

HOPKINS CITY COUNCIL

AGENDA

Tuesday, July 19, 2022

6:30 pm

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

Schedule HRA Meeting, 6:30 p.m. – City Council Meeting immediately following HRA Meeting

I. CALL TO ORDER

II. ADOPT AGENDA

III. PRESENTATIONS

1. Oath of Offices – Police Department; Johnson/Domeier
2. Oath of Offices – Fire Department; Specken/Domeier
3. Proclamation Honoring Pazey Yang; Imihy Bean
4. Presentation from Hopkins Men’s Shed; Hanlon
5. 2021 Audit and Annual Comprehensive Financial Report; Bishop

IV. CONSENT AGENDA

1. Minutes of the June 20, 2022 City Council Meeting Proceedings
2. Minutes of the July 12, 2022 City Council Work Session Proceedings
3. Resolution Amending Fees in Appendix A of the Hopkins City Code; Domeier
4. Resolution Authorizing Solicitation of Contributions to Fund Events that Foster Relationships between Law Enforcement and the City Community; Johnson
5. Resolution Adopting the Fencing Consortium Joint Powers Agreement; Johnson
6. Ratify Checks Issued in June 2022; Bishop
7. Second Reading: Ordinance 2022-1180 adopting the new Development Code of the City of Hopkins; Elverum
8. Adoption of Proclamation Recognizing April 29 as Arbor Day; Imihy Bean

V. PUBLIC HEARINGS

VI. OLD BUSINESS

VII. NEW BUSINESS

VIII. PUBLIC COMMENT

IX. ANNOUNCEMENTS

- Next City Council Regular Meeting: Monday, August 1 at 6:30 p.m.
- Next City Council Work Session: Monday, August 8 at 6:30 p.m.

X. ADJOURN



CITY OF HOPKINS

Memorandum

To: Honorable Mayor and Council Members
From: PeggySue Imihy Bean, Management Analyst
Date: July 19, 2022
Subject: Proclamation Honoring Pazey Yang

Since September 2021, Pazey Yang has served the City of Hopkins as the City's Minnesota GreenCorps, provided by the Minnesota Pollution Control Agency. Each year, the program places AmeriCorps members with host site organizations around the state to help communities increase resilience to climate change by:

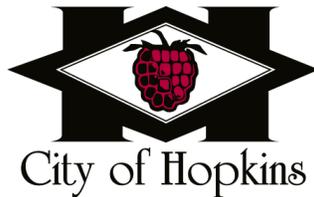
- Reducing solid waste and increasing recycling
- Reducing greenhouse gases and other air pollutants
- Reducing water runoff and improving water quality
- Encouraging eco-friendly behavior
- Reducing disproportionate negative impacts from pollution

In her time as the City's GreenCorps Member, Pazey has continuously provided creative ideas, engaged residents, and worked collaboratively with staff on complex projects. In her time here Pazey has:

- Assisted Public Works staff with the rollout of the Residential Curbside Organics program, including providing community wide education on organics recycling
- Lead efforts at Valley Park to create a Native Landscape Garden in collaboration with the Nine Mile Creek Watershed District. A project which engaged community volunteers and worked across departments to implement
- Worked with Planning and Economic Development Staff to implement the City's first Slow Roll Biking event helping staff gather feedback on how to improve biking and walking for the community as well as get residents motivated to reduce vehicle miles travelled

Ms. Yang has been an invaluable resource to City Staff, providing necessary extra capacity to assist us in preparing our city and residents for a climate ready future. We are grateful for her service to our organization.

Staff recommends that the City Council approving the following motion: Move that City Council approve the Proclamation Declaring July 20, 2022, Pazey Yang Day for her service to the Community of Hopkins.



A Proclamation Declaring Pazey Yang Day in the City of Hopkins

WHEREAS, for the past 11 month, Pazey Yang has dutifully served the City of Hopkins as a Minnesota GreenCorps Member; and

WHEREAS, The Minnesota GreenCorps program, coordinated by the Minnesota Pollution Control Agency, aims to preserve, and protect Minnesota's environment while training a new generation of environmental professionals; and

WHEREAS, Pazey Yang has fulfilled her service focused improving lives, strengthening our community and fostering civic engagement through her service and volunteering; and

WHEREAS, Pazey Yang has been integral in the roll out of the City's curbside organics program, the creation of a native landscaping demonstration garden and the City's first slow roll event; and

WHEREAS, Pazey Yang will end her term of service with the City of Hopkins in August 2022 with the admiration and gratefulness of City Staff and the community of Hopkins; and

NOW THEREFORE, I, Patrick Hanlon, Mayor of the City of Hopkins in the State of Minnesota, along with my fellow Council Members, let it be resolved that July 20, 2022, shall be designated as Pazey Yang Day in the City of Hopkins.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Hopkins, Minnesota to be affixed this 19th day of July in the year 2022.

Patrick Hanlon, Mayor



Finance Department

CITY OF HOPKINS

Memorandum

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

From: Nick Bishop, Finance Director

Date: July 19, 2022

Subject: 2021 Audit and Annual Comprehensive Financial Report

PURPOSE

Informational

INFORMATION

At the October 5, 2021 City Council meeting, Abdo, Eick & Meyers were approved as the City's auditor for 2021-2023. They have since changed their name to Abdo.

Abdo has completed the City's Audit for the year ended December 31, 2021. The Auditor's Report is dated June 30, 2021. Brad Falteysek, Partner will present their results. The Management Communication Letter and Other Required Reports are attached. Due to its size the Annual Comprehensive Financial Report is not included in the packet. It is available on the City's website:

<https://www.hopkinsmn.com/ArchiveCenter/ViewFile/Item/398>

FUTURE ACTION

None



Management Communication

City of Hopkins

Hopkins, Minnesota

For the year ended December 31, 2021



Edina Office

5201 Eden Avenue, Ste 250

Edina, MN 55436

P 952.835.9090

F 952.835.3261

Mankato Office

100 Warren Street, Ste 600

Mankato, MN 56001

P 507.625.2727

F 507.388.9139

June 30, 2022

Management, Honorable Mayor and City Council
City of Hopkins, Minnesota

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Hopkins, Minnesota (the City), for the year ended December 31, 2021. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated December 10, 2021. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as described in the accompanying Schedule of Findings and Responses, we identified certain deficiencies in internal control that we consider to be a material weakness and a significant deficiency.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. We consider the deficiency described below as item 2021-001 to be a material weakness.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We noted no deficiencies during the year that we consider to be significant deficiencies.

2021-001 Material Audit Adjustment

Condition: During our audit, material adjustments were needed to correct the beginning equity from the prior years in relation to special assessments receivable and revenues.

Criteria: Adjustments were needed to correct beginning balances. The financial statements are the responsibility of the City’s management; therefore, the City must be able to prevent or detect a material misstatement in the financial statements.

Cause: During the audit of special assessments it was noted that the beginning balances did not include assessments certified at the end of 2020 that should have been recorded as receivable. The failure to recognize special assessment receivable in the prior year caused an adjustment to the beginning equity.

Effect: This indicates that it would be likely that a misstatement may occur and not be detected by the City’s system of internal control.

Recommendation: We recommend management review the general ledger and balance sheet for all audit sections to ensure all accruals are accurate at year end.

Management Response:

The City agrees with the finding. The City will review its procedures and controls related to year-end adjustments and reporting to ensure there are sufficient reviews in place to prevent misstatements.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed two instances of noncompliance or other matters that are required to be reported under Governmental Auditing Standards or Minnesota statutes described below as findings 2021-002 and 2021-003.

2021-002 Accepting Donations

Condition: During our audit we noted that the City received donations during the year that were not approved by resolution.

Criteria: In accordance with Minnesota statute, section 465.03, if the political subdivision accepts a grant or devise of real or personal property on terms, it needs to be prescribed by the donor made by resolution of the city council adopted by a two-thirds majority of its members and expressing such terms in full.

Cause: The City had accepted a donation without approval by resolution.

Effect: At year end, the City was not in compliance with Minnesota statute section 465.03.

Recommendation: We recommend that in the future if the City is to receive donations, it receive approval by resolution by a two-thirds majority of the city council members.

Management Response:

The City agrees with the finding. The City will accept donations annually by resolution.



2021-003**Insufficient Collateral Coverage**

- Condition:* During our audit of Minnesota legal compliance requirements, we noted that the City's deposits were not sufficient to cover deposits.
- Criteria:* In accordance with Minnesota Statute, section 118A.03, the City is required to have pledged collateral equal to 110 percent of the deposit not covered with insurance.
- Cause:* The City had \$19,870,167 in deposits, of which the City was \$34,018 under the 110% requirement on December 31, 2021 due to large incoming wires near year end.
- Effect:* At year end, the City did not have sufficient collateral pledged and therefore was not in compliance with state statute.
- Recommendation:* We recommend the City establish a more specific understanding with the bank for the needed collateral and review month end procedures to ensure deposits are sufficiently collateralized.
- Management Response:*

The City agrees with the finding. The City will review its month end procedures to ensure that sufficient collateral is obtained.

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2021. We noted no transactions entered into by the City during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were depreciation on capital assets, allocation of payroll and compensated absences, liability for other post-employment benefit, and the liability of the City's pensions.

- Management's estimate of depreciation is based on estimated useful lives of the assets. Depreciation is calculated using the straight-line method.
- Allocations of gross wages and payroll benefits are approved by City Council within the City's budget and are derived from each employee's estimated time to be spent servicing the respective functions of the City. These allocations are also used in allocating accrued compensated absences payable.
- The City's liability for other post-employment benefits was estimated to be zero primarily based on the assumption that employees, whom participate in the health insurance plan, will retire after the age of 65 and not continue to participate in the plan following retirement.
- Management's estimate of its pension liability is based on several factors including, but not limited to, anticipated investment return rate, retirement age for active employees, life expectancy, salary increases and form of annuity payment upon retirement.

We evaluated the key factors and assumptions used to develop these accounting estimates in determining that it is reasonable in relation to the financial statements taken as a whole. The disclosures in the financial statements are neutral, consistent, and clear. Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users.



Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. The following material misstatements detected as a result of audit procedures were corrected by management: Recognizing special assessment receivable and related adjustment to equity for revenue impact for certified assessments from 2020.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated June 30, 2022.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.



Other Matters

We applied certain limited procedures to the required supplementary information (RSI) (Management's Discussion and Analysis, the Schedules of Employer's Share of the Net Pension Liability, the Schedules of Employer's Contributions, the Schedule of Changes in Net Pension Liability (Asset) and Related Ratios), and the Schedules of Employer's Contributions, and the Schedule of changes in the City's OPEB Liability), which is information that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the supplementary information (Combining and Individual Fund Financial Statements and Schedules and Statistical Section), which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on the introductory section or statistical sections, which accompany the financial statements but are not RSI. We did not audit or perform other procedures on this other information and we do not express an opinion or provide any assurance on them.



Future Accounting Standard Changes

The following Governmental Accounting Standards Board (GASB) Statements have been issued and may have an impact on future City financial statements: ⁽¹⁾

GASB Statement No. 87 - Leases

Summary

The objective of this Statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments. This Statement increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities.

Effective Date and Transition

The requirements of this Statement are effective for fiscal years beginning after June 15, 2021, and all reporting periods thereafter.

Leases should be recognized and measured using the facts and circumstances that exist at the beginning of the period of implementation (or, if applied to earlier periods, the beginning of the earliest period restated). However, lessors should not restate the assets underlying their existing sales-type or direct financing leases. Any residual assets for those leases become the carrying values of the underlying assets.

How the Changes in This Statement Will Improve Accounting and Financial Reporting

This Statement will increase the usefulness of governments' financial statements by requiring reporting of certain lease liabilities that currently are not reported. It will enhance comparability of financial statements among governments by requiring lessees and lessors to report leases under a single model. This Statement also will enhance the decision-usefulness of the information provided to financial statement users by requiring notes to financial statements related to the timing, significance, and purpose of a government's leasing arrangements.



Future Accounting Standard Changes (Continued)

GASB Statement No. 91 - Conduit Debt Obligations

Summary

The primary objectives of this Statement are to provide a single method of reporting conduit debt obligations by issuers and eliminate diversity in practice associated with (1) commitments extended by issuers, (2) arrangements associated with conduit debt obligations, and (3) related note disclosures. This Statement achieves those objectives by clarifying the existing definition of a conduit debt obligation; establishing that a conduit debt obligation is not a liability of the issuer; establishing standards for accounting and financial reporting of additional commitments and voluntary commitments extended by issuers and arrangements associated with conduit debt obligations; and improving required note disclosures.

All conduit debt obligations involve the issuer making a limited commitment. Some issuers extend additional commitments or voluntary commitments to support debt service in the event the third party is, or will be, unable to do so.

An issuer should not recognize a conduit debt obligation as a liability. However, an issuer should recognize a liability associated with an additional commitment or a voluntary commitment to support debt service if certain recognition criteria are met. As long as a conduit debt obligation is outstanding, an issuer that has made an additional commitment should evaluate at least annually whether those criteria are met. An issuer that has made only a limited commitment should evaluate whether those criteria are met when an event occurs that causes the issuer to reevaluate its willingness or ability to support the obligor's debt service through a voluntary commitment.

This Statement also addresses arrangements - often characterized as leases - that are associated with conduit debt obligations. In those arrangements, capital assets are constructed or acquired with the proceeds of a conduit debt obligation and used by third-party obligors in the course of their activities. Payments from third-party obligors are intended to cover and coincide with debt service payments. During those arrangements, issuers retain the titles to the capital assets. Those titles may or may not pass to the obligors at the end of the arrangements.

This Statement requires issuers to disclose general information about their conduit debt obligations, organized by type of commitment, including the aggregate outstanding principal amount of the issuers' conduit debt obligations and a description of each type of commitment. Issuers that recognize liabilities related to supporting the debt service of conduit debt obligations also should disclose information about the amount recognized and how the liabilities changed during the reporting period.

Effective Date and Transition

The requirements of this Statement are effective for reporting periods beginning after December 15, 2021. Earlier application is encouraged.

How the Changes in This Statement Will Improve Accounting and Financial Reporting

The requirements of this Statement will improve financial reporting by eliminating the existing option for issuers to report conduit debt obligations as their own liabilities, thereby ending significant diversity in practice. The clarified definition will resolve stakeholders' uncertainty as to whether a given financing is, in fact, a conduit debt obligation. Requiring issuers to recognize liabilities associated with additional commitments extended by issuers and to recognize assets and deferred inflows of resources related to certain arrangements associated with conduit debt obligations also will eliminate diversity, thereby improving comparability in reporting by issuers. Revised disclosure requirements will provide financial statement users with better information regarding the commitments issuers extend and the likelihood that they will fulfill those commitments. That information will inform users of the potential impact of such commitments on the financial resources of issuers and help users assess issuers' roles in conduit debt obligations.



Future Accounting Standard Changes (Continued)

GASB Statement No. 92 - Omnibus 2020

Summary

The objectives of this Statement are to enhance comparability in accounting and financial reporting and to improve the consistency of authoritative literature by addressing practice issues that have been identified during implementation and application of certain GASB Statements. This Statement addresses a variety of topics and includes specific provisions about the following:

- The effective date of Statement No. 87, Leases, and Implementation Guide No. 2019-3, Leases, for interim financial reports
- Reporting of intra-entity transfers of assets between a primary government employer and a component unit defined benefit pension plan or defined benefit other postemployment benefit (OPEB) plan
- The applicability of Statements No. 73, Accounting and Financial Reporting for Pensions and Related Assets That Are Not within the Scope of GASB Statement 68, and Amendments to Certain Provisions of GASB Statements 67 and 68, as amended, and No. 74, Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans, as amended, to reporting assets accumulated for postemployment benefits
- The applicability of certain requirements of Statement No. 84, Fiduciary Activities, to postemployment benefit arrangements
- Measurement of liabilities (and assets, if any) related to asset retirement obligations (AROs) in a government acquisition
- Reporting by public entity risk pools for amounts that are recoverable from reinsurers or excess insurers
- Reference to nonrecurring fair value measurements of assets or liabilities in authoritative literature
- Terminology used to refer to derivative instruments.

Effective Date and Transition

The requirements of this Statement are effective as follows:

- The requirements related to the effective date of Statement 87 and Implementation Guide 2019-3, reinsurance recoveries, and terminology used to refer to derivative instruments are effective upon issuance.
- The requirements related to intra-entity transfers of assets and those related to the applicability of Statements 73 and 74 are effective for fiscal years beginning after June 15, 2020.
- The requirements related to application of Statement 84 to postemployment benefit arrangements and those related to nonrecurring fair value measurements of assets or liabilities are effective for reporting periods beginning after June 15, 2020.
- The requirements related to the measurement of liabilities (and assets, if any) associated with AROs in a government acquisition are effective for government acquisitions occurring in reporting periods beginning after June 15, 2020.

Earlier application is encouraged and is permitted by topic.



Future Accounting Standard Changes (Continued)

How the Changes in This Statement Will Improve Accounting and Financial Reporting

The requirements of this Statement will enhance comparability in the application of accounting and financial reporting requirements and will improve the consistency of authoritative literature. More comparable reporting will improve the usefulness of information for users of state and local government financial statements.

GASB Statement No. 93 - Replacement of Interbank Offered Rates

Summary

The objective of this Statement is to address those and other accounting and financial reporting implications that result from the replacement of an IBOR. This Statement achieves that objective by:

- Providing exceptions for certain hedging derivative instruments to the hedge accounting termination provisions when an IBOR is replaced as the reference rate of the hedging derivative instrument's variable payment
- Clarifying the hedge accounting termination provisions when a hedged item is amended to replace the reference rate
- Clarifying that the uncertainty related to the continued availability of IBORs does not, by itself, affect the assessment of whether the occurrence of a hedged expected transaction is probable
- Removing LIBOR as an appropriate benchmark interest rate for the qualitative evaluation of the effectiveness of an interest rate swap
- Identifying a Secured Overnight Financing Rate and the Effective Federal Funds Rate as appropriate benchmark interest rates for the qualitative evaluation of the effectiveness of an interest rate swap
- Clarifying the definition of reference rate, as it is used in Statement 53, as amended
- Providing an exception to the lease modifications guidance in Statement 87, as amended, for certain lease contracts that are amended solely to replace an IBOR as the rate upon which variable payments depend

Effective Date and Transition

The removal of LIBOR as an appropriate benchmark interest rate is effective for reporting periods ending after December 31, 2021. All other requirements of this Statement are effective for reporting periods beginning after June 15, 2020. Earlier application is encouraged. The exceptions to the existing provisions for hedge accounting termination and lease modifications in this Statement will reduce the cost of the accounting and financial reporting ramifications of replacing IBORs with other reference rates. The reliability and relevance of reported information will be maintained by requiring that agreements that effectively maintain an existing hedging arrangement continue to be accounted for in the same manner as before the replacement of a reference rate. As a result, this Statement will preserve the consistency and comparability of reporting hedging derivative instruments and leases after governments amend or replace agreements to replace an IBOR.

How the Changes in This Statement Will Improve Accounting and Financial Reporting

The requirements of this Statement will enhance comparability in the application of accounting and financial reporting requirements and will improve the consistency of authoritative literature. More comparable reporting will improve the usefulness of information for users of state and local government financial statements.



Future Accounting Standard Changes (Continued)

GASB Statement No. 94 - Public-Private and Public-Public Partnerships and Availability Payment Arrangements

Summary

The primary objective of this Statement is to improve financial reporting by addressing issues related to public-private and public-public partnership arrangements (PPPs). As used in this Statement, a PPP is an arrangement in which a government (the transferor) contracts with an operator (a governmental or nongovernmental entity) to provide public services by conveying control of the right to operate or use a nonfinancial asset, such as infrastructure or other capital asset (the underlying PPP asset), for a period of time in an exchange or exchange-like transaction. Some PPPs meet the definition of a service concession arrangement (SCA), which the Board defines in this Statement as a PPP in which (1) the operator collects and is compensated by fees from third parties; (2) the transferor determines or has the ability to modify or approve which services the operator is required to provide, to whom the operator is required to provide the services, and the prices or rates that can be charged for the services; and (3) the transferor is entitled to significant residual interest in the service utility of the underlying PPP asset at the end of the arrangement.

This Statement also provides guidance for accounting and financial reporting for availability payment arrangements (APAs). As defined in this Statement, an APA is an arrangement in which a government compensates an operator for services that may include designing, constructing, financing, maintaining, or operating an underlying nonfinancial asset for a period of time in an exchange or exchange-like transaction.

Effective Date and Transition

The requirements of this Statement are effective for fiscal years beginning after June 15, 2022, and all reporting periods thereafter. Earlier application is encouraged.

PPPs should be recognized and measured using the facts and circumstances that exist at the beginning of the period of implementation (or if applicable to earlier periods, the beginning of the earliest period restated).

How the Changes in This Statement Will Improve Accounting and Financial Reporting

The requirements of this Statement will improve financial reporting by establishing the definitions of PPPs and APAs and providing uniform guidance on accounting and financial reporting for transactions that meet those definitions. That uniform guidance will provide more relevant and reliable information for financial statement users and create greater consistency in practice. This Statement will enhance the decision usefulness of a government's financial statements by requiring governments to report assets and liabilities related to PPPs consistently and disclose important information about PPP transactions. The required disclosures will allow users to understand the scale and important aspects of a government's PPPs and evaluate a government's future obligations and assets resulting from PPPs.



Future Accounting Standard Changes (Continued)

GASB Statement No. 96 - Subscription-Based Information Technology Arrangements

Summary

This Statement provides guidance on the accounting and financial reporting for subscription-based information technology arrangements (SBITAs) for government end users (governments). This Statement (1) defines a SBITA; (2) establishes that a SBITA results in a right-to-use subscription asset - an intangible asset - and a corresponding subscription liability; (3) provides the capitalization criteria for outlays other than subscription payments, including implementation costs of a SBITA; and (4) requires note disclosures regarding a SBITA. To the extent relevant, the standards for SBITAs are based on the standards established in Statement No. 87, Leases, as amended.

Under this Statement, a government generally should recognize a right-to-use subscription asset - an intangible asset - and a corresponding subscription liability. A government should recognize the subscription liability at the commencement of the subscription term, - which is when the subscription asset is placed into service. The subscription liability should be initially measured at the present value of subscription payments expected to be made during the subscription term. Future subscription payments should be discounted using the interest rate the SBITA vendor charges the government, which may be implicit, or the government's incremental borrowing rate if the interest rate is not readily determinable. A government should recognize amortization of the discount on the subscription liability as an outflow of resources (for example, interest expense) in subsequent financial reporting periods.

This Statement provides an exception for short-term SBITAs. Short-term SBITAs have a maximum possible term under the SBITA contract of 12 months (or less), including any options to extend, regardless of their probability of being exercised. Subscription payments for short-term SBITAs should be recognized as outflows of resources.

This Statement requires a government to disclose descriptive information about its SBITAs other than short-term SBITAs, such as the amount of the subscription asset, accumulated amortization, other payments not included in the measurement of a subscription liability, principal and interest requirements for the subscription liability, and other essential information.

Effective Date and Transition

The requirements of this Statement are effective for fiscal years beginning after June 15, 2022, and all reporting periods thereafter. Earlier application is encouraged. Assets and liabilities resulting from SBITAs should be recognized and measured using the facts and circumstances that existed at the beginning of the fiscal year in which this Statement is implemented. Governments are permitted, but are not required, to include in the measurement of the subscription asset capitalizable outlays associated with the initial implementation stage and the operation and additional implementation stage incurred prior to the implementation of this Statement.

How the Changes in This Statement Will Improve Accounting and Financial Reporting

The requirements of this Statement will improve financial reporting by establishing a definition for SBITAs and providing uniform guidance for accounting and financial reporting for transactions that meet that definition. That definition and uniform guidance will result in greater consistency in practice. Establishing the capitalization criteria for implementation costs also will reduce diversity and improve comparability in financial reporting by governments. This Statement also will enhance the relevance and reliability of a government's financial statements by requiring a government to report a subscription asset and subscription liability for a SBITA and to disclose essential information about the arrangement. The disclosures will allow users to understand the scale and important aspects of a government's SBITA activities and evaluate a government's obligations and assets resulting from SBITAs.



Future Accounting Standard Changes (Continued)

GASB Statement No. 97 - *Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans - an amendment of GASB Statements No. 14 and No. 84, and a supersession of GASB Statement No. 32*

Summary

The primary objectives of this Statement are to (1) increase consistency and comparability related to the reporting of fiduciary component units in circumstances in which a potential component unit does not have a governing board and the primary government performs the duties that a governing board typically would perform; (2) mitigate costs associated with the reporting of certain defined contribution pension plans, defined contribution other postemployment benefit (OPEB) plans, and employee benefit plans other than pension plans or OPEB plans (other employee benefit plans) as fiduciary component units in fiduciary fund financial statements; and (3) enhance the relevance, consistency, and comparability of the accounting and financial reporting for Internal Revenue Code (IRC) Section 457 deferred compensation plans (Section 457 plans) that meet the definition of a pension plan and for benefits provided through those plans.

This Statement requires that for purposes of determining whether a primary government is financially accountable for a potential component unit, except for a potential component unit that is a defined contribution pension plan, a defined contribution OPEB plan, or another employee benefit plan (for example, certain Section 457 plans), the absence of a governing board should be treated the same as the appointment of a voting majority of a governing board if the primary government performs the duties that a governing board typically would perform.

This Statement also requires that the financial burden criterion in paragraph 7 of Statement No. 84, Fiduciary Activities, be applicable to only defined benefit pension plans and defined benefit OPEB plans that are administered through trusts that meet the criteria in paragraph 3 of Statement No. 67, Financial Reporting for Pension Plans, or paragraph 3 of Statement No. 74, Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans, respectively.

This Statement (1) requires that a Section 457 plan be classified as either a pension plan or another employee benefit plan depending on whether the plan meets the definition of a pension plan and (2) clarifies that Statement 84, as amended, should be applied to all arrangements organized under IRC Section 457 to determine whether those arrangements should be reported as fiduciary activities.

This Statement supersedes the remaining provisions of Statement No. 32, Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans, as amended, regarding investment valuation requirements for Section 457 plans. As a result, investments of all Section 457 plans should be measured as of the end of the plan's reporting period in all circumstances.

Effective Date and Transition

The requirements of this Statement that (1) exempt primary governments that perform the duties that a governing board typically performs from treating the absence of a governing board the same as the appointment of a voting majority of a governing board in determining whether they are financially accountable for defined contribution pension plans, defined contribution OPEB plans, or other employee benefit plans and (2) limit the applicability of the financial burden criterion in paragraph 7 of Statement 84 to defined benefit pension plans and defined benefit OPEB plans that are administered through trusts that meet the criteria in paragraph 3 of Statement 67 or paragraph 3 of Statement 74, respectively, are effective immediately.

The requirements of this Statement that are related to the accounting and financial reporting for Section 457 plans are effective for fiscal years beginning after June 15, 2021. For purposes of determining whether a primary government is financially accountable for a potential component unit, the requirements of this Statement that provide that for all other arrangements, the absence of a governing board be treated the same as the appointment of a voting majority of a governing board if the primary government performs the duties that a governing board typically would perform, are effective for reporting periods beginning after June 15, 2021. Earlier application of those requirements is encouraged and permitted by requirement as specified within this Statement.



Future Accounting Standard Changes (Continued)

The Board considered the effective dates for the requirements of this Statement in light of the COVID-19 pandemic and in concert with Statement No. 95, Postponement of the Effective Dates of Certain Authoritative Guidance.

How the Changes in This Statement Will Improve Accounting and Financial Reporting

The requirements of this Statement will result in more consistent financial reporting of defined contribution pension plans, defined contribution OPEB plans, and other employee benefit plans, while mitigating the costs associated with reporting those plans. The requirements also will enhance the relevance, consistency, and comparability of (1) the information related to Section 457 plans that meet the definition of a pension plan and the benefits provided through those plans and (2) investment information for all Section 457 plans.

⁽¹⁾ Note. From GASB Pronouncements Summaries. Copyright 2021 by the Financial Accounting Foundation, 401 Merritt 7, Norwalk, CT 06856, USA, and is reproduced with permission.

* * * *

Restriction on Use

This purpose of this communication is solely for the information and use of the City Council and management of the City and is not intended to be, and should not be used by anyone other than those specified parties.

Our audit would not necessarily disclose all weaknesses in the system because it was based on selected tests of the accounting records and related data. The comments and recommendations in the report are purely constructive in nature, and should be read in this context.

If you have any questions or wish to discuss any of the items contained in this letter, please feel free to contact us at your convenience. We wish to thank you for the continued opportunity to be of service and for the courtesy and cooperation extended to us by your staff.



Abdo
Minneapolis, Minnesota
June 30, 2022





Other Required Reports

City of Hopkins

Hopkins, Minnesota

For the year ended December 31, 2021



Edina Office

5201 Eden Avenue, Ste 250
Edina, MN 55436
P 952.835.9090
F 952.835.3261

Mankato Office

100 Warren Street, Ste 600
Mankato, MN 56001
P 507.625.2727
F 507.388.9139

City of Hopkins, Minnesota
Other Required Reports
Table of Contents
For the Year Ended December 31, 2021

	<u>Page No.</u>
Other Required Reports	
Independent Auditor's Report on Minnesota Legal Compliance	3
Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	4
Schedule of Finding and Responses	6

**INDEPENDENT AUDITOR'S REPORT
ON MINNESOTA LEGAL COMPLIANCE**

Honorable Mayor and City Council
City of Hopkins, Minnesota

We have audited, in accordance with auditing standards generally accepted in the United States of America, the financial statements of governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Hopkins, Minnesota (the City) as of and for the year ended December 31, 2021, and the related notes to the financial statements, and have issued our report thereon dated June 30, 2022.

In connection with our audit, nothing came to our attention that caused us to believe that the City failed to comply with the provisions of the contracting and bidding, deposits and investments, conflicts of interest, public indebtedness, claims and disbursements, miscellaneous provisions, and tax increment financing sections of the *Minnesota Legal Compliance Audit Guide for Cities*, promulgated by the State Auditor pursuant to Minn. Stat. § 6.65, except as described in the Schedule of Findings and Responses as items 2021-002 and 2021-003. However, our audit was not directed primarily toward obtaining knowledge of such noncompliance. Accordingly, had we performed additional procedures, other matters may have come to our attention regarding the City's noncompliance with the above referenced provisions, insofar as they relate to accounting matters.

This report is intended solely for the information and use those charged with governance and management of the City and the State Auditor and is not intended to be and should not be used by anyone other than these specified parties.



Abdo
Minneapolis, Minnesota
June 30, 2022

INDEPENDENT AUDITOR’S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Honorable Mayor and City Council
City of Hopkins, Minnesota

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Hopkins, Minnesota (the City), as of and for the year ended December 31, 2021, and the related notes to the financial statements, which collectively comprise the City’s basic financial statements, and have issued our report thereon dated June 30, 2022.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City’s internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City’s internal control. Accordingly, we do not express an opinion on the effectiveness of the City’s internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as described in the accompanying Schedule of Findings and Responses, we identified certain deficiencies in internal control that we consider to be a material weakness and a significant deficiency.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity’s financial statements will not be prevented or detected and corrected on a timely basis. We consider the deficiency described below as item 2021-001 to be a material weakness.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We noted no deficiencies during the year that we consider to be significant deficiencies

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed two instances of noncompliance or other matters that are required to be reported under Governmental Auditing Standards or Minnesota statutes described in the Schedule of Findings and responses as findings 2021-002 and 2021-003.

The City's Response to the Finding

The City's response to the finding identified in our audit are described in the accompanying Schedule of Finding and Responses. The City's responses were not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Abdo
Minneapolis, Minnesota
June 30, 2022



City of Hopkins, Minnesota
Schedule of Finding and Response
For the Year Ended December 31, 2021

<u>Finding</u>	<u>Description</u>
2021-001	Material Audit Adjustment
<i>Condition:</i>	During our audit, material adjustments were needed to correct the beginning equity from the prior years in relation to special assessments receivable and revenues.
<i>Criteria:</i>	Adjustments were needed to correct beginning balances. The financial statements are the responsibility of the City's management; therefore, the City must be able to prevent or detect a material misstatement in the financial statements.
<i>Cause:</i>	During the audit of special assessments it was noted that the beginning balances did not include assessments certified at the end of 2020 that should have been recorded as receivable. The failure to recognize special assessment receivable in the prior year caused an adjustment to the beginning equity.
<i>Effect:</i>	This indicates that it would be likely that a misstatement may occur and not be detected by the City's system of internal control.
<i>Recommendation:</i>	We recommend management review the general ledger and balance sheet for all audit sections to ensure all accruals are accurate at year end.

Management Response:

The City agrees with the finding. The City will review its procedures and controls related to year-end adjustments and reporting to ensure there are sufficient reviews in place to prevent misstatements.

City of Hopkins, Minnesota
Schedule of Findings and Responses- (Continued)
For the Year Ended December 31, 2021

<u>Finding</u>	<u>Description</u>
2021-002	Accepting Donations
<i>Condition:</i>	During our audit we noted that the City received donations during the year that were not approved by resolution.
<i>Criteria:</i>	In accordance with Minnesota statute, section 465.03, if the political subdivision accepts a grant or devise of real or personal property on terms, it needs to be prescribed by the donor made by resolution of the city council adopted by a two-thirds majority of its members and expressing such terms in full.
<i>Cause:</i>	The City had accepted a donation without approval by resolution.
<i>Effect:</i>	At year end, the City was not in compliance with Minnesota statute section 465.03.
<i>Recommendation:</i>	We recommend that in the future if the City is to receive donations, it receive approval by resolution by a two-thirds majority of the city council members.
<i>Management Response:</i>	
	The City agrees with the finding. The City will accept donations annually by resolution.
2021-003	Insufficient Collateral Coverage
<i>Condition:</i>	During our audit of Minnesota legal compliance requirements, we noted that the City's deposits were not sufficient to cover deposits.
<i>Criteria:</i>	In accordance with Minnesota Statute, section 118A.03, the City is required to have pledged collateral equal to 110 percent of the deposit not covered with insurance.
<i>Cause:</i>	The City had \$19,870,167 in deposits, of which the City was \$34,018 under the 110% requirement on December 31, 2021 due to large incoming wires near year end.
<i>Effect:</i>	At year end, the City did not have sufficient collateral pledged and therefore was not in compliance with state statute.
<i>Recommendation:</i>	We recommend the City establish a more specific understanding with the bank for the needed collateral and review month end procedures to ensure deposits are sufficiently collateralized.
<i>Management Response:</i>	
	The City agrees with the finding. The City will review its month end procedures to ensure that sufficient collateral is obtained.

**HOPKINS CITY COUNCIL
REGULAR MEETING PROCEEDINGS
JUNE 20, 2022**

CALL TO ORDER

Pursuant to due call and notice thereof a regular meeting of the Hopkins City Council was held on Monday, June 20, 2022 at 6:32 p.m. in the Council Chambers at City Hall, 1010 1st Street South.

Mayor Hanlon called the meeting to order with Council Members Balan, Beck, Garrido and Hunke attending. Others attending included City Manager Mornson, Management Analyst Imihy Bean, City Clerk Domeier, Finance Director Bishop, Director of Planning and Development Elverum, Community Development Coordinator Youngquist, City Planner Krzos and City Attorney Riggs.

ADOPT AGENDA

Patrick Hanlon stated the Consent Agenda addition to include the Approval of Temporary On-Sale Liquor License for St. Gabriel the Archangel Catholic Church.

Motion by Balan. **Second** by Hunke.

Motion to Adopt the Agenda.

Ayes: Balan, Beck, Garrido, Hanlon, Hunke

Nays: None. Motion carried.

PRESENTATIONS

III.1. Raspberry Festival Presentation; Yunker

Charlie Yunker, Raspberry Festival Committee Member provided an update on the festival.

CONSENT AGENDA

Council Member Balan requested pronoun clarification on item IV.4. Resolution Amending Legislative Policy Manual Chapters 1 to 4 under Policy 2-B, Section 3.01. Mr. Balan also questioned why the word citizen was changed to resident. City Clerk Domeier responded that staff uses residents over citizens as not all people that reside in Hopkins are citizens.

Motion to Approve the Consent Agenda.

1. Minutes of the June 7, 2022 City Council Meeting Proceedings
2. Minutes of the June 14, 2022 City Council Work Session Proceedings
3. Resolution Appointing Election Judges for the August 9, 2022 Primary Election; Domeier
4. Resolution Amending Legislative Policy Manual Chapters 1 to 4; Domeier
5. Amendment to the 2022 City Council Meeting Schedule; Domeier
6. Extension of On-Sale Liquor License for LTD Brewing LLC DBA LTD Brewing Co.; Domeier
7. Approval of Temporary On-Sale Liquor License for St. Gabriel the Archangel Catholic Church; Domeier

**HOPKINS CITY COUNCIL
REGULAR MEETING PROCEEDINGS
JUNE 20, 2022**

**Ayes: Balan, Beck, Garrido, Hanlon, Hunke
Nays: None. Motion carried.**

PUBLIC HEARING

V.1. Continuation of Public Hearing on the Approval of a Housing Program for a Multifamily Housing Development and the Issuance of Multifamily Housing Revenue Bonds for the Benefit of Alatus Hopkins LIHTC I LLC; Bishop

Finance Director Bishop provided a summary of City Council Report 2022-063. On June 7th, City Council opened a public hearing and continued it to June 20th. Following the closing of the public hearing on June 20th, City Council will be asked to approve a resolution which approves the issuance of approximately \$30 million of tax-exempt and taxable bonds, adopts a housing program and authorizes the execution of loan documents.

Mayor Hanlon opened the Public Hearing at 6:49 p.m.

Motion by Hunke. **Second** by Balan.

Motion to Close the Public Hearing

**Ayes: Balan, Beck, Garrido, Hanlon, Hunke
Nays: None. Motion carried.**

Motion by Balan. **Second** by Garrido.

Motion to Adopt Resolution 2022-040 Authorizing the Issuance, Sale, And Delivery of Multifamily Housing Revenue Bonds for the Benefit of Alatus Hopkins LIHTC I LLC; Approving a Housing Program; and Authorizing the Execution and Delivery of Documents Related Thereto.

**Ayes: Balan, Beck, Garrido, Hanlon, Hunke
Nays: None. Motion carried.**

V.2. 325 Blake Road Planned Unit Development (PUD) Amendment for Building A; Youngquist

Community Development Coordinator Youngquist provided a summary of City Council Report 2022-060. Alatus, LLC, on behalf of the property owner, the Minnehaha Creek Watershed District (MCWD), requests an amendment to the 325 Blake Road Planned Unit Development (PUD) for Building A, which is proposed on Lot 2, Block 2 of the newly created Mile 14 on Minnehaha Creek Addition.

Ms. Youngquist stated that emailed comments were received from Eric Anondson, 53 Jackson Ave S., Hopkins. She addressed the comments shared and provided clarifications on the remarks.

**HOPKINS CITY COUNCIL
REGULAR MEETING PROCEEDINGS
JUNE 20, 2022**

Mayor Hanlon opened the Public Hearing at 7:12 p.m.

Randy Ridenour, 1328 NE Lake Street, Hopkins, requested clarification on the AMI and questioned why the Fire Department is not full-time given the scope of the project. Ms. Youngquist and Director of Planning and Development Elverum explained the affordable housing component and requirements. Discussion was held regarding the role of the Met Council for funding and oversight. Council Member Beck provided a response on the full-time fire department questions along with the upcoming staffing study.

Motion by Balan. **Second** by Hunke.

Motion to Close the Public Hearing

Ayes: Balan, Beck, Garrido, Hanlon, Hunke

Nays: None. Motion carried.

The City Council supported the amendments with the reduced parking, more affordable units and transportation options. Council Member Hunke questioned if some of Mr. Anondson's public right-of-way comments could be discussed in the future. Ms. Youngquist stated that the comments would require discussion with the Public Works Department.

Motion by Beck. **Second** by Balan.

Motion to adopt Resolution 2022-044 approving an amendment to the 325 Blake Road Planned Unit Development (PUD) Agreement for Building A, subject to conditions.

Ayes: Balan, Beck, Garrido, Hanlon, Hunke

Nays: None. Motion carried.

NEW BUSINESS

VII.1. First Reading: Ordinance 2022-1180 Adopting the New Development Code of the City of Hopkins; Elverum

Director of Planning and Development Elverum provided a summary of City Council Report 2022-061. Updating the zoning code is a key first step in implementing the 2040 Comprehensive Plan – Cultivate Hopkins - and is required by state law. The current zoning ordinance was adopted in the late 1970s and has been amended numerous times, which sometimes results in inconsistency with the rest of the code. The proposed code reflects the vision for Hopkins, as set forth in the Comprehensive Plan and through community conversations. It reflects a shift from the existing conventional zoning regulations to a modernized hybrid zoning code that introduces form-based planning principles that focus on the way new development fits into the existing context while providing more flexibility in the use of property. Kirk Bishop was in attendance to provide more background on the changes to the zoning code.

**HOPKINS CITY COUNCIL
REGULAR MEETING PROCEEDINGS
JUNE 20, 2022**

Council Member Beck questioned if the Planning and Zoning Commission recommendations were incorporated into the draft. Mr. Bishop replied yes. Mr. Beck asked further questions about tree removals. Mr. Bishop clarified the tree survey requirements only apply to new developments; homeowners would not be burdened.

Council Member Hunke questioned the 10-foot garage setback in the alley. Ms. Elverum confirmed that Public Works staff was supportive of the zoning change. Mr. Hunke thanked the Planning and Zoning Commission for their review and recommendations. He also spoke to the equity policies that need to be done in coordination with the new code. Council Member Garrido looked forward to the same discussions in September.

Mayor Hanlon questioned the newly created notification process. Ms. Elverum explained the process for contacting apartment addresses. Mr. Hanlon also looked forward to addressing equity, sustainability and affordability.

Motion by Hunke. **Second** by Garrido.

Motion to adopt Resolution 2022-043, authorizing a first reading of Ordinance 2022-1180 Adopting the New Development Code of the City of Hopkins.

Ayes: Balan, Beck, Garrido, Hanlon, Hunke

Nays: None. Motion carried.

VII.2. Theater Site Redevelopment; Elverum

Director of Planning and Development Elverum provided a summary of the packet memo. Enclave has refined their project proforma and discussions with staff regarding the use of the municipal parking ramp have led to a determination of the assistance needed.

Council Member Hunke supported the municipal parking ramp usage. Brian Bochman with Enclave Properties provided more information about potential parking usage. Council Member Beck questioned the construction schedule. Mr. Bochman hoped the company would break ground this fall. Mr. Beck supported the construction schedule, upgrades to existing tenant spaces, and looked forward to the timeline moving along this fast. Council Member Garrido echoed Mr. Beck's comments. Council Member Balan was concerned about the \$1.25 million dollar request. Stacie Kvilvang with Ehlers provided information about the review of the development proforma. The current financial ask is within reason. Mayor Hanlon spoke to the investment value on Mainstreet. He supported the proposed parking ramp usage but requested that staff look at the inflation above 3%.

VII.3 Amendment to Spending of American Rescue Plan Act Funds Community Safety Working Group Recommendation; Bishop

Finance Director Bishop provided a summary of City Council Report 2022-052. In April 2022, Council approved a spending plan related to the City's ARPA funds with an allocation of \$500,000 for Community Safety with \$260,000 going for a police officer (two years) and \$240,000 set aside for Community Safety and Mental Health initiatives. The City brought together public, private and community stakeholders to take a

**HOPKINS CITY COUNCIL
REGULAR MEETING PROCEEDINGS
JUNE 20, 2022**

comprehensive approach to creating community and public safety solutions. The Group was asked to align on a goal, put together proposals, review outside resources and partnership opportunities and make a recommendation to Council about the use of the ARPA Funds allocated for community safety. City Manager Mornson stated that the youth social worker position should be changed to a youth outreach position.

Mayor Hanlon thanked all involved on the community safety work.

Motion by Hunke. **Second** by Garrido.

Motion to approve the proposed allocations recommended by the Community Safety Working Group.

Ayes: Balan, Beck, Garrido, Hanlon, Hunke

Nays: None. Motion carried.

ANNOUNCEMENTS

Mayor Hanlon provided the upcoming meeting schedule.

ADJOURNMENT

There being no further business to come before the City Council and upon a motion by Balan, second by Hunke, the meeting was unanimously adjourned at 8:56 p.m.

Respectfully Submitted,
Amy Domeier, City Clerk

ATTEST:

Patrick Hanlon, Mayor

Amy Domeier, City Clerk

**HOPKINS CITY COUNCIL
WORK SESSION PROCEEDINGS
JULY 12, 2022**

CALL TO ORDER

Pursuant to due call and notice thereof a work session of the Hopkins City Council was held on Tuesday, July 12, 2022 at 6:30 p.m. in the Council Chambers at City Hall, 1010 1st Street South.

Mayor Hanlon called the meeting to order with Council Members Balan, Beck, Garrido and Hunke attending. Others attending included City Manager Mornson, Assistant City Manager Lenz, City Clerk Domeier, Finance Director Bishop, Fire Chief Specken and Public Works Director Stanley.

2023 General Fund Budget and Tax Levy; Bishop

Finance Director Bishop presented the 2023 General Fund Budget, Tax Levy and General Fund Budget Surplus as outlined in the staff memorandum.

Council Member Beck requested more information on the 11th Avenue South street light project. Director of Public Works Stanley explained the lighting project upgrades and future pedestrian upgrades.

Mayor Hanlon acknowledged that expenditures have kept in line with inflation.

Council Member Balan requested more information on the Fire Command Officer. Fire Chief Specken provided information about the position. Council Member Hunke questioned the SAFER grant. Mr. Specken also explained the grant application process and potential outcomes. Mayor Hanlon asked Mr. Specken to explain the need for the staffing study. Mr. Specken shared the planning required with the current call loads, projected growth and challenges with finding paid on call firefighters. The study will include cost recovery models.

Mayor Hanlon questioned the ARPA fund balance. Mr. Bishop estimated about \$415,000 and explained it can be used for any government purpose. Mayor Hanlon supported using ARPA funds towards existing projects.

Council Member Hunke supported the building inspector position. Mayor Hanlon questioned the cost recovery being reviewed in the fall. Assistant City Manager Lenz stated that staff is reviewing fees and will be presenting amended fees this fall.

Council Member Balan encouraged staff to find opportunities to further lower the budget. Council Member Beck stated with the current condition of economy and other factors there may be some community pushback. He also supported using the ARPA funds towards existing projects or reducing the art center deficit. Mayor Hanlon acknowledged the improvement in the proposed levy and also encouraged staff to find opportunities to further lower the budget. Ms. Lenz noted that the one time expenditures are being paid for out of the reserves.

**HOPKINS CITY COUNCIL
WORK SESSION PROCEEDINGS
JULY 12, 2022**

ADJOURNMENT

There being no further business to come before the City Council, Mayor Hanlon adjourned the meeting at 7:14 p.m.

Respectfully Submitted,
Amy Domeier, City Clerk

ATTEST:

Patrick Hanlon, Mayor

Amy Domeier, City Clerk



July 19, 2022

Council Report 2022-064

Resolution Amending Fees in Appendix A of the Hopkins City Code

Staff recommends approval of the following motion: Move to approve Resolution 2022-045 Amending Fees in Appendix A of the Hopkins City Code.

Overview

The common fees for all City departments are adopted by resolution and included in the City Code. Staff has been working to establish baseline charges that included calculated amounts of staff time and overhead costs involved for each fee. The proposed fee amendments are timely as renewals will be generated before the next fee review. It is anticipated the next review will happen in October.

Primary Issues to Consider

- The proposed fee changes more accurately reflect the City’s staff time and costs associated for services.

Staff Recommendation

Staff recommends adjusting fees as outlined in Resolution 2022-045.

Supporting Documentation

- Resolution 2022-045

Amy Domeier, City Clerk

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

**CITY OF HOPKINS
HENNEPIN COUNTY, MINNESOTA**

RESOLUTION 2022-045

RESOLUTION AMENDING FEES IN APPENDIX A OF THE HOPKINS CITY CODE

WHEREAS, the City of Hopkins has reviewed Appendix A of the Hopkins City Code in order to establish logical and defensible fees; and

WHEREAS, The City of Hopkins has found certain fees and rates in need of adjustments and is hereby amended to add the double-underlined language and delete the ~~stricken~~ language as follows:

Rental Licensing		
Annual rental license	\$75.00 <u>\$100.00</u> plus \$10.00/unit	Per year

Miscellaneous		
Notary Services (non-resident fee)	\$5.00	Per signature

Police		
Alarm Registration	\$20.00 <u>\$30.00</u>	Per alarm registration
Copies of video tapes: \$20.00 per disk, payable with request. Copies of audio tapes: \$20.00 per disk, payable with request. <u>Copy of audio/video recordings: \$50 per USB drive, payable with request</u> Copies of photographs: \$5.00 per disk, \$25 per CD, payable with request. Special computer generated reports: \$25.00 minimum per report, plus postage if mailed. <u>Actual costs.</u>		

Rental Housing		
	Cost/Building	Cost/Dwelling Unit
Annual rental license	\$75.00	\$10.00/unit

Fire		
Fire prevention permit (exceptions noted by fire inspector)	\$65.00 <u>\$75.00</u>	Per permit
Additional fire prevention permit inspections	\$30.00 <u>\$40.00</u>	Per inspection
First and second fire inspection	\$50.00 <u>\$60.00</u> per hour	Per inspection
Third fire inspection	\$100.00 <u>\$120.00</u> per hour	Per inspection
Alarm registration	\$20.00 <u>\$30.00</u>	Per alarm registration

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Hopkins hereby adopts the fee adjustments as outlined above.

Adopted by the City Council of the City of Hopkins this 19th day of July, 2022.

By: _____
Patrick Hanlon, Mayor

ATTEST:

Amy Domeier, City Clerk



July 19, 2022

Council Report 2022-065

Resolution Authorizing Solicitation of Contributions to Fund Events that Foster Positive Relationships between Law Enforcement and the Community

Proposed Action

Staff recommends adoption of the following motion: Move to Approve Resolution 2022-047 a Resolution Authorizing Solicitation of Contributions to Fund Events that Foster Positive Relationships between Law Enforcement and the Community.

Overview

In 2017 a new law authorized cities to expend and raise funds on a limited basis for events that foster positive relationships between law enforcement and the community. Any home rule charter or statutory city may spend money for National Night Out events held within the city's boundaries. Any home rule charter or statutory city also may spend money for any event or purpose that the governing body determines will foster positive relationships between law enforcement and the community. Notwithstanding any law or ordinance to the contrary, any home rule charter city, statutory city, town, county, or school district may, by resolution, authorize officials and staff to solicit contributions for these events.

Supporting Information

- Resolution 2022-047

Brent Johnson, Chief of Police

Financial Impact: _____ Budgeted: Y/N __ Source: _____

Related Documents (CIP, ERP, etc.): _____

Notes:

**CITY OF HOPKINS
HENNEPIN COUNTY, MINNESOTA**

RESOLUTION 2022-047

**A RESOLUTION AUTHORIZING SOLICITATION OF CONTRIBUTIONS TO FUND
EVENTS THAT FOSTER POSITIVE RELATIONSHIPS BETWEEN LAW
ENFORCEMENT AND THE COMMUNITY**

WHEREAS, new law authorizes cities to solicit contributions to fund events that foster positive relationships between law enforcement and the community. 2017 Minn. Laws ch. 26, § 1 to be codified as Minn. Stat. § 471.198.

WHEREAS, events including, but not limited to, National Night Out, an annual community-building campaign, promote police-community partnerships and neighborhood camaraderie to make neighborhoods safer and more connected.

WHEREAS, National Night Out and similar events provide opportunities to bring police and neighbors together under positive circumstances.

WHEREAS, pursuant to this law, the City of Hopkins may authorize solicitation of contributions to hold or sponsor these events.

WHEREAS, the governing body determines National Night Out will foster positive relationships between law enforcement and the community.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HOPKINS, MINNESOTA AS FOLLOWS:

That this council hereby authorizes officials and staff to solicit contributions for the purposes of funding or supporting a National Night Out in this community.

Adopted by the City Council of the City of Hopkins this 19th day of July, 2022.

Patrick Hanlon, Mayor

ATTEST:

Amy Domeier, City Clerk



Resolution Adopting the Fencing Consortium Joint Powers Agreement

Proposed Action.

Staff recommends that the Council approve the following motion: Motion to Adopt Resolution 2022-048 Adopting the Fencing Consortium Joint Powers Agreement.

Overview:

In the spring of 2021, a significant number of public agency professionals (with police, fire, public works, and emergency management backgrounds) joined together to form a Fence Working Group to explore the identified challenges and develop a collective path forward. Based on the experience with civil unrest in Minneapolis and Brooklyn Center, the critical role that anti-scale fencing can serve for de-escalation and establishing a space for lawful protests became apparent. That said, it was also found that obtaining anti-scale fencing is a significant challenge due to a number of factors, as well as being very expensive. To respond to this identified need, a Fence Working Group was established.

The Fence Working Group's efforts have led to the formation of a Fencing Consortium. The Fencing Consortium is made up of local government agencies (members) that will; jointly contract with a fencing vendor for the availability, storage, maintenance, and transportation of anti-scale fencing (including vehicle gates and pedestrian doors). The Consortium will have, at a minimum, enough fencing for the largest police department building in the Consortium. However, the Consortium has the flexibility to increase the amount of fencing, gates, and doors as additional local governments join the Consortium.

The intent of the Fencing Consortium is to provide anti-scale fencing within hours, not days, around potentially impacted government building(s) in response to a critical incident. The goal of the anti-scale fencing is to de-escalate the potential tensions and try to reduce/eliminate the non-tangibles associated with civil unrest such as:

- 1) Provide physical separation between law enforcement and protestors
 - a. Promotes improved mental health environment for all (reduce PTSD)
 - b. Pre-plan and standardize perimeter layout
- 2) Reduce the need for crowd control measures to be used
 - a. Improved safety for all
 - b. Minimize potential impact on adjacent properties
 - c. Crowd control measures are seen as escalating
 - d. Another tool for law enforcement facilitating peaceful protests
- 3) Create a space for protesting
 - a. Not seen as officers vs. protestors, but protestors just protesting (including optics)
 - b. Supports efforts to coordinate/communicate with specific protest groups and organizers ahead of time

- c. Improved distinction between legal protestors and “violent and destructive actors”
(I)
 - d. Officers in riot gear and with crowd control measures are more likely to be able to remain out of sight of legal protestors
- 4) Reduce resource demands committed to one location
- a. Local law enforcement agencies are too small to handle large-scale civil disturbance
 - b. Potentially need fewer officers for security at the site
 - c. Free up more resources to continue to respond to calls for service in impacted community
 - d. Takes into consideration that protests may be protracted event

The purpose and structure of the Fence Consortium is to provide experienced leadership for fence deployment operations across multiple jurisdictions in a unified command structure and coordinate during the deployment of anti-scale fencing. This includes considering and planning for operational logistics and tactical planning associated with fence deployment. The Fence Consortium itself is a multi-agency, pre-planned, coordinated resource management system to continue efforts to minimize multiple local and state agencies from being over-extended.

Fence deployment team

One of the biggest costs and factors for the deployment of any fence is the labor, equipment, and scheduling of staffing to setup the fence. Because of this the Working Group determined that the best way to meet these challenges is to use the existing Statewide Public Works Mutual Aid Pact to provide the labor and equipment needed to deploy the fence. Just like police and fire use existing mutual aid agreements during civil unrest, public works would do the same. One key reason for this is that the JPA can leverage these other existing mutual aid agreements when it comes to labor considerations.

Each Consortium member would need to provide between 1 and 3 people who would be assigned to the Fence Deployment Team. This team would train 3 times a year (2 times in person) so that when the call to deploy the fence was made, everyone would be familiar with what needed to be done and it could be done as efficiently as possible. Each Consortium member would cover the costs, including if there was a deployment (likely overtime), of their staff on the Fence Deployment Team. Considerations will be made for really small public works departments (just a few members) or agencies with no public works staff.

State funding request

The Fence Consortium has requested \$5 million dollars from the State of Minnesota for the purchase of anti-scale fencing and associated vehicle gates and pedestrian doors. If obtained, the State funding for the purchase of anti-scale fencing for the Fencing Consortium will significantly reduce the on-going cost each Consortium member will pay for the storage, maintenance, and transportation of the anti-scale fence. This reduction in cost will improve equity in accessibility to this de-escalation and safety tool for communities across not only the Seven County Metro area, but also the state as a whole.

Prerequisites

Any agency participating in the Fence Consortium must be a member of the Statewide Public Works Mutual Aid Pact. Police and fire agency resources must be members of relevant mutual aid agreements.

Project cost

Each member agency's cost is pro-rated based on the footage of fencing needed for their location.

Supporting Information:

- Resolution 2022-048

A handwritten signature in cursive script that reads "Brent Johnson".

Brent Johnson, Chief of Police

**CITY OF HOPKINS
HENNEPIN COUNTY, MINNESOTA**

RESOLUTION 2022-048

**RESOLUTION ADOPTING THE FENCING
CONSORTIUM JOINT POWERS AGREEMENT**

WHEREAS, the governmental units in the state have experienced an increase in incidences of civil unrest with violent and destructive actors who pose a threat to the public, public personnel, buildings, and critical infrastructure; and

WHEREAS, the First Amendment of the United States Constitution protects the freedom of speech, the press, and the right of the people peaceably to assemble, and to petition the government for a redress of grievances; and

WHEREAS, recent experience has shown that the use of anti-scale fencing has greatly de-escalated tension between law enforcement and protesters; and

WHEREAS, by de-escalating the tension, the anti-scale fencing helps to reduce the trauma on the community, improve the safety for all, minimize the impact on neighboring properties, and reduce the community resources that have to be committed to such events; and

WHEREAS, governmental units have recognized the need to have ready access to anti-scalable fencing as a tool for de-escalation and community safety while protecting against violent and destructive actors; and

WHEREAS, the best means for a governmental unit to access such fencing in a timely and cost-effective manner is to work cooperatively with other governmental units; and

WHEREAS, the Fencing Consortium Joint Powers Agreement (“Fencing JPA”), which is incorporated herein by reference, establishes a joint board to obtain and make available to members anti-scalable fencing in response to critical incidences, sets out the powers of the joint board, requires members to pay their share of the fencing costs and operational costs of the Fencing Consortium, requires members to provide staffing to assemble and disassemble the fencing as part of the Public Works Mutual Aid Pact, and otherwise provides for the operation of the Fencing Consortium as a joint powers entity; and

WHEREAS, the governmental unit is a member of the Public Works Mutual Aid Pact and is otherwise eligible to adopt the Fencing JPA; and

WHEREAS, it is in the best interests of the community to become a member and participate in the Fencing Consortium.

NOW, THEREFORE, BE IS RESOLVED, BY THE CITY COUNCIL OF THE CITY OF HOPKINS, MINNESOTA AS FOLLOWS:

1. The Fencing JPA is hereby approved and adopted.
2. The City Manager is authorized and directed to make nominations and to cast votes on persons to be elected to the Fencing Consortium Board of Directors.
3. Staff are authorized and directed to do each of the following:
 - a. Submit a fully executed copy of this Resolution as directed in the Fencing JPA to indicate membership in the Fencing Consortium;
 - b. Designate a primary and secondary point of contact for the Fencing Consortium for administrative purposes.
 - c. Coordinate with the other Fencing Consortium members and the Board on the selection of staff from the public works department to serve on the fencing deployment team; and
 - d. To take such other actions as may be needed to carry out the intent of this Resolution and as may be required under the terms of the Fencing JPA.

Adopted by the City Council of the City of Hopkins this 19th day of July, 2022.

Patrick Hanlon, Mayor

ATTEST:

Amy Domeier, City Clerk

CITY OF HOPKINS

FINANCE DEPARTMENT

MEMORANDUM

Date: June 29, 2022
To: Honorable Mayor and Members of the City Council
From: Nicholas Bishop, Finance Director
Subject: Ratify Checks Issued in June 2022

The checks issued between May 27, 2022 and June 29, 2022 were number 127102 thru 127513, for a total distribution of \$2,247,518.87.

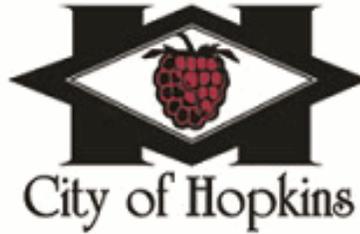
The checks issued, along with the purpose for those payments are attached for your review.

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: 6/29/2022 7:45 AM



1010 First Street South
Hopkins, MN 55343

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

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
127102	28422	ADVANCED IMAGING SOLUTIONS	06/02/2022	0.00	4,814.23
127103	31081	ALLEN'S SERVICE	06/02/2022	0.00	210.00
127104	01600	APACHE GROUP	06/02/2022	0.00	1,757.80
127105	01728	ASTLEFORD INTERNATL & ISUZU	06/02/2022	0.00	388.32
127106	02031	B & W SPECIALTY COFFEE CO	06/02/2022	0.00	592.14
127107	30899	BAUERS MINNOCO	06/02/2022	0.00	135.65
127108	26976	BUCKEYE INTERNATIONAL INC	06/02/2022	0.00	826.08
127109	03160	CENTERPOINT ENERGY MINNEGASC	06/02/2022	0.00	93.10
127110	30127	CINTAS CORPORATION NO. 2	06/02/2022	0.00	156.92
127111	26951	COMCAST	06/02/2022	0.00	14.70
127112	26951	COMCAST	06/02/2022	0.00	348.35
127113	26951	COMCAST	06/02/2022	0.00	286.85
127114	26951	COMCAST	06/02/2022	0.00	69.95
127115	03628	COMMERCIAL ASPHALT CO	06/02/2022	0.00	73.61
127116	30560	COMPUTER INTEGRATION TECHNOL	06/02/2022	0.00	1,837.50
127117	03640	CPT SERVICES, INC	06/02/2022	0.00	8,037.09
127118	03808	CUMMINS SALES AND SERVICE	06/02/2022	0.00	956.81
127119	04165	DELEGARD TOOL CO	06/02/2022	0.00	15.11
127120	28898	ECM PUBLISHERS INC	06/02/2022	0.00	71.40
127121	29520	ECOLAB	06/02/2022	0.00	213.76
127122	30330	FAE LSE 6 LLC	06/02/2022	0.00	4,968.74
127123	30601	FAE LSE 8 LLC	06/02/2022	0.00	4,692.09
127124	29491	FERGUSON WATERWORKS #2518	06/02/2022	0.00	3,914.00
127125	06567	FORCE AMERICA	06/02/2022	0.00	220.00
127126	30549	FRONTLINE PUBLIC SAFETY SOLUTIO	06/02/2022	0.00	1,575.00
127127	07185	GENUINE PARTS	06/02/2022	0.00	794.54
127128	30555	MARGARET GONGOLL	06/02/2022	0.00	405.00
127129	29377	GRAINGER, INC	06/02/2022	0.00	746.17
127130	30854	GREAT RIVER AUTOMATION LLC	06/02/2022	0.00	412.50
127131	31143	SARA HALPERN	06/02/2022	0.00	280.00
127132	08004	HANCE HARDWARE, INC	06/02/2022	0.00	1,445.05
127133	08038	HAWKINS, INC	06/02/2022	0.00	3,695.99
127134	29060	HD SUPPLY FACILITIES MAINTENANC	06/02/2022	0.00	170.63
127135	31222	MATTHEW HEGER	06/02/2022	0.00	480.60
127136	27248	HENNEPIN CTY TREASURER	06/02/2022	0.00	1,005.00
127137	08401	HILDI INC	06/02/2022	0.00	1,100.00
127138	30048	RICH HILL	06/02/2022	0.00	500.00
127139	29345	IMPACT MAILING OF MN	06/02/2022	0.00	3,152.50
127140	09534	INTERSTATE BATTERY SYSTEM	06/02/2022	0.00	1,149.15
127141	30269	JANELLE JASPERS JONES	06/02/2022	0.00	360.00
127142	29249	JR'S ADVANCED RECYCLERS	06/02/2022	0.00	90.00
127143	29366	KAY PARK & RECREATION	06/02/2022	0.00	2,131.00
127144	11327	KILLMER ELECTRIC CO INC	06/02/2022	0.00	13,870.00
127145	29154	MARK KROPIDLOWSKI	06/02/2022	0.00	150.00
127146	29774	LAURSEN PIANO SERVICE	06/02/2022	0.00	120.00
127147	13012	MACQUEEN EQUIPMENT INC	06/02/2022	0.00	4,243.12
127148	31214	MARIA MICHELE MAURER	06/02/2022	0.00	75.00

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
127149	30377	MCA	06/02/2022	0.00	651.00
127150	13167	MENARDS	06/02/2022	0.00	64.99
127151	13207	MENARDS	06/02/2022	0.00	45.59
127152	13172	METRO ELEVATOR, INC	06/02/2022	0.00	175.00
127153	29177	RENEE A MEUWISSEN	06/02/2022	0.00	345.00
127154	13275	MICRO CENTER	06/02/2022	0.00	563.82
127155	13438	MN DEPT OF HEALTH	06/02/2022	0.00	40.00
127156	13438	MN DEPT OF HEALTH	06/02/2022	0.00	40.00
127157	31279	BRANDON MOVALL	06/02/2022	0.00	141.45
127158	14582	NORTHWEST ASPHALT INC	06/02/2022	0.00	72,893.97
127159	30600	ROBERT OLSON	06/02/2022	0.00	435.00
127160	30003	PARKITECT	06/02/2022	0.00	340.24
127161	30199	PULSE ELECTRIC	06/02/2022	0.00	16,894.00
127162	19290	SHADYWOOD TREE EXPERTS, INC	06/02/2022	0.00	4,705.90
127163	29384	SITEONE LANDSCAPE SUPPLY	06/02/2022	0.00	1,573.53
127164	19602	SPS COMPANIES INC	06/02/2022	0.00	2,005.32
127165	30091	RAY STAFFORD	06/02/2022	0.00	480.00
127166	28907	TILLER CORPORATION	06/02/2022	0.00	1,990.56
127167	29795	TRANE	06/02/2022	0.00	364.06
127168	30189	VAN PAPER SUPPLY COMPANY	06/02/2022	0.00	157.92
127169	29466	VERIZON WIRELESS	06/02/2022	0.00	1,121.28
127170	29473	VERIZON WIRELESS	06/02/2022	0.00	334.54
127171	29475	VERIZON WIRELESS	06/02/2022	0.00	105.03
127172	22563	VOSS LIGHTING	06/02/2022	0.00	348.60
127173	28123	WRAP CITY GRAPHICS INC	06/02/2022	0.00	190.00
127174	25080	XCEL ENERGY	06/02/2022	0.00	564.15
127175	26320	ZIEGLER, INC	06/02/2022	0.00	809.30
				Total for 6/2/2022:	180,025.70
127176	30631	VITALS AWARE SERVICES INC	06/06/2022	0.00	2,626.00
				Total for 6/6/2022:	2,626.00
127177	29270	A-1 OUTDOOR POWER INC	06/09/2022	0.00	1,266.93
127178	01543	ANCOM COMMUNICATIONS INC	06/09/2022	0.00	2,395.00
127179	31061	APPLE AUTOS COMMERCIAL SALES &	06/09/2022	0.00	35,358.40
127180	31280	BACHMAN'S PLYMOUTH	06/09/2022	0.00	78.39
127181	02047	BADGER METER INC	06/09/2022	0.00	224.34
127182	30481	BATTERIES PLUS BULBS #018	06/09/2022	0.00	118.85
127183	02162	BECKER ARENA PRODUCTS, INC	06/09/2022	0.00	463.45
127184	29817	GARY BINGER	06/09/2022	0.00	3,200.00
127185	02563	BOLTON & MENK, INC	06/09/2022	VOID	331,111.47
127186	02563	BOLTON & MENK, INC	06/09/2022	VOID	682,537.00
127187	02563	BOLTON & MENK, INC	06/09/2022	0.00	14,117.50
127188	02563	BOLTON & MENK, INC	06/09/2022	0.00	31,286.60
127189	02563	BOLTON & MENK, INC	06/09/2022	0.00	13,916.90
127190	27782	BOUND TREE MEDICAL LLC	06/09/2022	0.00	201.96
127191	03160	CENTERPOINT ENERGY MINNEGASC	06/09/2022	0.00	8,423.08
127192	30127	CINTAS CORPORATION NO. 2	06/09/2022	0.00	75.40
127193	30038	CIVICPLUS, INC.	06/09/2022	0.00	1,154.08
127194	26951	COMCAST	06/09/2022	0.00	10.50
127195	03628	COMMERCIAL ASPHALT CO	06/09/2022	0.00	2,922.75
127196	31281	CONFLUENCE INC	06/09/2022	0.00	2,784.10
127197	29981	CORE & MAIN LP	06/09/2022	0.00	2,029.79
127198	31032	COVERALL NORTH AMERICA	06/09/2022	0.00	5,423.50
127199	03640	CPT SERVICES, INC	06/09/2022	0.00	3,298.31

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
127200	27060	CROWN MARKING INC	06/09/2022	0.00	37.45
127201	28747	CULLIGAN BOTTLED WATER CO	06/09/2022	0.00	199.74
127202	03808	CUMMINS SALES AND SERVICE	06/09/2022	0.00	1,059.20
127203	04004	DALCO ENTERPRISES INC	06/09/2022	0.00	422.46
127204	04690	DRISKILLS FOODS	06/09/2022	0.00	130.59
127205	04690	DRISKILLS FOODS	06/09/2022	0.00	15.29
127206	05484	EMBROIDERY SHOP	06/09/2022	0.00	140.48
127207	29006	ENTERPRISE FLEET MANAGEMENT	06/09/2022	0.00	2,797.19
127208	29661	ESS BROTHERS & SONS	06/09/2022	0.00	753.78
127209	06008	FASTENAL CO	06/09/2022	0.00	101.68
127210	29491	FERGUSON WATERWORKS #2518	06/09/2022	0.00	46,038.76
127211	07564	GOPHER STATE ONE-CALL, INC	06/09/2022	0.00	499.50
127212	07681	GRAINGER, INC	06/09/2022	0.00	61.65
127213	08001	HACH COMPANY	06/09/2022	0.00	555.47
127214	08324	HIGHVIEW PLUMBING INC	06/09/2022	0.00	5,149.46
127215	08576	HOPKINS F.D. RELIEF ASSOC	06/09/2022	0.00	900.00
127216	08576	HOPKINS F.D. RELIEF ASSOC	06/09/2022	0.00	650.00
127217	08620	HOPKINS ROTARY	06/09/2022	0.00	250.00
127218	09085	ICMA - ROTH IRA - 706260	06/09/2022	0.00	1,336.40
127219	09578	INNOVATIVE OFFICE SOLUTIONS	06/09/2022	0.00	540.40
127220	28825	JOBS FOUNDATION	06/09/2022	0.00	1,845.71
127221	29249	JR'S ADVANCED RECYCLERS	06/09/2022	0.00	40.00
127222	31283	KD & COMPANY RECYCLING INC	06/09/2022	0.00	7,457.09
127223	03369	LEAGUE OF MN CITIES	06/09/2022	0.00	2,664.00
127224	12160	LEAGUE OF MN CITIES	06/09/2022	0.00	87,523.00
127225	12160	LEAGUE OF MN CITIES	06/09/2022	0.00	68,459.00
127226	30128	MATTHEW LEX	06/09/2022	0.00	17.50
127227	31257	SCOTT ANDREWS MARKS	06/09/2022	0.00	1,025.00
127228	13275	MICRO CENTER	06/09/2022	0.00	988.92
127229	30363	MINNEAPOLIS OXYGEN COMPANY	06/09/2022	0.00	87.92
127230	13354	MN BENEFIT ASSOCIATION	06/09/2022	0.00	37.18
127231	13375	MN DEPT OF HEALTH	06/09/2022	0.00	8,590.00
127232	13399	MN SAFETY COUNCIL, INC	06/09/2022	0.00	345.00
127233	30300	NORDIC SOLAR HOLDCO LLC	06/09/2022	0.00	4,522.85
127234	27224	PPG ARCHITECTURAL FINISHES	06/09/2022	0.00	559.29
127235	04573	QUALITY RESOURCE GROUP INC	06/09/2022	0.00	109.28
127236	17806	QWEST CORP	06/09/2022	0.00	60.30
127237	18327	REINDERS INC	06/09/2022	0.00	170.00
127238	09084	ICMA RETIREMENT TRUST- 300824	06/09/2022	0.00	2,203.28
127239	31261	MICHAEL L RUTH	06/09/2022	0.00	280.00
127240	19117	SCHERER BROS. LUMBER CO.	06/09/2022	0.00	126.40
127241	19085	SCHINDLER ELEVATOR CORP	06/09/2022	0.00	1,825.96
127242	28309	SCOTT COUNTY TREASURER	06/09/2022	0.00	200.00
127243	19296	SHAKOPEE GRAVEL INC	06/09/2022	0.00	626.47
127244	31168	LAUREN SHEGSTAD	06/09/2022	0.00	1,320.50
127245	29609	SHRED-N-GO	06/09/2022	0.00	4,050.00
127246	29384	SITEONE LANDSCAPE SUPPLY	06/09/2022	0.00	59.49
127247	19520	SNAP PRINT INC	06/09/2022	0.00	192.38
127248	19766	STAR TRIBUNE	06/09/2022	0.00	177.74
127249	30243	STERNBERG LANTERNS, INC.	06/09/2022	0.00	10.00
127250	30226	SUNBELT RENTALS, INC.	06/09/2022	0.00	860.00
127251	28755	THALES CONSULTING INC	06/09/2022	0.00	4,000.00
127252	31157	THOMPSON INSPECTIONS INC	06/09/2022	0.00	1,772.07
127253	28907	TILLER CORPORATION	06/09/2022	0.00	90.00
127254	20560	TOLL GAS & WELDING SUPPLY	06/09/2022	0.00	162.06
127255	29795	TRANE	06/09/2022	0.00	294.67
127256	30093	TRANSUNION RISK AND ALTERNATIV	06/09/2022	0.00	295.00

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
127257	20687	TRI-STATE BOBCAT INC	06/09/2022	0.00	33.79
127258	20887	TWIN CITY WATER CLINIC	06/09/2022	0.00	340.00
127259	31275	DEBT MGMT SERVICES US DEPT OF T	06/09/2022	0.00	49.35
127260	30819	VERIZON WIRELESS	06/09/2022	0.00	360.09
127261	22563	VOSS LIGHTING	06/09/2022	0.00	224.00
127262	31284	WELDON BROBERG CONSTRUCTION	06/09/2022	0.00	446.47
127263	31282	WINCAN LLC	06/09/2022	0.00	3,479.75
127264	25080	XCEL ENERGY	06/09/2022	0.00	1,557.97
127265	25080	XCEL ENERGY	06/09/2022	0.00	56.19
127266	25080	XCEL ENERGY	06/09/2022	0.00	19,395.94
127267	25080	XCEL ENERGY	06/09/2022	0.00	72.12
127268	25080	XCEL ENERGY	06/09/2022	0.00	45.95
127269	25080	XCEL ENERGY	06/09/2022	0.00	1,205.77
127270	25080	XCEL ENERGY	06/09/2022	0.00	179.96
127271	26320	ZIEGLER, INC	06/09/2022	0.00	1,928.71
127272	29331	POSTMASTER	06/09/2022	0.00	414.41
Total for 6/9/2022:				1,013,648.47	423,227.86
127273	01767	A TO Z RENTAL CENTER	06/15/2022	0.00	148.50
127274	28123	WRAP CITY GRAPHICS INC	06/15/2022	0.00	650.00
127275	01521	ANCHOR PAPER COMPANY	06/15/2022	0.00	1,365.00
127276	28600	APPLE VALLEY FORD LINCOLN	06/15/2022	0.00	744.20
127277	02031	B & W SPECIALTY COFFEE CO	06/15/2022	0.00	788.99
127278	29512	BACHMAN'S	06/15/2022	0.00	99.07
127279	27839	BATTERIES R US	06/15/2022	0.00	121.73
127280	30437	BCA	06/15/2022	0.00	33.25
127281	30366	BERRY COFFEE COMPANY INC	06/15/2022	0.00	74.60
127282	27822	BRADS PRO AUDIO	06/15/2022	0.00	500.00
127283	27822	BRADS PRO AUDIO	06/15/2022	0.00	500.00
127284	28430	CENTURY LINK	06/15/2022	0.00	40.85
127285	28981	CHESTNUT CAMBRONNE PA	06/15/2022	0.00	14,200.38
127286	26951	COMCAST	06/15/2022	0.00	404.74
127287	26951	COMCAST	06/15/2022	0.00	153.35
127288	26951	COMCAST	06/15/2022	0.00	135.97
127289	26951	COMCAST	06/15/2022	0.00	104.20
127290	30560	COMPUTER INTEGRATION TECHNOL	06/15/2022	0.00	1,439.00
127291	31281	CONFLUENCE INC	06/15/2022	0.00	6,014.57
127292	29981	CORE & MAIN LP	06/15/2022	0.00	11,427.00
127293	31182	COVERTTRACK GROUP INC	06/15/2022	0.00	1,200.00
127294	27060	CROWN MARKING INC	06/15/2022	0.00	21.50
127295	29303	DIVERSIFIED COFFEE PRODUCTS	06/15/2022	0.00	266.98
127296	04690	DRISKILLS FOODS	06/15/2022	0.00	191.92
127297	04690	DRISKILLS FOODS	06/15/2022	0.00	115.15
127298	29520	ECOLAB	06/15/2022	0.00	213.76
127299	29398	ENTERPRISE FLEET MANAGEMENT	06/15/2022	0.00	2,165.66
127300	06008	FASTENAL CO	06/15/2022	0.00	23.33
127301	29491	FERGUSON WATERWORKS #2518	06/15/2022	0.00	263.20
127302	07185	GENUINE PARTS	06/15/2022	0.00	992.85
127303	07577	GOODPOINT TECHNOLOGY INC	06/15/2022	0.00	6,678.80
127304	07681	GRAINGER, INC	06/15/2022	0.00	408.34
127305	31222	MATTHEW HEGER	06/15/2022	0.00	311.36
127306	29748	HENNEPIN COUNTY PUBLIC WORKS	06/15/2022	0.00	15,359.09
127307	08166	HENNEPIN CTY TREASURER	06/15/2022	0.00	1,840.11
127308	08166	HENNEPIN CTY TREASURER	06/15/2022	0.00	3,357.00
127309	08166	HENNEPIN CTY TREASURER	06/15/2022	0.00	257.40
127310	08179	HENNEPIN CTY TREASURER	06/15/2022	0.00	751.14

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
127311	08186	HENNEPIN CTY TREASURER	06/15/2022	0.00	87.00
127312	08223	HENNEPIN CTY TREASURER	06/15/2022	0.00	12,607.00
127313	08336	HIRSHFIELDS	06/15/2022	0.00	229.58
127314	31056	HOPKINS MENS SHED	06/15/2022	0.00	156.00
127315	29612	INTERNATIONAL CHEMTEX	06/15/2022	0.00	427.99
127316	09537	INTERNATIONAL CODE COUNCIL	06/15/2022	0.00	145.00
127317	09534	INTERSTATE BATTERY SYSTEM	06/15/2022	0.00	200.90
127318	28537	IS LAX LLC	06/15/2022	0.00	823.46
127319	31169	CAMERON JONES	06/15/2022	0.00	400.00
127320	29249	JR'S ADVANCED RECYCLERS	06/15/2022	0.00	240.00
127321	31283	KD & COMPANY RECYCLING INC	06/15/2022	0.00	267.18
127322	11327	KILLMER ELECTRIC CO INC	06/15/2022	0.00	903.76
127323	31286	SARAH JEAN KRUEGER	06/15/2022	0.00	300.00
127324	03369	LEAGUE OF MN CITIES	06/15/2022	0.00	449.00
127325	28726	KAREN LEGENHAUSEN	06/15/2022	0.00	500.00
127326	29529	LEXISNEXIS RISK SOLUTIONS	06/15/2022	0.00	93.79
127327	13012	MACQUEEN EQUIPMENT INC	06/15/2022	0.00	150.14
127328	13160	MEDICINE LAKE TOURS	06/15/2022	0.00	1,368.00
127329	13172	METRO ELEVATOR, INC	06/15/2022	0.00	175.00
127330	13179	METROPOLITAN COUNCIL	06/15/2022	0.00	71,344.35
127331	13179	METROPOLITAN COUNCIL	06/15/2022	0.00	141,536.23
127332	13363	MN CITY/COUNTY MGMT ASSOC	06/15/2022	0.00	75.00
127333	13383	MN FIRE SERVICE CERT BOARD	06/15/2022	0.00	480.00
127334	28599	MN PUBLIC RADIO	06/15/2022	0.00	828.00
127335	31285	MN SECRETARY OF STATE- BUSINESS	06/15/2022	0.00	25.00
127336	28034	MN/WI PLAYGROUND INC	06/15/2022	0.00	4,950.00
127337	31287	KAREN MURRAY	06/15/2022	0.00	245.00
127338	16440	PLASTIC BAGMART INC	06/15/2022	0.00	1,677.60
127339	16801	PUMP & METER SERVICE, INC	06/15/2022	0.00	1,273.31
127340	04573	QUALITY RESOURCE GROUP INC	06/15/2022	0.00	2,489.82
127341	18164	RED WING BUSINESS ADVANTAGE AC	06/15/2022	0.00	63.00
127342	28533	RODNEY J RODMAN	06/15/2022	0.00	3,000.00
127343	30489	ISAAC SAMMIS	06/15/2022	0.00	500.00
127344	19520	SNAP PRINT INC	06/15/2022	0.00	292.18
127345	30495	SPEEDWAY LLC	06/15/2022	0.00	70.00
127346	28590	ST CLOUD STATE UNIV	06/15/2022	0.00	455.00
127347	19752	STAGES THEATRE COMPANY	06/15/2022	0.00	973.50
127348	20120	TDS METROCOM - MN	06/15/2022	0.00	340.02
127349	20560	TOLL GAS & WELDING SUPPLY	06/15/2022	0.00	51.22
127350	30506	TONKADALE INC	06/15/2022	0.00	53.88
127351	29644	TRENCHERS PLUS	06/15/2022	0.00	350.04
127352	27981	ULINE INC	06/15/2022	0.00	629.16
127353	30189	VAN PAPER SUPPLY COMPANY	06/15/2022	0.00	24.46
127354	23325	WILSONS NURSERY	06/15/2022	0.00	10,303.00
Total for 6/15/2022:				0.00	334,916.56
127355	31290	A TO Z ASPHALT INC	06/22/2022	0.00	1,194.40
127356	30728	AFSCME COUNCIL 5	06/22/2022	0.00	895.03
127357	01328	AIRGAS USA	06/22/2022	0.00	150.68
127358	31299	ALL IN ONE TRANSLATION AGENCY	06/22/2022	0.00	139.00
127359	31081	ALLEN'S SERVICE	06/22/2022	0.00	125.00
127360	31241	AMERICAN SEWER LLC	06/22/2022	0.00	770.00
127361	28600	APPLE VALLEY FORD LINCOLN	06/22/2022	0.00	237.41
127362	02031	B & W SPECIALTY COFFEE CO	06/22/2022	0.00	226.75
127363	31296	JOHNNY BALMER	06/22/2022	0.00	125.00
127364	UB*00792	AARON BARUCH	06/22/2022	0.00	52.80

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
127365	30899	BAUERS MINNOCO	06/22/2022	0.00	87.86
127366	02323	BITUMINOUS ROADWAYS, INC	06/22/2022	0.00	682,537.00
127367	UB*00784	TYLER BIWAN	06/22/2022	0.00	39.97
127368	28848	BOUNDLESS NETWORK INC	06/22/2022	0.00	718.95
127369	27822	BRADS PRO AUDIO	06/22/2022	0.00	500.00
127370	UB*00787	ANDREW W BRAUN	06/22/2022	0.00	63.52
127371	UB*00786	DAVID CARISCH	06/22/2022	0.00	38.34
127372	29416	CDW GOVERNMENT	06/22/2022	0.00	4,866.68
127373	28430	CENTURY LINK	06/22/2022	0.00	13.17
127374	28430	CENTURY LINK	06/22/2022	0.00	53.73
127375	28430	CENTURY LINK	06/22/2022	0.00	44.95
127376	UB*00788	DANIELLE CHERRILL	06/22/2022	0.00	215.00
127377	31267	CINTAS CORPORATOIN	06/22/2022	0.00	723.78
127378	27467	CITY OF ST PAUL	06/22/2022	0.00	307.72
127379	30038	CIVICPLUS, INC.	06/22/2022	0.00	320.00
127380	30411	JAMES CLARK	06/22/2022	0.00	350.00
127381	31300	CLEAR CHANNEL OUTDOOR HOLDIN	06/22/2022	0.00	150.00
127382	03800	CULLIGAN - METRO	06/22/2022	0.00	81.50
127383	04004	DALCO ENTERPRISES INC	06/22/2022	0.00	46.94
127384	01523	EARL F. ANDERSEN, INC	06/22/2022	0.00	178.30
127385	28898	ECM PUBLISHERS INC	06/22/2022	0.00	59.50
127386	05282	EHLERS AND ASSOCIATES, INC	06/22/2022	0.00	7,275.00
127387	06008	FASTENAL CO	06/22/2022	0.00	581.24
127388	31076	FERGUSON US HOLDINGS INC	06/22/2022	0.00	850.35
127389	28312	FIRE CATT	06/22/2022	0.00	3,129.00
127390	UB*00780	ALEX FUNK	06/22/2022	0.00	5.82
127391	29377	GRAINGER, INC	06/22/2022	0.00	1,318.65
127392	29820	GROUP HEALTH PLAN INC	06/22/2022	0.00	168.00
127393	UB*00778	JARED HENDERSON	06/22/2022	0.00	70.00
127394	08184	HENNEPIN CTY TREASURER	06/22/2022	0.00	342.23
127395	08223	HENNEPIN CTY TREASURER	06/22/2022	0.00	600.00
127396	27248	HENNEPIN CTY TREASURER	06/22/2022	0.00	458.50
127397	08571	HOPKINS BUSINESS & CIVIC ASSN	06/22/2022	0.00	150.00
127398	08571	HOPKINS BUSINESS & CIVIC ASSN	06/22/2022	0.00	225.00
127399	08625	HOPKINS POLICE ASSOCIATION	06/22/2022	0.00	1,200.00
127400	UB*00782	JOHN HOSFIELD	06/22/2022	0.00	25.17
127401	UB*00785	JONATHON HUSU	06/22/2022	0.00	25.92
127402	09801	I.U.O.E. CENTRAL PENSION FUND	06/22/2022	0.00	1,760.00
127403	09085	ICMA - ROTH IRA - 706260	06/22/2022	0.00	1,336.40
127404	29345	IMPACT MAILING OF MN	06/22/2022	0.00	3,003.68
127405	30768	JAMES DUNCAN AND ASSOCIATES IN	06/22/2022	0.00	3,711.25
127406	UB*00790	MEIONDRA JEFFERSON	06/22/2022	0.00	40.85
127407	29249	JR'S ADVANCED RECYCLERS	06/22/2022	0.00	30.00
127408	11161	KENNEDY & GRAVEN, CHARTERED	06/22/2022	0.00	5,238.70
127409	29201	KG LANDSCAPE MANAGEMENT	06/22/2022	0.00	11,806.57
127410	UB*00779	NICHOLAS KLINGEN	06/22/2022	0.00	17.43
127411	UB*00781	RYAN KOTTA	06/22/2022	0.00	50.19
127412	31298	LAST PICK'D STRING BAND	06/22/2022	0.00	300.00
127413	29804	SCOTT LAURSEN	06/22/2022	0.00	483.85
127414	12012	LAW ENFORCEMENT LABOR SERVI	06/22/2022	0.00	390.00
127415	03369	LEAGUE OF MN CITIES	06/22/2022	0.00	20.00
127416	30392	CIGNA LIFE INS COMP OF AMERICA -	06/22/2022	0.00	603.94
127417	30391	CIGNA LIFE INS COMP OF AMERICA -	06/22/2022	0.00	2,679.47
127418	30390	CIGNA LIFE INS COMP OF AMERICA -	06/22/2022	0.00	2,964.12
127419	30023	CIGNA LIFE INS COMP OF N AMERICA	06/22/2022	0.00	923.42
127420	13012	MACQUEEN EQUIPMENT INC	06/22/2022	0.00	280.55
127421	UB*00789	MASHEK CLEANERS	06/22/2022	0.00	17.04

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
127422	13167	MENARDS	06/22/2022	0.00	8.96
127423	13275	MICRO CENTER	06/22/2022	0.00	1,036.91
127424	13412	MN TROPHIES	06/22/2022	0.00	96.55
127425	31272	NORTH MEMORIAL HEALTH CARE	06/22/2022	0.00	12,965.00
127426	14582	NORTHWEST ASPHALT INC	06/22/2022	0.00	331,111.47
127427	31294	JASON O'DELL	06/22/2022	0.00	105.00
127428	29317	OFFICE OF MN IT SERVICES	06/22/2022	0.00	87.15
127429	29452	OFFICE OF MN IT SERVICES	06/22/2022	0.00	293.43
127430	15521	ON SITE COMPANIES	06/22/2022	0.00	1,651.09
127431	26974	O'REILLY AUTO PARTS	06/22/2022	0.00	38.97
127432	16566	POMPS TIRE SERVICE INC	06/22/2022	0.00	3,752.34
127433	28245	QUADIANT FINANCES USA INC	06/22/2022	0.00	2,500.00
127434	14188	QUADIANT LEASING INC	06/22/2022	0.00	2,058.03
127435	UB*00791	GLORINE RASINSKI	06/22/2022	0.00	86.99
127436	31110	REACH SPORTS MARKETING GROUP	06/22/2022	0.00	350.00
127437	31291	RECONROBOTICS INC	06/22/2022	0.00	18,535.00
127438	31292	RECYCLE TECHNOLOGIES	06/22/2022	0.00	251.10
127439	31120	REPUBLIC SERVICES INC	06/22/2022	0.00	31,654.68
127440	08568	RESOURCE WEST	06/22/2022	0.00	15.40
127441	09084	ICMA RETIREMENT TRUST- 300824	06/22/2022	0.00	2,203.28
127442	18800	RUFFRIDGE JOHNSON EQUIPMENT	06/22/2022	0.00	121.71
127443	31289	SAFE BASEMENTS OF MN	06/22/2022	0.00	166.40
127444	19004	SAMARITAN TIRE COMPANY	06/22/2022	0.00	1,490.52
127445	29532	SERGEANT LABORATORIES	06/22/2022	0.00	6,389.16
127446	29248	SHAWN DANIEL MCCANN	06/22/2022	0.00	3,500.00
127447	29143	SHRED IT USA	06/22/2022	0.00	72.39
127448	29384	SITEONE LANDSCAPE SUPPLY	06/22/2022	0.00	338.58
127449	31293	MATTHEW SMITH	06/22/2022	0.00	240.00
127450	19602	SPS COMPANIES INC	06/22/2022	0.00	1,538.38
127451	UB*00777	JAY STRACHOTA	06/22/2022	0.00	40.75
127452	19777	STREICHERS	06/22/2022	0.00	160.00
127453	UB*00783	DAVID K STUESSI	06/22/2022	0.00	17.90
127454	30279	SUNSHINE DETAIL CENTER	06/22/2022	0.00	151.65
127455	29254	TARGETSOLUTIONS LEARNING LLC	06/22/2022	0.00	3,516.75
127456	UB*00774	RICHARD A TORGERUD	06/22/2022	0.00	95.37
127457	21523	UNION LOCAL 49	06/22/2022	0.00	770.00
127458	21529	UNITED WAY	06/22/2022	0.00	38.46
127459	29458	VERIZON WIRELESS	06/22/2022	0.00	3,262.69
127460	29490	VERIZON WIRELESS	06/22/2022	0.00	775.39
127461	31295	CHRISTY ZILKA	06/22/2022	0.00	130.00
Total for 6/22/2022:				0.00	1,179,012.77
127462	28422	ADVANCED IMAGING SOLUTIONS	06/29/2022	0.00	4,814.41
127463	02031	B & W SPECIALTY COFFEE CO	06/29/2022	0.00	384.98
127464	31302	BCD COLUSTING GROUP LLP	06/29/2022	0.00	4,263.00
127465	14571	BLUE TARP FINANCIAL INC	06/29/2022	0.00	149.99
127466	30127	CINTAS CORPORATION NO. 2	06/29/2022	0.00	138.30
127467	27467	CITY OF ST PAUL	06/29/2022	0.00	76.93
127468	26951	COMCAST	06/29/2022	0.00	2.10
127469	26951	COMCAST	06/29/2022	0.00	69.95
127470	26951	COMCAST	06/29/2022	0.00	348.35
127471	03628	COMMERCIAL ASPHALT CO	06/29/2022	0.00	3,424.96
127472	05282	EHLERS AND ASSOCIATES, INC	06/29/2022	0.00	3,432.50
127473	05483	EMBEDDED SYSTEMS, INC	06/29/2022	0.00	830.25
127474	30330	FAE LSE 6 LLC	06/29/2022	0.00	7,016.61
127475	30601	FAE LSE 8 LLC	06/29/2022	0.00	6,221.04

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
127476	29377	GRAINGER, INC	06/29/2022	0.00	1,415.19
127477	29471	GRAINGER, INC	06/29/2022	0.00	117.95
127478	08004	HANCE HARDWARE, INC	06/29/2022	0.00	2,115.74
127479	08038	HAWKINS, INC	06/29/2022	0.00	1,369.00
127480	08192	HENNEPIN CTY TREASURER	06/29/2022	0.00	942.54
127481	29818	HIAWATHA TREE SERVICE INC.	06/29/2022	0.00	12,840.00
127482	08627	HOME DEPOT CREDIT SERVICES	06/29/2022	0.00	1,025.95
127483	08570	HOPKINS AUTO BODY	06/29/2022	0.00	2,275.00
127484	09534	INTERSTATE BATTERY SYSTEM	06/29/2022	0.00	1,251.55
127485	31283	KD & COMPANY RECYCLING INC	06/29/2022	0.00	322.47
127486	11161	KENNEDY & GRAVEN, CHARTERED	06/29/2022	0.00	5,220.70
127487	11583	KONE INC	06/29/2022	0.00	432.63
127488	13090	MCPA LEGAL ASSISTANCE	06/29/2022	0.00	150.00
127489	13160	MEDICINE LAKE TOURS	06/29/2022	0.00	1,932.00
127490	29025	METERING & TECHNOLOGY SOLUTIC	06/29/2022	0.00	632.73
127491	04521	MEYER INK SCREEN PRINTING & EM	06/29/2022	0.00	135.00
127492	13564	MOTOROLA	06/29/2022	0.00	17,325.00
127493	28540	OAK RIDGE COUNTRY CLUB	06/29/2022	0.00	4,188.59
127494	29468	PARALLEL TECHNOLOGIES	06/29/2022	0.00	400.00
127495	30575	PREMIER LIGHTING INC	06/29/2022	0.00	616.61
127496	19290	SHADYWOOD TREE EXPERTS, INC	06/29/2022	0.00	3,347.00
127497	19296	SHAKOPEE GRAVEL INC	06/29/2022	0.00	216.71
127498	27124	SHERWIN WILLIAMS	06/29/2022	0.00	132.99
127499	29384	SITEONE LANDSCAPE SUPPLY	06/29/2022	0.00	503.95
127500	31301	SMSC ENTERPRISES	06/29/2022	0.00	7,224.00
127501	19581	SOUTHWEST LOCK & KEY	06/29/2022	0.00	109.00
127502	19602	SPS COMPANIES INC	06/29/2022	0.00	592.66
127503	30152	SUPERIOR TECHNOLOGY GROUP	06/29/2022	0.00	898.00
127504	31163	SYLVA CORPORATION INC	06/29/2022	0.00	18,117.00
127505	02326	T T & J VENTURES LLC	06/29/2022	0.00	318.28
127506	29254	TARGETSOLUTIONS LEARNING LLC	06/29/2022	0.00	1,897.00
127507	31303	THRIVE THERAPEUTIC MASSAGE	06/29/2022	0.00	75.00
127508	28907	TILLER CORPORATION	06/29/2022	0.00	906.34
127509	20687	TRI-STATE BOBCAT INC	06/29/2022	0.00	291.27
127510	03440	ULTIMATE SAFETY CONCEPTS INC	06/29/2022	0.00	4,290.54
127511	29466	VERIZON WIRELESS	06/29/2022	0.00	1,121.28
127512	30017	VERIZON WIRELESS	06/29/2022	0.00	1,726.89
127513	31103	VIKING ELECTRIC	06/29/2022	0.00	60.05
Total for 6/29/2022:				0.00	127,709.98
Report Total (412 checks):				1,013,648.47	2,247,518.87



MEMO

To: Honorable Mayor and City Council

From: Kersten Elverum, Director of Planning & Development

Date: July 19, 2022

Subject: Second reading of Ordinance 2022-1180 adopting the new Development Code of the City of Hopkins

Proposed Action – Staff recommends the City Council approve the following motions:

- Move to approve the Second Reading of Ordinance 2022-1180 adopting the new Development Code of the City of Hopkins.

Overview

The 2040 Comprehensive Plan Update – Cultivate Hopkins served as the guiding document to update the City’s Planning and Zoning regulations. The vision of this plan is to cultivate the best elements of the Built, Natural, Social, and Economic Environments into a complete and sustainable community that is rooted in tradition, characterized by vibrant and unique places, physically and socially connected, and resilient to changing conditions. Based around principles of sustainability, resilience, equity, and complete and connected communities, it provides a framework for preparing for the future. The plan emphasizes retaining what is valued, while proactively addressing and welcoming change.

Kirk Bishop, James Duncan and Associates and Leslie Oberholtzer, Codametrics, were hired as the consultant team to lead the zoning regulations update. The staff lead was City Planner Jason Lindahl.

In May 2020, the Project Directions Memo [Wednesday-December-9-2020---Zoning-Update-Directions-Report-PDF \(hopkinsmn.com\)](#) provided the framework for the project. It described the general objectives, summarized the consultant team’s initial recommendations regarding the scope and direction to be pursued, serving as a road map for the creation of the updated zoning regulations. It was based on a comprehensive review of policy documents, initial discussion with the community and field work including a tour of Hopkins and its many neighborhoods. Rooted in the Comprehensive Plan – Cultivate Hopkins – and informed by this initial review, the following themes were identified:

- Promote sustainability and resiliency
- Accommodate higher density in appropriate locations
- Create new mixed-use zoning
- Increase housing options and choice
- Reclaim potential of R-1-A districts
- Protect and grow Mainstreet

- Address character and context
- Promote increased bikeability/walkability
- Promote environmental health goals
- Support employment growth and entrepreneurship

In addition to bringing zoning regulations into alignment with Cultivate Hopkins, the zoning regulations update also provided the opportunity to modernize the code and to address specific regulatory issues. These technical issues included:

- Transition to form-based regulations
- Improve organization and format
- Collect and consolidate
- Increase reliance on objective standards
- Clarify nonconformity regulations
- Update definitions
- Right-size parking requirements
- Focus on urban landscape practices
- Rethink planned unit developments

The City Council adopted a motion to approve the first reading of this item on June 20, 2022. Prior to action by the City Council, the Planning & Zoning Commission held a public hearing on May 31, 2022 and recommended the City Council approve this item.

The version of the ordinance before the City Council for the second reading is the same as approved during the first reading.

Attachments

- Resolution 2022-046
- Ordinance 2022-1180

CITY OF HOPKINS
Hennepin County, Minnesota

RESOLUTION NO: 2022-046

**A RESOLUTION APPROVING THE SECOND READING OF ORDINANCE 2022-1180
AMENDING THE PLANNING AND ZONING SECTIONS OF CITY CODE BY REPEALING
AND REPLACING IN ITS ENTIRETY PART III – LAND DEVELOPMENT, CHAPTER 100 –
SUBDIVISIONS AND CHAPTER 102 – PLANNING AND ZONING**

WHEREAS, the City of Hopkins initiated an application to amend Part III of the City Code related to land development regulations by repealing and replacing in its entirety; and

WHEREAS, State Statute requires the City’s zoning and subdivision regulations be consistent with the Comprehensive Plan; and

WHEREAS, the goal of the land development regulations update is to create a new, modernized and user-friendly zoning code that will implement the vision, goals and policies of the 2040 Comprehensive Plan – Cultivate Hopkins; and

WHEREAS, the vision statement of Cultivate Hopkins is “Hopkins will cultivate the best elements of the Built, Natural, Social and Economic Environments into a complete and sustainable community that is rooted in tradition, characterized by vibrant and unique place, physically and socially connected and resilient to changing conditions”; and

WHEREAS, the zoning regulations are intended to establish the development standards to implement the community vision; and

WHEREAS, the draft zoning regulations were informed by community input and expertise of City staff and consultants; and

WHEREAS, the regulations further goals around equity, sustainability and increasing opportunities; and

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

1. That the amendment to Part III the City Code related land development regulations was initiated by the City of Hopkins; and,
2. That the Hopkins Zoning and Planning Commission, pursuant to published notice, held a public hearing on the application and reviewed such proposal on May 31, 2022: all persons present were given an opportunity to be heard; and,
3. That the Hopkins Planning & Zoning Commission reviewed such proposal during their May 31, 2022 meeting, considered the comments and analysis of City staff, and recommended approval by the City Council; and
4. That the Hopkins City Council reviewed this item during their June 20, 2022 meeting and adopted a motion approving the first reading of this ordinance.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hopkins hereby approves the second reading of Ordinance 2022-1180 amending the Planning and Zoning sections City Code by repealing and replacing in its entirety

Adopted this 19th day of July 2022.

Patrick Hanlon, Mayor

ATTEST:

Amy Domeier, City Clerk

CITY OF HOPKINS
Hennepin County, Minnesota

ORDINANCE NO. 2022-1180

**AN ORDINANCE ADOPTING THE NEW
DEVELOPMENT CODE OF THE CITY OF HOPKINS**

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

ARTICLE I. Authority. Minnesota Statutes, sections 415.02, 415.021, and 599.13 (collectively the “Act”) and the Hopkins City Charter, section 3.03 authorize the City of Hopkins (the “City”) to adopt and codify ordinances. The Act also provides that any ordinance included in a new city code, but not previously published, is sufficiently published if a substantial quantity of the code is printed for general distribution to the public.

ARTICLE II. Background. At the direction of the Hopkins City Council, City staff and consultants undertook an extensive process to review and update Part III of the Hopkins City Code, which generally regulates planning, subdivision, land use, and development in the City, with the understanding that once all amendments were finalized, they would be adopted and incorporated into the City’s code book. The general purpose of the update is to implement the City’s 2040 Comprehensive Plan, remove outdated and unnecessary text, reformat the chapter, and modernize the chapter to a more user-friendly document that conforms to current City policy, practices and state law, as necessary. The updated chapter has been prepared and it is the intent of this Ordinance to adopt said chapter, which is entitled The Development Code of the City of Hopkins (the “Development Code”). On May 31, 2022, a duly noticed public hearing was held by the Planning & Zoning Commission of the City of Hopkins (the “Planning Commission”) and, following said hearing, the Planning Commission recommended approval of the Development Code. A complete copy of the Development Code, which is attached hereto as Exhibit A, was presented to the City Council and the public together with this Ordinance and is further on file with the City Clerk and available on the City’s website.

ARTICLE III. Adoption. Pursuant to the City’s authority contained in Minnesota State Law, including but not necessarily limited to, the Act, and in the Hopkins City Charter, the Development Code, as attached hereto as Exhibit A, is hereby adopted.

ARTICLE IV. Copies. The City Clerk is authorized and directed to prepare sufficient copies of the Development Code for use by the City Council and City staff and for general distribution to the public in accordance with City policies regarding the distribution and availability of City documents. The City Clerk shall also keep an official copy of the Development Code in the office of the City Clerk and ensure that a copy is available through the City’s website.

ARTICLE V. Effect. The Development Code shall be controlling and shall supersede and replace previously adopted provisions contained in Hopkins City Code, Part III, which are hereby repealed as of the effective date of this Ordinance. Such repeal shall not affect: (i) any offense committed or penalty incurred under the previous code language; (ii) any rights vested prior to the effective date of

this Ordinance; or (iii) the provisions of ordinances levying taxes, appropriating money, annexing or detaching territory, establishing franchises, granting special rights to certain persons, authorizing public improvements, authorizing the issuance of bonds or borrowing of money, authorizing the purchase or sale of real or personal property, granting or accepting easements, plat or dedication of land to public use; or vacating or setting the boundaries of streets or other public places. Furthermore, nothing in this Ordinance or the Development Code is to be construed to modify, abrogate or abridge: (i) the rights, duties, liabilities, privileges or immunities of the City; (ii) the qualifications or terms of office of City officers as they existed prior to adoption; or (iii) any special ordinance or franchise not embodied in the City Code. The Development Code is declared to be prima facie evidence of the law of the City and shall be received in evidence as provided by Minnesota Statutes by the courts of the State of Minnesota.

ARTICLE VI. General Penalty. Unless another penalty is expressly provided in the Development Code, every person convicted of a violation of any provision of the Development Code or any ordinance, rule or regulation adopted or issued in pursuance thereof shall be punished by a fine up to the maximum permitted or required by law. Each act of violation and each day upon which any such violation shall continue or occur shall constitute a separate offense. The penalty provided herein, unless another penalty is expressly provided elsewhere, shall apply to the amendment of any Development Code section, whether or not such penalty is reenacted in the amendatory ordinance. In addition to the penalty prescribed above, the City Council may pursue other remedies, including without limitation, abatement of nuisances, injunctive relief and revocation of licenses or permits.

ARTICLE VII. Amendments. Duly adopted additions or amendments to the Development Code when passed in such form as to indicate the intention of the City Council to make the same part of the Development Code shall be deemed to be incorporated in the Development Code so that reference to the Development Code includes such additions and amendments.

ARTICLE VIII. Corrections. Given the size of this project and numerous amendments made as part of the updated Development Code, the City Council recognizes the Code may contain certain errors, such as cross-references to changed subsections, typographical errors, and other non-substantive matters that may be discovered once the Development Code is placed in use. The City Council hereby authorizes the City Clerk to work with the City Attorney, as necessary, to make any non-substantive corrections to the Development Code as may be needed upon discovery. Such corrected provisions shall be incorporated in and made part of the Development Code without further action by the City Council.

ARTICLE IX. Summary Publication. In accordance with Hopkins City Charter, section 3.03 and Minnesota Statutes, section 412.191, the City Council determines that publication of the title and a summary of this Ordinance would clearly inform the public of its intent and effect, and so City staff shall have the following summary printed in the official City newspaper in lieu of the complete ordinance:

ORDINANCE NO. 2022-____

AN ORDINANCE ADOPTING THE NEW

DEVELOPMENT CODE OF THE CITY OF HOPKINS

On _____, 2022, the Hopkins City Council adopted Ordinance 2022-_____ which adopted a full rewrite of Part III of the Hopkins City Code regulating all planning, land use, subdivisions, and development within the City. City staff and consultants undertook an extensive process to review and update said regulations in order to (i) implement the City’s 2040 Comprehensive Plan, (ii) remove outdated and unnecessary text, (iii) reformat the chapter, and (iv) modernize the chapter to a more user-friendly document that conforms to current City policy, practices and state law, as necessary. Numerous substantive changes to the City’s prior land use regulations are contained within the updated text. Prior to adoption, a duly noticed public hearing was held by the Planning & Zoning Commission of the City of Hopkins, and a complete copy of the new chapter, entitled the “Development Code of the City of Hopkins,” was presented to the City Council and the public and was further on file with the City Clerk and made available for viewing on the City’s website.

Printed copies of the new Development Code of the City of Hopkins, as adopted by Ordinance 2022-1180, are available for inspection and general distribution to the public during regular business hours at Hopkins City Hall. It can also be viewed online through the City’s website, www.hopkinsmn.com.

ARTICLE X. Effective Date. This Ordinance and the Development Code, as presented to the City Council and the public and made available for inspection in accordance with law, shall be effective upon publication of the above summary (the “Effective Date”). Ordinances adopted after the Effective Date that amend or refer to the Development Code shall be construed as if they amend or refer to like provisions of said Development Code.

First Reading: June 20, 2022
Second Reading: July 19, 2022
Date of Publication: July 28, 2022
Date Ordinance Takes Effect: July 28, 2022

BY THE CITY COUNCIL

Patrick Hanlon, Mayor

ATTEST:

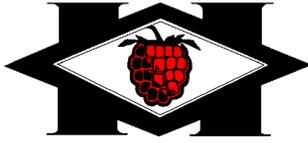
Amy Domeier, City Clerk

EXHIBIT A

[to be attached]

Available on the City Website:

<https://www.hopkinsmn.com/DocumentCenter/View/3836/Public-Review-Draft---Zoning-Regulations-PDF>



Administration

CITY OF HOPKINS

Memorandum

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

From: PeggySue Imihy Bean, Management Analyst

Date: July 19th, 2022

Subject: Proclamation for Arbor Day

Background

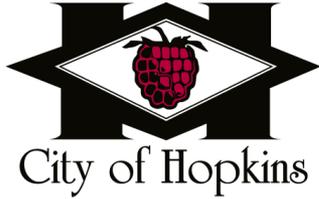
Arbor Day dates back to the early 1870s in Nebraska City. A journalist by the name of Julius Sterling Morton moved to the state with his wife and purchased 160 acres in Nebraska City and planted a wide variety of trees. Morton spread his knowledge of trees and stressed their ecological importance to Nebraska. And on January 4, 1872 Morton first proposed a tree planting holiday to be called “Arbor Day” at a meeting of the State Board of Agriculture. After the board passed the resolution, more than one million trees were planted on the first official celebration of the day on April 10, 1872.

Today, Arbor Day is celebrated the last Friday in April. This day represents a hope for the future with the simple act of planting a tree to emphasize a way to sustainably protect our planet’s natural resources.

Finally, the City of Hopkins recognizes that trees will continuously play an important role in our community in providing clean air and water for better healthier communities, today and future generations.

Next Steps

Staff recommends that the City Council adopt a proclamation recognizing April 29th, as Arbor Day.



A Proclamation Commemorating Arbor Day

WHEREAS, in 1872, the Nebraska Board of Agriculture established a special day to be set aside for the planting of trees; and

WHEREAS, trees are an essential resource to our city and the world, trees make our homes and community more livable and beautiful; and

WHEREAS, the City of Hopkins recognizes that trees can be a solution to combating climate change, they play an important role in cleaning the air, conserving energy, producing life-giving oxygen, and providing habitat for wildlife; and

WHEREAS, each year people across the country celebrate Arbor Day and pay special attention to the treasure our trees represent while we as a society become more aware that human activities, along with acts of nature, threaten our trees, creating the need for action to ensure the future of our urban forests; and

NOW THEREFORE, I, Patrick Hanlon, Mayor of the City of Hopkins in the State of Minnesota, along with my fellow Council Members, do hereby proclaim April 29, 2022 to be Arbor Day in the City of Hopkins, and urge all residents to be more aware of the importance of trees to their well-being, and to participate in tree planning programs that will ensure a healthy and green city.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Hopkins, Minnesota to be affixed this 19th of July, 2022

Patrick Hanlon, Mayor