

**HOPKINS HRA
AGENDA
Tuesday, February 4, 2020
7:00 PM**

THIS AGENDA IS SUBJECT TO CHANGE UNTIL THE START OF THE HRA MEETING

I. CALL TO ORDER

II. CONSENT AGENDA

1. Approve Minutes of the January 7, 2020, regular meeting
2. Approve Disbursements through January 30, 2020

Recommendation: Approve Consent Agenda

III. ADJOURNMENT

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

**MINUTES OF THE HRA REGULAR MEETING PROCEEDINGS
TUESDAY, JANUARY 7, 2020**

CALL TO ORDER

Pursuant to due call and notice thereof a regular meeting of the Hopkins Housing and Redevelopment Authority was held on Tuesday, January 7, 2020 at 7:45 p.m. in the Council Chambers at City Hall, 1010 1st Street South, Hopkins. Mayor Gadd called the meeting to order with Commissioners Halverson, Hunke, Kuznia and Brausen attending. Also present were Executive Director Mike Mornson and Assistant Executive Director Kersten Elverum.

CONSENT AGENDA

Motion by Brausen **Second** by Beck

Motion to approve the Consent Agenda.

1. Approve Minutes of the December 17, 2019, special meeting
2. Approve Disbursements through December 23, 2019

Ayes: 5. Nays: 0. Absent: 0.

Motion carried.

ADJOURNMENT

There being no further business to come before the HRA and upon a motion by Beck, second by Brausen, the meeting was unanimously adjourned at 7:46 p.m.

Jason Gadd, Chair

Michael J. Mornson, Executive Director

Accounts Payable

Checks by Date - Summary by Check Date

User: klindbery
Printed: 1/30/2020 9:41 AM

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
14853	106	C. NABER & ASSOCIATES	01/07/2020	0.00	231.00
14854	128	CANON FINANCIAL SERVICES	01/07/2020	0.00	320.30
14855	133	CANON SOLUTIONS AMERICA	01/07/2020	0.00	201.54
14856	102	CENTERPOINT ENERGY	01/07/2020	0.00	3,168.55
14857	184	KAYLE DIETRICH	01/07/2020	0.00	14.01
14858	141	GRAINGER	01/07/2020	0.00	217.68
14859	103	HANCE ACE HARDWARE	01/07/2020	0.00	176.73
14860	110	HD SUPPLY FACILITIES MAINT	01/07/2020	0.00	538.67
14861	122	MIDWEST MAINTENANCE & MECHANICAL	01/07/2020	0.00	1,663.24
14862	115	NAHRO MN	01/07/2020	0.00	44.00
14863	112	VERIZON	01/07/2020	0.00	127.10
Total for 1/7/2020:				0.00	6,702.82
14864	1	CITY OF HOPKINS	01/30/2020	0.00	22,430.15
14865	120	CITY OF HOPKINS	01/30/2020	0.00	2,685.67
14866	137	FINKEN	01/30/2020	0.00	12.60
14867	141	GRAINGER	01/30/2020	0.00	204.67
14868	110	HD SUPPLY FACILITIES MAINT	01/30/2020	0.00	3.06
14869	142	HOME DEPOT CREDIT SERVICES	01/30/2020	0.00	240.56
14870	122	MIDWEST MAINTENANCE & MECHANICAL	01/30/2020	0.00	50.00
14871	158	MN DEPT OF LABOR AND INDUSTRY	01/30/2020	0.00	100.00
14872	187	BOBBY PARKER	01/30/2020	0.00	125.00
14873	202	ROBERT B. HILL CO.	01/30/2020	0.00	446.14
14874	186	MIKE TENNESSEN	01/30/2020	0.00	125.00
14875	118	VAIL PLACE	01/30/2020	0.00	4,861.41
14876	112	VERIZON	01/30/2020	0.00	106.18
14877	111	WASTE MANAGEMENT	01/30/2020	0.00	3,005.02
Total for 1/30/2020:				0.00	34,395.46
Report Total (25 checks):				0.00	41,098.28

**HOPKINS CITY COUNCIL
AGENDA
Tuesday, February 4, 2020
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 City Council Meeting

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE

II. ADOPT AGENDA

III. PRESENTATIONS

1. Hopkins Westwind Concert Band Presentation; Mornson
2. Southwest LRT Update; Gadd

IV. CONSENT AGENDA

1. Minutes of the January 21, 2020 City Council Regular Meeting Proceedings
2. Minutes of the January 21, 2020 City Council Work Session following Regular Meeting Proceedings
3. Resolution Appointing Election Judges for the March 3, 2020 Presidential Nominating Primary; Domeier
4. Resolution Amending Legislative Policy 5-J; Domeier
5. Ratify Checks Issued in January 2020; Bishop

V. PUBLIC HEARING

VI. OLD BUSINESS

VII. NEW BUSINESS

VIII. OPEN AGENDA – PUBLIC COMMENTS/CONCERNS

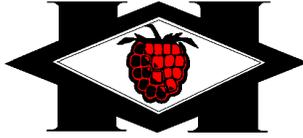
Public must fill out a Speaker Request Form. During this time, anyone wanting to address a topic **not listed on the agenda** may do so. Three minute time limit per person.

IX. ANNOUNCEMENTS

- Next Regular City Council Meeting: Tuesday, February 18 at 7:00 p.m.

X. ADJOURN

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



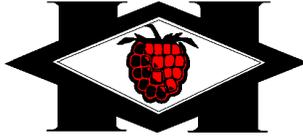
CITY OF HOPKINS

City Manager

Memorandum

To: Honorable Mayor and Council Members
From: Mike Mornson, City Manager
Date: February 4, 2020
Subject: Hopkins Westwind Concert Band Presentation

The Hopkins Westwind Concert Band will provide information on the band's events over the past year and share plans for the upcoming year.



CITY OF HOPKINS

City Manager

Memorandum

To: Honorable Mayor and Council Members
From: Mike Mornson, City Manager
Date: February 4, 2020
Subject: Southwest LRT Update

Representatives will be in attendance to provide updates on Southwest LRT.

**HOPKINS CITY COUNCIL
REGULAR MEETING PROCEEDINGS
JANUARY 21, 2020**

CALL TO ORDER/PLEDGE OF ALLEGIANCE

Pursuant to due call and notice thereof a regular meeting of the Hopkins City Council was held on Tuesday, January 21, 2020 at 7:00 p.m. in the Council Chambers at City Hall, 1010 First Street South, Hopkins.

Mayor Gadd called the meeting to order followed by the Pledge of Allegiance with Council Members Beck, Brausen, Halverson and Hunke attending. Staff present included City Manager Mornson, Finance Director Bishop, City Clerk Domeier, Director of Planning and Development Elverum, Police Chief Johnson, Assistant City Manager Lenz and Public Works Director Stadler.

Mayor Gadd asked for a moment of silence for retired Fire Chief Ray Petersen who passed away on January 11, 2020.

ADOPT AGENDA

Motion by Brausen. **Second** by Beck.

Motion to Adopt Agenda.

Ayes: Beck, Brausen, Gadd, Halverson, Hunke.

Nays: None. Motion carried.

PRESENTATIONS

III.1. Body Worn Cameras

Police Chief Johnson and Police Captain Kreiling presented information on the latest technology advances for the Hopkins Police Department and the Hopkins community. The written draft policy on body worn cameras is available online and is open to public comment. Chief Johnson commented that the City had not received any comments at this time. Chief Johnson gave an overview of the draft policy discussing the officer's responsibilities, system activation and capabilities. Chief Johnson showed images of the body-worn cameras and in-car video system. Mayor Gadd appreciated the extensive research and information presented. Council Member Halverson asked about the system retention and storage. Chief Johnson commented that the cloud based evidence library has unlimited data storage.

Mayor Gadd opened the meeting for public comment on the body worn camera policy. The City Council did not receive any comments

III.2. Financial Management Plan and 2021 Budget Process

Mayor Gadd discussed the opportunity to engage and receive feedback from the public regarding the budget process. In addition to City staff, a representative present for the item was Stacie Kvilvang, Ehlers, Inc. Finance Director Bishop discussed the 2020-21 budget process emphasizing the opportunity for community engagement. Ms. Kvilvang gave an overview of the Financial Management Plan (FMP), commenting that the budget is one the most important decisions the City Council makes annually. The FMP

**HOPKINS CITY COUNCIL
REGULAR MEETING PROCEEDINGS
JANUARY 21, 2020**

is a multi-year fiscal plan for all tax-supported funds that is reviewed annually. The FMP guides the City's annual budget development and focuses on the long-term vision of the community. Ms. Kvilvang discussed the history of the FMP, funding of major projects and existing and future tax supported debt. Ms. Kvilvang discussed the general fund budget, the 2020 city tax dollars and the impact of budget decisions. Ms. Kvilvang commented that every city has a different tax base and pay for things differently. Mr. Bishop discussed the 2021 annual budget process, timeline and the new community engagement emphasis. Public engagement sessions are scheduled on May 19 and August 18, 6-7 p.m. The Truth in Taxation hearing is scheduled on Monday, November 30 to avoid conflict with the school and county hearings.

Mayor Gadd reviewed the procedure for public engagement. Council Member Brausen asked if the FMP information is available on the website. Mr. Bishop commented that the information would be made available on the City website. Mayor Gadd commented that there will be more opportunities for discussion and to hear resident priorities. Council Member Beck asked about the bonds. Ms. Kvilvang commented that the average length of debt is 15 years.

Mr. Bishop and Ms. Kvilvang reviewed and addressed the public engagement cards regarding the budget. Ms. Lenz reviewed and addressed cards regarding non-budget related questions.

Mayor Gadd thanked the public for their participation, commenting that additional questions could be submitted.

CONSENT AGENDA

Motion by Halverson. **Second** by Hunke.

Motion to Approve the Consent Agenda.

1. Minutes of the January 7, 2020 City Council Regular Meeting Proceedings
2. Minutes of the January 7, 2020 City Council Work Session following Regular Meeting Proceedings
3. Minutes of the January 14, 2020 City Council Work Session Proceedings
4. Second Reading: Ordinance Adopting the Recodification of the Hopkins City Code

Ayes: Beck, Brausen, Gadd, Halverson, Hunke.

Nays: None. Motion carried.

ANNOUNCEMENTS

- Next Regular City Council Meeting: Tuesday, February 4 at 7:00 p.m.
- Taste of Hopkins and State of the City Event at Hopkins Center for the Arts, 1111 Mainstreet: Thursday, January 30 starting at 5:00 p.m.
- Applications for Hopkins Academy being accepted with March 10 as the deadline to register. The Hopkins Academy is four Thursdays in April.

**HOPKINS CITY COUNCIL
REGULAR MEETING PROCEEDINGS
JANUARY 21, 2020**

OPEN AGENDA – PUBLIC COMMENTS AND CONCERNS

Maggie Seedorf, 122 Oakwood Road, came forward and discussed the goals and concerns of the Hopkins Residents for Fiscal Responsibility.

ADJOURNMENT

There being no further business to come before the City Council and upon a motion by Brausen, second by Halverson, the meeting was unanimously adjourned at 8:25 p.m.

Respectfully Submitted,
Debbie Vold

ATTEST:

Jason Gadd, Mayor

Amy Domeier, City Clerk

**MINUTES OF THE CITY COUNCIL WORK SESSION PROCEEDINGS
AT CONCLUSION OF THE REGULAR CITY COUNCIL MEETING
Tuesday, January 21, 2020**

CALL TO ORDER

Pursuant to due call and notice thereof a work session of the Hopkins City Council was held on Tuesday, January 21, 2020 at 8:34 p.m. in the City Council Chambers at Hopkins City Hall, 1010 First Street South, Hopkins.

Mayor Gadd called the meeting to order with Council Members Beck, Brausen, Halverson and Hunke attending. Staff present included City Manager Mornson, Finance Director Bishop, Director of Planning and Development Elverum and Assistant City Manager Lenz.

State of the City

Staff and Council reviewed the 2020 State of the City presentation.

Community Development

City of Minnetonka Annexation Discussion

Director of Planning and Development Elverum discussed the City of Minnetonka's response to the potential annexation agreement. There was much discussion regarding potential land swap sites vs. a cash payment option. Staff commented that Council could consider countering the cash payment offer. Council and staff discussed the potential redevelopment opportunities of the land swap sites and staff would investigate billing for utility services and a transition property tax agreement. General feedback from the Council was that the Minnetonka development would add vibrancy to the area and that a land swap is preferred over cash payment for the annexation.

Artspace Update

There was discussion regarding resident questions, concerns and perceptions regarding the Artspace project. Ms. Elverum commented that staff is working on a response to the questions raised. Ms. Elverum discussed the potential site, density, different concepts and the potential impacts to the Artspace project. There was Council discussion regarding public perception, impacts to the neighborhood and the importance to address the issues. Council Member Beck asked about community space. Ms. Elverum commented that there would be studio space but not public space in the preliminary proposed project. Mayor Gadd commented that there is no formal plan in place and that public feedback is still being accepted. Ms. Elverum discussed the Community Development department's mission to take a holistic look at the Hopkins community and develop and implement projects that meet the goals of the community. Artspace discussion is scheduled on the February 11 City Council Work Session agenda.

Administration

Assistant City Manager Lenz discussed the Hopkins Academy recruitment and prioritization procedure of applications. Fourteen applications have been received to date with a maximum of forty.

Ms. Lenz discussed the Planning and Zoning Commission vacancy. Council consensus was that the position would remain vacant until the upcoming annual recruitment and appointment to the commission.

Ms. Lenz discussed the request from Projects in Person for a special liquor license fee for ticketed events. There was discussion regarding different levels of license fees and that Hopkins license fees are low in comparison to neighboring communities. Staff felt a fee could take their limitation to ticket holders into consideration. Council agreed to propose a 40% license fee for the entertainment license due to its limited audience.

Council asked about the Vine Room off-sale request. Staff will update the Council.

City Manager Mornson gave an update on Minnehaha Creek Watershed District meeting.

City Council

- Council Member Beck would like to attend a Planning and Zoning Commission meeting.

ADJOURNMENT

There being no further business to come before the City Council and upon a motion by Brausen, seconded by Beck, the meeting was unanimously adjourned at 10:13 p.m.

Respectfully Submitted,
Debbie Vold

ATTEST:

Jason Gadd, Mayor

Amy Domeier, City Clerk



February 4, 2020

Council Report 2020-009

**Resolution Appointing Election Judges for
the March 3, 2020 Presidential Nominating Primary**

Proposed Action

Staff recommends adoption of the following motion: Adopt Resolution 2020-004 appointing Election Judges for the March 3, 2020 Presidential Nominating Primary.

Overview

Minnesota Election Law 204B.21 requires that the governing body of the municipality appoint election judges to administer the polling places at least 25 days before each election. We will be scheduling up to seven election judges in each polling location. When assigning the judges to a precinct we will maintain the party balance in each precinct and on our absentee board as required by statutes. Staff requests the authority to replace or substitute judges as necessary before Election Day.

In addition, Hennepin County will be acting on behalf of the City of Hopkins as part of our Absentee Ballot Board so they included in our appointing resolution.

Election expenses for the judges are included in the adopted 2020 budget. Election judge hourly pay is as follows: \$10.25 Election Judges and \$12.00 for Assistant and Head Judges.

Supporting Information

- Resolution 2020-004 Appointing Election Judges for the March 3, 2020 Presidential Nominating Primary

Amy Domeier, City Clerk

Financial Impact: \$ _____ Budgeted: Y/N <u>Y</u> Source: _____ Related Documents (CIP, ERP, etc.): _____ Notes: _____
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**CITY OF HOPKINS
HENNEPIN COUNTY, MINNESOTA**

RESOLUTION 2020-004

**RESOLUTION APPOINTING ELECTION JUDGES FOR THE
MARCH 3, 2020 PRESIDENTIAL NOMINATING PRIMARY**

WHEREAS, Minnesota Election Law 204B.21 requires that persons serving as election judges be appointed by the City Council at least 25 days before the election.

BE IT RESOLVED by the Hopkins City Council that the following election judges are on file in the office of the City Clerk and should be appointed as the Presidential Nominating Primary Judges for March 3, 2020; and

Bill	Arthur	Brynn	Hirsch	Catherine	O'Neil
Anne	Bartow	Peter	Hirsch	Susan	Pauly
Romaine	Bechir	Linda	Jacobs	Donald	Rademacher
Shel	Berg	Judy	Johnson	Linnea	Schmidt
Kristen	Bethke	Bill	Johnson	S. Ella	Shaw
Mary Kay	Brokaw	Todd	Kalk	David	Specken
Dawn	Cruze	Bonita	Kearns	Jacquie	Steffel
Betty	Culver	Jacki	Kesterton	Lisa	Stroessner
David	Culver	Jessica	Klugman	Dorothy	Swanberg
Sophia	Desanto	Axel	Kornfuehrer	Whitney	Terrill
Kent	Dolphay	Mark	Krafve	Ann	Van Sickle
Sheila	Doran	Terri	Kruger	Ann	Van Sickle
Carol	Dunn	Lisa	Lang	Joan	Vesovich
Douglas	Dyrland	Rebecca	Larson	Barbara	Westmoreland
Carole	Frane	Jillane	Lawrence	Rosalyn	Wyles
Patrick	Gambill-Read	Peter	Leih	Jane	Specken
Cynthia	Given	Mary	Lindquist	Karen	Murray
James	Green	Andrew	Marlow	Laura	Wolfson
Esmeralda	Guarjado			Maria	Jimenez
Patrick	Guire	Rosetta	Muhammaz	Melanie	Ortiz
Kristin	Hanneman	Evelyn	Nelson	Jackie	Thoennes
Jane	Heimerl	Roni	Neymark	Courtney	Pearsall
Ryan	Hemauer	Kathleen	Noll		
Amy	Hendrickson	Karen	Norum		

BE IT FURTHER RESOLVED the Hopkins City Council also appoints other individuals and all members appointed to the Hennepin County Absentee Ballot Board as authorized under Minnesota Statute 204B.21, subd 2 under the direction of the Hennepin County Election Manager to serve as members of the Hopkins Absentee Ballot Board; and

BE IT FURTHER RESOLVED that the City Clerk is with this, authorized to make any substitutions or additions as deemed necessary.

Adopted by the City Council of the City of Hopkins this 4th day of February, 2020.

Jason Gadd, Mayor

ATTEST:

Amy Domeier, City Clerk

February 4, 2020



Council Report 2020-010

**Resolution Amending Legislative Policy 5-J
Mobile Food Unit Policy**

Proposed Action

Staff recommends adoption of the following motion: Motion that the Hopkins City Council adopt Resolution 2020-005 Amending Legislative Policy 5-J Mobile Food Policy.

Approval of this motion will amend language in Policy 5-J for City’s policy on allowing Mobile Food Units within the City limits.

Overview

Based upon discussions with the City Council in late 2019 and beginning of 2020, staff has amended the Mobile Food Unit Policy. The Mobile Food Unit (MFU) Policy was originally adopted in February, 2016. The policy was designed to permit the reasonable use of mobile food units while preventing any adverse consequences to residents, businesses and public property.

To date, 17 MFU vendors have obtained a license and most are part of special events. While a license is not required for MFU vendors participating in pre-approved events, there were still a number of vendors that located in Hopkins without permits.

Staff has received inquiries over the past year from private businesses wanting to use MFUs for events on their property. The current condition that businesses are only allowed two events per year has been viewed as too restrictive for their needs.

The major changes proposed for the policy include:

- Changing from a permit to registration process
- Allowing MFUs all year long
- Amending the type of sales that are allowed on public and private property
- Updating the performances standards

Primary Issues to Consider:

Supporting Information:

- Resolution 2020-005
- Legislative Policy 5-J Mobile Food Unit Policy

Amy Domeier, City Clerk

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

**CITY OF HOPKINS
HENNEPIN COUNTY, MINNESOTA**

RESOLUTION 2020-005

AMENDING LEGISLATIVE POLICY 5-J – MOBILE FOOD UNITS POLICY

WHEREAS, the City Council of the City of Hopkins has approved a document entitled the Legislative Policy Manual to provide uniform guidelines on City policies so that actions taken are consistent and fair; and

WHEREAS, the City Council has amended Legislative Policy 5-J in order to set forth procedures to be followed by registrants of Mobile Food Unit Permits.

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Hopkins hereby adopts the amendments to Legislative Policy 5-J Mobile Food Unit Policy as proposed in Council Report 2020-010.

Adopted by the City Council of the City of Hopkins this 4th day of February, 2020.

By: _____
Jason Gadd, Mayor

ATTEST:

Amy Domeier, City Clerk

**POLICY 5-J
MOBILE FOOD UNITS**

1. PURPOSE

- 1.01 This section is intended to require an establishment preparing and serving food from a self-contained readily moveable vehicle to obtain a license from the City and to regulate the conditions from which the ~~licensed-registered~~ establishment operates with the City for the promotion of business within the City and for the protection of existing businesses, customers and the general public.

This policy is designed to permit the reasonable use of mobile food units while preventing any adverse consequences to residents, businesses and public property.

2. DEFINITIONS

- 2.01 “Mobile food unit” as used in this section, means: (1) A self-contained food service operation, located in a readily movable motorized wheeled or towed vehicle that is ready movable without disassembling and that is used to store, prepare, display or serve food intended for individual portion service; or (2) A mobile food unit as defined in Minnesota Statutes, Section 157.15, Subdivision 9.

3. PERMIT REGISTRATION REQUIRED

~~3.01~~ Any qualifying mobile food unit vendor wishing to conduct sales in Hopkins must ~~obtain a permit register with the City Clerk. An Annual~~ A Mobile Food Unit Permit allows operations in the City for up to ~~6-12~~ days from ~~April 1—October 31~~ of each calendar year. ~~A Temporary Mobile Food Unit Permit allows one day operations in the City at private events on residential property from April 1 through October 31 of each calendar year. A licensee will only be granted two (2) temporary licenses per calendar year; however nothing shall prohibit a temporary license from applying for an annual license within the same calendar year. A qualifying vendor must provide proof of Department of Health Licensing upon request. Vendors must follow all Department of Health Licensing regulations.~~

~~3.02—Applications for the mobile food unit permit will be available at the City Clerk’s Office, and if approved, must be displayed on the unit. Incomplete applications will be returned.~~

~~3.03—The permit fee shall accompany the application. There is no fee for a temporary permit. The fee for the annual permit shall be established periodically by resolution of the City Council and recorded in Chapter 10 of the Hopkins City Code.~~

4. SALES TO PUBLIC ON PUBLIC PROPERTY

~~4.01~~ 4.01 Sales on public property are permitted with the City’s approval. Public property includes City Hall, parks, schools, City-owned parking facilities, The Depot, Hopkins Public Works, Hopkins Center for the Arts, Hopkins Pavilion and Hopkins Activity Center and LRT Station properties.

~~4.01~~ 4.02 Permission required from the City.

~~4.02—Only two mobile food units are allowed per event.~~

~~4.03—Applicants must obtain a park permit from the Recreation Dept. for any sales in a park.~~

~~4.04—Sales are not allowed in Maetzold Park or Central Park if concession stand sales are occurring with an event.~~

~~4.05—Sales at any City park are only allowed in designated areas.~~

~~4.06—Sales within the public right-of-way will only be allowed in designated areas.~~

4.07 Mobile food unit operator must work with City staff to register for event.

4.07 Mobile food units cannot locate within 100' of the property line of a restaurant or bar that serves food. Exceptions may be made for Special Events approved by the City.

4.08 Mobile food units may be parked in a public right-of-way if the right-of-way is closed as authorized by the City.

5. SALES TO THE PUBLIC ON PRIVATE PROPERTY

5.01 The mobile food unit operator shall have written permission from the property owner to operate on their property. ~~The written permission must be submitted with the permit request.~~ The property/business owner must register the mobile food unit with the City Clerk.

~~5.02—The written permission must be kept with the unit to be made immediately available upon City request.~~

~~5.03~~5.02 Only ~~two~~one mobile food units are allowed per event unless part of a Special Event Permit.

~~5.04—Two events are allowed per year on the private property.~~

6. SALES TO THE PUBLIC ON RESIDENTIAL PROPERTY

6.01 Mobile food units are not be permitted to sell to the public on property that is zoned residential. Such sales would violate home occupation rules.

7. PRIVATE USE OF MOBILE FOOD UNITS ON RESIDENTIAL PROPERTY

7.01 Mobile food units are allowed to provide food for private events in residential areas, for example: weddings, graduation parties, etc. The food unit is essentially acting as a caterer and sales to the general public are not allowed.

7.02 The mobile food unit must be located on the residential property and not within the City right-of-way.

~~7.03—Only two events are allowed per year on a property.~~

~~7.04~~7.03 No overnight parking of a mobile food unit on residential property is allowed.

~~7.05~~ ~~Neighbors must be notified of the event(s).~~

8. SALES AT FESTIVALS AND OTHER COMMUNITY EVENTS

8.01 Mobile food units are permitted to operate during pre-approved festivals and community events provided it is approved as part of a festival and community events permit.

~~8.02~~ Pre-approved festivals and community events are listed in the Special Event Policy 5-D.

~~8.03~~ ~~Event organizers are required to provide the City with a list of all the approved vendors.~~

8.04 There shall be no limit on the number of mobile food units allowed per event.

9. SALES TO EMPLOYEES ON PRIVATE PROPERTY

9.01 Mobile food unit sales are allowed to employees of any business on private property.

10. PERFORMANCE STANDARDS

10.01 A mobile food unit that is licensed may not operate within the City for more than a total of ~~6-12~~ days ~~from April 1—October 31~~ per calendar year.

~~10.02~~ ~~A mobile food unit that receives a temporary license may not operate on the same property for more than one day from April 1—October 31.~~

~~10.03~~10.02 No mobile food unit sales or operations between 10:00 p.m. and 7:00 a.m.

~~10.04~~10.03 Mobile food units cannot locate within 300' from the perimeter of any pre-approved festival, sporting event or civic event unless a license is issued to be part of the festival or event.

~~10.05~~10.04 Operators must clean around their unit at the end of each day.

~~10.06~~10.05 Operators cannot call attention to themselves by crying out, blowing a horn, ringing a bell, and playing music or other noise discernable beyond the unit.

~~10.07~~10.06 Units must be kept in good repair and have a neat appearance.

~~10.08~~10.07 Proof of Department of Health Licensing must be provided upon request.

~~10.09~~10.08 Units must follow all Department of Health Licensing regulations.

~~10.10~~10.09 A mobile food unit must dispose of its gray water daily. Gray water may not be drained into City storm water drains.

~~10.11~~10.10 Liquids from a mobile food unit cannot be drained onto public property.

~~10.12~~10.11 Electrical cords and hookups to public utilities are not permitted.

~~10.13~~10.12 The mobile food unit may have a maximum bumper to bumper length of no more than 30 feet.

~~10.14~~10.13 A mobile food unit is not required to obtain a sign permit from the City. However, no additional signage is permitted beyond that which is on the mobile food unit unless it meets the following requirements:

- One (1) single sandwich board style sign is permitted per mobile food unit;
- The maximum sign size is eight (8) square feet;
- The sign must be placed on the ground within ten (10) feet of the mobile food unit;
- The sign must not be placed within the public right-of-way except with the express written permission of the City; and
- The sign cannot project from the mobile food unit or be mounted to the roof of the mobile food unit.

~~10.15~~10.14 A mobile food unit licensee must comply with all laws, ordinances, regulations, parking zones and posted signs.

~~10.16~~10.15 A mobile food unit must provide an independent power supply that is screened from public view. Generators must be self-contained and not exceed 70 decibels 10 feet away from the source.

~~10.17~~ A mobile food unit licensee must comply with the Hopkins Fire Department Food Truck Requirements (attached as Exhibit 1).

~~10.18~~ Exterior lighting that will call attention to the setup is not permitted.

~~10.19~~10.16 Operator is responsible for daily removal trash, litter, recycling and refuse. Public trash cans shall not be used to dispose of water generated by the operation. The operator shall provide a garbage receptacle with a tight fitting lid. The receptacle shall be easily accessible for customer use, and located within 5 feet of the unit.

~~10.20~~10.17 Units cannot be left unattended nor remain at an authorized operation location outside allowed hours of operation.

~~10.21~~10.18 The unit shall not have a drive-thru.

~~10.22~~10.19 Building permit required if customers enter trailer during the conduct of business.

~~10.23~~10.20 Only food and non-alcoholic beverages may be sold unless the mobile food unit is part of a catered event and the caterer holds a state issued caters license to serve alcohol. The other exception is for businesses that hold a City issued liquor license. Businesses that hold a City issued liquor license may dispense from a beverage cart or trailer on their premise only.

~~10.24~~10.21 A mobile food unit licensee that is locating on City property must provide the City with a Certificate of Insurance showing proof of general liability insurance meeting the following minimum requirements:

- Applicant shall procure and maintain for the duration of the event commercial general liability insurance or equivalent special event coverages protecting it from claims for damages for bodily injury and property damage which may arise from or in connection with the event's operation and use of the City's property in the minimum amount of \$1,000,000 per occurrence.
- If automobiles will be used during the event, Applicant shall provide automobile liability insurance with a minimum combined single limit of \$1,000,000 per occurrence. Coverage shall include liability for owned, non-owned and hired automobiles.
- The City shall be endorsed as an additional insured on all liability policies. Applicant's insurance shall be primary.
- The City reserves the right to modify these insurance requirements depending on the nature and scope of the event.

| ~~10.25~~10.22 ~~Licensee-Registrants~~ agrees to defend and hold the City harmless from claims, demands, actions or causes of actions, of any nature of character, arising out of, or by reason of conduct of the event authorized by such premise extension, including attorney fees and all expenses.

| 10.26 ~~Licensee-Registrants~~ will indemnify the City for all damages that may result to City property as a result of an event.



**Exhibit 1:
Hopkins Fire Department
Food Truck Requirements**

Fire Protection Systems:

Fire extinguishers are required for all mobile food vendor operations. All fire extinguishers shall be maintained and inspected on an annual basis. A fire extinguisher (minimum size of 2A-40 BC) will be required in addition to any class K extinguisher. If deep fat fryers are used operators shall have and maintain a Class K portable fire extinguisher. All extinguishers shall meet the Minnesota State Fire Code 904.11.5

Hazardous Materials and Storage of Flammables:

The storage and use of Flammable Liquids shall be in accordance with any applicable regulations under the Minnesota State Fire Code Chapter 27. Individual containers, cartons, or packages shall be conspicuously marked or labeled in an approved manner. Hazardous materials or liquids shall be disposed of in the proper manner. They shall not be released into any sewer, storm drain, ditch, creek, or on the ground, sidewalk, street, and highway or into the atmosphere.

Propane and Natural Gas Handling Requirements:

Shall follow the provisions under the Minnesota State Fire Code for Liquefied Petroleum Gases Chapter 38 for the storage, handling, transportation and the installation of LP gas equipment.

Propane Bottles:

The capacity limit shall be determined by the Fire Official after consideration of features that secure and protect the container as well as the level of acceptable risk to the general public. LP vessels shall be affixed and secure to the portable food service platform in a manner that provides a reasonable expectation of security while parked or in transit. All applicable DOT regulations shall be followed: Hydro dates of propane cylinders shall be current. Propane and natural gas tanks shall be shut off while the mobile food vehicle is in motion, unattended and/or in overnight storage. Generator(s) and LPG storage compartments located on the exterior of the vehicle must be enclosed. These compartments must have venting to the exterior and must not allow any venting to the interior of the vehicle. There shall not be any storage of or use of LPG cylinders within the tow vehicle at any time.

Mounting and placement of propane and natural gas tanks:

The mounting of propane and natural gas tanks must withstand impact equal to four times the weight of the filled propane or natural gas container according to NFPA 34. Tanks must be secure (NFPA 34) and conform with NFPA standards relating to the safe mounting of tanks as described in NFPA 34.

CITY OF HOPKINS

FINANCE DEPARTMENT

MEMORANDUM

Date: January 30, 2020
To: Honorable Mayor and Members of the City Council
From: Nicholas Bishop, Finance Director
Subject: Ratify Checks Issued in January 2020

The checks issued between December 27, 2019 and January 30, 2020 were number 117614 through 118043, for a total distribution of \$1,098,249.91.

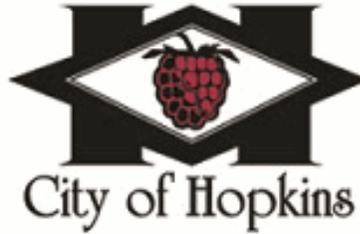
The checks issued, along with the purpose for those payments are attached for your review.

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: jthoennes
Printed: 1/30/2020 9:06 AM



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
117614	03330	CITY OF PLYMOUTH	01/02/2020	0.00	3,689.61
117615	28971	EXCELSIOR MOTOR VEHICLE CENTE	01/02/2020	0.00	960.25
117616	30555	PEGGY GONGOLL	01/02/2020	0.00	405.00
117617	27454	HENNEPIN CTY TREASURER	01/02/2020	0.00	7,500.00
117618	30048	RICH HILL	01/02/2020	0.00	500.00
117619	13163	MEMA	01/02/2020	0.00	50.00
117620	13173	METRO CHIEF FIRE OFFICERS ASSN	01/02/2020	0.00	200.00
117621	29177	RENEE A MEUWISSEN	01/02/2020	0.00	345.00
117622	29703	MID-STATES ORGANIZED CRIME INF	01/02/2020	0.00	200.00
117623	29399	MN AMBULANCE ASSOCIATION	01/02/2020	0.00	75.00
117624	14587	NORTHLAND BUSINESS SYSTEMS	01/02/2020	0.00	2,074.01
117625	30600	ROBERT OLSON	01/02/2020	0.00	435.00
117626	29301	SCHEDULES PLUS LLC	01/02/2020	0.00	720.00
117627	30091	RAY STAFFORD	01/02/2020	0.00	480.00
117628	29205	CHRIS STRONER	01/02/2020	0.00	360.00
117629	21532	UNIVERSITY OF MN	01/02/2020	0.00	125.00
117630	30670	SABRIN ADAM	01/02/2020	0.00	51.00
117631	29416	CDW GOVERNMENT	01/02/2020	0.00	223.18
117632	26951	COMCAST	01/02/2020	0.00	69.95
117633	28898	ECM PUBLISHERS INC	01/02/2020	0.00	77.35
117634	27569	EMERGENCY AUTOMOTIVE TECHNO	01/02/2020	0.00	990.00
117635	30671	EXPRESS METALS	01/02/2020	0.00	40.00
117636	06008	FASTENAL CO	01/02/2020	0.00	54.87
117637	07003	GARTNER REFRIGERATION & MFG.	01/02/2020	0.00	3,142.00
117638	07681	GRAINGER, INC	01/02/2020	0.00	81.45
117639	29377	GRAINGER, INC	01/02/2020	0.00	60.67
117640	27248	HENNEPIN CTY TREASURER	01/02/2020	0.00	670.00
117641	08243	HENNEPIN HEALTHCARE	01/02/2020	0.00	118.26
117642	08627	HOME DEPOT CREDIT SERVICES	01/02/2020	0.00	34.95
117643	27494	HORIZON GRAPHICS	01/02/2020	0.00	764.21
117644	12009	J. H. LARSON COMPANY	01/02/2020	0.00	404.41
117645	13167	MENARDS - EDEN PRAIRIE	01/02/2020	0.00	108.76
117646	27880	MORECOM INC	01/02/2020	0.00	2,982.25
117647	28997	R & R SPECIALTIES OF WISCONSIN IN	01/02/2020	0.00	364.75
117648	28861	RAINBOW TREE COMPANY	01/02/2020	0.00	5,000.00
117649	30015	SERVICE GRINDING & SHARPENING I	01/02/2020	0.00	87.50
117650	29143	SHRED IT USA	01/02/2020	0.00	56.43
117651	19520	SNAP PRINT INC	01/02/2020	0.00	30.00
117652	28590	ST CLOUD STATE UNIV	01/02/2020	0.00	270.00
117653	19824	SUNSHINE CAR WASH	01/02/2020	0.00	129.15
117654	29473	VERIZON WIRELESS	01/02/2020	0.00	346.49
117655	23720	WSB & ASSOCIATES INC	01/02/2020	0.00	18,575.00
117656	25080	XCEL ENERGY	01/02/2020	0.00	5,791.55
117657	25080	XCEL ENERGY	01/02/2020	0.00	637.34
117658	25080	XCEL ENERGY	01/02/2020	0.00	318.08
117659	25080	XCEL ENERGY	01/02/2020	0.00	72.09
117660	25080	XCEL ENERGY	01/02/2020	0.00	983.43

Check No	Vendor No	Vendor Name	Check Date		Void Checks	Check Amount
117661	25080	XCEL ENERGY	01/02/2020		0.00	22.11
117662	25080	XCEL ENERGY	01/02/2020		0.00	215.58
117663	25080	XCEL ENERGY	01/02/2020		0.00	1,484.85
117664	25080	XCEL ENERGY	01/02/2020		0.00	48.14
117665	25080	XCEL ENERGY	01/02/2020		0.00	17.27
Total for 1/2/2020:					0.00	62,441.94
117666	27782	BOUND TREE MEDICAL LLC	01/09/2020		0.00	261.44
117667	30035	CAMP JORDAN FARM, LLC	01/09/2020	VOID	900.00	0.00
117668	30127	CINTAS CORPORATION NO. 2	01/09/2020		0.00	69.07
117669	26951	COMCAST	01/09/2020		0.00	6.30
117670	05483	EMBEDDED SYSTEMS, INC	01/09/2020		0.00	830.25
117671	27569	EMERGENCY AUTOMOTIVE TECHNO	01/09/2020		0.00	213.44
117672	29006	ENTERPRISE FLEET MANAGEMENT	01/09/2020		0.00	3,773.02
117673	28971	EXCELSIOR MOTOR VEHICLE CENTE	01/09/2020		0.00	3.25
117674	08620	HOPKINS ROTARY	01/09/2020		0.00	500.00
117675	09004	IAFC MEMBERSHIP RENEWAL	01/09/2020		0.00	480.00
117676	09085	ICMA - ROTH IRA - 706260	01/09/2020		0.00	1,224.23
117677	09534	INTERSTATE BATTERY SYSTEM	01/09/2020		0.00	205.95
117678	30678	WILLIAM RAYMOND LAMBACH	01/09/2020		0.00	1,975.00
117679	03369	LEAGUE OF MN CITIES	01/09/2020		0.00	550.00
117680	13207	MENARDS - GOLDEN VALLEY	01/09/2020		0.00	144.63
117681	28665	METRO ALARM & LOCK	01/09/2020		0.00	300.00
117682	13404	MN STATE FIRE DEPARTMENT ASSOC	01/09/2020		0.00	450.00
117683	13412	MN TROPHIES	01/09/2020		0.00	16.40
117684	30677	DAVID A NEWMAN	01/09/2020		0.00	125.00
117685	15521	ON SITE SANITATION	01/09/2020		0.00	332.00
117686	30460	PLYMOUTH RIDGE INC	01/09/2020		0.00	5,726.00
117687	09084	ICMA RETIREMENT TRUST- 300824	01/09/2020		0.00	3,391.31
117688	28240	SESAC RIGHTS MGMT INC	01/09/2020		0.00	460.00
117689	29115	MANUEL SOTELO	01/09/2020		0.00	2,500.00
117690	19766	STAR TRIBUNE MEDIA	01/09/2020		0.00	252.72
117691	30052	VASKE COMPUTER, INC.	01/09/2020		0.00	6,800.00
117692	28624	MICHEAL J WHITE	01/09/2020		0.00	86.20
117693	01045	ABM EQUIPMENT & SUPPLY LLC	01/09/2020		0.00	6,911.19
117694	28422	ADVANCED IMAGING SOLUTIONS	01/09/2020		0.00	4,026.22
117695	30660	PATRICIA MAUREEN ANDERSON	01/09/2020		0.00	105.00
117696	28600	APPLE VALLEY FORD LINCOLN	01/09/2020		0.00	461.78
117697	01722	ASPEN EQUIPMENT CO	01/09/2020		0.00	27.12
117698	02031	B & W SPECIALTY COFFEE CO	01/09/2020		0.00	512.34
117699	27782	BOUND TREE MEDICAL LLC	01/09/2020		0.00	120.03
117700	02985	C & E AUTO UPHOLSTERY	01/09/2020		0.00	300.00
117701	03160	CENTERPOINT ENERGY MINNEGASC	01/09/2020		0.00	7,413.55
117702	03160	CENTERPOINT ENERGY MINNEGASC	01/09/2020		0.00	11,270.43
117703	30127	CINTAS CORPORATION NO. 2	01/09/2020		0.00	52.48
117704	03331	CITY OF ST LOUIS PARK	01/09/2020		0.00	535.23
117705	30560	COMPUTER INTEGRATION TECHNOL	01/09/2020		0.00	911.25
117706	30675	DONALD EUGENE COOKE	01/09/2020		0.00	55.25
117707	27060	CROWN MARKING INC	01/09/2020		0.00	12.72
117708	03800	CULLIGAN - METRO	01/09/2020		0.00	193.80
117709	04217	DISCOUNT STEEL INC	01/09/2020		0.00	42.81
117710	29520	ECOLAB	01/09/2020		0.00	192.34
117711	29442	EGAN ELECTRICAL GROUP	01/09/2020		0.00	196.00
117712	05453	ELECTRIC PUMP INC	01/09/2020		0.00	602.27
117713	27569	EMERGENCY AUTOMOTIVE TECHNO	01/09/2020		0.00	302.77
117714	30673	SUSAN ERICKSON	01/09/2020		0.00	55.25

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
117715	30330	FAE LSE 6 LLC	01/09/2020	0.00	2,311.96
117716	30601	FAE LSE 8 LLC	01/09/2020	0.00	2,224.88
117717	06008	FASTENAL CO	01/09/2020	0.00	168.96
117718	28628	FLEETPRIDE INC	01/09/2020	0.00	2,928.36
117719	06567	FORCE AMERICA	01/09/2020	0.00	620.62
117720	01705	FOUNDATION BUILDING MATERIALS	01/09/2020	0.00	6.00
117721	07564	GOPHER STATE ONE-CALL, INC	01/09/2020	0.00	135.00
117722	07681	GRAINGER, INC	01/09/2020	0.00	148.20
117723	29377	GRAINGER, INC	01/09/2020	0.00	752.26
117724	08000	H & L MESABI	01/09/2020	0.00	1,613.45
117725	08001	HACH COMPANY	01/09/2020	0.00	1,114.80
117726	08004	HANCE HARDWARE, INC	01/09/2020	0.00	807.35
117727	29060	HD SUPPLY FACILITIES MAINTENANC	01/09/2020	0.00	210.21
117728	08176	HENNEPIN COUNTY TREASURER	01/09/2020	0.00	2,406.41
117729	08176	HENNEPIN COUNTY TREASURER	01/09/2020	0.00	3,312.00
117730	08176	HENNEPIN COUNTY TREASURER	01/09/2020	0.00	4,248.63
117731	08576	HOPKINS F.D. RELIEF ASSOC	01/09/2020	0.00	810.00
117732	08585	HOPKINS PET HOSPITAL	01/09/2020	0.00	75.16
117733	09578	INNOVATIVE OFFICE SOLUTIONS	01/09/2020	0.00	690.56
117734	30269	JANELLE JASPERS JONES	01/09/2020	0.00	240.00
117735	11013	KATH FUEL OIL SERVICE	01/09/2020	0.00	2,113.00
117736	11327	KILLMER ELECTRIC CO INC	01/09/2020	0.00	1,335.80
117737	12160	LEAGUE OF MN CITIES	01/09/2020	0.00	4,436.32
117738	29529	LEXISNEXIS RISK SOLUTIONS	01/09/2020	0.00	85.83
117739	13172	METRO ELEVATOR, INC	01/09/2020	0.00	165.00
117740	13192	METROPOLITAN FORD	01/09/2020	0.00	49.54
117741	13275	MICRO CENTER	01/09/2020	0.00	128.91
117742	13525	MIDNITE MARKET	01/09/2020	0.00	94.00
117743	30676	RODNEY MILLER	01/09/2020	0.00	23.51
117744	30300	NORDIC SOLAR HOLDCO LLC	01/09/2020	0.00	1,725.63
117745	16561	POLLARDWATER.COM	01/09/2020	0.00	444.62
117746	29580	PROJECT RESTORATIONS, INC.	01/09/2020	0.00	21,968.00
117747	16801	PUMP & METER SERVICE, INC	01/09/2020	0.00	930.00
117748	04573	QUALITY RESOURCE GROUP INC	01/09/2020	0.00	48.28
117749	17806	QWEST CORP	01/09/2020	0.00	49.02
117750	18327	REINDERS INC	01/09/2020	0.00	632.24
117751	30674	KAREN ROGNSVOOG	01/09/2020	0.00	127.50
117752	18805	RUMPCA COMPANIES, INC	01/09/2020	0.00	21,337.50
117753	29441	S2 SERVICES, INC.	01/09/2020	0.00	1,840.00
117754	28779	SAFEASSURE CONSULTANTS INC	01/09/2020	0.00	7,088.72
117755	29115	MANUEL SOTELO	01/09/2020	0.00	5,000.00
117756	29200	SPRINGBROOK SOFTWARE INC	01/09/2020	0.00	1,034.50
117757	19602	SPS COMPANIES INC	01/09/2020	0.00	98.82
117758	30672	SARAH ANN STRUCK	01/09/2020	0.00	559.50
117759	29590	SYN-TECH SYSTEMS	01/09/2020	0.00	221.00
117760	20560	TOLL GAS & WELDING SUPPLY	01/09/2020	0.00	85.83
117761	28482	DOUGLAS A TORVUND JR	01/09/2020	0.00	5,607.94
117762	29918	TRI-CITY/WILLIAM LLOYD ANALYTIC	01/09/2020	0.00	288.00
117763	20883	TWIN CITY GARAGE DOOR INC	01/09/2020	0.00	141.00
117764	20887	TWIN CITY WATER CLINIC	01/09/2020	0.00	272.00
117765	30189	VAN PAPER SUPPLY COMPANY	01/09/2020	0.00	172.38
117766	29466	VERIZON WIRELESS	01/09/2020	0.00	1,066.89
117767	30017	VERIZON WIRELESS	01/09/2020	0.00	1,508.24
117768	23003	WASTE MANAGEMENT OF WI-MN	01/09/2020	0.00	9,568.00
117769	27900	WATER CONSERVATION SERVICES	01/09/2020	0.00	314.36
117770	28624	MICHEAL J WHITE	01/09/2020	0.00	211.35
117771	25080	XCEL ENERGY	01/09/2020	0.00	1,068.40

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
117772	25080	XCEL ENERGY	01/09/2020	0.00	40.04
117773	25080	XCEL ENERGY	01/09/2020	0.00	99.74
117774	25080	XCEL ENERGY	01/09/2020	0.00	9,578.72
117775	26000	ZARNOTH BRUSH WORKS, INC	01/09/2020	0.00	405.60
Total for 1/9/2020:				900.00	191,766.58
117776	30662	10K ARCHITECTURE PLLC	01/16/2020	0.00	1,035.00
117777	27929	ALLINA HEALTH SYSTEM	01/16/2020	0.00	498.00
117778	01095	DANIEL ARETZ	01/16/2020	0.00	990.00
117779	30230	BARNA, GUZY & STEFFEN, LTD.	01/16/2020	0.00	150.00
117780	30497	MATTHEW BERGMANN	01/16/2020	0.00	33,927.69
117781	29817	GARY BINGER	01/16/2020	0.00	2,700.00
117782	02563	BOLTON & MENK, INC	01/16/2020	0.00	135,208.75
117783	26976	BUCKEYE INTERNATIONAL INC	01/16/2020	0.00	262.75
117784	28981	CHESTNUT CAMBRONNE PA	01/16/2020	0.00	17,037.62
117785	30511	COMPASS GROUP NAD	01/16/2020	0.00	168.80
117786	03640	CPT SERVICES, INC	01/16/2020	0.00	3,944.28
117787	28747	CULLIGAN BOTTLED WATER CO	01/16/2020	0.00	206.51
117788	30679	VINCENT DEZUTTI	01/16/2020	0.00	56.00
117789	04690	DRISKILLS FOODS	01/16/2020	0.00	420.23
117790	04690	DRISKILLS FOODS	01/16/2020	0.00	252.37
117791	28898	ECM PUBLISHERS INC	01/16/2020	0.00	309.40
117792	29610	EXPRESS SERVICES	01/16/2020	0.00	838.98
117793	29610	EXPRESS SERVICES	01/16/2020	0.00	322.32
117794	29610	EXPRESS SERVICES	01/16/2020	0.00	316.00
117795	07003	GARTNER REFRIGERATION & MFG.	01/16/2020	0.00	2,879.52
117796	30288	GARY L FISCHLER & ASSOCIATES PA	01/16/2020	0.00	650.00
117797	07185	GENUINE PARTS	01/16/2020	0.00	95.53
117798	08166	HENNEPIN CTY TREASURER	01/16/2020	0.00	1,602.60
117799	08166	HENNEPIN CTY TREASURER	01/16/2020	0.00	2,541.55
117800	08166	HENNEPIN CTY TREASURER	01/16/2020	0.00	217.30
117801	08186	HENNEPIN CTY TREASURER	01/16/2020	0.00	87.00
117802	08223	HENNEPIN CTY TREASURER	01/16/2020	0.00	9,985.98
117803	27248	HENNEPIN CTY TREASURER	01/16/2020	0.00	2,129.00
117804	09521	INDELCO	01/16/2020	0.00	218.14
117805	29267	J SPANJERS COMPANY INC	01/16/2020	0.00	3,443.00
117806	30639	JUXTAPOSITION ARTS	01/16/2020	0.00	10,000.00
117807	30474	KRAUS-ANDERSON CONSTRUCTION	01/16/2020	0.00	9,789.01
117808	30682	HOLLY KUECHENMEISTER	01/16/2020	0.00	29.75
117809	29737	MACDONALD & MACK ARCHITECTS,	01/16/2020	0.00	861.50
117810	13047	MARCO	01/16/2020	0.00	732.00
117811	13031	MATTS AUTO SERVICE, INC	01/16/2020	0.00	115.00
117812	30681	MENZEL ENTERPRISES MINNESOTA I	01/16/2020	0.00	264.75
117813	13179	METROPOLITAN COUNCIL	01/16/2020	0.00	9,840.60
117814	14582	NORTHWEST ASPHALT INC	01/16/2020	0.00	29,630.06
117815	30680	TERRY OBERMAIER	01/16/2020	0.00	46.85
117816	15880	OWENS SERVICE CORP- CHEMTEX	01/16/2020	0.00	19,021.25
117817	30683	FRANCES PHILLIPS	01/16/2020	0.00	170.00
117818	30495	SPEEDWAY LLC	01/16/2020	0.00	5.00
117819	28590	ST CLOUD STATE UNIV	01/16/2020	0.00	900.00
117820	19777	STREICHERS	01/16/2020	0.00	4,108.87
117821	19824	SUNSHINE CAR WASH	01/16/2020	0.00	157.81
117822	27553	UNITED RENTALS INC	01/16/2020	0.00	373.13
117823	22002	VALLEY-RICH COMPANY, INC	01/16/2020	0.00	3,543.52
117824	29489	VERIZON WIRELESS	01/16/2020	0.00	35.01
117825	01493	AMERICAN PRESSURE, INC	01/16/2020	0.00	324.79

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
117826	01600	APACHE GROUP	01/16/2020	0.00	1,454.48
117827	28600	APPLE VALLEY FORD LINCOLN	01/16/2020	0.00	58.56
117828	28216	ATOM	01/16/2020	0.00	250.00
117829	02031	B & W SPECIALTY COFFEE CO	01/16/2020	0.00	245.71
117830	30684	BMO HARRIS BANK NA	01/16/2020	0.00	110.10
117831	27782	BOUND TREE MEDICAL LLC	01/16/2020	0.00	101.88
117832	26976	BUCKEYE INTERNATIONAL INC	01/16/2020	0.00	50.15
117833	03022	CARGILL INC	01/16/2020	0.00	14,990.18
117834	30005	CENTRAL POWER DISTRIBUTORS	01/16/2020	0.00	197.08
117835	30127	CINTAS CORPORATION NO. 2	01/16/2020	0.00	390.59
117836	26951	COMCAST	01/16/2020	0.00	144.85
117837	26951	COMCAST	01/16/2020	0.00	148.13
117838	26951	COMCAST	01/16/2020	0.00	135.97
117839	03800	CULLIGAN - METRO	01/16/2020	0.00	74.14
117840	27569	EMERGENCY AUTOMOTIVE TECHNOI	01/16/2020	0.00	1,695.00
117841	29398	ENTERPRISE FLEET MANAGEMENT	01/16/2020	0.00	2,564.08
117842	30685	FELLING TRAILERS INC	01/16/2020	0.00	131.37
117843	06567	FORCE AMERICA	01/16/2020	0.00	39.81
117844	07563	GOODIN COMPANY	01/16/2020	0.00	3,428.22
117845	07681	GRAINGER, INC	01/16/2020	0.00	121.89
117846	28609	GRANICUS INC	01/16/2020	0.00	669.87
117847	08170	HENNEPIN CTY FIRE CHIEFS ASSN	01/16/2020	0.00	100.00
117848	29302	HENNEPIN CTY TREASURER	01/16/2020	0.00	1,045.00
117849	08620	HOPKINS ROTARY	01/16/2020	0.00	250.00
117850	29378	IDENTIFIX	01/16/2020	0.00	1,428.00
117851	09521	INDELCO	01/16/2020	0.00	347.72
117852	28189	INSTY PRINTS	01/16/2020	0.00	54.53
117853	11013	KATH FUEL OIL SERVICE	01/16/2020	0.00	1,125.72
117854	30440	LEADSONLINE LLC	01/16/2020	0.00	2,933.00
117855	12160	LEAGUE OF MN CITIES	01/16/2020	0.00	740.47
117856	12160	LEAGUE OF MN CITIES	01/16/2020	0.00	382.93
117857	13012	MACQUEEN EQUIPMENT INC	01/16/2020	0.00	927.52
117858	29059	MANSFIELD OIL COMPANY	01/16/2020	0.00	16,594.54
117859	30096	MASTER CRAFT LABELS, INC.	01/16/2020	0.00	337.20
117860	28665	METRO ALARM & LOCK	01/16/2020	0.00	150.00
117861	27050	METRO CITIES	01/16/2020	0.00	6,912.00
117862	13179	METROPOLITAN COUNCIL	01/16/2020	0.00	127,519.29
117863	29688	MINNESOTA STREET SUPERINDENTE	01/16/2020	0.00	100.00
117864	13373	MN DEPT OF AGRICULTURE	01/16/2020	0.00	10.00
117865	13377	MN DEPT OF NATURAL RESOURCES C	01/16/2020	0.00	7,674.87
117866	30686	MPRB	01/16/2020	0.00	20.00
117867	29883	NONHOF PAINTING SOLUTIONS, LLC	01/16/2020	0.00	1,395.00
117868	30680	TERRY OBERMAIER	01/16/2020	0.00	46.85
117869	16561	POLLARDWATER.COM	01/16/2020	0.00	790.10
117870	16687	PRO-TEC DESIGN INC	01/16/2020	0.00	240.00
117871	17806	QWEST CORP	01/16/2020	0.00	2,802.02
117872	28533	RODNEY J RODMAN	01/16/2020	0.00	750.00
117873	30496	ROTO ROOTER SERVICES COMPANY	01/16/2020	0.00	702.00
117874	30015	SERVICE GRINDING & SHARPENING I	01/16/2020	0.00	91.00
117875	19520	SNAP PRINT INC	01/16/2020	0.00	144.81
117876	19561	SOJOURNER PROJECT, INC	01/16/2020	0.00	15,000.00
117877	29115	MANUEL SOTELO	01/16/2020	0.00	350.00
117878	19602	SPS COMPANIES INC	01/16/2020	0.00	13.37
117879	19777	STREICHERS	01/16/2020	0.00	675.92
117880	30152	SUPERIOR TECHNOLOGY GROUP	01/16/2020	0.00	349.00
117881	20687	TRI-STATE BOBCAT INC	01/16/2020	0.00	1,404.45
117882	22563	VOSS LIGHTING	01/16/2020	0.00	69.30

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
117883	28624	MICHEAL J WHITE	01/16/2020	0.00	232.45
117884	13082	WM H MCCOY PETROLEUM FUELS	01/16/2020	0.00	22.10
Total for 1/16/2020:				0.00	533,176.44
117885	30687	HOPKINS COMMERCE CENTER	01/21/2020	0.00	100,225.00
Total for 1/21/2020:				0.00	100,225.00
117886	28987	CENTER FOR ENERGY & ENVIRONMN	01/23/2020	0.00	600.00
117887	27492	FRIENDS OF THE HOPKINS	01/23/2020	0.00	320.00
117888	29748	HENNEPIN COUNTY PUBLIC WORKS	01/23/2020	0.00	9,981.28
117889	08627	HOME DEPOT CREDIT SERVICES	01/23/2020	0.00	879.50
117890	30691	LUKAS JENSEN	01/23/2020	0.00	5,595.00
117891	28599	MN PUBLIC RADIO	01/23/2020	0.00	651.00
117892	29452	OFFICE OF MN IT SERVICES	01/23/2020	0.00	380.81
117893	19520	SNAP PRINT INC	01/23/2020	0.00	87.71
117894	30031	TOTER LLC	01/23/2020	0.00	9,535.80
117895	25080	XCEL ENERGY	01/23/2020	0.00	1,094.98
117896	01493	AMERICAN PRESSURE, INC	01/23/2020	0.00	16.73
117897	28600	APPLE VALLEY FORD LINCOLN	01/23/2020	0.00	495.30
117898	01774	ATSSA	01/23/2020	0.00	290.00
117899	29669	AVESIS	01/23/2020	0.00	306.04
117900	02031	B & W SPECIALTY COFFEE CO	01/23/2020	0.00	399.36
117901	30515	KELLY BLAU	01/23/2020	0.00	150.00
117902	26976	BUCKEYE INTERNATIONAL INC	01/23/2020	0.00	13.26
117903	26951	COMCAST	01/23/2020	0.00	239.85
117904	26951	COMCAST	01/23/2020	0.00	14.71
117905	26951	COMCAST	01/23/2020	0.00	142.36
117906	28123	CRITTERS UNLIMITED INC	01/23/2020	0.00	120.00
117907	04600	DPC INDUSTRIES, INC	01/23/2020	0.00	1,854.05
117908	29610	EXPRESS SERVICES	01/23/2020	0.00	1,596.42
117909	28628	FLEETPRIDE INC	01/23/2020	0.00	116.82
117910	07681	GRAINGER, INC	01/23/2020	0.00	185.10
117911	08336	HIRSHFIELDS	01/23/2020	0.00	186.68
117912	08625	HOPKINS POLICE ASSOCIATION	01/23/2020	0.00	1,260.00
117913	09801	I.U.O.E. CENTRAL PENSION FUND	01/23/2020	0.00	1,760.00
117914	09085	ICMA - ROTH IRA - 706260	01/23/2020	0.00	1,224.23
117915	09539	INTERNATIONAL CODE COUNCIL	01/23/2020	0.00	118.25
117916	12012	LAW ENFORCEMENT LABOR SERVICE	01/23/2020	0.00	496.00
117917	30392	CIGNA LIFE INS COMP OF AMERICA -	01/23/2020	0.00	227.20
117918	30391	CIGNA LIFE INS COMP OF AMERICA -	01/23/2020	0.00	2,748.64
117919	30390	CIGNA LIFE INS COMP OF AMERICA -	01/23/2020	0.00	2,736.24
117920	30023	CIGNA LIFE INS COMP OF N AMERICA	01/23/2020	0.00	712.17
117921	30145	ZACH LUNDBERG	01/23/2020	0.00	2,400.00
117922	13012	MACQUEEN EQUIPMENT INC	01/23/2020	0.00	668.40
117923	14006	NATIONAL COUNCIL ON AGING	01/23/2020	0.00	145.00
117924	14960	NYSTROM PUBLISHING CO	01/23/2020	0.00	349.36
117925	15441	OLSEN CHAIN AND CABLE CO INC	01/23/2020	0.00	571.05
117926	26974	O'REILLY AUTO PARTS	01/23/2020	0.00	3.96
117927	30688	ERIC J OTTEN	01/23/2020	0.00	4,209.87
117928	29698	PERMITWORKS, LLC	01/23/2020	0.00	4,775.00
117929	16566	POMPS TIRE SERVICE INC	01/23/2020	0.00	423.50
117930	29331	POSTMASTER	01/23/2020	0.00	240.00
117931	17806	QWEST CORP	01/23/2020	0.00	88.93
117932	17806	QWEST CORP	01/23/2020	0.00	56.64
117933	17806	QWEST CORP	01/23/2020	0.00	87.20

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
117934	17806	QWEST CORP	01/23/2020	0.00	70.33
117935	18121	RDO EQUIPMENT CO.	01/23/2020	0.00	364.95
117936	08568	RESOURCE WEST	01/23/2020	0.00	61.58
117937	09084	ICMA RETIREMENT TRUST- 300824	01/23/2020	0.00	3,404.72
117938	30075	RUTHIE FOSTER	01/23/2020	0.00	4,500.00
117939	30690	JASON TAYLOR	01/23/2020	0.00	449.99
117940	20120	TDS METROCOM - MN	01/23/2020	0.00	339.65
117941	20687	TRI-STATE BOBCAT INC	01/23/2020	0.00	810.42
117942	21523	UNION LOCAL 49	01/23/2020	0.00	805.00
117943	30689	HUBERT VASSAR	01/23/2020	0.00	150.00
117944	27900	WATER CONSERVATION SERVICES	01/23/2020	0.00	303.92
117945	26161	ZEP SALES AND SERVICE	01/23/2020	0.00	1,345.50
Total for 1/23/2020:				0.00	73,160.46
117946	19162	2ND WIND EXERCISE	01/30/2020	0.00	220.00
117947	UB*00499	5TH AVENUE PARTNERS LLC	01/30/2020	0.00	89.57
117948	01125	ADT SECURITY SERVICES	01/30/2020	0.00	335.04
117949	28422	ADVANCED IMAGING SOLUTIONS	01/30/2020	0.00	4,026.22
117950	28427	ADVANCED IMAGING SOLUTIONS	01/30/2020	0.00	15.02
117951	28241	AMERICAN SOCIETY OF	01/30/2020	0.00	365.64
117952	13071	BCD VENTURES	01/30/2020	0.00	463.32
117953	UB*00498	THOMAS M BROWN	01/30/2020	0.00	100.00
117954	29416	CDW GOVERNMENT	01/30/2020	0.00	1,170.00
117955	30127	CINTAS CORPORATION NO. 2	01/30/2020	0.00	52.48
117956	UB*00501	JIM CLOBES	01/30/2020	0.00	75.10
117957	03568	COMO LUBE & SUPPLIES INC	01/30/2020	0.00	230.00
117958	30560	COMPUTER INTEGRATION TECHNOL	01/30/2020	0.00	880.00
117959	29981	CORE & MAIN LP	01/30/2020	0.00	736.74
117960	03696	CRYSTEEL TRUCK EQUIPMENT	01/30/2020	0.00	598.00
117961	04217	DISCOUNT STEEL INC	01/30/2020	0.00	3,176.14
117962	30693	DONNA DUCHENE	01/30/2020	0.00	500.00
117963	01523	EARL F. ANDERSEN, INC	01/30/2020	0.00	1,233.67
117964	29035	EDEN PRAIRIE POLICE DEPT	01/30/2020	0.00	125.00
117965	06008	FASTENAL CO	01/30/2020	0.00	139.70
117966	06567	FORCE AMERICA	01/30/2020	0.00	3,448.23
117967	30555	PEGGY GONGOLL	01/30/2020	0.00	405.00
117968	07564	GOPHER STATE ONE-CALL, INC	01/30/2020	0.00	50.00
117969	29377	GRAINGER, INC	01/30/2020	0.00	360.88
117970	08001	HACH COMPANY	01/30/2020	0.00	430.63
117971	30692	JULIE HAVRING	01/30/2020	0.00	20.00
117972	30048	RICH HILL	01/30/2020	0.00	500.00
117973	29345	IMPACT MAILING OF MN	01/30/2020	0.00	2,950.81
117974	28601	JENN ARI GROUP	01/30/2020	0.00	2,451.76
117975	11327	KILLMER ELECTRIC CO INC	01/30/2020	0.00	210.00
117976	14188	MAIL FINANCE INC	01/30/2020	0.00	2,346.09
117977	13172	METRO ELEVATOR, INC	01/30/2020	0.00	165.00
117978	13182	METROPOLITAN AREA MANAGERS A	01/30/2020	0.00	45.00
117979	29177	RENEE A MEUWISSEN	01/30/2020	0.00	345.00
117980	13275	MICRO CENTER	01/30/2020	0.00	718.94
117981	13354	MN BENEFIT ASSOCIATION	01/30/2020	0.00	37.18
117982	28749	MN DEPT OF PUBLIC SAFETY	01/30/2020	0.00	60.00
117983	29598	MN DVS RENEWAL/TITLE & REGISTR	01/30/2020	0.00	12.00
117984	29598	MN DVS RENEWAL/TITLE & REGISTR	01/30/2020	0.00	12.00
117985	29598	MN DVS RENEWAL/TITLE & REGISTR	01/30/2020	0.00	14.25
117986	14011	NATIONAL LEAGUE OF CITIES	01/30/2020	0.00	1,563.00
117987	28245	NEOFUNDS OR TOTALFUNDS	01/30/2020	0.00	19.38

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
117988	28540	OAK RIDGE COUNTRY CLUB	01/30/2020	0.00	742.49
117989	30600	ROBERT OLSON	01/30/2020	0.00	435.00
117990	26974	O'REILLY AUTO PARTS	01/30/2020	0.00	35.10
117991	30694	BOB PATERSON	01/30/2020	0.00	130.00
117992	30695	RAVE WIRELESS INC	01/30/2020	0.00	7,300.00
117993	18164	RED WING BUSINESS ADVANTAGE AC	01/30/2020	0.00	404.98
117994	28845	RIGID HITCH INCORPORATED	01/30/2020	0.00	71.92
117995	30475	RIHM MOTOR COMPANY	01/30/2020	0.00	420.92
117996	UB*00500	AMANDA RUZICKA	01/30/2020	0.00	19.21
117997	19296	SHAKOPEE GRAVEL INC	01/30/2020	0.00	421.36
117998	29143	SHRED IT USA	01/30/2020	0.00	566.89
117999	29537	SMSC ENTERPRISES	01/30/2020	0.00	341.40
118000	29115	MANUEL SOTELO	01/30/2020	0.00	4,300.00
118001	19567	SOUTHWEST SUB CABLE COMM	01/30/2020	0.00	2,599.00
118002	28590	ST CLOUD STATE UNIV	01/30/2020	0.00	435.00
118003	30091	RAY STAFFORD	01/30/2020	0.00	480.00
118004	29205	CHRIS STRONER	01/30/2020	0.00	360.00
118005	19805	SUSA	01/30/2020	0.00	125.00
118006	29029	CATHERINE TURNER	01/30/2020	0.00	20.00
118007	20883	TWIN CITY GARAGE DOOR INC	01/30/2020	0.00	270.50
118008	21529	UNITED WAY	01/30/2020	0.00	47.70
118009	30017	VERIZON WIRELESS	01/30/2020	0.00	1,500.63
118010	01328	AIRGAS USA	01/30/2020	0.00	157.67
118011	30588	WILLIAM ANDERSON	01/30/2020	0.00	30.00
118012	30698	HARRIETT BENNETT	01/30/2020	0.00	259.42
118013	02811	BUREAU OF CRIMINAL APPREHENSIC	01/30/2020	0.00	750.00
118014	30701	CEDRIC CALLIES	01/30/2020	0.00	56.00
118015	29416	CDW GOVERNMENT	01/30/2020	0.00	17,952.80
118016	28430	CENTURY LINK	01/30/2020	0.00	29.03
118017	30697	CLIMATE GENERATION-A WILL STEG	01/30/2020	0.00	100.00
118018	30560	COMPUTER INTEGRATION TECHNOL	01/30/2020	0.00	1,260.00
118019	05282	EHLERS AND ASSOCIATES, INC	01/30/2020	0.00	16,913.75
118020	07179	ENCORE ONE LLC	01/30/2020	0.00	302.70
118021	30233	DANIEL ERNST	01/30/2020	0.00	154.00
118022	30330	FAE LSE 6 LLC	01/30/2020	0.00	1,827.38
118023	30601	FAE LSE 8 LLC	01/30/2020	0.00	2,053.83
118024	08166	HENNEPIN CTY TREASURER	01/30/2020	0.00	2,541.55
118025	08179	HENNEPIN CTY TREASURER	01/30/2020	0.00	2,112.00
118026	27248	HENNEPIN CTY TREASURER	01/30/2020	0.00	6,247.50
118027	29345	IMPACT MAILING OF MN	01/30/2020	0.00	2,960.74
118028	12009	J. H. LARSON COMPANY	01/30/2020	0.00	95.84
118029	10172	JEFFERSON FIRE & SAFETY	01/30/2020	0.00	1,150.00
118030	30699	ROLF JOHNSON	01/30/2020	0.00	92.00
118031	30106	BOB KORKOWSKI	01/30/2020	0.00	30.00
118032	30702	CALVIN MELLOH	01/30/2020	0.00	30.00
118033	30700	PAIGE NORTON	01/30/2020	0.00	52.00
118034	29452	OFFICE OF MN IT SERVICES	01/30/2020	0.00	1,143.55
118035	29602	R & J MAYO LLC	01/30/2020	0.00	150.00
118036	30696	ANDREA SABIN	01/30/2020	0.00	120.00
118037	02326	TAKE ONE ENTERPRISES	01/30/2020	0.00	308.59
118038	29729	T-MOBILE USA, INC.	01/30/2020	0.00	765.00
118039	29445	SUSAN TURMAN	01/30/2020	0.00	148.75
118040	22002	VALLEY-RICH COMPANY, INC	01/30/2020	0.00	13,324.55
118041	29458	VERIZON WIRELESS	01/30/2020	0.00	2,053.32
118042	29490	VERIZON WIRELESS	01/30/2020	0.00	2,932.63
118043	23720	WSB & ASSOCIATES INC	01/30/2020	0.00	7,651.00

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
			Total for 1/30/2020:	0.00	137,479.49
			Report Total (430 checks):	900.00	1,098,249.91