

**HOPKINS CITY COUNCIL  
REGULAR MEETING PROCEEDINGS  
FEBRUARY 19, 2019**

**CALL TO ORDER**

Pursuant to due call and notice thereof a regular meeting of the Hopkins City Council was held on Tuesday, February 19, 2019 at 7:00 p.m. at the Hopkins Fire Station, 101 17th Avenue South, Hopkins.

Mayor Cummings called the meeting to order with Council Members Kuznia, Halverson, Gadd, Hunke attending. Staff present included City Manager Mornson, Finance Director Bishop, City Clerk Domeier, Fire Chief Specken, Public Works Director Stadler and Community Development Coordinator Youngquist.

**ADOPT AGENDA**

**Motion by Halverson. Second by Kuznia.**

**Motion to Adopt Agenda.**

**Ayes: Kuznia, Halverson, Cummings, Gadd, Hunke.**

**Nays: None. Motion carried.**

**PRESENTATIONS**

**III.1. Update on the 21st Annual Empty Bowls Fundraiser**

Tarrah Palm, ResourceWest Executive Director, invited the community to attend the 21<sup>st</sup> Annual Empty Bowls Fundraiser on Tuesday, March 12 at Hopkins Center for the Arts. All proceeds benefit the ICA Food Shelf and ResourceWest. Volunteer and donation opportunities are still available. Mayor Cummings read the proclamation declaring March 12<sup>th</sup> as Empty Bowls Day in the City of Hopkins.

**III.2. Fire Department Annual Report**

Fire Chief Specken gave an overview of the 2018 year-end report. Chief Specken discussed call statistics, fire incidents, fire loss by property and mutual aid given and received. The Fire Department has seen an increase in medical calls and provided over 800 hours of public education opportunities. The Hopkins Fire Department's average response time is 4.2 minutes. Chief Specken reviewed the Chemical Assessment Team (CAT) and 2019 goals which include recruitment and retention efforts, updates to the Strategic and Emergency Operations Plan, succession planning and the implementation of mental health, Post Traumatic Stress Disorder (PTSD) and cancer reduction programs. Fire Chief Specken discussed fire safety grant programs and the Insurance Service Office (ISO) rating. Fire Chief Specken thanked the City Council, city staff and Hopkins citizens for their support.

Council Member Halverson commented that the ISO rating is good for both homeowners and businesses. Fire Chief Specken commented that the ISO rating would be promoted through city publications and social media. Council Member Kuznia asked about the average training costs for fire fighters. Chief Specken commented that the average cost to train a fire fighter is \$10,000-15,000 and the department needs to retain a fire fighter for 5-years to offset the costs. Council Member Gadd commented on the

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goals to protect the firefighters and prevention initiatives. Council Member Hunke appreciates how the department connects with the community. Mayor Cummings asked about the grants and commented that the Helping Paws organization is working with those suffering from PTSD. Fire Chief Specken commented that the department is waiting to hear on a number of grant applications.

The Council thanked Chief Specken for his leadership, commented on the impressive 4.2 minute response time and commended the Fire Department for all they do for the citizens of Hopkins.

**CONSENT AGENDA**

Mayor Cummings commented there was a date and an organization name correction to Consent Agenda item 3.

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

**Motion to Approve the Consent Agenda as amended.**

1. Minutes of the February 5, 2019 City Council Regular Meeting Proceedings
2. Minutes of the February 5, 2019 City Council Work Session following Regular Meeting Proceedings
3. Minutes of the February 12, 2019 City Council Work Session Proceedings
4. Revise Legislative Policy Manual Chapter 8
5. Second Reading: Ordinance 2019-1137 Amending Section 335 of the Hopkins City Code

**Ayes: Kuznia, Halverson, Cummings, Gadd, Hunke.**

**Nays: None. Motion carried.**

**PUBLIC HEARING**

**V.1. 2019 Community Development Block Grant (CDBG) Program**

Community Development Coordinator Youngquist gave an overview of the CDBG funds and goals of the program. Ms. Youngquist commented that Hopkins is eligible to receive an estimated \$134,000 to fund the Housing Rehabilitation Program and that area social service agencies can make application to Hennepin County for an overall fifteen percent allocation of the CDBG funds. In 2018 the Housing Rehabilitation Program helped 5 homeowners and it is anticipated that the 2019 program would assist an additional 5-6 households with one household already on the wait list. Council Member Hunke asked how homeowners apply for funds. Ms. Youngquist explained the application process and that the program would be promoted through city publications. Council Member Halverson asked about the loan amount. Ms. Youngquist explained the loan process and commented that homeowners can qualify up to a \$25,000 loan.

Mayor Cummings opened the public hearing at 7:47 pm. No residents came forward to address the Council.

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**Motion by Kuznia. Second by Hunke.**

**Motion to close the Public Hearing at 7:47 p.m.  
Ayes: Halverson, Kuznia, Cummings, Gadd, Hunke.  
Nays: None. Motion carried.**

**Motion by Kuznia. Second by Halverson.**

**Motion to Adopt Resolution 2019-013, Resolution Approving Proposed Use of 2019 Urban Hennepin County Community Development Block Grant Program Funds and Authorizing Execution of Sub recipient Agreement with Hennepin County.**

**Ayes: Halverson, Kuznia, Cummings, Gadd, Hunke.  
Nays: None. Motion carried.**

## **NEW BUSINESS**

### **VII.1. Resolution Establishing Legislative Policy 7-G – Fair Housing Policy**

Community Development Coordinator Youngquist gave an overview of the Fair Housing Act and Fair Housing Policy. Ms. Youngquist explained that the Metropolitan Council requires that cities who apply for Livable Communities Grants adopt a Fair Housing Policy. Ms. Youngquist gave an overview of the purpose as well as external and internal practices. The policy has been reviewed by the City Attorney. Ms. Youngquist commented that one change that Hopkins added was that the policy would be translated for Somali and Spanish native languages.

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

**Motion to Adopt Resolution 2019-11 establishing Legislative Policy 7-G Fair Housing Policy.**

**Ayes: Kuznia, Halverson, Cummings, Gadd, Hunke.  
Nays: None. Motion carried**

### **VII.2. Fourth Quarter Financial Report**

Finance Director Bishop gave an overview of the 2018 4<sup>th</sup> Quarter Financial preliminary and unaudited report. Mr. Bishop gave an overview of the General Fund and Special Revenue Funds, comparison to prior years and ending fund balances. Mr. Bishop gave explanation of expenditures and financial position. Mr. Bishop discussed the Depot Coffee House coffee operation and youth project budgets and the actions taken towards the goal of being profitable. Mr. Bishop discussed the Arts Center projected fund balance and year-end deficit. Mr. Bishop gave an overview of the Enterprise Fund revenues and financial position. Staff would continue to evaluate the funds. Mr. Bishop discussed the next steps of issuing the 2019 bonds, reviewing the

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water and sewer rates and expenses, preparing for the audit and issuing the financial statements before June 30, 2019.

There was Council discussion about the Parking Fund allocation, bonding for the SWLRT project and Economic Development expenditures. Mr. Bishop discussed the 2019 Parking Fund budget, the three SWLRT agreements and funding sources and explained that the Economic Development fund is flexible to allow projects move forward. Mayor Cummings thanked Finance Director Bishop for the report.

**VII.3. Resolution Approving the 2019 Goals and Strategic Plan**

City Manager Mornson discussed the 2019 Mission, Vision and Goals. Mr. Mornson commented on the positive comments from community members about the city and staff. Mr. Mornson discussed the 2018 accomplishments and what is upcoming in 2019.

**Motion by Hunke. Second by Kuznia.**

**Motion to Adopt Resolution 2019-008, Affirming the City of Hopkins Mission Statement and Adopting the 2019 Goals and Strategic Plan for the City of Hopkins.**

**Ayes: Kuznia, Halverson, Cummings, Gadd, Hunke.  
Nays: None. Motion carried**

**ANNOUNCEMENTS**

- Empty Bowls Event Annual Empty Bowls Fundraiser for Hunger at the Hopkins Center for the Arts, 1111 Mainstreet: Tuesday, March 12 – 11 a.m. to 7 p.m.
- World's Shortest St. Patrick Day Parade from Hopkins Elks Lodge to the Hopkins American Legion: Sunday, March 17 – 2 p.m.

**ADJOURNMENT**

There being no further business to come before the City Council and upon a motion by Kuznia, second by Gadd, the meeting was unanimously adjourned at 8:19 p.m.

**OPEN AGENDA – PUBLIC COMMENTS AND CONCERNS**

The City Council did not receive any comments or concerns.

Respectfully Submitted,  
Debbie Vold

ATTEST:

  
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Molly Cummings, Mayor

  
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Amy Domeier, City Clerk