

**HOPKINS CITY COUNCIL
AGENDA
Monday, November 5, 2018
7:00 pm**

**THIS AGENDA IS SUBJECT TO CHANGE
UNTIL THE START OF THE CITY COUNCIL MEETING**

Schedule HRA Meeting, 7 p.m. – City Council Meeting immediately following HRA Meeting
Work Session after close of Regular Meeting

I. CALL TO ORDER

II. ADOPT AGENDA

III. PRESENTATIONS

1. Proclamation Honoring Kadie Worrell; Lenz

IV. CONSENT AGENDA

1. Minutes of the October 9, 2018 City Council Work Session Proceedings
2. Minutes of the October 16, 2018 City Council Regular Meeting Proceedings
3. Minutes of the October 16, 2018 City Council Work Session following Regular Meeting Proceedings
4. Ratify Checks Issued in October 2018; Bishop
5. Approval of Tobacco License for SPMG Holding Inc. DBA Jim's Liquor; Domeier

V. PUBLIC HEARING

VI. OLD BUSINESS

VII. NEW BUSINESS

1. Third Quarter Financial Report; Bishop

VIII. ANNOUNCEMENTS

- General Election Day is Tuesday, November 6 at Hopkins six precincts: 7 a.m. to 8 p.m.
- Hopkins Farmers Market Winter Market at Hopkins Activity Center, 33 14th Ave. N.: Saturdays through December, 9 a.m. Noon.
- Old Fashioned Holiday in Downtown Hopkins: Saturday, November 24, 1 p.m. to 5:45 p.m.

IX. ADJOURN

OPEN AGENDA – PUBLIC COMMENTS/CONCERNS

Public must fill out a Speaker Request Form. During this time, anyone wanting to address a topic **not listed on the agenda** may do so. Three minute time limit per person.

The Hopkins City Council Chambers are enabled with a hearing loop system and hearing amplification options are available. Please notify staff for assistance.



CITY OF HOPKINS

Memorandum

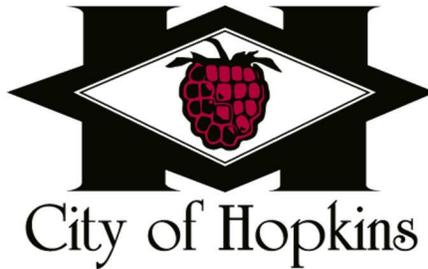
To: Honorable Mayor and Council Members
From: Ari Lenz, Assistant City Manager
Date: November 5, 2018
Subject: Proclamation Honoring Kadie Worrell

Kadie Worrell was selected as one of eight members to compete as part of the Minnesota Special Olympics USA Games Delegation at the Special Olympics USA Games held in July in Seattle, Washington. The games are held every four years. The 2018 games had over 4,000 athletes and 70,000 people in attendance. The Opening Ceremonies were broadcast live by ABC and the week's events were covered by ESPN.

The selection process starts with the requirement the athlete has received a Gold Medal in their sport at the Special Olympic State Level. The athlete candidate is initially invited to apply to the USA Games. After a screening process of the applications, the athletes then go through a personal interview. The coaches are selected and are all volunteers. Kadie trained the year before the USA Games working with a personal trainer twice a week and personal swim coach as well each week.

Kadie placed in all four of her events and had her personal best time in many of her events. Ms. Worrell will be in attendance to share more about her experience at the Olympics.

Staff recommends that the City Council approving the following motion: Move that City Council approve the Proclamation Honoring Kadie Worrell for earning two gold medals, one silver medal and one bronze medal at the 2018 Special Olympic USA Games.



A Proclamation Honoring Kadie Worrell

WHEREAS, Kadie Worrell has been a resident of Hopkins since she was adopted at 8 months old, her parents, Bob and Judy Worrell, have been residents of Hopkins for 41 years, and;

WHEREAS, Kadie attended Harley Hopkins Early Childhood Education, Katherine Current Elementary School, North Junior High School and Hopkins High School and graduated in 2006.

WHEREAS, Kadie was a member of the Hopkins Hurricanes Swim Club starting at age 10 and the Hopkins Junior High and High school Swim Teams, and;

WHEREAS, Kadie was selected along with eight other members, four men and four women, to be on the Minnesota Special Olympic USA Games Delegation in Seattle Washington and;

WHEREAS, the selection process included a requirement that the athlete has received a Gold Medal in their sport at the Special Olympics State Level, a screening process, and a personal interview, and;

WHEREAS, over 4,000 athletes participated in the Special Olympics USA Games and over 70,000 people were in attendance.

WHEREAS, Kadie competed at the Special Olympic USA Games in Seattle in the 50 Meter Freestyle, the 4x25 Freestyle Relay, the 25 Meter Backstroke and 100 Meter Freestyle , and;

WHEREAS, Kadie won a Gold Medal in the 50 Meter Freestyle and the 4x25 Freestyle Relay, a Silver Medal in the 25 Meter Backstroke and a Bronze Medal in the 100 Meter Freestyle, and;

NOW THEREFORE, I, Molly Cummings, Mayor of the City of Hopkins in the State of Minnesota, ask all of our city residents to join me in proudly honoring and celebrating our hometown hero, Kadie Worrell for her accomplishments.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Hopkins, Minnesota to be affixed this 5th day of November in the year 2018.

Molly Cummings, Mayor

**HOPKINS CITY COUNCIL
WORK SESSION PROCEEDINGS
OCTOBER 9, 2018**

CALL TO ORDER

Pursuant to due call and notice thereof a regular work session of the Hopkins City Council was held on Tuesday, October 9, 2018 at 6:31 p.m. in the Raspberry Room at City Hall, 1010 First Street South, Hopkins.

Mayor Cummings called the meeting to order with Council Member Campbell, Gadd, Halverson and Kuznia attending. Staff present included City Manager Mornson, Director of Planning and Development Elverum, Assistant City Manager Lenz, City Planner Lindahl and Community Development Coordinator Youngquist.

AFFORDABLE HOUSING UPDATE

Community Development Coordinator Youngquist gave an overview of the staff report, discussing policies that focus on the protection, preservation, and production of affordable housing. Ms. Youngquist gave an overview of the Governor's Task Force on Housing Report including housing goals and recommended actions. Staff would continue to review ways to work toward the actions and goals for Hopkins. Ms. Youngquist commented that the City of Hopkins couldn't do it on its own; it requires partnerships to achieve the affordable housing vision. Ms. Youngquist discussed the three pillars of affordable housing: protection, production and preservation.

Ms. Youngquist introduced the topic of the Fair Housing Policy to the Council. The Metropolitan Council requires communities that receive Livable Community Grants to have a Fair Housing Policy and this does impact Hopkins. Ms. Youngquist gave an overview of the Fair Housing Act and Fair Housing policy components. Staff would prepare a draft policy to present to the Council. Mayor Cummings asked about the timeframe. Staff plans to have a policy prepared by the end of 2018 commenting that a policy would need to be in place by 2019 to draw on a Livable Community Grant.

Ms. Youngquist discussed the Tenant Protection Ordinance. St. Louis Park has adopted a Tenant Protection Ordinance and other west metro communities have either adopted or are discussing the ordinance. Ms. Youngquist discussed the 90-day transition period and obligations for new owners of NOAH (Naturally Occurring Affordable Housing) properties. Ms. Youngquist discussed the definition of NOAH properties and what is involved with relocation assistance. There was discussion regarding a relocation flat fee vs. 3-month rent relocation fee. There was Council preference for the 3-month rent relocation fee. The relocation assistance provides tenant protection and transition time during the sale of a property. Staff would bring an ordinance recommendation to the Council. Council asked about Attorney response to the ordinance. Ms. Elverum commented that the City Attorney has reviewed the ordinance and the City would not have a big exposure. There was Council discussion about the rent increase amounts and the 90-day transition period. Ms. Youngquist commented that any amount of rent increase would obligate the new owners for relocation assistance and that after 90 days rents could be increased. Ms. Elverum commented that the 90-day period gives tenants time to make other plans. Mayor Cummings asked if the State had plans to provide resources to the cities. Ms. Elverum commented that she is not sure if the State would be taking on any legislation to assist cities. Council Member Campbell asked if new

**HOPKINS CITY COUNCIL
WORK SESSION PROCEEDINGS
OCTOBER 9, 2018**

owners could be asked their intentions regarding rent increases. Staff discussed the criteria for relocation assistance, rental license registration and information packets to educate buyers. Ms. Elverum discussed the timeframe to implement the changes and the impact on staff resources. There was Council discussion about the accuracy of the percentage of affordable housing declared by property owners, protection for landlords and complaint based enforcement of the ordinance. Ms. Elverum commented that staff would follow-up with the City of St. Louis Park regarding their experiences with the ordinance. Mayor Cummings asked if all tenants are notified or only those who qualify. Ms. Youngquist explained that new owners must notify those in NOAH units. Council Member Kuznia commented that the ordinance provides stability for tenants and that it is an important ordinance since Hopkins has a high percentage of rentals. Council Member Campbell commented that building owners should review the ordinance to get all perspectives. There was discussion about the percentage of rental units in Hopkins. Staff commented that the percentage fluctuates with the market and that a market study considered 100% of the rental properties in the Blake corridor as NOAH. Staff would draft an ordinance, get feedback from rental property owners and other interested parties then bring it back to Council for review. Mayor Cummings commented that time is of the essence but it is important to draft the ordinance correctly.

Ms. Youngquist discussed an Inclusionary Housing Policy that could encourage or require the addition of affordable units in new market rate developments or where there is a substantial renovation/expansion of existing developments. The policy could expand the supply of affordable housing and promote economically diverse housing options. Ms. Youngquist discussed the considerations of a voluntary or mandatory policy. A voluntary policy typically works best in areas with low density so it may not work in Hopkins. Ms. Youngquist commented that a mandatory policy could be tied to discretionary land use approvals and public financial assistance. Ms. Youngquist discussed alternatives for developers that could include a dedication of existing units, off-site construction, a housing trust fund payment or waiving the requirement if the project meets other city goals. There was discussion of a trust fund payment fee and impacts to staff. Ms. Youngquist discussed other considerations such as project size, minimum percentage of affordable units, affordability period and that standards are consistent with market rate units. There was discussion of the economic impact and whether the developer could absorb the costs or if the City would need to provide a subsidy. Ms. Elverum commented that there could be the potential that projects not be built until the market could support the affordable housing costs. Mayor Cummings discussed the idea of a fund for owners to preserve the NOAH properties in Hopkins and how housing impacts the business community. There was discussion about the importance of preserving the existing housing stock and that the trust fund fee would need to be great enough to be put towards the goal of affordable housing. There was Council discussion about the concept of inclusionary housing and the importance of housing developments for all. Council commented that it is important to be able to think the policy through carefully and what are the impacts on the city and staff. There was discussion about the mandatory inclusionary policy, options and negotiations with developers, requiring affordable and market rate to be mixed, the concern about adding another fee and the need for a regional or state funding source.

Staff commented that the affordable housing issue is being discussed across the metro area and country. Staff would continue to explore the policy and bring back recommendations to the Council.

AUTO RELATED USES MORATORIUM DISCUSSION

City Planner Jason Lindahl began by summarizing the auto related uses text amendment process. In early 2017, staff began a process to review the City's zoning regulation for auto related uses (auto repair and auto sales). That process included a review of the comprehensive plan, zoning regulations, inspections of various sites throughout the community and a mapping analysis of all auto repair and auto sales uses. This information along with recommended zoning changes were presented to the Planning & Zoning Commission during the February and March meetings where they recommended the City Council approve certain zoning changes. Staff reviewed this information with the City Council during the February and March work sessions and brought the final recommended changes to the City Council in April. Ultimately, the City Council decided to table this item and approve a one year moratorium on auto related uses to allow time for more study.

To help reaffirm the foundation for this process, staff led the City Council through a discussion of the following five questions. 1.) How do auto related uses align with the City's long term land use and economic development goals? 2.) What is the appropriate number and location of auto related uses in Hopkins? 3.) What are the appropriate types and service areas for auto related uses in Hopkins? 4.) What are the appropriate standards and enforcement policy for auto related uses? 5.) What should be the role of auto related uses in Hopkins' economy?

Overall the City Council felt Hopkins had its fair share of auto related uses but the local economy should include a diverse mix of uses that includes auto repair and auto sales services. The standards for auto related use should be modernized to more closely align with the City's long range planning documents while still recognizing the role existing business fill in Hopkins. These standards should be clear, consistent and enforced. The Council directed staff to revise the proposed zoning changes based on this feedback and bring this item back for further review and discussion. The Council also stressed that staff should engage interested businesses and stakeholders in both the revision and implementation of these standards.

INCLUSIVITY OPPORTUNITIES ON BOARDS & COMMISSIONS

Mayor Cummings gave an overview of her project with NLC and recommendations. The goal would be to have participation on Hopkins boards and commissions that reflect the diversity of the community.

Mayor Cummings discussed the following topics:

- General promotion regarding what it means to serve on a board or commission. The process would begin early in the recruitment timeline.
- Host an open house or informational meeting at varied times of the day and week.

**HOPKINS CITY COUNCIL
WORK SESSION PROCEEDINGS
OCTOBER 9, 2018**

- Offer a stipend to the appointed members. The budget impact would be approximately \$7200.00.
- Establish a mentor relationship with new board and commission members with a small reimbursement fund of \$250-\$500.
- Orientation for the new board and commission members.

Mayor Cummings commented that the goals should be designed to be measurable. The public would be informed about the goals and the City's efforts to attain the goals. Mayor Cummings discussed publicizing efforts and the importance of connecting with already established resources. Mayor Cummings discussed Hopkins Race & Equity Initiative (HREI) training and the need for training for the Council. There was Council discussion about what boards and commissions would be included and that many cities already offer incentives for their boards and commissions. Mayor Cummings commented that the goal is to weave the community together and draw in those who are willing to make the step towards involvement in the City. There was Council discussion about barriers to participation, standards for the meetings, stipend, connecting with and building up leaders, intentionally speaking to various communities and other promotional outlets. Council discussed the importance of hearing from those that reflect the entire makeup of the City. Council would consider the suggestions to focus on diversifying the boards and commissions.

UPDATES

- Council Member Kuznia was contacted by Hopkins Area Little League about Council involvement in an opening ceremony. There was discussion about Maetzold Field improvements.
- Mayor Cummings discussed the My Health Fundraiser.
- Driskill's Downtown Market was featured in a Channel 11 news story regarding business that employ the disabled.

City Manager Mornson gave the following updates:

- Staff met with one of the property owners involved in the duplex dispute.
- Captain Husevold was recognized at the International Association of Police annual conference as a 40 Under Forty award winner.
- There have been road construction delays due to the weather.
- Discussion of an upcoming meeting regarding the Cold Storage site.
- Director of Planning and Development Elverum will be discussing the Artery at a Rail Conference.

**HOPKINS CITY COUNCIL
WORK SESSION PROCEEDINGS
OCTOBER 9, 2018**

ADJOURNMENT

There being no further business to come before the City Council and upon a motion by Campbell, second by Kuznia, the meeting was unanimously adjourned at 10:06 p.m.

Respectfully Submitted,
Debbie Vold

ATTEST:

Molly Cummings, Mayor

Amy Domeier, City Clerk

**HOPKINS CITY COUNCIL
REGULAR MEETING PROCEEDINGS
OCTOBER 16, 2018**

CALL TO ORDER

Pursuant to due call and notice thereof a regular meeting of the Hopkins City Council was held on Tuesday, October 16, 2018 at 7:00 p.m. in the Council Chambers at City Hall, 1010 First Street South, Hopkins.

Mayor Cummings called the meeting to order with Council Members Kuznia, Halverson and Gadd attending. Staff present included City Manager Mornson, City Clerk Domeier, Director of Planning and Development Elverum, Assistant City Engineer Klingbeil, Public Works Director Stadler and City Engineer Stanley.

CONSENT AGENDA

Mayor Cummings commented that Consent Agenda item number 3 was removed for further discussion.

Motion by Kuznia. **Second** by Gadd.

Motion to Approve the Consent Agenda as amended.

1. Minutes of the October 2, 2018 City Council Regular Meeting Proceedings
2. Minutes of the October 2, 2018 City Council Work Session following Regular Meeting Proceedings
3. ~~Minutes of the October 9, 2018 City Council Work Session Proceedings~~

Ayes: Kuznia, Halverson, Cummings, Gadd.

Nays: None. Motion carried.

NEW BUSINESS

VII.1. Off-Sale Liquor License Request – SPMG Holding, Inc. DBA Jim’s Liquor

City Clerk Domeier gave an overview of the staff report regarding the off-sale liquor license request. The Police Department has reviewed the application and recommends approval. The applicant would be subject to required liquor trainings and compliance checks. If approved, the license would become effective November 1, 2018.

Motion by Gadd. **Second** by Halverson.

Motion to grant an off-sale liquor license to SPMG Holding, Inc. DBA Jim’s Liquor.

Ayes: Kuznia, Halverson, Cummings, Gadd.

Nays: None. Motion carried.

Mayor Cummings welcomed the new business owner to Hopkins.

**HOPKINS CITY COUNCIL
REGULAR MEETING PROCEEDINGS
OCTOBER 16, 2018**

**VII.2. Order Public Hearing – 2019 Street and Utility Improvements, City Project
2018-10**

In addition to City staff, representatives present for the item were Mike Waltman and Nick Amatuccio, Bolton & Menk, Inc. Assistant City Engineer Klingbeil discussed the 2019 Street and Utility Improvement project area, pavement condition and project development process. Mr. Waltman discussed the proposed improvements to the sanitary sewer, water main, service line and storm sewer. Mr. Waltman commented that private service replacement potential would be reviewed with affected property owners at the neighborhood meetings. Mr. Waltman discussed the reasoning for curb and gutter improvements, proposed street widths, pedestrian improvements and Cambridge Street bridge improvements. Mr. Waltman summarized the project budget, costs, funding sources and gave an overview of the proposed special assessment calculations and payment options. The next steps in the process include mailings to the impacted property owners and a November 14 neighborhood meeting. Another neighborhood meeting would be scheduled prior to construction. Mr. Waltman gave an overview of the project schedule and project contacts.

Council Member Kuznia asked about the first neighborhood meeting attendance and the sanitary sewer lining. Mr. Klingbeil commented that five property owners attended, noting that there are fewer owner occupied properties in the project area and discussed the cost savings by including the lining project. Council Member Gadd asked about Hiawatha Avenue resident access during the project and commented that the Cambridge Street bridge improvements are appreciated. Mr. Klingbeil commented that the long streets would have unique challenges during the construction project. Council Member Halverson asked about the proposed street width on Van Buren Avenue. Mr. Klingbeil commented that the proposed width should have a calming effect on the traffic and the new sidewalks would improve pedestrian safety. Mayor Cummings asked about the benefit appraisal and commented that City of Hopkins has used the same policy for financing all the street and utility improvement projects. Mr. Klingbeil commented that an objective firm conducted the benefit appraisal.

Mr. Waltman commented that Josh Hrabe, Bolton & Menk, Inc. would be the on-site project representative.

Motion by Halverson. **Second** by Gadd.

Motion to Adopt Resolution 2018-082, Resolution Ordering Public Improvement Hearing, 2019 Street and Utility Improvements.

Ayes: Kuznia, Halverson, Cummings, Gadd.

Nays: None. Motion carried.

**HOPKINS CITY COUNCIL
REGULAR MEETING PROCEEDINGS
OCTOBER 16, 2018**

ANNOUNCEMENTS

- Hopkins Farmers' Market at 16-9th Ave. S. Saturdays through October, 7:30 a.m. to Noon.
- The Depot Coffee House 20th Anniversary at The Depot on Saturday, October 20, 3-5 p.m.

ADJOURNMENT

There being no further business to come before the City Council and upon a motion by Gadd, second by Kuznia, the meeting was unanimously adjourned at 7:29 p.m.

OPEN AGENDA – PUBLIC COMMENTS AND CONCERNS

A Benilde-St. Margaret's School student commented that she attended the Council meeting to complete a requirement for her Government Class.

Respectfully Submitted,
Debbie Vold

ATTEST:

Molly Cummings, Mayor

Amy Domeier, City Clerk

**MINUTES OF THE CITY COUNCIL WORK SESSION PROCEEDINGS
AT CONCLUSION OF THE REGULAR CITY COUNCIL MEETING
TUESDAY, OCTOBER 16, 2018**

CALL TO ORDER

Pursuant to due call and notice thereof a work session of the Hopkins City Council was held on Tuesday, October 16, 2018 at 7:33 p.m. in the Council Chambers at City Hall, 1010 First Street South, Hopkins.

Mayor Cummings called the meeting to order with Council Members Kuznia, Halverson and Gadd attending. Staff present included City Manager Mornson, Director of Planning and Development Elverum and Public Works Director Stadler.

Public Works

Public Works Director Stadler discussed the pilot organics program. After the yard waste site closes for the season labeled carts for organic recycling would be located at Public Works. Program information would be published in the November Highlights. Staff is waiting to hear about the grant request to continue to move the program forward in 2019. Mayor Cummings commented that she has heard from residents who are excited about the organics recycling program.

Community Development

Director of Planning and Development Elverum discussed the potential purchase of properties by an investment group that include the Driskill's Downtown Market. Staff met with the potential buyers regarding their long-range plans for development. Staff commented that a grocery store is valued in town and that any development would need to match the character of the downtown. Ms. Elverum commented that Driskill's has approximately 4½ years remaining on the current lease. There was Council discussion about the need for a grocery store and preservation of historic storefronts. There was discussion of the standards and restrictions of a historic district or local preservation ordinance. Staff would keep the Council updated.

Ms. Elverum discussed public art at the LRT stations. Staff identified the Blake and Downtown stations as priorities for installation of public art. The Public Art Committee provided suggestions for art installations. Ms. Elverum commented that the Blake Station area location could potentially benefit from additional funding.

Ms. Elverum commented that St. Gabriel Catholic Church – St. Joe's Campus is selling a vacant piece of land. The selling price is \$2 million and housing would be allowed under the current zoning. Neighboring property owners at Citigables have expressed concerns about the possible size of a future development. Staff is thinking about opportunities for the site.

There was discussion about the Firestone and Hitching Post sites. Ms. Elverum commented that nothing is confirmed for either location.

Mayor Cummings commented that the PPL project, Oxford Village, is a finalist for a ReScape Award and Council has been invited to attend the ceremony.

City Council

- Council Member Kuznia and Council Member Gadd would like to attend the ReScape award ceremony.
- Council Member Kuznia would be bagging groceries for tips at Cub Foods on October 20 to benefit ResourceWest.
- Council Member Halverson discussed bike light confusion and concerns at 8th Avenue N. and Mainstreet.
- Council Member Gadd was contacted by a Citigables resident regarding concerns of a potential property development on vacant land near Citigables.
- Council Member Gadd discussed a communication he received regarding the stoplight cycle near Cargill. The concerns have been forwarded to staff.
- Council Member Gadd discussed the Minutes from the October 9, 2018 City Council Work Session. Council Member Gadd discussed the Work Session discussions and wanted to ensure clarity for staff. Mr. Mornson commented that staff discussed the proposed auto-oriented business zoning changes. City Planner Lindahl would work on the basic ordinance and would bring it back to Council in December before the proposed ordinance goes out to the business owners. There was discussion about the proposal for increasing inclusivity on boards and commissions. Mayor Cummings commented that the intent was to stimulate thoughts, consolidate efforts and continue discussion on developing a plan on how to deal with encouraging diversity on boards and commissions. Council Member Gadd commented that there was not consensus on offering a stipend. Mayor Cummings commented that more research is needed and that it would be good to get feedback from the new City Council member. Mr. Mornson commented that staff is not developing a plan at this time. There was further discussion about Hopkins Race and Equity Initiative (HREI) being supportive of the efforts to diversify boards and commission. There was discussion about creating a pamphlet/stand alone information that could be easily distributed to those interested in board or commission positions. Council consensus was to amend the last sentence of the Inclusivity Opportunities on Boards & Commissions section of the Work Session minutes to read:
Council would consider the suggestions to focus on diversifying the boards and commissions.
- Mayor Cummings would be bagging groceries for ICA on Wednesday, November 21.
- Mayor Cummings discussed recent and upcoming meetings and conferences.

Administration:

City Manager Mornson gave the following updates:

- Staff would be meeting with Doran Properties.
- Council would be receiving an email regarding a City Manager Assessment.
- Next Council meeting is Monday, November 5.
- Update on scheduled vacation time.

- The Artery project could be receiving an award. Mr. Mornson would keep the Council updated.
- Discussion of upcoming conferences and meetings.
- Discussion of the Goal Setting meeting agenda, facilitator and topics for Friday, January 11, 2019. Council consensus is to schedule an outside facilitator with infrastructure and financial consultant updates. Staff would schedule City Attorney Riggs to present legal topics (legal challenges, implications, technology) at a future Work Session. The new Council Member orientation would include an educational piece by City Attorney Riggs.
- Taste of Hopkins and State of the City scheduled for January 31, 2019.
- There was discussion regarding the annual spring events, Hopkins Academy Alumni Event and Volunteer Recognition Dinner. Council agreed to hold the separate events every other year with the Alumni event in 2019 and Volunteer Recognition in 2020.
- Update on the City Council meeting schedule during the City Hall remodel.
- Update on the budget meetings. Finance Director Bishop would be presenting a quarterly update at the City Council meeting, continued discussion of the CIP and ERP at the November Work Session and the Truth in Taxation is scheduled for December 4, 2018.
- There was discussion regarding the additional police officer request by the Police Department. Council consensus was that more discussion was needed and to hold off on adding the position in the middle of a budget year but continue to plan for the future and look at the big picture. Mr. Mornson would advise the Police Chief to present a proposal to Council in the fall of 2019.
- There was discussion of the City Council vacancy interview questions and interview process. Council would review the applications and submit their top 5 candidates to Assistant City Manager by October 31.
- Mr. Mornson updated the Council on his service to the LMC Board.
- Overview of projects planned for 2019. Mayor Cummings asked how two-year street projects are assessed. Staff would investigate. Council Member Halverson asked about year two of the Blake Road project. Staff would update the Council.

ADJOURNMENT

There being no further business to come before the City Council and upon a motion by Kuznia, seconded by Gadd, the meeting was unanimously adjourned at 9:05 p.m.

Respectfully Submitted,
Debbie Vold

ATTEST:

Molly Cummings, Mayor

Amy Domeier, City Clerk

CITY OF HOPKINS

FINANCE DEPARTMENT

MEMORANDUM

Date: October 31st, 2018
To: Honorable Mayor and Members of the City Council
From: Nicholas Bishop, Finance Director
Subject: Ratify Checks Issued in October 2018

The checks issued between September 27, 2018 and October 31, 2018, were numbers 111808 through 112257, for a total distribution of \$4,115,674.05.

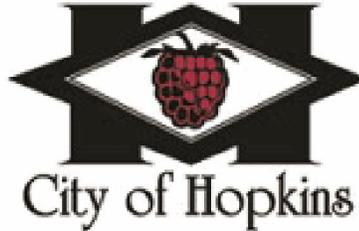
The checks issued, along with the purpose for those payments are attached for your review.

The check registers and detail of those checks can be reviewed at any time in the Finance Department.

Accounts Payable

Checks by Date - Summary by Check Date

User: kpearsall
Printed: 10/31/2018 1:39 PM



1010 First Street South
Hopkins, MN 55343

952-935-8474
M-F, 8 am-4:30 pm
www.hopkinsmn.com

Check No	Vendor No	Vendor Name	Check Date		Void Checks	Check Amount
111808	19162	2ND WIND EXERCISE	09/27/2018	VOID	542.00	0.00
111809	29535	ADVANCED ENGINEERING	09/27/2018		0.00	8,001.45
111810	29761	AMERICAN ENGINEERING TESTING, I	09/27/2018		0.00	3,506.00
111811	UB*00338	ERAY S AYDIL	09/27/2018		0.00	19.69
111812	02031	B & W SPECIALTY COFFEE CO	09/27/2018		0.00	600.55
111813	02012	BATTERIES PLUS BULBS	09/27/2018		0.00	34.55
111814	UB*00346	JACOB BENDA	09/27/2018		0.00	70.00
111815	UB*00345	CRAIG BENSON	09/27/2018		0.00	39.80
111816	30309	BLM TECHNOLOGIES INC	09/27/2018		0.00	804.36
111817	14571	BLUE TARP FINANCIAL INC	09/27/2018		0.00	49.43
111818	02569	BOYER TRUCK PARTS	09/27/2018		0.00	353.67
111819	UB*00343	SAMUEL BRUMMUND	09/27/2018		0.00	42.82
111820	30306	BRANDON BURMEISTER	09/27/2018		0.00	30.00
111821	30127	CINTAS CORPORATION NO. 2	09/27/2018		0.00	50.50
111822	27467	CITY OF ST. PAUL	09/27/2018		0.00	360.00
111823	26951	COMCAST	09/27/2018		0.00	69.95
111824	26951	COMCAST	09/27/2018		0.00	144.85
111825	28123	CRITTERS UNLIMITED INC	09/27/2018		0.00	60.00
111826	28747	CULLIGAN BOTTLED WATER CO	09/27/2018		0.00	143.79
111827	03808	CUMMINS NPOWER LLC	09/27/2018		0.00	669.12
111828	27514	CUSTOM BUSINESS FORMS	09/27/2018		0.00	262.00
111829	04600	DPC INDUSTRIES, INC	09/27/2018		0.00	1,687.24
111830	04690	DRISKILLS FOODS	09/27/2018		0.00	319.60
111831	04690	DRISKILLS FOODS	09/27/2018		0.00	263.38
111832	28898	ECM PUBLISHERS INC	09/27/2018		0.00	612.85
111833	05481	EMERGENCY APPARATUS MAINT INC	09/27/2018		0.00	5,190.12
111834	29398	ENTERPRISE FLEET MANAGEMENT	09/27/2018		0.00	2,911.69
111835	30143	ENVIROBATE, INC.	09/27/2018		0.00	500.00
111836	06008	FASTENAL CO	09/27/2018		0.00	119.67
111837	30303	GPM SOLUTIONS DRIVEN	09/27/2018		0.00	752.40
111838	07681	GRAINGER, INC	09/27/2018		0.00	378.08
111839	29377	GRAINGER, INC	09/27/2018		0.00	566.97
111840	07803	GUSTAVE A. LARSON COMPANY	09/27/2018		0.00	130.12
111841	29060	HD SUPPLY FACILITIES MAINTENANC	09/27/2018		0.00	262.66
111842	UB*00344	JEFFREY HEBEISEN	09/27/2018		0.00	114.85
111843	08166	HENNEPIN CTY TREASURER	09/27/2018		0.00	2,387.05
111844	08186	HENNEPIN CTY TREASURER	09/27/2018		0.00	51.00
111845	08209	HENNEPIN CTY TREASURER	09/27/2018		0.00	100.00
111846	08224	HENNEPIN CTY TREASURER	09/27/2018		0.00	72,500.00
111847	30308	TIM HETCHLER	09/27/2018		0.00	46.00
111848	29818	HIAWATHA TREE SERVICE INC.	09/27/2018		0.00	2,880.00
111849	30048	RICH HILL	09/27/2018		0.00	486.24
111850	08336	HIRSHFIELDS	09/27/2018		0.00	551.79
111851	08627	HOME DEPOT CREDIT SERVICES	09/27/2018		0.00	319.62
111852	29345	IMPACT MAILING OF MN	09/27/2018		0.00	3,013.88
111853	29831	INDUSTRIAL FLOOR MAINTENANCE,	09/27/2018		0.00	790.40
111854	09528	INTEREUM INC	09/27/2018		0.00	3,087.31

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
111855	27402	J GARDNER & ASSOCIATES LLC	09/27/2018	0.00	428.00
111856	10172	JEFFERSON FIRE & SAFETY	09/27/2018	0.00	1,942.12
111857	11166	KEEPRS INC	09/27/2018	0.00	218.83
111858	11161	KENNEDY & GRAVEN, CHARTERED	09/27/2018	0.00	28,323.99
111859	UB*00337	BARBARA KJOS	09/27/2018	0.00	77.29
111860	15447	ALAN KRATTLEY	09/27/2018	0.00	147.35
111861	30304	DYLAN KUNKEL	09/27/2018	0.00	58.00
111862	UB*00340	PAUL B KUYPER	09/27/2018	0.00	71.79
111863	29381	LEAGUE OF MN CITIES	09/27/2018	0.00	225.00
111864	30305	NOLAN LITSCHESKI	09/27/2018	0.00	30.00
111865	UB*00341	NICHOLE LONGLEY	09/27/2018	0.00	101.81
111866	13012	MACQUEEN EQUIPMENT INC	09/27/2018	0.00	15.70
111867	29059	MANSFIELD OIL COMPANY OF GAINE	09/27/2018	0.00	19,660.33
111868	13031	MATTS AUTO SERVICE, INC	09/27/2018	0.00	203.00
111869	13172	METRO ELEVATOR, INC	09/27/2018	0.00	160.00
111870	29177	RENEE A MEUWISSEN	09/27/2018	0.00	345.00
111871	13275	MICRO CENTER	09/27/2018	0.00	687.89
111872	13525	MIDNITE MARKET	09/27/2018	0.00	8.50
111873	UB*00336	LISA MILLER	09/27/2018	0.00	74.93
111874	12179	LEAGUE OF MN CITIES INSURANCE T	09/27/2018	0.00	906.22
111875	13375	MN DEPT OF HEALTH	09/27/2018	0.00	5,633.37
111876	13412	MN TROPHIES	09/27/2018	0.00	41.50
111877	UB*00339	DALE MOLDENHAUER	09/27/2018	0.00	25.03
111878	29388	NEENAH FOUNDRY COMPANY	09/27/2018	0.00	152.55
111879	29753	NOVACARE REHABILITATION	09/27/2018	0.00	120.00
111880	29317	OFFICE OF MN IT SERVICES	09/27/2018	0.00	33.99
111881	29793	PANACHE LLC	09/27/2018	0.00	24.00
111882	29468	PARALLEL TECHNOLOGIES	09/27/2018	0.00	10,238.75
111883	30258	PETRO CHOICE	09/27/2018	0.00	71.39
111884	29149	PLUNKETTS PEST CONTROL	09/27/2018	0.00	62.15
111885	27224	PPG ARCHITECTURAL FINISHES	09/27/2018	0.00	45.58
111886	16687	PRO-TEC DESIGN INC	09/27/2018	0.00	402.50
111887	30199	PULSE ELECTRIC	09/27/2018	0.00	460.00
111888	29196	QUAKER SALES & DISTRIBUTION	09/27/2018	0.00	157.44
111889	04573	QUALITY RESOURCE GROUP INC	09/27/2018	0.00	2,138.59
111890	17806	QWEST CORP	09/27/2018	0.00	1,149.31
111891	17806	QWEST CORP	09/27/2018	0.00	88.93
111892	17806	QWEST CORP	09/27/2018	0.00	87.84
111893	17806	QWEST CORP	09/27/2018	0.00	156.18
111894	18164	RED WING BUSINESS ADVANTAGE AC	09/27/2018	0.00	184.49
111895	30163	RJM CONSTRUCTION, LLC	09/27/2018	0.00	661,875.90
111896	19004	SAMARITAN TIRE COMPANY	09/27/2018	0.00	532.08
111897	29874	QUINN SIEBERS	09/27/2018	0.00	100.00
111898	UB*00342	RAHUL SINGH	09/27/2018	0.00	141.90
111899	19520	SNAP PRINT INC	09/27/2018	0.00	281.99
111900	29115	MANUEL SOTELO	09/27/2018	0.00	4,180.00
111901	19581	SOUTHWEST LOCK & KEY	09/27/2018	0.00	1,528.00
111902	30091	RAY STAFFORD	09/27/2018	0.00	480.00
111903	19777	STREICHERS	09/27/2018	0.00	1,321.26
111904	19777	STREICHERS	09/27/2018	0.00	368.99
111905	29205	CHRIS STRONER	09/27/2018	0.00	360.00
111906	30307	JOE SWENSEN	09/27/2018	0.00	58.00
111907	20887	TWIN CITY WATER CLINIC	09/27/2018	0.00	75.00
111908	22002	VALLEY-RICH COMPANY, INC	09/27/2018	0.00	6,858.47
111909	30189	VAN PAPER SUPPLY COMPANY	09/27/2018	0.00	508.38
111910	29458	VERIZON WIRELESS	09/27/2018	0.00	1,723.59
111911	29466	VERIZON WIRELESS	09/27/2018	0.00	1,048.74

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
111912	29490	VERIZON WIRELESS	09/27/2018	0.00	1,204.01
111913	30017	VERIZON WIRELESS	09/27/2018	0.00	35.01
111914	22563	VOSS LIGHTING	09/27/2018	0.00	62.47
111915	27900	WATER CONSERVATION SERVICES	09/27/2018	0.00	294.08
111916	28624	MICHEAL J WHITE	09/27/2018	0.00	246.85
111917	23720	WSB & ASSOCIATES INC	09/27/2018	0.00	117,115.93
111918	25080	XCEL ENERGY	09/27/2018	0.00	8,801.95
111919	25080	XCEL ENERGY	09/27/2018	0.00	23.88
Total for 9/27/2018:				542.00	999,521.27
269201018	26920	DELTA DENTAL	10/01/2018	0.00	0.00
269201810	26920	DELTA DENTAL	10/01/2018	0.00	0.00
284961018	28496	LINCOLN FINANCIAL GROUP	10/01/2018	0.00	0.00
291521018	29152	SUN LIFE FINANCIAL	10/01/2018	0.00	0.00
291521810	29152	SUN LIFE FINANCIAL	10/01/2018	0.00	0.00
296691018	29669	AVESIS	10/01/2018	0.00	0.00
298201018	29820	HEALTHPARTNERS	10/01/2018	0.00	0.00
Total for 10/1/2018:				0.00	0.00
111921	19162	2ND WIND EXERCISE	10/04/2018	0.00	542.00
111922	01767	A TO Z RENTAL CENTER	10/04/2018	0.00	130.80
111923	28422	ADVANCED IMAGING SOLUTIONS	10/04/2018	0.00	4,100.94
111924	01521	ANCHOR PAPER COMPANY	10/04/2018	0.00	542.00
111925	02031	B & W SPECIALTY COFFEE CO	10/04/2018	0.00	612.94
111926	29817	GARY BINGER	10/04/2018	0.00	2,500.00
111927	02563	BOLTON & MENK, INC	10/04/2018	0.00	71,567.28
111928	29011	JESSICA BRAUN	10/04/2018	0.00	245.00
111929	02811	BUREAU OF CRIMINAL APPREHENSIC	10/04/2018	0.00	750.00
111930	30315	CALUMET SPECIALTY PRODUCTS PAI	10/04/2018	0.00	205.08
111931	29996	GENIE CASTRO	10/04/2018	0.00	300.00
111932	30270	NATASH ESHA CHUGHTAI	10/04/2018	0.00	120.00
111933	30127	CINTAS CORPORATION NO. 2	10/04/2018	0.00	278.27
111934	03362	CITY OF MINNEAPOLIS	10/04/2018	0.00	498.60
111935	26951	COMCAST	10/04/2018	0.00	6.30
111936	26951	COMCAST	10/04/2018	0.00	144.85
111937	03640	CPT SERVICES, INC	10/04/2018	0.00	122.50
111938	29591	CROIX OIL COMPANY	10/04/2018	0.00	224.00
111939	03800	CULLIGAN - METRO	10/04/2018	0.00	195.30
111940	29971	DC MANAGEMENT & ENVIORNMENT	10/04/2018	0.00	420.00
111941	29303	DIVERSIFIED COFFEE PRODUCTS	10/04/2018	0.00	236.18
111942	01523	EARL F. ANDERSEN, INC	10/04/2018	0.00	329.76
111943	29070	ENGAGE PRINT INC	10/04/2018	0.00	7,223.00
111944	06008	FASTENAL CO	10/04/2018	0.00	45.32
111945	06581	FOREST LAKE SPORTSMENS CLUB	10/04/2018	0.00	720.00
111946	27492	FRIENDS OF THE HOPKINS	10/04/2018	0.00	1,209.48
111947	07681	GRAINGER, INC	10/04/2018	0.00	185.45
111948	30314	GREAT PLAINS WINDOWS AND DOOR	10/04/2018	0.00	153.60
111949	29968	GROTH SEWER & WATER LLC	10/04/2018	0.00	60.00
111950	27248	HENNEPIN CTY TREASURER	10/04/2018	0.00	654.00
111951	08336	HIRSHFIELDS	10/04/2018	0.00	463.32
111952	08576	HOPKINS F.D. RELIEF ASSOC	10/04/2018	0.00	870.00
111953	08620	HOPKINS ROTARY	10/04/2018	0.00	750.00
111954	30311	IRON MALTESE ATHLETICS	10/04/2018	0.00	711.08
111955	29267	J SPANJERS COMPANY INC	10/04/2018	0.00	7,291.00
111956	30269	JANELLE JASPERS JONES	10/04/2018	0.00	160.00

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
111957	11161	KENNEDY & GRAVEN, CHARTERED	10/04/2018	0.00	18,767.29
111958	30310	WILLIAM LEADENS REVOCABLE TRU	10/04/2018	0.00	5,000.00
111959	28498	LEXIPOL LLC	10/04/2018	0.00	8,182.00
111960	29529	LEXISNEXIS RISK SOLUTIONS	10/04/2018	0.00	83.33
111961	30039	MACHINE SERVICE CORPORATION	10/04/2018	0.00	1,259.83
111962	28665	METRO ALARM & LOCK	10/04/2018	0.00	75.00
111963	28665	METRO ALARM & LOCK	10/04/2018	0.00	75.00
111964	28665	METRO ALARM & LOCK	10/04/2018	0.00	75.00
111965	28665	METRO ALARM & LOCK	10/04/2018	0.00	75.00
111966	13275	MICRO CENTER	10/04/2018	0.00	584.96
111967	13354	MN BENEFIT ASSOCIATION	10/04/2018	0.00	37.18
111968	13399	MN SAFETY COUNCIL, INC	10/04/2018	0.00	414.00
111969	13412	MN TROPHIES	10/04/2018	0.00	41.50
111970	30300	NORDIC SOLAR HOLDCO LLC	10/04/2018	0.00	5,267.42
111971	30312	BRIAN OCONNOR	10/04/2018	0.00	35.00
111972	15521	ON SITE SANITATION	10/04/2018	0.00	520.00
111973	30183	PAINT, PAPER, SCISSORS	10/04/2018	0.00	50.00
111974	29468	PARALLEL TECHNOLOGIES	10/04/2018	0.00	713.50
111975	16566	POMPS TIRE SERVICE INC	10/04/2018	0.00	125.00
111976	16801	PUMP & METER SERVICE, INC	10/04/2018	0.00	177.00
111977	17806	QWEST CORP	10/04/2018	0.00	62.07
111978	09084	ICMA RETIREMENT TRUST- 457 3008	10/04/2018	0.00	2,904.30
111979	18575	ROC, INC	10/04/2018	0.00	5,200.33
111980	18805	RUMPCA COMPANIES, INC	10/04/2018	0.00	4,887.50
111981	19004	SAMARITAN TIRE COMPANY	10/04/2018	0.00	2,986.50
111982	19117	SCHERER BROS. LUMBER CO.	10/04/2018	0.00	38.00
111983	28588	NANCY SHIELDS	10/04/2018	0.00	120.00
111984	29143	SHRED IT USA	10/04/2018	0.00	319.27
111985	29609	SHRED-N-GO	10/04/2018	0.00	1,800.00
111986	29384	SITEONE LANDSCAPE SUPPLY	10/04/2018	0.00	87.45
111987	19520	SNAP PRINT INC	10/04/2018	0.00	87.71
111988	19602	SPS COMPANIES INC	10/04/2018	0.00	40.45
111989	30313	SUDANESE COMMUNITY ASSOCIATIC	10/04/2018	0.00	75.00
111990	29969	THREE RIVERS PARK DISTRICT	10/04/2018	0.00	28.00
111991	30093	TRANSUNION RISK ALTERNATIVE DA	10/04/2018	0.00	172.90
111992	29585	TRI-COUNTY LAW ENFORCEMENT	10/04/2018	0.00	75.00
111993	30268	CATHERINE TURNER	10/04/2018	0.00	20.00
111994	30189	VAN PAPER SUPPLY COMPANY	10/04/2018	0.00	374.42
111995	29473	VERIZON WIRELESS	10/04/2018	0.00	246.24
111996	22563	VOSS LIGHTING	10/04/2018	0.00	44.46
111997	23003	WASTE MANAGEMENT OF WI-MN	10/04/2018	0.00	9,568.00
111998	28624	MICHEAL J WHITE	10/04/2018	0.00	214.40
111999	25080	XCEL ENERGY	10/04/2018	0.00	33.77
112000	25080	XCEL ENERGY	10/04/2018	0.00	669.16
112001	25080	XCEL ENERGY	10/04/2018	0.00	162.20
Total for 10/4/2018:				0.00	176,343.19
112002	30281	ACTIVE NETWORK LLC	10/11/2018	0.00	3,475.71
112003	30319	ALEX AIR APPARATUS INC	10/11/2018	0.00	4,699.88
112004	01543	ANCOM COMMUNICATIONS INC	10/11/2018	0.00	101.90
112005	28600	APPLE VALLEY FORD LINCOLN	10/11/2018	0.00	764.35
112006	02031	B & W SPECIALTY COFFEE CO	10/11/2018	0.00	562.95
112007	30240	BARBER CONSTRUCTION, INC.	10/11/2018	0.00	73,824.53
112008	30230	BARNA, GUZY & STEFFEN, LTD.	10/11/2018	0.00	23.98
112009	02563	BOLTON & MENK, INC	10/11/2018	0.00	48,190.50
112010	28848	BOUNDLESS NETWORK INC	10/11/2018	0.00	432.22

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
112011	27822	BRADS PRO AUDIO	10/11/2018	0.00	500.00
112012	03160	CENTERPOINT ENERGY MINNEGASCO	10/11/2018	0.00	940.39
112013	30005	CENTRAL POWER DISTRIBUTORS	10/11/2018	0.00	473.75
112014	30322	CENTURY FENCE COMPANY	10/11/2018	0.00	4,780.00
112015	28981	CHESTNUT CAMBRONNE PA	10/11/2018	0.00	11,022.98
112016	30127	CINTAS CORPORATION NO. 2	10/11/2018	0.00	63.68
112017	26951	COMCAST	10/11/2018	0.00	14.71
112018	26951	COMCAST	10/11/2018	0.00	125.97
112019	03628	COMMERCIAL ASPHALT CO	10/11/2018	0.00	324.80
112020	30321	CONCRETE SCIENCE LLC	10/11/2018	0.00	4,221.25
112021	03800	CULLIGAN - METRO	10/11/2018	0.00	70.60
112022	30316	CHARLES ANTHONY DAHLHEIMER	10/11/2018	0.00	1,425.00
112023	04690	DRISKILLS FOODS	10/11/2018	0.00	160.80
112024	04690	DRISKILLS FOODS	10/11/2018	0.00	337.05
112025	29520	ECOLAB	10/11/2018	0.00	182.14
112026	29006	ENTERPRISE FLEET MANAGEMENT	10/11/2018	0.00	2,717.35
112027	30222	EUREKA CONSTRUCTION, INC.	10/11/2018	0.00	663,372.67
112028	28971	EXCELSIOR MOTOR VEHICLE CENTE	10/11/2018	0.00	11,459.16
112029	06008	FASTENAL CO	10/11/2018	0.00	25.36
112030	30317	AMELIA FOSTER	10/11/2018	0.00	450.00
112031	07185	GENUINE PARTS	10/11/2018	0.00	554.82
112032	03024	GILDNER GROUP INC	10/11/2018	0.00	392.40
112033	07564	GOPHER STATE ONE-CALL, INC	10/11/2018	0.00	375.30
112034	07681	GRAINGER, INC	10/11/2018	0.00	51.96
112035	07681	GRAINGER, INC	10/11/2018	0.00	73.09
112036	29377	GRAINGER, INC	10/11/2018	0.00	354.80
112037	29377	GRAINGER, INC	10/11/2018	0.00	341.50
112038	07803	GUSTAVE A. LARSON COMPANY	10/11/2018	0.00	509.79
112039	08001	HACH COMPANY	10/11/2018	0.00	760.53
112040	08004	HANCE HARDWARE, INC	10/11/2018	0.00	1,082.67
112041	30323	CRAIG MICHAEL HARRINGTON	10/11/2018	0.00	652.32
112042	29748	HENNEPIN COUNTY PUBLIC WORKS	10/11/2018	0.00	5,707.42
112043	08166	HENNEPIN CTY TREASURER	10/11/2018	0.00	202.60
112044	08179	HENNEPIN CTY TREASURER	10/11/2018	0.00	2,371.50
112045	08223	HENNEPIN CTY TREASURER	10/11/2018	0.00	10,873.68
112046	29249	J.R.'S ADVANCED RECYCLERS	10/11/2018	0.00	440.00
112047	UB*00347	HARVEY KAUFMAN	10/11/2018	0.00	912.52
112048	29201	KG LANDSCAPE MANAGEMENT	10/11/2018	0.00	6,747.14
112049	30320	KIESLERS POLICE SUPPLY INC	10/11/2018	0.00	1,235.75
112050	11327	KILLMER ELECTRIC CO INC	10/11/2018	0.00	1,024.58
112051	30310	WILLIAM LEADENS REVOCABLE TRU	10/11/2018	0.00	181.00
112052	12160	LEAGUE OF MN CITIES	10/11/2018	0.00	772.65
112053	13167	MENARDS - EDEN PRAIRIE	10/11/2018	0.00	455.12
112054	28665	METRO ALARM & LOCK	10/11/2018	0.00	75.00
112055	13391	MN NAHRO	10/11/2018	VOID	95.00
112056	13399	MN SAFETY COUNCIL, INC	10/11/2018	0.00	324.00
112057	30257	MODERN PIPING INC	10/11/2018	0.00	400.00
112058	29432	MONKEY IN A DRYER	10/11/2018	0.00	2,141.62
112059	27880	MORECOM INC	10/11/2018	0.00	21,903.00
112060	26974	O'REILLY AUTO PARTS	10/11/2018	0.00	6.28
112061	16699	PROGUARD SPORTS INC	10/11/2018	0.00	330.95
112062	16801	PUMP & METER SERVICE, INC	10/11/2018	0.00	1,094.32
112063	29196	QUAKER SALES & DISTRIBUTION	10/11/2018	0.00	170.28
112064	17806	QWEST CORP	10/11/2018	0.00	119.14
112065	17806	QWEST CORP	10/11/2018	0.00	57.31
112066	17806	QWEST CORP	10/11/2018	0.00	85.16
112067	28997	R & R SPECIALTIES OF WISCONSIN IN	10/11/2018	0.00	10,542.75

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
112068	19117	SCHERER BROS. LUMBER CO.	10/11/2018	0.00	152.00
112069	19520	SNAP PRINT INC	10/11/2018	0.00	45.00
112070	19602	SPS COMPANIES INC	10/11/2018	0.00	978.76
112071	30318	ST CROIX RECREATION FUN PLAYGR	10/11/2018	0.00	1,166.28
112072	28957	STEVENS ENGINEERS INC	10/11/2018	0.00	4,264.67
112073	20560	TOLL GAS & WELDING SUPPLY	10/11/2018	0.00	10.68
112074	20680	TRI-K SERVICES	10/11/2018	0.00	360.00
112075	30189	VAN PAPER SUPPLY COMPANY	10/11/2018	0.00	93.28
112076	29475	VERIZON WIRELESS	10/11/2018	0.00	105.03
112077	23004	WALSER CHRYSLER JEEP	10/11/2018	0.00	725.52
112078	28624	MICHEAL J WHITE	10/11/2018	0.00	391.65
112079	28960	WIMACTEL INC	10/11/2018	0.00	60.00
112080	28388	WITMER PUBLIC SAFETY GROUP INC	10/11/2018	0.00	337.13
112081	25080	XCEL ENERGY	10/11/2018	0.00	11,581.19
112082	25080	XCEL ENERGY	10/11/2018	0.00	9,717.45
112083	25080	XCEL ENERGY	10/11/2018	0.00	59.52
112084	25080	XCEL ENERGY	10/11/2018	0.00	49.46
112085	25080	XCEL ENERGY	10/11/2018	0.00	23.76
112086	30324	PETER YARROW	10/11/2018	0.00	4,500.00
112087	26160	ZEE MEDICAL SERVICE	10/11/2018	0.00	98.85
112088	26320	ZIEGLER, INC	10/11/2018	0.00	3,332.10
Total for 10/11/2018:				95.00	946,118.96
112089	01045	ABM EQUIPMENT & SUPPLY LLC	10/18/2018	0.00	6.82
112090	27929	ALLINA HEALTH SYSTEM	10/18/2018	0.00	95.00
112091	01600	APACHE GROUP	10/18/2018	0.00	1,369.04
112092	29669	AVESIS	10/18/2018	0.00	155.23
112093	02569	BOYER TRUCK PARTS	10/18/2018	0.00	497.37
112094	28448	BREIWKICK COMPANIES INC	10/18/2018	0.00	721.50
112095	29416	CDW GOVERNMENT	10/18/2018	0.00	1,040.00
112096	28987	CENTER FOR	10/18/2018	0.00	250.00
112097	30005	CENTRAL POWER DISTRIBUTORS	10/18/2018	0.00	76.68
112098	30127	CINTAS CORPORATION NO. 2	10/18/2018	0.00	107.66
112099	27422	CITY PAGES	10/18/2018	0.00	800.00
112100	26951	COMCAST	10/18/2018	0.00	239.85
112101	26951	COMCAST	10/18/2018	0.00	142.36
112102	30267	SHIRLEY COYER	10/18/2018	0.00	25.25
112103	29788	RICHFIELD/BLOOMINGTON CREDIT U	10/18/2018	0.00	23.62
112104	28123	CRITTERS UNLIMITED INC	10/18/2018	0.00	415.00
112105	29591	CROIX OIL COMPANY	10/18/2018	0.00	392.00
112106	28747	CULLIGAN BOTTLED WATER CO	10/18/2018	0.00	123.40
112107	28259	DELUXE FOR BUSINESS	10/18/2018	0.00	1,192.76
112108	04168	DEM-CON LANDFILL, INC	10/18/2018	0.00	77.56
112109	28898	ECM PUBLISHERS INC	10/18/2018	0.00	172.55
112110	27569	EMERGENCY AUTOMOTIVE TECHNO	10/18/2018	0.00	7,208.81
112111	29398	ENTERPRISE FLEET MANAGEMENT	10/18/2018	0.00	2,911.69
112112	07681	GRAINGER, INC	10/18/2018	0.00	100.50
112113	29377	GRAINGER, INC	10/18/2018	0.00	445.77
112114	30325	GERALDINE GRAVES	10/18/2018	0.00	150.00
112115	28555	CAROLE HARRIS	10/18/2018	0.00	308.00
112116	08166	HENNEPIN CTY TREASURER	10/18/2018	0.00	2,387.05
112117	08186	HENNEPIN CTY TREASURER	10/18/2018	0.00	51.00
112118	08625	HOPKINS POLICE ASSOCIATION	10/18/2018	0.00	1,050.00
112119	09801	I.U.O.E. CENTRAL PENSION FUND	10/18/2018	0.00	1,760.00
112120	09085	ICMA MEMBERSHIP RENEWALS	10/18/2018	0.00	1,400.00
112121	29345	IMPACT MAILING OF MN	10/18/2018	0.00	3,941.95

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
112122	09534	INTERSTATE BATTERY SYSTEM	10/18/2018	0.00	1,083.75
112123	10560	JOHN HENRY FOSTER MN	10/18/2018	0.00	689.66
112124	11166	KEEPRS INC	10/18/2018	0.00	62.79
112125	12012	LAW ENFORCEMENT LABOR SERVICE	10/18/2018	0.00	392.00
112126	30023	CIGNA LIFE INS COMPANY OF N AME	10/18/2018	0.00	417.87
112127	13012	MACQUEEN EQUIPMENT INC	10/18/2018	0.00	5,779.13
112128	13167	MENARDS - EDEN PRAIRIE	10/18/2018	0.00	179.34
112129	28665	METRO ALARM & LOCK	10/18/2018	0.00	75.00
112130	13275	MICRO CENTER	10/18/2018	0.00	1,374.93
112131	13446	MN DEPT OF LABOR & INDUSTRY	10/18/2018	0.00	10.00
112132	13446	MN DEPT OF LABOR & INDUSTRY	10/18/2018	0.00	30.00
112133	13599	MN DEPT OF TRANSPORTATION	10/18/2018	0.00	467.16
112134	29432	MONKEY IN A DRYER	10/18/2018	0.00	1,529.79
112135	15521	ON SITE SANITATION	10/18/2018	0.00	1,146.00
112136	16449	PLEAA	10/18/2018	0.00	70.00
112137	04573	QUALITY RESOURCE GROUP INC	10/18/2018	0.00	39.00
112138	17806	QWEST CORP	10/18/2018	0.00	66.00
112139	17806	QWEST CORP	10/18/2018	0.00	66.00
112140	17806	QWEST CORP	10/18/2018	0.00	127.00
112141	17806	QWEST CORP	10/18/2018	0.00	64.00
112142	17806	QWEST CORP	10/18/2018	0.00	80.52
112143	17806	QWEST CORP	10/18/2018	0.00	64.00
112144	17806	QWEST CORP	10/18/2018	0.00	100.81
112145	17806	QWEST CORP	10/18/2018	0.00	88.99
112146	17806	QWEST CORP	10/18/2018	0.00	64.00
112147	17806	QWEST CORP	10/18/2018	0.00	325.00
112148	17806	QWEST CORP	10/18/2018	0.00	64.00
112149	17806	QWEST CORP	10/18/2018	0.00	48.00
112150	17806	QWEST CORP	10/18/2018	0.00	325.00
112151	17806	QWEST CORP	10/18/2018	0.00	858.00
112152	17806	QWEST CORP	10/18/2018	0.00	128.00
112153	18164	RED WING BUSINESS ADVANTAGE AC	10/18/2018	0.00	1,157.43
112154	08568	RESOURCE WEST	10/18/2018	0.00	66.32
112155	09084	ICMA RETIREMENT TRUST- 457 3008	10/18/2018	0.00	2,904.30
112156	19004	SAMARITAN TIRE COMPANY	10/18/2018	0.00	605.64
112157	19567	SOUTHWEST SUB CABLE COMM	10/18/2018	0.00	3,432.00
112158	28590	ST CLOUD STATE UNIV	10/18/2018	0.00	445.00
112159	27735	STEPHANIE STOCKTON	10/18/2018	0.00	400.00
112160	19777	STREICHERS	10/18/2018	0.00	35,131.13
112161	28950	STRUCTURED NETWORK SOLUTIONS	10/18/2018	0.00	337.46
112162	19824	SUNSHINE CAR WASH	10/18/2018	0.00	228.77
112163	20120	TDS METROCOM - MN	10/18/2018	0.00	337.57
112164	08009	TRANSITIONS HOME CARE	10/18/2018	0.00	136.00
112165	21523	UNION LOCAL 49	10/18/2018	0.00	770.00
112166	21529	UNITED WAY	10/18/2018	0.00	30.76
112167	29489	VERIZON WIRELESS	10/18/2018	0.00	35.01
112168	23325	WILSONS NURSERY	10/18/2018	0.00	33,052.50
112169	28388	WITMER PUBLIC SAFETY GROUP INC	10/18/2018	0.00	389.98
112170	30326	CHRIS WOLF	10/18/2018	0.00	18.00
Total for 10/18/2018:				0.00	124,932.03
112171	01125	ADT SECURITY SERVICES	10/25/2018	0.00	317.17
112172	29535	ADVANCED ENGINEERING	10/25/2018	0.00	2,132.26
112173	28427	ADVANCED IMAGING SOLUTIONS	10/25/2018	0.00	11.91
112174	28600	APPLE VALLEY FORD LINCOLN	10/25/2018	0.00	50.58
112175	29905	ARTSPACE PROJECTS, INC.	10/25/2018	0.00	17,500.00

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
112176	02031	B & W SPECIALTY COFFEE CO	10/25/2018	0.00	1,137.59
112177	02162	BECKER ARENA PRODUCTS, INC	10/25/2018	0.00	18,394.60
112178	30335	TODD BRIDIGUM	10/25/2018	0.00	500.57
112179	29671	CEDAR CROSS	10/25/2018	0.00	1,400.00
112180	28430	CENTURY LINK	10/25/2018	0.00	52.20
112181	30127	CINTAS CORPORATION NO. 2	10/25/2018	0.00	213.79
112182	26951	COMCAST	10/25/2018	0.00	145.97
112183	03628	COMMERCIAL ASPHALT CO	10/25/2018	0.00	1,117.44
112184	30332	CROSSTOWN SIGN INC	10/25/2018	0.00	676.00
112185	03696	CRYSTEEL TRUCK EQUIPMENT	10/25/2018	0.00	84.00
112186	29303	DIVERSIFIED COFFEE PRODUCTS	10/25/2018	0.00	126.00
112187	04600	DPC INDUSTRIES, INC	10/25/2018	0.00	948.00
112188	28898	ECM PUBLISHERS INC	10/25/2018	0.00	29.75
112189	05282	EHLERS AND ASSOCIATES, INC	10/25/2018	0.00	2,457.50
112190	30330	FAE LSE6 LLC	10/25/2018	0.00	7,019.48
112191	30331	FIELD ENVIRONMENTAL CONSULTIN	10/25/2018	0.00	3,055.50
112192	07689	GRAFIX SHOPPE	10/25/2018	0.00	375.00
112193	30328	GRINDSTONE CONSTRUCTION SERVI	10/25/2018	0.00	66,523.50
112194	08170	HENNEPIN CTY FIRE CHIEFS ASSN	10/25/2018	0.00	215.00
112195	08166	HENNEPIN CTY TREASURER	10/25/2018	0.00	1,489.85
112196	27248	HENNEPIN CTY TREASURER	10/25/2018	0.00	13,965.00
112197	27248	HENNEPIN CTY TREASURER	10/25/2018	0.00	654.00
112198	28297	HERITAGE SHADE TREE CONSULTAN	10/25/2018	0.00	1,406.25
112199	29694	HHS ROYAL PRODUCTIONS	10/25/2018	0.00	400.00
112200	30329	HOPKINS APARTMENTS LLC	10/25/2018	0.00	90.00
112201	08576	HOPKINS F.D. RELIEF ASSOC	10/25/2018	0.00	141,748.91
112202	12009	J. H. LARSON COMPANY	10/25/2018	0.00	166.62
112203	10560	JOHN HENRY FOSTER MN	10/25/2018	0.00	539.00
112204	11327	KILLMER ELECTRIC CO INC	10/25/2018	0.00	5,663.35
112205	29381	LEAGUE OF MN CITIES	10/25/2018	0.00	810.00
112206	29381	LEAGUE OF MN CITIES	10/25/2018	0.00	150.00
112207	14188	MAIL FINANCE INC	10/25/2018	0.00	2,346.09
112208	13172	METRO ELEVATOR, INC	10/25/2018	0.00	160.00
112209	13179	METROPOLITAN COUNCIL	10/25/2018	0.00	123,906.15
112210	13275	MICRO CENTER	10/25/2018	0.00	53.94
112211	13525	MIDNITE MARKET	10/25/2018	0.00	12.81
112212	27324	MIDWEST OVERHEAD CRANE	10/25/2018	0.00	683.27
112213	30156	MINNESOTA CONCRETE COUNCIL	10/25/2018	0.00	25.00
112214	30262	MINNESOTA EQUIPMENT	10/25/2018	0.00	1,019.64
112215	13446	MN DEPT OF LABOR & INDUSTRY	10/25/2018	0.00	10.00
112216	13446	MN DEPT OF LABOR & INDUSTRY	10/25/2018	0.00	20.00
112217	13446	MN DEPT OF LABOR & INDUSTRY	10/25/2018	0.00	10.00
112218	13412	MN TROPHIES	10/25/2018	0.00	93.00
112219	29939	MOBOTREX, INC.	10/25/2018	0.00	5,520.00
112220	30257	MODERN PIPING INC	10/25/2018	0.00	795.53
112221	30334	OOUVERSON SEWER & WATER INC	10/25/2018	0.00	7,660.00
112222	15880	OWENS SERVICE CORP- CHEMTEX	10/25/2018	0.00	9,800.00
112223	29331	POSTMASTER	10/25/2018	0.00	144.65
112224	29196	QUAKER SALES & DISTRIBUTION	10/25/2018	0.00	135.60
112225	17806	QWEST CORP	10/25/2018	0.00	0.89
112226	17806	QWEST CORP	10/25/2018	0.00	88.28
112227	17806	QWEST CORP	10/25/2018	0.00	13.34
112228	17806	QWEST CORP	10/25/2018	0.00	62.25
112229	17806	QWEST CORP	10/25/2018	0.00	11.50
112230	17806	QWEST CORP	10/25/2018	0.00	157.20
112231	17806	QWEST CORP	10/25/2018	0.00	724.73
112232	17806	QWEST CORP	10/25/2018	0.00	218.57

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
112233	17806	QWEST CORP	10/25/2018	0.00	195.56
112234	17806	QWEST CORP	10/25/2018	0.00	12.45
112235	18121	RDO EQUIPMENT CO.	10/25/2018	0.00	173.98
112236	18327	REINDERS INC	10/25/2018	0.00	640.00
112237	29588	RON TURLEY ASSOCIATES	10/25/2018	0.00	750.00
112238	28648	S M HENTGES & SONS INC	10/25/2018	0.00	674,592.85
112239	28648	S M HENTGES & SONS INC	10/25/2018	0.00	717,986.31
112240	19117	SCHERER BROS. LUMBER CO.	10/25/2018	0.00	120.43
112241	29594	SEH DESIGN/BUILD	10/25/2018	0.00	14,000.00
112242	30333	JOEL SELTZ	10/25/2018	0.00	616.88
112243	19287	SHORT ELLIOTT HENDRICKSON INC	10/25/2018	0.00	1,484.37
112244	29143	SHRED IT USA	10/25/2018	0.00	319.27
112245	19520	SNAP PRINT INC	10/25/2018	0.00	182.82
112246	26975	SPRINT	10/25/2018	0.00	1,685.12
112247	28590	ST CLOUD STATE UNIV	10/25/2018	0.00	890.00
112248	28907	TILLER CORPORATION	10/25/2018	0.00	2,641.34
112249	20887	TWIN CITY WATER CLINIC	10/25/2018	0.00	272.00
112250	30189	VAN PAPER SUPPLY COMPANY	10/25/2018	0.00	275.01
112251	29458	VERIZON WIRELESS	10/25/2018	0.00	1,727.19
112252	29490	VERIZON WIRELESS	10/25/2018	0.00	1,206.48
112253	30017	VERIZON WIRELESS	10/25/2018	0.00	35.01
112254	27692	VESSCO INC	10/25/2018	0.00	420.00
112255	07562	W W GOETSCH ASSOC	10/25/2018	0.00	1,260.00
112256	28624	MICHEAL J WHITE	10/25/2018	0.00	683.30
112257	23720	WSB & ASSOCIATES INC	10/25/2018	0.00	1,349.00
Total for 10/25/2018:				0.00	1,868,758.60
Report Total (456 checks):				637.00	4,115,674.05



November 5, 2018

Council Report 2018-118

**Approval of Tobacco License Application for
SPMG Holding, Inc. DBA Jim's Liquor**

Proposed Action

Staff recommends adoption of the following motion: Approve a Tobacco License for SPMG Holding, Inc. DBA as Jim's Liquor located at 3 6th Avenue South for the license term through June 30, 2017.

Overview

An application for a new license to sell tobacco or tobacco products has been received from SPMG Holding Inc. DBA Jim's Liquor located at 3 6th Avenue South. The license will be effective upon passage of the motion and valid through June 30, 2019.

SPMG Holding Inc. was granted an off-sale liquor license on November 1, 2018 and has decided to add tobacco sales at their location.

The application is in order and may be approved by the City Council.

Supporting Information

- The complete application is on file in the City Clerk's office

Amy Domeier, City Clerk

Financial Impact: \$200 Budgeted: Y/N <u>N</u> Source: _____
Related Documents (CIP, ERP, etc.): _____
Notes: _____



Finance

CITY OF HOPKINS

Memorandum

To: Honorable Mayor and Council Members
Mike Mornson, City Manager

From: Nick Bishop, Finance Director

Date: November 5, 2018

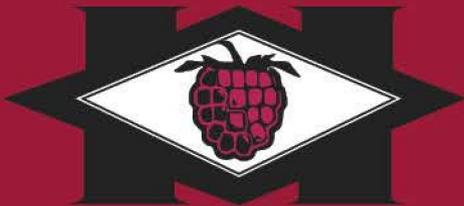
Subject: Third Quarter Financial Report

Attached is the presentation for the third quarter financial report. If you have any questions in advance please contact me. A full presentation will be given at the council meeting.

2018 3rd Quarter

Financial Report

Prepared by Finance Department



City of
Hopkins
Minnesota

General Fund Overview

- At the end of the 3rd quarter
 - Revenues are at 73.38%
 - Expenditures are at 75.40%



General Fund Revenues

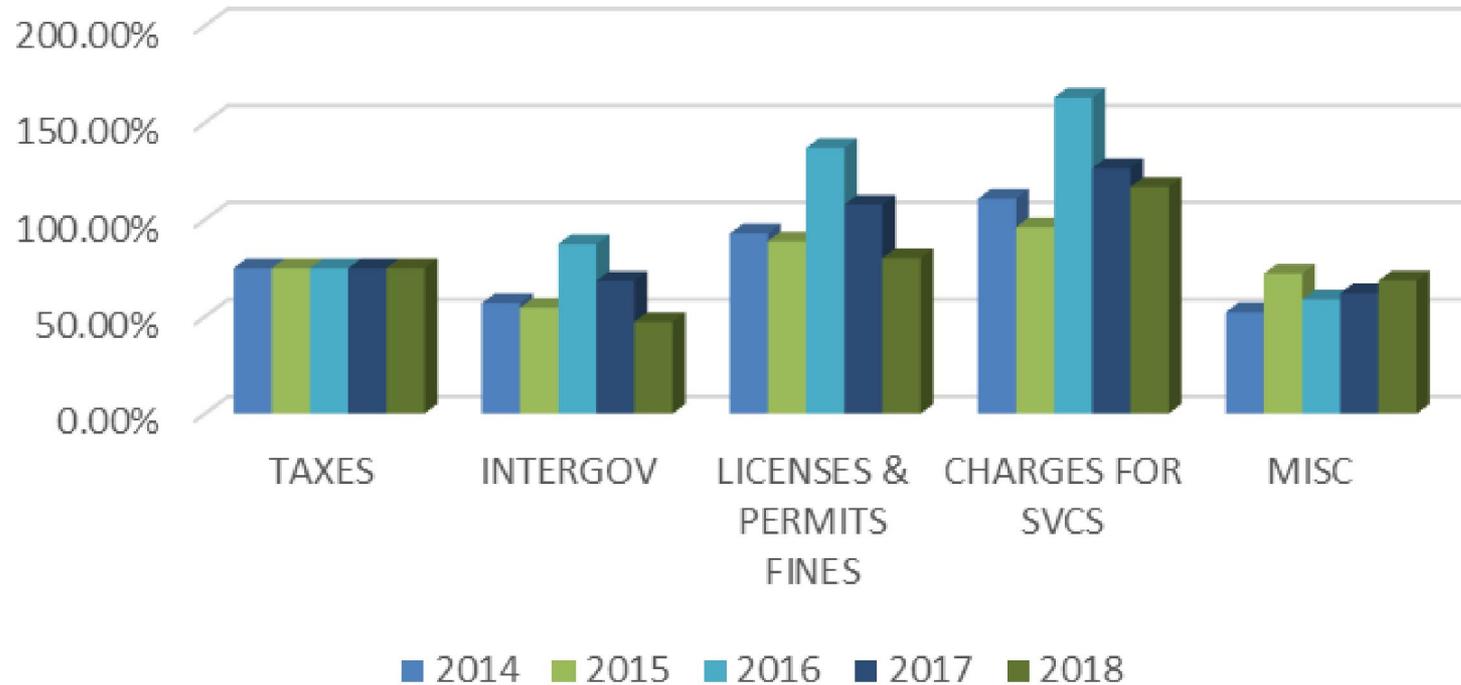
		<u>Budget</u>		<u>Actual</u>	<u>% of Budget</u>
Taxes	\$	10,832,857	\$	8,124,643	75.00%
Intergovernmental		1,173,933		555,316	47.30%
Licenses, Permits & Fines		779,065		624,781	80.20%
Charges for Services		225,650		263,806	116.91%
Miscellaneous		423,850		290,699	68.59%
Total Revenues	\$	13,435,355	\$	9,859,244	73.38%

- Includes estimate for Tax Revenue



General Fund Revenues

Percent of Budget through 3rd Qtr



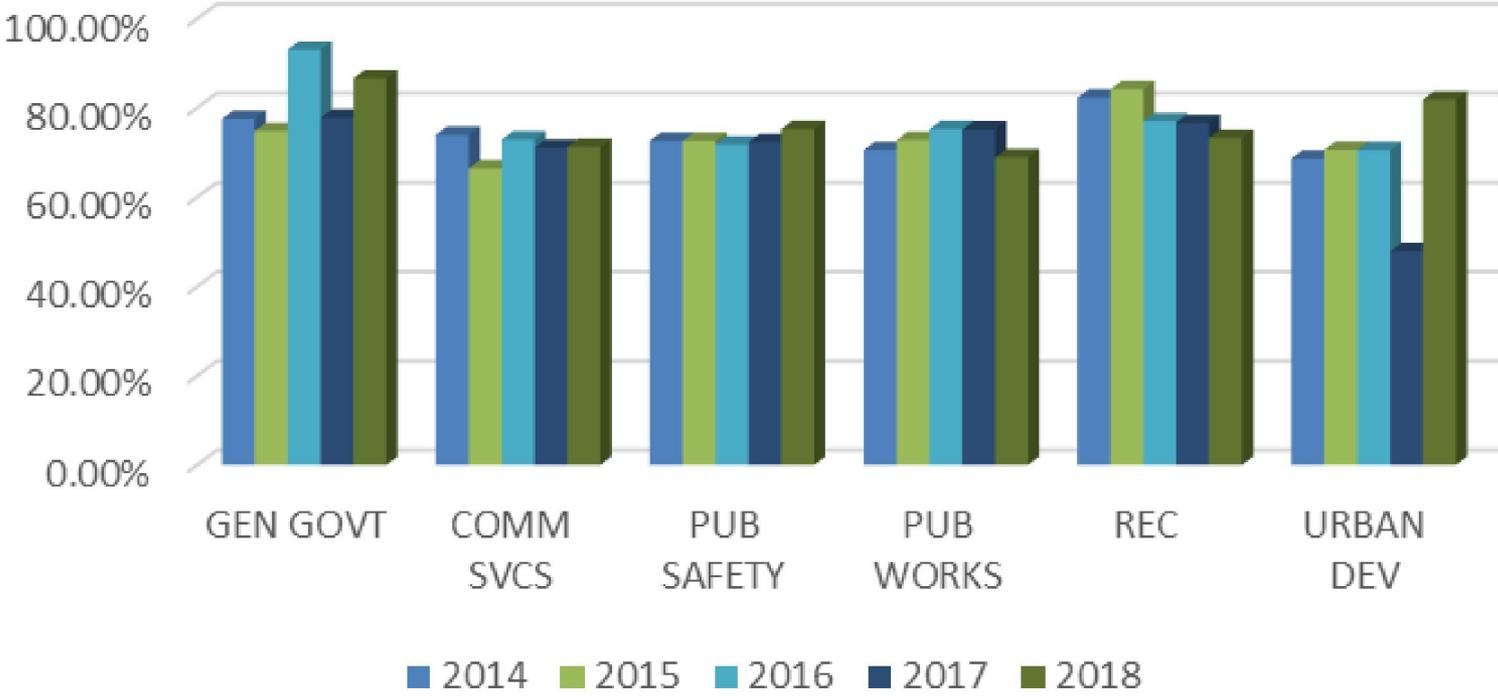
General Fund Expenditures

	<u>Budget</u>	<u>Actual</u>	<u>% of Budget</u>
General Government	\$ 2,087,278	\$ 1,807,230	86.58%
Community Services	746,631	532,135	71.27%
Public Safety	6,535,880	4,918,193	75.25%
Public Works	3,060,337	2,109,668	68.94%
Recreation	692,750	507,575	73.27%
Urban Development	312,481	255,715	81.83%
Total Expenditures	\$ 13,435,356	\$ 10,130,516	75.40%



General Fund Expenditures

Percent of Budget through 3rd Qtr



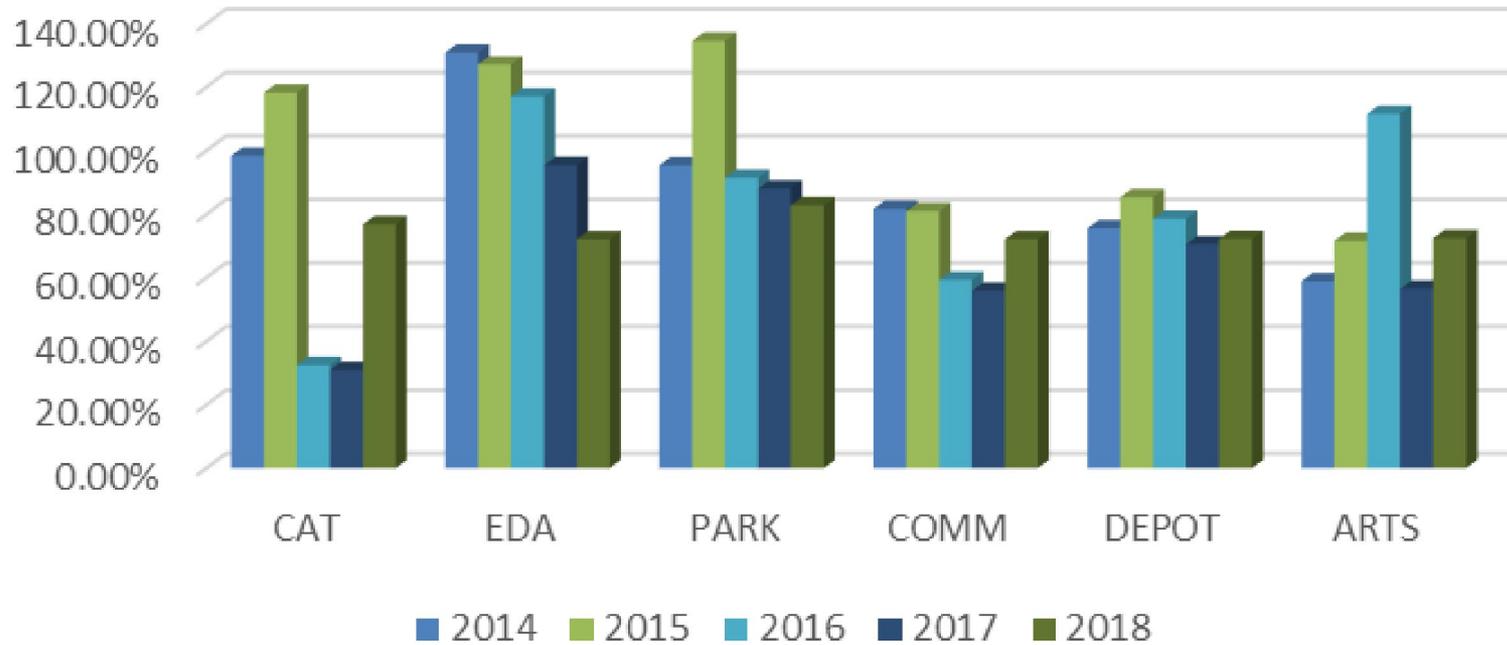
Special Revenue Funds Revenues

	<u>Budget</u>	<u>Actual</u>	<u>% of Budget</u>
Chemical Assessment	\$ 60,000	\$ 46,108	76.85%
Economic Development	402,037	289,991	72.13%
Parking	150,500	124,578	82.78%
Communications	269,200	194,233	72.15%
Depot Coffee House	352,000	254,379	72.27%
Art Center	975,626	707,126	72.48%

- Economic Development, Depot & Art Center include estimated tax revenue and/or transfers



Special Revenue Fund Revenues Percent of Budget through 3rd Qtr



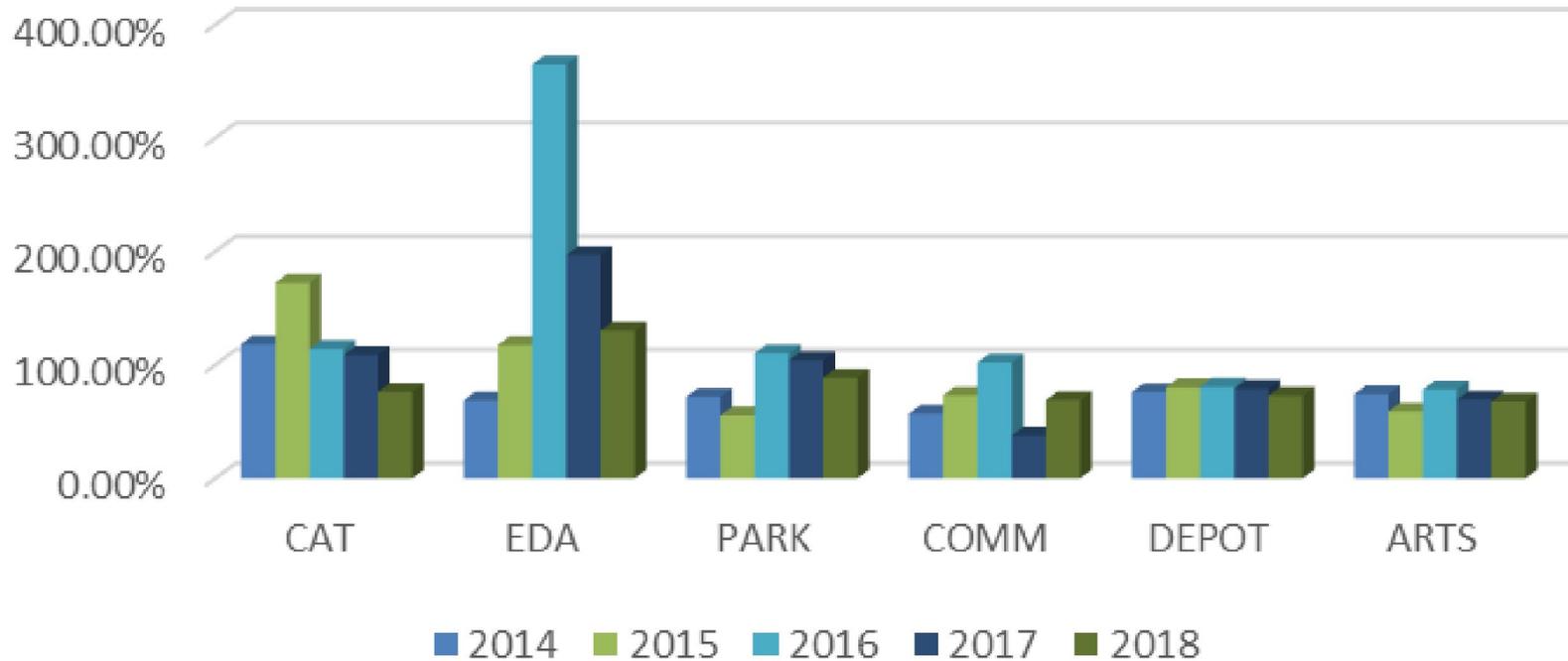
Special Revenue Funds Expenditures

	<u>Budget</u>	<u>Actual</u>	<u>% of Budget</u>
Chemical Assessment	\$ 60,000	\$ 45,713	76.19%
Economic Development	245,700	319,699	130.12%
Parking	113,529	100,614	88.62%
Communications	285,566	197,000	68.99%
Depot Coffee House	367,753	268,090	72.90%
Art Center	992,908	671,498	67.63%



Special Revenue Fund Expenditures

Percent of Budget through 3rd Qtr



Special Revenue Funds Change in Fund Balance

	<u>Revenues</u>	<u>Expenses</u>	<u>Change In Fund Balance</u>
Chemical Assessment	\$ 46,108	\$ 45,713	\$ 395
Economic Development	289,991	319,699	(29,708)
Parking	124,578	100,614	23,964
Communications	194,233	197,000	(2,767)
Depot Coffee House	254,379	268,090	(13,711)
Art Center	707,126	671,498	35,628

- Depot Coffee House and Communications Fund have budgeted decreases in fund balance for 2018



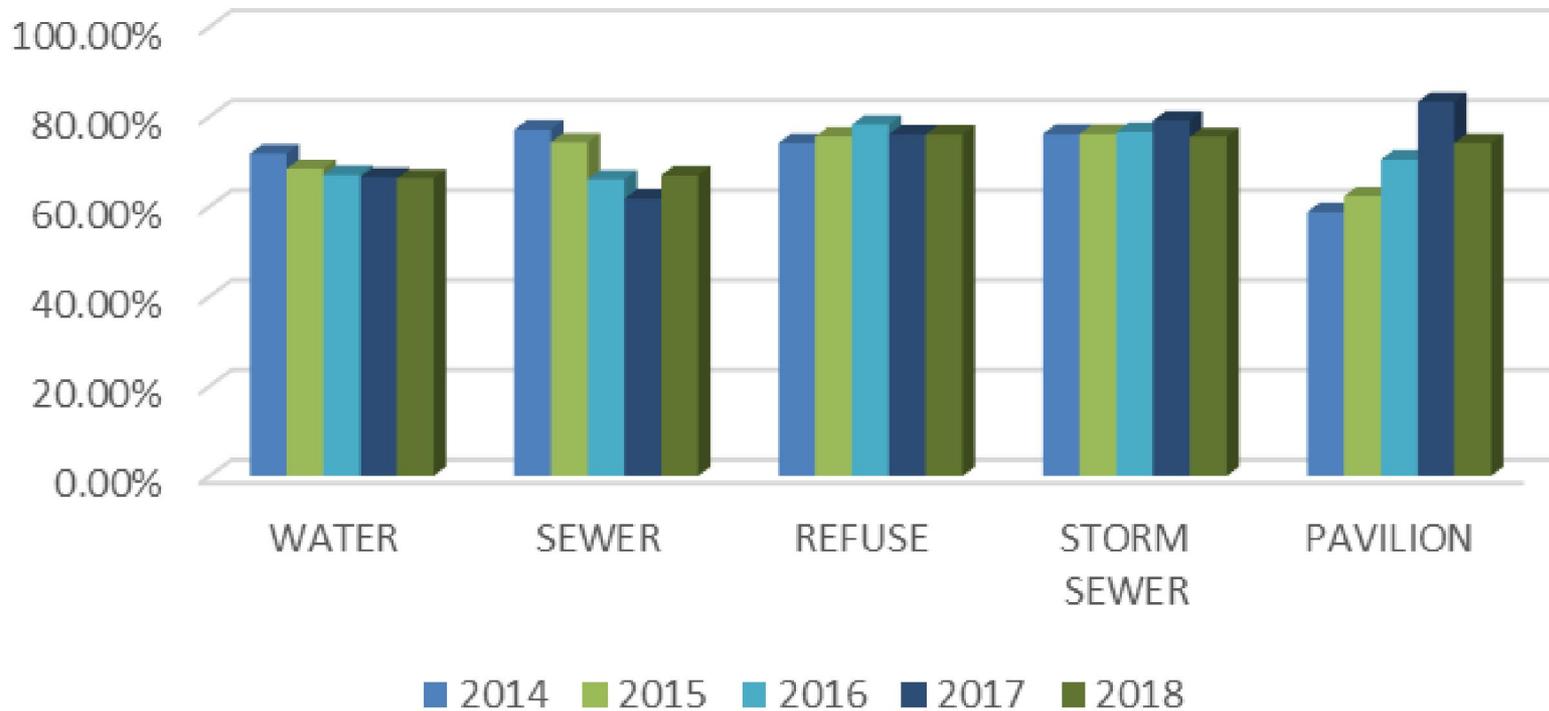
Enterprise Funds Revenues

	<u>Budget</u>		<u>Actual</u>	<u>% of Budget</u>
Water	\$ 2,147,085	\$	1,422,601	66.26%
Sewer	3,088,299		2,067,829	66.96%
Refuse	1,010,500		768,715	76.07%
Storm Sewer	810,200		611,814	75.51%
Pavilion	445,000		329,925	74.14%



Enterprise Fund Revenues

Percent of Budget through 3rd Qtr



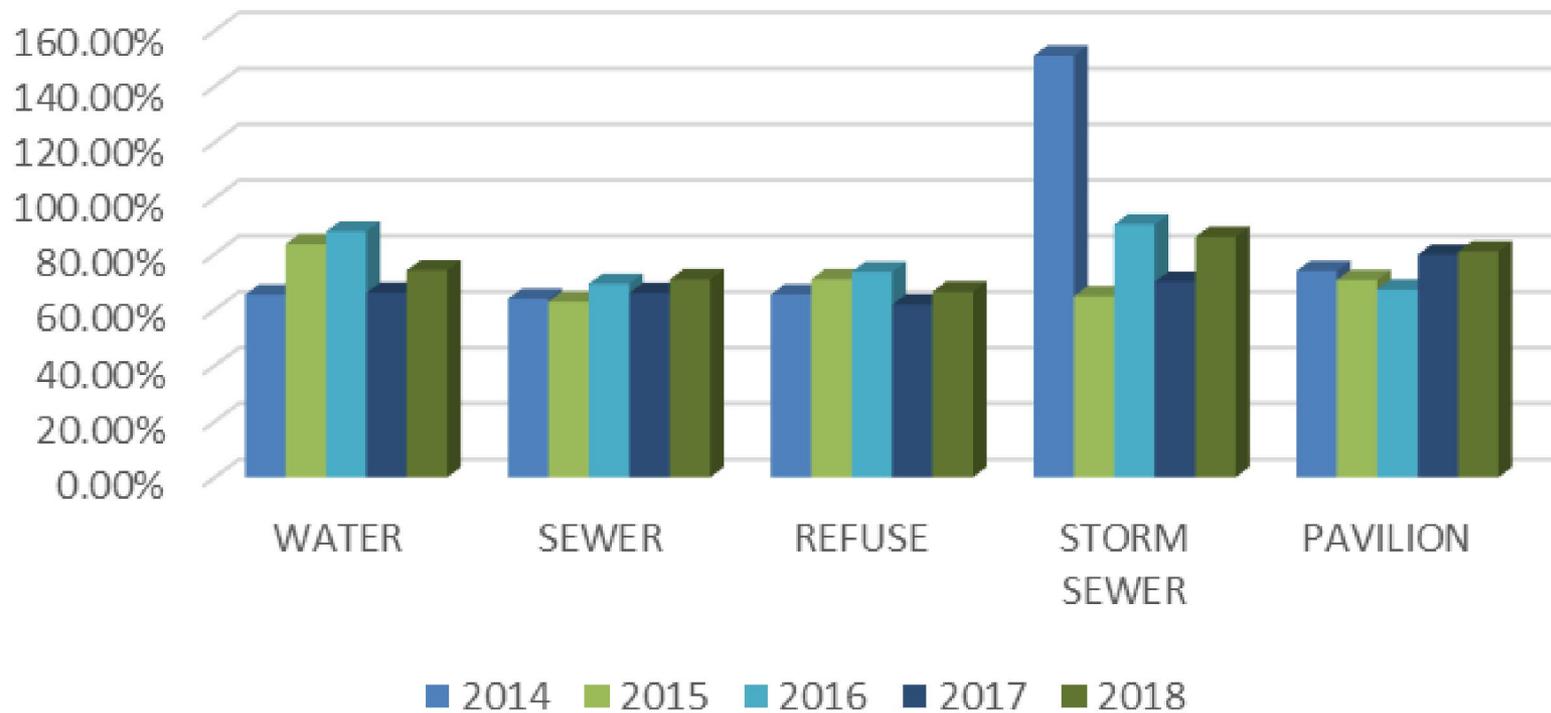
Enterprise Funds Expenses

	<u>Budget</u>		<u>Actual</u>	<u>% of Budget</u>
Water	\$ 1,980,810	\$	1,467,802	74.10%
Sewer	2,746,202		1,946,506	70.88%
Refuse	987,379		656,858	66.53%
Storm Sewer	526,942		453,925	86.14%
Pavilion	476,548		385,460	80.89%



Enterprise Fund Expenses

Percent of Budget through 3rd Qtr



Enterprise Funds Financial Position

	<u>Revenues</u>	<u>Expenses</u>	<u>Net Income (Loss)</u>
Water	\$ 1,422,601	\$ 1,467,802	\$ (45,201)
Sewer	2,067,829	1,946,506	121,323
Refuse	768,715	656,858	111,857
Storm Sewer	611,814	453,925	157,889
Pavilion	329,925	385,460	(55,535)

- All funds include depreciation expense

