

**HOPKINS CITY COUNCIL**

**AGENDA**

**Tuesday, June 1, 2021**

**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

**I. CALL TO ORDER**

**II. ADOPT AGENDA**

**III. PRESENTATIONS**

**IV. CONSENT AGENDA**

1. Minutes of the May 18, 2021 City Council Regular Meeting Proceedings
2. Approval of Business and Liquor License Renewals for the term of July 1, 2021 through June 30, 2022; Domeier
3. Approve Assessment of Private Water Line Repairs; Bishop
4. Ratify Checks Issued in May, 2021; Bishop

**V. PUBLIC HEARING**

**VI. OLD BUSINESS**

**VII. NEW BUSINESS**

1. Zoning Ordinance Text Amendment First Reading – Massage Uses; Lindahl

**VIII. PUBLIC COMMENT**

**IX. ANNOUNCEMENTS**

- Next City Council Work Session: Tuesday, June 8 at 6:30 p.m.
- Next Regular City Council Meeting: Tuesday, June 15 at 7:00 p.m.

**X. ADJOURN**

**DUE TO THE COVID-19 HEALTH PANDEMIC, THE CITY COUNCIL'S REGULAR MEETING PLACE IS NOT AVAILABLE TO THE PUBLIC WITHOUT RESERVATIONS IN ADVANCE. MEMBERS OF THE PUBLIC WHO DESIRE TO MONITOR THE MEETING REMOTELY, GIVE INPUT OR TESTIMONY DURING THE MEETING CAN FIND INSTRUCTIONS AT**

**[www.hopkinsmn.com/virtualmeetings](http://www.hopkinsmn.com/virtualmeetings)**

**OR BY CALLING CITY HALL AT 952-548-6302 (DURING NORMAL BUSINESS HOURS 8 AM TO 4:30 PM.)**

**HOPKINS CITY COUNCIL  
REGULAR MEETING PROCEEDINGS  
MAY 18, 2021**

**CALL TO ORDER**

Pursuant to due call and notice thereof a regular meeting of the Hopkins City Council was held on Tuesday, May 18, 2021 at 7:00 p.m. in the Council Chambers at City Hall, 1010 1<sup>st</sup> Street South.

Mayor Gadd called the meeting to order with Council Members Beck, Brausen, Halverson and Hunke attending. Others attending included City Manager Mornson, Assistant City Manager Lenz, Finance Director Bishop, Director of Planning and Development Elverum, Planner Lindahl, City Clerk Domeier, Assistant City Engineer Klingbeil, City Engineer Stanley and City Attorney Riggs.

Mayor Gadd provided information on the meeting format and other opening remarks.

**ADOPT AGENDA**

Mayor Gadd stated that item VII.2. Request for Financial Assistance – Blake Road Station; Elverum has been pulled from the agenda the request of the applicant.

**Motion** by Beck. **Second** by Hunke.

**Motion** to Adopt the Agenda as amended.

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

**Nays: None. Motion carried.**

**CONSENT AGENDA**

**Motion** by Brausen. **Second** by Halverson.

**Motion** to Approve the Consent Agenda.

1. Minutes of the May 4, 2021 City Council Regular Meeting Proceedings
2. Minutes of the May 11, 2021 City Council Work Session Proceedings
3. Approval of Election Administration Agreement between the City of Hopkins and Hopkins Independent School District 270; Domeier
4. Approval of Tobacco License Application for Vintage Spirits LLC dba Ace Spirits; Domeier
5. Approval of Temporary Liquor License for Hopkins Elks Lodge #2221
6. Extension of On- Sale Liquor License for Pizza Luce VI, Inc. dba Pizza Luce VI; Domeier
7. Second Reading of Ordinance 2021-1165; Lenz
8. Hopkins Village Addition Alley Easement Vacation - Second reading of Ordinance 2021-1169 Vacating an Alley Easement Over Hopkins Village Addition; Lindahl
9. 11524 Excelsior Boulevard – Second Reading of Ordinance 2021-1168 Establishing the Zoning Classification as B-3, General Business District; Lindahl

**HOPKINS CITY COUNCIL  
REGULAR MEETING PROCEEDINGS  
MAY 18, 2021**

**Ayes: Beck, Brausen, Halverson, Hunke, Gadd  
Nays: None. Motion carried.**

**NEW BUSINESS**

**VII.1. Order Feasibility Report – 2022 Street and Utility Improvements, City Project 2021-010; Klingbeil**

Assistant City Engineer Klingbeil provided a summary of Council Report 2021-052. The 2021 - 2025 CIP identifies street and utility improvements for the year 2022. Streets proposed for improvement include 6<sup>th</sup> Avenue South and 7<sup>th</sup> Avenue South from Mainstreet to 2<sup>nd</sup> Avenue South.

Council Member Brausen asked Mr. Klingbeil to provide information about the neighborhood engagement process. Mr. Klingbeil provided information about the project schedule including neighborhood engagement meetings during the process. Brief discussion was held about current construction costs.

**Motion** by Brausen. **Second** by Hunke.

**Motion** to adopt Resolution 2021-027 ordering the preparation of a feasibility report for the 2022 Street and Utility Improvements and authorizing Mayor and City Manager to enter into an agreement with Bolton & Menk, Inc. to prepare the report.

**Ayes: Beck, Brausen, Halverson, Hunke, Gadd.  
Nays: None. Motion carried.**

**VII.2. Request for Financial Assistance – Blake Road Station; Elverum**

City Manager Mornson provided information about the applicant's request to pull the item from the agenda noting that construction costs played a role in their decision. Staff will continue to work with the applicant on the proposed project and options.

**VII.3. First Quarter Financial Report; Bishop**

Finance Director Bishop provided the first quarter financial report included with the Council Memo. Discussion was held about the proposed meeting dates and public engagement meeting dates. City Manager Mornson pointed out that the first draft of the budget will be reviewed by the City Council on July 13.

**ANNOUNCEMENTS**

Mayor Gadd stated that the Governor has lifted the mask mandate but requested that residents be considerate of local businesses that require masks. He also provided the upcoming meeting schedule.

**HOPKINS CITY COUNCIL  
REGULAR MEETING PROCEEDINGS  
MAY 18, 2021**

**ADJOURNMENT**

There being no further information to come before the City Council and upon a motion by Brausen, second by Halverson, the meeting was unanimously adjourned at 7:24 p.m.

Respectfully Submitted,  
Amy Domeier, City Clerk

ATTEST:

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Jason Gadd, Mayor

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Amy Domeier, City Clerk



June 1, 2021

Council Report 2021-056

**Approval of Business and Liquor License Renewals for  
the term of July 1, 2021 through June 30, 2022**

**Proposed Action**

Staff recommends adoption of the following motion: Move to approve the submitted list of Business and Liquor License renewals for the term of July 1, 2021 through June 30, 2022 subject to licensees returning required application materials and fees.

**Overview**

Applications for renewal of liquor and business licenses are required for the attached listing of establishments. Most application materials and fees have been submitted and are ready for renewal. The remaining license applicants will need to submit all necessary paperwork in accordance with the City’s licensing ordinances and pay their required license fees to receive their license. For on-sale liquor licenses the City Council reduced the fee by 50% for this license year only due to the impacts of the COVID-19 restrictions.

The renewal date for all liquor licenses is July 1, 2021. After City Council approves the renewals, staff will forward the liquor license documentation to the State of Minnesota, Alcohol and Gambling Division.

**Primary Issues to Consider**

- All liquor and business license applications are routine license renewals.

**Supporting Documents**

- List of renewals by category.
- Full applications are available in the City Clerk’s office.

*Amy Domeier*

Amy Domeier, City Clerk

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|--|
| Financial Impact: \$ _____ Budgeted: Y/N ____ Source: _____<br>Related Documents (CIP, ERP, etc.): _____<br>Notes: _____ |
|--|

**Tobacco Licenses (\$200):**

Backdoor Smoke Shop  
Blake Grocery and Deli\*  
Casablanca Market  
Driskill's Downtown Market  
Holiday Station Store #261 and #413  
Hopkins Express  
Hopkins Liquor  
Hopkins Vaping Studio  
Jim's Liquor  
Mac's Liquor  
MGM Liquor Warehouse  
Midnite Market  
Oak Ridge Country Club  
Richard's Liquor\*  
The Liquor Store and More  
US Grocery and Tobacco  
Walgreens #6730 and #4260

**Tobacco Establishment License (\$100):**

Hopkins Vaping Studio

**Off-Sale Liquor (\$200):**

Ace Wine & Spirits  
Hopkins Liquor  
Jim's Liquor  
Mac's Liquor\*  
MGM Liquor Warehouse  
Pub 819  
Richard's Liquor\*  
The Liquor Store & More  
The Vine Shop

**Off-Sale Brewer Malt Liquor/Sunday Sales (\$200):**

LTD Brewing Co.

**On-Sale 3.2 % Malt Liquor/On-Sale Wine (\$700):**

B-Dubs Express  
Chipotle Mexican Grill #593  
Cream and Amber  
Nachos Mexican Grill, LLC  
Samba Taste of Brazil  
The Vine Room

**On-Sale 3.2% Male Liquor (\$300)**

Meadowbrook Golf Course

**On-Sale Brewer Taproom/Sunday Sales (\$350):**

LTD Brewing Co.

**On-Sale Liquor/Sunday Sales (\$3,850):**

El Lorito\*  
Mainstreet Bar & Grill  
Pizza Luce VI  
Pub 819  
The Caterers\*  
Thirty Bales  
Tuttles Hopkins Bowl  
Wild Boar

**On-Sale Alcohol Extended Hours (\$1,300):**

Pizza Luce VI  
Wild Boar

**On-Sale License on Public Premise (\$350):**

Mainstreet Bar & Grill  
Thirty Bales  
Wild Boar

**Club Sales/Sunday Sales (Fee based on membership):**

George R. Wolff VFW Post 425\*  
Hopkins Elks Lodge #2221\*  
John Wilbur Moore Post  
Oak Ridge Country Club

**Refuse Collectors (\$75)/Refuse Vehicles (\$25 ea.):**

Aspen Waste Services, Inc.  
Dick's Sanitation  
Randy's Environmental Services  
Republic Servcies  
Schill's Dumpster Service  
Waste Management of MN, Inc. – Blaine\*  
Waste Management of MN, Inc. – Burnsville

**Motor Vehicle Sales (\$400) :**

Bellmobile, Inc.  
Luther  
Metro Motor Car Inc.  
Omega Auto Group  
Swedish Motor Sales\*  
Walser Chrysler-Plymouth, Inc.

**Car Wash (\$100):**

Hopkins Express  
Sunshine Car Wash  
Wash Me Car Wash

**Bus Bench (\$45 ea.):**

U.S. Bench Corporation

**Bulk Petroleum Storage (\$100):**

Walser Chrysler-Plymouth, Inc.

**Gasoline Station (\$75)/Add'l Pumps (\$12 ea.):**

Holiday Station Store #261  
Holiday Station Store #413  
Hopkins Express  
Midnite Market

**Amusement Devices (\$15)/Add'l Devices (\$15 ea.):**

John Wilbur Moore Post  
Mainstreet Bar & Grill  
Oakridge Apartments  
SS Billiards  
Tuttles Hopkins Bowl



**APPROVE ASSESSMENT OF PRIVATE WATERLINE REPAIRS**

**Proposed Action.**

Staff recommends that the Council approve the following motion: Move that the Hopkins City Council adopt Resolution 2021-030 Approving Special Assessment for Waterline Repairs on Private Property.

**Overview:**

As part of a leak detection survey a homeowner was required to have their waterline replaced. The homeowner is required to make the repair based on Hopkins City Code. Following receipt of estimated repair costs the homeowner signed an agreement on April 30, 2021 petitioning the City to do the repairs and waiving their right to object to the assessment. The repairs were completed at a total cost of \$17,200. As part of the agreement a 10 year assessment at 4% was proposed and agreed to.

Hennepin County requires the City to take specific action placing the assessment on the taxes. This resolution accomplishes that requirement.

**Supporting Information:**

- Resolution 2021-030

Melanie Ortiz  
Accounting Technician

|   |
|---|
| Financial Impact: \$ <u>17,200</u> Budgeted: Y/N ___ N ___ <u>X</u> |
| Source: <u>property owner</u>                                       |
| Related Documents (CIP, ERP, etc.): _____ Notes: _____              |

**CITY OF HOPKINS  
HENNEPIN COUNTY, MINNESOTA**

**RESOLUTION 2021-030**

**Approving Special Assessment for  
Waterline Repairs on Private Property**

**WHEREAS,** On April 30, 2021 the owners of property at 102 11<sup>th</sup> Ave S, Hopkins, MN, and identified as 24-117-22-34-0102, signed an agreement petitioning for repairs to be done to their private waterline; and

**WHEREAS,** the owner has insufficient funds to repair the waterline; and

**WHEREAS,** the City has a program whereby the owner has the ability to petition the City to do the repairs and have the cost assessed to their taxes; and

**WHEREAS,** as part of the agreement the owner waives their right to object to the assessment,

**NOW THEREFORE BE IT RESOLVED,** that the City Council of the City of Hopkins hereby orders the assessment of \$17,200 to be placed on the taxes of the property listed above for a 10 year period with an interest rate of 4%.

Adopted by the City Council of the City of Hopkins this 1<sup>st</sup> day of June, 2021.

By: \_\_\_\_\_  
Jason Gadd, Mayor

ATTEST:

\_\_\_\_\_  
Amy Domeier, City Clerk

# CITY OF HOPKINS

**FINANCE DEPARTMENT**

## MEMORANDUM

Date: May 27, 2021  
To: Honorable Mayor and Members of the City Council  
From: Nicholas Bishop, Finance Director  
Subject: Ratify Checks Issued in May 2021

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The checks issued between April 29, 2021 and May 27, 2021 were number 122978 through 123281, for a total distribution of \$1,096,357.93.

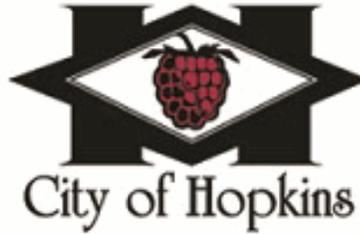
The checks issued, along with the purpose for those payments are attached for your review.

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: 5/27/2021 9:05 AM



1010 First Street South  
Hopkins, MN 55343

952-935-8474  
M-F, 8 am-4:30 pm  
[www.hopkinsmn.com](http://www.hopkinsmn.com)

| Check No | Vendor No | Vendor Name                    | Check Date | Void Checks | Check Amount |
|----------|-----------|--------------------------------|------------|-------------|--------------|
| 122978   | 01767     | A TO Z RENTAL CENTER           | 05/06/2021 | 0.00        | 130.80       |
| 122979   | 01445     | ALL SAFE INC                   | 05/06/2021 | 0.00        | 2,543.08     |
| 122980   | 30933     | ANCHOR SOLAR INVESTMENTS LLC   | 05/06/2021 | 0.00        | 817.76       |
| 122981   | 30933     | ANCHOR SOLAR INVESTMENTS LLC   | 05/06/2021 | 0.00        | 1,754.71     |
| 122982   | 30933     | ANCHOR SOLAR INVESTMENTS LLC   | 05/06/2021 | 0.00        | 1,253.69     |
| 122983   | 30660     | PATRICIA MAUREEN ANDERSON      | 05/06/2021 | 0.00        | 284.00       |
| 122984   | 28600     | APPLE VALLEY FORD LINCOLN      | 05/06/2021 | 0.00        | 49.48        |
| 122985   | 30481     | BATTERIES PLUS BULBS #018      | 05/06/2021 | 0.00        | 167.70       |
| 122986   | 27839     | BATTERIES R US                 | 05/06/2021 | 0.00        | 67.75        |
| 122987   | 02162     | BECKER ARENA PRODUCTS, INC     | 05/06/2021 | 0.00        | 2,967.48     |
| 122988   | 29817     | GARY BINGER                    | 05/06/2021 | 0.00        | 2,900.00     |
| 122989   | 14571     | BLUE TARP FINANCIAL INC        | 05/06/2021 | 0.00        | 331.58       |
| 122990   | 27782     | BOUND TREE MEDICAL LLC         | 05/06/2021 | 0.00        | 485.87       |
| 122991   | 03160     | CENTERPOINT ENERGY MINNEGASC   | 05/06/2021 | 0.00        | 36.45        |
| 122992   | 29854     | CENTURY COLLEGE                | 05/06/2021 | 0.00        | 2,600.00     |
| 122993   | 31092     | KATIE CHAPDELAINE              | 05/06/2021 | 0.00        | 392.13       |
| 122994   | 30127     | CINTAS CORPORATION NO. 2       | 05/06/2021 | 0.00        | 247.80       |
| 122995   | 26951     | COMCAST                        | 05/06/2021 | 0.00        | 12.11        |
| 122996   | 26951     | COMCAST                        | 05/06/2021 | 0.00        | 2.09         |
| 122997   | 30560     | COMPUTER INTEGRATION TECHNOL   | 05/06/2021 | 0.00        | 1,219.00     |
| 122998   | 28274     | CREATIVE RESOURCES AGENCY LLC  | 05/06/2021 | 0.00        | 560.00       |
| 122999   | 28123     | CRITTERS UNLIMITED INC         | 05/06/2021 | 0.00        | 105.00       |
| 123000   | 04165     | DELEGARD TOOL CO               | 05/06/2021 | 0.00        | 240.31       |
| 123001   | 30064     | DOOR SERVICE COMPANY OF THE TW | 05/06/2021 | 0.00        | 12,142.00    |
| 123002   | 04690     | DRISKILLS FOODS                | 05/06/2021 | 0.00        | 68.02        |
| 123003   | 28898     | ECM PUBLISHERS INC             | 05/06/2021 | 0.00        | 29.75        |
| 123004   | 31076     | FERGUSON US HOLDINGS INC       | 05/06/2021 | 0.00        | 93.75        |
| 123005   | 29491     | FERGUSON WATERWORKS #2518      | 05/06/2021 | 0.00        | 4,026.05     |
| 123006   | 07564     | GOPHER STATE ONE-CALL, INC     | 05/06/2021 | 0.00        | 324.00       |
| 123007   | 07681     | GRAINGER, INC                  | 05/06/2021 | 0.00        | 50.04        |
| 123008   | 08001     | HACH COMPANY                   | 05/06/2021 | 0.00        | 391.70       |
| 123009   | 08038     | HAWKINS, INC                   | 05/06/2021 | 0.00        | 190.00       |
| 123010   | 08192     | HENNEPIN CTY TREASURER         | 05/06/2021 | 0.00        | 1,712.32     |
| 123011   | 27248     | HENNEPIN CTY TREASURER         | 05/06/2021 | 0.00        | 815.00       |
| 123012   | 08243     | HENNEPIN HEALTHCARE            | 05/06/2021 | 0.00        | 525.00       |
| 123013   | 08324     | HIGHVIEW PLUMBING INC          | 05/06/2021 | 0.00        | 868.35       |
| 123014   | 08576     | HOPKINS F.D. RELIEF ASSOC      | 05/06/2021 | 0.00        | 810.00       |
| 123015   | 09578     | INNOVATIVE OFFICE SOLUTIONS    | 05/06/2021 | 0.00        | 745.25       |
| 123016   | 30768     | JAMES DUNCAN AND ASSOCIATES IN | 05/06/2021 | 0.00        | 3,585.00     |
| 123017   | 30269     | JANELLE JASPERS JONES          | 05/06/2021 | 0.00        | 367.00       |
| 123018   | 10172     | JEFFERSON FIRE & SAFETY        | 05/06/2021 | 0.00        | 781.12       |
| 123019   | 31093     | SUSAN JOHNSON                  | 05/06/2021 | 0.00        | 50.00        |
| 123020   | 11327     | KILLMER ELECTRIC CO INC        | 05/06/2021 | 0.00        | 3,773.23     |
| 123021   | 29804     | SCOTT LAURSEN                  | 05/06/2021 | 0.00        | 415.48       |
| 123022   | 03369     | LEAGUE OF MN CITIES            | 05/06/2021 | 0.00        | 70.00        |
| 123023   | 13012     | MACQUEEN EQUIPMENT INC         | 05/06/2021 | 0.00        | 5,736.69     |
| 123024   | 13172     | METRO ELEVATOR, INC            | 05/06/2021 | 0.00        | 170.00       |

| Check No            | Vendor No | Vendor Name                    | Check Date | Void Checks | Check Amount |
|---------------------|-----------|--------------------------------|------------|-------------|--------------|
| 123025              | 30605     | METROPOLITAN COMPANIES LLC     | 05/06/2021 | 0.00        | 3,000.00     |
| 123026              | 13275     | MICRO CENTER                   | 05/06/2021 | 0.00        | 46.98        |
| 123027              | 31080     | MINNESOTA TOPSOIL              | 05/06/2021 | 0.00        | 9,507.00     |
| 123028              | 27519     | MN DEPT OF TRANSPORTATION      | 05/06/2021 | 0.00        | 7,900.09     |
| 123029              | 30300     | NORDIC SOLAR HOLDCO LLC        | 05/06/2021 | 0.00        | 5,687.10     |
| 123030              | 15441     | OLSEN CHAIN AND CABLE CO INC   | 05/06/2021 | 0.00        | 176.88       |
| 123031              | 26974     | O'REILLY AUTO PARTS            | 05/06/2021 | 0.00        | 242.78       |
| 123032              | 29568     | PLAYCORE WINSCONSIN            | 05/06/2021 | 0.00        | 197.71       |
| 123033              | 29331     | POSTMASTER                     | 05/06/2021 | 0.00        | 225.00       |
| 123034              | 29911     | POSTMASTER                     | 05/06/2021 | 0.00        | 245.00       |
| 123035              | 16687     | PRO-TEC DESIGN INC             | 05/06/2021 | 0.00        | 204.00       |
| 123036              | 16801     | PUMP & METER SERVICE, INC      | 05/06/2021 | 0.00        | 168.00       |
| 123037              | 04573     | QUALITY RESOURCE GROUP INC     | 05/06/2021 | 0.00        | 933.87       |
| 123038              | 18164     | RED WING BUSINESS ADVANTAGE AC | 05/06/2021 | 0.00        | 260.99       |
| 123039              | 27124     | SHERWIN WILLIAMS               | 05/06/2021 | 0.00        | 29.56        |
| 123040              | 29143     | SHRED IT USA                   | 05/06/2021 | 0.00        | 1.62         |
| 123041              | 29609     | SHRED-N-GO                     | 05/06/2021 | 0.00        | 3,675.00     |
| 123042              | 19602     | SPS COMPANIES INC              | 05/06/2021 | 0.00        | 1,180.11     |
| 123043              | 29254     | TARGETSOLUTIONS LEARNING LLC   | 05/06/2021 | 0.00        | 1,000.00     |
| 123044              | 28482     | DOUGLAS A TORVUND JR           | 05/06/2021 | 0.00        | 4,580.06     |
| 123045              | 30093     | TRANSUNION RISK ALTERNATIVE DA | 05/06/2021 | 0.00        | 167.00       |
| 123046              | 20883     | TWIN CITY GARAGE DOOR INC      | 05/06/2021 | 0.00        | 1,211.25     |
| 123047              | 27981     | ULINE INC                      | 05/06/2021 | 0.00        | 313.17       |
| 123048              | 22002     | VALLEY-RICH COMPANY, INC       | 05/06/2021 | 0.00        | 11,636.01    |
| 123049              | 29475     | VERIZON WIRELESS               | 05/06/2021 | 0.00        | 210.06       |
| 123050              | 30819     | VERIZON WIRELESS               | 05/06/2021 | 0.00        | 200.05       |
| 123051              | 25080     | XCEL ENERGY                    | 05/06/2021 | 0.00        | 568.68       |
| Total for 5/6/2021: |           |                                |            | 0.00        | 110,476.51   |
| 123052              | 01125     | ADT SECURITY SERVICES          | 05/13/2021 | 0.00        | 335.04       |
| 123053              | 01600     | APACHE GROUP                   | 05/13/2021 | 0.00        | 1,454.48     |
| 123054              | 02031     | B & W SPECIALTY COFFEE CO      | 05/13/2021 | 0.00        | 502.45       |
| 123055              | 14571     | BLUE TARP FINANCIAL INC        | 05/13/2021 | 0.00        | 379.99       |
| 123056              | 14571     | BLUE TARP FINANCIAL INC        | 05/13/2021 | 0.00        | 89.98        |
| 123057              | 03160     | CENTERPOINT ENERGY MINNEGASC   | 05/13/2021 | 0.00        | 5,179.89     |
| 123058              | 28981     | CHESTNUT CAMBRONNE PA          | 05/13/2021 | 0.00        | 15,532.40    |
| 123059              | 30127     | CINTAS CORPORATION NO. 2       | 05/13/2021 | 0.00        | 544.53       |
| 123060              | 30038     | CIVICPLUS, INC.                | 05/13/2021 | 0.00        | 799.32       |
| 123061              | 27487     | CLIFTON LARSON ALLEN           | 05/13/2021 | 0.00        | 16,275.00    |
| 123062              | 26951     | COMCAST                        | 05/13/2021 | 0.00        | 14.63        |
| 123063              | 26951     | COMCAST                        | 05/13/2021 | 0.00        | 135.97       |
| 123064              | 31032     | COVERALL NORTH AMERICA         | 05/13/2021 | 0.00        | 3,563.00     |
| 123065              | 03640     | CPT SERVICES, INC              | 05/13/2021 | 0.00        | 87.50        |
| 123066              | 03800     | CULLIGAN - METRO               | 05/13/2021 | 0.00        | 54.75        |
| 123067              | 28747     | CULLIGAN BOTTLED WATER CO      | 05/13/2021 | 0.00        | 154.48       |
| 123068              | 29731     | DATA CENTER SYSTEMS INC.       | 05/13/2021 | 0.00        | 5,818.00     |
| 123069              | 04328     | DISPLAY SALES                  | 05/13/2021 | 0.00        | 472.00       |
| 123070              | 29303     | DIVERSIFIED COFFEE PRODUCTS    | 05/13/2021 | 0.00        | 216.50       |
| 123071              | 04690     | DRISKILLS FOODS                | 05/13/2021 | 0.00        | 26.13        |
| 123072              | 04690     | DRISKILLS FOODS                | 05/13/2021 | 0.00        | 93.43        |
| 123073              | 01523     | EARL F. ANDERSEN, INC          | 05/13/2021 | 0.00        | 117.45       |
| 123074              | 28898     | ECM PUBLISHERS INC             | 05/13/2021 | 0.00        | 83.30        |
| 123075              | 29520     | ECOLAB                         | 05/13/2021 | 0.00        | 219.43       |
| 123076              | 30431     | EHLERS INVESTMENT PARTNERS LLC | 05/13/2021 | 0.00        | 7,559.25     |
| 123077              | 05481     | EMERGENCY APPARATUS MAINT INC  | 05/13/2021 | 0.00        | 2,570.60     |
| 123078              | 29006     | ENTERPRISE FLEET MANAGEMENT    | 05/13/2021 | 0.00        | 2,959.89     |

| Check No             | Vendor No | Vendor Name                    | Check Date | Void Checks | Check Amount |
|----------------------|-----------|--------------------------------|------------|-------------|--------------|
| 123079               | 06567     | FORCE AMERICA                  | 05/13/2021 | 0.00        | 180.00       |
| 123080               | 07681     | GRAINGER, INC                  | 05/13/2021 | 0.00        | 557.01       |
| 123081               | 28609     | GRANICUS INC                   | 05/13/2021 | 0.00        | 1,433.52     |
| 123082               | 08001     | HACH COMPANY                   | 05/13/2021 | 0.00        | 915.05       |
| 123083               | 08004     | HANCE HARDWARE, INC            | 05/13/2021 | 0.00        | 707.57       |
| 123084               | 08179     | HENNEPIN CTY TREASURER         | 05/13/2021 | 0.00        | 555.90       |
| 123085               | 08223     | HENNEPIN CTY TREASURER         | 05/13/2021 | 0.00        | 11,196.19    |
| 123086               | 08336     | HIRSHFIELDS                    | 05/13/2021 | 0.00        | 95.94        |
| 123087               | 08576     | HOPKINS F.D. RELIEF ASSOC      | 05/13/2021 | 0.00        | 120.00       |
| 123088               | 09085     | ICMA - ROTH IRA - 706260       | 05/13/2021 | 0.00        | 1,198.17     |
| 123089               | 29249     | JR'S ADVANCED RECYCLERS        | 05/13/2021 | 0.00        | 425.00       |
| 123090               | 29465     | KLEIN UNDERGROUND              | 05/13/2021 | 0.00        | 1,352.00     |
| 123091               | 03369     | LEAGUE OF MN CITIES            | 05/13/2021 | 0.00        | 222.54       |
| 123092               | 12160     | LEAGUE OF MN CITIES            | 05/13/2021 | 0.00        | 530.44       |
| 123093               | 12160     | LEAGUE OF MN CITIES            | 05/13/2021 | 0.00        | 24,329.00    |
| 123094               | 29529     | LEXISNEXIS RISK SOLUTIONS      | 05/13/2021 | 0.00        | 88.41        |
| 123095               | 13012     | MACQUEEN EQUIPMENT INC         | 05/13/2021 | 0.00        | 201.81       |
| 123096               | 30005     | MEDART- CENTRAL POWER DISTRIBI | 05/13/2021 | 0.00        | 41.78        |
| 123097               | 13179     | METROPOLITAN COUNCIL           | 05/13/2021 | 0.00        | 123,225.39   |
| 123098               | 13192     | METROPOLITAN FORD              | 05/13/2021 | 0.00        | 17.78        |
| 123099               | 13275     | MICRO CENTER                   | 05/13/2021 | 0.00        | 954.92       |
| 123100               | 30363     | MINNEAPOLIS OXYGEN COMPANY     | 05/13/2021 | 0.00        | 30.54        |
| 123101               | 13354     | MN BENEFIT ASSOCIATION         | 05/13/2021 | 0.00        | 37.18        |
| 123102               | 13363     | MN CITY/COUNTY MGMT ASSOC      | 05/13/2021 | 0.00        | 207.92       |
| 123103               | 29540     | TERRI MONSON                   | 05/13/2021 | 0.00        | 350.00       |
| 123104               | 30967     | PAMLICO CARTGRAPH SYSTEMS HOI  | 05/13/2021 | 0.00        | 477.90       |
| 123105               | 29331     | POSTMASTER                     | 05/13/2021 | 0.00        | 64.00        |
| 123106               | 16687     | PRO-TEC DESIGN INC             | 05/13/2021 | 0.00        | 204.00       |
| 123107               | 16801     | PUMP & METER SERVICE, INC      | 05/13/2021 | 0.00        | 380.00       |
| 123108               | 17806     | QWEST CORP                     | 05/13/2021 | 0.00        | 61.26        |
| 123109               | 09084     | ICMA RETIREMENT TRUST- 300824  | 05/13/2021 | 0.00        | 2,971.09     |
| 123110               | 30496     | ROTO ROOTER SERVICES COMPANY   | 05/13/2021 | 0.00        | 1,033.00     |
| 123111               | 19004     | SAMARITAN TIRE COMPANY         | 05/13/2021 | 0.00        | 99.42        |
| 123112               | 29537     | SMSC ENTERPRISES               | 05/13/2021 | 0.00        | 351.60       |
| 123113               | 19520     | SNAP PRINT INC                 | 05/13/2021 | 0.00        | 85.66        |
| 123114               | 29279     | SOME'S WORLD-WIDE UNIFORMS INC | 05/13/2021 | 0.00        | 60.00        |
| 123115               | 30495     | SPEEDWAY LLC                   | 05/13/2021 | 0.00        | 95.00        |
| 123116               | 29200     | SPRINGBROOK SOFTWARE INC       | 05/13/2021 | 0.00        | 1,229.50     |
| 123117               | 31096     | LAURIE SUNDEEN                 | 05/13/2021 | 0.00        | 50.00        |
| 123118               | 19824     | SUNSHINE CAR WASH              | 05/13/2021 | 0.00        | 66.41        |
| 123119               | 20560     | TOLL GAS & WELDING SUPPLY      | 05/13/2021 | 0.00        | 10.98        |
| 123120               | 20892     | TWIN CITY HARDWARE INC         | 05/13/2021 | 0.00        | 77.56        |
| 123121               | 20887     | TWIN CITY WATER CLINIC         | 05/13/2021 | 0.00        | 272.00       |
| 123122               | 22002     | VALLEY-RICH COMPANY, INC       | 05/13/2021 | 0.00        | 19,459.99    |
| 123123               | 29473     | VERIZON WIRELESS               | 05/13/2021 | 0.00        | 340.25       |
| 123124               | 31094     | DANIEL SCOTT VOLENEC           | 05/13/2021 | 0.00        | 245.00       |
| 123125               | 23003     | WASTE MANAGEMENT OF WI-MN      | 05/13/2021 | 0.00        | 16,146.00    |
| 123126               | 28624     | MICHEAL J WHITE                | 05/13/2021 | 0.00        | 386.80       |
| 123127               | 31095     | ROXANNE WOLFE                  | 05/13/2021 | 0.00        | 70.00        |
| 123128               | 25080     | XCEL ENERGY                    | 05/13/2021 | 0.00        | 8,400.65     |
| 123129               | 25080     | XCEL ENERGY                    | 05/13/2021 | 0.00        | 22.83        |
| 123130               | 25080     | XCEL ENERGY                    | 05/13/2021 | 0.00        | 34.62        |
| 123131               | 26320     | ZIEGLER, INC                   | 05/13/2021 | 0.00        | 9,787.02     |
| Total for 5/13/2021: |           |                                |            | 0.00        | 296,695.99   |
| 123132               | 29047     | AAA LAMBERTS LANDSCAPE LLC     | 05/20/2021 | 0.00        | 333.00       |

| Check No | Vendor No | Vendor Name                    | Check Date | Void Checks | Check Amount |
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| 123133   | 29535     | ADVANCED ENGINEERING           | 05/20/2021 | 0.00        | 3,829.75     |
| 123134   | 01328     | AIRGAS USA                     | 05/20/2021 | 0.00        | 164.66       |
| 123135   | 28600     | APPLE VALLEY FORD LINCOLN      | 05/20/2021 | 0.00        | 225.00       |
| 123136   | 31097     | BET SHALOM CONGREGATION        | 05/20/2021 | 0.00        | 400.00       |
| 123137   | 14571     | BLUE TARP FINANCIAL INC        | 05/20/2021 | 0.00        | 425.26       |
| 123138   | 27782     | BOUND TREE MEDICAL LLC         | 05/20/2021 | 0.00        | 325.30       |
| 123139   | 28848     | BOUNDLESS NETWORK INC          | 05/20/2021 | 0.00        | 516.21       |
| 123140   | 26976     | BUCKEYE INTERNATIONAL INC      | 05/20/2021 | 0.00        | 24.18        |
| 123141   | 27467     | CITY OF ST. PAUL               | 05/20/2021 | 0.00        | 200.79       |
| 123142   | 26951     | COMCAST                        | 05/20/2021 | 0.00        | 404.74       |
| 123143   | 26951     | COMCAST                        | 05/20/2021 | 0.00        | 149.74       |
| 123144   | 28505     | COMMERCIAL STEAM TEAM INC      | 05/20/2021 | 0.00        | 2,545.80     |
| 123145   | 03640     | CPT SERVICES, INC              | 05/20/2021 | 0.00        | 105.00       |
| 123146   | 27060     | CROWN MARKING INC              | 05/20/2021 | 0.00        | 13.51        |
| 123147   | 01523     | EARL F. ANDERSEN, INC          | 05/20/2021 | 0.00        | 105.45       |
| 123148   | 28898     | ECM PUBLISHERS INC             | 05/20/2021 | 0.00        | 196.35       |
| 123149   | 05481     | EMERGENCY APPARATUS MAINT INC  | 05/20/2021 | 0.00        | 265.00       |
| 123150   | 27569     | EMERGENCY AUTOMOTIVE TECHNO    | 05/20/2021 | 0.00        | 480.04       |
| 123151   | 29398     | ENTERPRISE FLEET MANAGEMENT    | 05/20/2021 | 0.00        | 2,207.93     |
| 123152   | 31076     | FERGUSON US HOLDINGS INC       | 05/20/2021 | 0.00        | 947.46       |
| 123153   | 29491     | FERGUSON WATERWORKS #2518      | 05/20/2021 | 0.00        | 1,268.23     |
| 123154   | 07185     | GENUINE PARTS                  | 05/20/2021 | 0.00        | 205.79       |
| 123155   | 30379     | ANDREW CHARLES GERDTS          | 05/20/2021 | 0.00        | 900.00       |
| 123156   | 31098     | ETHAN GORTON                   | 05/20/2021 | 0.00        | 33.30        |
| 123157   | 07681     | GRAINGER, INC                  | 05/20/2021 | 0.00        | 11.09        |
| 123158   | 29377     | GRAINGER, INC                  | 05/20/2021 | 0.00        | 501.99       |
| 123159   | 08001     | HACH COMPANY                   | 05/20/2021 | 0.00        | 422.15       |
| 123160   | 08158     | HENNEPIN CTY ATTORNEYS OFFICE  | 05/20/2021 | 0.00        | 75.00        |
| 123161   | 08166     | HENNEPIN CTY TREASURER         | 05/20/2021 | 0.00        | 2,855.05     |
| 123162   | 08166     | HENNEPIN CTY TREASURER         | 05/20/2021 | 0.00        | 245.50       |
| 123163   | 08166     | HENNEPIN CTY TREASURER         | 05/20/2021 | 0.00        | 1,939.60     |
| 123164   | 08186     | HENNEPIN CTY TREASURER         | 05/20/2021 | 0.00        | 87.00        |
| 123165   | 29818     | HIAWATHA TREE SERVICE INC.     | 05/20/2021 | 0.00        | 2,210.00     |
| 123166   | 08627     | HOME DEPOT CREDIT SERVICES     | 05/20/2021 | 0.00        | 210.94       |
| 123167   | 08576     | HOPKINS F.D. RELIEF ASSOC      | 05/20/2021 | 0.00        | 4,860.00     |
| 123168   | 29345     | IMPACT MAILING OF MN           | 05/20/2021 | 0.00        | 2,982.78     |
| 123169   | 31089     | INTERNAL REVENUE SERVICE       | 05/20/2021 | 0.00        | 8,920.79     |
| 123170   | 29759     | JAMES ARTHUR BRENNER           | 05/20/2021 | 0.00        | 1,950.00     |
| 123171   | 11161     | KENNEDY & GRAVEN, CHARTERED    | 05/20/2021 | 0.00        | 13,085.60    |
| 123172   | 11327     | KILLMER ELECTRIC CO INC        | 05/20/2021 | 0.00        | 1,757.70     |
| 123173   | 30678     | WILLIAM RAYMOND LAMBACH        | 05/20/2021 | 0.00        | 371.00       |
| 123174   | 13167     | MENARDS                        | 05/20/2021 | 0.00        | 209.99       |
| 123175   | 29025     | METERING & TECHNOLOGY SOLUTIC  | 05/20/2021 | 0.00        | 48,000.00    |
| 123176   | 31017     | MIRACLE RECREATION EQUIPMENT C | 05/20/2021 | 0.00        | 1,784.44     |
| 123177   | 13375     | MN DEPT OF HEALTH              | 05/20/2021 | 0.00        | 8,677.72     |
| 123178   | 27576     | MN POLLUTION CONTROL AGENCY    | 05/20/2021 | 0.00        | 287.79       |
| 123179   | 28034     | MN/WI PLAYGROUND INC           | 05/20/2021 | 0.00        | 2,082.00     |
| 123180   | 15521     | ON SITE SANITATION             | 05/20/2021 | 0.00        | 76.07        |
| 123181   | 26974     | O'REILLY AUTO PARTS            | 05/20/2021 | 0.00        | 38.90        |
| 123182   | 16166     | PETTY CASH                     | 05/20/2021 | 0.00        | 357.87       |
| 123183   | 29286     | PUB 819                        | 05/20/2021 | 0.00        | 200.00       |
| 123184   | 04573     | QUALITY RESOURCE GROUP INC     | 05/20/2021 | 0.00        | 48.44        |
| 123185   | 28845     | RIGID HITCH INCORPORATED       | 05/20/2021 | 0.00        | 114.70       |
| 123186   | 30496     | ROTO ROOTER SERVICES COMPANY   | 05/20/2021 | 0.00        | 1,100.00     |
| 123187   | 19004     | SAMARITAN TIRE COMPANY         | 05/20/2021 | 0.00        | 980.96       |
| 123188   | 29643     | SELA ROOFING & REMODELING      | 05/20/2021 | 0.00        | 345.60       |
| 123189   | 30901     | SERVICE RESTORATION            | 05/20/2021 | 0.00        | 260.00       |

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| 123190               | 29384     | SITEONE LANDSCAPE SUPPLY         | 05/20/2021 | 0.00        | 138.83       |
| 123191               | 29115     | MANUEL SOTELO                    | 05/20/2021 | 0.00        | 9,700.00     |
| 123192               | 19602     | SPS COMPANIES INC                | 05/20/2021 | 0.00        | 55.71        |
| 123193               | 19777     | STREICHERS                       | 05/20/2021 | 0.00        | 149.98       |
| 123194               | 20120     | TDS METROCOM - MN                | 05/20/2021 | 0.00        | 349.04       |
| 123195               | 20294     | THYSSENKRUPP ELEVATOR            | 05/20/2021 | 0.00        | 622.33       |
| 123196               | 28837     | UNIVERSAL ATHLETIC               | 05/20/2021 | 0.00        | 39.96        |
| 123197               | 29489     | VERIZON WIRELESS                 | 05/20/2021 | 0.00        | 35.01        |
| 123198               | 29490     | VERIZON WIRELESS                 | 05/20/2021 | 0.00        | 829.32       |
| 123199               | 22563     | VOSS LIGHTING                    | 05/20/2021 | 0.00        | 3,049.85     |
| 123200               | 26320     | ZIEGLER, INC                     | 05/20/2021 | 0.00        | 960.67       |
| Total for 5/20/2021: |           |                                  |            | 0.00        | 139,253.86   |
| 123201               | 28422     | ADVANCED IMAGING SOLUTIONS       | 05/27/2021 | 0.00        | 4,596.32     |
| 123202               | 28427     | ADVANCED IMAGING SOLUTIONS       | 05/27/2021 | 0.00        | 612.00       |
| 123203               | 30728     | AMERICAN FEDERATION OF STATE, C  | 05/27/2021 | 0.00        | 857.76       |
| 123204               | 01479     | AMERICAN PUBLIC WORKS ASSN       | 05/27/2021 | 0.00        | 1,125.00     |
| 123205               | 30933     | ANCHOR SOLAR INVESTMENTS LLC     | 05/27/2021 | 0.00        | 3,417.28     |
| 123206               | 30525     | ANNIE MACK MUSIC LLC             | 05/27/2021 | 0.00        | 1,000.00     |
| 123207               | 29512     | BACHMAN'S                        | 05/27/2021 | 0.00        | 4,254.43     |
| 123208               | 02019     | BARNUM COMPANIES INC             | 05/27/2021 | 0.00        | 12,365.00    |
| 123209               | 14571     | BLUE TARP FINANCIAL INC          | 05/27/2021 | 0.00        | 144.02       |
| 123210               | 02563     | BOLTON & MENK, INC               | 05/27/2021 | 0.00        | 26,319.90    |
| 123211               | 31099     | NICOLE BOYD                      | 05/27/2021 | 0.00        | 500.00       |
| 123212               | 27822     | BRADS PRO AUDIO                  | 05/27/2021 | 0.00        | 500.00       |
| 123213               | 27822     | BRADS PRO AUDIO                  | 05/27/2021 | 0.00        | 500.00       |
| 123214               | 03160     | CENTERPOINT ENERGY MINNEGASC     | 05/27/2021 | 0.00        | 37.80        |
| 123215               | 30127     | CINTAS CORPORATION NO. 2         | 05/27/2021 | 0.00        | 247.80       |
| 123216               | 03331     | CITY OF ST LOUIS PARK            | 05/27/2021 | 0.00        | 1,600.75     |
| 123217               | 26951     | COMCAST                          | 05/27/2021 | 0.00        | 142.43       |
| 123218               | 03628     | COMMERCIAL ASPHALT CO            | 05/27/2021 | 0.00        | 2,313.52     |
| 123219               | 01523     | EARL F. ANDERSEN, INC            | 05/27/2021 | 0.00        | 221.26       |
| 123220               | 05282     | EHLERS AND ASSOCIATES, INC       | 05/27/2021 | 0.00        | 5,017.50     |
| 123221               | 05481     | EMERGENCY APPARATUS MAINT INC    | 05/27/2021 | 0.00        | 10,355.55    |
| 123222               | 05729     | ESRI                             | 05/27/2021 | 0.00        | 5,530.10     |
| 123223               | 30330     | FAE LSE 6 LLC                    | 05/27/2021 | 0.00        | 2,584.35     |
| 123224               | 30330     | FAE LSE 6 LLC                    | 05/27/2021 | 0.00        | 5,675.00     |
| 123225               | 30601     | FAE LSE 8 LLC                    | 05/27/2021 | 0.00        | 2,559.38     |
| 123226               | 06008     | FASTENAL CO                      | 05/27/2021 | 0.00        | 120.04       |
| 123227               | 28312     | FIRE CATT                        | 05/27/2021 | 0.00        | 3,445.35     |
| 123228               | 07681     | GRAINGER, INC                    | 05/27/2021 | 0.00        | 766.06       |
| 123229               | 29377     | GRAINGER, INC                    | 05/27/2021 | 0.00        | 495.40       |
| 123230               | 29820     | GROUP HEALTH PLAN INC            | 05/27/2021 | 0.00        | 164.00       |
| 123231               | 08001     | HACH COMPANY                     | 05/27/2021 | 0.00        | 204.45       |
| 123232               | 08576     | HOPKINS F.D. RELIEF ASSOC        | 05/27/2021 | 0.00        | 110.00       |
| 123233               | 08625     | HOPKINS POLICE ASSOCIATION       | 05/27/2021 | 0.00        | 1,290.00     |
| 123234               | 31100     | PAUL HORGEN                      | 05/27/2021 | 0.00        | 500.00       |
| 123235               | 09801     | I.U.O.E. CENTRAL PENSION FUND    | 05/27/2021 | 0.00        | 1,720.00     |
| 123236               | 09085     | ICMA - ROTH IRA - 706260         | 05/27/2021 | 0.00        | 1,198.17     |
| 123237               | 29201     | KG LANDSCAPE MANAGEMENT          | 05/27/2021 | 0.00        | 11,806.57    |
| 123238               | 11583     | KONE INC                         | 05/27/2021 | 0.00        | 290.22       |
| 123239               | 12012     | LAW ENFORCEMENT LABOR SERVICE    | 05/27/2021 | 0.00        | 508.00       |
| 123240               | 03369     | LEAGUE OF MN CITIES              | 05/27/2021 | 0.00        | 828.00       |
| 123241               | 30392     | CIGNA LIFE INS COMP OF AMERICA - | 05/27/2021 | 0.00        | 423.32       |
| 123242               | 30391     | CIGNA LIFE INS COMP OF AMERICA - | 05/27/2021 | 0.00        | 2,658.76     |
| 123243               | 30390     | CIGNA LIFE INS COMP OF AMERICA - | 05/27/2021 | 0.00        | 2,618.46     |

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| 123244                     | 30023     | CIGNA LIFE INS COMP OF N AMERICA | 05/27/2021 | 0.00        | 917.70       |
| 123245                     | 13172     | METRO ELEVATOR, INC              | 05/27/2021 | 0.00        | 170.00       |
| 123246                     | 13363     | MN CITY/COUNTY MGMT ASSOC        | 05/27/2021 | 0.00        | 175.00       |
| 123247                     | 13363     | MN CITY/COUNTY MGMT ASSOC        | 05/27/2021 | 0.00        | 226.00       |
| 123248                     | 29883     | NONHOF PAINTING SOLUTIONS, LLC   | 05/27/2021 | 0.00        | 2,863.92     |
| 123249                     | 14582     | NORTHWEST ASPHALT INC            | 05/27/2021 | 0.00        | 378,774.33   |
| 123250                     | 29317     | OFFICE OF MN IT SERVICES         | 05/27/2021 | 0.00        | 91.74        |
| 123251                     | 15521     | ON SITE SANITATION               | 05/27/2021 | 0.00        | 1,198.00     |
| 123252                     | 15521     | ON SITE SANITATION               | 05/27/2021 | 0.00        | 68.00        |
| 123253                     | 15521     | ON SITE SANITATION               | 05/27/2021 | 0.00        | 25.00        |
| 123254                     | 29470     | ONSITE MEDICAL SERVICES          | 05/27/2021 | 0.00        | 650.00       |
| 123255                     | 30352     | PQL INC                          | 05/27/2021 | 0.00        | 540.00       |
| 123256                     | 30125     | PROJECT COMPANY FINCO PHASE III  | 05/27/2021 | 0.00        | 9,176.04     |
| 123257                     | 30125     | PROJECT COMPANY FINCO PHASE III  | 05/27/2021 | 0.00        | 11,564.65    |
| 123258                     | 30199     | PULSE ELECTRIC                   | 05/27/2021 | 0.00        | 5,013.00     |
| 123259                     | 14189     | QUADIANT INC                     | 05/27/2021 | 0.00        | 21.36        |
| 123260                     | 08568     | RESOURCE WEST                    | 05/27/2021 | 0.00        | 15.40        |
| 123261                     | 09084     | ICMA RETIREMENT TRUST- 300824    | 05/27/2021 | 0.00        | 2,971.09     |
| 123262                     | 29143     | SHRED IT USA                     | 05/27/2021 | 0.00        | 60.65        |
| 123263                     | 29384     | SITEONE LANDSCAPE SUPPLY         | 05/27/2021 | 0.00        | 76.00        |
| 123264                     | 29115     | MANUEL SOTELO                    | 05/27/2021 | 0.00        | 3,225.00     |
| 123265                     | 29200     | SPRINGBROOK SOFTWARE INC         | 05/27/2021 | 0.00        | 358.00       |
| 123266                     | 19681     | SRF CONSULTING GROUP INC         | 05/27/2021 | 0.00        | 2,000.00     |
| 123267                     | 31101     | SIRI PECHAUER UNDLIN             | 05/27/2021 | 0.00        | 1,200.00     |
| 123268                     | 21523     | UNION LOCAL 49                   | 05/27/2021 | 0.00        | 752.50       |
| 123269                     | 29458     | VERIZON WIRELESS                 | 05/27/2021 | 0.00        | 2,704.85     |
| 123270                     | 29466     | VERIZON WIRELESS                 | 05/27/2021 | 0.00        | 1,139.83     |
| 123271                     | 31040     | VSP                              | 05/27/2021 | 0.00        | 427.62       |
| 123272                     | 23720     | WSB & ASSOCIATES INC             | 05/27/2021 | 0.00        | 1,233.00     |
| 123273                     | 26160     | ZEE MEDICAL SERVICE              | 05/27/2021 | 0.00        | 191.95       |
| 123274                     | UB*00632  | CHAD BROVOLD                     | 05/27/2021 | 0.00        | 66.50        |
| 123275                     | UB*00637  | WILLIAM GAMBLE                   | 05/27/2021 | 0.00        | 100.00       |
| 123276                     | UB*00633  | DAVID HORNER                     | 05/27/2021 | 0.00        | 73.29        |
| 123277                     | UB*00639  | JEREMIAH & MEGAN LIDEEN          | 05/27/2021 | 0.00        | 13.46        |
| 123278                     | UB*00638  | M & L WILLIAMS LLC               | 05/27/2021 | 0.00        | 37.37        |
| 123279                     | UB*00635  | GRANT MIXDORF                    | 05/27/2021 | 0.00        | 59.92        |
| 123280                     | UB*00636  | BRIAN SALAMI                     | 05/27/2021 | 0.00        | 18.35        |
| 123281                     | UB*00634  | SUMBA PROPERTIES LLC             | 05/27/2021 | 0.00        | 108.10       |
| Total for 5/27/2021:       |           |                                  |            | 0.00        | 549,931.57   |
| Report Total (304 checks): |           |                                  |            | 0.00        | 1,096,357.93 |



**BACKGROUND**

In April 2013, the City Council held discussions about the regulations of massage therapy. At that time, the City Council directed staff to work with the City Attorney to draft an ordinance that would limit massage therapy to an accessory use in the Business Districts and prohibit it as a home occupation in Residential Districts.

The ordinance that was ultimately approved by the City attempted to implement this strategy through changes to the definitions for “Massage Therapy or Therapeutic Massage,” “Massage Therapist,” and “Massage Therapy Establishment” rather than specifically listing these as accessory uses in the Business Districts. The ordinance regulating that a massage therapist would only be able to obtain a license as an accessory use became effective in August 2013.

The 2013 regulations require that a massage therapist would need to be located in an existing business where massage therapy is not the primary use. The City Council decided to place this limitation on massage business because of previous illegal activity at independent massage businesses. During the 2013 review of the ordinance, staff noted that one downside to this regulatory strategy would be that franchises such as Massage Envy would not be allowed to locate in Hopkins.

**Current Regulations.** Massage therapy is regulated through both zoning and licensing standards. While these regulations work together, generally the zoning standards govern where this activity can take place while the licensing standards focus on how the business operates.

The current zoning regulations limit massage therapy to an accessory use in the Business Districts and specifically prohibit it as a home occupation in Residential Districts. Standalone massage therapy uses are currently prohibited in Hopkins. Under the current regulations, accessory massage therapy uses must be located in an existing business where massage therapy is not the primary use (doctor’s office, healthcare clinic, fitness center or the like).

Hopkins City Code, Part II, Chapter 10, Article XVII provides the licensing regulations for massage therapy. These regulations provide for two types of licenses: Massage Therapist or Massage Therapy Establishments. Currently, there are no Massage Therapy Establishment licenses in Hopkins because these uses are prohibited under zoning. By comparison, there are six Massage Therapist licenses in Hopkins. Four of these were issued after the regulatory changes in 2013 and operate accessory to another business. The other two were already in business in 2013 and “Grandfathered in” under the previous standards operating as independent businesses.

**Planning & Zoning Commission Action.** The Planning & Zoning Commission reviewed this item (Planning Application 2021-08) during their May 25, 2021 meeting. During the meeting, the Commission heard a presentation from staff and held a public hearing that included comments from Sue Fullerton of 306 – 13<sup>th</sup> Avenue North. Ms. Fullerton read a statement in support of the proposed changes and asking for extended morning hours of operation to 7:00 AM at least two days a week. Staff also received two other emails in support of the proposed changes from Erin Fullerton-Kelly of 15708 North Lund Road, Eden Prairie and Keri Fullerton of 306 – 13<sup>th</sup> Avenue North. All three emails are attached for your reference.

The Commission had general discussion of this item which indicated consensus support for the proposed changes. Chairperson Balan indicated support for both extending the hours of

operation and increasing the number of allowed massage therapy licenses.

### **CITY CODE TEXT AMENDMENT**

**Proposed Regulations.** The attached draft ordinance would make changes to both the zoning and licensing standards for Massage Therapy. The proposed ordinance was drafted by the City Council and in consultation with the Police and Fire Departments as well as the City Attorney and includes their recommendations and comments. The proposed changes are summarized below and detailed in the attached draft ordinance.

- **Definitions.** Updated the definition of “Massage Therapy Establishment” to include one or more massage therapists providing services to the public.
- **Maximum Number of Licenses.** No more than four establishments in the city. Two current massage therapists operating as establishments would count towards the total number allowed.
- **Transfers.** Language allowing nonconforming businesses to relocate to allowed zones.
- **Signs.** Exterior signs shall be required to include more than just the word “massage.”
- **Hours of Operation.** Hours of operation limited to 9:00 a.m. to 8:00 p.m. daily. This item was added as directed by the City Council during the April work session.
- **Zoning.** Permitted use in the B-2, Central Business and B-3, General Business Districts. This item was modified since the work session as directed by the Council. It now includes the B-2, Central Business district and allows massage therapy along all of Mainstreet.
- **License Fee.** Update fee to cover background checks and administration time. The current cost for staff to conduct a background check for a new massage therapy licenses ranges from \$163 to \$175. The proposed fee changes are also based on fees charged by neighboring communities. Updated fees have been added to the ordinance.

**Zoning Code Review.** Zoning Code amendments are legislative actions in that the City is creating new standards to regulate the development of certain types of uses and/or structures. Under the law, cities have wide flexibility to create standards that will ensure the type of development they want. However, zoning regulations must be reasonable and supported by a rational basis relating to promoting the public health, safety and welfare. The three criteria used to evaluate a zoning code text amendment and staff’s findings for each are provided below. Based on this analysis, staff is recommending approval.

**Consistency with the Comprehensive Plan.** The proposed zoning code text amendment is consistent with the 2040 Comprehensive Plan. The draft ordinance proposes to add Massage Therapy as a permitted use in the B-2, Central Business and B-3, General Business Districts.

The Future Land Use Map in the 2040 Comprehensive Plan guides the area covered by the B-2, Central Business or B-3, General Business as one of three categories: Downtown Center, Activity Center or Neighborhood Center. The characteristics of the Downtown Center, Activity Center and Neighborhood Center future land use categories are detailed in the attached excerpted from the Future Land Use section of the 2040 Comprehensive Plan. Establishment of Massage Therapy as a permitted use in the B-2 and B-3 Districts is consistent with these land use designations.

The 2040 Comprehensive Plan also contains goals and policies that support approval of this zoning code amendment. Staff finds the proposed zoning text amendment is consistent with the following goals and policies.

- Economic Environment – Economic Competitiveness
  - Goal 2 – Support a healthy, diverse mix of businesses in Hopkins
    - Continue to make improvements to city regulatory guidance and procedures to streamline the redevelopment process in Hopkins.
    - Promote the development of business start-ups and entrepreneurial activities in Hopkins, and encourage small businesses in appropriate areas throughout the city.
    - Work with existing businesses to identify opportunities to retain or expand operations.
- Economic Environment – Downtown
  - Goal 2 - Continue to grow Downtown’s population and jobs base.
    - Attract specialty retail and destination uses including arts, entertainment, recreation, antiques, hobbies and crafts, gifts, and family-oriented uses.
    - Encourage the growth of Downtown’s share of housing and employment and continue its growth as the city’s center for innovation and exchange through commerce, employment, arts, culture, entertainment, education and government.

Compatibility with Present and Future Land Uses. Based on the analysis above, a zoning code text amendment establishing Massage Therapy businesses as a permitted use in the B-2, Central Business and B-3 General Business Districts is compatible with present and future land uses under the 2040 Comprehensive Plans. As proposed, Massage Therapy businesses should be compatible with the other uses allowed under these land use classifications and the future land use maps in the 2040 Comprehensive Plan reinforce this land use pattern.

Conformance with New Standards. Massage Therapy businesses will be required to comply with all other applicable development regulations in the B-2 and B-3 Districts. As proposed, Massage Therapy businesses should be compatible with other uses and regulations in the B-2 and B-3 Districts.

### **POTENTIAL NON-CONFORMITY ISSUES**

When considering how the proposed zoning changes could impact the community as a whole, it is important to remember that any zoning ordinance text amendment has the potential to create non-conformities (sites or buildings that do not meet the new proposed standard). However, in this case, the City is creating a new use that will be subject to the same development standards as the other commercial uses in the B-2, Central Business and B-3, General Business Districts. Since this represents an expansion of the development options in the B-2 and B-3 Districts no new non-conformities should be created.

Should some unforeseen non-conformity result from the proposed new use, it would be considered “Grandfathered” and allowed to continue until it would choose to make changes. According to Minnesota Statute 462.357, Subdivision 1e., legal nonconformities generally have a statutory right to continue through repair, replacement, restoration, maintenance, or improvement but not through expansion. These rights run with the land and are not limited to a particular landowner. If the benefited property is sold, the new owner will have the same rights as the previous owner.

### **ALTERNATIVES**

1. **Vote to approve the first reading of Ordinance 2021-1170.** By approving the first reading of this ordinance, this application to establish massage therapy businesses as permitted uses in

the B-2, Central Business and B-3, General Business districts will move forward for a second reading and formal approval at the June 1, 2021 City Council meeting.

2. **Vote to deny the first reading of Ordinance 2021-1170.** By denying the first reading of this ordinance, this application to establish massage therapy businesses as permitted uses in the B-2, Central Business and B-3, General Business districts will not move forward for formal approval at the May 18, 2021 City Council meeting. Massage therapy businesses will remain accessory uses in the Business districts. Should the City Council consider this option, it must also identify specific findings that support this alternative.
3. **Continue for further information.** If the City Council concludes that further information is needed, the items should be continued.

**CITY OF HOPKINS**  
**Hennepin County, Minnesota**

**RESOLUTION NO. 2021-031**

**A RESOLUTION APPROVING THE FIRST READING OF ORDINANCE 2021-1170  
AMENDING CHAPTERS 10 AND 102 AND APPENDIX A OF THE HOPKINS CITY CODE  
REGARDING MASSAGE THERAPY**

**WHEREAS**, the City of Hopkins initiated an application to amend the City Code Chapters 10 and 102 and Appendix A regarding massage therapy; and

**WHEREAS**, the procedural history of the application is as follows:

1. That an application to amend the City Code related to massage therapy initiated by the City of Hopkins on April 23, 2021; and
2. That the Hopkins Planning & Zoning Commission, pursuant to published notice, held a public hearing to review such application on May 25, 2021 and all persons present were given an opportunity to be heard; and
3. That written comments and analysis of City staff were considered.
4. That during the May 25, 2021 regular meeting the Planning & Zoning Commission of the City of Hopkins approved a motion recommending the City Council approve this item.

**WHEREAS**, The City Council of the City of Hopkins reviewed this item during their June 1, 2021 meeting and agreed with the findings and recommendation of the Planning & Zoning Commission.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Hopkins hereby approves the first reading of Ordinance 2021-1170 amending the City Code Chapters 10 and 102 and Appendix A regarding massage therapy based on the findings of fact detailed in City Council Report 2021-058 dated June 1, 2021.

Adopted this 1<sup>st</sup> day of June, 2021.

\_\_\_\_\_  
Jason Gadd, Mayor

ATTEST:

\_\_\_\_\_  
Amy Domeier, City Clerk

**CITY OF HOPKINS  
COUNTY OF HENNEPIN**

**ORDINANCE NO. 2021-1170**

**ORDINANCE AMENDING CHAPTERS 10 AND 102 AND APPENDIX A  
OF THE HOPKINS CITY CODE REGARDING MASSAGE THERAPY**

**THE CITY COUNCIL OF THE CITY OF HOPKINS HEREBY ORDAINS AS FOLLOWS:**

**SECTION 1.** Hopkins City Code, Part II, Chapter 10, Article XVII, Section 10-606 is hereby amended by adding the double-underlined language and deleting the ~~stricken~~ language as follows:

*Massage therapy establishment* means any establishment wherein ~~two~~ one or more massage therapists provide massage therapy or therapeutic massage to the public; as the primary business, other than a hospital, sanatorium, rest home, nursing home, boarding home, medical doctor's office, chiropractor's office, or other institution licensed under the provisions of M.S.A. §§ 144.50 through 144.69 shall not be considered a massage therapy establishment.

**SECTION 2.** Hopkins City Code, Part II, Chapter 10, Article XVII, Section 10-607 is hereby amended by adding the double-underlined language and deleting the ~~stricken~~ language as follows:

**Sec. 10-607. - License required; limitation on number of massage therapy establishment licenses.**

- (a) It shall be unlawful for any person to practice as a massage therapist or operate a massage therapy establishment in the city without first obtaining a license to do so. However, no license is required for any massage therapist working for or as an employee of a medical professional licensed under M.S.A. chs. 147 or 148. In addition, no license is required under this article for a person licensed by the state board of medical practices when said person provides proof of licensure to the city clerk.
- (b) The license will be effective for one year and run from July 1 through June 30 of the license year.
- (c) No more than four massage therapy establishment licenses may be issued in the city.

**SECTION 3.** Hopkins City Code, Part II, Chapter 10, Article XVII, Section 10-611 is hereby amended to add the double-underlined language and delete the ~~stricken~~ language as follows:

**Sec. 10-611. – Renewal; transfers.**

Applications for renewal shall be submitted at least 60 days prior to the end of the license year on forms provided by the City Clerk. All licenses issued under this section shall be valid only for the person to whom the license was issued and no transfer of any license to another person shall be valid. A duly issued massage therapy establishment license may be transferred to another location

in the city so long as massage therapy establishments are an allowed use in the proposed location under the city's zoning regulations.

**SECTION 4.** Hopkins City Code, Part II, Chapter 10, Article XVII, Section 10-618 is hereby amended by adding the double-underlined language and deleting the ~~stricken~~ language as follows:

**Sec. 10-618. - Inspection by city officials; minimum requirements.**

- (a) During any hours in which a licensee is performing massage therapy treatments, the area where the service is being performed shall be open to inspection by city inspectors and police officers.
- (b) Each licensed massage ~~therapist~~ therapy establishment shall be responsible for adhering to the following minimum requirements for the health and safety of all patrons:
  - (1) The massage tables shall have a washable surface.
  - (2) The massage tables shall be covered with a disposable paper cover or with a sheet that is washable.
  - (3) A clean paper cover or washable sheet must be used for each patron and the massage therapists must have enough clean covers on hand to accommodate the number of patrons scheduled on one day.
  - (4) Used washable covers shall be placed in covered containers until they are washed.
  - (5) Used paper covers shall be placed in covered waste containers.
  - (6) Lotions used in the treatments shall be stored in covered containers.
  - (7) The massage therapists shall wash ~~his~~ their hands with soap and warm water immediately before beginning a treatment on each patron and use paper towels for hand wiping. Paper towels must be stored in a covered container.
  - (8) Bathroom facilities shall be made available to patrons. Paper towels, which shall be stored in covered containers, shall be provided for hand drying.
  - (9) Bathrooms shall be kept in clean repair.
  - (10) The floor shall be kept free of dust and debris.
  - (11) No food or drink shall be allowed in the treatment areas.
  - (12) Implements used directly on the skin shall be cleaned and sanitized after use on each patron. Such implements shall be stored in closed containers with a dry sanitizer.
  - (13) In addition to any requirements contained in the city's sign regulations, any exterior sign advertising the presence of an on-site massage therapy establishment shall include more than just the word "massage."
  - (14) Hours of operation shall be limited to between 9:00 a.m. and 8:00 p.m. each day.
- (c) Massage therapists that are licensed by the city shall follow and adhere to the health and safety requirements in subsection (b) above and the code of ethics for massage therapists as published by the National Certification Board for Therapeutic Massage and Bodywork. This shall in no way require membership with American Massage Therapy Association.

(d) The holder of a massage therapy establishment license is responsible for supervising the conduct of all massage therapists providing therapeutic massage at that establishment and ensuring they conform to the requirements of this section.

**SECTION 5.** Hopkins City Code, Part II, Chapter 10, Article XVII, Section 10-619 is hereby deleted in its entirety and replaced with the following double-underlined language:

**Sec. 10-619. – Massage Therapy Establishments.**

An application for a massage therapy establishment license shall be denied if the proposed location does not comply with the city’s zoning regulations.

**SECTION 6.** Hopkins City Code, Part III, Chapter 102, Article I, Section 102-4 is hereby amended by adding the double-underlined language and deleting the ~~stricken~~ language as follows:

*Massage therapy establishment* means any establishment wherein ~~two~~ one or more massage therapists provide massage therapy or therapeutic massage to the public, as the primary business. ~~other than a~~ hospital, sanatorium, rest home, nursing home, boarding home, medical doctor’s office, chiropractor’s office, or other institution licensed under the provisions of M.S.A. §§ 144.50—144.69 shall not be considered a massage therapy establishment.

**SECTION 7.** The chart contained in Hopkins City Code, Part III, Chapter 102, Article VII, Section 102-214 is hereby amended by adding the double-underlined language as follows:

| <i>Permitted Uses</i>                | <i>B-1</i> | <i>B-2</i> | <i>B-3</i> | <i>B-4</i> |
|--------------------------------------|------------|------------|------------|------------|
| <u>Massage Therapy Establishment</u> |            | <u>X</u>   | <u>X</u>   |            |

**SECTION 8.** Hopkins City Code, Appendix A, which contains the City’s fee schedule, is hereby amended by adding the double-underlined language and deleting the ~~stricken~~ language as follows:

LICENCE FEES

| <b>Massage</b>                      |                                    |              |
|-------------------------------------|------------------------------------|--------------|
| Massage therapist                   | \$100.00 <u>\$_____</u>            | Per year     |
| Massage therapist investigation     | <del>\$50.00</del> <u>\$175.00</u> | New licenses |
| Massage establishment license       | <del>\$25.00</del> <u>\$200.00</u> | Per year     |
| Massage establishment investigation | <del>\$50.00</del> <u>\$175.00</u> | New licenses |

**SECTION 9.** The effective date of this ordinance shall be the date of publication.

First Reading: June 1, 2021  
 Second Reading: June 15, 2021  
 Date of Publication: June 24, 2021  
 Date Ordinance Takes Effect: June 24, 2021

By: \_\_\_\_\_  
Jason Gadd, Mayor

ATTEST:

\_\_\_\_\_  
Amy Domeier, City Clerk

**From:** [noreply@civicplus.com](mailto:noreply@civicplus.com)  
**To:** [Courtney Pearsall](#); [Jason Lindahl](#)  
**Subject:** [EXTERNAL] Online Form Submittal: Planning & Zoning Commission Virtual Meeting Participation  
**Date:** Monday, May 24, 2021 5:45:46 PM

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## Planning & Zoning Commission Virtual Meeting Participation

*Due to the technical requirements associated with virtual meetings, we strongly encourage you to provide your question/comment prior to the meeting in one of two ways listed below:*

- Via the question/comment box on this form*
- Via phone at 952-548-6342 during normal business hours (8 a.m. - 4:30 p.m.)*

*All comments must be submitted by noon the day of the meeting in order to be included.*

*If, despite technical difficulties, you want to make your comment online or via phone during the meeting, please check the box at the bottom of the form, provide your email and phone number, and someone will be in contact with you with further instructions.*

|  |   |
|--|---|
| First Name   | Erin  |
| Last Name  | Fullerton Kelly   |
| Address  | 15708 North Lund Road   |
| City   | Eden Prairie  |
| State  | MN  |
| Zip Code   | 55346   |
| Phone Number   | 7012004992  |
| Email Address  | otakatoe3@gmail.com   |
| Question/Comment<br>(will be read at<br>meeting)           | I would like to support the opportunity for stand alone massage therapy businesses esp in regard to Keri Fullerton. |
| I want to provide verbal<br>comment during the<br>meeting: | <i>Field not completed.</i>   |

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Email not displaying correctly? [View it in your browser.](#)



**From:** [noreply@civicplus.com](mailto:noreply@civicplus.com)  
**To:** [Courtney Pearsall](#); [Jason Lindahl](#)  
**Subject:** [EXTERNAL] Online Form Submittal: Planning & Zoning Commission Virtual Meeting Participation  
**Date:** Monday, May 24, 2021 8:28:58 PM

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## Planning & Zoning Commission Virtual Meeting Participation

*Due to the technical requirements associated with virtual meetings, we strongly encourage you to provide your question/comment prior to the meeting in one of two ways listed below:*

- Via the question/comment box on this form*
- Via phone at 952-548-6342 during normal business hours (8 a.m. - 4:30 p.m.)*

*All comments must be submitted by noon the day of the meeting in order to be included.*

*If, despite technical difficulties, you want to make your comment online or via phone during the meeting, please check the box at the bottom of the form, provide your email and phone number, and someone will be in contact with you with further instructions.*

|   |   |
|---|---|
| First Name                                    | Keri  |
| Last Name                                     | Fullerton   |
| Address                                       | 306 13th Ave N  |
| City  | Hopkins   |
| State   | MN  |
| Zip Code                                      | 55343   |
| Phone Number                                  | 701-200-4963  |
| Email Address                                 | Fullertonkeri@gmail.com   |
| Question/Comment<br>(will be read at meeting) | I am a massage therapist who graduated from the highly regarded Centerpoint School and Clinic five years ago. I have worked in surrounding communities, building towards the opportunity to establish myself in Hopkins. My business, Thrive Therapeutic Massage, will provide both relaxing and healing modalities. Types of massage will include: Swedish, deep tissue, sports, trigger point, aromatherapy, and hot stone. My clientele has included retirees, athletes, those that are pregnant, and those suffering from injuries. Massage therapy can benefit many people dealing with various afflictions. I have personally experienced the joy of client's relief from pain, and strive to |

continue to provide these healing opportunities to more people. As a resident it is my hope to become a part of the Hopkins small business community. I have a strong desire to not only provide an excellent service but to contribute to Hopkins.

---

I want to provide verbal comment during the meeting: *Field not completed.*

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Email not displaying correctly? [View it in your browser.](#)

**From:** [SUE FULLERTON](#)  
**To:** [Jason Lindahl](#)  
**Cc:** [Brian Hunke](#)  
**Subject:** [EXTERNAL] Re: [EXTERNAL] Planning and Zoning Commission meeting May 25th  
**Date:** Monday, May 24, 2021 7:58:34 PM

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Greetings Jason,

I am going to the website to request a spot to come in person to the meeting tomorrow evening. I have read all the requirements and am fully aware. I will come no earlier than 5 minutes prior to the meeting as outlined. Below is my comment which I can read during the meeting or have read. It is my preference to read it myself to the commission. Keri, Erin, and Krisha will attend virtually and have requested a link to the meeting. Again, we appreciate the opportunity.

My Statement:

My family and I have been Hopkins's residents since 2014 and consider this our home. Currently I am a licensed mental health therapist, the COO for Lee Carlson Center for Mental Health and the business manager for Thrive therapeutic Massage. As business manager I am here to represent Keri Fullerton who is the owner of Thrive Therapeutic Massage and a certified massage therapist. We thank you for the previous work you have done to propose a change in the ordinance and allow for a standalone massage therapy proprietor. It is our hope to open a small business whose primary service is massage therapy in our home community of Hopkins. We believe this is an important health and well-being service that we would like to provide to Hopkins's residents. We have enjoyed the multitude of small businesses that Hopkins offers. We have appreciated the cities support of small businesses and the community that has been created because of this investment and foresight.

At this time, we have one request beyond what has already been outlined in the proposed ordinance: that hours of operation be extended to allow for two mornings that open at 7am. This would allow a client opportunity to schedule an appointment prior to the workday. Before and after work hours are vital to accommodate those clients that work more traditional hours. We would very much like to be a part of the Hopkin's business community by offering a quality service that follows all city guidelines, has high ethical and health standards, and contributes to what is already a great place to live.

Again, thank you for the openness to consider the changes proposed.

---

**From:** Jason Lindahl <jlindahl@HOPKINSmn.com>  
**Sent:** Monday, May 24, 2021 10:29 AM  
**To:** SUE FULLERTON <fullertonsue@msn.com>  
**Subject:** RE: [EXTERNAL] Planning and Zoning Commission meeting May 25th

Hi Susan – You can participate in the meeting either online or there are a limited number of in-person reservations available. This is the only public hearing on the agenda and I don't think we've had any other requests to participate in-person. You can sign up to participate either online or in-

person on the City's website by [clicking here](#).

If you would like to send me written comment through email, I can also share them with the Planning & Zoning Commission during the meeting.

Thanks

Jason



**Jason Lindahl** | City Planner | City of Hopkins  
1010 1st St S | Hopkins, MN 55343 | 952-548-6342 | 952-935-1384 Fax  
[www.hopkinsmn.com](http://www.hopkinsmn.com)



*Artery Hopkins has been recognized  
by the American Planning Association  
as a 2019 Great Street in America.*

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**From:** SUE FULLERTON [mailto:fullertonsue@msn.com]  
**Sent:** Saturday, May 22, 2021 5:35 PM  
**To:** Jason Lindahl <jlindahl@HOPKINSmn.com>  
**Subject:** [EXTERNAL] Planning and Zoning Commission meeting May 25th

Greetings,

I and a few others would like to attend the Tuesday, May 25th Planning and Zoning Commission meeting. I am unsure if it is virtual or face-to-face.

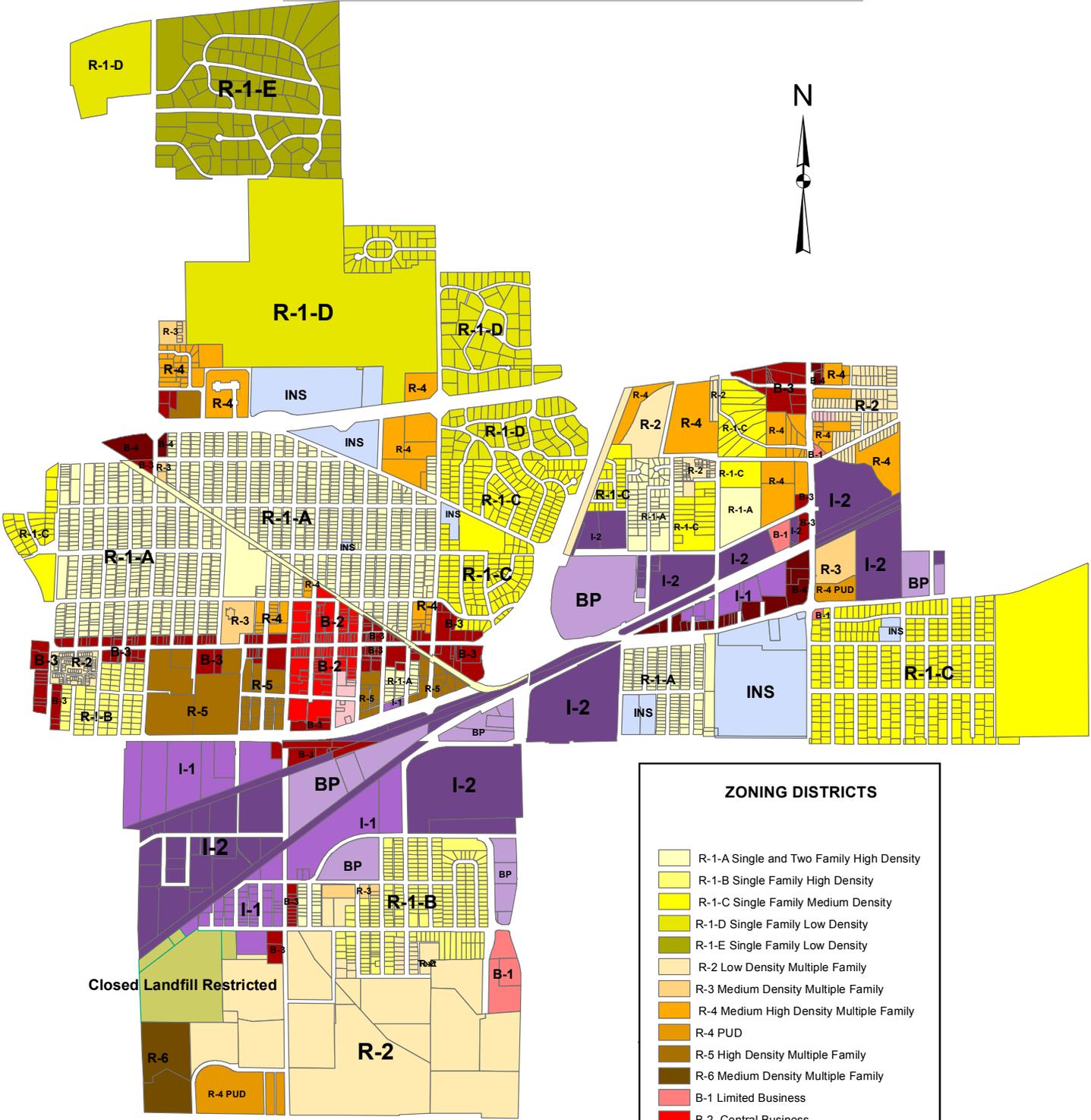
The following would like to be included: myself, Keri Fullerton ([fullertonkeri@gmail.com](mailto:fullertonkeri@gmail.com)), Erin Kelly ([Otakatoe3@gmail.com](mailto:Otakatoe3@gmail.com)) and Krisha Crabtree ([krishacrab@yahoo.com](mailto:krishacrab@yahoo.com)).

Our request is to speak about the opportunity of opening a massage therapy business in Hopkins. We are thankful for the work you have already done to make this possible. Just as a heads up we will be advocating to expand the allowed hours of service to best accommodate working clients who may need to schedule before the workday. We will request two days of earlier work hours.

We look forward to meeting with you and again thank you for your work.

Hopkins's resident,  
Susan Fullerton

# City of Hopkins Zoning Map



| ZONING DISTRICTS |  |
|------------------|--|
|                  | R-1-A Single and Two Family High Density |
|                  | R-1-B Single Family High Density         |
|                  | R-1-C Single Family Medium Density       |
|                  | R-1-D Single Family Low Density          |
|                  | R-1-E Single Family Low Density          |
|                  | R-2 Low Density Multiple Family          |
|                  | R-3 Medium Density Multiple Family       |
|                  | R-4 Medium High Density Multiple Family  |
|                  | R-4 PUD                                  |
|                  | R-5 High Density Multiple Family         |
|                  | R-6 Medium Density Multiple Family       |
|                  | B-1 Limited Business                     |
|                  | B-2 Central Business                     |
|                  | B-3 General Business                     |
|                  | B-4 Neighborhood Business                |
|                  | Business Park                            |
|                  | Institutional                            |
|                  | I-1 Industrial                           |
|                  | I-2 General Industrial                   |
|                  | Mixed Use                                |
|                  | Closed Landfill Restricted (CLR)         |

**HOPKINS CITY COUNCIL  
WORK SESSION PROCEEDINGS  
APRIL 13, 2021**

**CALL TO ORDER**

Pursuant to due call and notice thereof a work session of the Hopkins City Council was held on Tuesday, April 13, 2021 at 6:30 p.m. in the Council Chambers at City Hall, 1010 1<sup>st</sup> Street South.

Mayor Gadd called the meeting to order with Council Members Beck, Brausen, Halverson and Hunke attending. Others attending included City Manager Mornson, Assistant City Manager Lenz, City Planner Lindahl, City Clerk Domeier and City Engineer Stanley.

Mayor Gadd provided information on the meeting format and other opening remarks.

**REVIEW OF CODE REQUIREMENTS FOR MESSAGE THERAPY ESTABLISHMENTS; DOMEIER/LINDAHL**

City Clerk Domeier provided a summary of the staff memorandum and requested feedback on the proposed ordinance amending Chapter 10. City Planner Lindahl further explained the zoning requirements noting this change is being considered during the middle of the zoning code update.

Council Member Brausen favored moving forward because a current resident is looking to open a business. He was concerned about the restrictions on Mainstreet but supported the proposed signage requirements.

Council Member Hunke requested history on the changes that occurred in 2013. City Planner Lindahl explained that the changes were adopted due to illegal activity.

Council Member Beck supported opening it to the B-2 and B-3 districts and reducing the license limit to three. Council Member Hunke concurred with Mr. Beck and suggested adding a limitation on hours of operation.

Mayor Gadd supported business growth and recalled being on the Council during 2013. He supported including Mainstreet, B-2, regulating hours of operation and signage.

City Clerk Domeier questioned changes to fees. The City Council supported having fees in place to cover the costs to administer the licenses and conduct background checks.

Staff will revise the ordinance based upon Council's suggested changes to zoning, hours, limit on establishment licenses, signage and fees. A public hearing is required for the zoning change at the Planning Commission level before it returns to the City Council for consideration.

**2022 PROJECTS AND RECONSTRUCTION PROGRAM UPDATE; STANLEY**

City Engineer Stanley provided a summary of projects scheduled for 2022 construction in the CIP and the streets left to reconstruct under the pavement management program.

HOPKINS CITY COUNCIL  
WORK SESSION PROCEEDINGS  
APRIL 13, 2021

Council Member Brausen questioned the timeline for the 2022 Street and Utility Project. The traffic on 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> has changed since the installation of the Artery. He was sensitive to the traffic on 6<sup>th</sup> and encouraged coordination with neighborhood residents. He supported moving forward with a feasibility report. Council Member Hunke questioned the sidewalk and streetlight replacement. Mr. Stanley provided information on replacement and upgrades. Further discussion was held about potential speed along 6<sup>th</sup> Avenue. Mr. Stanley will bring an item to order the study to an upcoming City Council meeting.

Discussion was held on the trunk water main rehab. Mr. Stanley explained how temporary lines are trenched in and used during the process. Based upon the assessment of the project a timeline can be predicted.

Mr. Stanley also provided information on the status of pavement reconstruction noting the focus will be largely in the Avenues.

Council Member Halverson requested that Mr. Stanley provide an update on the Blake Road and Excelsior Boulevard road closures.

**OTHER**

None.

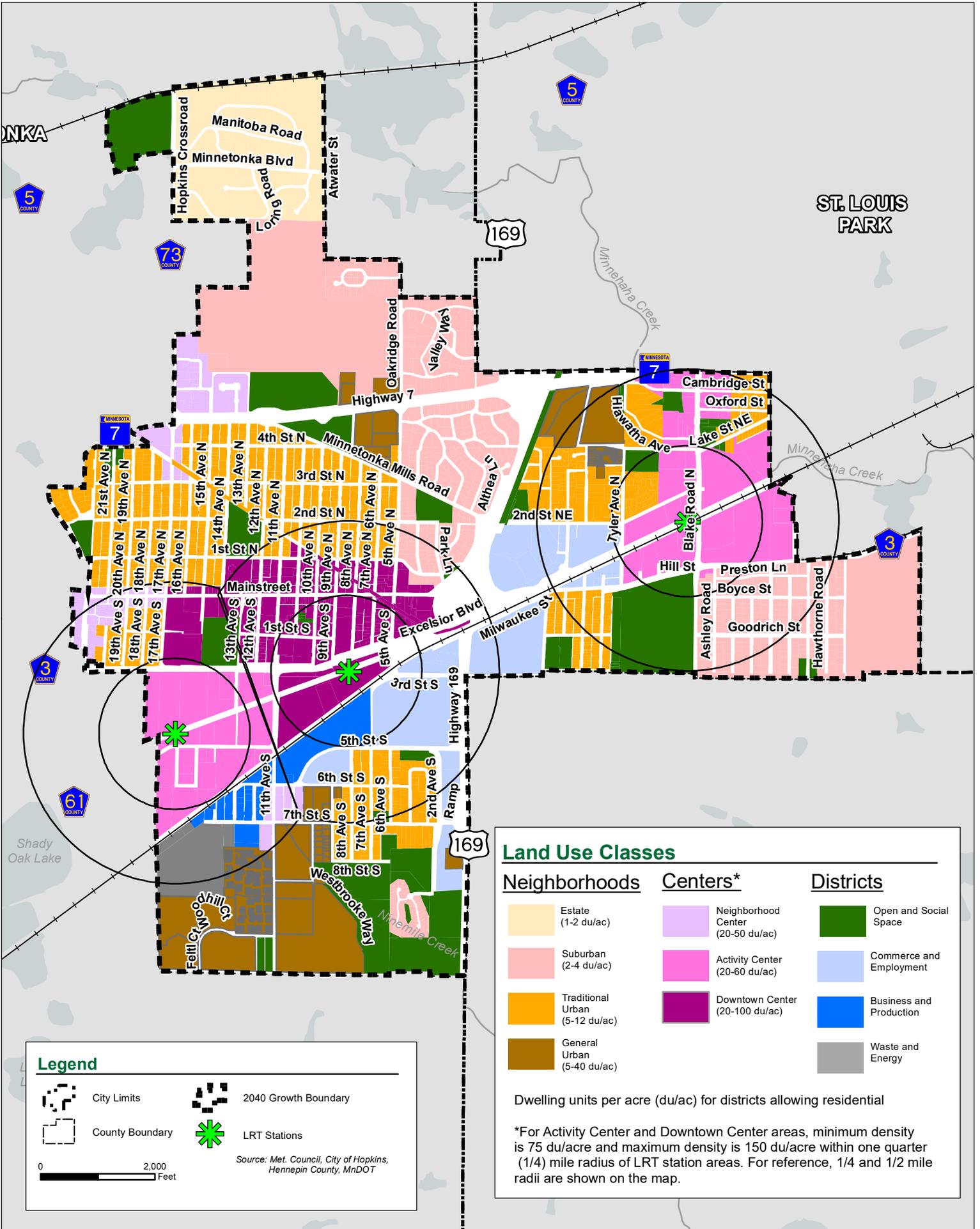
**ADJOURNMENT**

There being no further information to come before the City Council and upon a motion by Beck, second by Brausen, the meeting was unanimously adjourned at 7:38 p.m.

Respectfully Submitted,  
Amy Domeier, City Clerk

ATTEST:

  
\_\_\_\_\_  
Jason Gadd, Mayor  
  
\_\_\_\_\_  
Amy Domeier, City Clerk



**Land Use Classes**

| Neighborhoods  | Centers*  | Districts   |
|--|---|---|
|  Estate (1-2 du/ac)             |  Neighborhood Center (20-50 du/ac) |  Open and Social Space   |
|  Suburban (2-4 du/ac)           |  Activity Center (20-60 du/ac)     |  Commerce and Employment |
|  Traditional Urban (5-12 du/ac) |  Downtown Center (20-100 du/ac)    |  Business and Production |
|  General Urban (5-40 du/ac)     |   |  Waste and Energy        |

Dwelling units per acre (du/ac) for districts allowing residential

\*For Activity Center and Downtown Center areas, minimum density is 75 du/acre and maximum density is 150 du/acre within one quarter (1/4) mile radius of LRT station areas. For reference, 1/4 and 1/2 mile radii are shown on the map.

**Legend**

 City Limits

 County Boundary

 2040 Growth Boundary

 LRT Stations

0 2,000 Feet

Source: Met. Council, City of Hopkins, Hennepin County, MnDOT

Map Document: \arcserve\1\gish\HOPKIN\19114228\Bna\map\ESRI\MapServer\landuse\hopk\_futand\_landuse\_85611P\_rev.mxd | Date Saved: 5/12/2020 8:43:43 AM

## Future Land Use Plan Categories

The categories on the future land use map are divided into three general types: neighborhoods, centers, and districts. Each one has their own sub-types, described below. These represent a mix of compatible uses organized in defined places, rather than separated uses. This reflects the City's commitment to using its future land use plan to create unique and meaningful places.

### Neighborhoods

Neighborhoods are primarily residential areas of the city. While residential is the predominant use in these areas, a limited amount of complementary uses (such as small-scale public and institutional uses, places of worship, and schools) may be part of these areas. The different sub-types are categories largely based on density and urban form.

Outreach during the planning process identified that residential neighborhood character is an important contributor to community livability and identity. As such, infill development in these areas should reflect and be compatible with existing character and development type. The density ranges for some of these neighborhood categories allow for infill with a range of housing types

By definition, these areas contain a large percentage of the residential population of the city. There is a small employment base as well, mostly in the forms of home-based businesses and accessory uses. This plan does not assign forecasted growth to these areas, as it is expected that infill development will not significantly impact total housing units and densities. However, there are some areas, including private open space and vacant lots, where infill development could occur. The City will evaluate any development proposals that come forward for these areas based on overall policy guidance, zoning, and other development standards.

**Table B1.9 – Future Land Use: Neighborhoods**

| Sub-type          | Location  | Existing Character   | Planned Development  | Density and Scale   |
|-------------------|---|--|--|---|
| Estate            | The Estate category is fully contained within the Bellgrove neighborhood along either side of Minnetonka Boulevard.   | Consists of relatively secluded large lot single family dwellings connected to city sewer and water services. Streets in this area follow a curved and looping design that rarely connects, creating organically shaped blocks to cul-de-sacs that limit pedestrian and bicycle mobility. Properties in this district tend to have larger footprints with attached garages and may include large accessory buildings or amenities. | Large lot single family neighborhoods. Large lot single family residential should remain the primary use in this category.   | Densities in this area typically range from 1-2 units per acre on average.                                      |
| Suburban          | Neighborhoods in this category are located west of Highway 169 on either side of Highway 7; east of Blake Road south of Excelsior Boulevard; and southeast of Valley Park. Include Drillane, Knollwood, Hobby Acres, Campbell, Park Ridge, Interlachen, Nine Mile Cove.       | This area contains low density single family dwellings and golf courses. Neighborhoods in this category are designed around a modified grid street network with good access to the surrounding transportation network. Properties in this district are relatively large for Hopkins, with most having ample private yards and attached garages.  | Low density single family neighborhoods and accessory uses such as parks and neighborhood scaled public and institutional uses.  | Existing densities typically range from 2-4 units per acre. Future infill should be closer to 4 units per acre. |
| Traditional Urban | Primarily located in the midsection of the community between Highway 7 and Excelsior Boulevard. There are also standalone sections. Neighborhoods include the Avenues, Avenue West, Cottageville, Presidents, Regency, Parkside, Park Valley and portions of Peaceful Valley. | Moderate density residential dwellings designed around a classic grid street network with uniform blocks and lots. Predominately single family dwellings but include a mix of duplexes and attached units. Most areas have vehicle access from a rear alley and good pedestrian and bicycle access through an established sidewalks and trail system.  | Moderate density residential neighborhoods and accessory uses such as parks and neighborhood scaled public and institutional uses  | Densities in this area typically range from 5-12 units per acre.  |
| General Urban     | Located in three distinct areas: along either side of 11th Avenue South; on either side of Highway 7 west of 5th Avenue North/Oakridge Road; and in the southwest quadrant of the Highway 169 and Highway 7 interchange.  | These compact moderate to high density residential neighborhoods include a range of attached multiple family and apartment units of varying scale and height. Designed around large blocks with internal street systems that provide good vehicle connections.   | Moderate to high density residential and accessory uses. Well connected via transit and support adjacent Centers. Scale and height should be compatible with existing and planned character. | Densities in this area typically range from 5-40 units per acre.  |

## Centers

Centers are primarily mixed use commercial districts. They typically are in areas well-served by the multimodal transportation system (particularly transit) and are situated to serve as centers of commerce and activity for the community and region. Residential is also an important component in most of these areas, frequently in the form of mixed use buildings. While there are a range of urban and suburban development types in Hopkins, new development projects in these areas address opportunities to make areas more walkable, bikeable, and transit supportive where possible.

Neighborhood Centers are the smallest scaled of the three. They are aimed at creating walkable nodes that support the surrounding neighborhood with retail and services, and provide opportunities for mixed use infill development.

Activity Centers and Downtown Center are larger scaled areas, with the city's most intensive growth patterns, including the most capacity for redevelopment. They overlap with the three planned Green Line Extension transit station areas, described in a following section.

While the Downtown Center is largely already built around the principles of traditional urban form, several of the other centers have a more auto oriented, suburban development pattern. Transforming them to walkable transit-oriented districts will take not just new land uses, but changes to the underlying infrastructure. The station area plans (and the transportation element of the comprehensive plan) cover many of the infrastructure improvements needed to make those changes – including roads, sidewalks and bikeways, and other facilities. The timing of these improvements will vary – some will be completed by the Green Line Extension opening day, while others will follow in subsequent years.

**Table B1.10 – Future Land Use: Centers**

| Sub-type            | Location  | Development Type  | Urban Form  | Density and Scale  |
|---------------------|---|---|---|--|
| Neighborhood Center | Located at major intersections that serve as gateways into adjacent neighborhoods.  | Accommodate forecasted population and employment growth while also serving as a defining place for basic retail, service and entertainment needs.                               | Mixed use (horizontal or vertical) and pedestrian oriented character. High quality design, pedestrian and bicycle facilities and thoughtful use of open space will be important to create a vibrant and unique center that enhances and connects with the surrounding neighborhood it serves. | Smaller scale retail with neighborhood serving uses. Densities in this area typically range from 20-50 units per acre. Estimated 25% commercial and 75% residential.   |
| Activity Center     | Surrounds and supports the planned Blake Road and Shady Oak light rail stations along the Southwest LRT Green Line Extension. | Moderate to high density mixed use development designed to complement and enhance the existing development pattern in these areas and support the public investment in transit. | Expected to experience significant reinvestment and redevelopment to absorb a substantial portion of the city’s anticipated future growth.  | Medium to larger scale neighborhood and regional uses. Densities in this area typically range from 20-60 units per acre, with 75-150 units per acre within ¼ mile of an LRT station platform. Estimated 25% commercial and 75% residential.  |
| Downtown Center     | The central economic, social and civic district for Hopkins and the region.   | Moderate to high density mixed use development designed to complement and enhance the existing development pattern in these areas and support the public investment in transit. | This area is expected to absorb significant amount of anticipated future growth. Maintaining downtown Hopkins’ unique identity and sense of place must be a central consideration when planning for future growth. Mixed uses (vertical and horizontal) are encouraged.                       | Medium to larger scale neighborhood and regional uses. Densities in this area typically range from 20-100 units per acre, with 75-150 units per acre within ¼ mile of an LRT station platform. Estimated 40% commercial and 60% residential. |