

HENNEPIN COUNTY

MINNESOTA

FINAL COMMITTEE AGENDA

ADMINISTRATION, OPERATIONS AND BUDGET COMMITTEE

TUESDAY, SEPTEMBER 16, 2025
1:30 PM

Chair: Debbie Goettel, District 5
Vice Chair: Heather Edelson, District 6
Members: Jeff Lunde, District 1
Irene Fernando, District 2
Marion Greene, District 3
Angela Conley, District 4
Kevin Anderson, District 7

1. Presentation

- 1.A. Proposed 2026 Operating and Capital Budgets - Jodi Wentland, County Administrator

2. Minutes from Previous Meeting

- 2.A. August 19, 2025 Meeting Minutes

Attachments: [AdminOpsBudget-COMMITTEEMINUTES-19-Aug-2025](#)

3. Public Hearing

- 3.A. Public comment on the Hennepin County Consortium Draft 2024 Consolidated Annual Performance and Evaluation Report (CAPER)

4. New Business

Routine Items

- 4.A. [25-0342](#)

Amend Principal Agreements and Contract to allow for the receipt of State Fiscal Year (SFY) 2026-2027 Youth at Work funds and SFY 2027 Minnesota Youth Program funds

Items for Discussion and Action

4.B. [25-0343](#)

Schematic Design approval for Penn Lake Library Renovation project (CP 1005181); Contract PR00007779 with Roehr Schmitt Architecture, LLC, for architectural and engineering services, contract period 09/29/25-09/15/28, NTE \$460,425

Attachments: [2025-09-11 HCPLL Schematic Design Executive Summary FINAL](#)

4.C. [25-0344](#)

Creation of a Hennepin County Semiquincentennial (America 250) Planning Committee – offered by Commissioner Lunde

5. Addendum

5.A. [25-0362](#)

Set maximum 2026 property tax levy and proposed 2026 budget

5.B. [25-0363](#)

Establish fee schedule for 2026 and establish date and time for required public hearings and meetings for the adoption of the final 2026 budget and levy

5.C. [25-0364](#)

2026 Proposed Operating and Capital Budgets

HENNEPIN COUNTY

MINNESOTA

300 South Sixth Street
Minneapolis, MN
55487-0240

Board Action Request

TMP-25-0708

Item Description:

Proposed 2026 Operating and Capital Budgets - Jodi Wentland, County Administrator

HENNEPIN COUNTY

MINNESOTA

300 South Sixth Street
Minneapolis, MN
55487-0240

Board Action Request

TMP-25-0686

Item Description:

August 19, 2025 Meeting Minutes

HENNEPIN COUNTY

MINNESOTA

COMMITTEE MINUTES

ADMINISTRATION, OPERATIONS AND BUDGET COMMITTEE

TUESDAY, AUGUST 19, 2025
1:30 PM

Chair: Debbie Goettel, District 5
Vice Chair: Heather Edelson, District 6
Members: Jeff Lunde, District 1
Irene Fernando, District 2
Marion Greene, District 3
Angela Conley, District 4
Kevin Anderson, District 7

Commissioner Debbie Goettel, Chair, called the meeting of the Administration, Operations and Budget Committee for Tuesday, August 19, 2025 to order at 1:58 p.m.

Present: Commissioner Irene Fernando, Commissioner Angela Conley, Commissioner Debbie Goettel, Commissioner Jeff Lunde and Commissioner Kevin Anderson

Absent: Commissioner Marion Greene and Commissioner Heather Edelson

1. Minutes from Previous Meeting

1.A. August 5, 2025 Meeting Minutes

APPROVE

Commissioner Jeff Lunde moved, seconded by Commissioner Kevin Anderson, to approve the Minutes.

Aye: Commissioner Fernando, Commissioner Conley, Commissioner Goettel, Commissioner Lunde and Commissioner Anderson

Absent: Commissioner Greene and Commissioner Edelson

2. New Business

Routine Items

2.A. [25-0326](#)

Agmt A2512864 with MPCA to host an AmeriCorps member from MN GreenCorps - Climate and Resiliency, direct resident engagement, 10/13/25-09/04/26

NON-CONSENT

Commissioner Kevin Anderson moved, seconded by Commissioner Irene Fernando, to approve the Resolution.

Aye: Commissioner Conley, Commissioner Goettel, Commissioner Lunde and Commissioner Anderson

Nay: Commissioner Fernando

Absent: Commissioner Greene and Commissioner Edelson

Items for Discussion and Action

2.B. [25-0327](#)

Authorize county staff to pursue 2026 state general obligation bonding appropriations

CONSENT

Commissioner Debbie Goettel moved, seconded by Commissioner Irene Fernando, to approve the Resolution.

Aye: Commissioner Fernando, Commissioner Conley, Commissioner Goettel, Commissioner Lunde and Commissioner Anderson

Absent: Commissioner Greene and Commissioner Edelson

Addendum

Open Appointment Interviews

2.C. [25-0339](#)

2025 Watershed Board Applicants and Appointments - Nine Mile Creek Watershed District Board

PROGRESS

Commissioner Jeff Lunde moved, seconded by Commissioner Kevin Anderson, to progress the Resolution to the September 9 Board meeting.

Aye: Commissioner Fernando, Commissioner Conley, Commissioner Goettel, Commissioner Lunde and Commissioner Anderson

Absent: Commissioner Greene and Commissioner Edelson

3. Progressed

3.A. [25-0296 R1](#)

Accelerating zero-waste implementation in Minneapolis

PROGRESS

Commissioner Irene Fernando moved an R2, seconded by Commissioner Kevin Anderson. After further discussion, Commissioner Angela Conley moved, seconded by Commissioner Irene Fernando, to progress the Resolution to the September 9 Board meeting.

Aye: Commissioner Fernando, Commissioner Conley, Commissioner Goettel, Commissioner Lunde and Commissioner Anderson

Absent: Commissioner Greene and Commissioner Edelson

There being no further business, the Administration, Operations and Budget Committee for Tuesday, August 19, 2025 was declared adjourned at 2:48 p.m.

Maria Rose
Clerk to the County Board

HENNEPIN COUNTY

MINNESOTA

300 South Sixth Street
Minneapolis, MN
55487-0240

Board Action Request

TMP-25-0691

Item Description:

Public comment on the Hennepin County Consortium Draft 2024 Consolidated Annual Performance and Evaluation Report (CAPER)

HENNEPIN COUNTY

MINNESOTA

300 South Sixth Street
Minneapolis, MN
55487-0240

Board Action Request

25-0342

Item Description:

Amend Principal Agreements and Contract to allow for the receipt of State Fiscal Year (SFY) 2026-2027 Youth at Work funds and SFY 2027 Minnesota Youth Program funds

Resolution:

BE IT RESOLVED that Amendment 1 to Principal Agreement #HS00001645 with Brooklyn Park Economic Development Authority for the provision of services for the Youth at Work Program to eligible participants and to increase the NTE amount by \$291,976.00 to allow for the receipt of SFY 26 -27 Youth at Work funds as well as SFY27 Minnesota Youth Program funds be approved; that following review and approval by the County Attorney's Office, the Chair of the Board be authorized to sign the Agreement on behalf of the county; and that the Controller be authorized to disburse funds as directed.

BE IT FURTHER RESOLVED, that Amendment 1 to Contract #HS00001999 with Lutheran Social Services for the provision of services for the Youth at Work Program to eligible participants and to increase the NTE amount by \$150,000.00 to allow for the receipt of SFY 26 -27 Youth at Work funds be approved that following review and approval by the County Attorney's Office, the Chair of the Board be authorized to sign the Agreement on behalf of the county; and that the Controller be authorized to disburse funds as directed; and

BE IT FURTHER RESOLVED, that Amendment 1 to Principal Agreement #HS00001646 with Tree Trust to increase the Not to Exceed (NTE) amount by \$191,976.00 to allow for the receipt SFY27 Minnesota Youth Program funds be approved; that following review and approval by the County Attorney's Office, the Chair of the Board be authorized to sign the Agreement on behalf of the county; and that the Controller be authorized to disburse funds as directed.

BE IT FURTHER RESOLVED, that the acceptance of grant funding for this grant funding by Hennepin County Board of Commissioners does not imply a continued funding commitment by Hennepin County for this program when grant funds are no longer available.

Background:

Under Resolution 25-0119, Hennepin County is authorized to receive funds from the Minnesota Department of Employment and Economic Development (DEED) during the period of January 1, 2025 through December 31, 2029 for the provision of services under WIOA Adult, Youth, Dislocated Worker, State Dislocated Worker, Minnesota Youth Program, and other appropriated funds received from the state government, including Youth at Work Competitive Grant funds (Master Grant Contract Agreement #HENNEPIN2025M).

Under MN Statutes §116L.561 the Minnesota Youth Program is administered by DEED. The program is designed to strengthen and improve our public workforce system by assisting youth ages 14-24 and those with significant barriers to engage in career exploration and work experience opportunities and to obtain gainful employment in high-quality jobs and careers. Hennepin County currently subcontracts Minnesota Youth Program funds to Brooklyn Park Economic Development Authority and Tree Trust.

Hennepin County Department of Workforce Development has allocated \$300,000.00 of property tax funding to

support youth workforce development programming in 2025. Youth programming will support youth within the ages of eleven through nineteen (can support all or a specific age range) with new, innovative career and/or entrepreneurship opportunities that are strengths-based, youth-led, and trauma-informed that provide a path for youth to achieve their career goals and aspirations. The county awarded three contracts to Community Based Providers, including Lutheran Social Services. Providers started services on July 2025.

The Youth at Work Competitive Grant, as authorized in Minnesota Statute 116L.562, provides workforce development and training opportunities to economically disadvantaged or at-risk youth ages 14-24. The Youth at Work Competitive Grant is administered by the Minnesota Department of Employment and Economic Development (DEED). Hennepin County was awarded \$300,000.00 in Youth at Work Competitive grant funds to support these activities during State Fiscal Year (SFY) 2026 and 2027.

Amendment 1 to Principal Agreement #HS00001645 with Brooklyn Park Economic Development Authority and Amendment 1 to Contract #HS00001999 with Lutheran Social Services will allow these organizations to accept Youth at Work Competitive Grant funds in order to carry out the required services under Minnesota Statute 116L.562 and will increase the NTE amount to account for additional funding allocated through the Youth at Work Competitive Grant funds.

Amendment 1 to Principal Agreement # HS00001646 with Tree Trust will increase the NTE amount in order to allow for the acceptance of SFY2027 Minnesota Youth Program grant funds.

The agreements include programmatic mandated services such as:

- **Career Services** - Outreach, job search and placement assistance, comprehensive assessments, development of individual employment plans, counseling and career planning, and labor market information available to all job seekers.
- **Training Services** - Links for customers to job opportunities in their communities, including both occupational training and training in basic skills.
- **Support Services** - Transportation, child care, dependent care, and housing among other supports are provided under certain circumstances to allow an individual to participate in the program(s).
- **Minnesota Youth Services** - Summer employment, work experience, and academic enrichment to suburban Hennepin County youth.
- **Youth at Work Services** - Pre-employment training services, work experience, career readiness, and career development services to Hennepin County youth.
- **Youth Employment Services** - Exposure to career and/or entrepreneurship opportunities; Paid internships or apprenticeships; Mentorship and/or educational support; Technical and soft skills building and/or occupational training; Job search, job placement, job retention; and/or financial wellness/literacy.

Recommendation from County Administrator: Choose an item.

HENNEPIN COUNTY

MINNESOTA

300 South Sixth Street
Minneapolis, MN
55487-0240

Board Action Request

25-0343

Item Description:

Schematic Design approval for Penn Lake Library Renovation project (CP 1005181); Contract PR00007779 with Roehr Schmitt Architecture, LLC, for architectural and engineering services, contract period 09/29/25-09/15/28, NTE \$460,425

Resolution:

BE IT RESOLVED, that the following actions be approved for the Penn Lake Library Renovation Project (Capital Project No. 1005181)

- Approval of schematic design for the Penn Lake Library project;
- Authorization to proceed with project design development, construction documents; bidding, negotiations and construction administration;
- Authorization to utilize a best-value procurement process; and

BE IT FURTHER RESOLVED, that the County Administrator be authorized to award contracts to the awarded contractor if the proposals are within the approved project budget; that the Chair of the Board be authorized to sign the contracts on behalf of the county after the performance and payment bonds have been properly executed; and that the Controller be authorized to disburse funds as directed; and

BE IT FURTHER RESOLVED that Contract PR00007779 with Roehr Schmitt Architecture, LLC for architectural and engineering services covering Design Development through Construction Administration for the Penn Lake Library Renovation Project (CP No. 1005181), for the period September 29, 2025, through September 15, 2028, in an amount not to exceed \$460,425.00, be approved; that the Chair of the Board be authorized to sign the contract on behalf of the county; and that the Controller be authorized to disburse funds as directed.

Background:

History:

Penn Lake Library, located at 8800 Penn Avenue South in Bloomington, Minnesota, is a single-story facility encompassing 14,909 gross square feet, originally constructed in 1969. Major renovations occurred in 2002, with interior public space enhancements completed in 2012. A 2023 condition assessment identified multiple infrastructure deficiencies due to age, water intrusion, and sustained use.

This capital project addresses critical facility preservation and infrastructure needs, with a focus on asset protection, sustainable design, and user experience improvements.

Project components include:

- Exterior envelope repairs and stormwater management upgrades
- Code compliance upgrades (restrooms and egress)
- Interior improvements emphasizing sightlines, daylighting, flexible furnishings, and a redesigned circulation desk
- The renovation preserves the library's architectural character while introducing modern, welcoming, and functional enhancements.

The design phase is anticipated to continue through mid-2026. Construction is scheduled to commence in late summer 2026, with substantial completion by fall 2027. The library will be closed during construction, which is expected to span approximately 15 months. A grand reopening is targeted for late 2027.

Current Request:

Approval of the Schematic Design is requested. The Schematic Design Executive Summary Report has been distributed to the County Board, and a copy is on file with the Clerk to the County Board. Approval is requested to authorize the County Administrator to award a contract to the contractor with the highest scoring proposal if the proposal is within the project's budget. In addition, approval is requested for Contract PR00007779 with Roehr Schmitt Architecture, LLC for architectural and engineering services for the design development through construction administration phases for the period of September 29, 2025, through September 15, 2028, in the amount not to exceed \$460,425.00. Roehr Schmitt Architecture, LLC was selected through the County's consultant selection process in Q1 2024.

Impact and Outcomes:

The renovated Penn Lake Library will serve as a vital, inclusive resource for Bloomington and adjacent communities, including Richfield, Edina, and South Minneapolis.

It will support Hennepin County Library's Strategic Plan, which includes the following goals:

- Provide flexible spaces to respond to changing communities and demographics
- Configure spaces to reflect new and broader purposes
- Create library environments that are welcoming, safe and secure

It will also support the county's Climate Action Plan by:

- Increasing the resilience of the built environment through long-term asset preservation
- Implementing passive and active energy-savings strategies to reduce emissions to help the county achieve its greenhouse gas reduction goal

Recommendation from County Administrator: Recommend Approval

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Core Project Team:

HENNEPIN COUNTY LIBRARY DEPARTMENT

Amy Kennedy Fosseen: Library Capital Projects Team
Dureeti Gaga: Library Capital Projects Team
Ann Woodson-Hicks: Library Capital Projects Team

HENNEPIN COUNTY FACILITY SERVICES

Keon Blasingame: Design & Construction Project Manager
Joel White: Preservation Senior Operations Manager
Doug Nilles: Preservation Project Manager
Bekah Padilla: Planning Division, Senior Planner
Sara Kunnick: Design & Construction Interiors Lead
Thomas Howlett: Engineering Division Project Manager
Vladimir Poveda: Engineer Project Manager
Kari Vesel: Senior Facility Operations Manager

ROEHRSCMITT ARCHITECTURE + INTERIORS

Chris Schmitt: Project Principal Architecture and Planning
Michael Roehr: Interior Design Principal
Nick Kineke: Project Manager
Tyler Kavanaugh: Senior Architect
Keppen Kettering: Interior Designer
Karianna Larson: Architectural Designer

Subject Matter Experts:

HENNEPIN COUNTY FACILITY SERVICES

Liudmila Trandafilava: Security Director
Elijah Hannah: Security Division Administrative Manager
Chris Robinson: Enterprise Security Manager
AJ Van den Berghe: Energy Manager
Chris McLinn: HAZMAT / Abatement
Liz Veaderko: Design & Construction Library Section Team Lead

HENNEPIN COUNTY LIBRARY COMMUNITY ENGAGEMENT

Ali Turner: Library Community Engagement Lead

HENNEPIN COUNTY CENTRAL IT

Bret Boyd: Senior IT Administration
Brad Rongitsch: Senior IT Administration
Jack Langford: Capital Projects Coordinator

HENNEPIN COUNTY ENVIRONMENT & ENERGY

Dan Wattenhofer: Senior Forester
Kristopher Guentzel: Senior Water Resources Specialist
Ellen B. Sones: Landscape Architect

Sub-Consultant Team:

AUNE FERNANDEZ LANDSCAPE ARCHITECTS

Jason Aune, PLA: Lead Landscape Design Architect
Kellen Kirchberg, PLA: Project Landscape Architect

ENCOMPASS INC STRUCTURAL & ENVELOPE ENGINEERING

Mark Blazevic, PE: Associate Principal
Eric Denton, PE: Project Manager

PIERCE PINI & ASSOCIATES CIVIL ENGINEERING

Kevin Gardner, PE: Civil Engineer

PROFESSIONAL PROJECT MANAGEMENT

Doug Holmberg: Senior Cost Estimator
Cole Holmberg: Senior Cost Estimator

VICTUS MECHANICAL ELECTRICAL PLUMBING & TECHNOLOGY ENGINEERING

Eric Rodriguez : Partner-in-Charge
Jen Ball: Electrical / Technology Support
Josh Johnson, RCDD: Lead Technology Designer
Mike Bilben: Electrical Engineer of Record
Elizabeth Mauban, EIT: Lead Electrical Designer
Som Boudaphanh: Mechanical Engineer of Record
Robert Aschenbrenner, PE: Lead Mechanical Designer
Elizabeth Brown, EIT: Mechanical Support
Rita Wehbe: Mechanical Support

PROJECT OVERVIEW

The Penn Lake Library has served the community for over 50 years and the library last had major renovation work done in 2003. Penn Lake is a one-story library and was the first free-standing library in Bloomington when it opened in 1970. To improve the patron experience and to better align to HCLIB's 2023 Strategic Plan and 2025 Facility Master Plan; work includes interior refurbishments and upgrades will include changes to the service desk, new shelving, book bins, furniture, finishes, study rooms, space reconfiguration to improve sightlines, improvements to the teen area and the children's area, updated restrooms, and a complete refurbishment of the staff break room. The staff work room/ office spaces were recently refurbished; some minor adjustments are needed in those spaces. New finishes and furniture are needed in the multipurpose room.

With the age of the facility, some critical infrastructure items are reaching their life-cycle point. Infrastructure items that are past their useful life and need to be addressed include: roof needs to be replaced with energy code compliant R-Value; window replacement; building envelope improvements; some glulam beams need to be reinforced; site paving and parking lot replacement; adding EV chargers for patron vehicles; stormwater drainage modifications that include a reduction of hardscape; and HVAC replacements or modifications.

The asset preservation scope will also include improvements necessary to address building code compliance requirements, security upgrades, to follow the American Disabilities Act, and to meet current county building standards.

Climate action priorities will be part of the scope of work as well. There are many opportunities to incorporate sustainable practices on this site, including the incorporation of a bioswale or tree trench in the parking area to intercept runoff, reduction in overall pavement and/or inclusion of pervious pavement to reduce runoff directly to street, and incorporating alternatives to conventional turf.

PROJECT GOALS

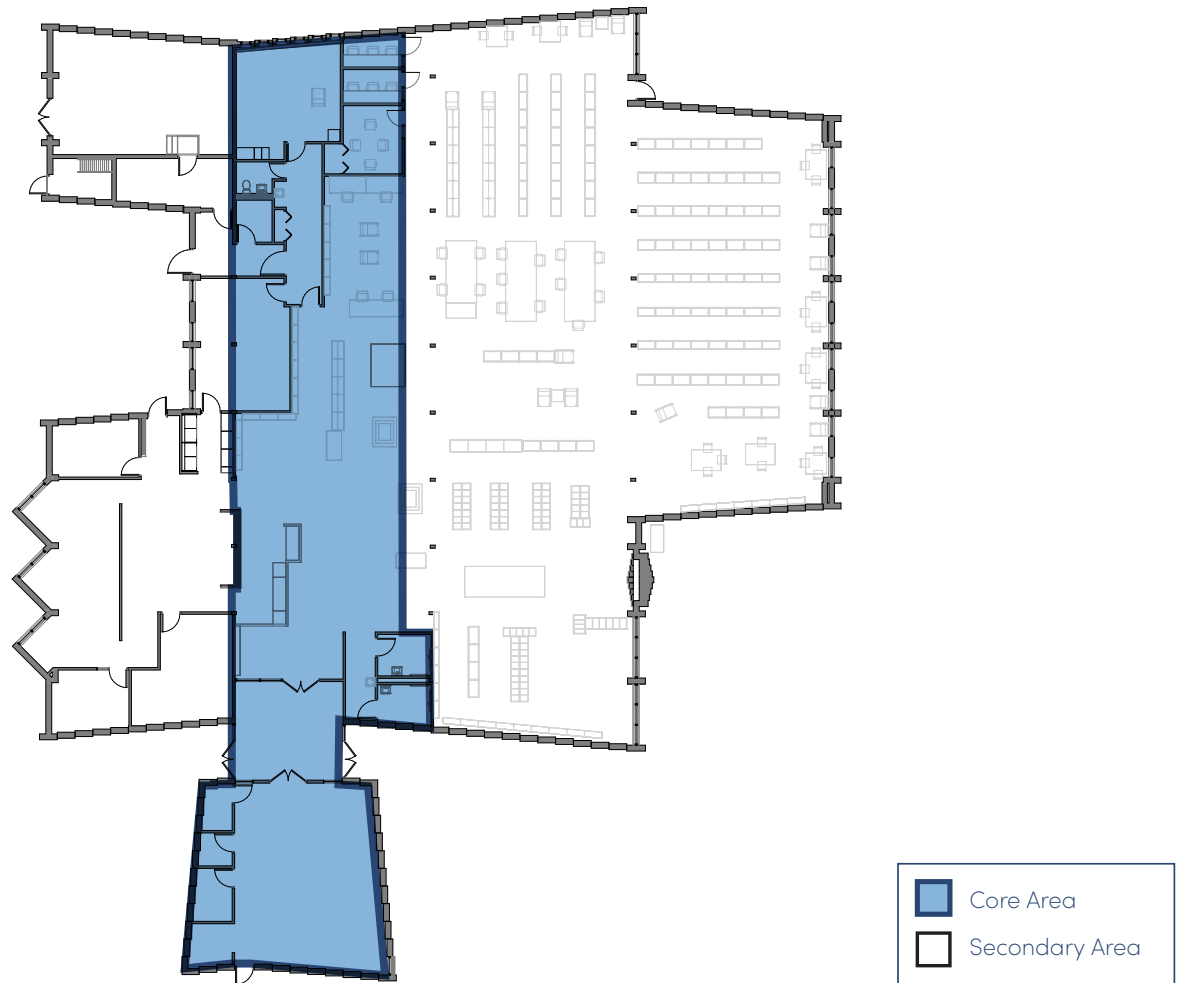
The renovation of the Penn Lake Library will look to accomplish the following goals:

- Create a library that is open and flexible, with a welcoming environment designed to meet the learning and information needs of the community
- Create diverse and flexible spaces to be utilized by patrons
- Create a more visible building entry
- Create a beautiful renovation that highlights the defining features of the building, while remaining highly functional and maintainable
- Where feasible, implement sustainable solutions in alignment with Hennepin County's Climate Action Plan

SUSTAINABILITY

The design team is committed to implementing Minnesota Buildings, Benchmarks & Beyond Version 3.2r02 (B3) sustainable practices to the extent possible while meeting project scope, schedule, and budget. B3 guidelines will be adhered to for site and stormwater alterations. The project scope currently includes the following strategies:

- Using high efficiency heating and cooling systems with built-in energy recovery
- Installing high efficiency toilets (HET) and WaterSense listed per EPA
- LED lighting and EnergyStar equipment to further minimize electric energy use
- Lighting controls with occupancy and vacancy sensors where required by code
- Utilizing daylight from the exterior window and storefront assemblies as part of more efficient lighting design
- Improving the thermal performance of the envelope by installing insulation above the roof deck and using insulated glass in storefront assemblies
- Using materials that are durable and low maintenance
- Where possible, using local and recycled/renewable materials, including low VOC content
- Provide an open flexible floor plan designed to accommodate change
- Where feasible salvage, refinish and reuse existing furniture



CORE VS. SECONDARY AREAS

To coordinate design scope and budget, the design team identified two types of spaces based on the level of renovation they are undergoing; Core and Secondary. Core areas have a higher level of intervention and will have reorganized partition layout, new finishes, and millwork supporting the functions of the library patrons and staff. Secondary areas have a minor level of intervention and will maintain similar partition layouts and receive new finishes.

SCHEMATIC DESIGN PROCESS

Building upon the Pre Design Report completed in October 2025, the Schematic Design Phase kicked off in April 2025. Bi-weekly meetings were held with the broader Hennepin County team which provided dedicated time for all design team collaborators to present and allow for project discussion. Meeting participants were coordinated by the Hennepin County Design & Construction Division Project Manager which included representatives from the library department, facility services, and various subject matter experts.

Based on the scope of work that has been determined amongst the full project team in the schematic design phase, the design team prepared a set of pricing documents (including drawings and detailed narratives) for the cost estimating team at PPM to capture the overall construction cost of the current project scope. The project costs and overall schedule will be detailed later in this report.

PROGRAM SUMMARY

AREA SUMMARY	PROGRAM SPACE	SF
ENTRY AREA		1,326
	01 Vestibule	413
	02 Entry Lobby	108
	03 Reserves	805
MEETING AND GATHERING		2,085
	04 Community Room	719
	05 North Reading Room	231
	06 East Reading Room	789
	07 Study Rooms	346
ADULT SERVICES		3,939
	08 Adult Collections	3,247
	09 Computers/ Work Counter	668
	10 Copier Area	24
		381
	11 Teen Collections	225
	12 Computers	156
CHILDREN SERVICES		1,797
	13 Childrens Collections	1,351
	14 Computers	65
	15 Kidzibits/ Play Area	242
	16 Reading Lounge	139
STAFF SPACES		2,469
	17 Customer Service Desk	169
	18 Kitchenette	108
	19 Work Room	1,261
	20 AMH Room	264
	21 Office	264
	22 Training Room	51
	23 Restroom	67
	24 Break Room	285
BUILDING SUPPORT		1,738
	25 Mechanical	592
	26 Electrical	154
	27 MEP Room	70
	28 Roof Access	68
	29 Storage	149
	30 Hall	300
	31 Public Restrooms	144
	32 Vestibule	113
	33 Janitorial	42
	34 IT MDF Room	106
Overall Net SF		13,735 SF

Entry Area

- Vestibule
- Community Information Board
- Book Return
- Materials Display
- Checkout Stations
- Reserves

Adult Services

- Computers
- Collections
- Periodicals
- World Language
- Study/Reading areas
- Comfortable Seating

Children Services

- Children's Collection
- Early Literature Collection
- Play and Learn Space
- Computers
- Comfortable Seating for Families
- Environmental Learning Center

Building Support

- ADA Compliant Toilets
- Mechanical/ Utility Room
- IT MDF Room
- Janitor's Closet
- MEP Room
- Multipurpose Room Storage

Meeting and Gathering

- Meeting Rooms
- Study Spaces for quiet and collaborative use
- Video Conferencing
- Comfortable Seating
- Story Time Area

Teen Services

- Computers
- Teen Collections
- Teen Collaborative/Study Spaces
- Comfortable Seating

Staff Spaces

- Staff Workrooms
- Private Offices
- Staff Restroom
- Material Handling
- Breakroom
- Focus Room



SITE

CIVIL

The existing site is located on approximately 2.17 acres bounded by 88th Street to the north, Penn Avenue to the east, private single-family residences to the south, and Queen Avenue to the west. The existing site consists of the Penn Lake Library building situated on the north half of the site and parking lot on the south half of the site. There is a small staff parking lot and loading access west of the building adjacent to Queen Avenue with steep access. There are several existing soil mounds on the west side and topography that pitches stormwater towards the building foundation.

The parking lot is bituminous with concrete curb and gutter and has approximately 66 standard parking stalls and 3 designated ADA parking stalls. The parking lot is currently accessed from Queen Ave S through a single entry point. There is an outdoor reading and environmental learning center located southeast of the building with wood mulch ground cover and natural play elements. The east side of the site has concrete sidewalks connecting the parking lot to the public walkway on Penn Avenue.

Key Scope Items:

Utilities:

- Maintain use of existing 6" sanitary service from 88th street to NW corner of existing building
- Replace Existing 2" domestic water service from Queen Ave S
- Two Existing parking lot catch basins and 12" storm pipe will be removed as part of stormwater improvements
- Roof Drainage will continue to exit building via existing 8" storm service on east side of building

Stormwater:

- Existing mounding will be regraded to improve drainage away from the building
- An infiltration system (at or below grade) of an anticipated size of 7,000sf with an overflow to the existing storm sewer on the east side. This system will meet B3 requirements by maintaining a more natural hydrologic cycle through infiltration, evapotranspiration, and reuse
- Stormwater piping to be upsized as required to meet current plumbing codes

Pavement:

- The parking lot will be reconstructed and restriped, incorporating an additional access apron to Queen Ave S for dedicated entry and exiting
- Due to steep grading and non-accessible layout, the staff parking area will be reconfigured and reconstructed to be a dedicated service area for trash/recycling and book materials deliveries/pickups

LANDSCAPE

The existing site consists of groupings of large mature burr oak trees on the north and east of the site. These Oaks have been identified by the county forester as being in good health, should be preserved and great care should be taken when working around them. There are some other mature species on site consisting of five Scotch pines on the northeast side of the parking lot. These trees have been identified by the county forester as being in good health and should be preserved.

There are several concrete walks throughout the site, most of which are considered not accessible. There is a heavy egress staircase on the north side of the building and most of the paving in the parking lot is deteriorated and there is no current storm water treatment on the site.

The current "environmental learning center" is in a southeast niche outside of the building. The planting around it consists of a mixture of weeds, thistle and perennial plants. There is a wood platform and some old log seats that are showing signs of deterioration. There is a yellow shade canopy that is seasonal and currently is taken down every fall and reinstalled in the spring.

Key Scope Items:

- Add perennial plantings at building entries.
- Improve pollinator garden and environmental learning area plantings for easier maintenance
- Introduce smaller ornamental trees at east entry and shade trees in entry plazas
- Install coniferous screening on the south side of the parking lot and near the NW utility area
- Add prairie sod ring around site perimeter for ease of maintenance
- Create new entry plazas at east and west entries with seating, bike racks, permeable paving, and lighting
- Reconstruct all site sidewalks to meet current accessibility standards
- At the Environmental Learning Center, there will be a new timber fence, platform, and story-time stone seating
 - Include a small paver area, engineered wood fiber mulch, and accessible walkways
 - Install permanent shade canopy over most of the seating and play area
- Maintain existing Hennepin County Library monumental signage at Penn Ave S, provide new exterior building wall mounted lettering along Queen Ave S to identify building from primary vehicular entrance

ARCHITECTURE / BUILDING

FORM + DESIGN

Distinct in both form and character, the existing Penn Lake Library features a number of unique architectural elements such as its stepped brick exterior, structural glulam beams and columns, exposed roof deck, and sloped volumes. The architectural form and design of the Penn Lake Library Renovation looks to achieve the following goals in support of the county, library staff, and patrons to achieve a meaningful transformation to a building that serves as a resource to the community: The design will strategically focus the efforts of the renovation in the most impactful core areas.

Key Scope Items:

- New exterior canopies at building entries
- Enlarged entry vestibule for more welcoming experience
- Reconfigured partition layout at multipurpose room
- Reconfigured and reoriented customer service desk, individual study and video conference rooms
- New partitions providing separation between staff and patron areas
- More flexible and comfortable spaces for patrons to make use of the library's wide offerings
- Lowered shelving for improved sightlines
- Enlarged storefront openings at reading lounge
- Enlarged, ADA compliant restroom layouts
- Reconfigure spaces and clearances to meet building and accessibility code

INTERIOR

A successful renovation of Penn Lake Library will clarify, simplify, and unify the overall material palette and highlight the characteristic materials of the building, which include the exposed beige-toned brick perimeter walls and the prominent oak glulam beams and columns. Specific areas will be identified to add accents of color or graphics to help distinguish several areas through high contrasting surfaces of visual interest. Interior layouts will maximize flexibility and emphasize activating the areas along the exterior with views into the mature oak grove outside.

Key Scope Items:

- Floor finishes will primarily be carpet tile with some areas of large format tile and sealed concrete at back of house areas
- Where feasible, existing partitions will remain in place and receive new finishes
- Interior frameless glass and storefront assemblies will be strategically used to improve sightlines and visibility

- Where feasible, existing wood roof deck will remain exposed
- Acoustic ceilings will be introduced in individual study rooms for acoustical treatment

FURNISHINGS

The design team will work with Hennepin County to identify furniture that can be salvaged, refinished and integrated into the renovation. This approach has worked successfully on other similar Hennepin County Library projects with interior modifications. New furniture will be provided throughout the library to create comfortable, ergonomic, and flexible areas for patrons to make use of the various library offerings. New shelving will be provided to meet current county standards and improve sightlines from the customer service desk into the collections area. Furniture for the multipurpose room with the goal to support various functions and setups.

BUILDING ENVELOPE

ROOF

The existing built up asphalt roof is estimated to be approximately 20 years old and is to be replaced as part of this project. This roof replacement will remedy the following deficiencies:

- Areas of leakage
- Areas of ponding
- No overflow drains or scuppers
- R Value that is not compliant with current energy codes

Key Scope Items:

- The proposed roof assembly is an R30 90-mil white EPDM membrane that incorporates proper cricketing to slope assembly to drains
- A new roof drain and curb will be installed above the community room, vestibule, and canopies.
- New overflow roof drains and scupper will be installed to comply with current plumbing and building codes
- Parapet coping will be replaced in its entirety and a full perimeter parapet will be provided with a continuous stud wall at the backside of the roof, providing a continuous surface for installation of roofing and associated flashing
- Existing overhanging tree limbs will be trimmed back in coordination with Hennepin County Forestry Division

WINDOWS + DOORS

The existing windows and doors are hollow metal steel frames with steel or aluminum window stops and double pane insulated glass and are likely original to the building. The storefront entries at the east and west building elevations are newer aluminum systems. The following scope is proposed will improve energy efficiency and eliminate water infiltration into the building.

Key Scope Items:

Windows and Doors

- Remove and replace all steel framed windows with modern aluminum framed systems
- Replace hollow-metal steel doors with thermally improved frames and insulated doors
- Install flashing to the jambs and sills of rough openings prior to replacement
- Replace all sealant joints

Window Heads / Steel Lintels

- Replace existing window head flashings.
- Replace existing lintels beyond repair and coat existing lintels with a corrosion inhibiting coating; provide prefinished metal drip edge

MASONRY

The masonry walls are in overall good condition. With the strategic repairs noted and appropriate ongoing maintenance, the masonry is expected to remain serviceable indefinitely. The following work in relation to building masonry is recommended:

Key Scope Items:**Brick Repair**

- Remove and replace individual cracked/spalled brick (25 +/-)
- Tuckpoint all failed mortar joints (5%-10%)
- Replace failed sealant at masonry expansion joints
- Remove and replace metal chimney cap flashing. Install monolithic adhered membrane flashing to horizontal masonry surfaces prior to replacement
- Remove and replace the existing mortar wash at the foundation wall ledge along the building's north elevation.
- Install prefinished metal reglet flashings over the wash to shed runoff water off the ledge
- Install clear penetrating silane-siloxane water repellent to all exposed exterior masonry to prevent the absorption of water

BUILDING SYSTEMS**MECHANICAL**

The proposed mechanical design intends to maintain existing equipment where feasible and replace where existing systems are either beyond their useful life or are not properly sized for the space and function they are serving. The scope listed below has been developed by the design team in close coordination with Hennepin County subject matter experts and staff.

Key Scope Items:**Heating Plant**

- Two Viessmann gas-fired condensing boilers (2022) with 100% redundancy will be retained
- Hydraulic separator, air vent, expansion tank, and two variable speed in-line pumps (2022) will be retained
- Heating water circulating pump (2012) will be retained; VFD will be removed and replaced

Air Handling Systems

- AHU-1 (2012, 50-ton DX split system) retained and re-insulate existing refrigerant piping
- Add re-heat coils for individual zone control in study rooms/book stacks
- Replace supply fan VFD (20hp)
- Maintain Rawal valve; unit remains oversized but functional
- AHU-2 (2006, 7.5-ton rooftop unit for multipurpose room) removed and replaced with 5-ton split-system air source heat pump
- Dedicated indoor air handling unit inside building for multipurpose room with condensing unit on roof
- Discontinue tunnel system; supply air from west wall in multipurpose room

Terminal Units & Systems

- Finned tube radiation heaters retained and reused where possible
- Two entry vestibule cabinet unit heaters will be replaced with recessed in-wall units; one vestibule CUH near electrical/janitor's rooms retained
- Replace mini-split serving electrical room; add mini-split to IT room (to be located outside at grade)
- Remove humidifier (2012) from mechanical room, deemed not required
- Retain two hot water unit heaters, two power roof ventilators, restroom exhaust system, and three electric heaters

Building Automation System (BAS)

- Replace with new Hennepin County standard BAS integrated with Security Operations Center
- Replace all sensing elements
- Retain/reuse control wiring, valves, and damper actuators

ELECTRICAL

The electrical and lighting design will provide energy efficient systems that support the use and function of the new library layout. Intuitive and easy to maintain systems are key considerations.

Key Scope Items:

Electrical Distribution

- The existing utility transformer and switchboard have sufficient capacity to support the library's future use and are recommended to remain in place
- The branch panels serving mechanical loads, exterior lighting loads, computer loads, conference room loads, and some receptacle loads are in good condition and recommended to remain in place, with new branch circuitry to support the renovation.
- Replace and upgrade branch panels as required based on their service life and anticipated loads
- Provide receptacles in support of flexible programmatic layouts and reconfigured spaces

Lighting and Controls

- New LED lighting will be provided throughout the building. Where possible, one-for-one lighting replacements will be provided to minimize the impact of lighting control system upgrades required by the energy code.
- Exterior wall mounted LED wall packs to remain in place
- Exterior site and parking lot lighting to be replaced with new LED lighting and controls
- There is no existing or proposed generator; egress/exit lighting and fire alarm to have battery power sources

Fire Alarm

- The existing fire alarm system is obsolete and will be replaced with a new fire alarm system, including FACP and all associated detection and notification appliances

PLUMBING

The existing plumbing scope in the project focuses on updating components to comply with current codes and support the new library layout to provide efficient, sustainable, maintainable and durable systems.

Key Scope Items:

Domestic Water

- Existing 2" water main to remain in place (see civil section for more information)
- All plumbing fixtures in staff/public restrooms, break room, and multipurpose room kitchenette will be all new fixtures. Domestic water connections will be revised to accommodate new fixtures.
- Existing domestic water heater is in good condition and will be maintained

Sanitary

- The existing condition of the sanitary cast iron piping is being evaluated for its condition and a cost alternate for the full replacement will be included in the SD estimate
- Provide revised sanitary connections for all new fixtures
- Replace all plumbing vents to meet code height requirements

FIRE PROTECTION

The existing building does not have a fire suppression system. A fire suppression system is not currently included in the project scope and is not required by building code based on building type. For Type IV-HT Construction, it is worth noting that attention will need to be paid to all concealed spaces and appropriate protections provided.

TECHNOLOGY

The technology scope for the Penn Lake Library renovation focuses on modernizing and standardizing systems to align with Hennepin County IT and security design standards.

Key Scope Items:

- Replacing outdated cabling with new Category 6A infrastructure
- Creating a properly sized and code-compliant telecommunications room and communications main point of presence
- All existing systems—data, WiFi, video surveillance, access control, and intrusion detection—will be upgraded or reconfigured to meet current needs and support future flexibility

SUMMARY OF COST ESTIMATE

The design team is dedicated to delivering an impactful project that prioritize preservation and sustainability while meeting all budgetary requirements set by Hennepin County. The Schematic-Design cost estimate is based on a usable square footage of 13,735 SF and a gross square footage of 14,720 SF. Based on the findings of the Schematic Design phase of work, the scope as described within this report is anticipated to require an overall project budget as outlined below.

PROJECT BUDGET	
Construction	\$ 6,585,000
Consulting	\$ 696,000
Equipment	\$ 56,000
Furniture	\$ 345,000
Moving	\$ 125,000
Contingency	\$ 692,000 (8.1% of budget)
TOTAL	\$8,500,000

SUMMARY OF SCHEDULE

The project schedule outlines several key phases, starting with Schematic Design, which will be completed during Q3 of this year. The entire timeline is structured to achieve a project completion by Q4 2027.

Schematic Design Phase	Q2 2025 to Q3 2025
Hennepin County Board Approval Process	Q3 2025
Design Development/ Construction Documents Phase	Q4 2025 to Q2 2026
Construction Procurement	Q3 2026
Move-Out/ Construction Phase	Q4 2026 - Q3 2027

EXTERIOR VIEWS



View from Queen Ave S towards Library Entry



View towards E Library Entry



View towards Landscape Plinth and Reading Lounge



View of Sloped Walk Accessed from Queen Ave S

INTERIOR VIEWS



View from Vestibule



View to Customer Service Desk



View of Children's Area



View of Reading Lounge

FLOOR PLAN - PROPOSED



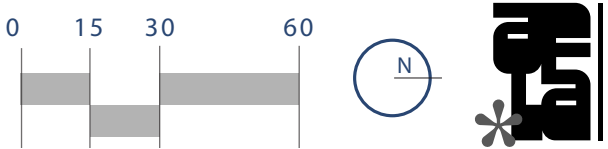
- | | |
|----|-------------------------|
| 1 | Vestibule |
| 2 | Entry Lobby |
| 3 | Reserves |
| 4 | Community Room |
| 5 | North Reading Room |
| 6 | East Reading Room |
| 7 | Study Rooms |
| 8 | Adult Collections |
| 9 | Computers/ Work Counter |
| 10 | Copier Area |
| 11 | Teen Collections |
| 12 | Computers |
| 13 | Childrens Collections |
| 14 | Computers |
| 15 | Kidzibits/ Play Area |
| 16 | Reading Lounge |
| 17 | Customer Service Desk |
| 18 | Kitchenette |
| 19 | Work Room |
| 20 | AMH Room |
| 21 | Office |
| 22 | Training Room |
| 23 | Restroom |
| 24 | Break Room |
| 25 | Mechanical |
| 26 | Electrical |
| 27 | MEP Room |
| 28 | Roof Access |
| 29 | Storage |
| 30 | Hall |
| 31 | Public Restrooms |
| 32 | Vestibule |
| 33 | Janitorial |
| 34 | IT MDF Room |



SITE PLAN - PROPOSED



- 1 Steps
- 2 East Plaza
- 3 West Plaza
- 4 Existing Conifer Trees to Remain
- 5 Planting Beds
- 6 Environmental Learning Area
- 7 Rainwater Gardens
- 8 Monument Sign
- 9 Accessible Entry
- 10 Screening Trees
- 11 Reconfigured Service
- 12 Seating Area
- 13 Learning Loop: Sloped Walkway w/ Interpretation
- 14 Prairie Planting
- 15 New Utilities Screening
- 16 Existing Trees (Shown as Dashed)



HENNEPIN COUNTY

MINNESOTA

300 South Sixth Street
Minneapolis, MN
55487-0240

Board Action Request

25-0344

Item Description:

Creation of a Hennepin County Semiquincentennial (America 250) Planning Committee - offered by Commissioner Lunde

Resolution:

BE IT RESOLVED, That the Hennepin County Board of Commissioners authorizes the establishment of a Hennepin County Semiquincentennial Planning Committee to coordinate, promote, and support local efforts in recognition of the 250th anniversary of the founding of the United States in 2026 and directs the County Administrator to appoint members of the Committee and coordinate and promote Hennepin County's role in order to maximize participation by Hennepin County residents in recognition events.

Background:

In 2026, the United States will commemorate its 250th anniversary, a milestone designated by Congress through the United States Semiquincentennial Commission Act of 2016 (Public Law 114-196). National, state, and local governments across the country are preparing celebrations, educational programs, public art initiatives, and legacy projects to mark this occasion. In September 2023, through Executive Order 23-11, the State of Minnesota created a 15-person committee to plan, guide, promote, and coordinate activities in commemoration of the 250th anniversary of the founding of the United States.

Hennepin County has a unique opportunity to showcase its vibrant history, diverse communities, and democratic traditions through meaningful public engagement in this once-in-a-generation commemoration.

Establishing a formal planning committee will ensure coordination with the U.S. Semiquincentennial Commission, cross-sector collaboration, equity in representation, and alignment with Minnesota's America 250 Commission and national efforts. It is proposed that the Hennepin County Semiquincentennial Planning Committee include participation from representatives from County departments, local governments, Native nations, community organizations, cultural institutions, and historically underrepresented communities. The work of the Committee will continue through July 2027, and will include post-event reporting.

Minimal initial cost is expected in 2025 for committee formation and planning activities. Funding requests for specific events or initiatives will be submitted separately for Board review as needed.

Recommendation from County Administrator: Recommend Approval

Board Action Request

25-0362

Item Description:

Set maximum 2026 property tax levy and proposed 2026 budget

Resolution:

BE IT RESOLVED, that the Hennepin County Board of Commissioners hereby adopts a 2026 maximum property tax levy of \$1,127,321,508 and proposed budget of \$3,094,300,075; and

BE IT FURTHER RESOLVED, that the 2026 maximum property tax levy of \$1,127,321,508 be certified to the County Auditor.

Background:

Pursuant to Minnesota Statutes, section 275.065, subdivision 1, all counties must approve a proposed budget and a maximum property tax levy for 2026 by September 30, 2025.

The 2026 maximum tax levy is \$1,127,321,508, a 7.79 percent increase compared to the 2025 adopted levy. The budget proposed by the County Administrator is \$3,094,300,075. The parcelspecific notice of proposed taxes sent to taxpayers in November is based on this proposed levy. While the final approved budget may be higher or lower than the one proposed, the final tax levy adopted in December cannot exceed the maximum tax levy which is adopted by this resolution. The County Administrator presented the proposed 2026 budget on Tuesday, September 16, 2025.

Recommendation from County Administrator: Recommend Approval

HENNEPIN COUNTY

MINNESOTA

300 South Sixth Street
Minneapolis, MN
55487-0240

Board Action Request

25-0363

Item Description:

Establish fee schedule for 2026 and establish date and time for required public hearings and meetings for the adoption of the final 2026 budget and levy

Resolution:

BE IT RESOLVED, that pursuant to Minnesota Statute § 373.40, a public hearing on the county's 2026-2030 Capital Improvement Program be held on Monday, October 20, 2025 at 12:00 p.m. in the Hennepin County Board Room for public comments, followed by a capital budget presentation by the Capital Budgeting Task Force; and

BE IT FURTHER RESOLVED, that pursuant to Minnesota Statute § 383B.118, a public hearing to consider proposed 2026 fee changes by various departments be held on Monday, October 20, 2025 in the Hennepin County Board Room for public comments, immediately following the capital budget presentation by the Capital Budgeting Task Force; and

BE IT FURTHER RESOLVED, that pursuant to Minnesota Statute § 275.065, a public meeting be scheduled for Tuesday, December 2, 2025 at 6:00 p.m. in the Hennepin County Board Room to obtain public input on the 2026 budget and property tax levy; and

BE IT FURTHER RESOLVED, that the final 2026 budget and property tax levy adoption be scheduled for Thursday, December 11, 2025 at the 1:30 p.m. county board meeting; and

BE IT FURTHER RESOLVED, that the Office of Budget and Finance is directed to publish legally required notices.

Background:

The 2026 budget hearing schedule was previously approved by the Board through Resolution 24-0538 on December 12, 2024.

Recommendation from County Administrator: Recommend Approval

Board Action Request

25-0364

Item Description:

2026 Proposed Operating and Capital Budgets

Resolution:

BE IT RESOLVED, that the 2026 Operating and Capital Budgets as proposed by the County Administrator on September 16, 2025 be adopted.

Background:

Staff requests this board action be referred to the first budget hearing on September 29, 2025, as listed on the budget hearing schedule.

The County Administrator presented the proposed 2026 budget to the County Board on September 16, 2025. The 2026 Proposed Operating and Capital budgets will be considered at the Administration, Operations and Budget Committee hearings, according to the schedule approved Tuesday, September 16, 2025 (BAR 25-0363), and is scheduled for adoption at the December 11, 2025 board meeting.

Recommendation from County Administrator: Recommend Approval