responsible Contractor" section in the "Officers and Acknowledgements" Folder within the Electronic Bid File. A company officer must certify statements in that section.

A bidder must obtain a verification from each subcontractor it will have a direct

Ridgemount Avenue Improvements Project

contractual relationship with. At the Owner's request, a bidder must submit signed subcontractor verifications. A contractor or subcontractor must obtain an annual verification from each motor carrier it has a direct contractual relationship with. A motor carrier must give immediate written notice if it no longer meets the minimum responsible contractor criteria. The requirement for subcontractor verifications does not apply to:

- Design professionals licensed under Minnesota Statutes §326.06; and
- A business or person that supplies materials, equipment, or supplies to a subcontractor on the Project, including performing delivering and unloading services in connection with the supply of materials, equipment, and supplies. But, a business or person must submit a verification if it delivers mineral aggregate such as sand, gravel, or stone that will be incorporated into the Work by depositing the material substantially in place, directly or through spreaders, from the transporting vehicle.

A bidder or subcontractor who does not meet the minimum criteria specified in the statute, or who fails to verify compliance with the criteria, is not a "responsible contractor" and is ineligible to be awarded the Contract for this Project or to work on this Project. Submitting a false verification makes the bidder or subcontractor ineligible to be awarded a construction contract for this Project. Additionally, submitting a false statement may lead to contract termination. If only one bidder submits a bid, the Owner may, but is not required to, award a contract even if that bidder does not meet the minimum criteria.

S-11 COMPLIANCE WITH TAX LAW REQUIREMENTS

Prior to final payment Contractor must demonstrate that it and all its subcontractors have complied with the Income Tax withholding requirements of Minnesota Statutes, section 290.92 for wages paid for work performed under the contract. To establish compliance, the Contractor must submit a "Contractor Affidavit" either online or in paper form (IC134) to the Minnesota Department of Revenue. The contractor will receive written certification of compliance when the Department of Revenue determines that all withholding tax returns have been filed and all withholding taxes attributable to the work performed on the contract have been paid. The Contractor must then provide this written certification to the Department to receive final payment.

Every subcontractor working on the Project must submit an approved "Contractor Affidavit" from the Minnesota Department of Revenue to the Contractor before the Contractor can file its own Contractor Affidavit. **The Contractor is advised to obtain the certification from each subcontractor as soon as the subcontractor completes work on the Project. Experience has shown that waiting until the project is complete to obtain the forms from all subcontractors is likely to result in significant additional work for the Contractor as it will be difficult or impossible to collect all forms.**

The Department of Revenue, in association with the Department of Employment and Economic Development, offers a free seminar to help contractors understand tax law requirements. The Department strongly urges the Contractor and all subcontractors to attend the "Employment Taxes & Employer Responsibilities Seminar" or similarly offered classes. You can find a schedule and more information on the Department's website at: <https://www.revenue.state.mn.us/sites/default/files/2019-05/Employment%20Taxes%20Seminar%20Flyer.pdf>.

Complying with this requirement is considered part of the Work under this contract. The Department will enforce this requirement equally with all other Contract requirements. Contractor delay in

Ridgemount Avenue Improvements Project

complying with this requirement will cause the Owner to delay final payment and Contract Acceptance. The Owner may also report non-compliance to the Department of Revenue, which may result in enforcement action by the Department of Revenue.

Contractor Affidavit requirements and Form IC134 can be found here:

<https://www.revenue.state.mn.us/contractor-affidavit-requirements>.

S-12 USE OF ADHESIVE ANCHORS

Do not use adhesive anchors in sustained tension. Contractor may use adhesive anchors, in a non-direct tensile application, such as metal rail attachment.

S-13 (1103) DEFINITIONS

The provisions of MnDOT 1103 are supplemented as follows:

S-13.1 The following definition is added to MnDOT 1103:

Unit Day. 12:00 AM to 11:59 PM (0000-2359) or any portion thereof.

S-14 (1205) EXAMINATION OF PROPOSAL PACKAGE AND SITE OF WORK – SOIL CONDITIONS

The provisions of MnDOT 1205 are supplemented with the following:

S-14.1 Soil borings and geotechnical evaluation has been prepared for this project (available in Appendix A). The Contractor is advised to determine, to his own satisfaction, the exact soils and ground water conditions prior to submitting his bid. In wet trenches, the Contractor shall dewater the trench by an acceptable method. No additional payment will be made for use of granular or aggregate material to aid in dewatering.

S-14.2 Bidders must review and comply with the examination of the site as specified in the “General Requirements and Covenants” section of the project manual.

S-15 (1206) PREPARATION AND DELIVERY OF PROPOSAL

MnDOT 1206.1 is deleted and replaced with the following:

1206.1 PREPARATION AND DELIVERY

The Bidder must submit the bid via the method and to the location identified in the advertisement for bid.

The Bidder shall submit its Proposal by the date and time for opening Proposals as listed in the advertisement for bids.

S-16 (1208) PROPOSAL GUARANTY

MnDOT 1208 is deleted and replaced with the following:

AFFIDAVIT OF NON-COLLUSION

I hereby swear (or affirm) under the penalty for perjury:

1. That I am the bidder (if the bidder is an individual), a partner in the bidder (if the bidder is a partnership) or an officer, manager or employee of the bidding corporation or company having authority to sign on its behalf (if the bidder is a corporation or limited liability company):
2. That the attached bid or bids have been arrived at by the bidder independently, and have been submitted without collusion with, and without any agreement, understanding, or planned common course of action with, any other vendor of materials, supplies, equipment or services described in the invitation to bid, designed to limit independent bidding or competition:
3. That the contents of the bid or bids have not been communicated by the bidder or its employees or agents to any person not an employee or agent of the bidder or its surety on any bond furnished with the bid or bids, and will not be communicated to any such person prior to the official opening of the bid or bids; and
4. That I have fully informed myself regarding the accuracy of the statements made in this affidavit.

Signed _____

Firm Name _____

Subscribed and sworn to before me

This ____ day of _____, 20 ____.

Notary Public

My Commission expires _____

Bidder's E.I. Number (Number used on Employer's Quarterly Federal Tax Return, U.S. Treasury Department Form 941): _____

NON-DISCRIMINATION AFFIDAVIT

"I, the undersigned, state that the organization which I represent will be in compliance with the applicable Federal and State Statutes and the City of Minnetonka's adopted Affirmative Action Program concerning non-discrimination and Equal Employment Opportunity."

Authorized Signature

Position _____

Name of Firm _____

Date _____

TO THE
STATE OF MINNESOTA
DEPARTMENT OF HIGHWAYS

I hereby certify that I am in compliance with Minnesota Statutes, Section 363A, as amended , and (check one of the two below, as applicable):

- Have a certificate of compliance issued by the Department of Human Rights.
- Have applied for a certificate of compliance to the Commissioner of Human Rights, which is pending.

Signature of Bidder

POSITION _____

NAME OF FIRM _____

DATE _____

This form may be used to furnish proof of necessary compliance with Minnesota Statutes, Section 363A, and the implementing rules and regulations of the Minnesota Department of Human Rights. All questions should be referred to the Minnesota Department of Human Rights, Room 60, State Office Building, St. Paul, Minnesota, Telephone (651) 296-2931.

CITY OF MINNETONKA PAYMENT BOND

The principal ("Contractor"), _____, and _____, a corporation organized in the State of _____ and authorized to transact business as a corporate surety in the State of Minnesota, as surety ("Surety"), are firmly bound to the City of Minnetonka, Minnesota ("City") and to all person, firms, or corporations furnishing labor and materials (as defined in Minn. Stat '574.26) as obligee, in the sum of _____

Dollars, for which payment the Contractor and Surety bind themselves, their respective heirs and legal representatives, successors and assigns, jointly and severally.

The conditions of this obligation and bond are as follows:

The Contractor has entered into an agreement with the City dated _____ for _____ which is specifically made a part of this bond by reference.

The Contractor is required to:

- (a) promptly pay, as they become due, all just claims for labor and materials provided in undertaking the work covered by the agreement;
- (b) pay all costs of enforcing the terms of this bond in all actions which may be brought, including reasonable attorney's fees, costs, and disbursements;
- (c) comply with all laws applicable to the agreement; and
- (d) furnish an additional bond if the price specified in the agreement is increased for any reason, in the sum of at least the increase, within ten days after the City's written demand.

If the Contractor fully performs its obligations as listed above, then this bond will become void. Otherwise it will remain in effect.

This bond covers all warranty, guarantee, or corrective periods which are specifically stated in the agreement documents and remains in effect throughout those periods.

No modification of the agreement terms, change in the work to be performed, extension of time, or any forbearance on the part of the City will in any way release the Contractor or the Surety from the obligation under this bond. Notice to the Surety of any such modification, extension or forbearance is waived.

EXECUTED _____, 20 _____.

Name of Principal (Contractor)

Name of Surety

By _____
Its _____

By _____
Its Attorney in Fact

And _____
Its _____

Address: _____

Address: _____

(Complete the following acknowledgments of the parties and attach power of attorney from the surety certified to include the date of the bond. **Please note: date of agreement, bond, and notaries must be the same.**)

Individual Principal	<p>State of _____)) ss. County of _____)</p> <p>. The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by _____, the individual named therein</p> <p style="text-align: right;">_____ Notary Public, _____ County, _____ My Commission expires: _____</p>
General or Limited Partnership Principal	<p>State of _____)) ss. County of _____)</p> <p>The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by _____ a general partner in _____, a _____ partnership under the law of _____, on behalf of the partnership</p> <p style="text-align: right;">_____ Notary Public, _____ County, _____ My Commission expires: _____</p>
Limited Liability Co. or Corporation Principal	<p>State of _____)) ss. County of _____)</p> <p>The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by _____ and _____, the _____ and _____, respectively, of _____, a _____ under the laws of _____, on behalf of the _____.</p> <p style="text-align: right;">_____ Notary Public, _____ County, _____ My Commission expires: _____</p>
Surety Company	<p>State of _____)) ss. County of _____)</p> <p>The foregoing instrument was acknowledged before me by _____ by _____ and _____, the _____ and _____, respectively, of _____, a _____ under the laws of _____, on behalf of the _____.</p> <p style="text-align: right;">_____ Notary Public, _____ County, _____ My Commission expires: _____</p>



**Study Session Agenda Item #3
Meeting of June 21, 2021**

Title: 2022-2026 Economic Improvement Program (EIP)

Report From: Alisha Gray, EDFP, Economic Development and Housing Manager

Submitted through: Geralyn Barone, City Manager
Julie Wischnack, AICP, Community Development Director

Action Requested: Provide feedback on the 2022-2026 Economic Improvement Program

Summary Statement

The EIP's purpose is to provide a detailed five-year plan of the city's economic development activities. The document is updated annually.

Strategic Profile Relatability

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

Statement: Supports economic development programming (housing, redevelopment, transit, redevelopment, business development)

Background

The city's first Economic Improvement Program (EIP) was developed in 2012, making this the tenth iteration of the document. The EIP's purpose is to provide a detailed five-year plan of the city's economic development activities. The document is updated annually.

Economic Improvement Program

The draft EIP has been prepared based upon the comments by the city council received during previous EIP reviews, as well as the Economic Development Advisory Commission's (EDAC's) feedback from the April 15, 2021, 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 each of the city's existing and potential future economic development efforts. The program page details the description,

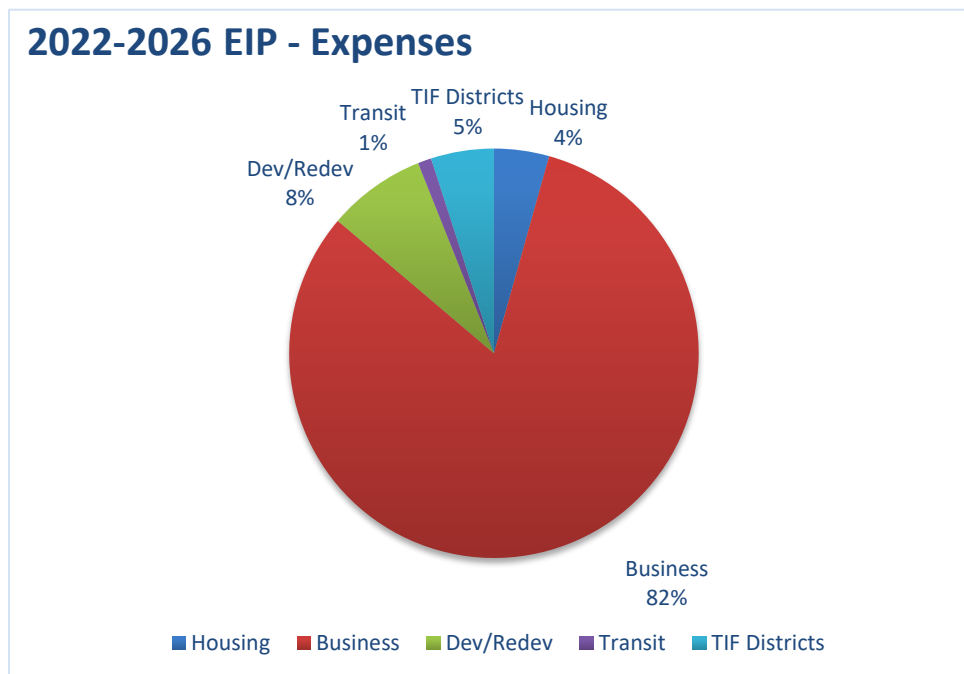
Subject: 2022-2026 Economic Improvement Program (EIP)

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 (2022) 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

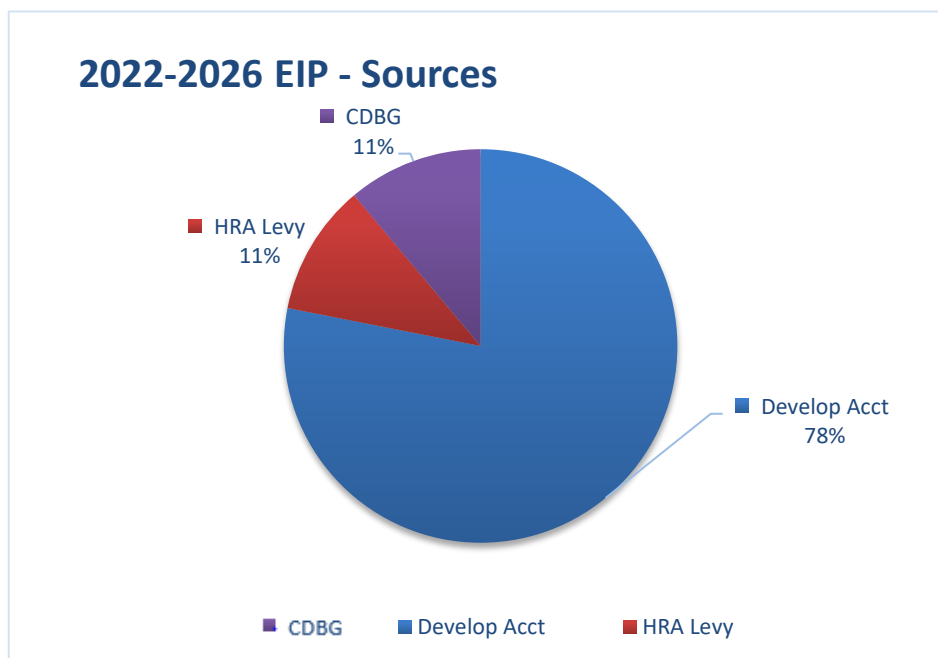
This year, the city's highest priority in the recommended EIP is business programming. Nearly \$12 million is projected to be allocated to business programs, in contrast to roughly \$6.3 million on housing programs. The funding allocated to business programming is due to a projected \$6 million in pass-through grant funding in 2022-2026. Most of the grants are dedicated to housing redevelopment projects, environmental clean-up, and business development grant programs. Generally, those funds are not city dollars but instead pass-through grants or other loan programs.



The second highest priority categories in the 2022-2026 EIP are housing programming and administration of Tax Increment Financing (TIF) Districts. The lowest priority categories of investment are development/redevelopment and transit program areas. However, these

categories are expected to increase as more definitive plans for station area improvements for Southwest Light Rail Transit (LRT) are developed.

In the 2022-2026 EIP, accounting for the largest single resource for EIP implementation at 78 percent of all funding, approximately \$13 million, will be available from the development account. The Housing and Redevelopment Authority (HRA) levy and Community Development Block Grant (CDBG) loan repayments are anticipated to generate the next largest source of funding.



2022-2026 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 the repayment of loans (there are 153 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 is sent 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 59 HWR homes in Minnetonka are as follows:
 - Two projects are completed.

- Six projects are in process.
- Six applications are under review.
- \$106,546 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 2021 is \$141,636.
 - 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.
 - Allows greater investment in properties vs. minor repairs
 - Costs for improvements had significantly risen since 2005 when the \$5,000 maximum was established.
 - Easier to meet the annual spend-down requirement.
 - The county has an online application and can mail an application to residents that prefer a paper copy. City staff can assist residents who want to meet at city hall.
 - Fair Housing
 - The city is involved in Fair Housing activities; however, the county is responsible for coordinating these efforts on behalf of the city.
 - The city adopted its own Fair Housing Policy in Nov. 2018.
 - Public Services
 - Agencies now apply for funding through a coordinated Request for Proposal (RFP) process through the county.
 - In 2021, HOMELine, TreeHouse, CAP-HC, Sojourner Project, and ICA are anticipated to receive funding.
 - Federal COVID-19 relief provided an additional \$94,880 in CDBG funds to be used for agencies that serve Minnetonka in 2020/2021.
 - This amount was directed to public service agencies that provided rental and food assistance that are currently funded through the consortium, and can distribute the funds to eligible uses. ICA was selected to serve Minnetonka residents with the additional emergency rental and food assistance.

Homes Within Reach (HWR)

History of Homes Within Reach and the City's Affordable Housing Efforts

Homes Within Reach (HWR), also known as the West Hennepin Affordable Housing Land Trust, was established in 2001 by a workgroup formed by the City of Minnetonka after the city council

identified preserving and increasing affordable ownership housing as a priority for the community.

HWR is a community land trust and owns properties throughout suburban Western Hennepin County. Through the land trust model, low-to-moderate income families can purchase a home in Minnetonka at a much lower price point than through a traditional real estate transaction. Under this model, HWR buys the house and completes any necessary repairs to get the home ready to sell to a low-to-moderate income household. HWR then retains ownership of the land through a 99-year ground lease (with a nominal fee to the homeowner). When the home is sold, the homeowner obtains a mortgage on the home (excluding land costs), which results in a much lower mortgage, required down payment, and closing costs than a market transaction.

Additionally, there is a formula to ensure the homeowner can accrue a fair amount of equity in the home. At the same time, an additional provision maintains the affordability to the next homeowner when the home is sold. The homeowner has the support of HWR staff to obtain other resources, access financial counseling, and foreclosure prevention. The goal of the land trust is to provide access to housing stability that leads to individual and community well-being.

HWR partnership with the City of Minnetonka

HWR has an agreement with the City of Minnetonka to provide a line of credit to purchase homes within the city. Under the terms of the agreement, any property that HWR wishes to purchase in the city must first be approved by city staff. The typical process includes HWR finding a home suitable for purchase. Before making an offer, HWR will contact city staff and ask for approval. The location of the property is considered in the approval to ensure that HWR homes are selected equitably throughout the city. There are currently 59 homes in Minnetonka as part of the program.

HWR receives funding from a variety of private, state, regional, and local funding sources. Historically, HWR received funding through Minnesota Housing, Metropolitan Council, CDBG, and Hennepin County. HWR is able to leverage other dollars because of the agreement with the City of Minnetonka. Without the support of multiple sources of funding, the land trust model would not be possible.

Past discussions regarding funding with HWR

- In 2012-2013, an EDAC subcommittee met and recommended that the city council consider phasing out the larger funding for HWR beginning in 2020. The recommendation stated that beginning in 2020, HWR's funding should be reduced to \$25,000 to assist with ongoing administrative costs to continue the organization. The EDAC also provided this recommendation at its March 13, 2014, meeting. A summary of the materials from the four 2012-2013 EDAC subcommittee meetings and the minutes from the March 13, 2014, meeting are included in the [July 27, 2020, council packet](#).
- On March 14, 2019, EDAC commissioners suggested adding information on the history of HWR to the EIP. Generally, commissioners supported continuing to look for opportunities to fund the organization. Staff attached the following information to the report:
 - History of city contributions to Homes Within Reach
 - Homes Within Reach Properties

The [2021-2025 EIP](#) did not contemplate additional funding for HWR in 2021, given that HWR received two years' worth of program administration allocation in the 2020 budget.

- For program years 2022-2026, \$125,000 in funding was committed, as discussed during the previous discussion. The city council requested a representative from Homes Within Reach be available for questions at the June 21 study session.
 - The council discussed Homes Within Reach at the [Sept. 14, 2020](#), study session. Topics included the background of HWR, previous funding discussions, a request for information from Homes Within Reach on the land trust model, homeowner education, rehabilitation efforts and support, and taxation.
 - At the Sept. 14 meeting, the city council requested a representative from Homes Within Reach be available for questions at the June 21 study session when the EIP would be discussed.
 - At her request, Councilmember Kissy Coakley has submitted the attached documentation related to her HWR home for discussion purposes.

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 \$454,000 for these programs, with 26 loans outstanding.
- The average loan amount for the Welcome to Minnetonka Program is \$8,247; the Minnetonka Home Enhancement average loan amount is \$12,523.81.

Housing Improvement Areas

- Bonds were issued in 2019 to repay the Cloud 9 association's construction loan. The loan will be repaid through the housing fee collected on the annual property tax statements.
- Staff receives two to three inquiries a year for this program.

Tax Increment Financing (TIF) Pooling

- TIF Pooling pages updated (matches 2020 TIF Management Report)
 - Affordable Housing via Blvd Gardens (tax credit eligible)
 - Affordable Housing via Beacon Hill/Tonka/Rowland
 - Highlights pooling for affordable housing pooled for non-tax credit-eligible projects.

Affordable Housing Trust Fund (AHTF)

- Council approved a permanent AHTF in 2020 to provide emergency rental assistance to households impacted by COVID-19.
 - Staff is requesting that the remaining \$25,000 in programming be transferred to ICA to continue rental assistance through the end of 2021.

Housing Conceptual Pages

- Housing Program Research and Work plan items.

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.
- Staff will review applicability in residential homes in the future.

Pass-through Grants

- Staff noted all awarded housing/business development grants on the project page. Shady Oak Crossing received three grants totaling nearly \$910,932 in 2020. Grants included:
 - Hennepin County TOD-Transit Oriented Development (Stormwater/Utilities/Demo) - \$250,000
 - DEED-Department of Employment and Economic Development (Cleanup/Demo) - \$246,652
 - TBRA-Tax Base Revitalization Account (Cleanup/Demo/Reports) - \$414,280
- In 2021, the Wellington housing project received \$250,000 through Hennepin County's TOD program pending project approval.
- Additional grants are expected over the next several years as Southwest LRT encourages redevelopment near station areas.
 - A page was added to list the grants the city has received between 2016-2021

Business Outreach

- \$25,000 a year was budgeted to assist with the implementation of the Business Development strategy. Project costs include a business newsletter, business outreach and marketing, and potential for future business-related events.
 - The first edition of the business newsletter was distributed in the summer of 2018.
 - There are 2,400 copies per distribution. In 2021, staff increased production to 3 issues per year.
- In 2021, Staff will be conducting a city-wide business climate survey to guide the development of new programming or adjustment of existing programming.

Minneapolis Regional Chamber (MRC)

- \$5,000 was included to accommodate dues to participate in the regional chamber. TwinWest formerly served Minnetonka and was folded into MRC.

Emergency Business Assistance

- In 2020, the city council approved reallocating \$225,000 of the existing cash balance of the HRA levy programs to provide forgivable loans to businesses impacted by COVID-19.
- The council approved additional funding of \$50,000 through the HRA Levy in 2021. However, the money has yet to be spent as staff is continuing research into the needs of businesses.

COVID-19 Related Funding

- The city is also poised to receive over \$4,000,000 from the federal American Rescue Plan Act, and business assistance is an eligible use of those funds.

- Staff is researching eligible uses of the funds for housing and business uses which require a commitment by 2024 and spend down by 2026.

Transit Chapter

- No changes to this chapter.

Development and Redevelopment Chapter

Predevelopment

- Requested \$75,000 in funding to continue support for studies and consultants.

Tax Increment Financing (TIF) Chapter

- Added a new project page for Opus TIF District.

Affordable Housing Goals

- Added new Metropolitan Council Livable Communities Housing Goals.

EDAC feedback from the [April 29, 2021](#), meeting

- The commission generally agreed with the staff recommended edits to the 2022-2026 EIP. The following feedback was provided for council consideration:
 - Homes Within Reach (HWR)
 - Continue the discussion at the city council study session on June 21 and revisit during July 8 EIP review.
 - Affordable Housing Trust Fund
 - Commit remaining \$25,000 to emergency rental assistance through 2021.
 - Emergency Business Assistance
 - Undertake a community-wide business survey to develop a strategy to assist businesses with \$50,000 committed in 2021.
 - Affordable Housing Work Plan
 - Continue working on implementing the affordable housing work plan.
 - Commissioner Yunker indicated an interest in exploring funding for a multi-family rehabilitation loan program.
 - Commissioner Jacobsohn stated an interest in activating the Legacy Education Program.

Next Steps

The schedule for approval is as follows:

- June 21, 2021, city council study session — review draft 2022-2026 EIP and provide feedback.
- July 8, 2021, EDAC meeting — finalize full EIP document, and EDAC makes a recommendation to the city council.
- Sept. 13, 2021, city council meeting — review and approve EIP.

Discussion Questions

- ***Does the city council want to provide funding for Homes Within Reach in 2022?***

- ***Does the city council wish to offer any additional direction regarding the recommended 2022-2026 EIP***

Summary

The EIP includes a forecast for the 2022 HRA Levy to be \$325,000, which continues to fund Minnetonka Home Enhancement/Welcome to Minnetonka (\$100,000), Business Outreach (\$25,000) and 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 2021 at the Sept. 13, 2021, regular meeting and adopt the final HRA levy in December 2021.

Supplemental Information:

April 29, 2021 - EDAC Meeting

- [Meeting Packet](#)
- [Meeting Minutes](#)



2022-2026

ECONOMIC IMPROVEMENT PROGRAM



**2022-2026
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 to 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 nine programs in place to assist in the construction, maintenance, and renewal of housing in the city. An additional one programs in the conceptual phase and will be explored for further consideration.

- The total five-year estimated cost of the programs is \$6,300,000.

Program	2022	2023	2024	2025	2026	5-Year Total
CDBG Entitlement	35,000	35,000	35,000	35,000	35,000	\$175,000
Homes Within Reach	125,000	125,000	125,000	125,000	125,000	\$625,000
Housing Improvement Areas	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	\$5,000,000
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	0	0	0	0	0	\$0
	\$1,260,000	\$1,260,000	\$1,260,000	\$1,260,000	\$1,260,000	\$6,300,000
Conceptual Programs						
Housing Program Research						

Programs in green=funding/program is expected to continue
 Programs in yellow=funding/program is uncertain for a number of reasons
 Programs in red=funding/program is ending

- The city provided \$150,000 in emergency rental assistance in 2020/2021 in response to COVID-19.
- No funding was recommended for Homes Within Reach in 2021. In 2022, the council will discuss Homes Within Reach at the study session on June 21.

Economic Improvement Program

2022 thru 2026

Department 1-Housing
Contact Community Development
Type Program
Useful Life N/A
Category Housing
Priority Yellow

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.
 In 2020, the city council directed staff create a home rehabilitation program exclusively for Homes Within Reach residents with the remaining fund balance received while the city was an entitlement community. \$207,500 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. Repayments received are sent to Hennepin County for inclusion in the Home Rehabilitation Pool of funds for Minnetonka residents, under 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

2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
25	14	10	N/A	15	15	0	0	0	0	0

Expenditures	2022	2023	2024	2025	2026	Total
Program Cost	35,000	35,000	35,000	35,000	35,000	175,000
Total	35,000	35,000	35,000	35,000	35,000	175,000

Funding Sources	2022	2023	2024	2025	2026	Total
CDBG	35,000	35,000	35,000	35,000	35,000	175,000
Total	35,000	35,000	35,000	35,000	35,000	175,000

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 153 outstanding loans made between 2011 and 2020, with an outstanding balance of \$796,708.
 The city will continue to offset any administrative expenses incurred by staff with available CDBG dollars.

Economic Improvement Program

2022 *thru* 2026

Department 1-Housing
Contact Community Development
Type Program
Useful Life N/A
Category Housing
Priority Yellow

City of Minnetonka, Minnesota

Project # Housing-03
Project Name CDBG Consortium (2018-Present)

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 small projects loan program, ongoing loan project management, and leads a process to distribute public service dollars each year.

For 2021, the estimated CDBG allocation for Minnetonka is \$141,636. In 2020, Hennepin County received an additional allocation of \$94,880 through the CARES ACT, which was used to provide emergency rent assistance and food assistance.

SCHEDULING AND PROJECT STATUS:
 This is an ongoing program. The CDBG program year is July 1 to June 30, which is different than the city's fiscal year.

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). In 2021, 23 organizations requested funding through the consortium. Hennepin County will consider approval of funding awards in May/June 2021 and HUD approval of awards will be announced in June/July 2021. In 2021, HOMELine, TreeHouse, CAP-HC, Sojourner Project, and ICA are anticipated to receive funding.

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

2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
25	14	8	9	9	8	8	8	8	8	8

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 15-17 % of the city's total allocation each year.

Economic Improvement Program

2022 thru 2026

Department 1-Housing
Contact Community Development
Type Program
Useful Life N/A
Category Housing
Priority Red

City of Minnetonka, Minnesota

Project # Housing-05
Project Name Homes Within Reach

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

2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Total HWR units in Minnetonka										
54	55	56	58	59	59	60	61	62	63	64

Expenditures	2022	2023	2024	2025	2026	Total
Program Cost	125,000	125,000	125,000	125,000	125,000	625,000
Total	125,000	125,000	125,000	125,000	125,000	625,000

Funding Sources	2022	2023	2024	2025	2026	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.

An EDAC subcommittee met in 2014 and recommended that HWR funding be decreased beginning in 2017. 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.

HWR has a current funding commitment of approximately \$325,000 in available funding to complete three more projects between 2022-2026. In 2020, the EIP allocated an HRA levy of \$25,000 and the reallocation of \$125,000 from the existing fund balance of the Welcome to Minnetonka and Minnetonka Home Enhancement Programs to assist with ongoing administrative expenses and program dollars. No new funding was recommended for 2021.

Economic Improvement Program

2022 thru 2026

Department 1-Housing
Contact Community Development
Type Maintenance
Useful Life N/A
Category Housing
Priority Yellow

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
 2016 2017 2018 2019 2020 2021 2022 2023 2024 2025 2026
 Units Assisted
 0 0 0 164 100 100 100 100 100 100 100

Expenditures	2022	2023	2024	2025	2026	Total
Construction/Maintenance	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000
Total	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000
Funding Sources	2022	2023	2024	2025	2026	Total
Other	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000
Total	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000

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 an 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.

Economic Improvement Program

2022 *thru* 2026

Department 1-Housing
Contact Community Development
Type Program
Useful Life N/A
Category Housing
Priority Yellow

City of Minnetonka, Minnesota

Project # Housing-08
Project Name Minnetonka Home Enhancement

Key Measures Loans Made **Key Measures**
Key Measures Loans Defaulted **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 2021 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 \$340,000 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

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Loans Made	4	1	3	3	0	2	2	4	4	4	4
Loans Defaulted	0	0	0	0	0	0	0	0	0	0	0

Expenditures	2022	2023	2024	2025	2026	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	2022	2023	2024	2025	2026	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 \$454,000 and the city receives monthly loan repayments of \$2,300 on average. There are currently 26 outstanding loans.

The 2020-2024 EIP reallocated \$125,000 from the existing fund balance of the Welcome to Minnetonka and Minnetonka Home Enhancement Programs to assist Homes Within Reach.

The guidelines are reviewed on an annual basis to ensure the program meets the needs of the target population.

Economic Improvement Program

2022 *thru* 2026

Department 1-Housing
Contact Community Development
Type Program
Useful Life N/A
Category Housing
Priority Yellow

City of Minnetonka, Minnesota

Project # Housing-14
Project Name Welcome to Minnetonka Loan Program

Key Measures Loans Made **Key Measures**
Key Measures Loans Defaulted **Key Measures**

Description
 The Welcome to Minnetonka program provides up to \$15,000 through a low-interest loan for down payment and closing cost assistance. 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.

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

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Loans Made	5	1	1	4	5	5	5	5	5	5	5
Loans Defaulted	0	0	0	0	0	0	0	0	0	0	0

Expenditures	2022	2023	2024	2025	2026	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	2022	2023	2024	2025	2026	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 \$454,000. The city receives monthly loan repayments of \$3,400 on average with 26 outstanding loans

The 2020-2024 EIP reallocated \$125,000 from the existing fund balance of the Welcome to Minnetonka and Minnetonka Home Enhancement Programs to assist Homes Within Reach.

On an annual basis the guidelines are reviewed to ensure the program meets the needs of the target population.

Economic Improvement Program

2022 thru 2026

Department 1-Housing
Contact Community Development
Type Program
Useful Life 2022
Category Housing
Priority Green

City of Minnetonka, Minnesota

Project # Housing-12
Project Name Affordable Housing via TIF Pooling/Blvd Gardens

Key Measures Affordable Units Created **Key Measures** Projects Considered
Key Measures Projects Assisted **Key Measures**

Description

TIF pooling is a way, under state statute, to use excess tax increment dollars from a district to invest in affordable housing projects in other areas of the city. TIF Pooling from Boulevard Gardens is available for tax credit eligible multifamily housing.

SCHEDULING AND PROJECT STATUS
 It is expected that a majority of the funds will be used by 2024 in connection to LRT related projects.

The Ridge was the first project funded (2012) with \$1,025,000 in funds. The council also approved \$515,889 in pooled funding for Shady Oak Crossing.

Justification

Pooling allows a percentage (35%) of the total increment generated by the district over its entire life to be used for tax credit eligible housing projects anywhere in the city. Depending on property values over the remaining three years of the district, the pooling dollars available during this time frame are estimated to be \$5,684,502 million by 2022. These funds are required to be spent according to an amended TIF plan, which can take place as projects are proposed. The current fund balance is estimated at \$5,018,768.

In 2020, the city council committed \$146,988 to complete a stormwater pipe upgrade at Shady Oak Station Area. The commitment will be repaid as redevelopment occurs.

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.

KEY MEASURES

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Projects Considered	0	0	1	2	4	2	2	2	2	2	2

Expenditures	2022	2023	2024	2025	2026	Total
Other	0	0	0	0	0	0
Total	0	0	0	0	0	0

Funding Sources	2022	2023	2024	2025	2026	Total
TIF Pooling/Blvd Gardens	0	0	0	0	0	0
Total	0	0	0	0	0	0

Budget Impact/Other

Staff time is needed to review TIF Pooling requests and ongoing reporting requirements.

The funds are coming from the Boulevard Gardens TIF district.

Economic Improvement Program

2022 *thru* 2026

Department 1-Housing
Contact Community Development
Type Program
Useful Life 2046
Category Housing
Priority Yellow

City of Minnetonka, Minnesota

Project # Housing-13
Project Name Afford. Housing-TIF Pooling/Beacon/Tonka/Row

Key Measures Affordable Units Created **Key Measures** Projects Considered
Key Measures Projects Assisted **Key Measures**

Description
TIF pooling is a way, under state statute, to use excess tax increment dollars from a district to invest in affordable housing projects in other areas of the city.
SCHEDULING AND PROJECT STATUS
The developer's TIF note was repaid in August 2017. The council should consider whether or not to use the pooled TIF that will be generated between 2018-2021 for future affordable housing projects. The dollars do not expire.

Justification
Pooling allows a percentage (35%) of the total increment generated by the district over its entire life to be used for tax credit eligible housing projects anywhere in the city.
The current fund balances for TIF Pooling for affordable housing from these districts is \$1,373,198. By 2046, these districts are projected to create \$22,759,987.
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.
KEY MEASURES

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Projects Considered	N/A	N/A	1	1	2	5	0	0	0	0	0
Projects Assisted	N/A	N/A	0	0	0	0	0	0	0	0	0
Affordable Units	N/A	N/A	0	0	0	0	0	0	0	0	0

Budget Impact/Other
Staff time is needed to review TIF Pooling requests and ongoing reporting requirements.
The funds are coming from the Beacon Hill/Tonka on the Creek (Overlook) and Rowland (At Home) TIF districts.

Economic Improvement Program

2022 *thru* 2026

Department 1-Housing
Contact Community Development
Type Conceptual
Useful Life N/A
Category Housing
Priority Red

City of Minnetonka, Minnesota

Project # Housing-22
Project Name 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 approved \$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 authorized 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.

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 counseling 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.

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

Economic Improvement Program

2022 *thru* 2026

Department 1-Housing

City of Minnetonka, Minnesota

Contact

Project # Housing-21
Project Name Housing Program Research

Type Conceptual

Useful Life N/A

Category Housing

Priority n/a

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
- Accessory Apartment (Ordinance Amendment)
- Payment-in-lieu for affordability requirements
- NOAH Legacy Education Program
- 4d Tax Classification Program
- Multifamily Housing Rental Rehabilitation Loan
- COVID-19 housing related matters

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.

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 2022-2026 Economic Improvement Program, there are nine business programs, and one program under conceptual review.

- The total five-year estimated cost of the programs is \$11,850,000

Program	2022	2023	2024	2025	2026	5-Year Total
Fire Sprinkler Retrofit	50,000	50,000	50,000	50,000	50,000	\$250,000
Pass-Through 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	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	\$5,000,000
Open to Business	15,000	15,000	15,000	15,000	15,000	\$75,000
Outreach	25,000	25,000	25,000	25,000	25,000	\$125,000
MPLS Regional Chamber	5,000	5,000	5,000	5,000	5,000	\$25,000
SAC/REC Program	50,000	50,000	50,000	50,000	50,000	\$250,000
Emer. Business Assist.	0	0	0	0	0	\$0
	\$3,170,000	\$3,170,000	\$2,170,000	\$1,670,000	\$1,670,000	\$11,850,000
Conceptual Programs						
Special Service Districts						\$0

Programs in green=funding/program is expected to continue

Programs in yellow=funding/program is uncertain for a number of reasons

Programs in red=funding/program is ending

- 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

2022 thru 2026

Department 2-Business
Contact Community Development
Type Construction
Useful Life N/A
Category Business
Priority Yellow

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. In 2018, Copper Cow utilized the program to retrofit its building located at 5445 Eden Prairie Road.

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

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Businesses Assisted	0	0	1	0	0	1	1	1	1	1	1

Expenditures	2022	2023	2024	2025	2026	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	2022	2023	2024	2025	2026	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

2022 thru 2026

Department 2-Business
Contact Community Development
Type Program
Useful Life N/A
Category Business
Priority Green

City of Minnetonka, Minnesota

Project # Business-02
Project Name Pass-Through Grants

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.

In 2020, Metropolitan Council awarded the Shady Oak Crossing project \$414,200 through the Tax Base Revitalization Account . Hennepin County awarded Shady Oak Crossing \$250,000 in TOD funding. In addition, DEED awarded Shady Oak Crossing \$246,652. These grants have a spend down deadline of December 2022/2023. In 2021, the Metropolitan Council granted Homes Within Reach \$210,000 through the Local Housing Incentives Account, and Wellington Management received \$250,000 through Hennepin County's TOD Program. Additional grant applications are being submitted in 2021 for projects in Opus, the amount of funding available is unknown at this time.

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

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Projects Assisted	1	1	1	3	2	3	2	1	1	1	1
Business projects	0	1	0	1	1	0	0	1	0	1	0
Housing projects	1	0	1	2	0	3	2	0	1	0	1
Housing units	0	45	60	0	527	358	255	55	0	75	100

*Note: some of the projects are counted in more than one year.

Expenditures	2022	2023	2024	2025	2026	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	2022	2023	2024	2025	2026	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

2022 *thru* 2026

Department 2-Business

City of Minnetonka, Minnesota

Contact Community Development

Project #	Business-04
Project Name	GreaterMSP

Type Program

Useful Life N/A

Category Business

Priority Green

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

2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
3	1	1	1	1	1	2	2	2	2	2

Business Projects

3 1 1 1 1 1 2 2 2 2 2

Expenditures	2022	2023	2024	2025	2026	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	2022	2023	2024	2025	2026	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

2022 *thru* 2026

Department 2-Business

City of Minnetonka, Minnesota

Contact Community Development

Project #	Business-06
Project Name	MIF/JCF Projects

Type Program

Useful Life N/A

Category Business

Priority Yellow

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.

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

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Applications Submitted	3	0	1	2	0	1	1	1	1	1	1
Businesses Assisted	1	0	1	1	0	1	1	1	1	1	1
Jobs Created	11	0	20	75	0	50	50	50	50	50	50

Expenditures	2022	2023	2024	2025	2026	Total
Construction/Maintenance	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000
Total	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000

Funding Sources	2022	2023	2024	2025	2026	Total
Development Fund	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000
Total	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000

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

2022 *thru* 2026

Department 2-Business

City of Minnetonka, Minnesota

Contact Community Development

Project #	Business-07
Project Name	Open to Business

Type Program

Useful Life N/A

Category Business

Priority Green

Key Measures Technical Assistance Hours

Key Measures Loans Made

Key Measures Businesses Assisted

Key Measures Jobs Created/Supported

Description

The Minnetonka Open to Business program, in collaboration with the Metropolitan Consortium of Community Developers, provides one-on-one technical assistance customized to meet the needs of small businesses.

SCHEDULING AND PROJECT STATUS
The program began in 2011 and is ongoing. The contract is reviewed on an annual basis.

Justification

The Open to Business program assists small business owners and potential entrepreneurs, while filling a need in business programming not available previously. Assistance is given in planning and organizing business ventures, financial management, marketing and regulatory compliance. A small loan fund is also available to access the capital to grow their business.

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

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Businesses Assisted	33	22	32	39	27	50	50	50	50	50	50
Tech. Assist. Hours	157	190	250	362	251	275	275	275	275	275	275
Loans Made	0	1	2	3	3	4	4	4	4	4	4
Jobs Created/Supported	N/A	5	41	61	50	55	55	55	55	55	55

Expenditures	2022	2023	2024	2025	2026	Total
Program Cost	15,000	15,000	15,000	15,000	15,000	75,000
Total	15,000	15,000	15,000	15,000	15,000	75,000

Funding Sources	2022	2023	2024	2025	2026	Total
Development Fund	15,000	15,000	15,000	15,000	15,000	75,000
Total	15,000	15,000	15,000	15,000	15,000	75,000

Budget Impact/Other

The Minnetonka Open to Business program is provided collaboratively with the MCCD. The MCCD provides the technical assistance, while the city assists in marketing the program. City staff spends approximately 40 hours per year with this program.

Economic Improvement Program

2022 *thru* 2026

Department 2-Business
Contact Community Development
Type Program
Useful Life N/A
Category Business
Priority Green

City of Minnetonka, Minnesota

Project # Business-08
Project Name Outreach

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
 Staff is coordinating through "Sales Force", which is an online tool for cities, chambers and GreaterMSP to enter business contacts.

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 2,400 businesses three times annually and is available as a electronic newsletter. In 2021, staff will hire a consultant to conduct a business 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

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Business Contacts	N/A	25	80	35	23	40	40	40	40	40	40
Business Visits	N/A	N/A	7	8	5	8	8	8	8	8	10
Newsletters Distributed	N/A	N/A	N/A	2	2	2	3	3	3	3	3
Online Contacts	N/A	N/A	N/A	0	428	500	525	550	600	650	700

Expenditures	2022	2023	2024	2025	2026	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	2022	2023	2024	2025	2026	Total
HRA Levy	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
 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

2022 *thru* 2026

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

Priority Green

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 of the Mpls Regional Chamber.

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

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Minnetonka business members	N/A	75	75	100	90	TBD	TBD	TBD	TBD	TBD	TBD

Expenditures	2022	2023	2024	2025	2026	Total
Program Cost	5,000	5,000	5,000	5,000	5,000	25,000
Total	5,000	5,000	5,000	5,000	5,000	25,000

Funding Sources	2022	2023	2024	2025	2026	Total
General Fund	5,000	5,000	5,000	5,000	5,000	25,000
Total	5,000	5,000	5,000	5,000	5,000	25,000

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

2022 *thru* 2026

Department 2-Business
Contact Community Development
Type Program
Useful Life N/A
Category Business
Priority n/a

City of Minnetonka, Minnesota

Project # Business-14
Project Name SAC/REC Deferral Program

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 2021, Nautical Bowls and Schrimpf Properties LLC 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

2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
N/A	2	2	1	2	2	2	2	2	2	2

Expenditures	2022	2023	2024	2025	2026	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	2022	2023	2024	2025	2026	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

2022 *thru* 2026

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

Priority Red

Key Measures Buildings 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. The city is awaiting guidance on the used of up to \$5 million in assistance through the American Rescue Plan Act Funding to be committed by 2024 and spent by 2026.

SCHEDULING AND PROJECT STATUS

The program is conceptual.

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

Emergency Business Assistance will provide assistance to local businesses continuing to be impacted by COVID-19 in 2021.

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.

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 COVID-19 in 2021.

Economic Improvement Program

2022 *thru* 2026

Department 2-Business
Contact Community Development
Type Conceptual
Useful Life N/A
Category Business
Priority n/a

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.

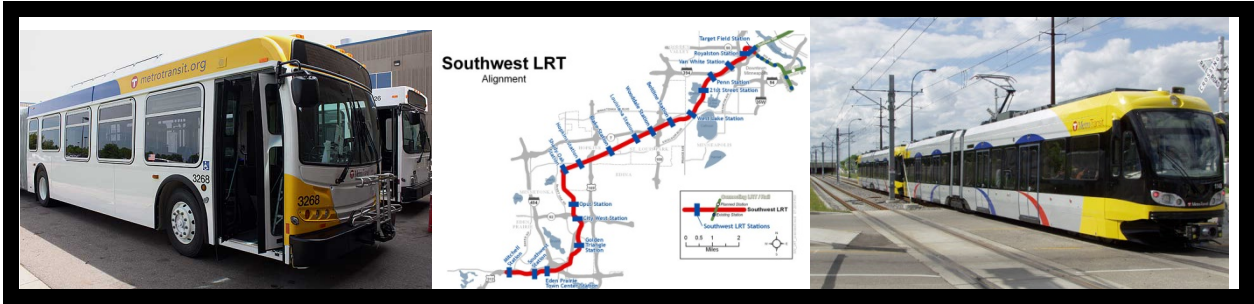
KEY MEASURES

2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
0	0	0	0	0	0	0	0	0	0	0

Budget Impact/Other

Staff time is likely to be significant during the set up 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.



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. In 2020, the city extended the contract Until July 31, 2022 to coincide with the Metro Transit’s Network Next initiative to 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 programs is \$154,000.

Program	2022	2023	2024	2025	2026	5-Year Total
Commuter Services (494)	28,000	30,000	30,000	32,000	34,000	\$154,000
	\$28,000	\$30,000	\$30,000	\$32,000	\$34,000	\$154,000
Conceptual Programs						

Programs in green=funding/program is expected to continue
 Programs in yellow=funding/program is uncertain for a number of reasons
 Programs in red=funding/program is ending

- All facets of transit, such as commuting and rideshare services, bus/dial-a-ride, and Light Rail Transit (LRT) are included.
- In 2020, the contract with Metro Transit for service was extended until July 31, 2022.

Economic Improvement Program

2022 *thru* 2026

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

Priority Green

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

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Business Contacts	170	191	180	122	135	190	190	190	200	200	220
Commuters Assisted	388	387	2018	277	243	450	450	450	500	500	550

Expenditures	2022	2023	2024	2025	2026	Total
Program Cost	28,000	30,000	30,000	32,000	32,000	152,000
Total	28,000	30,000	30,000	32,000	32,000	152,000

Funding Sources	2022	2023	2024	2025	2026	Total
General Fund	28,000	30,000	30,000	32,000	32,000	152,000
Total	28,000	30,000	30,000	32,000	32,000	152,000

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. Additionally, the city is required to be the treasurer of the Commission for two years, which commits additional finance staff time. This happens every 10 years as it rotates between member cities.

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

2022 *thru* 2026

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

Priority Green

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
 Metro Transit is beginning a two-year effort, Network Next, to develop its vision for the bus network of 2040. Building on the existing network’s strengths, they are setting out to identify expanded bus service across a spectrum of transit improvements, including improved local and express routes, new arterial bus rapid transit (BRT) lines and integrated shared mobility options. The Network Next Plan will be presented to the Met Council board in late 2022 for approval.

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

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Annual Bus Trips	110,938	114,350	114,860	98,218	69,676	75,000	115,000	150,000	150,000	150,000	150,000
Annual LRT Trips	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	35,000	75,000	76,000

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 2022-2026 Economic Improvement Program, there are four development/redevelopment programs underway.

- The total five-year estimated cost of the programs is \$1,125,000.

Program	2022	2023	2024	2025	2026	5-Year Total
Predevelopment	75,000	75,000	75,000	75,000	75,000	\$375,000
LRT & Station Areas	75,000	75,000	75,000	75,000	75,000	\$375,000
Village Center Studies	0	0	0	75,000	75,000	\$150,000
	\$150,000	\$150,000	\$150,000	\$225,000	\$225,000	\$1,125,000
Conceptual Programs						

Programs in green=funding/program is expected to continue

Programs in yellow=funding/program is uncertain for a number of reasons

Programs in red=funding/program is ending

- 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 by the city towards 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

2022 *thru* 2026

Department 4-Development & Redevelop

City of Minnetonka, Minnesota

Contact Community Development

Project #	Dev/Redev-01
Project Name	Pre-Development

Type Conceptual

Useful Life N/A

Category Develop/Redevelopment

Priority Green

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, Shady Oak Apartments, Dominion Apartments, Marsh Run, 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

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Projects Assisted	2	3	4	3	3	2	2	2	2	2	2
Projects Continued after Assistance	1	2	2	2	3	1	1	1	2	2	2

Expenditures	2022	2023	2024	2025	2026	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	2022	2023	2024	2025	2026	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

2022 thru 2026

Department 4-Development & Redevelop

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

Priority Green

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 centers 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. Additionally, the city received a grant through Hennepin County to assist with developing the Opus design guidelines and implementation strategies. The city hired Asukura Robinson and WSB to assist with this effort.

In 2020, the fund assisted with preparing an AUAR for Opus. The study was completed in 2021.

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

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Village Centers Studied	1	N/A	N/A	2	3	1	TBD	TBD	TBD	TBD	TBD

Expenditures	2022	2023	2024	2025	2026	Total
Planning/Design	0	0	0	75,000	75,000	150,000
Total	0	0	0	75,000	75,000	150,000

Funding Sources	2022	2023	2024	2025	2026	Total
HRA Levy	0	0	0	75,000	75,000	150,000
Total	0	0	0	75,000	75,000	150,000

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

2022 thru 2026

Department 4-Development & Redevelop

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

Priority Green

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 of the line to 2024.

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 2019-2024
 2024 - 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 2016 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	2022	2023	2024	2025	2026	Total
Program Cost	75,000	75,000	75,000	75,000	0	300,000
Total	75,000	75,000	75,000	75,000	0	300,000

Funding Sources	2022	2023	2024	2025	2026	Total
HRA Levy	75,000	75,000	75,000	75,000	0	300,000
Total	75,000	75,000	75,000	75,000	0	300,000

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

2022 *thru* 2026

Department 4-Development & Redevelop

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

Priority n/a

Key Measures

Key Measures

Key Measures

Key Measures

Description

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.

The city's land management committee is tasked with reviewing potential acquisitions and reviewing the status of the city's existing properties.

SCHEDULING AND PROJECT STATUS
This is an on-going project.

Justification

Some city-owned properties include:

- 4292 Oak Drive Lane (residential)
- 5937 County Road 101 (residential) - Redevelopment discussions held in 2019
- 5501 Baker Road (residential)
- 5432 Rowland Road (residential)
- 3441 Martha Lane (residential)
- 4700 Woodland Rd (residential)

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.

PROGRAM GOALS AND RELATIONSHIP TO OTHER PLANS
Comprehensive Plan-Use infill and redevelopment opportunities to encourage a mix of housing choices in the community.

Strategic Profile- Balance community-wide interests and respect Minnetonka's unique neighborhoods while continuing community reinvestment.

Budget Impact/Other

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.



TAX INCREMENT FINANCING



**MINNETONKA
ECONOMIC
IMPROVEMENT
PROGRAM**

Economic Improvement Program

2022 *thru* 2026

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

Priority Green

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

2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Active TIF Districts	7	7	8	9	9	8	9	9	9	9

Expenditures	2022	2023	2024	2025	2026	Total
Other	140,000	140,000	140,000	150,000	150,000	720,000
Total	140,000	140,000	140,000	150,000	150,000	720,000

Funding Sources	2022	2023	2024	2025	2026	Total
Development Fund	140,000	140,000	140,000	150,000	150,000	720,000
Total	140,000	140,000	140,000	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.

Economic Improvement Program

2022 *thru* 2026

Department 5-TIF Districts

City of Minnetonka, Minnesota

Contact Community Development

Project #	TIF-02
Project Name	Beacon Hill TIF District

Type Program

Useful Life 2021

Category TIF

Priority Red

Key Measures Affordable Units

Key Measures

Key Measures

Key Measures

Description

The Beacon Hill TIF district is a housing district approved on February 14, 1994 to construct a senior living facility that includes both senior housing (110 units) and an assisted living component (42 units).

SCHEDULING AND PROJECT STATUS
This TIF district was approved in 1994 and will expire in 2021.

All of the original obligations were paid on the district by 2009. At that time though the EDA modified the district at that time to keep it open in order to keep the affordability in some of the units. With the revised contract stipulates the city extended the assistance for affordability, but reduces the percent of increment paid to the development, 90% for five years (2015) and decreases by 10% every year until 2020. The developer's note was paid in full in 2017.

Justification

The Beacon Hill TIF District was established to assist in the development of 152 total units, of which, 61 units are 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

2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
61	61	61	61	61	61	61	N/A	N/A	N/A	N/A	N/A

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 can be found in the 2018 TIF Management Report prepared by the Ehlers, Inc., the city's financial consultant. The TIF Management Report will be updated in 2020.

Economic Improvement Program

2022 *thru* 2026

Department 5-TIF Districts

City of Minnetonka, Minnesota

Contact Community Development

Project #	TIF-03
Project Name	Boulevard Gardens TIF District

Type Program

Useful Life 2022

Category TIF

Priority Red

Key Measures Affordable Units

Key Measures

Key Measures Projects Assisted

Key Measures

Description

The Boulevard Gardens TIF district was adopted December 11, 1995 to facilitate the redevelopment and affordable housing built at West Ridge Market, beginning in 1996. Over 500 housing units were created with over 200 of those units as affordable ownership and rental. West Ridge Market was one of the very first Metropolitan Council Livable Communities Demonstration projects.

SCHEDULING AND PROJECT STATUS
 This TIF district was approved in 1995, and will expire in 2022. The developer's note was paid in full in 2011. The housing affordability, set at 30 years, will expire between 2025 and 2027 depending on the component.

In 2010 a TIF plan modification was made using the "Jobs Bill" legislation to allow for special TIF pooling for affordable housing as well as \$100,000 to pay for the utility costs associated with the construction of The Glenn by St. Therese in the Glenhaven TIF District. This district is the primary source of TIF pooling that is being utilized for affordable housing.

Justification

The development agreement expired with the final TIF payment in 2011. This district has a maximum life of 26 years. The city can use the cash balance of \$5,018,768 to pool for other redevelopment eligible projects in the city. The city may utilize approximately \$146,988 of the balance in 2020 to fund a stormwater pipe upgrade at Shady Oak Station Area.

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

2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Affordable Units	185	185	185	185	185	185	185	185	185	185

Budget Impact/Other

Staff, with occasional consultant assistance, oversees the administration of the TIF district.

More detailed information on the TIF district, its obligations, performance, and other development agreement compliance can be found in the 2020 TIF Management Report prepared by the Ehlers, Inc., the city's financial consultant.

Economic Improvement Program

2022 *thru* 2026

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

Priority Yellow

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 have a lien on the current TIF revenues. Annually, after the bonds are paid, the excess increment will pay the city's \$500,000 interfund loan. In 2017, the city allowed the bonds to be refinanced which resulted in interest savings that will repay the interfund loan by 2026 and provide approximately \$366,000 at the end of the district for other redevelopment projects. Next, the developer's pay as you go note is paid, and once that is paid off, then the city will repay itself for costs associated with the Alano facility. Even with the third phase, it's not likely the developer's note or the city's costs with Alano will be repaid.

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

2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Affordable Units	43	43	43	43	43	43	43	43	43	43

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 can be found in the 2020 TIF Management Report prepared by the Ehlers, the city's financial consultant.

Economic Improvement Program

2022 *thru* 2026

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 2041

Category TIF

Priority Green

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 an 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

2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Affordable Units										
20	20	20	20	20	20	20	20	20	20	20

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 can be found in the 2020 TIF Management Report prepared by the Ehlers, the city's financial consultant.

Economic Improvement Program

2022 *thru* 2026

Department 5-TIF Districts

City of Minnetonka, Minnesota

Contact Community Development

Project # TIF-07
Project Name Applewood Pointe TIF District

Type Program

Useful Life 2043

Category TIF

Priority Green

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

2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Affordable Units											
N/A	9	9	9	9	9	9	9	9	9	9	9

Affordable Units

N/A 9 9 9 9 9 9 9 9 9 9 9

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 can be found in the 2020 TIF Management Report prepared by the Ehlers, the city's financial consultant.

Economic Improvement Program

2022 *thru* 2026

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 2043

Category TIF

Priority Green

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

2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Affordable Units	21	21	21	21	21	21	21	21	21	21

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 can be found in the 2020 TIF Management Report prepared by the Ehlers, the city's financial consultant.

Economic Improvement Program

2022 *thru* 2026

Department 5-TIF Districts
Contact Community Development
Type Program
Useful Life 2046
Category TIF
Priority Green

City of Minnetonka, Minnesota

Project # TIF-09
Project Name Dominion TIF District (Legends/Preserve)

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

2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Affordable Units										
N/A	N/A	N/A	N/A	N/A	N/A	482	482	482	482	482

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 can be found in the 2020 TIF Management Report prepared by the Ehlers, the city's financial consultant.

Economic Improvement Program

2022 *thru* 2026

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

Priority Green

Key Measures Affordable Units Created

Key Measures

Key Measures

Key Measures

Description

Marsh Run 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

2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Affordable Units										
N/A	N/A	N/A	N/A	N/A	35	35	35	35	35	35

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 can be found in the 2020 TIF Management Report prepared by the Ehlers, the city's financial consultant.

Economic Improvement Program

2022 *thru* 2026

Department 5-TIF Districts

City of Minnetonka, Minnesota

Contact Community Development

Project #	TIF-11
Project Name	Shady Oak Crossing

Type Program

Useful Life 2047

Category TIF

Priority Green

Key Measures Affordable Units Created

Key Measures

Key Measures

Key Measures

Description

Shady Oak Crossing is a 75 unit multifamily project that will receive 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 will be 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

2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Affordable Units										
N/A	N/A	N/A	N/A	N/A	N/A	23	23	23	23	23

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 can be found in the 2020 TIF Management Report prepared by the Ehlers, the city's financial consultant.

Economic Improvement Program

2022 *thru* 2026

Department 5-TIF Districts

City of Minnetonka, Minnesota

Contact

Project # TIF-12
Project Name Opus TIF District

Type Program

Useful Life 2039

Category TIF

Priority Green

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 - Linden Street Partners
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.

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.



TAX ABATEMENT

Economic Improvement Program

2022 *thru* 2026

Department 6-Tax Abatement
Contact Community Development
Type Improvement
Useful Life N/A
Category Tax Abatement
Priority Green

City of Minnetonka, Minnesota

Project # Abatement-1
Project Name Ridgedale

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
 Property Value Increase
 5.3% 20% %0.4 %0.3 %0.04 INFORMATION WILL BE AVAILABLE BY JULY
 Property Levy
 \$26,000 \$81,000 \$300 \$60,000 \$65,000 \$70,000 \$75,000 \$80,000 \$85,000 \$90,000 \$95,000

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



**MINNETONKA
ECONOMIC
IMPROVEMENT
PROGRAM**

FUND DESCRIPTIONS

Development Fund (2021 estimated beginning fund balance): \$4,262,567

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): \$588,853

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 to 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 2021): \$325,000 (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.

TIF Pooling (2021 estimated beginning fund balance): \$5,018,768 (Boulevard Gardens), \$1,373,198 (Beacon Hill/Tonka on the Creek/Rowland)

Under the Minnesota Statutes Chapter 469, at least 75 percent of tax increment in a redevelopment tax increment financing (TIF) district must be spent on eligible activities within the district, leaving up to 25 percent of the funds to be pooled and therefore eligible to be spent outside of the district, but within the project area. An exception to the pooling funds is for affordable rental housing that meet federal housing tax credit guidelines. The city may choose to increase the pooling allowance to 35 percent, which can then go to finance certain affordable housing projects.

Affordable Housing Trust Fund (2021 estimated beginning fund balance): \$25,000

State Statute 462C.16 allows local government to establish an affordable housing trust fund for local housing development. Authorized uses of these funds 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 2022
Expenditures by Category & Fund**

Category	Program	Total	Fund					
			CDBG (Entitlement Funds)	Devpt Fund	HRA Levy	Livable Com Fund	TIF Pooling	Other
Housing:								
	CDBG Entitlement (Prior to 2018)	\$ 35,000	\$ 35,000					
	CDBG Consortium (2018 - Future)							
	Homes Within Reach	\$ 125,000			125,000			
	Housing Improvement Areas	\$ 1,000,000						\$ 1,000,000
	Welcome to Minnetonka	\$ 50,000			50,000			
	Mtka Home Enhancement	\$ 50,000			50,000			
	Housing Trust Fund (Rental Assistance)	\$ -						
	Subtotal	\$ 1,260,000	\$ 35,000	\$ -	\$ 225,000	\$ -	\$ -	\$ 1,000,000
Business:								
	Fire Sprinkler Retrofit	\$ 50,000						50,000
	Pass-Through Grants	\$ 2,000,000		2,000,000				
	GreaterMSP	\$ 25,000		25,000				
	MIF/JCF	\$ 1,000,000		1,000,000				
	Open to Business	\$ 15,000		15,000				
	Outreach	\$ 25,000			25,000			
	MN Regional Chamber	\$ 5,000						5,000
	SAC/REC Deferral Program	\$ 50,000						50,000
	Emergency Business Assistance	\$ -						
	Subtotal	\$ 3,170,000	\$ -	\$ 3,040,000	\$ 25,000	\$ -	\$ -	\$ 105,000
Transit:								
	Commuter Services	\$ 28,000						28,000
	Transit Improvements	\$ -						
	Subtotal	\$ 28,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 28,000
Devpt & Redeopt:								
	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	\$ 140,000		140,000				
	Subtotal	\$ 140,000	\$ -	\$ 140,000	\$ -	\$ -	\$ -	\$ -
Tax Abatement:								
	Ridgedale	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS		\$ 4,748,000	\$ 35,000	\$ 3,255,000	\$ 325,000	\$ -	\$ -	\$ 1,133,000

EIP 2022-2031
All Categories
Funding Sources and Expenditure Projections

	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	TOTAL
Method of Financing											
Development Account	\$ 3,255,000	\$ 3,255,000	\$ 2,255,000	\$ 1,765,000	\$ 1,765,000	\$ 1,765,000	\$ 1,765,000	\$ 1,765,000	\$ 1,765,000	\$ 1,765,000	\$ 21,120,000
Livable Communities Account	-	-	-	-	-	-	-	-	-	-	-
General Fund	33,000	35,000	35,000	37,000	37,000	39,000	39,000	41,000	41,000	41,000	378,000
Federal Grant (CDBG) - Entitlement	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	350,000
Federal Grant (CDBG) - Consortium	-	-	-	-	-	-	-	-	-	-	\$ -
Ad Valorem Tax Levy	325,000	325,000	325,000	400,000	325,000	325,000	250,000	250,000	250,000	250,000	\$ 3,025,000
Pooled TIF Funds- Blvd Gardens	-	-	-	-	-	-	-	-	-	-	\$ -
Pooled TIF Funds - Beacon/Tonka/Rowland	-	-	-	-	-	-	-	-	-	-	\$ -
Revenue Bonds	-	-	-	-	-	-	-	-	-	-	-
Other	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	\$ 11,000,000
Total Funding Sources	\$ 4,748,000	\$ 4,750,000	\$ 3,750,000	\$ 3,337,000	\$ 3,262,000	\$ 3,264,000	\$ 3,189,000	\$ 3,191,000	\$ 3,191,000	\$ 3,191,000	\$ 35,873,000
Expenditures											
Housing	\$ 1,260,000	\$ 1,260,000	\$ 1,260,000	\$ 1,260,000	\$ 1,260,000	\$ 1,260,000	\$ 1,260,000	\$ 1,260,000	\$ 1,260,000	\$ 1,260,000	\$ 12,600,000
Business	3,170,000	3,170,000	2,170,000	1,670,000	1,670,000	1,670,000	1,670,000	1,670,000	1,670,000	1,670,000	20,200,000
Transit	28,000	30,000	30,000	32,000	32,000	34,000	34,000	36,000	36,000	36,000	328,000
Development/Redevelopment	150,000	150,000	150,000	225,000	150,000	150,000	75,000	75,000	75,000	75,000	1,275,000
TIF Admin	140,000	140,000	140,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	1,470,000
Total Expenditures	\$ 4,748,000	\$ 4,750,000	\$ 3,750,000	\$ 3,337,000	\$ 3,262,000	\$ 3,264,000	\$ 3,189,000	\$ 3,191,000	\$ 3,191,000	\$ 3,191,000	\$ 35,873,000

City of Minnetonka, Minnesota
Economic Improvement Program
 2022 thru 2031

SOURCES AND USES OF FUNDS

Source	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
CDBG										
Beginning Balance	0	5,000	10,000	15,000	30,000	45,000	60,000	75,000	90,000	105,000
<u>Revenues and Other Fund Sources</u>										
Total Revenues and Other Fund Sources	40,000	40,000	40,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Total Funds Available	40,000	45,000	50,000	65,000	80,000	95,000	110,000	125,000	140,000	155,000
<u>Expenditures and Uses</u>										
Total Expenditures and Uses	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)
Change in Fund Balance	5,000	5,000	5,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Ending Balance	5,000	10,000	15,000	30,000	45,000	60,000	75,000	90,000	105,000	120,000

City of Minnetonka, Minnesota
Economic Improvement Program
 2022 thru 2031

SOURCES AND USES OF FUNDS

Source	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Development Fund										
Beginning Balance	4,262,567	3,100,697	2,026,827	1,947,957	1,859,087	1,760,217	1,661,347	1,562,477	1,463,607	864,737
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	2,000,000	2,000,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,000,000	1,000,000
Interest Income	30,000	20,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
TIFAdmin Revenue	12,000	110,000	110,000	110,000	100,000	100,000	100,000	100,000	100,000	100,000
<i>Total</i>	2,093,130	2,181,130	2,176,130	1,676,130	1,666,130	1,666,130	1,666,130	1,666,130	1,166,130	1,166,130
Total Revenues and Other Fund Sources	2,093,130	2,181,130	2,176,130	1,676,130	1,666,130	1,666,130	1,666,130	1,666,130	1,166,130	1,166,130
Total Funds Available	6,355,697	5,281,827	4,202,957	3,624,087	3,525,217	3,426,347	3,327,477	3,228,607	2,629,737	2,030,867
Expenditures and Uses										
<i>Capital Projects & Equipment</i>										
<u>2-Business</u>										
Pass-Through 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>	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)
Open to Business	<i>Business-07</i>	(15,000)	(15,000)	(15,000)	(15,000)	(15,000)	(15,000)	(15,000)	(15,000)	(15,000)
Special Service District	<i>Business-13</i>	0	0	0	0	0	0	0	0	0
<i>Total</i>		(3,040,000)	(3,040,000)	(2,040,000)	(1,540,000)	(1,540,000)	(1,540,000)	(1,540,000)	(1,540,000)	(1,540,000)
<u>4-Development & Redevelopment</u>										
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)

Source		2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Development Fund											
	<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>	(140,000)	(140,000)	(140,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)
	<i>Total</i>	(140,000)	(140,000)	(140,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)
Total Expenditures and Uses		(3,255,000)	(3,255,000)	(2,255,000)	(1,765,000)	(1,765,000)	(1,765,000)	(1,765,000)	(1,765,000)	(1,765,000)	(1,765,000)
Change in Fund Balance		(1,161,870)	(1,073,870)	(78,870)	(88,870)	(98,870)	(98,870)	(98,870)	(98,870)	(598,870)	(598,870)
Ending Balance		3,100,697	2,026,827	1,947,957	1,859,087	1,760,217	1,661,347	1,562,477	1,463,607	864,737	265,867

City of Minnetonka, Minnesota
Economic Improvement Program
 2022 thru 2031

SOURCES AND USES OF FUNDS

Source	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
HRA Levy										
Beginning Balance	667,423	689,423	711,423	733,423	755,423	777,423	799,423	821,423	843,423	865,423
Revenues and Other Fund Sources										
<i>Revenue</i>										
Ad Valorem Tax Levy	325,000	325,000	325,000	400,000	325,000	325,000	250,000	250,000	250,000	250,000
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>	347,000	347,000	347,000	422,000	347,000	347,000	272,000	272,000	272,000	272,000
Total Revenues and Other Fund Sources	347,000	347,000	347,000	422,000	347,000	347,000	272,000	272,000	272,000	272,000
Total Funds Available	1,014,423	1,036,423	1,058,423	1,155,423	1,102,423	1,124,423	1,071,423	1,093,423	1,115,423	1,137,423
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>	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)
Emergency Business Assistance	<i>Business-16</i>	0	0	0	0	0	0	0	0	0
<i>Total</i>		(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)
<u>4-Development & Redevelopment</u>										

Source		2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
HRA Levy											
Village Center Studies and Comprehensive Plan	<i>Dev/Redev-02</i>	0	0	0	(75,000)	(75,000)	(75,000)	0	0	0	0
LRT and LRT Station Area Development	<i>Dev/Redev-03</i>	(75,000)	(75,000)	(75,000)	(75,000)	0	0	0	0	0	0
Future HRA Levy projects	<i>Dev/Redev-06</i>	0	0	0	0	0	0	0	0	0	0
	<i>Total</i>	(75,000)	(75,000)	(75,000)	(150,000)	(75,000)	(75,000)	0	0	0	0
Total Expenditures and Uses		(325,000)	(325,000)	(325,000)	(400,000)	(325,000)	(325,000)	(250,000)	(250,000)	(250,000)	(250,000)
Change in Fund Balance		22,000	22,000	22,000	22,000	22,000	22,000	22,000	22,000	22,000	22,000
Ending Balance		689,423	711,423	733,423	755,423	777,423	799,423	821,423	843,423	865,423	887,423

City of Minnetonka, Minnesota
Economic Improvement Program
 2022 thru 2031

SOURCES AND USES OF FUNDS

Source	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Livable Communities Fund										
Beginning Balance	588,853	589,853	590,853	591,853	592,853	593,853	594,853	595,853	596,853	597,853
<u>Revenues and Other Fund Sources</u>										
<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	589,853	590,853	591,853	592,853	593,853	594,853	595,853	596,853	597,853	598,853
<u>Expenditures and Uses</u>										
<i>Other Uses</i>										
Committed HWR Funding	0	0	0	0	0	0	0	0	0	0
<i>Total</i>	0	0	0	0	0	0	0	0	0	0
Total Expenditures and Uses	0	0	0	0	0	0	0	0	0	0
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	589,853	590,853	591,853	592,853	593,853	594,853	595,853	596,853	597,853	598,853

City of Minnetonka, Minnesota
Economic Improvement Program
 2022 thru 2031

SOURCES AND USES OF FUNDS

Source	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
TIF Pooling/Beacon/Tonka/Row										
Beginning Balance	1,373,198	1,592,093	1,674,159	1,758,995	1,846,726	1,937,483	2,031,403	2,128,631	2,229,319	2,333,625
Revenues and Other Fund Sources										
<i>Revenue</i>										
Beacon/Tonka/Row TIF Pooling	218,895	82,066	84,836	87,731	90,757	93,920	97,228	100,688	104,306	108,092
<i>Total</i>	218,895	82,066	84,836	87,731	90,757	93,920	97,228	100,688	104,306	108,092
Total Revenues and Other Fund Sources	218,895	82,066	84,836	87,731	90,757	93,920	97,228	100,688	104,306	108,092
Total Funds Available	1,592,093	1,674,159	1,758,995	1,846,726	1,937,483	2,031,403	2,128,631	2,229,319	2,333,625	2,441,717
Expenditures and Uses										
<i>Capital Projects & Equipment</i>										
<u>1-Housing</u>										
Afford. Housing-TIF Pooling/Beacon/Tonka/Row										
<i>Total</i>	0	0	0	0	0	0	0	0	0	0
Total Expenditures and Uses	0	0	0	0	0	0	0	0	0	0
Change in Fund Balance	218,895	82,066	84,836	87,731	90,757	93,920	97,228	100,688	104,306	108,092
Ending Balance	1,592,093	1,674,159	1,758,995	1,846,726	1,937,483	2,031,403	2,128,631	2,229,319	2,333,625	2,441,717

City of Minnetonka, Minnesota
Economic Improvement Program
 2022 thru 2031

SOURCES AND USES OF FUNDS

Source	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
TIF Pooling/Blvd Gardens										
Beginning Balance	5,018,768	5,684,502	5,684,502	5,684,502	5,684,502	5,684,502	5,684,502	5,769,708	5,854,914	5,940,120
Revenues and Other Fund Sources										
<i>Revenue</i>										
Blvd Gardens/TIF Pooling	665,734	0	0	0	0	0	85,206	85,206	85,206	85,206
<i>Total</i>	665,734	0	0	0	0	0	85,206	85,206	85,206	85,206
Total Revenues and Other Fund Sources	665,734	0	0	0	0	0	85,206	85,206	85,206	85,206
Total Funds Available	5,684,502	5,684,502	5,684,502	5,684,502	5,684,502	5,684,502	5,769,708	5,854,914	5,940,120	6,025,326
Expenditures and Uses										
<i>Capital Projects & Equipment</i>										
<i>1-Housing</i>										
Affordable Housing via TIF Pooling/Blvd Gardens <i>Housing-12</i>	0	0	0	0	0	0	0	0	0	0
<i>Total</i>	0	0	0	0	0	0	0	0	0	0
Total Expenditures and Uses	0	0	0	0	0	0	0	0	0	0
Change in Fund Balance	665,734	0	0	0	0	0	85,206	85,206	85,206	85,206
Ending Balance	5,684,502	5,684,502	5,684,502	5,684,502	5,684,502	5,684,502	5,769,708	5,854,914	5,940,120	6,025,326

2020 TIF Management Report: TIF Pooling Estimates

Pooling for Affordable Housing									Pooling for Tax Credit Eligible Rental Housing (#2)	Pooling for Affordable Housing (#3)
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	Boulevard Gardens, Applewood and Shady Oak Crossing (Redevelopment)	Beacon Hill, Tonka, Rowland and Marsh Run (Housing)
To Date	\$ 677,365	\$ 3,753,602	\$ 147,196	\$ -	\$ 124,242	\$ -	\$ -	\$ 4,702,406	\$ 3,753,602	\$ 948,804
2020	\$ 235,311	\$ 599,432	\$ 48,442	\$ -	\$ 21,221	\$ -	\$ -	\$ 904,406	\$ 599,432	\$ 304,974
2021	\$ -	\$ 665,734	\$ 19,522	\$ -	\$ 21,433	\$ 78,466	\$ -	\$ 785,154	\$ 665,734	\$ 119,420
2022		\$ 665,734	\$ 19,717	\$ -	\$ 21,647	\$ 177,531	\$ -	\$ 884,629	\$ 665,734	\$ 218,895
2023			\$ 19,914	\$ -	\$ 21,864	\$ 40,289	\$ -	\$ 82,066	\$ -	\$ 82,066
2024			\$ 20,113	\$ -	\$ 22,082	\$ 42,641	\$ -	\$ 84,836	\$ -	\$ 84,836
2025			\$ 20,314	\$ -	\$ 22,303	\$ 45,113	\$ -	\$ 87,731	\$ -	\$ 87,731
2026			\$ 20,517	\$ -	\$ 22,526	\$ 47,713	\$ -	\$ 90,757	\$ -	\$ 90,757
2027			\$ 20,723	\$ -	\$ 22,751	\$ 50,446	\$ -	\$ 93,920	\$ -	\$ 93,920
2028			\$ 20,930	\$ 85,206	\$ 22,979	\$ 53,320	\$ -	\$ 182,434	\$ 85,206	\$ 97,228
2029			\$ 21,139	\$ 85,206	\$ 23,209	\$ 56,340	\$ -	\$ 185,893	\$ 85,206	\$ 100,688
2030			\$ 21,351	\$ 85,206	\$ 23,441	\$ 59,515	\$ -	\$ 189,512	\$ 85,206	\$ 104,306
2031			\$ 21,564	\$ 85,206	\$ 23,675	\$ 62,852	\$ -	\$ 193,297	\$ 85,206	\$ 108,092
2032			\$ 21,780	\$ 85,206	\$ 23,912	\$ 66,360	\$ -	\$ 197,257	\$ 85,206	\$ 112,052
2033			\$ 21,997	\$ 85,206	\$ 24,151	\$ 70,047	\$ -	\$ 201,401	\$ 85,206	\$ 116,196
2034			\$ 46,604	\$ 85,206	\$ 24,393	\$ 871,422	\$ -	\$ 1,027,624	\$ 85,206	\$ 942,419
2035			\$ 248,522	\$ 85,206	\$ 24,636	\$ 924,468	\$ -	\$ 1,282,832	\$ 85,206	\$ 1,197,627
2036			\$ 251,008	\$ 85,206	\$ 58,825	\$ 980,260	\$ -	\$ 1,375,299	\$ 85,206	\$ 1,290,093
2037			\$ 253,518	\$ 85,206	\$ 247,135	\$ 1,038,938	\$ -	\$ 1,624,797	\$ 85,206	\$ 1,539,591
2038			\$ 256,053	\$ 85,206	\$ 249,606	\$ 1,100,647	\$ 64,961	\$ 1,756,472	\$ 150,166	\$ 1,606,306
2039			\$ 258,613	\$ 85,206	\$ 252,103	\$ 1,165,538	\$ 67,026	\$ 1,828,486	\$ 152,232	\$ 1,676,254
2040			\$ 261,200	\$ 85,206	\$ 254,624	\$ 1,233,773	\$ 69,154	\$ 1,903,955	\$ 154,359	\$ 1,749,596
2041			\$ 263,812	\$ 85,206	\$ 257,171	\$ 1,305,519	\$ 71,345	\$ 1,983,052	\$ 156,551	\$ 1,826,501
2042				\$ 85,206	\$ 259,743	\$ 1,380,953	\$ 73,602	\$ 1,799,504	\$ 158,808	\$ 1,640,697
2043				\$ 85,206	\$ 262,342	\$ 1,460,260	\$ 75,927	\$ 1,883,735	\$ 161,133	\$ 1,722,602
2044				\$ 85,206	\$ -	\$ 1,543,635	\$ 78,321	\$ 1,707,162	\$ 163,527	\$ 1,543,635
2045				\$ 85,206	\$ -	\$ 1,631,283	\$ 80,788	\$ 1,797,276	\$ 165,993	\$ 1,631,283
2046				\$ -	\$ -	\$ 1,723,417	\$ 83,328	\$ 1,806,746	\$ 83,328	\$ 1,723,417
2047				\$ -	\$ -	\$ -	\$ 85,945	\$ 85,945	\$ 85,945	\$ -
Total	\$ 912,676	\$ 5,684,502	\$ 2,304,548	\$ 1,533,700	\$ 2,332,014	\$ 17,210,749	\$ 750,397	\$ 30,728,586	\$ 7,968,599	\$ 22,759,987

City of Minnetonka
Glenhaven Interfund Loan
County District #1463

Start Date (Int. Accrues from):	5/27/2008	Par Amount	502,588
First Compounding Interest Date:	8/1/2008		
Final Payment Date:	2/1/2030		
Interest Rate:	4.00%		
Interest Calculation:	Simple Interest - Interest Accrues		

EDA Interfund Loan									
Payment Date	Begin Balance	Period Interest Due	Period Int + Accrued Int	Revenue	100% % of Rev Used	Interest Payment	Principal Payment	Accrued Interest	Ending Balance
5/27/2008	502,588.00	-							502,588.00
8/1/2008	502,588.00	3,573.96	3,573.96		-	-	-	3,573.96	502,588.00
2/1/2009	502,588.00	10,051.76	13,625.72	-	-	-	-	13,625.72	502,588.00
8/1/2009	502,588.00	10,051.76	23,677.48	-	-	-	-	23,677.48	502,588.00
2/1/2010	502,588.00	10,051.76	33,729.24	-	-	-	-	33,729.24	502,588.00
8/1/2010	502,588.00	10,051.76	43,781.00	-	-	-	-	43,781.00	502,588.00
2/1/2011	502,588.00	10,051.76	53,832.76	-	-	-	-	53,832.76	502,588.00
8/1/2011	502,588.00	10,051.76	63,884.52	-	-	-	-	63,884.52	502,588.00
2/1/2012	502,588.00	10,051.76	73,936.28	-	-	-	-	73,936.28	502,588.00
8/1/2012	502,588.00	10,051.76	83,988.04	-	-	-	-	83,988.04	502,588.00
2/1/2013	502,588.00	10,051.76	94,039.80	-	-	-	-	94,039.80	502,588.00
8/1/2013	502,588.00	10,051.76	104,091.56	-	-	-	-	104,091.56	502,588.00
2/1/2014	502,588.00	10,051.76	114,143.32	-	-	-	-	114,143.32	502,588.00
8/1/2014	502,588.00	10,051.76	124,195.08	-	-	-	-	124,195.08	502,588.00
2/1/2015	502,588.00	10,051.76	134,246.84	-	-	-	-	134,246.84	502,588.00
8/1/2015	502,588.00	10,051.76	144,298.60	-	-	-	-	144,298.60	502,588.00
2/1/2016	502,588.00	10,051.76	154,350.36	-	-	-	-	154,350.36	502,588.00
8/1/2016	502,588.00	10,051.76	164,402.12	-	-	-	-	164,402.12	502,588.00
2/1/2017	502,588.00	10,051.76	174,453.88	-	-	-	-	174,453.88	502,588.00
8/1/2017	502,588.00	10,051.76	184,505.64	-	-	-	-	184,505.64	502,588.00
2/1/2018	502,588.00	10,051.76	194,557.40	-	-	-	-	194,557.40	502,588.00
8/1/2018	502,588.00	10,051.76	204,609.16	107,288.46	107,288.46	(107,288.46)	-	97,320.70	502,588.00
2/1/2019	502,588.00	10,051.76	107,372.46	35,648.21	35,648.21	(35,648.21)	-	71,724.26	502,588.00
8/1/2019	502,588.00	10,051.76	81,776.02	21,379.10	21,379.10	(21,379.10)	-	60,396.91	502,588.00
2/1/2020	502,588.00	10,051.76	70,448.67	140,074.54	140,074.54	(70,448.67)	(69,625.87)	-	432,962.13
8/1/2020	432,962.13	8,659.24	8,659.24	22,229.03	22,229.03	(8,659.24)	(13,569.79)	-	419,392.34
2/1/2021	419,392.34	8,387.85	8,387.85	58,457.92	58,457.92	(8,387.85)	(50,070.08)	-	369,322.26
8/1/2021	369,322.26	7,386.45	7,386.45	22,229.03	22,229.03	(7,386.45)	(14,842.59)	-	354,479.67
2/1/2022	354,479.67	7,089.59	7,089.59	62,862.92	62,862.92	(7,089.59)	(55,773.33)	-	298,706.34
8/1/2022	298,706.34	5,974.13	5,974.13	22,229.03	22,229.03	(5,974.13)	(16,254.91)	-	282,451.43
2/1/2023	282,451.43	5,649.03	5,649.03	62,912.92	62,912.92	(5,649.03)	(57,263.90)	-	225,187.53
8/1/2023	225,187.53	4,503.75	4,503.75	22,229.03	22,229.03	(4,503.75)	(17,725.28)	-	207,462.25
2/1/2024	207,462.25	4,149.25	4,149.25	58,780.42	58,780.42	(4,149.25)	(54,631.18)	-	152,831.07
8/1/2024	152,831.07	3,056.62	3,056.62	22,229.03	22,229.03	(3,056.62)	(19,172.41)	-	133,658.66
2/1/2025	133,658.66	2,673.17	2,673.17	60,480.42	60,480.42	(2,673.17)	(57,807.25)	-	75,851.41
8/1/2025	75,851.41	1,517.03	1,517.03	22,229.03	22,229.03	(1,517.03)	(20,712.01)	-	55,139.40
2/1/2026	55,139.40	1,102.79	1,102.79	58,430.42	58,430.42	(1,102.79)	(55,139.40)	-	-
Year Term				799,689.56	799,689.56	(294,913.32)	(502,588.00)		-

City of Minnetonka, Minnesota

\$4,515,000 Tax-Exempt Tax Increment Refunding Bonds, Series 2017

Current Refunding of Series 2010 EDA

Assumes Current Market BQ Not Rated Rates

Net Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	DSR	Net New D/S	Fiscal Total
12/15/2017	-	-	-	-	-	-	-
08/01/2018	-	-	97,074.85	97,074.85	-	97,074.85	-
02/01/2019	200,000.00	2.500%	77,316.25	277,316.25	-	277,316.25	374,391.10
08/01/2019	-	-	74,816.25	74,816.25	-	74,816.25	-
02/01/2020	320,000.00	2.750%	74,816.25	394,816.25	-	394,816.25	469,632.50
08/01/2020	-	-	70,416.25	70,416.25	-	70,416.25	-
02/01/2021	330,000.00	2.850%	70,416.25	400,416.25	-	400,416.25	470,832.50
08/01/2021	-	-	65,713.75	65,713.75	-	65,713.75	-
02/01/2022	335,000.00	3.000%	65,713.75	400,713.75	-	400,713.75	466,427.50
08/01/2022	-	-	60,688.75	60,688.75	-	60,688.75	-
02/01/2023	345,000.00	3.150%	60,688.75	405,688.75	-	405,688.75	466,377.50
08/01/2023	-	-	55,255.00	55,255.00	-	55,255.00	-
02/01/2024	360,000.00	3.250%	55,255.00	415,255.00	-	415,255.00	470,510.00
08/01/2024	-	-	49,405.00	49,405.00	-	49,405.00	-
02/01/2025	370,000.00	3.500%	49,405.00	419,405.00	-	419,405.00	468,810.00
08/01/2025	-	-	42,930.00	42,930.00	-	42,930.00	-
02/01/2026	385,000.00	3.500%	42,930.00	427,930.00	-	427,930.00	470,860.00
08/01/2026	-	-	36,192.50	36,192.50	-	36,192.50	-
02/01/2027	395,000.00	3.700%	36,192.50	431,192.50	-	431,192.50	467,385.00
08/01/2027	-	-	28,885.00	28,885.00	-	28,885.00	-
02/01/2028	410,000.00	3.700%	28,885.00	438,885.00	-	438,885.00	467,770.00
08/01/2028	-	-	21,300.00	21,300.00	-	21,300.00	-
02/01/2029	425,000.00	4.000%	21,300.00	446,300.00	-	446,300.00	467,600.00
08/01/2029	-	-	12,800.00	12,800.00	-	12,800.00	-
02/01/2030	640,000.00	4.000%	12,800.00	652,800.00	(236,077.71)	416,722.29	429,522.29
Total	\$4,515,000.00		\$1,211,196.10	\$5,726,196.10	(236,077.71)	\$5,490,118.39	

City of Minnetonka
Tonka on the Creek
County District #1464

Maximum amount: \$2,283,000		Interest Rate: 5.00%							
Accrual Date: 5/13/2015		Interest Computation: Actual/360							
Final Payment: 2/1/2042									
Date	Interest Due	Total Tax Increment	Tax Increment Available at 90%	Withholding for Tax Petition	Principle Paid	Cumulative Unpaid Interest	Cumulative Tax Increment Paid	Note Balance	Year
								\$ 2,283,000.00	
8/1/2015	25,366.67	0.00	0.00		0.00		0.00	\$ 2,308,366.67	
2/1/2016	58,991.59	0.00	0.00		0.00		0.00	\$ 2,367,358.26	
8/1/2016	59,841.56	194.67	175.20		0.00	0.00	175.20	\$ 2,427,024.61	0.5
2/1/2017	62,023.96	194.67	175.20		0.00	61,848.76	350.41	\$ 2,427,024.61	1
8/1/2017	61,012.70	100,350.57	90,315.51		0.00	32,545.95	90,665.92	\$ 2,427,024.61	1.5
2/1/2018	62,023.96	100,350.57	90,315.42		0.00	4,254.49	180,981.34	\$ 2,427,024.61	2
8/1/2018	61,012.70	125,091.69	112,582.52	(11,571.71)	35,743.63	0.00	281,992.15	\$ 2,391,280.98	2.5
2/1/2019	61,110.51	125,091.67	112,582.50	(11,571.71)	39,900.28		394,574.66	\$ 2,351,380.70	3
8/1/2019	59,111.10	121,983.04	109,784.74	(11,130.91)	109,784.74		504,359.39	\$ 2,311,837.97	3.5
2/1/2020	59,080.30	121,982.67	109,784.40	(11,130.91)	39,573.19		614,143.80	\$ 2,272,264.78	4
8/1/2020	57,437.80	93,661.19	84,295.07	13,485.69	40,342.96		698,438.87	\$ 2,231,921.83	4.5
2/1/2021	57,038.00	125,466.05	112,919.45		55,881.45		811,358.31	\$ 2,176,040.38	5
8/1/2021	54,703.24	125,466.05	112,919.45		58,216.22		924,277.76	\$ 2,117,824.16	5.5
2/1/2022	54,122.17	125,466.05	112,919.45		58,797.28		1,037,197.21	\$ 2,059,026.89	6
8/1/2022	51,761.65	125,466.05	112,919.45		61,157.80		1,150,116.66	\$ 1,997,869.09	6.5
2/1/2023	51,056.65	125,466.05	112,919.45		61,862.79		1,263,036.11	\$ 1,936,006.29	7
8/1/2023	48,669.05	125,466.05	112,919.45		64,250.41		1,375,955.55	\$ 1,871,755.88	7.5
2/1/2024	47,833.76	125,466.05	112,919.45		65,085.69		1,488,875.00	\$ 1,806,670.20	8
8/1/2024	45,668.61	125,466.05	112,919.45		67,250.85		1,601,794.45	\$ 1,739,419.35	8.5
2/1/2025	44,451.83	125,466.05	112,919.45		68,467.63		1,714,713.90	\$ 1,670,951.72	9
8/1/2025	42,005.87	125,466.05	112,919.45		70,913.58		1,827,633.35	\$ 1,600,038.14	9.5
2/1/2026	40,889.86	125,466.05	112,919.45		72,029.59		1,940,552.79	\$ 1,528,008.54	10
8/1/2026	38,412.44	125,466.05	112,919.45		74,507.01		2,053,472.24	\$ 1,453,501.53	10.5
2/1/2027	37,145.04	125,466.05	112,919.45		75,774.41		2,166,391.69	\$ 1,377,727.12	11
8/1/2027	34,634.53	125,466.05	112,919.45		78,284.92		2,279,311.14	\$ 1,299,442.20	11.5
2/1/2028	33,207.97	125,466.05	112,919.45		79,711.48		2,392,230.59	\$ 1,219,730.72	12
8/1/2028	30,832.08	125,466.05	112,919.45		82,087.37		2,505,150.03	\$ 1,137,643.36	12.5
2/1/2029	29,073.11	125,466.05	112,919.45		83,846.34		2,618,069.48	\$ 1,053,797.02	13
8/1/2029	26,491.29	125,466.05	112,919.45		86,428.16		2,730,988.93	\$ 967,368.85	13.5
2/1/2030	24,721.65	125,466.05	112,919.45		88,197.80		2,843,908.38	\$ 879,171.06	14
8/1/2030	22,101.38	125,466.05	112,919.45		90,818.07		2,956,827.83	\$ 788,352.98	14.5
2/1/2031	20,146.80	125,466.05	112,919.45		92,772.66		3,069,747.27	\$ 695,580.32	15
8/1/2031	17,486.12	125,466.05	112,919.45		95,433.33		3,182,666.72	\$ 600,146.99	15.5
2/1/2032	15,337.09	125,466.05	112,919.45		97,582.37		3,295,586.17	\$ 502,564.62	16
8/1/2032	12,703.72	125,466.05	112,919.45		100,215.73		3,408,505.62	\$ 402,348.89	16.5
2/1/2033	10,282.25	125,466.05	112,919.45		102,637.20		3,521,425.07	\$ 299,711.69	17
8/1/2033	7,534.42	125,466.05	112,919.45		105,385.03		3,634,344.51	\$ 194,326.66	17.5
2/1/2034	4,966.13	125,466.05	112,919.45		107,953.32		3,747,263.96	\$ 86,373.34	18
8/1/2034	2,159.33	125,466.05	112,919.45		86,373.35		3,860,183.41	\$ (0.01)	18.5
TOTAL	1,448,090.63	4,301,950.23	3,871,755.12		2,427,024.62				

City of Minnetonka
 Applewood Pointe
 County District #1466

Maximum amount: \$1,290,000		Interest Rate: 7.00%						
Issue Date: 7/24/2017		Interest Computation: Actual/360						
Final Payment: 2/1/2044								
Date	Interest Due	Total Tax Increment	Tax Increment Available at 90%	Principle Paid	Cumulative Unpaid Interest	Cumulative Tax Increment Paid	Note Balance	Year
8/1/2018	93,560.83	131,564.83	118,408.35	24,847.51		118,408.35	\$ 1,290,000.00	
2/1/2019	45,264.34	135,151.15	121,636.04	76,371.69		240,044.38	\$ 1,265,152.49	0.5
8/1/2019	41,838.48	128,204.21	115,383.79	73,545.31		355,428.17	\$ 1,188,780.80	1
2/1/2020	39,900.65	128,204.21	115,383.79	75,483.14		470,811.96	\$ 1,115,235.49	1.5
8/1/2020	36,795.68	129,098.56	116,188.70	79,393.02		587,000.66	\$ 1,039,752.34	2
2/1/2021	34,359.52	129,098.56	116,188.70	81,829.18		703,189.37	\$ 960,359.32	2.5
8/1/2021	30,919.38	129,098.56	116,188.70	85,269.32		819,378.07	\$ 878,530.14	3
2/1/2022	28,381.11	129,098.56	116,188.70	87,807.59		935,566.78	\$ 793,260.82	3.5
8/1/2022	24,828.03	129,098.56	116,188.70	91,360.67		1,051,755.48	\$ 705,453.22	4
2/1/2023	21,970.87	129,098.56	116,188.70	94,217.84		1,167,944.18	\$ 614,092.55	4.5
8/1/2023	18,296.70	129,098.56	116,188.70	97,892.00		1,284,132.89	\$ 519,874.71	5
2/1/2024	15,097.60	129,098.56	116,188.70	101,091.10		1,400,321.59	\$ 421,982.71	5.5
8/1/2024	11,356.00	129,098.56	116,188.70	104,832.71		1,516,510.30	\$ 320,891.61	6
2/1/2025	7,730.11	129,098.56	116,188.70	108,458.60		1,632,699.00	\$ 216,058.90	6.5
8/1/2025	3,786.93	129,098.56	116,188.70	107,600.31		1,748,887.70	\$ 107,600.31	7
TOTAL	454,086.24	1,943,208.56	1,748,887.70	1,290,000.00			(0.00)	7.5

City of Minnetonka
Rowland Housing
County District #1465

Maximum amount: \$2,500,000		Interest Rate: 5.50%					
Accrual Date: 4/3/2017		Interest Computation: 30/360					
Final Payment: 2/1/2044							
Date	Interest Due	Total Tax Increment	Tax Increment Available at 90%	Principle Paid	Cumulative Unpaid Interest	Cumulative Tax Increment Paid	Note Balance
8/1/2018	182,569.44	124,183.65	111,765.29	0.00	70,804.16	111,765.29	\$ 2,500,000.00
2/1/2019	68,750.00	124,183.63	111,765.27	0.00	27,788.89	223,530.55	\$ 2,500,000.00
8/1/2019	68,750.00	122,109.74	109,898.77	13,359.87		333,429.32	\$ 2,486,640.13 0.5
2/1/2020	68,382.60	122,109.73	109,898.76	41,516.15		443,328.08	\$ 2,445,123.97 1
8/1/2020	67,240.91	127,180.61	114,462.55	47,221.64		557,790.62	\$ 2,397,902.33 1.5
2/1/2021	65,942.31	127,180.61	114,462.55	48,520.23		672,253.17	\$ 2,349,382.10 2
8/1/2021	64,608.01	127,180.61	114,462.55	49,854.54		786,715.72	\$ 2,299,527.56 2.5
2/1/2022	63,237.01	127,180.61	114,462.55	51,225.54		901,178.27	\$ 2,248,302.02 3
8/1/2022	61,828.31	127,180.61	114,462.55	52,634.24		1,015,640.82	\$ 2,195,667.77 3.5
2/1/2023	60,380.86	127,180.61	114,462.55	54,081.69		1,130,103.37	\$ 2,141,586.09 4
8/1/2023	58,893.62	127,180.61	114,462.55	55,568.93		1,244,565.92	\$ 2,086,017.16 4.5
2/1/2024	57,365.47	127,180.61	114,462.55	57,097.08		1,359,028.47	\$ 2,028,920.08 5
8/1/2024	55,795.30	127,180.61	114,462.55	58,667.25		1,473,491.02	\$ 1,970,252.83 5.5
2/1/2025	54,181.95	127,180.61	114,462.55	60,280.60		1,587,953.57	\$ 1,909,972.24 6
8/1/2025	52,524.24	127,180.61	114,462.55	61,938.31		1,702,416.11	\$ 1,848,033.92 6.5
2/1/2026	50,820.93	127,180.61	114,462.55	63,641.62		1,816,878.66	\$ 1,784,392.31 7
8/1/2026	49,070.79	127,180.61	114,462.55	65,391.76		1,931,341.21	\$ 1,719,000.55 7.5
2/1/2027	47,272.52	127,180.61	114,462.55	67,190.03		2,045,803.76	\$ 1,651,810.51 8
8/1/2027	45,424.79	127,180.61	114,462.55	69,037.76		2,160,266.31	\$ 1,582,772.75 8.5
2/1/2028	43,526.25	127,180.61	114,462.55	70,936.30		2,274,728.86	\$ 1,511,836.45 9
8/1/2028	41,575.50	127,180.61	114,462.55	72,887.05		2,389,191.41	\$ 1,438,949.41 9.5
2/1/2029	39,571.11	127,180.61	114,462.55	74,891.44		2,503,653.96	\$ 1,364,057.97 10
8/1/2029	37,511.59	127,180.61	114,462.55	76,950.95		2,618,116.51	\$ 1,287,107.01 10.5
2/1/2030	35,395.44	127,180.61	114,462.55	79,067.11		2,732,579.06	\$ 1,208,039.91 11
8/1/2030	33,221.10	127,180.61	114,462.55	81,241.45		2,847,041.60	\$ 1,126,798.45 11.5
2/1/2031	30,986.96	127,180.61	114,462.55	83,475.59		2,961,504.15	\$ 1,043,322.86 12
8/1/2031	28,691.38	127,180.61	114,462.55	85,771.17		3,075,966.70	\$ 957,551.69 12.5
2/1/2032	26,332.67	127,180.61	114,462.55	88,129.88		3,190,429.25	\$ 869,421.82 13
8/1/2032	23,909.10	127,180.61	114,462.55	90,553.45		3,304,891.80	\$ 778,868.37 13.5
2/1/2033	21,418.88	127,180.61	114,462.55	93,043.67		3,419,354.35	\$ 685,824.70 14
8/1/2033	18,860.18	127,180.61	114,462.55	95,602.37		3,533,816.90	\$ 590,222.33 14.5
2/1/2034	16,231.11	127,180.61	114,462.55	98,231.44		3,648,279.45	\$ 491,990.89 15
8/1/2034	13,529.75	127,180.61	114,462.55	100,932.80		3,762,742.00	\$ 391,058.09 15.5
2/1/2035	10,754.10	127,180.61	114,462.55	103,708.45		3,877,204.55	\$ 287,349.64 16
8/1/2035	7,902.12	127,180.61	114,462.55	106,560.43		3,991,667.09	\$ 180,789.21 16.5
2/1/2036	4,971.70	127,180.61	114,462.55	109,490.85		4,106,129.64	\$ 71,298.36 17
8/1/2036	1,960.70	127,180.61	114,462.55	71,298.36		4,179,388.71	\$ 0.00 17.5
TOTAL	1,679,388.71	4,689,546.88	4,220,592.19	2,500,000.00			

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 *
	Total	\$8,491,853

** Indicates funds that were not applied for by the city, but required staff support and city administration.*



AFFORDABLE HOUSING GOALS



**MINNETONKA
ECONOMIC
IMPROVEMENT
PROGRAM**

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	666*	119%
New Lifecycle Units	2,400	937*	39%

*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*(fall)	35	TIF Pooling
The Pointe	2022*		Development Fund
Doran – Shady Oak*	2023*	53	Opus TIF
Minnetonka Station*	2023*	28	Opus TIF
Wellington Apts.*	2023*	68	Opus TIF
Total	N/A	666	

*Indicates projects that are approved, but not yet constructed therefore affordable and lifecycle units are not counted in 2011-2020 goals.

2021-2030 New Lifecycle Units

Project	Year Completed	Lifecycle Units	EIP Program Used
Shady Oak Crossings	2021*(fall)	52	TIF Pooling
The Pointe*	2022*	186	Development Fund
Doran – Shady Oak*	2023*	297	Opus TIF
Minnetonka Station *	2023*	247	Opus TIF
Wellington Apts*	2023*	155	Opus TIF
Total	N/A	937	

*Indicates projects that are approved, but not yet constructed therefore affordable and lifecycle units are not counted in 2011-2020 goals.

2021 AFFORDABLE HOUSING INCOME DATA

2021 Income Limits Summary					
Household Size	30%	50%	60%	80%	120%
1	\$22,029	\$36,715	\$44,058	\$55,930	\$88,116
2	\$25,176	\$41,960	\$50,352	\$63,920	\$100,704
3	\$28,323	\$47,205	\$56,646	\$71,910	\$113,292
4	\$31,470	\$52,450	\$62,940	\$79,900	\$125,880
5	\$33,987	\$56,646	\$67,975	\$86,292	\$135,950
6	\$36,505	\$60,842	\$73,010	\$92,684	\$146,020
7	\$39,010	\$65,038	\$78,045	\$99,076	\$156,091
8	\$43,430	\$69,234	\$83,080	\$105,468	\$166,161
Twin Cities Median Family Income 2021				\$104,900	

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%	\$551	\$590	\$708	\$818
50%	\$918	\$984	\$1,181	\$1,363
60%	\$1,102	\$1,181	\$1,417	\$1,636
80%	\$1,470	\$1,575	\$1,890	\$2,182

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	Average Salary	Affordable Rent
Chef / Head Cook	\$51,500	\$1,287
Elementary School Teacher	\$61,712	\$1,542
Electrician	\$69,035	\$1,725
Veterinarian	\$91,956	\$2,298

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

AFFORDABLE HOUSING

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
Minnesota Investment Fund (MIF)	A business financing tool 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 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 housing and community development activities

From: [Fiona Golden](#)
To: [Fiona Golden](#)
Subject: FW: Sale of home
Date: Thursday, June 17, 2021 11:49:24 AM

From: Kissy Coakley [REDACTED] >
Sent: Wednesday, June 16, 2021 6:01 PM
To: Julie Wischnack <jwischnack@minnetonkamn.gov>; Geralyn Barone <gbarone@minnetonkamn.gov>
Subject: Fwd: Sale of home

Hello Geralyn and Julie,

Please include this information in the study packet. I also will be sending over some more documents on Friday before the study session. The paperwork I received when I purchased my home through Whalt.

I will be using this information to discuss the issues I have with the Homes Within Reach Program.

Thanks

----- Forwarded message -----

From: Doris Gruis [REDACTED]
Date: Mon, Mar 30, 2020 at 2:28 PM
Subject: Sale of home
To: kissycoakley <[REDACTED]>
Cc: Janet Lindbo <[REDACTED]>

Kissy

Attached is the resale calculation for your home at 16417 Hilltop Terrace, Minnetonka, your sale price is \$140,500.

Keep in mind that the funds to you is an estimate based on data supplied by you.

You can reach us by e-mail.

Thanks

Doris Gruis
Project Administrator
Homes Within Reach
952-401-7071

Resale Calculation

Date: March 30, 2019
Property: 16417 Hilltop Terrace
Name:

Calculations Summary for Resale					
	Fee Simple Appraised Value <i>(Improvements Only)</i>		\$ 135,000.00	From "current" appraisal	estimate 36% increase
	Approved Capital Improvements Only		\$ -	Less Capital Improvements	
Minus	Initial Fee Simple Appraised Value <i>(Improvements Only)</i>		\$ 125,000.00	From "initial" appraisal	
	Appreciation of Improvements		\$ 10,000.00	Difference between "Current" Appraised & "Initial" Appraised Value	
X	WHAHLT 35% Appreciation Factor per Ground Lease		35%		
Equals	Homeowner's (Seller) Share of Appreciation @ 35%		\$ 3,500.00		
	Current Homeowner's Original Purchase Price		\$ 132,000.00	From original Purchase Agreement	
Plus	100% "Qualified" Capital Improvements		\$ -	Add back in full value of "qualified" capital improvements	
"	Improvement:	\$ -			
"	Improvement:	\$ -			
"	Improvement:	\$ -			
"	Improvement:	\$ -			
"	Improvement:	\$ -			
Purchase Option Price					
	WHAHLT Purchase Option Price =		\$ 135,500.00		
Estimated Equity for Current Homeowner					
	WHAHLT Purchase Price Option		\$ 135,500.00	Total of Original Purchase Price + Total Equity	
Minus	1st Mortgage		\$ 124,330.00		
Minus	2nd Mortgage		\$ 3,000.00		
Minus	3rd Mortgage		\$ 6,500.00		
Minus	Interest owed		\$ -		
Minus	Seller's Closing Costs		\$ 2,200.00	Estimate: Closing fee, title update, state deed tax, special assessment search etc.	
Minus	Minus Outstanding Ground Lease Fees		\$ -		
Minus	Ground lease attorney fee & Ground lease fee		\$ 750.00		
Minus	Resale Processing Fee		\$ -		
Equals	Estimated Total Cash to Seller @ Closing =		\$ (1,280.00)		
Resale Formula					
	WHAHLT Purchase Price Option		\$ 135,500.00	Total of Original Purchase Price + Total Equity	
Plus	Facilitation Fee		\$ 5,000.00		
	Purchase Price to New Owner =		\$ 140,500.00	Purchase Option Price + Facilitation Fee	

INVOICE

FROM:

Appraisal Partners, Inc.
 8012 Old Cedar Avenue South
 Bloomington, MN 55425

Telephone Number: 763-503-9354 Fax Number: 763-503-9464

INVOICE NUMBER

1313063

DATE

REFERENCE

Internal Order #: 1313063
 Lender Case #:
 Client File #: APNM
 Main File # on form: 1313063
 Other File # on form:
 Federal Tax ID: 41-2003909
 Employer ID:

TO:

West Hennepin Affordable Housing Land Trust
 5101 Thimsen Avenue
 Minnetonka, MN 55345

Telephone Number: (763) 401-7071 Fax Number:
 Alternate Number: E-Mail: jlindbo@homeswithinreach.org;

DESCRIPTION

Lender: West Hennepin Affordable Housing Land Trust Client: West Hennepin Affordable Housing Land Trust
 Purchaser/Borrower: N/A
 Property Address: 16417 Hilltop Ter
 City: Minnetonka
 County: Hennepin State: MN Zip: 55345
 Legal Description: See addenda.

FEES

AMOUNT

2055 Interior	300.00
SUBTOTAL	300.00

PAYMENTS

AMOUNT

Check #:	Date:	Description:	
Check #:	Date:	Description:	
Check #:	Date:	Description:	
SUBTOTAL			0.00
TOTAL DUE			\$ 300.00



APPRAISAL OF REAL PROPERTY

LOCATED AT:

16417 Hilltop Ter
See addenda.
Minnetonka, MN 55345

FOR:

West Hennepin Affordable Housing Land Trust
5101 Thimsen Avenue
Minnetonka, MN 55345

AS OF:

03/20/2020

BY:

Nicolas Anthony Mornson

Borrower	N/A	File No.	1313063
Property Address	16417 Hilltop Ter		
City	Minnetonka	County	Hennepin
		State	MN
		Zip Code	55345
Lender/Client	West Hennepin Affordable Housing Land Trust		

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SUMMARY OF SALIENT FEATURES

SUBJECT INFORMATION	Subject Address	16417 Hilltop Ter
	Legal Description	See addenda.
	City	Minnetonka
	County	Hennepin
	State	MN
	Zip Code	55345
	Census Tract	0262.05
	Map Reference	118-D3
PRICE & DATE	Contract Price	\$ N/A
	Date of Contract	N/A
PARTIES	Borrower	N/A
	Lender/Client	West Hennepin Affordable Housing Land Trust
DESCRIPTION OF IMPROVEMENTS	Size (Square Feet)	800
	Price per Square Foot	\$
	Location	Residential
	Age	53
	Condition	Average+
	Total Rooms	4
	Bedrooms	4
	Baths	1
APPRAISER	Appraiser	Nicolas Anthony Mornson
	Effective Date of Appraisal	03/20/2020
VALUE	Opinion of Value	\$ 285,000

THIS SUMMARY APPRAISAL REPORT IS INTENDED FOR USE BY THE LENDER/CLIENT FOR A MORTGAGE FINANCE TRANSACTION ONLY.

SUBJECT
 Property Address 16417 Hilltop Ter City Minnetonka State MN Zip Code 55345
 Legal Description See addenda. County Hennepin
 Assessor's Parcel No. 3211722120035 Tax Year 2019 R.E. Taxes \$ 3,333.25 Special Assessments \$ 882.67
 Borrower N/A Current Owner West Hennepin Affordable Housing Land Trust Occupant Owner Tenant Vacant
 Neighborhood or Project Name Westburgs Sub Project Type PUD Condominium HOA \$ 0 /Mo.
 Sales Price \$ N/A Date of Sale N/A Description / \$ amount of loan charges/concessions to be paid by seller N/A
 Property rights appraised Fee Simple Leasehold Map Reference 118-D3 Census Tract 0262.05

NEIGHBORHOOD
Note: Race and the racial composition of the neighborhood are not appraisal factors.
 Location Urban Suburban Rural Property values Increasing Stable Declining
 Built up Over 75% 25-75% Under 25% Demand/supply Shortage In balance Over supply
 Growth rate Rapid Stable Slow Marketing time Under 3 mos. 3-6 mos. Over 6 mos.
 Single family housing PRICE \$ (000) AGE (yrs) Condominium housing PRICE (if applic.) \$ AGE (yrs)
 Neighborhood boundaries Defined neighborhood is located south of Highway 7, west of Interstate 494, east of County Road 101 and north of County Road 62.
 2,500 High 160 High
 300 60

SITE
 Dimensions 104x149x103x149 Site area 15,310 Shape Rectangular
 Specific zoning classification and description R-1 Low Density Residential District
 Zoning compliance Legal Legal nonconforming (Grandfathered use) Illegal, attach description No zoning
 Highest and best use of subject property as improved (or as proposed per plans and specifications): Present use Other use, attach description.
 Utilities Public Other Public Other Off-site Improvements Type Public Private
 Electricity Water Street Asphalt
 Gas Sanitary sewer Alley None
 Are there any apparent adverse site conditions (easements, encroachments, special assessments, slide areas, etc.)? Yes No If Yes, attach description.

IMPROVEMENTS
 Source(s) used for physical characteristics of property: Interior and exterior inspection Exterior inspection from street Previous appraisal files
 MLS Assessment and tax records Prior inspection Property owner Other (Describe):
 No. of Stories 1 Type (Det./Att.) Det Exterior Walls Vinyl Roof Surface Asphalt Manufactured Housing Yes No
 Does the property generally conform to the neighborhood in terms of style, condition and construction materials? Yes No If No, attach description.
 Are there any apparent physical deficiencies or conditions that would affect the soundness or structural integrity of the improvements or the livability of the property?
 Yes No If Yes, attach description.
 Are there any apparent adverse environmental conditions (hazardous wastes, toxic substances, etc.) present in the improvements, on the site, or in the immediate vicinity of the subject property?
 Yes No If Yes, attach description.

I researched the subject market area for comparable listings and sales that are the most similar and proximate to the subject property.
 My research revealed a total of 30 sales ranging in sales price from \$ 245,000 to \$ 510,000 .
 My research revealed a total of 7 listings ranging in list price from \$ 294,900 to \$ 439,000 .
 The analysis of the comparable sales below reflects market reaction to significant variations between the sales and the subject property.

FEATURE	SUBJECT	SALE 1		SALE 2		SALE 3	
Address	16417 Hilltop Ter Minnetonka, MN 55345	5651 Glen Moor Cir Minnetonka, MN 55345		18916 Shady Ln S Minnetonka, MN 55345		4762 Dominick Way Minnetonka, MN 55343	
Proximity to Subject		1.95 miles E		1.66 miles NW		2.60 miles E	
Sales Price	\$ N/A	\$ 260,920		\$ 312,000		\$ 275,000	
Price/Gross Living Area	\$ <input checked="" type="checkbox"/> 300.60 <input checked="" type="checkbox"/>	\$ 433.33 <input checked="" type="checkbox"/>		\$ 306.92 <input checked="" type="checkbox"/>			
Data & Verification Sources		MLS/Hennepin County Records		MLS/Hennepin County Records		MLS/Hennepin County Records	
VALUE ADJUSTMENTS	DESCRIPTION	DESCRIPTION	+(-)\$ Adjust.	DESCRIPTION	+(-)\$ Adjust.	DESCRIPTION	+(-)\$ Adjust.
Sales or Financing Concessions		Conv 14 DOM 7828	0	Conv 70 DOM 3500	0	Conv 21 DOM 1500	0
Date of Sale/Time		08/30/2019	0	08/16/2019	0	03/27/2019	0
Location	Residential	Residential		Residential		Residential	
Site	15,310 sf	11,958 sf	+3,400	8409 sf	+6,900	23,228 sf	-7,900
View	Residential	Residential		Residential		Residential	
Design (Style)	Split Entry	Rambler		Rambler		Rambler	
Actual Age (Yrs.)	53	66	0	70	0	73	0
Condition	Average+	Average+		Good	-15,600	Average+	
Above Grade	Total Bdrms Baths	Total Bdrms Baths		Total Bdrms Baths		Total Bdrms Baths	
Room Count	4 4 1	4 2 1	+5,000	4 2 1	+5,000	4 2 1	+5,000
Gross Living Area	800 Sq. Ft.	868 Sq. Ft.	-4,800	720 Sq. Ft.	+5,600	896 Sq. Ft.	-6,700
Basement & Finished	800-800 fsf	868-420 fsf	+7,600	720-647 fsf	0	896-610 fsf	+3,800
Rooms Below Grade	3/0/0.1	2/0/1	-2,500	2/1/1	-5,000	3/1/0	0
Garage/Carport	2 Attached	1 Detached	+15,000	3 Attached	-15,000	1 Attached	+15,000
Porch/Patio/Deck	Patio	Patio		Deck	-5,000	Deck/Patio	-7,500
Net Adj. (total)		<input checked="" type="checkbox"/> + <input type="checkbox"/> -	\$ 23,700	<input type="checkbox"/> + <input checked="" type="checkbox"/> -	\$ -23,100	<input checked="" type="checkbox"/> + <input type="checkbox"/> -	\$ 1,700
Adjusted Sales Price of Comparables		Net 9.1 % Gross 14.7 %	\$ 284,620	Net 7.4 % Gross 18.6 %	\$ 288,900	Net 0.6 % Gross 16.7 %	\$ 276,700
Date of Prior Sale	N/A			N/A		N/A	
Price of Prior Sale	\$	\$	0	\$	0	\$	0

Analysis of any current agreement of sale, option, or listing of the subject property and analysis of the prior sales of subject and comparables: See above for sales history.

Summary of sales comparison and value conclusion: See attached addenda.

This appraisal is made "as-is", subject to completion per plans and specifications on the basis of a hypothetical condition that the improvements have been completed, or subject to the following repairs, alterations or conditions This appraisal is not based on minimum valuation, specific value or approval of a loan.

BASED ON AN EXTERIOR INSPECTION FROM THE STREET OR AN INTERIOR AND EXTERIOR INSPECTION, I ESTIMATE THE MARKET VALUE, AS DEFINED, OF THE REAL PROPERTY THAT IS THE SUBJECT OF THIS REPORT TO BE \$ 285,000 , AS OF 03/20/2020

Desktop Underwriter Quantitative Analysis Appraisal Report

File No. 1313063

PUD

Project Information for PUDs (If applicable) - - Is the developer/builder in control of the Home Owners' Association (HOA)? Yes No

Provide the following information for PUDs only if the developer/builder is in control of the HOA and the subject property is an attached dwelling unit:

Total number of phases _____ Total number of units _____ Total number of units sold _____

Total number of units rented _____ Total number of units for sale _____ Data Source(s) _____

Was the project created by the conversion of existing buildings into a PUD? Yes No If yes, date of conversion: _____

Does the project contain any multi-dwelling units? Yes No Data Source: _____

Are the common elements completed? Yes No If No, describe status of completion: _____

Are any common elements leased to or by the Home Owners' Association? Yes No If yes, attach addendum describing rental terms and options.

Describe common elements and recreational facilities: _____

CONDOMINIUM

Project Information for Condominiums (If applicable) - - Is the developer/builder in control of the Home Owners' Association (HOA)? Yes No

Provide the following information for all Condominium Projects:

Total number of phases _____ Total number of units _____ Total number of units sold _____

Total number of units rented _____ Total number of units for sale _____ Data Source(s) _____

Was the project created by the conversion of existing buildings into a condominium? Yes No If yes, date of conversion: _____

Project Type: Primary Residence Second Home or Recreational Row or Townhouse Garden Midrise Highrise _____

Condition of the project, quality of construction, unit mix, etc.: _____

Are the common elements completed? Yes No If No, describe status of completion: _____

Are any common elements leased to or by the Home Owners' Association? Yes No If yes, attach addendum describing rental terms and options.

Describe common elements and recreational facilities: _____

PURPOSE OF APPRAISAL: The purpose of this appraisal is to estimate the market value of the real property that is the subject of this report based on a quantitative sales comparison analysis for use in a mortgage finance transaction.

DEFINITION OF MARKET VALUE: The most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller, each acting prudently, knowledgeably and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby: (1) buyer and seller are typically motivated; (2) both parties are well informed or well advised, and each acting in what he considers his own best interest; (3) a reasonable time is allowed for exposure in the open market; (4) payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto; and (5) the price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions* granted by anyone associated with the sale.

* Adjustments to the comparables must be made for special or creative financing or sales concessions. No adjustments are necessary for those costs which are normally paid by sellers as a result of tradition or law in a market area; these costs are readily identifiable since the seller pays these costs in virtually all sales transactions. Special or creative financing adjustments can be made to the comparable property by comparisons to financing terms offered by a third party institutional lender that is not already involved in the property or transaction. Any adjustment should not be calculated on a mechanical dollar for dollar cost of the financing or concession but the dollar amount of any adjustment should approximate the market's reaction to the financing or concessions based on the appraiser's judgment.

STATEMENT OF LIMITING CONDITIONS AND APPRAISER'S CERTIFICATION

CONTINGENT AND LIMITING CONDITIONS: The appraiser's certification that appears in the appraisal report is subject to the following conditions:

- The appraiser will not be responsible for matters of a legal nature that affect either the property being appraised or the title to it. The appraiser assumes that the title is good and marketable and, therefore, will not render any opinions about the title. The property is appraised on the basis of it being under responsible ownership.
- The appraiser has provided any required sketch in the appraisal report to show approximate dimensions of the improvements and the sketch is included only to assist the reader of the report in visualizing the property and understanding the appraiser's determination of its size.
- The appraiser will not give testimony or appear in court because he or she made an appraisal of the property in question, unless specific arrangements to do so have been made beforehand.
- The appraiser has noted in the appraisal report any adverse conditions (such as, but not limited to, needed repairs, the presence of hazardous wastes, toxic substances, etc.) observed during the inspection of the subject property or that he or she became aware of during the normal research involved in performing the appraisal. Unless otherwise stated in the appraisal report, the appraiser has no knowledge of any hidden or unapparent conditions of the property or adverse environmental conditions (including the presence of hazardous wastes, toxic substances, etc.) that would make the property more or less valuable, and has assumed that there are no such conditions and makes no guarantees or warranties, expressed or implied, regarding the condition of the property. The appraiser will not be responsible for any such conditions that do exist or for any engineering or testing that might be required to discover whether such conditions exist. Because the appraiser is not an expert in the field of environmental hazards, the appraisal report must not be considered as an environmental assessment of the property.
- The appraiser obtained the information, estimates, and opinions that were expressed in the appraisal report from sources that he or she considers to be reliable and believes them to be true and correct. The appraiser does not assume responsibility for the accuracy of such items that were furnished by other parties.
- The appraiser will not disclose the contents of the appraisal report except as provided for in the Uniform Standards of Professional Appraisal Practice.
- The appraiser must provide his or her prior written consent before the lender/client specified in the appraisal report can distribute the appraisal report (including conclusions about the property value, the appraiser's identity and professional designations, and references to any professional appraisal organizations or the firm with which the appraiser is associated) to anyone other than the borrower; the mortgagee or its successors and assigns; the mortgage insurer; consultants; professional appraisal organizations; any state or federally approved financial institution; or any department, agency, or instrumentality of the United States or any state or the District of Columbia; except that the lender/client may distribute the report to data collection or reporting service(s) without having to obtain the appraiser's prior written consent. The appraiser's written consent and approval must also be obtained before the appraisal can be conveyed by anyone to the public through advertising, public relations, news, sales, or other media.
- The appraiser has based his or her appraisal report and valuation conclusion for an appraisal that is subject to completion per plans and specifications on the basis of a hypothetical condition that the improvements have been completed.
- The appraiser has based his or her appraisal report and valuation conclusion for an appraisal that is subject to completion, repairs, or alterations on the assumption that completion of the improvements will be performed in a workmanlike manner.

Desktop Underwriter Quantitative Analysis Appraisal Report

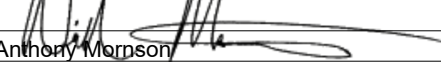
File No. 1313063

APPRAISER'S CERTIFICATION: The Appraiser certifies and agrees that:

1. I performed this appraisal by (1) personally inspecting from the street the subject property and neighborhood and each of the comparable sales (unless I have otherwise indicated in this report that I also inspected the interior of the subject property); (2) collecting, confirming, and analyzing data from reliable public and/or private sources; and (3) reporting the results of my inspection and analysis in this summary appraisal report. I further certify that I have adequate information about the physical characteristics of the subject property and the comparable sales to develop this appraisal.
2. I have researched and analyzed the comparable sales and offerings/listings in the subject market area and have reported the comparable sales in this report that are the best available for the subject property. I further certify that adequate comparable market data exists in the general market area to develop a reliable sales comparison analysis for the subject property.
3. I have taken into consideration the factors that have an impact on value in my development of the estimate of market value in the appraisal report. I further certify that I have noted any apparent or known adverse conditions in the subject improvements, on the subject site, or on any site within the immediate vicinity of the subject property of which I am aware, have considered these adverse conditions in my analysis of the property value to the extent that I had market evidence to support them, and have commented about the effect of the adverse conditions on the marketability of the subject property. I have not knowingly withheld any significant information from the appraisal report and I believe, to the best of my knowledge, that all statements and information in the appraisal report are true and correct.
4. I stated in the appraisal report only my own personal, unbiased, and professional analysis, opinions, and conclusions, which are subject only to the contingent and limiting conditions specified in this form.
5. I have no present or prospective interest in the property that is the subject of this report, and I have no present or prospective personal interest or bias with respect to the participants in the transaction. I did not base, either partially or completely, my analysis and/or the estimate of market value in the appraisal report on the race, color, religion, sex, age, marital status, handicap, familial status, or national origin of either the prospective owners or occupants of the subject property or of the present owners or occupants of the properties in the vicinity of the subject property or on any other basis prohibited by law.
6. I have no present or contemplated future interest in the subject property, and neither my current or future employment nor my compensation for performing this appraisal is contingent on the appraised value of the property.
7. I was not required to report a predetermined value or direction in value that favors the cause of the client or any related party, the amount of the value estimate, the attainment of a specific result, or the occurrence of a subsequent event in order to receive my compensation and/or employment for performing the appraisal. I did not base the appraisal report on a requested minimum valuation, a specific valuation, or the need to approve a specific mortgage loan.
8. I estimated the market value of the real property that is the subject of this report based on the sales comparison approach to value. I further certify that I considered the cost and income approaches to value, but, through mutual agreement with the client, did not develop them, unless I have noted otherwise in this report.
9. I performed this appraisal as a limited appraisal, subject to the Departure Provision of the Uniform Standards of Professional Appraisal Practice that were adopted and promulgated by the Appraisal Standards Board of The Appraisal Foundation and that were in place as of the effective date of the appraisal (unless I have otherwise indicated in this report that the appraisal is a complete appraisal, in which case, the Departure Provision does not apply).
10. I acknowledge that an estimate of a reasonable time for exposure in the open market is a condition in the definition of market value. The exposure time associated with the estimate of market value for the subject property is consistent with the marketing time noted in the Neighborhood section of this report. The marketing period concluded for the subject property at the estimated market value is also consistent with the marketing time noted in the Neighborhood section.
11. I personally prepared all conclusions and opinions about the real estate that were set forth in the appraisal report. I further certify that no one provided significant professional assistance to me in the development of this appraisal.

SUPERVISORY APPRAISER'S CERTIFICATION: If a supervisory appraiser signed the appraisal report, he or she certifies and agrees that: I directly supervise the appraiser who prepared the appraisal report, have examined the appraisal report for compliance with the Uniform Standards of Professional Appraisal Practice, agree with the statements and conclusions of the appraiser, agree to be bound by the appraiser's certifications numbered 5 through 7 above, and am taking full responsibility for the appraisal and the appraisal report.

APPRAISER: Nicolas Anthony Mornson

Signature: 
Name: Nicolas Anthony Mornson
Company Name: Appraisal Partners, Inc.
Company Address: 8012 Old Cedar Ave S, Bloomington, MN 55425
Date of Report/Signature: 03/20/2020
State Certification #: 40163120
or State License #: _____
State: MN
Expiration Date of Certification or License: 08/31/2020

SUPERVISORY APPRAISER (ONLY IF REQUIRED):

Signature: _____
Name: _____
Company Name: _____
Company Address: _____
Date of Report/Signature: _____
State Certification #: _____
or State License #: _____
State: _____
Expiration Date of Certification or License: _____

ADDRESS OF PROPERTY APPRAISED:

16417 Hilltop Ter
Minnetonka, MN 55345

APPRAISED VALUE OF SUBJECT PROPERTY \$ 285,000
EFFECTIVE DATE OF APPRAISAL/INSPECTION 03/20/2020

LENDER/CLIENT:

Name: No AMC
Company Name: West Hennepin Affordable Housing Land Trust
Company Address: 5101 Thimsen Avenue, Minnetonka, MN 55345

SUPERVISORY APPRAISER:

SUBJECT PROPERTY

- Did not inspect subject property
 Did inspect exterior of subject property from street
 Did inspect interior and exterior of subject property

COMPARABLE SALES

- Did not inspect exterior of comparable sales from street
 Did inspect exterior of comparable sales from street

Supplemental Addendum

File No. 1313063

Borrower	N/A						
Property Address	16417 Hilltop Ter						
City	Minnetonka	County	Hennepin	State	MN	Zip Code	55345
Lender/Client	West Hennepin Affordable Housing Land Trust						

This property was appraised by Nicolas Anthony Mornson, License Number 40163120, Certified Residential Real Property Appraiser. A Certified Residential Real Property Appraiser may appraise residential or agricultural property without regard to transaction value or complexity. A person licensed in this category can perform appraisals for federally related transactions.

APPRAISAL DEVELOPMENT AND REPORTING PROCESS

At the request of the lender, I conducted a REAL PROPERTY APPRAISAL intended to comply with Standard 1 of the Uniform Standards of Professional Appraisal Practice (USPAP). The report itself is intended to meet the requirements of an APPRAISAL REPORT as outlined in Standards Rule 2-2(a) of USPAP. This appraisal still meets all prior guidelines normally required for a FNMA/FHLMC appraisal.

The report presents summary discussion of the data, reasoning and analysis that were used in the appraisal process to develop the appraiser's opinion of value. Supporting documentation that is not provided with the report concerning the data, reasoning, and analysis is retained in the appraiser's file. The depth of the discussion contained in this report is specific to the needs of the client and for the intended use stated in the report. The appraiser is not responsible for unauthorized use of this report.

VERIFICATION OF SALES

Minnesota requires payment of a Deed Tax at the time of transfer of any real property. In order to enforce payment, and to provide sales data to assessors, a document called a Certificate of Real Estate Value (CRV) must accompany each Deed that is presented to the County Recorder for recording. The CRV has information regarding mortgage amount, terms, points paid by buyer and seller (if any), purchase agreement date and closing date. The Northstar MLS collects that data and provides it to appraisers and other real estate professionals. This office subscribes to that service, and the sales used in this report were verified by that source. In addition, the financing terms were analyzed to develop any financing adjustment that may appear in this report.

COMMENTS ON DIGITAL PHOTOS AND SIGNATURES:

1. The photos included in this appraisal are digital/electronic images, they have not been enlarged, enhanced or altered in any way.
2. If electronic/digital signatures are used, it has been ruled acceptable appraisal practice by USPAP.
3. The appraiser/appraisers certifies/certify that this appraisal includes an electronic/digital signature that is maintained and controlled by the appraiser through Appraisal Partners, Inc. The appraiser/appraisers has given authorization to apply the digital signature to this report.
4. Once the appraisal is digitally signed it cannot be altered in any way.

CONFIDENTIALITY AND SECURITY POLICY - In compliance with the Gramm-Leach-Bliley Act.

We consider privacy to be fundamental to our relationship with clients. We are committed to maintaining the confidentiality, integrity and security of clients' personal information. Internal policies have been developed to protect this confidentiality, while allowing client needs to be served.

We restrict access to personal information to authorized individuals who need to know this information to provide service and products for you. We maintain physical, electronic, and procedural safeguards that comply with federal standards to protect your nonpublic personal information.

No information regarding this transaction will be disclosed under any circumstance.

I have performed no services, as an appraiser or in any other capacity, regarding the property that is the subject of this report within the three-year period immediately preceding acceptance of this assignment.

EXPOSURE TIME

Two related but different concepts are Exposure and Marketing Time. In appraisal terminology, Exposure Time refers to the historical time frame required to sell a property and Marketing Time is the forecasted period to sell property just placed on the market. Differences in the two concepts appear when there is a perceived change in the market.

The 2020-2021 edition of USPAP further defines these terms as follows:

EXPOSURE TIME: estimated length of time that the property interest being appraised would have been offered on the market prior to the hypothetical consummation of a sale at market value on the effective date of the appraisal. Comment: Exposure time is a retrospective opinion based on an analysis of past events assuming a competitive and open market.

MARKETING TIME: an opinion of the amount of time it might take to sell a real or personal property interest at the concluded market value during the time period immediately after the effective date of the appraisal. Comment: While exposure time precedes the effective date of the value, marketing time is subsequent. This is "forward looking" and starts on the effective value date. This is a future forecast.

A reasonable exposure time for the subject property developed independently from the stated marketing time is 3 to 6 months.

The appraisal complies with the Uniform Standards of Professional Appraisal Practice (USPAP) and Title XI of the Financial Institutions Reform, Recovery and Enforcement Act (FIRREA) of 1989, as amended, 12 U.S.C. 3331 et seq., and any

Supplemental Addendum

File No. 1313063

Borrower	N/A				
Property Address	16417 Hilltop Ter				
City	Minnetonka	County	Hennepin	State	MN Zip Code 55345
Lender/Client	West Hennepin Affordable Housing Land Trust				

implementing regulations.

The utilities are on and in working order.

Seller paid concessions ranging between 1% and 3% are considered typical and acceptable in this submarket. No adjustments are applied for sale concessions unless they are atypical.

Legal Description:

LOT 004 WESTBURGS SUBD THE N 173.58 FEET OF THE FOL DESC TRACT BEG AT A PT IN THE S LINE OF LOT 4 DIS 223.06 FEET W FROM THE SE COR THOF TH N TO A PT 110 FT S FROM THE N LINE THOF AND 225.26 FEET W FROM THE E LINE THOF TH W PAR WITH THE N LINE THOF T O THE W LINE THOF TH S TO SW COR THOF TH E TO BEG EXCEPT ROAD

Zoning:

The subject zoning is non-conforming as the current minimum lot size is 22,000 square feet and the subject only has 15,310 square feet.

Minnesota Statute 462.357 allows property owners to rebuild nonconforming uses, if destroyed by fire or other peril to the extent of greater than 50% of its estimate market value, as indicated in the records of the county assessor at the time of damage. A building permit must be applied for within 180 days of the loss to qualify.

Non-conforming zoning does not affect marketability.

Valuation Breakdown

The site is typical in size for the area and has average appeal. Land values in Minnetonka are typically 30-70% of the total value of the property as improved. The estimated market value of the property as improved is \$285,000 with the land value estimated at \$150,000 and the improvements at \$135,000.

• Desktop Quantitative 2055: Sales Comparison Comments

The comparables represent the best sales available after a search of MLS data covering the past 12 months. In an effort to include recent sales of similar properties, it is necessary to exceed recommended guidelines regarding distance. No time adjustments are applied as the submarket is considered stable. Comparables with significant site size differential are adjusted at \$1.00 per square foot difference. No actual age adjustments are applied as the property's effective age is considered when determining condition ratings for each comparable. Comparable #2 has superior quality features and is adjusted down 5%. Adjustments for differences in room count are applied at \$2,500 per bedroom, \$2,500 per half bath and \$5,000 per bathroom. Basement adjustments consider finished square footage, bathrooms and bedrooms. Garage adjustments are applied at \$15,000 per stall difference. The three sold comparables are equally weighted in the final value analysis.

Subject Photo Page

Borrower	N/A						
Property Address	16417 Hilltop Ter						
City	Minnetonka	County	Hennepin	State	MN	Zip Code	55345
Lender/Client	West Hennepin Affordable Housing Land Trust						



Subject Front

16417 Hilltop Ter	
Sales Price	N/A
Gross Living Area	800
Total Rooms	4
Total Bedrooms	4
Total Bathrooms	1
Location	Residential
View	Residential
Site	15,310 sf
Quality	
Age	53



Subject Rear



Subject Street

Photograph Addendum

Borrower	N/A				
Property Address	16417 Hilltop Ter				
City	Minnetonka	County	Hennepin	State	MN Zip Code 55345
Lender/Client	West Hennepin Affordable Housing Land Trust				



Living Room



Kitchen



Dining Room



Laundry Room



Half Bath



Mechanicals

Photograph Addendum

Borrower	N/A						
Property Address	16417 Hilltop Ter						
City	Minnetonka	County	Hennepin	State	MN	Zip Code	55345
Lender/Client	West Hennepin Affordable Housing Land Trust						



Bedroom



Bathroom



Bedroom



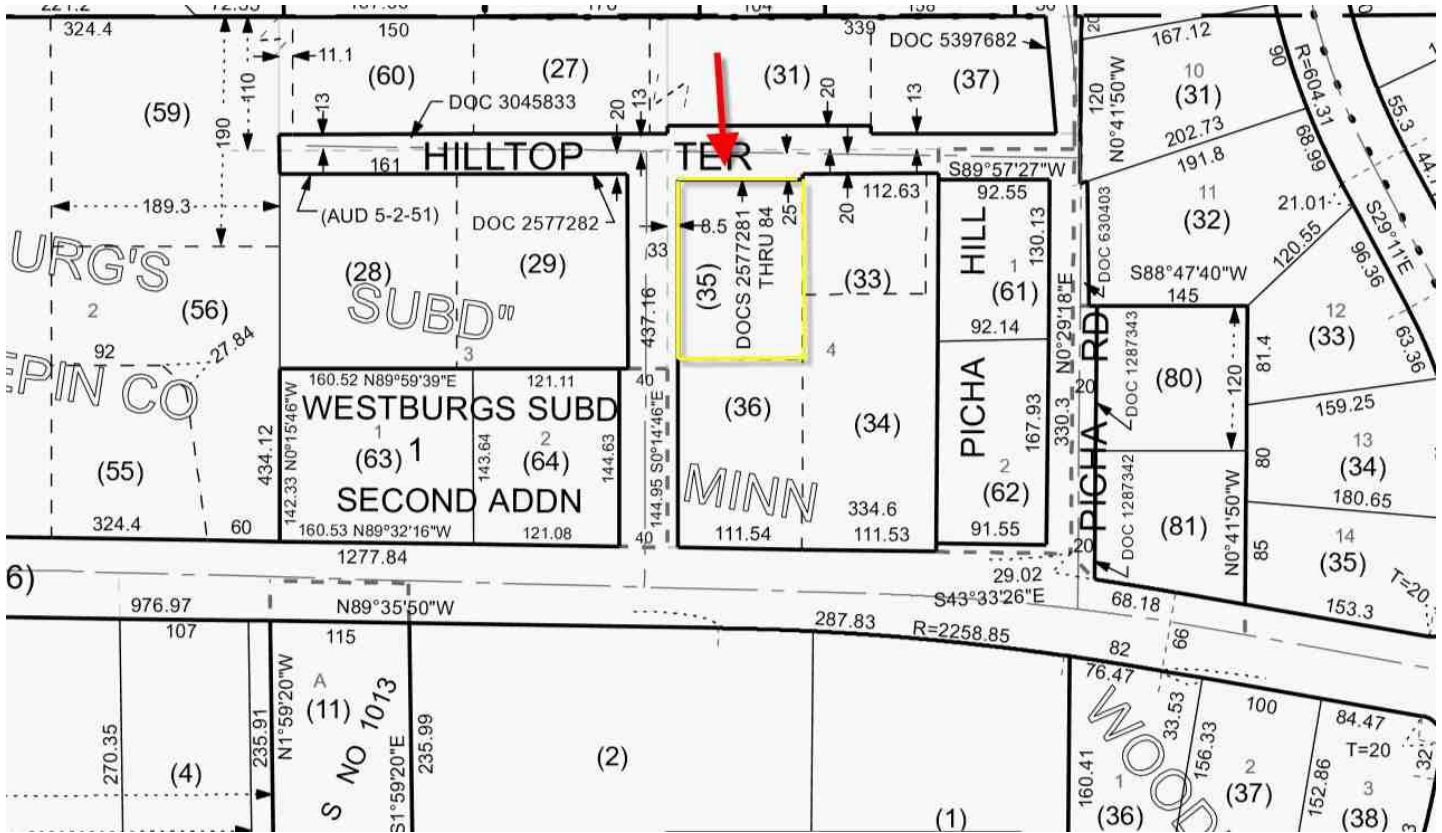
Bedroom



Bedroom

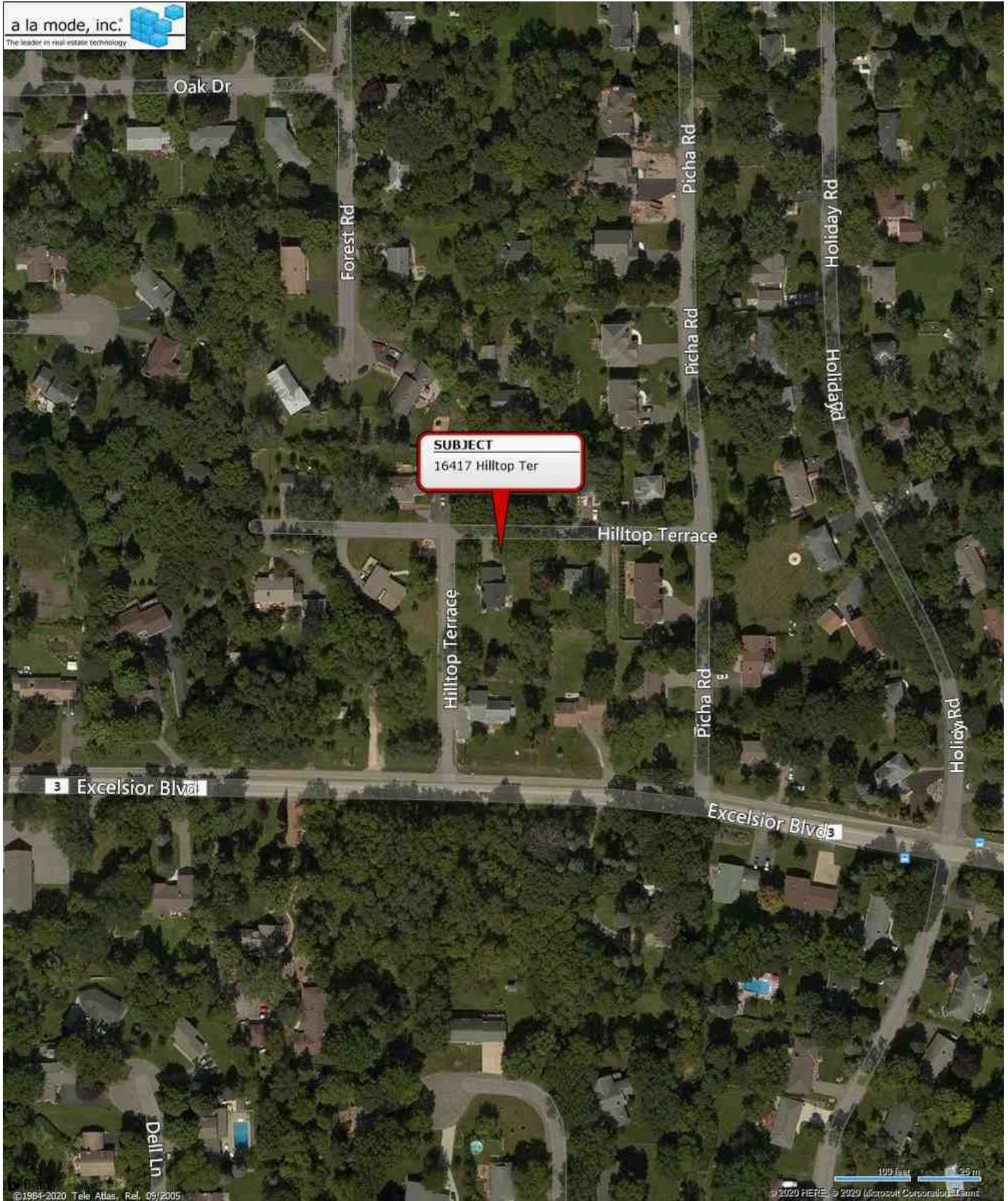
Plat Map

Borrower	N/A		
Property Address	16417 Hilltop Ter		
City	Minnetonka	County Hennepin	State MN Zip Code 55345
Lender/Client	West Hennepin Affordable Housing Land Trust		



Aerial Map

Borrower	N/A				
Property Address	16417 Hilltop Ter				
City	Minnetonka	County	Hennepin	State	MN Zip Code 55345
Lender/Client	West Hennepin Affordable Housing Land Trust				



Appraiser's License

STATE OF MINNESOTA



NICOLAS ANTHONY MORNSON MR
300 VICKSBURG LANE NORTH
PLYMOUTH, MN 55447

Department of Commerce

The Undersigned COMMISSIONER OF COMMERCE for the State of Minnesota hereby certifies that
Nicolas Anthony Mornson Mr

300 VICKSBURG LANE NORTH
PLYMOUTH, MN 55447

has complied with the laws of the State of Minnesota and is hereby licensed to transact the business of

Resident Appraiser : Certified Residential

License Number: 40163120

unless this authority is suspended, revoked, or otherwise legally terminated. This license shall be in effect until August 31, 2020.

IN TESTIMONY WHEREOF, I have hereunto set my hand this August 27, 2018.

A handwritten signature in cursive script that reads "Jessica Forman".

COMMISSIONER OF COMMERCE

Minnesota Department of Commerce

Licensing Division

85 7th Place East, Suite 500

St. Paul, MN 55101-3165

Telephone: (651) 539-1599

Email: licensing.commerce@state.mn.us

Website: commerce.state.mn.us

Notes:

- **Individual Licensees Only - Continuing Education:** 15 hours is required in the first renewal period, which includes a 7 hour USPAP course. 30 hours is required for each subsequent renewal period, which includes a 7 hour USPAP course.
- **Appraisers:** You must hold a licensed Residential, Certified Residential, or Certified General qualification in order to perform appraisals for federally-related transactions. **Trainees do not qualify.** For further details, please visit our website at commerce.state.mn.us.

STOCK COMPANY

PRO GUARD PLATINUM POLICY DECLARATIONS

POLICY NUMBER: REO0001356

Prior Policy Number: NEW

WESTERN WORLD INSURANCE COMPANY TUDOR INSURANCE COMPANY STRATFORD INSURANCE COMPANY

Named Insured and Mailing Address:

Appraisal Partners, Inc and IRR-Residential,
Inc

8012 Old Cedar Ave S

BLOOMINGTON, MN 55425

Agent/Broker #33601

Premium: \$ 2,480.00

Producer:

Professionals' Best
6760 University Avenue
Suite 250
San Diego, CA 92115

Policy Period: (Mo./Day/Yr.)

From: 05/10/2019

To: 05/10/2020

12:01 AM, standard time at your mailing address shown above.

EXCEPT AS MAY OTHERWISE BE PROVIDED IN THE FOLLOWED POLICY, THIS POLICY MAY APPLY ONLY TO CLAIMS FIRST MADE IN ACCORDANCE WITH THE TERMS, CONDITIONS AND REQUIREMENTS OF THE FOLLOWED POLICY; AND THE LIMIT OF LIABILITY IS REDUCED AND MAY BE EXHAUSTED BY PAYMENT OF DEFENSE COSTS OR CLAIMS FEES AND EXPENSES. PLEASE READ THE FOLLOWED POLICY AND THIS POLICY CAREFULLY.

ITEM 1. PROFESSIONAL SERVICES:

Real Estate Appraisers

ERRORS AND OMISSIONS LIABILITY INSURANCE		
ITEM 2. LIMIT OF INSURANCE	Each Claim Limit \$ <u>1,000,000</u>	Aggregate Limit \$ <u>1,000,000</u>
ITEM 3. DEDUCTIBLE	Each Claim \$ <u>2,500</u>	Aggregate \$ _____
ITEM 4. RETROACTIVE DATE		<u>05/10/2011</u>
ITEM 5. PREMIUM		\$ <u>2,480.00</u>

PRO GUARD PLATINUM POLICY DECLARATIONS (continued)

ITEM 6. FORMS AND ENDORSEMENTS

Forms and Endorsements applying to this Coverage Part and made part of the Policy at time of issue:

**SEE SCHEDULE OF FORMS AND ENDORSEMENTS AND
THE INSURED'S APPLICATION FOR THIS INSURANCE.**

THESE DECLARATIONS ARE PART OF THE POLICY DECLARATIONS CONTAINING THE NAME OF THE INSURED AND THE POLICY PERIOD.

WESTERN WORLD INSURANCE GROUP

Western World Insurance Company
Tudor Insurance Company
Stratford Insurance Company

Administrative Office
300 Kimball Drive, Suite 500
Parsippany, New Jersey 07054

We will provide the insurance described in this policy in return for the premium and compliance with all applicable provisions of this policy. If required by state law, this policy shall not be valid unless countersigned by our authorized representative.


Secretary


President

Countersigned:

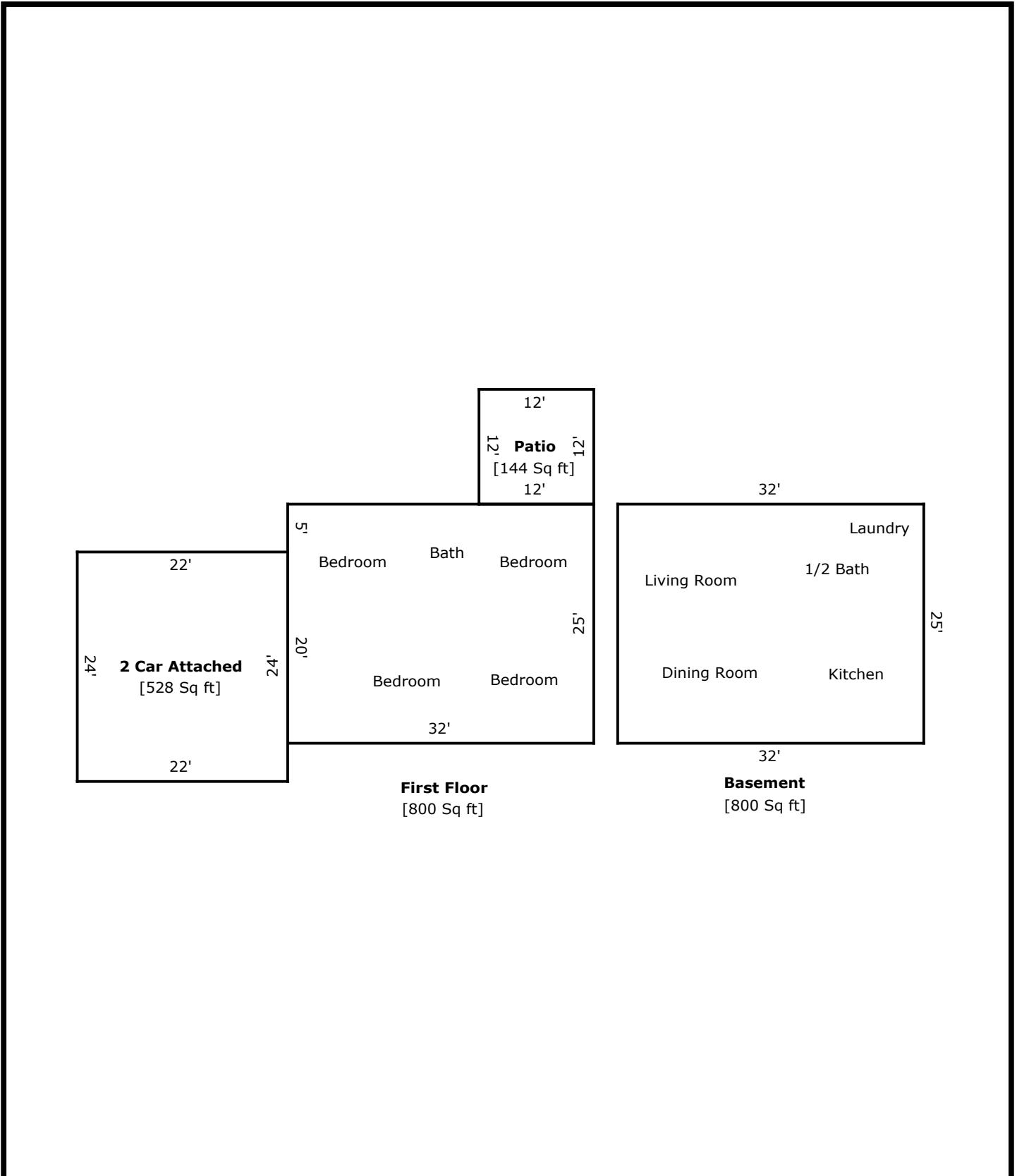
05/06/2019 PECKISAA

By: 

Authorized Representative

Building Sketch

Borrower	N/A			
Property Address	16417 Hilltop Ter			
City	Minnetonka	County	Hennepin	State MN Zip Code 55345
Lender/Client	West Hennepin Affordable Housing Land Trust			



TOTAL Sketch by a la mode, inc.

Area Calculations Summary

Living Area	Calculation Details	
First Floor	800 Sq ft	$25 \times 32 = 800$
Total Living Area (Rounded):	800 Sq ft	
Non-living Area		
2 Car Attached	528 Sq ft	$22 \times 24 = 528$
Patio	144 Sq ft	$12 \times 12 = 144$
Basement	800 Sq ft	$25 \times 32 = 800$

Comparable Sales Map

Borrower	N/A			
Property Address	16417 Hilltop Ter			
City	Minnetonka	County	Hennepin	State MN Zip Code 55345
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