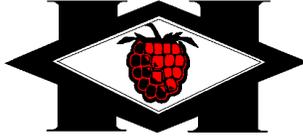


**HOPKINS CITY COUNCIL  
AGENDA  
Tuesday, January 10, 2023  
6:30 pm**

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

- I. **CALL TO ORDER**
- II. **ADOPT AGENDA**
- III. **PRESENTATIONS**
  1. Oath of Office for Police Officers; Johnson/Domeier
- IV. **CONSENT AGENDA**
  1. Minutes of the January 3, 2023 Regular Meeting Proceedings; Domeier
  2. Approval of 2023 Union Contract with AFSCME; Lenz
  3. Ratify Checks Issued December 2022-January 2023; Bishop
  4. Accept 2022 Gifts and Donations; Bishop
- V. **PUBLIC HEARINGS**
- VI. **OLD BUSINESS**
- VII. **NEW BUSINESS**
- VIII. **PUBLIC COMMENT**
- IX. **ANNOUNCEMENTS**
  - Next City Council Regular Meeting: Tuesday, January 17 at 6:30 p.m.
- X. **ADJOURN**



**CITY OF HOPKINS**

**Police Department  
Administration Department**

## **Memorandum**

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

From: Brent Johnson, Police Chief  
Amy Domeier, City Clerk

Date: January 10, 2023

Subject: Introduction and Oath of Office for Police Officers

---

### **PURPOSE**

Introduction of new police officers and oath ceremony.

### **INFORMATION**

Police Chief Johnson will introduce Hopkins Police Officers Andrew Roeder and Jayme Rice. Following Mr. Johnson's presentation, City Clerk Domeier will issue the Oath of Office to the officers.

Together we will thank the new officers for maintaining our commitment to excellence to Inspire, Educate, Involve and Communicate.

### **FUTURE ACTION**

N/A

**HOPKINS CITY COUNCIL  
REGULAR MEETING PROCEEDINGS  
JANUARY 3, 2023**

**CALL TO ORDER**

Pursuant to due call and notice thereof a regular meeting of the Hopkins City Council was held on Tuesday, January 3, 2023 at 6:33 p.m. in the Council Chambers at City Hall, 1010 1<sup>st</sup> 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, Management Analyst Imihy Bean, Director of Planning and Development Elverum, Housing Director Mohammed, and City Attorney Riggs.

**ADOPT AGENDA**

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

**Motion** to Adopt the Agenda.

**Ayes: Balan, Beck, Garrido, Hanlon, Hunke**

**Nays: None. Absent Beck. Motion carried.**

**PRESENTATIONS**

**III.1. Appointments and Oath of Office for Park Board Members; Imihy Bean/Domeier**

Management Analyst Imihy Bean summarized Council Report 2023-006.

**Motion** by Beck. **Second** by Garrido.

**Motion** to appoint Rachael Dachenbach and Jon Lyksett to the Park Board with terms ending June 30, 2024 and Carsyn Johnson as a Park Board Youth Member through June 30, 2023

**Ayes: Balan, Beck, Garrido, Hanlon, Hunke**

**Nays: None. Absent Beck. Motion carried.**

City Clerk Domeier issued the Oath of Office to the new members.

**III.2. Minnesota GreenStep Program Recognition; Imihy Bean**

Diana McKeown, the Metro CERT Director for the Great Plains Institute, presented the Step 4 Minnesota GreenStep award to the City Council.

**CONSENT AGENDA**

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

**Motion** to Approve the Consent Agenda.

1. Minutes of the December 20, 2022 Regular Meeting Proceedings
2. Appointment of Mayor Pro Tempore for 2023; Domeier
3. Designation of the Official Newspaper for 2023; Domeier
4. Designation of Official Depositories for 2023; Bishop
5. Authorize Out-of-State Travel; Domeier

**HOPKINS CITY COUNCIL  
REGULAR MEETING PROCEEDINGS  
JANUARY 3, 2023**

6. Approval of Tobacco License for Plymouth Express One dba Hopkins Tobacco and Vape; Domeier
7. Approval of 2023 Insurance MOU with LELS #143; Lenz
8. Second Reading: Ordinance Amending the Hopkins City Code Related to Reasonable Accommodations and Reasonable Accommodation Fees for 2023; Imihy Bean

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

**OLD BUSINESS**

**VI.1. Resolution Upholding the Accommodation Specialist's Denial of the Request for Reasonable Accommodation for 101 Oakwood Road; Riggs**

Management Analyst Imihy Bean and City Attorney Riggs summarized Council Report 2023-007. On June 10, 2022, Kevin Stanton submitted a request for a reasonable accommodation to allow for nine (9) occupants who are disabled due to alcoholism to live at 101 Oakwood Road. After review of the application and public comments, Staff determined that the request was denied for the reasons outlined in the letter of denial sent to the applicant on October 7, 2022. Mr. Stanton requested an appeal of this decision on November 7, 2022, and the appeal was heard by the City Council on December 6, 2022. At that time, the City Council directed Staff and the City Attorney to develop findings of fact for denial.

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

**Motion** to approve Resolution 2023-001 Upholding the Accommodation Specialist's Denial of the Request for Reasonable Accommodation to the Definition of the Family Under the City Code for 101 Oakwood Road.

**Ayes: Balan, Beck, Garrido, Hanlon, Hunke**  
**Nays: None. Absent Beck. 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 Hunke, second by Garrido, the meeting was unanimously adjourned at 6:54 p.m.

Respectfully Submitted,



Amy Domeier, City Clerk



CITY OF HOPKINS

Administration

## City Council Report 2023-010

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

From: Ari Lenz, Assistant City Manager

Date: January 10, 2023

Subject: Approval of 2023 Union Contract with AFSCME

---

### **RECOMMENDED ACTION**

**MOTION TO** approve the 2023 Union Contract with AFSCME

### **OVERVIEW**

The contract calls for a 3.5% wage increase effective January 1, 2023. The wages are within budget for 2023 and insurance contributions are consistent with other settled unions.

Other economic issues:

The contract recognizes Juneteenth as a paid holiday. The contract makes some adjustments to include Inspectors in the uniform allowance and allows one branded piece of attire for non-public works and non-inspections staff.

Alternatives:

If not approved, Staff would have to renegotiate the contract, likely leading to mediation or arbitration.

### **SUPPORTING INFORMATION**

- 2023 Union Contract with AFSCME

LABOR AGREEMENT

Between the  
City of Hopkins

and

AFSCME

2023

# Contents

Article 1- Purpose and Intent.....	4
Article 2- Recognition.....	4
Article 3- Union Security .....	4
Article 4- No Strike- No Lockout.....	5
Article 5- Union Business and Union Access .....	5
Article 6- Definitions .....	7
Article 7- Employer Authority .....	8
Article 8- Individual Rights .....	8
Article 9- Hours of Work .....	8
Article 10- Overtime.....	9
Article 11- Standby Pay .....	9
Article 12- Emergency Call Back Time.....	10
Article 14- Discipline .....	10
Article 15- Grievance Procedure.....	11
Article 16- Basic Wage Rates.....	12
Article 17- Insurance .....	12
Article 18- Flex Leave .....	13
Article 19- Leaves of Absence .....	14
Article 20– Unpaid Leaves of Absence.....	14
Article 21- Leaves of Absence with Pay .....	15
Article 22- Bereavement Leave.....	15
Article 23- Voting Leave .....	15
Article 24- Parental Leave .....	15
Article 25- Tuition Reimbursement.....	15
Article 26- Vacancies.....	15
Article 27- Meet and Confer .....	16
Article 28- Layoff and Recall from Layoff.....	16
Article 29- Seasonal Laborers.....	16
Article 30- Savings Clause .....	17
Article 31- Uniforms.....	17
Article 32- Work Rules .....	17
Article 33- Post- Employment Health Plan.....	17

Article 34- Waiver ..... 17  
Article 35- Advanced Resignation Notice Program..... 18  
Article 36- Duration..... 18

## **AGREEMENT BETWEEN THE CITY OF HOPKINS AND AFSCME COUNCIL 5**

This AGREEMENT (hereinafter referred to as the Labor Agreement or the Agreement is made and has been entered into effective the December 20, 2022 by and between the City of Hopkins (the Employer) and the American Federation of State, County, and Municipal Employees, District Council No. 5, Local Union No. (the Union). Unless otherwise indicated, the agreed upon changes are effective on the date the agreement is executed by the Parties. The Employer and the Union (the Parties) agree to be bound by the following terms and provisions.

### **Article 1- Purpose and Intent**

This Agreement is entered into between the CITY OF HOPKINS, hereinafter called the EMPLOYER, and AFSCME COUNCIL 5, hereinafter called the UNION. The intent and purpose of this Agreement is to:

1. Promote sound and mutually beneficial working and economic relationships between parties hereto;
2. Provide an orderly and peaceful means of resolving any grievances which may arise;
3. Specify in writing the full and complete understanding of the parties concerning the terms and conditions of employment for the duration of the AGREEMENT.

The EMPLOYER and the UNION through this AGREEMENT will continue their dedication to the highest quality public service and protection of the public. Both parties recognize the AGREEMENT as a pledge of this dedication.

### **Article 2- Recognition**

2.1 The EMPLOYER recognizes the UNION as the exclusive representative of all clerical, technical and service maintenance employees employed by the City of Hopkins, Minnesota, who are public employees within the meaning of Minn. Stat. 179A.03, subd. 14, excluding employees of the HRA; Depot; exempt-professional employees; essential employees; confidential employees and supervisory employees and all employees represented by other recognized unions.

2.2 In the event the EMPLOYER and the UNION are unable to agree as to the inclusion or the exclusion of a new or modified job position the issue shall be submitted to the Bureau of Mediation Services for determination.

### **Article 3- Union Security**

3.1 Union Dues Payroll Deductions- In recognition of the Union as the exclusive representative, the Employer shall deduct an amount sufficient to provide the payment of the regular monthly Union membership dues uniformly established by the Union from the wages of all employees who have authorized such deduction by the Union. The Union shall certify to the Employer the current amount of regular monthly membership dues which it has uniformly established for all members. Such deductions shall be canceled by the Employer when the member becomes a permanently certified employee in a classification title that is not represented by this bargaining unit.

3.2 Fair Share Fees Payroll Deductions- In accordance with Minnesota Statutes 179A.06, Subd. 3, the Employer shall, upon notification by the Union, deduct a fair share fee from all certified employees who are not members of the Union. This fee shall be an amount equal to the regular membership dues of the

Union, less the cost of benefits financed through the dues and available only to members of the Union, but in no event shall the fee exceed eighty-five percent (85%) of the Union's regular membership dues or such amount as may otherwise be allowable by law. The Union shall certify to the Employer, in writing, the current amount of the fair share fee to be deducted as well as the names of bargaining unit employees required by the Union to pay the fee.

3.3 National AFSCME P.E.O.P.L.E. Deductions- The Employer shall deduct a specified amount from the biweekly wages of all employees who have authorized, in writing, such deduction on a form designated and furnished by the Union for voluntary contributions to the National AFSCME P.E.O.P.L.E. Committee. Amounts deducted shall be combined with the regular monthly dues deduction provided for in Section 1 of this article and shall be transmitted to the Union in accordance with Section 5 of this article.

3.4 Time of Deductions- The Employer shall deduct Union dues and fair share fees each payroll period. In the event an employee covered by the provisions of this section has insufficient pay due to cover the required deduction, the Employer shall have no further obligations to effect subsequent deductions for the involved payroll period.

3.5 Remittance- The Employer shall remit such membership dues and fair share fees deductions made pursuant to the provisions of this section to the appropriate designated officer of the Union monthly.

3.6 The UNION may designate certain employees from the bargaining unit to act as Stewards and shall inform the EMPLOYER in writing of such choice.

3.7 The UNION agrees to indemnify and hold the EMPLOYER harmless against any and all claims, suits, orders or judgements brought or issued against the City as a result of any action taken or not taken by the City under the provisions of this Article.

#### **Article 4- No Strike- No Lockout**

4.1 In recognition of the provisions included in this Agreement for a grievance procedure to be used for resolution of disputes, the UNION agrees that neither the UNION, its officers or agents, nor any of the employees covered by this AGREEMENT will engage in, encourage, sanction, support or suggest any strikes, slowdowns, mass absenteeism, mass use of sick leave, the willful absence from one's position, the stoppage of work or the abstinence in whole or in part of the full, faithful and proper performance of the duties of employment. Any violation of any provisions of this Article may be cause for disciplinary action including discharge.

4.2 No lockout shall be instituted by the Employer during the life of this Agreement provided Section 1 of this Article is not violated by employees or the Union.

#### **Article 5- Union Business and Union Access**

5.1 With advance notice to the Employer's immediate supervisor, the Employer agrees that during working hours, on the EMPLOYER'S premises, and without loss of pay, the Local Union President or designated Union Representative shall be allowed reasonable time to: post Union notices and announcements; transmit communications to the EMPLOYER; or consult with the EMPLOYER concerning enforcement of any provisions of this Agreement.

5.2 The EMPLOYER shall provide reasonable designated bulletin board space for use by the UNION in posting notices of UNION business and activities; said bulletin board space shall not be used by the UNION for political purposes other than UNION elections.

5.3 A designated and certified steward shall be granted reasonable time to present grievances to the EMPLOYER during their normal working hours. Such stewards, however, shall not leave their work stations without first obtaining the permission of their immediate supervisor and shall notify their immediate supervisor upon returning to work. As much notice as possible will be given to supervisors prior to requested leave. The permission of the supervisor shall not be denied without good cause. When a steward or officer of the UNION participates in the reasonable preparation for and/or investigation of the grievance, such steward or officer shall also be authorized time off with pay for this purpose. Stewards and officers of the UNION shall not interfere in any way with the EMPLOYER'S operation or with the performance of work by its employees. Nothing in this subdivision, however, shall be construed to limit the proper presentation of grievances provided for by this subdivision.

5.4 Officers and other representatives of the UNION shall not interfere in any way with the EMPLOYER'S operation or with the performance of work by its employees. Nothing in this subdivision, however, shall be construed to limit the proper presentation of grievances provided for by this subdivision.

5.5 A designated and certified steward of the UNION shall be granted reasonable time to attend meetings at which an employee is formally questioned during an investigation into conduct which may lead to disciplinary action during their normal working hours. Such steward, however, shall first obtain the permission of their immediate supervisor and shall notify their immediate supervisor upon returning to work. The permission of the supervisor shall not be denied without good cause. Stewards and other representatives of the Union shall not interfere in any way with the Employer's operation or with the performance of work by its employees.

5.6 With notice to the Assistant City Manager, non-employee representatives of the Union who have been certified to the EMPLOYER may come on the worksite for the purpose of presenting grievances. The UNION agrees that there shall be no solicitation for membership, signing up of members, collection of initiation fees, dues, fines or assessments, meetings or other UNION activities on the EMPLOYER'S time by such non-employee representatives, the UNION'S stewards or any officers of the UNION.

5.7 A reasonable number of employees selected by the Union to participate in negotiations, and/or meet and confer sessions with the EMPLOYER, which takes them away from their employment with the EMPLOYER shall be considered to be on paid time provided such meetings occur during the employee's regularly scheduled hours of work and with the EMPLOYER present. No overtime obligation shall accrue to the EMPLOYER related to the employee's participation in such activities. The UNION shall notify the EMPLOYER as far in advance as possible of an employee's participation and the employee shall secure the approval of his/her supervisor. The approval of the supervisor shall not be withheld without legitimate business reasons.

5.8 Upon request, the EMPLOYER may provide the UNION with data on bargaining unit members. Cost to provide data will be determined at the EMPLOYER'S discretion and will not exceed costs as authorized by the Minnesota Government Data Practices Act.

#### **Article 6- Definitions**

BASE PAY RATE: The Employee's basic hourly rate exclusive of overtime premium, shift premium, stability or any other special allowances.

CASUAL EMPLOYEE: Part-time positions are non-regular unless stated as regular part-time at the time of hire. These positions are not eligible for benefits (unless required by law) and hours may vary.

CLASS: One or more positions sufficiently similar with respect to duties and responsibilities that the same descriptive title can be used with clarity to designate each position; and that the same schedule of compensation can be applied to all positions.

DEPARTMENT: means one of the City of Hopkins Departments.

EMERGENCY: An unforeseen crisis situation or condition so defined by the EMPLOYER.

EMPLOYEE: means any member of the exclusively recognized bargaining unit.

EMPLOYER: means the City of Hopkins.

GRIEVANCE: means a dispute or disagreement as to the interpretation or application of the specific terms and conditions of this AGREEMENT.

FULL-TIME EMPLOYEE: means an employee that works more than 30 hours per week.

LAYOFF: Separation from service with the EMPLOYER necessitated by lack of work, lack of funds or other reasons without reference to incompetence, misconduct or other behavioral consideration.

LEAVE OF ABSENCE: An approved absence from work duty during a scheduled work period with or without compensation.

PART-TIME EMPLOYEE: means an employee that works less than 30 hours per week.

PROBATIONARY PERIOD: all employees shall be probationary employees within the first year of appointment/date of hire to a job classification.

REGULAR EMPLOYEE: means an employee appointed to either a full or part time regular position who has satisfactorily complete the required probationary period for such employment.

SHIFT: means a continuous eight (8) hour work period, or other work period agreed by employee and his or her supervisor.

STEP INCREASE: is an increase that occurs when a regular employee's salary level is adjusted on the step scale (horizontal) after the employee reaches the appropriate year of service and receives a satisfactory performance evaluation from the employee's supervisor.

A RECLASSIFICATION OF POSITION: occurs when a position is changed on the grade scale.

## **Article 7- Employer Authority**

7.1 The UNION recognizes the right of the EMPLOYER to operate and manage its affairs in all respects in accordance with the laws and regulations of appropriate authorities including municipal personnel policies and work rules

7.2 The prerogatives and authority which the EMPLOYER has not officially abridged, delegated or modified by this AGREEMENT are retained by the EMPLOYER: such as, but not limited to:

Direct employees;

Hire, promote, transfer, assign, retain employees in positions and suspend, demote, discharge or take other disciplinary action against employees;

Relieve employees from duties because of lack of work or other legitimate reasons;

Maintain the efficiency of the government operations;

Determine the methods, means, job classifications, and personnel by which such operations are to be conducted or performed;

Take whatever actions may be necessary or desirable in any emergency to promote the public general welfare

## **Article 8- Individual Rights**

Employees have the right to join or to refrain from joining the UNION. Neither the City nor the UNION shall discriminate against or interfere with the rights of employees to become or not become members of the UNION, and further, there shall be no discrimination or coercion against any employee because of UNION membership or non-membership.

## **Article 9- Hours of Work**

9.1 This article is intended only to define the normal hours of work and to provide the basis for the calculation of overtime pay, if any.

9.2 The normal work day shall be eight (8) hours and the normal work week shall be 40 hours, unless waived by the employee and the department head. The sole authority in work schedules is the EMPLOYER. Should it be necessary, in the judgement of the department head to establish permanent daily or weekly work schedules departing from the normal work day or the normal work week, notice of such change shall be given to the Employee and to the Union at least fourteen (14) calendar days in advance of the scheduled change. With such notice, the Employer shall provide the Union the opportunity to meet and confer with respect to the proposed changes.

9.3 An Employee may make a request to their immediate supervisor that they be allowed to work a flexible schedule during the work week. Granting the flexible schedule is at the sole discretion of the supervisor, taking into consideration department needs.

9.4 A Union member may make a request to their immediate supervisor that they be allowed to work an altered work schedule that impacts the defined pay period. An Altered Pay Period is defined as a variation in a normal 40-hour work week, as defined by Section 9.2 of the contract, by an employee who has received prior authorization from their direct supervisor. Granting the flexible schedule is at the sole discretion of the supervisor. The decision on whether to grant a flexible schedule will be based upon work load and staffing requirements. Any hours worked in excess of 40 hours during an approved flexible schedule, would not be eligible for overtime. The granting of a flexible schedule to one employee will not create a requirement to grant a flexible schedule to other employees. The granting of a flexible schedule to an employee will not create a requirement to continue to allow a flexible schedule beyond one week to grant a new request from that employee for a flexible schedule. Altered pay periods must be documented in writing and signed by both the Employee, Employer and the Assistant City Manager. A copy will be sent to the Union for their record.

#### **Article 10- Overtime**

10.1 Non-exempt, hourly employees are eligible for overtime compensation.

10.2 Compensation at the rate of one and one-half (1 ½) times the employee's basic hourly rate shall be due for hours worked in excess 40 hours per week. At the discretion of the Department Head, employees may be granted compensatory time off for hours worked in excess of a normal work day at a rate of one and one-half (1 ½) hours per hour worked.

10.3 In order to qualify for overtime compensation, overtime hours must be previously authorized and subsequently approved by the EMPLOYEE's department supervisor. Overtime compensation shall be calculated by 15 minute intervals and pay therefore shall be for the major portion of the last 15-minute period. Overtime premiums shall be provided in the form of either cash payment or compensatory time as determined appropriate by the EMPLOYER, provided Employees shall have the right to indicate their preference to the EMPLOYER.

10.4 Employees may be assigned to overtime work at the discretion of the EMPLOYER. Employees shall be required to work overtime unless excused by the Employer. Employees who refuse to work overtime may be subject to disciplinary action. When Employees are mandated overtime in excess of three hours per day for five or more consecutive days, the Employer will meet with the affected Employees.

#### **Article 11- Standby Pay**

11.1 It is mutually understood and agreed that employees required under this contract to be on standby shall be eligible for standby pay to compensate them for additional duties performed.

11.2 Employees shall be compensated one hour at time and one-half for each day they are required to be on standby duty. Hours actually worked shall be paid at time and one-half. Standby duty is defined as a seven (7) day period wherein an employee is required to respond to service calls 24 hours per day.

11.3 Employees required to be on standby duty on holidays will be paid for the holiday plus time and one-half for any hours worked.

11.4 An employee called in for work at a time other than the employee's regularly scheduled shift will be compensated for a minimum of two and a half (2 ½) hour's pay at one and one-half (1 ½) times the employee's base pay rate. An extension for early report to an assigned shift is not a call back.

## **Article 12- Emergency Call Back Time**

An Employee who is called to duty during scheduled off-duty time shall receive a minimum of two (2) hours pay at one and one-half (1 ½) times the Employee's base pay rate. An extension or early report to a regularly scheduled shift for duty does not qualify the Employee for the two (2) hour minimum.

## **Article 13- Holidays**

13.1 Paid holidays will include: New Year's Day, January 1; Martin Luther King's Birthday, the third Monday in January; Washington's and Lincoln's Birthday, the third Monday in February; Memorial Day, the last Monday in May; Juneteenth, June 19; Independence Day, July 4; Labor Day, the first Monday in September; Veterans Day, November 11; Thanksgiving Day, the fourth Thursday in November; the Friday following Thanksgiving; Christmas Eve, December 24; and Christmas Day, December 25. provided, when New Year's Day, January 1; or Independence Day, July 4; or Veterans Day, November 11; or Christmas Day, December 25; falls on Sunday, the following day shall be a holiday and, provided, when New Year's Day, January 1; or Independence Day, July 4; or Veterans Day, November 11; or Christmas Day, December 25; falls on Saturday, the preceding day shall be a holiday. Employees must use PTO or Flex Leave to be paid for these holidays.

13.2 In the event, Minnesota Statutes 645.44 is amended to include Christmas Eve or Juneteenth, the City is authorized with notice to make the adjustments to as necessary to 13.1.

13.3 Paid holidays are those for which all regular probationary or permanent employees are eligible, immediately upon entering the City service.

## **Article 14- Discipline**

14.1 No Employee shall be disciplined or discharged without just cause.

14.2 Discipline, when administered, will be in one or more of the following forms and primarily in the following order. Both parties agree that the order of discipline below is the progressive order of discipline; however, situations may arise where it will be appropriate to depart from this order.

- A. Oral Reprimand
- B. Written Reprimand
- C. Suspension
- D. Discharge or disciplinary demotion

14.3 If the Employer has reason to administer discipline to any Employee, all reasonable effort will be made to avoid doing so publicly.

14.4 Written reprimands, disciplinary suspensions, disciplinary demotions or discharge of regular Employees are appealable up to and through the arbitration step of the grievance procedure contained in this Agreement. Probationary Employees may be terminated without cause at the discretion of the EMPLOYER.

14.5 Upon the request of either party, the EMPLOYER and the UNION shall attempt to make available to each other all information and evidence, available at that time, that will be used to support a written

reprimand, suspension or discharge or defense against such action prior to the Step 2 meeting of the grievance procedure.

#### **Article 15- Grievance Procedure**

15.1 This grievance procedure is established for the purpose of resolving disputes involving the interpretation or application of this AGREEMENT.

15.2 The EMPLOYER will recognize stewards selected by the UNION as the grievance representatives of the bargaining unit. The UNION shall notify the EMPLOYER in writing of the stewards and of their successors when so named.

15.3 A grievance is defined as a dispute over the interpretation or application of this AGREEMENT.

15.4 Grievances shall be resolved in the following manner:

Step 1. An employee claiming a violation concerning the interpretation or application of this AGREEMENT shall within twenty-one (21) calendar days after such alleged violation has occurred present such grievance to the employee's immediate supervisor designated by the EMPLOYER. The grievance may be presented either orally or in writing. The supervisor will give a final answer, in writing, to such Step 1 grievance within ten (10) business days after receipt. A grievance not resolved in Step 1 and appealed to Step 2 shall be placed in writing setting forth the nature of the grievance, the facts on which it was based, the provision or provisions of the AGREEMENT allegedly violated, and the remedy requested and shall be appealed to Step 2 within ten (10) business days after the supervisor's answer in Step 1. Any grievance not appealed in writing to Step 2 by the Union within ten (10) business days shall be considered waived.

Step 2. The written grievance shall be presented to the employee's department head or other EMPLOYER-designated representative. The department head shall give the employee his/her Step 2 answer in writing within ten (10) business days after receipt of such Step 2 grievance. If a grievance is not resolved in Step 2, such grievance shall be appealed to Step 3 within ten days following the department head's final Step 2 answer. Any grievance not referred in writing by the employee within ten (10) business days shall be considered waived.

Step 3. The written grievance shall be presented to the City Manager. She/he shall give the EMPLOYER'S answer within ten (10) business days after receipt of such Step 3 grievance. If a grievance is not resolved in Step 3, such grievance shall be appealed to Step 4 within ten (10) business days following the City Manager's final Step 3 answer. Any grievance not appealed in writing by the employee within ten (10) business days shall be considered waived.

Step 4. A grievance unresolved in Step 3 and appealed to Step 4 by the Union shall be submitted to arbitration subject to the provisions of the Public Employment Labor Relations Act of 1971, as amended. The selection of an arbitrator shall be made in accordance with the "Rules Governing the Arbitration of Grievances" as established by the Bureau of Mediation Services. The arbitrator shall have no right to amend, modify, nullify, ignore, add to, or subtract from the provisions of this AGREEMENT. She/he shall consider and decide only the specific issue submitted to him/her in writing by the EMPLOYER and the UNION, and shall have no authority to make a decision on any other issue not so submitted to him/her. The arbitrator shall be without power to make decisions contrary to or

inconsistent with or modifying or varying in any way the application of laws, rules or regulations having the force and effect of law. The arbitrator shall submit his/her decisions in writing within thirty (30) days following close of the hearing or the submission of briefs by the parties, whichever is later, unless the parties agree to an extension. The decision shall be based solely upon the arbitrator's interpretation or application of the express terms of this AGREEMENT and on the facts of the grievance presented.

15.5 If a grievance is not presented within the time limits set forth above, it will be considered waived by the EMPLOYEE. If a grievance is not appealed to the next step in the specified time limit or any agreed extension thereof, it will be considered settled on the basis of the EMPLOYER'S last response. If the EMPLOYER does not answer a grievance or an appeal within the specified time limits, the EMPLOYEE shall treat the grievance as denied at that step and appeal the grievance to the next step. The time limits established in this Article may be extended by mutual consent of the EMPLOYER and the UNION and shall be in writing.

15.6 If the grievance involves the suspension, demotion, or discharge of an Employee who has completed the required probationary period, and the EMPLOYEE has the right to pursue a Veteran's Preference claim, the grievance may be appealed either to the grievance procedure outlined in this Agreement or to the Veteran's Preference forum. If appealed to the Veteran's Preference forum, the grievance is not subject to the arbitration procedure as provided in this Article and the Employee shall have waived his/her right to arbitrate pursuant to this Article.

15.7 All documents, communications and records dealing with a grievance shall be filed separately from the personnel files of the involved employee(s).

#### **Article 16- Basic Wage Rates**

16.1 The attached salary grids set forth the Basic Wage Rates for the classifications covered by this Agreement. The negotiated across the board increases will be paid to all employees in the bargaining unit on the following schedule:

January 1, 2023 3.5%

16.2 An regular employee may be granted an increase in the basic hourly rate beyond the negotiated across the board increase which is established in this Agreement by one of two ways during the duration of the contract: 1. Step increase 2. Reclassification of position. Casual employees may receive pay increases outside of the negotiated across the board increase at the discretion of the EMPLOYER.

16.3 Personnel evaluations shall be conducted prior to the employee's anniversary date. An evaluation made by the employee's supervisor shall be submitted in writing to the employee and to the City Manager. Employees who receive evaluations which make them eligible for a step increase shall receive the increase on their anniversary date.

16.4 Employer agrees to deduct and transmit such amounts of any Employee's Deferred Compensation as Employee authorizes and directs in writing.

#### **Article 17- Insurance**

17.1 Effective January 1, 2023 the EMPLOYER will contribute the following increase amounts for full time employees based off the total increase for the most expensive available plan (for example, if the total increase for the single plan was \$100, the Employer would pay \$95 towards the increase).

	Employer Contribution	Employee Contribution
Single	95%	5%
Single + 1	75%	25%
Single + Children	75%	25%
Family	60%	40%

For 2023, these numbers are as follows:

Single	\$1,117.49
Single +1	\$1,835.26
Single +Children	\$1,819.13
Family	\$1,866.50

17.2 Employees with single insurance coverage will be eligible to commit the difference between single coverage expense and the EMPLOYER contribution to obtain certain mutually agreed appropriate benefits, such as deferred compensation, additional insurance, or cash. If the benefit is taken as cash, the amount will be reduced by payroll taxes.

17.3 Full time Employees who choose to opt out of the City’s health insurance program will receive \$360.00 to obtain certain mutually agreed appropriate benefits. Employees wishing to opt out must provide proof of insurance coverage through another provider. In lieu of the \$360.00, employees hired after August 1, 2004 will receive \$100.00 per month if they opt out of the City’s health insurance program.

**Article 18- Flex Leave**

Employees shall participate in the Flex Leave program without option. Regular employees are eligible for flex leave benefits. In cases of part-time benefits, benefits shall be pro-rated based on hours worked. Full details of the Flex Leave program are available in the citywide policy.

**Flex Leave Accrual Schedule**

Year	Leave Hours								
1	256	6	288	11	312	16	336	21	352
2	264	7	296	12	312	17	336	22	352
3	272	8	296	13	320	18	336	23	352
4	280	9	304	14	328	19	336	24	352
5	288	10	304	15	336	20	352	25	376

**18.1 Use of Flex Leave**

Flex Leave is accrued on a per pay period basis and may be used subsequent to the pay period in which it was earned.

Requests for flex leave for reasons other than illness or injury must be submitted to the supervisor a reasonable time in advance of the period of time for which such leave is requested to enable the supervisor to arrange for normal continuance of the department functions. In such cases, requested flex leave will not be unreasonably refused, but shall be subject to and coordinated with the administrative and managerial needs of the City.

Emergency use will require notification of the Supervisor within 30 minutes prior to the employee's scheduled work day, if the employee is not at work, or notification of the Supervisor before leaving work.

Emergency use may require documentation of the emergency. If unplanned leave shows a pattern suggesting abuse, the supervisor shall notify the employee of his/her concern. If such abuse continues the employee shall be warned in writing that such continued abuse may be cause to deny future unplanned leave requests without a physician's note.

Employees who choose to maintain short-term disability (STD) and long-term disability (LTD) insurance may pay for this insurance using flex leave days.

#### 18.2 Cap

The maximum amount of flex leave that an employee can have in the Flex Leave Account at the end of a year is two times (200%) the employee's annual flex leave accumulation.

Employees whose accrued flex leave exceeds their cap on December 31 will lose all of the time that exceeds the cap.

#### 18.3 Conversion Option

In December, Employees may submit an irrevocable election to convert up to 40 hours (5 days) of flex leave to the City's deferred compensation program or cash to be paid out in January of the following year. After 10 years an employee may convert up to 80 hours (10 days). After 25 years an employee may convert up to 120 hours (15 days).

An employee may appeal to the City Manager to convert a higher number of hours if department scheduling problems or other unusual circumstances prevent the employee from using sufficient leave during the year. The employee's supervisor must attest to the existence of the problem.

### **Article 19- Leaves of Absence**

19.1 Except as otherwise provided in this AGREEMENT, written request for leave shall be made by employees prior to the beginning of the period(s) of absence and no payment for any absence shall be made until the leave is properly approved. All leaves of absence without pay shall be granted at the discretion of the Employer and must be approved by the EMPLOYER in advance. Upon application by the employee, leaves of absence may be extended or renewed at the discretion of the EMPLOYER.

19.2 All leave of absence requests shall be given reasonable consideration by the EMPLOYER. EMPLOYER agrees to provide communication with the EMPLOYEE on the status of their requests.

### **Article 20– Unpaid Leaves of Absence**

Unpaid leaves of absence which regular employees are entitled to include, but are not limited to, the following:

Appointed and Elected Office Leave;  
Union Leave;  
Military Leave;  
School Conference and Activities Leave;  
Family and Medical Leaves

#### **Article 21- Leaves of Absence with Pay**

Leaves of absence with pay may be granted to permanent employees under the provisions of this article when approved in advance by the Employer prior to the commencement of the leave. Paid leaves of absence which regular employees are entitled to may include, but are not limited to, the following:

Jury Duty and Court Witness Leave;  
Military Leave;  
Bone Marrow Donation Leave

#### **Article 22- Bereavement Leave**

Employees are eligible to use the Citywide Bereavement Leave policy. The City agrees to not reduce the benefits provided by the citywide program during the length of this contract. In the event that a local, state or federal requirement is passed which requires modification or that would render the policy duplicative, the City shall modify and replace the policy to meet requirements.

#### **Article 23- Voting Leave**

Every employee who is eligible to vote in an election has the right to be absent from work for the time necessary to appear at the employee's polling place, cast a ballot and return to work on the day of the election, without penalty or deduction from salary or wages because of absence. For purposes of this section, 'election' means a regularly scheduled state primary or general election, any local election for city or county officials, an election to fill a vacancy in the office of United States Senator or United States Representative, or an election to fill a vacancy in the office of state senator or state representative.

#### **Article 24- Parental Leave**

Employees are eligible to use the Citywide Paid Parental Leave policy, effective January 1, 2019. The City agrees to not reduce the benefits provided by the citywide program during the length of this contract. In the event that a local, state or federal requirement is passed which requires modification or that would render the policy duplicative, the City shall modify and replace the policy to meet requirements.

#### **Article 25- Tuition Reimbursement**

Employees may receive reimbursement for the cost of tuition and required textbooks subject to the City's Tuition Reimbursement Program. The City agrees to not reduce the benefits provided by the citywide program during the length of this contract.

#### **Article 26- Vacancies**

26.1 Whenever vacancies appear in the municipal service, the City shall make notice available to the Union and will give primary consideration to internal candidates for promotion based upon the employee's qualifications and ability to perform the required duties.

26.2 If among the applicants for such promotion, there are two or more regular employees who have applied for the position, and they possess equal qualifications and ability to perform the required duties, it shall be the policy that the Employer will give reasonable consideration to the senior employee.

#### **Article 27- Meet and Confer**

The parties agree to meet and confer when issues outside of the terms and conditions of employment are identified.

#### **Article 28- Layoff and Recall from Layoff**

28.1 Whenever any permanent position is to be abolished or it becomes necessary because of lack of funds or lack of work to reduce the number of employees in the classified service in any department, the status of involved employees shall be determined by the following provisions and the involved employees will be notified.

28.2 A reduction of work force will be accomplished on the basis of seniority. Employees who have at least two (2) years of City seniority shall have the right to bump into previously held classifications within the same or lower pay grade(s). In all cases, however, the bumping employee must meet the current minimum qualifications of the claimed position and must be qualified to perform the required work.

28.3 The Employer shall make every reasonable effort under the circumstances to provide affected employees with at least thirty (30) calendar days' notice prior to the contemplated effective date of a layoff.

28.4 An employee in the classified service who has been laid off shall be offered recall without examination to a vacant position of the same classification provided the employee continues to meet the current minimum qualifications of the position. Seniority will be the determining criterion for recall when the job-relevant qualification factors are equal. Recall rights under this provision will continue for twenty-four (24) months after layoff. Recalled employees shall have ten (10) working days after notification of recall by registered mail at the employee's last known address to report to work or forfeit all recall rights.

#### **Article 29- Seasonal Laborers**

29.1 Seasonal Laborers are employed by the Employer on a seasonal or temporary basis for no more than 180 calendar days per fiscal year in a full time or part time (more than 14 hours per week) capacity.

29.2 Seasonal Laborers will be paid at a rate set by the EMPLOYER which will not exceed the starting salary of the AFSCME pay grid.

29.3 Seasonal Laborers will not permanently or temporarily replace any position currently represented by AFSCME.

29.4 Seasonal Laborers will not be eligible for any benefits under this Agreement except those which may be required by law.

### **Article 30- Savings Clause**

This AGREEMENT is subject to the laws of the United States, the State of Minnesota, and the City of Hopkins. In the event any provision of this AGREEMENT shall be held to be contrary to law by a court of competent jurisdiction from whose final judgement or decree no appeal has been taken within the time provided, such provision shall be voided. All other provisions shall continue in full force and effect. Upon written request of either party, the parties shall meet and negotiate on a substitute provision for the voided provision.

### **Article 31- Uniforms**

31.1 Public Works Facilities and Inspector Employees - The Employer agrees to pay up to a maximum of four hundred seventy-five (\$475.00) per year for uniforms for Public Works Facilities and Inspector Employees covered under this agreement. One hundred and fifty dollars (\$150.00) of the four hundred and seventy-five will be paid to each employee on the first pay period of the year by a separate check. This contribution is taxable income. Employees are expected to maintain department specific uniform and safety requirements.

31.2 The Employer agrees to purchase one piece of city or department branded attire for all employees not included in 31.1.

### **Article 32- Work Rules**

The Employer may establish and enforce work rules that are not in conflict with this Agreement. A copy of the Employer's work rules shall be available on or about the work site for Employees subject to such rules. Upon request, such rules shall also be made available to the Union. Management reserves the right to make any changes at any time by adding to, deleting, or changing existing rules. Revisions to such work rules will be labeled as new or amended and shall be posted or disseminated in advance of their effective date. Work rules are only general guidelines, and nothing in work rules establishes a contract or promise of employment or specific terms of employment between employees and the City. The establishment of work rules does not protect against what is considered apparent and obvious expectations that were omitted, the City retains the right to terminate or discipline for any just cause.

### **Article 33- Post- Employment Health Plan**

33.1 All regular employees represented by AFSCME will participate in the Minnesota State Retirement System(MSRS) Health Care Savings Plan (HCSP) pursuant to Minnesota Statute 352.98, which shall be administered as provided by law.

33.2 Regular employees shall contribute the following amounts to the Plan:

1.5% of gross salary

33.3 The plan will also be funded by 100% of severance pay and/or accumulated flex leave due to the employee upon separation from employment with the City.

### **Article 34- Waiver**

34.1 Any and all prior agreements, resolutions, practices, policies, rules and regulations regarding terms and conditions of employment, to the extent inconsistent with the provisions of this AGREEMENT, are hereby superseded.

34.2 The parties mutually acknowledge that during the negotiations, which resulted in this AGREEMENT, each had the unlimited right and opportunity to make demands and proposals with respect to any term or condition of employment not removed by law from bargaining. All agreements and understandings arrived at by the parties are set forth in writing in this AGREEMENT. The EMPLOYER and the UNION each voluntarily and unqualifiedly waives the right to meet and negotiate regarding any and all terms and conditions of employment referred to or covered in this AGREEMENT or with respect to any term or condition of employment not specifically referred to or covered by this AGREEMENT, even though such terms or conditions may not have been within the knowledge or contemplation of either or both of the parties at the time this contract was negotiated or executed.

**Article 35- Advanced Resignation Notice Program**

Employees are eligible for the Citywide Advanced Resignation Program. The City agrees to not reduce benefits of the Advanced Resignation Program during this contract period.

**Article 36- Duration**

This Agreement shall be effective as of January 1, 2023 shall remain in full force and effect until December 31, 2023 or until such time thereafter as a new AGREEMENT becomes effective. In witness whereof, the parties hereto have executed this AGREEMENT on this date, December 20, 2022

X

\_\_\_\_\_  
Kate Black  
Field Representative, AFSCME Council 5

X

\_\_\_\_\_  
City Manager, City of Hopkins

X

\_\_\_\_\_  
Vance Campbell  
AFSCME Local President

X

\_\_\_\_\_  
Mayor, City of Hopkins

## Regular Employee Wage Schedule

### Position Classifications

Position	Grade
Administrative Clerk	AFSCME4
Bldg. Supervisor	AFSCME4
Multimedia Assistant	AFSCME4
IT Assistant	AFSCME5
Administrative Assistant	AFSCME6
Facilities Technician	AFSCME6
Administrative Technician	AFSCME7
Accounting Technician	AFSCME7
Activity Center Coordinator	AFSCME8
Facilities Specialist	AFSCME8
IT Technician	AFSCME8
Visual Arts Coordinator	AFSCME8
Police Services Liaison	AFSCME9
Engineering Specialist	AFSCME9
Building Inspector	AFSCME9

AFSCME4 (Hourly Rate)	1/1/2023
1	18.60
2	19.14
3	19.69
4	20.22
5	20.76
6	21.31
7	21.84
8	22.40

9	22.93
10	23.49
11	24.02
12	24.57
13	25.11

AFSCME5 (Hourly Rate)	1/1/2023
1	20.67
2	21.28
3	21.88
4	22.49
5	23.08
6	23.69
7	24.29
8	24.88
9	25.49
10	26.09
11	26.71
12	27.31
13	27.90

AFSCME6 (Hourly Rate)	1/1/2023
1	23.99
2	24.70
3	25.40
4	26.09
5	26.79
6	27.48
7	28.18
8	28.90
9	29.59
10	30.29
11	31.00
12	31.69
13	32.39

AFSCME7 (Hourly Rate)	1/1/2023
1	26.69

2	27.46
3	28.22
4	29.01
5	29.79
6	30.57
7	31.34
8	32.13
9	32.89
10	33.69
11	34.47
12	35.24
13	36.02

AFSCME8 (Hourly Rate)	1/1/2023
1	29.38
2	30.23
3	31.10
4	31.95
5	32.81
6	33.67
7	34.52
8	35.39
9	36.24
10	37.08
11	37.96
12	38.81
13	39.66

AFSCME9 (Hourly Rate)	1/1/2023
1	32.76
2	33.71
3	34.66
4	35.61
5	36.57
6	37.54
7	38.47
8	39.44
9	40.40
10	41.36

11	42.30
12	43.25
13	44.22

**Casual Employee Wage Ranges**

Building Attendants \$ \$16.89 - \$21.13 per hour

Inspectors hired prior to 6/18/2018 receive \$0.30/hr premium pay.

**Casual Employee Wage Ranges**

Building Attendants \$11.09 - \$17.75 per hour



CITY OF HOPKINS

Finance Department

## City Council Report 2023-011

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

From: Nicholas Bishop, Finance Director

Date: January 10, 2023

Subject: Ratify Checks Issued December 2022-January 2023

---

### **RECOMMENDED ACTION**

**MOTION TO** Ratify Checks issued between December 1, 2022 and January 5, 2023 were numbers 129173 thru 129535 for total distribution of \$1,836,946.15.

### **OVERVIEW**

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.

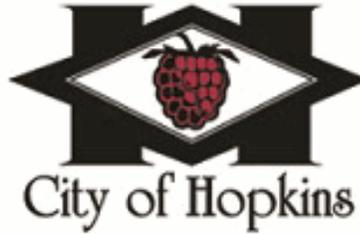
### **SUPPORTING INFORMATION**

- Check Register

# Accounts Payable

## Checks by Date - Summary by Check Date

User: cdahlstrom@hopkinsmn.com  
Printed: 1/5/2023 11:02 AM



1010 First Street South  
Hopkins, MN 55343

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

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
129173	28422	ADVANCED IMAGING SOLUTIONS	12/08/2022	0.00	5,022.32
129174	28600	APPLE VALLEY FORD LINCOLN	12/08/2022	0.00	57.74
129175	02031	B & W SPECIALTY COFFEE CO	12/08/2022	0.00	422.98
129176	02361	BAKKE KOPP BALLOU & MCFARLIN I	12/08/2022	0.00	2,760.00
129177	30899	BAUERS MINNOCO	12/08/2022	0.00	88.26
129178	30366	BERRY COFFEE COMPANY INC	12/08/2022	0.00	502.48
129179	29817	GARY BINGER	12/08/2022	0.00	3,200.00
129180	31208	DENIS BOCI-BEARD	12/08/2022	0.00	45.00
129181	27782	BOUND TREE MEDICAL LLC	12/08/2022	0.00	405.74
129182	28848	BOUNDLESS NETWORK INC	12/08/2022	0.00	857.22
129183	03160	CENTERPOINT ENERGY MINNEGASC	12/08/2022	0.00	47.77
129184	28981	CHESTNUT CAMBRONNE PA	12/08/2022	0.00	17,743.92
129185	30127	CINTAS CORPORATION NO. 2	12/08/2022	0.00	694.15
129186	30038	CIVICPLUS, INC.	12/08/2022	0.00	4,782.75
129187	26951	COMCAST	12/08/2022	0.00	10.50
129188	03800	CULLIGAN - METRO	12/08/2022	0.00	67.50
129189	28747	CULLIGAN BOTTLED WATER CO	12/08/2022	0.00	190.80
129190	04328	DISPLAY SALES	12/08/2022	0.00	719.00
129191	28898	ECM PUBLISHERS INC	12/08/2022	0.00	70.40
129192	05282	EHLERS AND ASSOCIATES, INC	12/08/2022	0.00	5,135.00
129193	05453	ELECTRIC PUMP INC	12/08/2022	0.00	782.75
129194	05484	EMBROIDERY SHOP	12/08/2022	0.00	474.84
129195	27569	EMERGENCY AUTOMOTIVE TECHNO	12/08/2022	0.00	1,457.13
129196	05524	ENTENMANN-ROVIN CO	12/08/2022	0.00	501.00
129197	29006	ENTERPRISE FLEET MANAGEMENT	12/08/2022	0.00	2,035.14
129198	06008	FASTENAL CO	12/08/2022	0.00	365.45
129199	31229	KIRI ANN FAUL	12/08/2022	0.00	650.00
129200	31346	PAULA FINNEY	12/08/2022	0.00	160.00
129201	06567	FORCE AMERICA	12/08/2022	0.00	657.35
129202	29923	ELAINE GOEPFERT	12/08/2022	0.00	590.00
129203	07564	GOPHER STATE ONE-CALL, INC	12/08/2022	0.00	144.45
129204	29377	GRAINGER, INC	12/08/2022	0.00	63.69
129205	08000	H & L MESABI	12/08/2022	0.00	351.60
129206	08001	HACH COMPANY	12/08/2022	0.00	160.50
129207	31143	SARA HALPERN	12/08/2022	0.00	325.00
129208	08038	HAWKINS, INC	12/08/2022	0.00	7,118.52
129209	08176	HENNEPIN COUNTY TREASURER	12/08/2022	0.00	1,407.22
129210	08186	HENNEPIN CTY TREASURER	12/08/2022	0.00	87.00
129211	29818	HIAWATHA TREE SERVICE INC.	12/08/2022	0.00	4,125.00
129212	31342	HI-LINE ELECTRIC COMPANY INC	12/08/2022	0.00	719.15
129213	08336	HIRSHFIELDS	12/08/2022	0.00	83.96
129214	08576	HOPKINS F.D. RELIEF ASSOC	12/08/2022	0.00	900.00
129215	08576	HOPKINS F.D. RELIEF ASSOC	12/08/2022	0.00	120.00
129216	09085	ICMA - ROTH IRA - 706260	12/08/2022	0.00	1,041.40
129217	09578	INNOVATIVE OFFICE SOLUTIONS	12/08/2022	0.00	952.89
129218	29612	INTERNATIONAL CHEMTEX	12/08/2022	0.00	91.50
129219	09534	INTERSTATE BATTERY SYSTEM	12/08/2022	0.00	447.85

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
129220	09002	I-STATE TRUCK CENTER	12/08/2022	0.00	325.26
129221	30269	JANELLE JASPERS JONES	12/08/2022	0.00	240.00
129222	11013	KATH FUEL OIL SERVICE	12/08/2022	0.00	1,861.96
129223	11327	KILLMER ELECTRIC CO INC	12/08/2022	0.00	20,900.00
129224	31389	GRETCHEN LOWERY	12/08/2022	0.00	620.00
129225	13012	MACQUEEN EQUIPMENT INC	12/08/2022	0.00	6,970.09
129226	29356	MATTSON, MACDONALD, YOUNG INC	12/08/2022	0.00	3,150.00
129227	31305	MARY MCCALLUM	12/08/2022	0.00	280.00
129228	13167	MENARDS	12/08/2022	0.00	13.44
129229	28665	METRO ALARM & LOCK	12/08/2022	0.00	324.95
129230	13172	METRO ELEVATOR, INC	12/08/2022	0.00	184.00
129231	13182	METROPOLITAN AREA MANAGERS A	12/08/2022	0.00	45.00
129232	31390	MORGAN MEYER	12/08/2022	0.00	80.00
129233	31387	MIDWEST WASH SYSTEMS	12/08/2022	VOID	489.00
129234	30363	MINNEAPOLIS OXYGEN COMPANY	12/08/2022	0.00	91.08
129235	31189	MINNEAPOLIS REGIONAL CHAMBER	12/08/2022	0.00	776.00
129236	13354	MN BENEFIT ASSOCIATION	12/08/2022	0.00	84.18
129237	13362	MN CHIEFS OF POLICE ASSOC	12/08/2022	0.00	193.00
129238	13375	MN DEPT OF HEALTH	12/08/2022	0.00	8,590.00
129239	13446	MN DEPT OF LABOR & INDUSTRY	12/08/2022	0.00	100.00
129240	13412	MN TROPHIES	12/08/2022	0.00	227.00
129241	29939	MOBOTREX, INC.	12/08/2022	0.00	1,104.00
129242	31064	MR CUTTING EDGE LLC	12/08/2022	0.00	108.00
129243	30300	NORDIC SOLAR HOLDCO LLC	12/08/2022	0.00	4,858.69
129244	15521	ON SITE COMPANIES	12/08/2022	0.00	977.00
129245	16337	PIRTEK PLYMOUTH	12/08/2022	0.00	514.51
129246	30575	PREMIER LIGHTING INC	12/08/2022	0.00	4,666.05
129247	17806	QWEST CORP	12/08/2022	0.00	60.75
129248	28997	R & R SPECIALTIES OF WISCONSIN IN	12/08/2022	0.00	1,453.80
129249	30695	RAVE WIRELESS INC	12/08/2022	0.00	5,500.00
129250	09084	ICMA RETIREMENT TRUST- 300824	12/08/2022	0.00	2,502.68
129251	19004	SAMARITAN TIRE COMPANY	12/08/2022	0.00	1,280.00
129252	19117	SCHERER BROS. LUMBER CO.	12/08/2022	0.00	219.22
129253	19085	SCHINDLER ELEVATOR CORP	12/08/2022	0.00	2,529.35
129254	30132	LAURA SHIUE	12/08/2022	0.00	1,500.00
129255	19520	SNAP PRINT INC	12/08/2022	0.00	928.23
129256	19777	STREICHERS	12/08/2022	0.00	1,367.88
129257	30041	TELEMETRY & PROCESS CONTROLS,	12/08/2022	0.00	20,775.00
129258	31388	THE JAMAR COMPANY	12/08/2022	0.00	8,020.00
129259	29795	TRANE	12/08/2022	0.00	839.00
129260	30093	TRANSUNION RISK AND ALTERNATIV	12/08/2022	0.00	185.00
129261	20687	TRI-STATE BOBCAT INC	12/08/2022	0.00	148.05
129262	30651	TRITECH SOFTWARE SYSTEMS	12/08/2022	0.00	37,124.90
129263	27981	ULINE INC	12/08/2022	0.00	108.77
129264	31275	DEBT MGMT SERVICES US DEPT OF T	12/08/2022	0.00	55.11
129265	22002	VALLEY-RICH COMPANY, INC	12/08/2022	0.00	5,293.15
129266	30189	VAN PAPER SUPPLY COMPANY	12/08/2022	0.00	61.88
129267	29473	VERIZON WIRELESS	12/08/2022	0.00	376.43
129268	29475	VERIZON WIRELESS	12/08/2022	0.00	105.03
129269	30819	VERIZON WIRELESS	12/08/2022	0.00	360.09
129270	27900	WATER CONSERVATION SERVICES	12/08/2022	0.00	371.88
129271	23720	WSB & ASSOCIATES INC	12/08/2022	0.00	2,444.25
129272	26320	ZIEGLER, INC	12/08/2022	0.00	1,150.65
12082022	29950	CREDIT CARD - WELLS FARGO	12/08/2022	0.00	30,985.95
Total for 12/8/2022:				489.00	251,668.18

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
129273	01328	AIRGAS USA	12/15/2022	0.00	231.00
129274	01521	ANCHOR PAPER COMPANY	12/15/2022	0.00	1,499.85
129275	02031	B & W SPECIALTY COFFEE CO	12/15/2022	0.00	59.69
129276	02162	BECKER ARENA PRODUCTS, INC	12/15/2022	0.00	57,039.00
129277	02563	BOLTON & MENK, INC	12/15/2022	0.00	45,146.42
129278	27782	BOUND TREE MEDICAL LLC	12/15/2022	0.00	13.31
129279	03160	CENTERPOINT ENERGY MINNEGASCO	12/15/2022	0.00	9,576.36
129280	31395	KAR-KEAT CHONG	12/15/2022	0.00	7,980.00
129281	30127	CINTAS CORPORATION NO. 2	12/15/2022	0.00	63.54
129282	28264	CLINIC SUPPLY INC	12/15/2022	0.00	487.00
129283	26951	COMCAST	12/15/2022	0.00	14.70
129284	26951	COMCAST	12/15/2022	0.00	95.88
129285	29981	CORE & MAIN LP	12/15/2022	0.00	5,383.00
129286	31032	COVERALL NORTH AMERICA	12/15/2022	0.00	3,563.00
129287	03640	CPT SERVICES, INC	12/15/2022	0.00	262.50
129288	03800	CULLIGAN - METRO	12/15/2022	0.00	171.16
129289	04690	DRISKILLS FOODS	12/15/2022	0.00	2,387.27
129290	04690	DRISKILLS FOODS	12/15/2022	0.00	71.47
129291	28898	ECM PUBLISHERS INC	12/15/2022	0.00	390.40
129292	29520	ECOLAB	12/15/2022	0.00	107.53
129293	29661	ESS BROTHERS & SONS	12/15/2022	0.00	789.48
129294	29491	FERGUSON WATERWORKS #2518	12/15/2022	0.00	7,058.95
129295	07003	GARTNER REFRIGERATION & MFG.	12/15/2022	0.00	915.00
129296	07681	GRAINGER, INC	12/15/2022	0.00	21.01
129297	29820	GROUP HEALTH PLAN INC	12/15/2022	0.00	2,435.00
129298	29820	GROUP HEALTH PLAN INC	12/15/2022	0.00	1,479.00
129299	30095	HAMLIN SCHOOL OF BUSINESS	12/15/2022	0.00	1,300.00
129300	31392	JANET HARTMANN	12/15/2022	0.00	87.50
129301	08038	HAWKINS, INC	12/15/2022	0.00	1,773.00
129302	31222	MATTHEW HEGER	12/15/2022	0.00	419.22
129303	29748	HENNEPIN COUNTY PUBLIC WORKS	12/15/2022	0.00	10,426.87
129304	08176	HENNEPIN COUNTY TREASURER	12/15/2022	0.00	3,072.60
129305	08166	HENNEPIN CTY TREASURER	12/15/2022	0.00	1,887.12
129306	08166	HENNEPIN CTY TREASURER	12/15/2022	0.00	257.40
129307	08186	HENNEPIN CTY TREASURER	12/15/2022	0.00	87.00
129308	08223	HENNEPIN CTY TREASURER	12/15/2022	0.00	11,689.92
129309	31277	MARY F HOLMGREN	12/15/2022	0.00	210.00
129310	29345	IMPACT MAILING OF MN	12/15/2022	0.00	3,337.13
129311	31198	JDS & WMK INC	12/15/2022	0.00	206.95
129312	29249	JR'S ADVANCED RECYCLERS	12/15/2022	0.00	30.00
129313	11013	KATH FUEL OIL SERVICE	12/15/2022	0.00	505.00
129314	11161	KENNEDY & GRAVEN, CHARTERED	12/15/2022	0.00	19,080.01
129315	11327	KILLMER ELECTRIC CO INC	12/15/2022	0.00	6,346.00
129316	03369	LEAGUE OF MN CITIES	12/15/2022	0.00	15.00
129317	29529	LEXISNEXIS RISK SOLUTIONS	12/15/2022	0.00	93.79
129318	12200	LHB INC	12/15/2022	0.00	6,050.00
129319	31257	SCOTT ANDREWS MARKS	12/15/2022	0.00	180.00
129320	30096	MASTER CRAFT LABELS, INC.	12/15/2022	0.00	609.46
129321	31057	LYNN M MECHURA ANDERSON	12/15/2022	0.00	157.50
129322	13160	MEDICINE LAKE TOURS	12/15/2022	0.00	2,403.00
129323	13167	MENARDS	12/15/2022	0.00	121.11
129324	28665	METRO ALARM & LOCK	12/15/2022	0.00	1,260.00
129325	13179	METROPOLITAN COUNCIL	12/15/2022	0.00	145,973.17
129326	28599	MN PUBLIC RADIO	12/15/2022	0.00	833.00
129327	31150	MOHAMMAD NOORI	12/15/2022	0.00	350.00
129328	15880	OWENS SERVICE CORP- CHEMTEX	12/15/2022	0.00	1,840.00
129329	16337	PIRTEK PLYMOUTH	12/15/2022	0.00	422.83

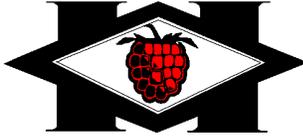
Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
129330	29331	POSTMASTER	12/15/2022	0.00	6,800.00
129331	16687	PRO-TEC DESIGN INC	12/15/2022	0.00	51.00
129332	29253	CRAIG RAPP	12/15/2022	0.00	1,600.00
129333	31393	LYNNE SARNOFF-CHRISTENSEN	12/15/2022	0.00	339.50
129334	31394	SAVATREE LLC	12/15/2022	0.00	6,199.88
129335	19085	SCHINDLER ELEVATOR CORP	12/15/2022	0.00	1,855.95
129336	29242	SCHWALBE STONework INC	12/15/2022	0.00	390.00
129337	30495	SPEEDWAY LLC	12/15/2022	0.00	15.00
129338	29200	SPRINGBROOK SOFTWARE INC	12/15/2022	0.00	1,346.50
129339	31388	THE JAMAR COMPANY	12/15/2022	0.00	5,300.00
129340	20687	TRI-STATE BOBCAT INC	12/15/2022	0.00	581.06
129341	03440	ULTIMATE SAFETY CONCEPTS INC	12/15/2022	0.00	2,494.02
129342	29458	VERIZON WIRELESS	12/15/2022	0.00	2,816.81
129343	31398	VMWARE INC	12/15/2022	0.00	16,997.70
129344	31094	DANIEL SCOTT VOLENEC	12/15/2022	0.00	210.00
129345	31396	MICHAEL WELTON	12/15/2022	0.00	315.00
129346	25080	XCEL ENERGY	12/15/2022	0.00	10,927.51
129347	26320	ZIEGLER, INC	12/15/2022	0.00	198.21
Total for 12/15/2022:				0.00	426,704.24
129348	31399	WASHINGTON COUNTY	12/16/2022	0.00	100.00
Total for 12/16/2022:				0.00	100.00
129363	01045	ABM EQUIPMENT & SUPPLY LLC	12/21/2022	0.00	107,153.00
129364	30933	ANCHOR SOLAR INVESTMENTS LLC	12/21/2022	0.00	3,523.65
129365	01600	APACHE GROUP	12/21/2022	0.00	906.00
129366	01494	APWA MN	12/21/2022	0.00	286.25
129367	02031	B & W SPECIALTY COFFEE CO	12/21/2022	0.00	42.81
129368	30899	BAUERS MINNOCO	12/21/2022	0.00	122.74
129369	30366	BERRY COFFEE COMPANY INC	12/21/2022	0.00	73.00
129370	02323	BITUMINOUS ROADWAYS, INC	12/21/2022	0.00	155,919.11
129371	26976	BUCKEYE INTERNATIONAL INC	12/21/2022	0.00	233.88
129372	31400	BZDOK INSPECTIONS INC	12/21/2022	0.00	1,063.87
129373	29416	CDW GOVERNMENT	12/21/2022	0.00	14,464.70
129374	31267	CINTAS CORPORATION	12/21/2022	0.00	662.02
129375	30127	CINTAS CORPORATION NO. 2	12/21/2022	0.00	236.35
129376	29342	CITY OF MINNETONKA	12/21/2022	0.00	841.12
129377	03330	CITY OF PLYMOUTH	12/21/2022	0.00	4,271.18
129378	31300	CLEAR CHANNEL OUTDOOR HOLDIN	12/21/2022	0.00	150.00
129379	26951	COMCAST	12/21/2022	0.00	153.35
129380	26951	COMCAST	12/21/2022	0.00	135.97
129381	30560	COMPUTER INTEGRATION TECHNOLA	12/21/2022	0.00	1,689.00
129382	31384	CONSOLIDATED COMMUNICATIONS (	12/21/2022	0.00	175.38
129383	31032	COVERALL NORTH AMERICA	12/21/2022	0.00	1,860.50
129384	28274	CREATIVE RESOURCES AGENCY LLC	12/21/2022	0.00	2,094.00
129385	27060	CROWN MARKING INC	12/21/2022	0.00	78.74
129386	03800	CULLIGAN - METRO	12/21/2022	0.00	81.50
129387	04161	DEALER AUTOMOTIVE SERVICES INC	12/21/2022	0.00	378.03
129388	29303	DIVERSIFIED COFFEE PRODUCTS	12/21/2022	0.00	274.82
129389	30064	DOOR SERVICE COMPANY	12/21/2022	0.00	1,989.00
129390	29520	ECOLAB	12/21/2022	0.00	1,570.66
129391	31397	ENGIE INSIGHT SERVICES INC	12/21/2022	0.00	60.60
129392	29398	ENTERPRISE FLEET MANAGEMENT	12/21/2022	0.00	1,765.78
129393	30330	FAE LSE 6 LLC	12/21/2022	0.00	2,793.08
129394	30601	FAE LSE 8 LLC	12/21/2022	0.00	3,000.54

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
129395	06567	FORCE AMERICA	12/21/2022	0.00	326.11
129396	07003	GARTNER REFRIGERATION & MFG.	12/21/2022	0.00	1,188.40
129397	07185	GENUINE PARTS	12/21/2022	0.00	300.02
129398	08000	H & L MESABI	12/21/2022	0.00	7,910.40
129399	08004	HANCE HARDWARE, INC	12/21/2022	0.00	1,592.67
129400	08004	HANCE HARDWARE, INC	12/21/2022	0.00	35.45
129401	31222	MATTHEW HEGER	12/21/2022	0.00	161.38
129402	08170	HENNEPIN CTY FIRE CHIEFS ASSN	12/21/2022	0.00	125.93
129403	08166	HENNEPIN CTY TREASURER	12/21/2022	0.00	3,357.00
129404	08179	HENNEPIN CTY TREASURER	12/21/2022	0.00	1,092.29
129405	30362	HENRICKSEN & COMPANY INC	12/21/2022	0.00	10,182.15
129406	31342	HI-LINE ELECTRIC COMPANY INC	12/21/2022	0.00	995.32
129407	31401	HOMELAND HEALTH SPECIALISTS IN	12/21/2022	0.00	102.00
129408	09521	INDELCO	12/21/2022	0.00	91.39
129409	29249	JR'S ADVANCED RECYCLERS	12/21/2022	0.00	70.00
129410	11327	KILLMER ELECTRIC CO INC	12/21/2022	0.00	522.50
129411	11583	KONE INC	12/21/2022	0.00	432.63
129412	29154	MARK KROPIDLOWSKI	12/21/2022	0.00	150.00
129413	13012	MACQUEEN EQUIPMENT INC	12/21/2022	0.00	4,193.87
129414	28665	METRO ALARM & LOCK	12/21/2022	0.00	1,260.00
129415	27324	MIDWEST OVERHEAD CRANE	12/21/2022	0.00	814.97
129416	13327	MINNEAPOLIS RIFLE CLUB	12/21/2022	0.00	300.00
129417	30078	MN POLICE & PEACE OFFICER ASSOC	12/21/2022	0.00	180.00
129418	13412	MN TROPHIES	12/21/2022	0.00	76.34
129419	30079	MPPOA LEGAL DEFENSE FUND	12/21/2022	0.00	456.00
129420	14587	NORTHLAND BUSINESS SYSTEMS	12/21/2022	0.00	2,114.70
129421	29753	NOVACARE REHABILITATION	12/21/2022	0.00	120.00
129422	29317	OFFICE OF MN IT SERVICES	12/21/2022	0.00	124.95
129423	26974	O'REILLY AUTO PARTS	12/21/2022	0.00	38.56
129424	29468	PARALLEL TECHNOLOGIES	12/21/2022	0.00	3,437.88
129425	30125	PROJECT COMPANY FINCO PHASE III	12/21/2022	0.00	12,942.48
129426	14188	QUADIEN LEASING INC	12/21/2022	0.00	2,058.03
129427	31120	REPUBLIC SERVICES INC	12/21/2022	0.00	31,450.68
129428	19004	SAMARITAN TIRE COMPANY	12/21/2022	0.00	1,127.00
129429	29143	SHRED IT USA	12/21/2022	0.00	79.00
129430	19581	SOUTHWEST LOCK & KEY	12/21/2022	0.00	8,095.00
129431	19766	STAR TRIBUNE	12/21/2022	0.00	177.74
129432	19824	SUNSHINE CAR WASH	12/21/2022	0.00	87.84
129433	20120	TDS METROCOM - MN	12/21/2022	0.00	346.19
129434	31157	THOMPSON INSPECTIONS INC	12/21/2022	0.00	2,457.47
129435	20294	THYSSENKRUPP ELEVATOR	12/21/2022	0.00	642.74
129436	20560	TOLL GAS & WELDING SUPPLY	12/21/2022	0.00	69.84
129437	29585	TRI-COUNTY LAW ENFORCEMENT	12/21/2022	0.00	75.00
129438	20687	TRI-STATE BOBCAT INC	12/21/2022	0.00	1,849.45
129439	30189	VAN PAPER SUPPLY COMPANY	12/21/2022	0.00	142.42
129440	29490	VERIZON WIRELESS	12/21/2022	0.00	879.75
129441	30017	VERIZON WIRELESS	12/21/2022	0.00	1,801.68
129442	31361	VIQ SOLUTIONS INC	12/21/2022	0.00	303.87
129443	22563	VOSS LIGHTING	12/21/2022	0.00	28.00
129444	31295	CHRISTY ZILKA	12/21/2022	0.00	130.00
Total for 12/21/2022:				0.00	414,547.72
129350	30728	AFSCME COUNCIL 5	12/22/2022	0.00	821.80
129351	08625	HOPKINS POLICE ASSOCIATION	12/22/2022	0.00	1,080.00
129352	09801	I.U.O.E. CENTRAL PENSION FUND	12/22/2022	0.00	1,720.00
129353	09085	ICMA - ROTH IRA - 706260	12/22/2022	0.00	1,041.40

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
129354	12012	LAW ENFORCEMENT LABOR SERVICE	12/22/2022	0.00	455.00
129355	30392	CIGNA LIFE INS COMP OF AMERICA -	12/22/2022	0.00	600.98
129356	30391	CIGNA LIFE INS COMP OF AMERICA -	12/22/2022	0.00	2,673.12
129357	30390	CIGNA LIFE INS COMP OF AMERICA -	12/22/2022	0.00	2,988.08
129358	30023	CIGNA LIFE INS COMP OF N AMERICA	12/22/2022	0.00	873.98
129359	08568	RESOURCE WEST	12/22/2022	0.00	35.40
129360	09084	ICMA RETIREMENT TRUST- 300824	12/22/2022	0.00	2,491.75
129361	21523	UNION LOCAL 49	12/22/2022	0.00	752.50
129362	21529	UNITED WAY	12/22/2022	0.00	38.46
Total for 12/22/2022:				0.00	15,572.47
129445	31386	ACTIVE COUNTERMEASURES, INC.	12/29/2022	0.00	8,098.20
129446	29535	ADVANCED ENGINEERING	12/29/2022	0.00	3,741.50
129447	02031	B & W SPECIALTY COFFEE CO	12/29/2022	0.00	769.05
129448	30899	BAUERS MINNOCO	12/29/2022	0.00	74.48
129449	28430	CENTURY LINK	12/29/2022	0.00	686.95
129450	26951	COMCAST	12/29/2022	0.00	404.74
129451	26951	COMCAST	12/29/2022	0.00	142.43
129452	31281	CONFLUENCE INC	12/29/2022	0.00	26,423.06
129453	06567	FORCE AMERICA	12/29/2022	0.00	220.00
129454	08038	HAWKINS, INC	12/29/2022	0.00	4,278.85
129455	08224	HENNEPIN CTY TREASURER	12/29/2022	0.00	90,000.00
129456	08627	HOME DEPOT CREDIT SERVICES	12/29/2022	0.00	847.35
129457	11327	KILLMER ELECTRIC CO INC	12/29/2022	0.00	3,541.04
129458	11327	KILLMER ELECTRIC CO INC	12/29/2022	0.00	9,741.00
129459	03369	LEAGUE OF MN CITIES	12/29/2022	0.00	45.00
129460	03369	LEAGUE OF MN CITIES	12/29/2022	0.00	350.00
129461	12200	LHB INC	12/29/2022	0.00	4,840.00
129462	31404	LRG TECHNOLOGIES, LLC	12/29/2022	0.00	70,628.00
129463	29059	MANSFIELD OIL COMPANY	12/29/2022	0.00	21,147.41
129464	13207	MENARDS	12/29/2022	0.00	47.69
129465	30591	METRO FURNITURE SOLUTIONS BY F	12/29/2022	0.00	13,924.00
129466	29468	PARALLEL TECHNOLOGIES	12/29/2022	0.00	2,136.25
129467	16166	PETTY CASH	12/29/2022	0.00	80.82
129468	31120	REPUBLIC SERVICES INC	12/29/2022	0.00	2,515.70
129469	31403	SAWATCH INC	12/29/2022	0.00	9,672.63
129470	19520	SNAP PRINT INC	12/29/2022	0.00	198.82
129471	19777	STREICHERS	12/29/2022	0.00	9,408.18
129472	19824	SUNSHINE CAR WASH	12/29/2022	0.00	169.95
129473	31349	LISA TABOR	12/29/2022	0.00	10,500.00
129474	28907	TILLER CORPORATION	12/29/2022	0.00	3,212.39
129475	20687	TRI-STATE BOBCAT INC	12/29/2022	0.00	2,031.06
129476	27692	VESSCO INC	12/29/2022	0.00	352.98
129477	31361	VIQ SOLUTIONS INC	12/29/2022	0.00	26.41
129478	23720	WSB & ASSOCIATES INC	12/29/2022	0.00	4,136.00
129479	25080	XCEL ENERGY	12/29/2022	0.00	268.82
129480	25080	XCEL ENERGY	12/29/2022	0.00	28.02
129481	26320	ZIEGLER, INC	12/29/2022	0.00	401.42
Total for 12/29/2022:				0.00	305,090.20
129483	31405	LAMETTRY'S COLLISION	01/04/2023	0.00	18,175.97
Total for 1/4/2023:				0.00	18,175.97

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
129484	20006	AXON ENTERPRISES, INC.	01/05/2023	0.00	132,500.63
129485	27822	BRADS PRO AUDIO	01/05/2023	0.00	550.00
129486	26951	COMCAST	01/05/2023	0.00	2.10
129487	26951	COMCAST	01/05/2023	0.00	348.35
129488	26951	COMCAST	01/05/2023	0.00	69.95
129489	28747	CULLIGAN BOTTLED WATER CO	01/05/2023	0.00	166.80
129490	29813	FAREWELL MILWAUKEE LLC	01/05/2023	0.00	1,200.00
129491	30555	MARGARET GONGOLL	01/05/2023	0.00	405.00
129492	08620	HOPKINS ROTARY	01/05/2023	0.00	500.00
129493	03369	LEAGUE OF MN CITIES	01/05/2023	0.00	475.00
129494	13172	METRO ELEVATOR, INC	01/05/2023	0.00	184.00
129495	29177	RENEE A MEUWISSEN	01/05/2023	0.00	345.00
129496	30156	MINNESOTA CONCRETE COUNCIL	01/05/2023	0.00	25.00
129497	30600	ROBERT OLSON	01/05/2023	0.00	435.00
129498	15521	ON SITE COMPANIES	01/05/2023	0.00	298.00
129499	28834	SHI INTERNATIONAL CORP	01/05/2023	0.00	146.94
129500	30091	RAY STAFFORD	01/05/2023	0.00	480.00
129501	20687	TRI-STATE BOBCAT INC	01/05/2023	0.00	1,500.00
129502	28422	ADVANCED IMAGING SOLUTIONS	01/05/2023	0.00	5,022.32
129503	31081	ALLEN'S SERVICE	01/05/2023	0.00	137.00
129504	20006	AXON ENTERPRISES, INC.	01/05/2023	0.00	710.77
129505	30899	BAUERS MINNOCO	01/05/2023	0.00	19.53
129506	29817	GARY BINGER	01/05/2023	0.00	3,200.00
129507	28848	BOUNDLESS NETWORK INC	01/05/2023	0.00	2,322.41
129508	26976	BUCKEYE INTERNATIONAL INC	01/05/2023	0.00	87.36
129509	03160	CENTERPOINT ENERGY MINNEGASC	01/05/2023	0.00	115.26
129510	30127	CINTAS CORPORATION NO. 2	01/05/2023	0.00	519.61
129511	29981	CORE & MAIN LP	01/05/2023	0.00	9,667.11
129512	05282	EHLERS AND ASSOCIATES, INC	01/05/2023	0.00	2,443.75
129513	29070	ENGAGE PRINT INC	01/05/2023	0.00	735.00
129514	29491	FERGUSON WATERWORKS #2518	01/05/2023	0.00	2,463.44
129515	29377	GRAINGER, INC	01/05/2023	0.00	65.36
129516	27248	HENNEPIN CTY TREASURER	01/05/2023	0.00	298.50
129517	08576	HOPKINS F.D. RELIEF ASSOC	01/05/2023	0.00	180,067.93
129518	09578	INNOVATIVE OFFICE SOLUTIONS	01/05/2023	0.00	1,139.41
129519	29249	JR'S ADVANCED RECYCLERS	01/05/2023	0.00	30.00
129520	13172	METRO ELEVATOR, INC	01/05/2023	0.00	250.00
129521	13564	MOTOROLA	01/05/2023	0.00	7,975.00
129522	29468	PARALLEL TECHNOLOGIES	01/05/2023	0.00	23,967.97
129523	27080	PEAK HEATING & COOLING INC	01/05/2023	0.00	150.75
129524	30575	PREMIER LIGHTING INC	01/05/2023	0.00	8,874.65
129525	31184	RITeway BUSINESS FORMS	01/05/2023	0.00	207.88
129526	31406	JAMES GREGORY SIMPSON	01/05/2023	0.00	1,800.00
129527	19520	SNAP PRINT INC	01/05/2023	0.00	47.72
129528	19602	SPS COMPANIES INC	01/05/2023	0.00	577.97
129529	30041	TELEMETRY & PROCESS CONTROLS,	01/05/2023	0.00	3,368.00
129530	20167	TENNANT SALES & SERVICE CO	01/05/2023	0.00	1,384.82
129531	30093	TRANSUNION RISK AND ALTERNATIV	01/05/2023	0.00	185.00
129532	27981	ULINE INC	01/05/2023	0.00	205.06
129533	22002	VALLEY-RICH COMPANY, INC	01/05/2023	0.00	6,190.75
129534	29466	VERIZON WIRELESS	01/05/2023	0.00	1,120.24
129535	29475	VERIZON WIRELESS	01/05/2023	0.00	105.03
Total for 1/5/2023:				0.00	405,087.37

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
Report Total (362 checks):				489.00	1,836,946.15



CITY OF HOPKINS

Finance Department

## City Council Report 2023-012

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

From: Nick Bishop, Finance Director

Date: January 10, 2023

Subject: Accept 2022 Gifts and Donations

---

### RECOMMENDED ACTION

**MOTION TO** adopt Resolution 2023-003 Accepting Gifts and Donations Received by the City in 2022.

### OVERVIEW

Minnesota State Statute 465.03 requires that the City Council officially accept gifts to the City through a resolution. The attached resolution includes all gifts and donations received throughout 2022, totaling \$37,300.22.

Certain gifts and donations are reflected in the annual budget due to their recurring nature. Acceptance of additional gifts or donations may result in additional or offsetting expenditures. Acceptance 2022 Gifts and Donations will not create any additional long-term costs or expenditures for the City.

### SUPPORTING INFORMATION

- Resolution 2023-003 Accepting Gifts and Donations Received by the City in 2022

**CITY OF HOPKINS  
HENNEPIN COUNTY, MINNESOTA**

**RESOLUTION 2023-003**

**RESOLUTION ACCEPTING GIFTS AND DONATIONS  
RECEIVED BY THE CITY IN 2022**

**WHEREAS**, MN Statute 465.03 requires that cities accept donations for the benefit of its residents in accordance with the terms prescribed by the donor; and

**WHEREAS**, MN Statute 465.03 requires that all gifts and donations be accepted only with the adoption of a resolution of the governing body by two-thirds of its members; and

**WHEREAS**, additional revenues received may require the City to incur additional expenditures in order to comply with restricted donations; and

**WHEREAS**, the City has received the following gifts and donations during 2022:

<b>Donor</b>	<b>Amount</b>	<b>Designated Use</b>
American Legion Unit 320	\$ 1,000.00	Equipment - New Fire Truck
Alois Ljubos	\$ 300.00	Memorial Tree
Afternoon Squares	\$ 135.00	Activity Center
Amira Minnetonka	\$ 90.00	Activity Center
Ann Thureen	\$ 105.00	Activity Center
Anonymous	\$ 1,692.75	Activity Center
Choice Connections	\$ 200.00	Activity Center
Dominium/Bren Road Station	\$ 280.00	Activity Center
Elder Homestead VOA	\$ 525.00	Activity Center
Emerald Crest	\$ 425.00	Activity Center
Home Instead	\$ 165.00	Activity Center
Hopkins Elks Lodge	\$ 250.00	Activity Center
Jeanette Balogh-Smith	\$ 20.00	Activity Center
Julie Mason	\$ 75.00	Activity Center
Julie Schlotter	\$ 75.00	Activity Center
Landmark Tours	\$ 300.00	Activity Center
Nancy Holasek	\$ 250.00	Activity Center
Orchards of Minnetonka	\$ 625.00	Activity Center
Payroll Contributions	\$ 53.30	Activity Center
Raspberry Festival	\$ 200.00	Activity Center
RidgePoint	\$ 400.00	Activity Center
Senior Asset	\$ 375.00	Activity Center
Sholom	\$ 225.00	Activity Center
The Glenn	\$ 50.00	Activity Center

<b>Donor</b>	<b>Amount</b>	<b>Designated Use</b>
Trellis	\$ 40.00	Activity Center
U of MN Extension Master Gardeners	\$ 85.00	Activity Center
WestRidge of Minnetonka	\$ 250.00	Activity Center
WestRidge Senior Living	\$ 400.00	Activity Center
Wetterlund Group	\$ 25.00	Activity Center
Barbara Weaver	\$ 20.00	Activity Center
Bette Buelow	\$ 120.00	Activity Center
Carole Frane	\$ 5.00	Activity Center
Connie Ehmler	\$ 5.00	Activity Center
Darlene Braun	\$ 5.00	Activity Center
Doug Lidstone	\$ 5.00	Activity Center
Driskill's Downtown Market Fundraiser	\$ 3,642.99	Activity Center
Gene Torrey	\$ 300.00	Activity Center
Helen Wilson	\$ 50.00	Activity Center
Hopkins Men's Shed	\$ 524.10	Activity Center
Jackie Kesterton	\$ 5.00	Activity Center
Jan Krier	\$ 250.00	Activity Center
Janelle Jaspers Jones	\$ 20.00	Activity Center
Jim Sarver	\$ 100.00	Activity Center
Joy Curran	\$ 5.00	Activity Center
Kathy Noll	\$ 20.00	Activity Center
Larry Searcy	\$ 20.00	Activity Center
Leanna Rogers	\$ 100.00	Activity Center
Lee Wallace	\$ 10.00	Activity Center
Linda Sander	\$ 50.00	Activity Center
Marlene Fischer	\$ 20.00	Activity Center
Naomi Duval	\$ 150.00	Activity Center
Ron Helgeson	\$ 5.00	Activity Center
Ruth Hovey	\$ 100.00	Activity Center
Shirley Schmit	\$ 10.00	Activity Center
Tom Johnson	\$ 5.00	Activity Center
Toni Jones	\$ 225.00	Activity Center
Alois Ljubas	\$ 250.00	Activity Center - Buy a Brick
American Legion	\$ 80.00	Activity Center - Buy a Brick
Brian Jarvey	\$ 250.00	Activity Center - Buy a Brick
Chad Sewich	\$ 250.00	Activity Center - Buy a Brick
Cheri Dedomines	\$ 160.00	Activity Center - Buy a Brick
Cindy Wharton	\$ 80.00	Activity Center - Buy a Brick
David Steinhaus	\$ 100.00	Activity Center - Buy a Brick
Hopkins Elks Lodge	\$ 250.00	Activity Center - Buy a Brick
Jenna Hendrickson	\$ 80.00	Activity Center - Buy a Brick
Jessica Howe	\$ 80.00	Activity Center - Buy a Brick
Judy Johnson	\$ 80.00	Activity Center - Buy a Brick

<b>Donor</b>	<b>Amount</b>	<b>Designated Use</b>
Justin Grumbir	\$ 250.00	Activity Center - Buy a Brick
Kate Summers	\$ 80.00	Activity Center - Buy a Brick
Kathy Ninneman	\$ 80.00	Activity Center - Buy a Brick
Kristin Hanneman	\$ 80.00	Activity Center - Buy a Brick
Lisa Carlock	\$ 80.00	Activity Center - Buy a Brick
Marshall Miller	\$ 80.00	Activity Center - Buy a Brick
Meagen Mahawald	\$ 80.00	Activity Center - Buy a Brick
Michelle Jarvey	\$ 80.00	Activity Center - Buy a Brick
Mitzi Lindquist	\$ 80.00	Activity Center - Buy a Brick
Patrick Hanlon	\$ 80.00	Activity Center - Buy a Brick
Sharon Farrell	\$ 80.00	Activity Center - Buy a Brick
Taylor Andrews	\$ 80.00	Activity Center - Buy a Brick
Tina Jensen	\$ 250.00	Activity Center - Buy a Brick
Vikki Anderson	\$ 80.00	Activity Center - Buy a Brick
Zoe Clark	\$ 80.00	Activity Center - Buy a Brick
Connie Weinman	\$ 500.00	Depot Coffee House
Payroll Contributions	\$ 110.88	Depot Coffee House
Barbara Lidfors	\$ 240.00	Arts Center
Friends of Hopkins Center for the Arts	\$ 7,000.00	Arts Center
Ticket Sale Donations	\$ 1,204.96	Arts Center
Payroll Contributions	\$ 438.24	Arts Center
Cash Donation	\$ 158.00	Arts Center
Cynthia Wicker	\$ 20.00	Arts Center
Daniel Shapiro	\$ 20.00	Arts Center
Dyan Padgett	\$ 20.00	Arts Center
Hopkins Youth Hockey Association	\$10,000.00	Pavilion Sound System

**NOW THEREFORE BE IT RESOLVED**, that the gifts and donations are hereby officially accepted by City Council with acknowledgement and gratitude to the donors.

Adopted by the City Council of the City of Hopkins this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

By: \_\_\_\_\_  
Patrick Hanlon, Mayor

ATTEST:

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