

AGENDA

CITY OF MINNETONKA

**JOINT STUDY SESSION WITH EDAC
STUDY SESSION – FOLLOWING JOINT MEETING**

MONDAY, SEPTEMBER 26, 2011

6:00 PM

BOARDS & COMMISSIONS ROOM

1. Housing Improvement Area
2. Adjourn the special joint study session in order to convene the regular study session
3. Shady Oak Road update
4. Adjourn the study session

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.

Joint City Council and EDAC Study Session Item #1 Meeting of September 26, 2011

Brief Description: Housing Improvement Area council policy

Background

The Housing Improvement Area (HIA) concept was discussed at the August 1 city council study session as one of the tools the city has for assisting residential properties. At the study session:

1. The council requested a report on the various housing programs, their functions, how they are funded, and how they relate to each other. Staff has created an overview, both in a table form and visually, of the different programs available to Minnetonka residents and businesses, including the HIA (pages A1-A3).
2. The council agreed that the use of HIAs may be of benefit for the city's owner-occupied multi-family housing stock, and requested that staff draft a council policy.

HIA Council Policy

Since the study session, a council policy (pages A4-A6) on HIAs has been drafted. A subcommittee of the EDAC met in August to review and provide feedback, which has been incorporated into the attached draft policy.

Eligible Uses of HIA Financing

This section discusses the types of situations where HIA financing will be considered, including neighborhood stabilization, revitalization, and where building code violations may exist.

Evaluation Criteria

Much of the evaluation criteria included in the draft policy are the same as the council reviewed on August 1. Additional clarification and criteria since August 1 include:

- Affordable (priced at approximately \$230,000) and mid-priced housing (\$350,000) will be given weight in the evaluation. Initially, staff had only included affordable priced housing; however, based upon the comments by council in August, mid-priced housing is included. Staff has done research to determine the range of values for each association in the city. This information is included on page A7. The data shows that 85 percent are below the affordable/ mid priced range. The data also shows 74% of the units were built more than 20 years ago.
- Additional language was added that the association must submit an adopted financial plan prepared by a third party. This will allow the city, when reviewing

the application, to determine if the HIA will indeed resolve the current funding issues and that they have adequately planned for future improvements.

- The EDAC subcommittee recommended evidence showing that other financing options are unavailable and this information be included with the application.
- An evaluation criterion was added that at least 75% of units in the association must be owner-occupied. This was an outcome of the EDAC and EDAC subcommittee discussion, but further research needs to be done to make sure that fair housing laws are followed. The EDAC's concern, in particular with the Cedar Ridge request, was because people are unable to sell their condo unit, that they are renting these properties out for higher prices than their mortgage amount and thus making a profit. The EDAC felt that the city should not be assisting associations where there are a lot of rental units.

Other Provisions

The other provisions section discusses the application process, financing, and the need to enter into a development agreement. Highlights include:

- State statute requires that at least 50% of property owners must sign a petition requesting the city consider an HIA. At the EDAC subcommittee meeting, commissioners felt that it was important that there be a vested interest by the association's owners, and so they recommended that a minimum of 60% of the property owners must sign the petition.
- All fees, taxes, and other charges must be current on common areas.
- The association will enter into a development agreement with the city. It is the intention that the development agreement will spell out that the association is responsible for the construction of the improvements and the city is responsible for the initial financing, each subject to certain criteria.
- The maximum financing term will be for 20 years.

Fees:

- An administrative fee of \$5,000 will be required at the time of application to ensure city staff time is addressed.
- A fee would be charged to cover the consulting expenses if a bond were issued (when total projects exceed approximately \$1,500,000), much the same as in tax exempt financing.
- A surcharge would be assessed with the project assessment to cover day to day costs associated with managing the assessment.

The draft HIA council policy is consistent with requirements in other cities. A comparison sheet of other communities' HIA policies and procedures is included on page A8.

Cedar Ridge Follow-up

The next step would be to formally adopt the HIA policy at the council level. Staff's intention is to then bring back the Cedar Ridge request for a HIA and finance it through internal city financing. The exact fund (e.g. development fund) for this request has not yet been identified, but any city projects financed by that same fund will not be delayed because of this project.

Education

It is clear that not all homeowner's associations are at the same level of need or in the same situation as it relates to its long term planning. Staff has prepared a general plan to address this issue:

- Minnetonka Memo - Initial article in the memo about the age of existing multi-family housing, statistics on the homes, importance of the housing stock and impact of long term planning. Offer to meet with interested associations.
- Select Mailing – Identify at least 3 of the associations that the city is aware of in terms of needing assistance.
- Web Site – Dedicate a page on the city website that contains information about the issues described in the memo.
- Property Management Communication – Prepare information for property management companies who work with associations in Minnetonka. Offer meetings with companies as it relates to associations they manage within the city.

Discussion Point

- *Are the council and EDAC in agreement with the draft HIA council policy?*

Summary

If the council is in agreement with the draft HIA council policy, staff will prepare it for council adoption.

Submitted through:

John Gunyou, City Manager

Originated by:

Julie Wischnack, AICP, Community Development Director
Elise Durbin, AICP, Community Development Supervisor

HOUSING PROGRAMS

Program	Source of Funds	Administrator	Target	Funds	Notes/Goals
<i>Owner-Occupied Housing Rehabilitation</i>					
CDBG owner-occupied rehabilitation (\$20,000)	Federal (HUD)	City	80% AMI or less (\$64,400 for family of 4)	Approx. \$75,000/yr depending on allocation	<ul style="list-style-type: none"> •0% interest, deferred •500+ homes assisted to date
CDBG Emergency Repair (\$5,000)	Federal (HUD)	CAPSH 15% admin fee	80% AMI or less (\$64,400 for family of 4)	Approx. \$75,000/yr depending on allocation	<ul style="list-style-type: none"> •0% interest, deferred •Over 50 homes assisted since 2005
Fix Up Fund (Up to \$35,000)	State	Center for Energy and Environment	Household income of \$96,600 or less	Ongoing	<ul style="list-style-type: none"> •5.99% interest rate •Most improvements are eligible
Home Energy Loan program	State	Center for Energy and Environment	No income limit	\$20,000 maximum loan amount	<ul style="list-style-type: none"> •0-4.99% interest rate •Energy efficiency improvements
Minnetonka Home Enhancement	City (HRA levy)	GHMC 10% admin fee	Up to 120% AMI based upon household size	<ul style="list-style-type: none"> •\$190,000* total •Up to \$15,000 per loan 	<ul style="list-style-type: none"> •Began June 2011 •17 apps (6 of those not qualified)

<i>First Time Homebuyer</i>					
Minnesota Mortgage Program	State	Select local lenders	100% AMI	Ongoing	<ul style="list-style-type: none"> •Mortgage program •3.625% interest rate
Homeownership Assistance Fund	State	Select local lenders	60% AMI	Up to \$5,000 per loan	<ul style="list-style-type: none"> •For downpayment/ closing costs •Interest free loan
Welcome to Minnetonka	City (HRA levy)	GHMC 10% admin fee	Up to 120% AMI based upon household size	<ul style="list-style-type: none"> •\$190,000* total •Up to \$10,000 per loan 	<ul style="list-style-type: none"> •Began June 2011 •7 apps with first loan closing soon

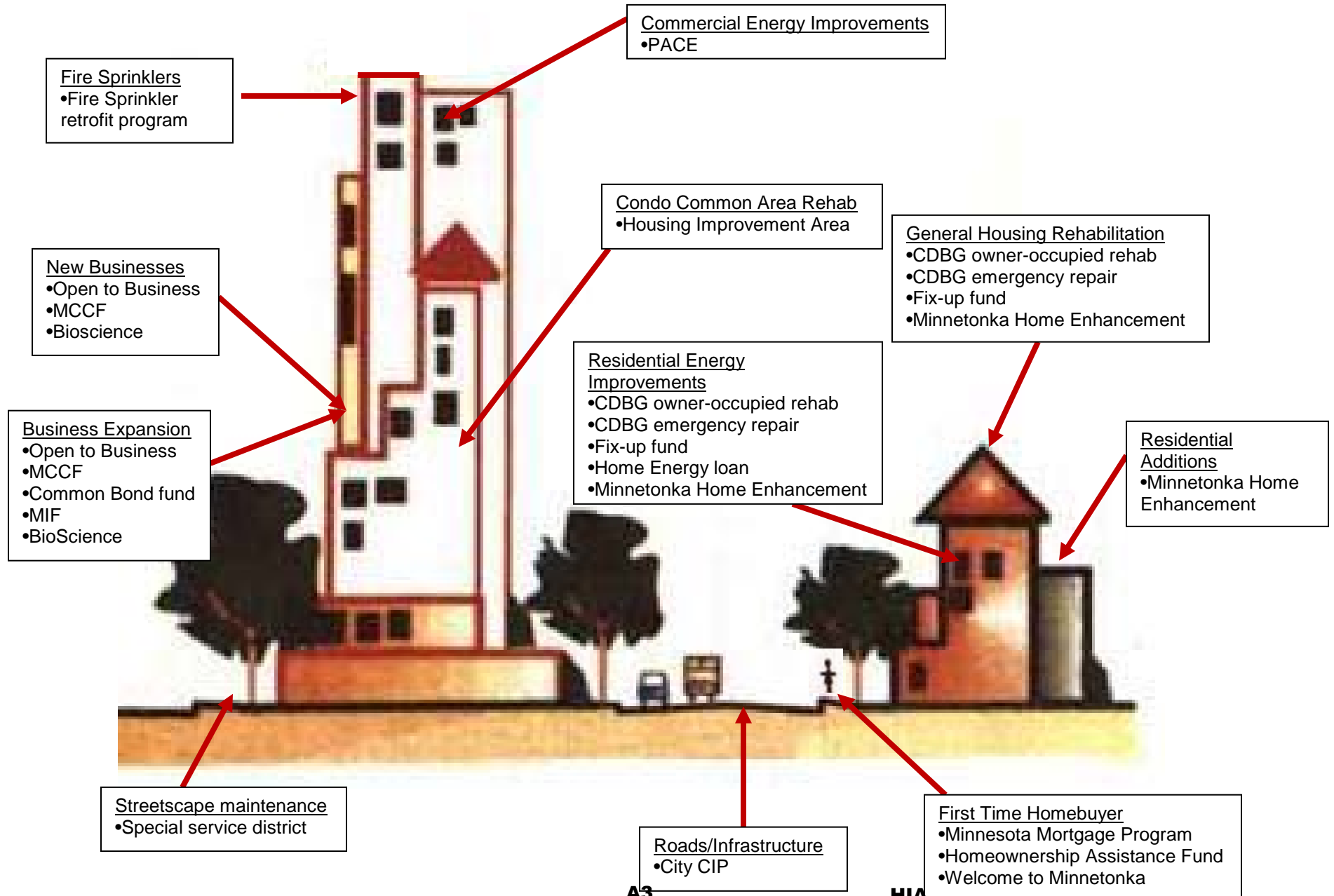
*Currently \$190,000 available between the Minnetonka Home Enhancement and the Welcome to Minnetonka program

<i>Other Housing Programs</i>					
Housing Improvement Area	City	City	Common Interest Communities (Condos, Townhouses)	<ul style="list-style-type: none"> •City finances or bonds •Property owners are specially assessed 	<ul style="list-style-type: none"> •Provide funds to rehab common areas

BUSINESS PROGRAMS

Program	Source of Funds	Administrator	Target	Funds	Notes/Goals
Commercial/Retail Programs					
Open to Business	City	MCCD	Residents, businesses, entrepreneurs	Annual fee of \$10,000 paid from return of TCCCF fee	70+ interactions with Minnetonka residents to date
Fire Sprinkler Retrofit program	City	City	Commercial properties needing a fire sprinkler system	<ul style="list-style-type: none"> •City finances or bonds •Property owners are specially assessed 	<ul style="list-style-type: none"> •Council Policy 5.2 •7 properties have used this since 2001
Special Service District	City	City	Business common areas	Property owners are assessed	Maintenance/upkeep of common areas
Property Assessed Clean Energy Program (PACE)	City	City	Energy efficiency/alternative energy improvements	<ul style="list-style-type: none"> •City finances or bonds •Property owners are specially assessed 	EDAC reviewing concept at September 22 meeting
CommonBond Fund	Hennepin County	City of Minneapolis	Manufacturing businesses	•City of Minneapolis finances	Owner-occupied businesses looking to expand/relocate to Hennepin County
Minnesota Community Capital Fund (MCCF)	City (used to leverage others)	MCCF	For-profit or non-profit businesses	\$50,000 to \$2,500,000	Gap financing for acquisition, renovation, construction, etc.
Minnesota Investment Fund (MIF)	State	DEED	Existing businesses	Up to \$500,000	For job growth/job retention
BioScience	State	DEED	New/existing bioscience businesses	Up to \$1,000,000	Infrastructure improvements for new/existing bioscience businesses

COMMUNITY DEVELOPMENT PROGRAM SUMMARY



Policy Number XXX
Housing Improvement Areas

Purpose of Policy: This policy establishes evaluation criteria that guide the city council in consideration of a housing improvement area

Introduction

Under the Minnesota Statutes Chapter 428A, cities are given authority to create Housing Improvement Areas (HIA). A HIA is a defined area where private housing improvements are made, including common elements in a common interest community or condominium, and where costs associated with the improvements are paid for by fees imposed on property owners. Within a HIA, the city has the authority to finance housing improvements through levying fees and assessments, and may issue bonds to pay for improvements.

Consideration of a HIA must come from a petition of the owners of at least 60 percent of the housing units where the HIA fee would be imposed. If the city approves a HIA, and if more than 45 percent of the owners file an objection after the approval, then the HIA is not effective.

The council is aware that creation of a HIA may be of benefit to the city and will consider requests subject to this council policy. The council considers the creation of a HIA to be a privilege, not a right.

It is the judgment of the council that the creation of a HIA be used on a selective basis. It is the applicant's responsibility to demonstrate the benefit to the city, and that they should understand that although approval for another HIA may have been granted previously by the city for a similar project, the council is not bound by that earlier approval.

Eligible Uses of HIA Financing

The City of Minnetonka will consider using HIA financing to assist private property owners only in those circumstances in which the proposed private project addresses one or more of the following goals:

- To promote neighborhood stabilization and revitalization by the removal of blight and/or the upgrading of the existing housing stock in a neighborhood.
- To correct housing or building code violations as identified by the city's Building Official or to meet other compliance on other regulatory matters.
- To maintain or obtain FHA mortgage eligibility for a particular condominium or townhouse association.
- To prevent the loss of the tax base of the City in order to ensure the long-term ability of the City to provide adequate services for its residents.

- To stabilize or increase the owner-occupied level within an association or neighborhood.
- To meet other uses of public policy, as adopted by the City of Minnetonka from time to time, including energy conservation, preservation of affordable units, decreasing the capital and operating costs of local government, etc.

Evaluation Criteria

The city will use the following criteria when evaluating a HIA request:

- The improvements financed by the HIA will help to meet the goals identified in the comprehensive plan and ULI study of preserving existing owner-occupied housing stock and neighborhood character.
- Weight will be given when the values of the housing units are in the affordable to mid-priced range (approximately \$350,000 or less).
- Emphasis will be placed on improvements needed to remedy life, safety or other regulatory compliance issues or to prevent future life and safety issues.
- The HIA funds are not intended to provide 100% of the funding for the association's long range replacement schedule, and that the association's own current and future funds are being contributed, in addition to the HIA funding.
- The HIA funding resolves current capital improvements for the association and the association has taken measures to remedy the future costs of improvements. The association must submit an adopted financial plan, prepared by an independent third party, that provides for the maintenance and operation of the common elements within the association and a long-range plan to conduct and finance capital improvements. Compliance with Minnesota Statutes 515B.3-1141 should be maintained.
- All other funding sources have been explored and are not feasible. Evidence that the association has sought other financing must be provided and should include an explanation and verification that an assessment by the association is not feasible along with letters from private lenders or other evidence indicating a lack of financing options.
- At least 75% of the units in the association must be owner-occupied.

Other Provisions

- The petition with at least 60 percent of the property owners from the proposed housing improvement area must first be received prior to any city review.
- Applications and petitions are due to the city by March 1.

- An administrative fee of \$5,000 will be required at the time of application and is non-refundable.
- A fee of one-half percent of a bond issuance will be charged to cover the consulting expenses if a bond is issued.
- A surcharge will be assessed with the project assessment to cover day to day costs associated with managing the assessment.
- The commonly owned areas must be current on all fees, charges, taxes, special assessments and other debts or obligations that are payable to the city regarding any matter.
- The applicant will be required to enter into a development agreement with the city outlining the terms of the HIA, which may include, but is not limited to, the following terms:
 - Staffing requirements related to third party involvement on annual reporting requirements
 - Annual reporting requirements, including annual financial audits
 - Conditions of disbursement
 - Required dues increases
 - Notification to new owners levied fees
 - Minimum number of bids to be submitted for the construction work
 - Development and construction of plans relating to the improvements
- The maximum financing term will be for 20 years, unless otherwise approved by the council.

Adopted by Resolution No. 2011-XXX
Council Meeting of XXXX

Minnetonka Condominiums and Townhouses - sorted by year built

Name of Condo/Townhouse	Address/Streets	# of Units	Year Built	2011 Approx. Values	2009-2011 Values
Cedar Ridge Condos	10211, 10301, 10311 Cedar Lake Road	180	1969	<\$100,000	-20%
Seven Oaks Condos	3412 Oak Ridge Road	59	1971	\$75-\$133,000	-15% to -30%
Country Villa Townhouses	Minnetonka Mills Road	19	1972	\$140,000	-8%
Townhouses of Shady Oak	Abbott La/Ct/Pl, Carter La	74	1972	\$186-\$235,000	-2%
Breconwood Townhouses	Tioga, Breconwood, Brigham, Comstock	88	1975	\$160-\$325,000	-3% to -6.5%
Greenbrier Village Condos	Cedar Lake Road	462	1975	<\$125,000	-15% to -30%
Preston Trails Townhouses	Country La, Cimarron, Wildwood, Lonsdale	108	1976	\$100-\$175,000	-10% to -20%
Clearspring Townhouses	Spring Circle	54	1978	\$170-\$200,000	-2% to -7%
Beachside Townhouses	Beachside Drive	168	1979	\$145-\$166,000	-8% to -12%
Saddlewood Townhouses	Laramie, Redwood, Aspenwood, Saddlewood	56	1979	\$175-\$335,000	-5%
St. Albans Mill Road Condos	St. Albans Mill Road	129	1979	\$100-\$152,000	0%
Creek View Hills (Townhouses)	Creek View Ridge/Trail	48	1980	\$145-\$165,000	-6%
Pepperwood Townhouses	Pepperwood Cir/Trail	32	1980	\$165-\$235,000	-9% to -16%
Beachside 2 Townhouses	Sanibel Drive, Pompano Dr., Bimini Drive	410	1981	\$130-\$230,000	-7% to -13%
Huntington Woods (Townhouses)	Rowland Road	17	1981	\$175-\$200,000	-15%
Glen Lake Shores Condos	14319 Stewart Lane	30	1982	\$150-\$185,000	-6% to 0%
The Ponds at Greenbrier Condos	Greenbrier Road	130	1982		
5607 Green Circle Drive Condos	5607 Green Circle Drive	72	1983	<\$125,000	-20%
5627 Green Circle Drive Condos	5627 Green Circle Drive	72	1983	<\$125,000	-20%
5643 Green Circle Drive Condos	5643 Green Circle Drive	48	1983	<\$125,000	-20%
5645 Green Circle Drive Condos	5645 Green Circle Drive	48	1983	<\$125,000	-20%
5697 Green Circle Drive Condos	5697 Green Circle Drive	72	1983	<\$125,000	-20%
Arrowhead	Arrowhead Trail/Arrowhead Court	17	1983	\$215-\$325,000	-3%
Woodbine Condos	12700 Sherwood Place	45	1983	\$300-\$400,000	-7% to 0%
Creek View Hills Townhouses	Covington Ter/Path, Creeks Bend Drive	96	1984	\$150-\$170,000	-12%
Manchester Place Condos	Sussex Drive	16	1984	\$150-\$160,000	-8%
Minnetonka Woods Townhouses	Bayswater Drive, West End	18	1984	\$145-\$185,000	-13%
Sherwood Place Condos	Sherwood Place	36	1984	\$120-\$150,000	
Southridge Townhouses	Southridge Court	18	1984	\$200-\$242,000	-7%
The Atrium Condos	Atrium Way	83	1984	\$140-\$180,000	-10% to -21%
West Oaks of Minnetonka Condos	Oakton Drive	33	1984	\$180-\$378,000	-17%
Vista Townhouses	Vista Drive	25	1986	\$300-\$375,000	-13% to -15%
Cherry Hill Townhouses	Clear View Lane, Ter, Court	58	1987	\$132-\$190,000	-8% to -16%
Creek Bend Condos	Creeks Bend Drive	28	1987	\$125-\$150,000	-12%
Lakewood Townhouses	Stewart Lane	12	1987	\$240-\$250,000	-3%
Windmill Ridge	Minnetonka Boulevard	22	1987	\$215-\$250,000	-3%
Brenwood Condos	6085 Rowland Road	36	1988	\$100-\$150,000	
Lake Forest Condos	Rowland Road	22	1988		
Sherwood Court Townhouses	Sherwood Court	42	1988	\$240-\$286,000	-3% to -6%
Vista Woods Townhouses	Bren Road	12	1988	\$310-\$350,000	
West Oaks Townhouses	Oakton Ridge	20	1988	\$425-\$515,000	-10%
Chasewood	Chasewood Parkway	188	1989	\$110-\$150,000	
Lake Forest Townhouses	Butternut Circle, Silver Maple Circle	84	1989	\$175-\$340,000	-8%
Woodhill Townhomes	Sherwood Lane	24	1989	\$400-\$500,000	-3%
Manchester Village Townhouses	Sussex Drive/Sussex Place	51	1990	\$200-\$250,000	-10%
Carlisle Place Townhouses	West End, Sandy La, Bayswater, Carlisle	64	1991	\$178-\$190,000	-3%
Cherry Creek Townhouses	Apple Tree, Cherry Tree, Lime Tree, Peach Tree	32	1991	\$175-\$215,000	-2%
Stoney Bridge Townhouses	Stoney Bridge Court	21	1991	\$225-\$300,000	-8%
Autumnwood Villas	Autumnwood Lane/Autumnwood Drive	56	1992	\$150-\$180,000	-17%
Waters Edge (Townhouses)	Waters Edge Drive	17	1992	\$450-\$500,000	2%
Ashcroft of Minnetonka	Ashcroft Rd/Ter/Pl/Circle	44	1993	\$380-\$480,000	-16% to 0%
Brenwood Townhouses	Bren Circle	22	1994	\$250-\$300,000	-3%
Creekview Townhouses	Creek Line Drive	28	1994	\$160-\$211,000	-6%
Breconwood II Townhouses	Breconwood Circle	18	1995	\$270-\$400,000	-15% to 0%
Brenwood 2 Condos	5958 Rowland Road	36	1995		
Gables of West Ridge (Townhouses)	Fairfield Rd/Way/Spur/Cir	124	1995		
Greenbrier Villas	Cove Drive	30	1995		
Bayhill Condos	Fairfield Road	68	1996		
Wyndham Hill Townhouses	Wyndham Hill Drive	14	1998	\$325-\$400,000	-14%
Boulder Creek Townhouses	Town Line Road	13	1999	\$250-\$300,000	
Somerset Ridge	Foxhall Road	11	1999	\$450-\$575,000	
Cedar Green (Townhouses)	Cedar Green	17	2000	\$360-\$630,000	
Enclave (Townhouses)	Enclave Drive	11	2000	\$530-\$750,000	
Ridgebury Townhouses	Willoughby Way E/W	167	2000		
Windpoint Villas (Condos)	12811 Sherwood Place	12	2000	\$280-\$350,000	
Clarion Hills (Townhouses)	Clarion Circle, Clarion Way	39	2001	\$425-\$500,000	
Big Willow Townhouses	Minnetonka Boulevard	4	2004	\$355,000	-5%
Cloud 9 Condos	Smetana Drive	164	2005		
Lakeside Estates	Glen Lake Drive	13	2005	\$375-\$400,000	-12% to -17%
The Sanctuary (Townhouses)	Sanctuary Drive	23	2005	\$500-\$725,000	-13%
Wyldewood Condos	408 Parkers Lake Road	39	2005		
Deephaven Cove (Townhouses)	Valley Cove Court	12	2006	\$200-\$375,000	0%

Citywide Condo average 2010-2011: -6.28%
Citywide Condo average 2009-2010: -10.2%
Citywide Townhouse average 2010-2011: -3.89%
Citywide Townhouse average 2009-2010: -5.17%

4,461 total units

Pre-1970: 180 units (4%)
1970-1979: 1,217 units (27%)
1980-1989: 1,914 units (43%)
1990-1999: 649 units (15%)
2000 and later: 501 units (11%)

City	# of HIA districts	HIA funding	Financing Terms	Policy	Process	Fees
Coon Rapids	10	<ul style="list-style-type: none"> •All have been internally financed. •Largest district amount at \$611,000. 		No	<ol style="list-style-type: none"> 1. Staff meets with HOA. 2. Petition submitted. 3. Staff and council review. <ul style="list-style-type: none"> •Petitions accepted at any time •Have a process they follow 	City assessment fee of 2.4% up to \$500/unit
Hopkins	4	Bonds	Max term of 20 years	Yes		½% of bond issuance or \$10,000
Minneapolis	0	Will either internally finance or issue bonds	<ul style="list-style-type: none"> •Max term of 20 years •Minimum assistance of \$500,000 	Yes	<ol style="list-style-type: none"> 1. Staff meets with HOA. 2. Association provides 3 denial letters from banks. 3. Application and petition submitted with 75% of owners' signatures (state statute is 50%). 4. Staff and council review. 	Application fee: \$3,000 Processing fee: \$30,000 Annual fee: \$7,500
Roseville	1	<ul style="list-style-type: none"> •Bonds •City funds •HRA funds 	Max term of 15 years	Yes		2% of total
St. Louis Park	5	<ul style="list-style-type: none"> •Internally finance •Will bond if request is over \$1,000,000 	Max term of 20 years	Yes	<ol style="list-style-type: none"> 1. Staff meets with HOA. 2. Application and petition submitted. 3. Staff and council review. <ul style="list-style-type: none"> •Applications and petitions accepted at any time 	½% of bond issuance or \$5,000
Minnetonka (Proposed)	0	To be determined	Max term of 20 years	Proposed	<ol style="list-style-type: none"> 1. Staff meets with HOA 2. Application, petition with 60% of owner's signatures, and evidence of denial of other financing is submitted. 3. Staff, EDAC, and council review 	½% of bond issuance or \$5,000

**City Council Study Session Item #3
Meeting of September 26, 2011**

Brief Description Shady Oak Road Improvement

Background

Since 2005, Shady Oak Road has been under consideration for improvements by Hennepin County. The specific section of road under consideration is from Excelsior Boulevard to north of State Highway 7. The improvement is now planned for 2014. The road project is estimated to be \$20 million, with the city of Minnetonka's share being approximately \$2.5 million.

Work Plan

As part of the road project there has been a number of construction drawings created. Earlier this year, the drawings were revised to lessen the road width which does two things: allows for a more "complete street" type design and lessens the need for additional right of way acquisitions.

Even though the right of way needed for the road project has not been definitively set, there continues to be the need for additional review for the commercial properties on the west side of the road, north of Excelsior Boulevard and past Main Street. Because Hennepin County Community Works has \$3 million available for redevelopment related projects, the County, the city of Hopkins and the city of Minnetonka have begun a detailed study of parking issues relating to the road improvement project. In particular, many businesses have parking along Shady Oak Road, which would be removed with the road improvement. Replacing the parking or removal of some buildings is being considered.

HKGi Inc., who looked at redevelopment opportunities in this area in 2005/2006, is leading the study of the potential uses for the community works dollars. The study includes the following:

Conduct Parking Analysis. Using the most recent roadway alternative assembled by WSB, HKGi will prepare two to four different alternatives for the removal of buildings in the corridor and the reorientation of parking. For each alternative, consideration will be given to access requirements, parking configurations, parking space sizing, possible reorientation of building facades, landscaping opportunities, and pedestrian circulation. The assessment will focus on the adequacy of parking for each use (code and actual use) and the preliminary financial implications of each alternative resulting from property acquisitions and business relocations.

Explore Redevelopment Opportunities. The study group will explore redevelopment opportunities arising from the range of parking alternatives.

Where parking alternatives depict the removal of existing buildings, locations and sizes of new infill business uses will be shown.

Meet with Project Sponsors. HKGi staff, along with staff from Wilson Development and McComb Group, will meet with staff members of the project sponsors to review the information assembled. Based upon the outcome of the meeting, modifications will be made. The outcome of this task will be an agreed upon set of redevelopment/parking concept alternatives corresponding to the most recent Shady Oak Road alignment alternative.

Meet with Property Owners. Along with project sponsors, HKGi staff will meet with corridor property owners to present the alternatives and seek reactions and input. Property owners include:

- Leamans Liquor Inc.
- Syndicate Sales Corporation
- George R. Wolfe Post No. 425
- Mokabaka LLC
- B J Johnson LTD Partnership
- Eric S. Johnson
- E H Ring Credit Shelter TR (city of Minnetonka property)

Discuss Property Owner Input. Meet with project sponsors to discuss input received from property owners and changes to any of the alternatives prompted by the input. The outcome of the discussion will be agreement on the option or options that are to be presented to the City Councils.

Final Report. HKGi will prepare a final report taking into account the preliminary input from the meeting of the City Councils. It is anticipated that the report will be used as part of the background information anticipating approval of the revised roadway layout plan by both cities. The report will address:

- Building removal and parking reallocations
- Redevelopment infill opportunities
- Building reorientations as appropriate
- Pedestrian circulation
- Business signage
- Landscaping concepts

Next Steps

Week of September 26th

Staff discusses the concept and associated costs. The outcome of the meeting will be an agreed upon plan to prepare for property owner meetings.

Week of October 10

Meetings with corridor property owners occur. Summaries will be provided.

October 25th

Joint City Council Meeting – Hopkins and Minnetonka.

November-December

Revise drawings and prepare documents for council consideration.

January, 2012

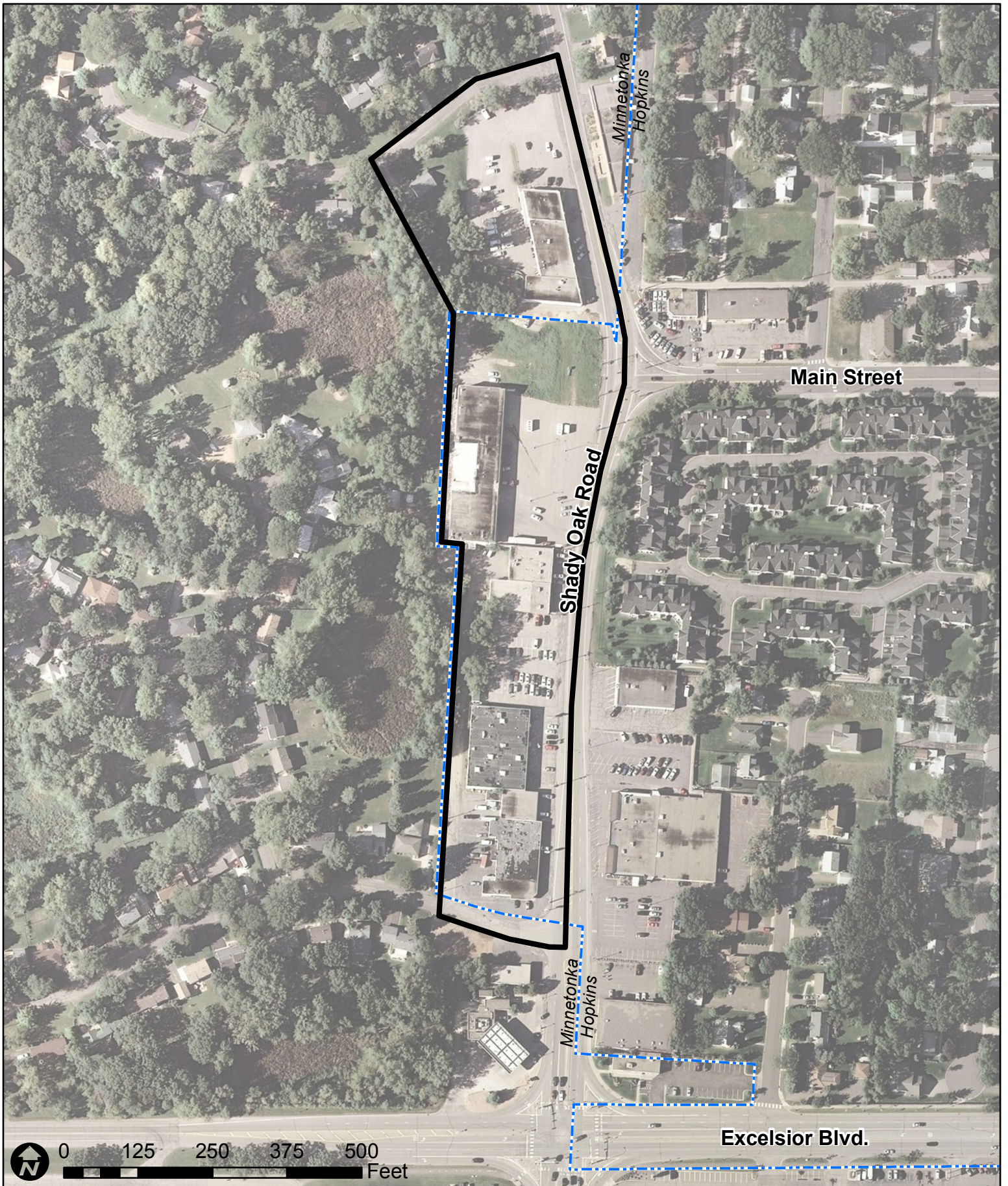
Cities vote on revised, final layout for road improvement.

Discussion Point

- *Is the council comfortable with the next steps?*



Originated by:

Julie Wischnack, AICP, Community Development Director



Shady Oak Road Parking and Redevelopment Analysis

Key

-  Project Boundary
-  Hopkins/Minnetonka Border

Hoisington Koegler Group Inc.
 Planning Landscape Architecture Urban Design

