

HOPKINS CITY COUNCIL

AGENDA

Tuesday, July 11, 2023

6:30 pm

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

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

I. CALL TO ORDER

II. ADOPT AGENDA

III. PRESENTATIONS

IV. CONSENT AGENDA

1. Minutes of the June 20, 2023 City Council Regular Meeting Proceedings
2. Second Reading: Ordinance Amending Chapter 2 of the Hopkins City Code Regarding Salaries of the Mayor and City Council and Compensation for Park Board and Planning Commission Members after January 1, 2024; Lenz
3. Ratify Checks Issued in June 2023; Bishop
4. Resolution Supporting Hennepin County Supportive Housing Program Funding for the Vista 44 Project; Elverum

V. PUBLIC HEARINGS

1. First Reading: An Interim Ordinance Authorizing a Study and Imposing a Moratorium on the Operation of Cannabis Businesses within the City of Hopkins; Lenz

VI. OLD BUSINESS

VII. NEW BUSINESS

1. Resolution Approving the Driveway Location Variance at 250 18th Avenue North; Krzos
2. 2022 Audit and Annual Comprehensive Financial Report; Bishop
3. Update on Franchise Fee; Bishop

VIII. PUBLIC COMMENT

IX. ANNOUNCEMENTS

- Next City Council Regular Meetings: July 18 and 31 at 6:30 p.m.

X. ADJOURN

**HOPKINS CITY COUNCIL
REGULAR MEETING PROCEEDINGS
JUNE 20, 2023**

CALL TO ORDER

Pursuant to due call and notice thereof a regular meeting of the Hopkins City Council was held on Tuesday, June 20, 2023 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 Assistant City Manager Lenz, City Planner Krzos, Planner Howard, Finance Director Bishop, Assistant City Attorney Sathe and Special Projects and Initiatives Manager Imihy Bean.

ADOPT AGENDA

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

Motion to Adopt the Agenda.

Ayes: Balan, Beck, Garrido, Hanlon, Hunke

Nays: None. Motion carried.

PRESENTATIONS

III.1. Update from Hopkins Raspberry Festival; LouJean Gleason

Lou Jean Gleason and Nick Knutson with the festival committee provided an update on the events.

III.2. Proclamation Recognizing July as Disability Pride Month; Imihy Bean

Special Projects and Initiatives Manager Imihy Bean summarized City Council Report 2023-062. 2023 marks the 33rd anniversary of the passage of the Americans with Disabilities Act (ADA), ensuring the civil rights of citizens with disabilities. Nearly one in four people have a disability, and people with disabilities in our community and our staff make tremendous contributions to the City of Hopkins.

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

Motion to Adopt a Proclamation Recognizing July as Disability Pride Month.

Ayes: Balan, Beck, Garrido, Hanlon, Hunke

Nays: None. Motion carried.

CONSENT AGENDA

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

Motion to Approve the Consent Agenda.

1. Minutes of the June 6, 2023 City Council Regular Meeting Proceedings
2. Second Reading: Ordinance Granting Comcast a Cable Television Franchise; Lenz
3. Resolution Approving an Owner Requested Special Assessment Agreement; Bishop

**HOPKINS CITY COUNCIL
REGULAR MEETING PROCEEDINGS
JUNE 20, 2023**

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

OLD BUSINESS

VI.1. Second Reading: Ordinance Amending Chapter 102 of the Hopkins City Code Regarding Attached Garages in N3-B Zones; Howard

Planner Howard summarized City Council Report 2023-066. The City Council reviewed the proposed ordinance at the June 6, 2023 meeting. The City Council expressed some support for the ordinance as proposed, but also expressed interest in exploring potential options to further amend the code to find the appropriate balance between pedestrian-oriented design standards and the ability to capitalize on limited remaining opportunities to construct single family homes in Hopkins. It was agreed that the first reading of the ordinance should be approved as proposed, but that further discussion of options for further amending the code should be had when considering the second reading.

Council Member Beck restated the applicants request and would like the code to be further amended to allow the applicants design. Council Member Hunke expressed the desire that the zoning code stay true to character of existing single-family housing in the community. Assistant City Manager Lenz recommended the Council proceed on the current item and then offer staff direction on whether another amendment should be brought forward separately.

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

Motion to Adopt for Second Reading, Ordinance 2023-1191 Amending Chapter 102 of the Hopkins City Code Regarding Attached Garages in N3-B Zones.

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

The property owner, Brianna Frederick, came forward to share regarding her application. Mayor Hanlon stated that he appreciates the diversity of housing stock within the community and is supportive of asking staff to find a solution to accommodate the design. Council Member Balan expressed his hesitancy to change the code for a singular situation given the recent update to the code. Council Member Garrido would be interested in seeing what solutions may be available to assist the resident. Council Member Balan asked if staff could limit changes to the code to this property, and Planner Howard clarified that amendments would impact more than one singular property. Mayor Hanlon asked if there was anything within the code changes may have been unclear to the applicant and City Planner Krzos stated that the builder did not due diligence on the exact zoning, which was stated by the developer during the Planning Commission meeting. Assistant City Manager Lenz recommended staff take the direction from the City Council and work to develop an ordinance to be brought to the Planning Commission and City Council.

NEW BUSINESS

VII.1. Proposed Franchise Fee Increase; Bishop

Finance Director Bishop provided information on proposed gas and electric franchise fees.

Mayor Hanlon stated his support for utilizing an increase in fees for sustainability. Council Member Balan also stated his support for the proposed increases and uses. Council Member Garrido asked for clarification around where the City is budgeting for equity work as a City, and Finance Director Bishop clarified funding for equity is being worked on by staff in conjunction with the City's Equity Strategic Action Plan and will likely be apart of the General Fund budget for 2024. Mayor Hanlon asked Special Projects and Initiatives Manager Imihy Bean about clarification regarding equity within the Hopkins Climate Solutions Fund. Council Member Beck brought forward franchise fees are a regressive tax which will be felt more by low-income households and Mayor Hanlon asked if staff could look at a less regressive structure structured by usage, and also has an escalator built into the fee structure. Council Member Hunke also noted his support for funding sustainability and parks. Finance Director Bishop will return to the meeting on July 11, 2023, with options reflecting the City Council's discussion.

VII.2. Discussion on Regulating Adult Use Cannabis; Lenz/Sathe

Assistant City Attorney Sathe provided an overview on options to regulate Adult Use Cannabis. Mr. Sathe's recommendation was to adopt a moratorium in July to allow the City Council the opportunity to review yet-to-be-drafted state-level administrative rules and provide the time to have discussions about what regulations, if any, should look like for Hopkins.

Mayor Hanlon asked for clarification on the regulations between the State and the City. Council Member Balan asked if there were rules yet regarding cannabis sales in retail stores will sell other items. Assistant City Manager Lenz clarified staff does not yet know many answers to the questions being asked by both the City Council and local residents and businesses since there is not a model ordinance, and that a moratorium would allow time for Council to be informed and review as better direction comes from the State. Mayor Hanlon expressed concern about the length of the moratorium. Council Member Beck asked for the moratorium length to be shortened to 30 days to ensure action is taken on this matter. Council Member Garrido commented that 30 days felt too short but recommended 90 days as an alternative. Assistant City Manager stated staff would come back with language for a moratorium at the next meeting.

VII.3. First Reading: Ordinance Amending Chapter 2 of Hopkins City Code Regarding Salaries of the Mayor and City Council and Compensation for Park Board and Planning and Zoning Commission Members after January 1, 2024; Lenz
Assistant City Manager Lenz summarized City Council Report 2023-064. The proposed ordinance would adjust City Council salaries and implement a \$50 stipend for Park Board and Planning and Zoning Commission members.

Council Member Hunke noted his surprise at Council wages between Hopkins and adjacent communities. Mayor Hanlon noted that without the COVID-19 pandemic, there

**HOPKINS CITY COUNCIL
REGULAR MEETING PROCEEDINGS
JUNE 20, 2023**

would have been an increase in the past and expressed compensation does help reduce barriers to those wishing to participate. Council Member Garrido also noted her pleasure to see wages for board and commission member salaries were included. Mayor Hanlon echoed the support for board and commission member salaries. Assistant City Manager Lenz clarified if approved tonight, these changes would not go into effect until January 1, 2024.

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

Motion to adopt for First Reading Ordinance 2023-1193 Amending Chapter 2 of Hopkins City Code Regarding Salaries of the Mayor and City Council and Compensation for Park Board and Planning and Zoning Commission Members after January 1, 2024.

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

ANNOUNCEMENTS

Mayor Hanlon reviewed the upcoming meeting schedule.

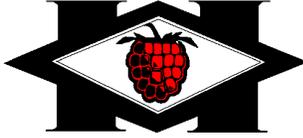
ADJOURNMENT

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 7:51 p.m.

Respectfully Submitted,



Amy Domeier, City Clerk



CITY OF HOPKINS

Administration

City Council Report 2023-067

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

From: Ari Lenz, Assistant City Manager

Date: July 11, 2023

Subject: Second Reading: Ordinance Amending Chapter 2 of Hopkins City Code Regarding Salaries of the Mayor and City Council and Compensation for Park Board and Planning and Zoning Commission Members after January 1, 2024

RECOMMENDED ACTION

MOTION TO adopt for Second Reading Ordinance 2023-1193 Amending Chapter 2 of Hopkins City Code Regarding Salaries of the Mayor and City Council and Compensation for Park Board and Planning and Zoning Commission Members after January 1, 2024.

OVERVIEW

No changes have been made to the ordinance since the first reading held on June 20.

SUPPORTING INFORMATION

- Draft Ordinance 2023-1193

**CITY OF HOPKINS
HENNEPIN COUNTY, MINNESOTA**

ORDINANCE NO. 2023-1193

**AN ORDINANCE AMENDING CHAPTER 2 OF HOPKINS CITY CODE REGARDING
SALARIES OF THE MAYOR AND CITY COUNCIL AND COMPENSATION FOR PARK
BOARD AND PLANNING AND ZONING COMMISSION MEMBERS
AFTER JANUARY 1, 2024**

THE CITY COUNCIL OF THE CITY OF HOPKINS DOES HEREBY ORDAIN:

SECTION 1. That Article II, Section 2-19 is hereby amended by deleting the ~~stricken~~ material and adding the double-underlined material as follows:

Sec. 2-19. – Salaries of mayor and council members.

(a) *Mayor.* The salary of the mayor is ~~\$9,754~~ \$15,000 per year, payable bi-weekly.

(b) *Council Member.* The salary of a council member is ~~\$7,472~~ \$12,500 per year, payable bi-weekly.

(d) *Salary review.* On September 1 of odd-numbered years beginning in ~~2019~~ 2024, the salaries in subsections (a) and (b) of this section shall be reviewed for possible adjustment with an effective date of the following January 1. The proposed salaries must ~~equal the limit for the prior year, increased by the percentage increase contained in the Compensation Limit for Local Government Employees annually published by the state office of management and budget, pursuant to M.S.A. § 43A.17. Any such proposed salary adjustment for the mayor and council members must be approved by ordinance of the city council.~~ be the cumulative adjustment of non-union employees for the prior two years in increase percentage. Any such proposed salary adjustment for the mayor and council members must be approved by ordinance of the City Council.

SECTION 2. That Article II, Section 2-68 is hereby amended by deleting the ~~stricken~~ material and adding the double-underlined material as follows:

Sec. 2-68. – Planning and zoning commission.

(a) *Establishment of the planning and zoning commission.* The planning and zoning commission is created and continued.

(b) *Members; qualifications.* The commission shall consist of seven persons of which no less than six shall have been a resident of the city for one year or more on the date of appointment and up to two ex-officio non-voting youth members. At the sole discretion of the city council, one member may be a manager, owner or have substantial ownership stake in a business that is located within the corporate limits of the city. The commission shall also have one staff liaison to be appointed by the city manager. Each member except the staff liaison and ex-officio youth members shall have the right to vote on all matters before the commission. Members who discontinue legal residency in the

city or fail to maintain the requirements eligible to serve as a business representative shall automatically be deemed to have resigned from the commission as of the date of such discontinuance.

(c) *Terms.* Member terms of office shall be for two years. Three members of the commission shall be appointed on July 1 of each odd-numbered year and four shall be appointed on July 1 of each even-numbered year. Members appointed to complete a current term of office will not be considered a term of office. Members shall serve no more than two consecutive terms of office. The youth member(s) shall be 14 to 18 years old at the time of selection, serve a one-year term, and shall be eligible for reappointment if in good standing at the end of each term.

(d) *Compensation.* ~~The commission shall serve without compensation other than such compensation as its members may receive for other services performed for the city.~~ Compensation for the members shall be \$50 per meeting attended.

(e) *Appointment.* The appointments shall be made by the city council and any member of the commission may be removed by a majority vote of the council for misconduct or neglect of duties.

(f) *Officers.* The commission shall elect a chairperson from among its members and such other officers as its bylaws may provide. The chairperson shall not be the business representative unless that member is also a resident of the city. The administrative assistant of the community development department shall act as secretary of the commission and the city attorney shall act as legal counsel for the commission.

(g) *Bylaws.* The commission shall adopt bylaws governing its procedures.

(h) *Duties.* The commission is the board of adjustment and appeals as provided in city zoning regulations and has the powers and duties assigned to it by the zoning code and by law.

(i) *Advisory body.* The commission is advisory to the city council.

SECTION 3. That Article II, Section 2-69 is hereby amended by deleting the ~~stricken~~ material and adding the double-underlined material as follows:

Sec. 2-69. – Park board.

(a) *Established; members.* There is created and continued a park board for the city, consisting of seven members to be appointed as follows: Seven members at-large, each to serve for no more than two consecutive terms of two years. Four of the at-large members of the board shall be appointed on July 1 of each odd-numbered year and the other three at-large members, shall be appointed on July 1 of each even-numbered year. The commission shall also have one staff liaison to be appointed by the city manager. The membership also includes up to two ex-officio non-voting youth members. All appointments, except those otherwise hereinabove provided, shall be made by the city council. A member of the board may be removed by the city council for misconduct or

neglect of duties. Each member except the staff liaison member and ex-officio youth members shall have the right to vote on all matters before the board.

(b) *Compensation; term.* ~~Members of the board serve without compensation~~ Compensation for the members shall be \$50 per meeting attended. ~~And their Members~~ respective terms of office shall expire at the end of the time for which they are appointed, not to exceed their term of office for which they have been elected to the respective governing bodies. A member who is appointed to fill a vacancy to a term will not be considered a term of office.

(c) *Officers, rules and meetings.* Immediately following appointment of and acceptance of such appointment by all members of the board, the board shall meet and/organize by electing such officers as may be necessary, and adopt such rules, by-laws and regulations for the conduct of its work as it deems necessary and advisable. The board shall meet at least once each quarter. Three members present at a regular or special meeting of the board shall constitute a quorum.

(d) *Secretary.* The director of public works may, with the approval of the manager, serve as the executive officer of the board and may act as its secretary, in a relationship similar to that of the superintendent of schools to the board of education.

(e) *Program, facilities and operation.* The board shall advise the council in conducting a public recreation program for the city and its immediate vicinity and to that end shall advise in the providing, conducting and supervising of recreation areas, facilities, services and programs for public recreation in its broadest sense, including playgrounds, parks, playfields, swimming pools, beaches, camps, indoor recreation centers and any and all other recreation facilities and activities either within or without the corporate limits of the city upon property under the custody and management of the city or on other public or private property with the consent of the owners of such property. The board shall advise the council in the operation of parks and recreation areas and facilities now owned or hereafter acquired by the city and may advise the city to enter into agreements of a cooperative nature with other public and private agencies, organizations or individuals when, in the judgment of the board, such procedure would prove advantageous.

(f) *Reports and recommendations.* The board shall, annually on or before September 1, render a full report to the council covering its operation for the preceding 12 months, together with its recommendations and an estimate of the funds required for its work for the ensuing year. The board shall also render such other regular or special reports, advisory recommendations, or make such investigations as it deems advisable or as may be requested by the council.

SECTION 4. In accordance with Section 3.03 of the City Charter and Minn. Stat. § 412.191, subd. 4, due to the significant length of this Ordinance, City staff shall have the following summary printed in the official City newspaper in lieu of the complete ordinance:

On July 11, 2023, the Hopkins City Council adopted Ordinance 2023-1193 that amends Chapter 2 of the Hopkins City Code. The purpose of amending the City Code was to amend City Council salaries and compensation for Park Board and Planning and Zoning Commission members.

A printed copy of the ordinance is available for inspection during regular business hours at Hopkins City Hall and is available online at the City's web site located at www.hopkinsmn.com.

SECTION 5. The effective date of this ordinance shall be January 1, 2024.

First Reading: June 20, 2023

Second Reading: July 11, 2023

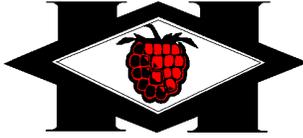
Date of Publication: July 20, 2023

Date Ordinance Takes Effect: January 1, 2024

By: _____
Patrick Hanlon, Mayor

ATTEST:

Amy Domeier, City Clerk



Finance Department

CITY OF HOPKINS

City Council Report 2023-070

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

From: Nicholas Bishop, Finance Director

Date: July 11, 2023

Subject: Ratify Checks Issued in June 2023

RECOMMENDED ACTION

MOTION TO Ratify Checks issued between June 1, 2023 and June 30, 2023 with numbers 131055 thru 131456 for total distribution of \$3,063,713.77.

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.

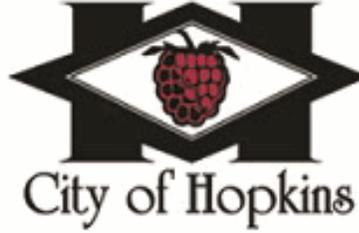
SUPPORTING INFORMATION

- Check Register

Accounts Payable

Checks by Date - Summary by Check Date

User: cdahlstrom@hopkinsmn.com
Printed: 7/4/2023 11:38 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
131055	31331	ACME ELECTRIC MOTOR INC	06/01/2023	0.00	390.93
131056	28422	ADVANCED IMAGING SOLUTIONS	06/01/2023	0.00	1,129.42
131057	30933	ANCHOR SOLAR INVESTMENTS LLC	06/01/2023	0.00	3,556.20
131058	28600	APPLE VALLEY FORD LINCOLN	06/01/2023	0.00	504.68
131059	28602	APPLIED CONCEPTS INC	06/01/2023	0.00	29.00
131060	29512	BACHMAN'S	06/01/2023	0.00	227.89
131061	14571	BLUE TARP FINANCIAL INC	06/01/2023	0.00	159.98
131062	31507	DANIEL CHRISTOPHER BOYER	06/01/2023	0.00	140.00
131063	26951	COMCAST	06/01/2023	0.00	14.70
131064	26951	COMCAST	06/01/2023	0.00	286.85
131065	28898	ECM PUBLISHERS INC	06/01/2023	0.00	38.40
131066	29035	EDEN PRAIRIE POLICE DEPT	06/01/2023	0.00	300.00
131067	30330	FAE LSE 6 LLC	06/01/2023	0.00	6,255.38
131068	30601	FAE LSE 8 LLC	06/01/2023	0.00	4,531.94
131069	28294	FINANCE AND COMMERCE	06/01/2023	0.00	267.96
131070	28628	FLEETPRIDE INC	06/01/2023	0.00	171.27
131071	30282	FREY INDUSTRIES INC	06/01/2023	0.00	2,164.35
131072	30555	MARGARET GONGOLL	06/01/2023	0.00	405.00
131073	31143	SARA HALPERN	06/01/2023	0.00	405.00
131074	08166	HENNEPIN CTY TREASURER	06/01/2023	0.00	3,491.50
131075	30208	GLORIA HESS	06/01/2023	0.00	1,050.69
131076	09600	IPMA -HR- MN	06/01/2023	0.00	50.00
131077	28825	JOBS FOUNDATION	06/01/2023	0.00	1,934.28
131078	29249	JR'S ADVANCED RECYCLERS	06/01/2023	0.00	330.00
131079	11161	KENNEDY & GRAVEN, CHARTERED	06/01/2023	0.00	17,172.00
131080	30998	MASTER TECHNOLOGY GROUP INC	06/01/2023	0.00	740.13
131081	13167	MENARDS	06/01/2023	0.00	603.57
131082	29177	RENEE A MEUWISSEN	06/01/2023	0.00	345.00
131083	13251	MINNEAPOLIS SAW INC	06/01/2023	0.00	639.98
131084	29396	MINNETONKA POLICE DEPARTMENT	06/01/2023	0.00	150.00
131085	13363	MN CITY/COUNTY MGMT ASSOC	06/01/2023	0.00	230.71
131086	13375	MN DEPT OF HEALTH	06/01/2023	0.00	8,541.00
131087	31452	NOW MICRO INC	06/01/2023	0.00	13,718.96
131088	28540	OAK RIDGE COUNTRY CLUB	06/01/2023	0.00	5,293.13
131089	29468	PARALLEL TECHNOLOGIES	06/01/2023	0.00	1,470.32
131090	16687	PRO-TEC DESIGN INC	06/01/2023	0.00	10,402.00
131091	16801	PUMP & METER SERVICE, INC	06/01/2023	0.00	97.00
131092	18163	RECYCLING ASSOCIATION OF MN	06/01/2023	0.00	300.00
131093	18327	REINDERS INC	06/01/2023	0.00	220.00
131094	19290	SHADYWOOD TREE EXPERTS, INC	06/01/2023	0.00	14,203.90
131095	29384	SITEONE LANDSCAPE SUPPLY	06/01/2023	0.00	572.12
131096	31506	CHARLAINE JOY SKEEL	06/01/2023	0.00	101.50
131097	31509	SP6 CONSULTING LLC	06/01/2023	0.00	28,091.48
131098	19602	SPS COMPANIES INC	06/01/2023	0.00	590.48
131099	30091	RAY STAFFORD	06/01/2023	0.00	480.00
131100	30608	THE FENCE STORE LLC	06/01/2023	0.00	7,972.50
131101	31508	TIMECLOCK PLUS LLC	06/01/2023	0.00	1,470.00

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
131102	27981	ULINE INC	06/01/2023	0.00	99.83
131103	22002	VALLEY-RICH COMPANY, INC	06/01/2023	0.00	9,620.00
131104	29458	VERIZON WIRELESS	06/01/2023	0.00	2,831.46
131105	29466	VERIZON WIRELESS	06/01/2023	0.00	1,182.27
131106	29473	VERIZON WIRELESS	06/01/2023	0.00	666.18
131107	29475	VERIZON WIRELESS	06/01/2023	0.00	105.03
131108	28813	WALKER CONSULTANTS INC	06/01/2023	0.00	1,125.00
131109	23325	WILSONS NURSERY	06/01/2023	0.00	5,136.00
131110	28123	WRAP CITY GRAPHICS INC	06/01/2023	0.00	380.00
131111	28600	APPLE VALLEY FORD LINCOLN	06/01/2023	0.00	74,684.40
Total for 6/1/2023:				0.00	237,071.37
131112	29270	A-1 OUTDOOR POWER INC	06/08/2023	0.00	426.25
131113	UB*00887	ACCORD	06/08/2023	0.00	13.44
131114	31331	ACME ELECTRIC MOTOR INC	06/08/2023	0.00	299.00
131115	28422	ADVANCED IMAGING SOLUTIONS	06/08/2023	0.00	3,200.12
131116	31081	ALLEN'S SERVICE	06/08/2023	0.00	374.00
131117	27929	ALLINA HEALTH SYSTEM	06/08/2023	0.00	300.40
131118	28600	APPLE VALLEY FORD LINCOLN	06/08/2023	0.00	201.84
131119	29648	ASI SIGNAGE INNOVATIONS	06/08/2023	0.00	150.31
131120	29512	BACHMAN'S	06/08/2023	0.00	317.58
131121	02047	BADGER METER INC	06/08/2023	0.00	2,461.26
131122	30899	BAUERS MINNOCO	06/08/2023	0.00	67.04
131123	29817	GARY BINGER	06/08/2023	0.00	3,800.00
131124	UB*00886	SUSAN M BODIN	06/08/2023	0.00	94.26
131125	02563	BOLTON & MENK, INC	06/08/2023	0.00	75,181.08
131126	27782	BOUND TREE MEDICAL LLC	06/08/2023	0.00	558.75
131127	03160	CENTERPOINT ENERGY MINNEGASC	06/08/2023	0.00	22.57
131128	28981	CHESTNUT CAMBRONNE PA	06/08/2023	0.00	15,434.82
131129	31267	CINTAS CORPORATION	06/08/2023	0.00	598.16
131130	26951	COMCAST	06/08/2023	0.00	69.95
131131	26951	COMCAST	06/08/2023	0.00	10.50
131132	26951	COMCAST	06/08/2023	0.00	2.10
131133	31032	COVERALL NORTH AMERICA	06/08/2023	0.00	5,423.50
131134	UB*00884	MIKE DENOMA	06/08/2023	0.00	245.42
131135	04217	DISCOUNT STEEL INC	06/08/2023	0.00	267.53
131136	31514	EDEN PRAIRIE SENIOR CENTER	06/08/2023	0.00	500.00
131137	27569	EMERGENCY AUTOMOTIVE TECHNO	06/08/2023	0.00	227.90
131138	29006	ENTERPRISE FLEET MANAGEMENT	06/08/2023	0.00	3,289.80
131139	06567	FORCE AMERICA	06/08/2023	0.00	949.10
131140	07564	GOPHER STATE ONE-CALL, INC	06/08/2023	0.00	533.25
131141	07681	GRAINGER, INC	06/08/2023	0.00	1,351.06
131142	29745	GRAYBAR ELECTRIC COMPANY, INC.	06/08/2023	0.00	246.00
131143	31513	ROBERT HARTER	06/08/2023	0.00	25.00
131144	08166	HENNEPIN CTY TREASURER	06/08/2023	0.00	1,973.07
131145	08166	HENNEPIN CTY TREASURER	06/08/2023	0.00	269.90
131146	08223	HENNEPIN CTY TREASURER	06/08/2023	0.00	13,702.06
131147	27248	HENNEPIN CTY TREASURER	06/08/2023	0.00	420.00
131148	27454	HENNEPIN CTY TREASURER	06/08/2023	0.00	9,335.39
131149	31510	SUSAN HENSEL	06/08/2023	0.00	50.00
131150	08336	HIRSHFIELDS	06/08/2023	0.00	440.38
131151	08576	HOPKINS F.D. RELIEF ASSOC	06/08/2023	0.00	900.00
131152	08576	HOPKINS F.D. RELIEF ASSOC	06/08/2023	0.00	90.00
131153	09578	INNOVATIVE OFFICE SOLUTIONS LLC	06/08/2023	0.00	1,044.78
131154	28537	IS LAX LLC	06/08/2023	0.00	1,000.00
131155	30269	JANELLE JASPERS JONES	06/08/2023	0.00	360.00

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
131156	27456	JAZZ88 KBEM	06/08/2023	0.00	490.00
131157	29249	JR'S ADVANCED RECYCLERS	06/08/2023	0.00	30.00
131158	29105	KEVIN J KELLEHER LLC	06/08/2023	0.00	590.00
131159	UB*00883	DONALD E KLEINER	06/08/2023	0.00	30.84
131160	11583	KONE INC	06/08/2023	0.00	910.75
131161	29154	MARK KROPIDLOWSKI	06/08/2023	0.00	150.00
131162	12160	LEAGUE OF MN CITIES	06/08/2023	0.00	97,211.00
131163	12160	LEAGUE OF MN CITIES	06/08/2023	0.00	66,202.00
131164	31486	DASHA LEVALLEY	06/08/2023	0.00	150.00
131165	29529	LEXISNEXIS RISK SOLUTIONS	06/08/2023	0.00	96.61
131166	12200	LHB INC	06/08/2023	0.00	2,070.70
131167	31364	BARBARA LIDFORS	06/08/2023	0.00	50.00
131168	31404	LRG TECHNOLOGIES, LLC	06/08/2023	0.00	2,523.23
131169	13012	MACQUEEN EQUIPMENT INC	06/08/2023	0.00	33.15
131170	13047	MARCO	06/08/2023	0.00	2,240.28
131171	31505	MARTIN MARIETTA MATERIALS INC	06/08/2023	0.00	1,090.70
131172	31305	MARY MCCALLUM	06/08/2023	0.00	360.00
131173	13167	MENARDS	06/08/2023	0.00	133.07
131174	13179	METROPOLITAN COUNCIL	06/08/2023	0.00	145,973.17
131175	13275	MICRO CENTER	06/08/2023	0.00	759.96
131176	UB*00885	KYLE MIKLYA	06/08/2023	0.00	113.59
131177	30363	MINNEAPOLIS OXYGEN COMPANY	06/08/2023	0.00	94.12
131178	09085	MISSION SQUARE - ROTH IRA - 70626	06/08/2023	0.00	986.40
131179	13354	MN BENEFIT ASSOCIATION	06/08/2023	0.00	84.18
131180	28599	MN PUBLIC RADIO	06/08/2023	0.00	833.00
131181	13412	MN TROPHIES	06/08/2023	0.00	79.00
131182	31279	BRANDON MOVALL	06/08/2023	0.00	50.00
131183	13760	MTI DISTRIBUTING INC	06/08/2023	0.00	195.00
131184	30300	NORDIC SOLAR HOLDCO LLC	06/08/2023	0.00	5,660.22
131185	15521	ON SITE COMPANIES	06/08/2023	0.00	25.00
131186	31512	GWEN PARTIN	06/08/2023	0.00	50.00
131187	27080	PEAK HEATING & COOLING INC	06/08/2023	0.00	5,225.00
131188	16440	PLASTIC BAGMART INC	06/08/2023	0.00	191.70
131189	UB*00888	CHARLES PLUMP	06/08/2023	0.00	338.42
131190	30199	PULSE ELECTRIC	06/08/2023	0.00	2,507.80
131191	17806	QWEST CORP	06/08/2023	0.00	60.72
131192	31469	RAFTELIS FINANCIAL CONSULTANTS	06/08/2023	0.00	13,587.50
131193	31292	RECYCLE TECHNOLOGIES	06/08/2023	0.00	204.42
131194	09084	MISSION SQUARE RETIREMENT TRUS	06/08/2023	0.00	2,572.61
131195	28533	RODNEY J RODMAN	06/08/2023	0.00	4,000.00
131196	18800	RUFFRIDGE JOHNSON EQUIPMENT	06/08/2023	0.00	315.73
131197	19085	SCHINDLER ELEVATOR CORP	06/08/2023	0.00	1,890.52
131198	19520	SNAP PRINT INC	06/08/2023	0.00	132.24
131199	29906	SPECIAL OLYMPICS MINNESOTA	06/08/2023	0.00	140.00
131200	19602	SPS COMPANIES INC	06/08/2023	0.00	174.74
131201	20560	TOLL GAS & WELDING SUPPLY	06/08/2023	0.00	210.15
131202	30093	TRANSUNION RISK AND ALTERNATIV	06/08/2023	0.00	227.00
131203	27981	ULINE INC	06/08/2023	0.00	389.65
131204	31515	UNITED LABORATORIES INC	06/08/2023	0.00	346.48
131205	31511	AMY USDIN	06/08/2023	0.00	50.00
131206	31315	CATHY VALENTINE	06/08/2023	0.00	50.00
131207	22002	VALLEY-RICH COMPANY, INC	06/08/2023	0.00	12,386.02
131208	22321	VIKING ELECTRIC SUPPLY INC	06/08/2023	0.00	113.99
131209	27900	WATER CONSERVATION SERVICES	06/08/2023	0.00	529.48
131210	25080	XCEL ENERGY	06/08/2023	0.00	285.74
131211	25080	XCEL ENERGY	06/08/2023	0.00	124.40
131212	25080	XCEL ENERGY	06/08/2023	0.00	0.28

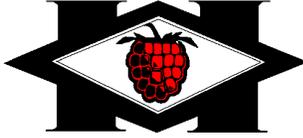
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131213	25080	XCEL ENERGY	06/08/2023	0.00	118.19
6082023	29950	CREDIT CARD - WELLS FARGO	06/08/2023	0.00	77,248.03
Total for 6/8/2023:				0.00	598,914.35
131214	31518	A&M CONSTRUCTION INC	06/15/2023	0.00	36,475.48
131215	01045	ABM EQUIPMENT & SUPPLY LLC	06/15/2023	0.00	856.61
131216	28427	ADVANCED IMAGING SOLUTIONS	06/15/2023	0.00	128.96
131217	31519	ADVANTAGE SIGNS & GRAPHICS INC	06/15/2023	0.00	7,480.00
131218	01328	AIRGAS USA	06/15/2023	0.00	263.81
131219	01497	AMERICAN WATER WORKS ASSN	06/15/2023	0.00	233.00
131220	01543	ANCOM COMMUNICATIONS INC	06/15/2023	0.00	53,635.50
131221	28600	APPLE VALLEY FORD LINCOLN	06/15/2023	0.00	420.68
131222	29476	ASSOCIATION OF RECYCLING MANA	06/15/2023	0.00	35.00
131223	29512	BACHMAN'S	06/15/2023	0.00	186.80
131224	02019	BARNUM COMPANIES INC	06/15/2023	0.00	1,775.60
131225	30481	BATTERIES PLUS BULBS #018	06/15/2023	0.00	62.52
131226	30899	BAUERS MINNOCO	06/15/2023	0.00	154.65
131227	30366	BERRY COFFEE COMPANY INC	06/15/2023	0.00	73.00
131228	31366	BH AGGREGATE SERVICES INC	06/15/2023	0.00	2,025.00
131229	27822	BRADS PRO AUDIO	06/15/2023	0.00	550.00
131230	27822	BRADS PRO AUDIO	06/15/2023	0.00	550.00
131231	31400	BZDOK INSPECTIONS INC	06/15/2023	0.00	2,493.75
131232	30127	CINTAS CORPORATION NO. 2	06/15/2023	0.00	242.23
131233	31158	CLARK COMPANIES INCORPORATED	06/15/2023	0.00	12,974.14
131234	26951	COMCAST	06/15/2023	0.00	135.97
131235	26951	COMCAST	06/15/2023	0.00	158.35
131236	31384	CONSOLIDATED COMMUNICATIONS I	06/15/2023	0.00	165.31
131237	03640	CPT SERVICES, INC	06/15/2023	0.00	288.75
131238	03800	CULLIGAN - METRO	06/15/2023	0.00	225.00
131239	04168	DEM-CON LANDFILL, INC	06/15/2023	0.00	125.79
131240	01523	EARL F. ANDERSEN, INC	06/15/2023	0.00	146.30
131241	30431	EHLERS INVESTMENT PARTNERS LLC	06/15/2023	0.00	2,349.21
131242	05524	ENTENMANN-ROVIN CO	06/15/2023	0.00	274.00
131243	29398	ENTERPRISE FLEET MANAGEMENT	06/15/2023	0.00	2,154.20
131244	31229	KIRI ANN FAUL	06/15/2023	0.00	1,300.00
131245	31468	ABBY FINIS	06/15/2023	0.00	1,223.50
131246	29377	GRAINGER, INC	06/15/2023	0.00	682.08
131247	31263	GS DIRECT INC	06/15/2023	0.00	50.97
131248	29748	HENNEPIN COUNTY PUBLIC WORKS -	06/15/2023	0.00	10,294.01
131249	08166	HENNEPIN CTY TREASURER	06/15/2023	0.00	3,491.50
131250	08166	HENNEPIN CTY TREASURER	06/15/2023	0.00	1,973.07
131251	08166	HENNEPIN CTY TREASURER	06/15/2023	0.00	269.90
131252	08179	HENNEPIN CTY TREASURER	06/15/2023	0.00	2,040.69
131253	08186	HENNEPIN CTY TREASURER	06/15/2023	0.00	87.00
131254	08336	HIRSHFIELDS	06/15/2023	0.00	54.48
131255	08585	HOPKINS PET HOSPITAL	06/15/2023	0.00	2,044.98
131256	29345	IMPACT MAILING OF MN	06/15/2023	0.00	2,403.57
131257	31517	JONES & BARTLETT LEARNING LLC	06/15/2023	0.00	1,592.43
131258	11327	KILLMER ELECTRIC CO INC	06/15/2023	0.00	3,474.68
131259	31516	MAYGEN LACEY	06/15/2023	0.00	1,200.00
131260	31389	GRETCHEN LOWERY	06/15/2023	0.00	1,455.00
131261	31520	R RICHARD MACDONALD	06/15/2023	0.00	750.00
131262	13047	MARCO	06/15/2023	0.00	15,177.42
131263	31505	MARTIN MARIETTA MATERIALS INC	06/15/2023	0.00	993.35
131264	30377	MCA	06/15/2023	0.00	651.00
131265	28154	MCCLURE AUTOMOTIVE INC	06/15/2023	0.00	3,811.97

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
131266	13160	MEDICINE LAKE TOURS	06/15/2023	0.00	1,360.00
131267	13167	MENARDS	06/15/2023	0.00	109.05
131268	28665	METRO ALARM & LOCK	06/15/2023	0.00	540.00
131269	13251	MINNEAPOLIS SAW INC	06/15/2023	0.00	13.29
131270	29396	MINNETONKA POLICE DEPARTMENT	06/15/2023	0.00	50.00
131271	31017	MIRACLE RECREATION EQUIPMENT	06/15/2023	0.00	108.45
131272	13760	MTI DISTRIBUTING INC	06/15/2023	0.00	106.61
131273	29437	NORTH AMERICAN SAFETY	06/15/2023	0.00	113.98
131274	14582	NORTHWEST ASPHALT INC	06/15/2023	0.00	1,126,466.14
131275	14582	NORTHWEST ASPHALT INC	06/15/2023	0.00	245,050.42
131276	26974	O'REILLY AUTO PARTS	06/15/2023	0.00	423.74
131277	16337	PIRTEK PLYMOUTH	06/15/2023	0.00	179.44
131278	16440	PLASTIC BAGMART INC	06/15/2023	0.00	191.70
131279	30575	PREMIER LIGHTING INC	06/15/2023	0.00	1,605.74
131280	30125	PROJECT COMPANY FINCO PHASE III	06/15/2023	0.00	22,191.77
131281	16687	PRO-TEC DESIGN INC	06/15/2023	0.00	240.00
131282	18164	RED WING BUSINESS ADVANTAGE AC	06/15/2023	0.00	247.49
131283	18327	REINDERS INC	06/15/2023	0.00	125.50
131284	31120	REPUBLIC SERVICES INC	06/15/2023	0.00	32,537.32
131285	19004	SAMARITAN TIRE COMPANY	06/15/2023	0.00	747.52
131286	19080	SCAN AIR FILTER, INC	06/15/2023	0.00	571.05
131287	28309	SCOTT COUNTY TREASURER	06/15/2023	0.00	500.00
131288	19296	SHAKOPEE GRAVEL INC	06/15/2023	0.00	217.25
131289	28834	SHI INTERNATIONAL CORP	06/15/2023	0.00	42.84
131290	29384	SITEONE LANDSCAPE SUPPLY	06/15/2023	0.00	1,121.55
131291	19581	SOUTHWEST LOCK & KEY	06/15/2023	0.00	329.00
131292	29906	SPECIAL OLYMPICS MINNESOTA	06/15/2023	0.00	40.00
131293	30495	SPEEDWAY LLC	06/15/2023	0.00	155.00
131294	19766	STAR TRIBUNE	06/15/2023	0.00	196.20
131295	19824	SUNSHINE CAR WASH	06/15/2023	0.00	266.57
131296	29254	TARGETSOLUTIONS LEARNING LLC	06/15/2023	0.00	3,600.60
131297	20120	TDS METROCOM - MN	06/15/2023	0.00	24.45
131298	31157	THOMPSON INSPECTIONS INC	06/15/2023	0.00	30.00
131299	20560	TOLL GAS & WELDING SUPPLY	06/15/2023	0.00	71.78
131300	27981	ULINE INC	06/15/2023	0.00	401.45
131301	29458	VERIZON WIRELESS	06/15/2023	0.00	2,834.06
131302	31361	VIQ SOLUTIONS INC	06/15/2023	0.00	8.76
131303	28813	WALKER CONSULTANTS INC	06/15/2023	0.00	140.00
131304	31521	STUART TYLER WILCOX	06/15/2023	0.00	7,008.36
131305	25080	XCEL ENERGY	06/15/2023	0.00	19,073.55
131306	25080	XCEL ENERGY	06/15/2023	0.00	74.47
131307	25080	XCEL ENERGY	06/15/2023	0.00	54.51
Total for 6/15/2023:				0.00	1,650,830.82
131308	29535	ADVANCED ENGINEERING	06/22/2023	0.00	2,428.91
131309	30728	AFSCME COUNCIL 5	06/22/2023	0.00	800.69
131310	31081	ALLEN'S SERVICE	06/22/2023	0.00	346.00
131311	20883	API GARAGE DOOR INC	06/22/2023	0.00	273.00
131312	28840	AUDIO LOGIC SYSTEMS	06/22/2023	0.00	6,322.34
131313	29512	BACHMAN'S	06/22/2023	0.00	1,448.78
131314	31366	BH AGGREGATE SERVICES INC	06/22/2023	0.00	1,305.00
131315	31208	DENIS BOCI-BEARD	06/22/2023	0.00	15.00
131316	27782	BOUND TREE MEDICAL LLC	06/22/2023	0.00	378.21
131317	29416	CDW GOVERNMENT	06/22/2023	0.00	3,693.84
131318	03160	CENTERPOINT ENERGY MINNEGASC	06/22/2023	0.00	5,301.33
131319	28430	CENTURY LINK	06/22/2023	0.00	24.76

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
131320	27467	CITY OF ST PAUL	06/22/2023	0.00	1,000.00
131321	26951	COMCAST	06/22/2023	0.00	404.74
131322	26951	COMCAST	06/22/2023	0.00	142.39
131323	30560	COMPUTER INTEGRATION TECHNOLOG	06/22/2023	0.00	2,427.00
131324	27060	CROWN MARKING INC	06/22/2023	0.00	79.22
131325	04004	DALCO ENTERPRISES INC	06/22/2023	0.00	444.56
131326	05483	EMBEDDED SYSTEMS, INC	06/22/2023	0.00	871.74
131327	27569	EMERGENCY AUTOMOTIVE TECHNO	06/22/2023	0.00	464.42
131328	28312	FIRE CATT	06/22/2023	0.00	3,344.00
131329	30766	FLOORS BY BECKERS LLC	06/22/2023	0.00	581.00
131330	07185	GENUINE PARTS	06/22/2023	0.00	274.29
131331	31474	GRANITE TELECOMMUNICATIONS LI	06/22/2023	0.00	125.84
131332	29820	GROUP HEALTH PLAN INC	06/22/2023	0.00	2,341.00
131333	08001	HACH COMPANY	06/22/2023	0.00	200.60
131334	08004	HANCE HARDWARE, INC	06/22/2023	0.00	1,769.12
131335	08038	HAWKINS, INC	06/22/2023	0.00	6,708.32
131336	29818	HIAWATHA TREE SERVICE INC.	06/22/2023	0.00	11,775.00
131337	08336	HIRSHFIELDS	06/22/2023	0.00	214.41
131338	08625	HOPKINS POLICE ASSOCIATION	06/22/2023	0.00	1,190.00
131339	30941	HOPKINS POLICE CRIME FUND	06/22/2023	0.00	36.86
131340	09801	I.U.O.E. CENTRAL PENSION FUND	06/22/2023	0.00	1,760.00
131341	09539	INTERNATIONAL CODE COUNCIL	06/22/2023	0.00	145.00
131342	12012	LAW ENFORCEMENT LABOR SERVICE	06/22/2023	0.00	455.82
131343	30392	CIGNA LIFE INS COMP OF AMERICA -	06/22/2023	0.00	667.18
131344	30023	CIGNA LIFE INS COMP OF N AMERICA	06/22/2023	0.00	791.20
131345	30391	THE HARTFORD LTD	06/22/2023	0.00	2,234.08
131346	13047	MARCO	06/22/2023	0.00	4,392.42
131347	31505	MARTIN MARIETTA MATERIALS INC	06/22/2023	0.00	943.26
131348	13167	MENARDS	06/22/2023	0.00	224.67
131349	13207	MENARDS	06/22/2023	0.00	61.41
131350	30605	METROPOLITAN COMPANIES LLC	06/22/2023	0.00	300.00
131351	13179	METROPOLITAN COUNCIL	06/22/2023	0.00	312,439.05
131352	13251	MINNEAPOLIS SAW INC	06/22/2023	0.00	860.10
131353	09085	MISSION SQUARE - ROTH IRA - 70626	06/22/2023	0.00	986.40
131354	13383	MN FIRE SERVICE CERT BOARD	06/22/2023	0.00	126.00
131355	13536	MN TACTICAL OFFICERS ASSOC	06/22/2023	0.00	2,700.00
131356	27880	MORECOM INC	06/22/2023	0.00	4,390.75
131357	29317	OFFICE OF MN IT SERVICES	06/22/2023	0.00	153.30
131358	29452	OFFICE OF MN IT SERVICES	06/22/2023	0.00	293.43
131359	15521	ON SITE COMPANIES	06/22/2023	VOID	1,378.25
131360	15521	ON SITE COMPANIES	06/22/2023	0.00	68.00
131361	30199	PULSE ELECTRIC	06/22/2023	0.00	2,722.00
131362	14188	QUADIANT LEASING INC	06/22/2023	0.00	2,058.03
131363	31120	REPUBLIC SERVICES INC	06/22/2023	0.00	3,698.51
131364	08568	RESOURCE WEST	06/22/2023	0.00	18.98
131365	09084	MISSION SQUARE RETIREMENT TRUS	06/22/2023	0.00	2,608.18
131366	31523	JAMES RUFFIN	06/22/2023	0.00	2,628.64
131367	29532	SERGEANT LABORATORIES	06/22/2023	0.00	6,389.16
131368	28834	SHI INTERNATIONAL CORP	06/22/2023	0.00	720.00
131369	29143	SHRED IT USA	06/22/2023	0.00	153.13
131370	31522	JEAN SILVER	06/22/2023	0.00	74.00
131371	29384	SITEONE LANDSCAPE SUPPLY	06/22/2023	0.00	702.93
131372	29200	SPRINGBROOK SOFTWARE INC	06/22/2023	0.00	1,352.50
131373	30390	THE HARTFORD STD	06/22/2023	0.00	3,095.90
131374	29644	TRENCHERS PLUS	06/22/2023	0.00	686.23
131375	20887	TWIN CITY WATER CLINIC	06/22/2023	0.00	340.00
131376	21523	UNION LOCAL 49	06/22/2023	0.00	770.00

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
131377	21529	UNITED WAY	06/22/2023	0.00	38.46
131378	29490	VERIZON WIRELESS	06/22/2023	0.00	714.09
131379	30017	VERIZON WIRELESS	06/22/2023	0.00	2,049.15
131380	30819	VERIZON WIRELESS	06/22/2023	0.00	400.50
131381	30016	WARNING LITES OF MN, INC.	06/22/2023	0.00	13,250.00
131382	23325	WILSONS NURSERY	06/22/2023	0.00	1,030.50
Total for 6/22/2023:				1,378.25	436,225.33
131383	29270	A-1 OUTDOOR POWER INC	06/29/2023	0.00	731.37
131384	28422	ADVANCED IMAGING SOLUTIONS	06/29/2023	0.00	1,129.42
131385	31081	ALLEN'S SERVICE	06/29/2023	0.00	292.60
131386	30933	ANCHOR SOLAR INVESTMENTS LLC	06/29/2023	0.00	3,556.20
131387	01600	APACHE GROUP	06/29/2023	0.00	596.20
131388	28600	APPLE VALLEY FORD LINCOLN	06/29/2023	0.00	2,612.26
131389	02031	B & W SPECIALTY COFFEE CO	06/29/2023	0.00	175.50
131390	29512	BACHMAN'S	06/29/2023	0.00	329.34
131391	30481	BATTERIES PLUS BULBS #018	06/29/2023	0.00	64.50
131392	30899	BAUERS MINNOCO	06/29/2023	0.00	44.99
131393	31524	BEACON ATHLETICS LLC	06/29/2023	0.00	394.00
131394	02179	BENTLEY SYSTEMS, INC	06/29/2023	0.00	3,134.00
131395	14571	BLUE TARP FINANCIAL INC	06/29/2023	0.00	253.88
131396	27822	BRADS PRO AUDIO	06/29/2023	0.00	550.00
131397	27822	BRADS PRO AUDIO	06/29/2023	0.00	550.00
131398	28430	CENTURY LINK	06/29/2023	0.00	687.51
131399	28264	CLINIC SUPPLY INC	06/29/2023	0.00	2,466.00
131400	26951	COMCAST	06/29/2023	0.00	2.10
131401	26951	COMCAST	06/29/2023	0.00	69.95
131402	26951	COMCAST	06/29/2023	0.00	136.45
131403	26951	COMCAST	06/29/2023	0.00	286.85
131404	03800	CULLIGAN - METRO	06/29/2023	0.00	184.50
131405	04217	DISCOUNT STEEL INC	06/29/2023	0.00	400.59
131406	04690	DRISKILLS FOODS	06/29/2023	0.00	14.90
131407	01523	EARL F. ANDERSEN, INC	06/29/2023	0.00	4,509.20
131408	28898	ECM PUBLISHERS INC	06/29/2023	0.00	64.00
131409	27569	EMERGENCY AUTOMOTIVE TECHNO	06/29/2023	0.00	524.76
131410	29070	ENGAGE PRINT INC	06/29/2023	0.00	335.00
131411	30330	FAE LSE 6 LLC	06/29/2023	0.00	7,786.88
131412	30601	FAE LSE 8 LLC	06/29/2023	0.00	7,649.44
131413	30428	GALLAGHER BENEFIT SERVICES INC	06/29/2023	0.00	5,500.00
131414	30555	MARGARET GONGOLL	06/29/2023	0.00	405.00
131415	07681	GRAINGER, INC	06/29/2023	0.00	11.88
131416	29377	GRAINGER, INC	06/29/2023	0.00	133.71
131417	29745	GRAYBAR ELECTRIC COMPANY, INC.	06/29/2023	0.00	511.02
131418	07803	GUSTAVE A. LARSON COMPANY	06/29/2023	0.00	54.35
131419	08001	HACH COMPANY	06/29/2023	0.00	96.25
131420	31304	SHAI HAYO	06/29/2023	0.00	1,450.00
131421	08220	HENNEPIN TECHNICAL COLLEGE	06/29/2023	0.00	3,300.00
131422	08336	HIRSHFIELDS	06/29/2023	0.00	508.58
131423	08627	HOME DEPOT CREDIT SERVICES	06/29/2023	0.00	2,148.32
131424	10172	JEFFERSON FIRE & SAFETY	06/29/2023	0.00	16,546.69
131425	10585	JOHNSTONE SUPPLY	06/29/2023	0.00	165.44
131426	29485	LUBE-TECH & PARTNERS	06/29/2023	0.00	55.00
131427	13012	MACQUEEN EQUIPMENT INC	06/29/2023	0.00	2,982.00
131428	29059	MANSFIELD OIL COMPANY	06/29/2023	0.00	21,993.10
131429	31257	SCOTT ANDREWS MARKS	06/29/2023	0.00	325.00
131430	31505	MARTIN MARIETTA MATERIALS INC	06/29/2023	0.00	695.62

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
131431	13167	MENARDS	06/29/2023	0.00	359.29
131432	29177	RENEE A MEUWISSEN	06/29/2023	0.00	345.00
131433	04521	MEYER INK SCREEN PRINTING & EM	06/29/2023	0.00	141.75
131434	29437	NORTH AMERICAN SAFETY	06/29/2023	0.00	109.60
131435	29753	NOVACARE REHABILITATION	06/29/2023	0.00	120.00
131436	15521	ON SITE COMPANIES	06/29/2023	0.00	1,378.25
131437	26974	O'REILLY AUTO PARTS	06/29/2023	0.00	1,285.36
131438	29468	PARALLEL TECHNOLOGIES	06/29/2023	0.00	305.25
131439	16337	PIRTEK PLYMOUTH	06/29/2023	0.00	401.35
131440	30199	PULSE ELECTRIC	06/29/2023	0.00	2,160.00
131441	30452	RACO MANUFACTURING & ENGINEE	06/29/2023	0.00	1,315.00
131442	30260	JOSEPH SCANLAN	06/29/2023	0.00	600.00
131443	19117	SCHERER BROS. LUMBER CO.	06/29/2023	0.00	493.74
131444	28834	SHI INTERNATIONAL CORP	06/29/2023	0.00	1,190.00
131445	29384	SITEONE LANDSCAPE SUPPLY	06/29/2023	0.00	1,312.24
131446	19581	SOUTHWEST LOCK & KEY	06/29/2023	0.00	1,506.00
131447	30091	RAY STAFFORD	06/29/2023	0.00	480.00
131448	19777	STREICHERS	06/29/2023	0.00	8,290.62
131449	19777	STREICHERS	06/29/2023	0.00	544.99
131450	29061	THE SPYGLASS GROUP LLC	06/29/2023	0.00	15,446.28
131451	30931	TIRES PLUS	06/29/2023	0.00	53.60
131452	20892	TWIN CITY HARDWARE INC	06/29/2023	0.00	4,506.20
131453	29466	VERIZON WIRELESS	06/29/2023	0.00	1,195.15
131454	29473	VERIZON WIRELESS	06/29/2023	0.00	416.19
131455	31361	VIQ SOLUTIONS INC	06/29/2023	0.00	111.69
131456	28123	WRAP CITY GRAPHICS INC	06/29/2023	0.00	190.00
Total for 6/29/2023:				0.00	140,671.90
Report Total (403 checks):				1,378.25	3,063,713.77



CITY OF HOPKINS

Planning & Development

City Council Report 2023-072

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

From: Kersten Elverum, Director of Planning & Development

Date: July 11, 2023

Subject: Support for Hennepin County Supportive Housing Program Funding for the Vista 44 Project

RECOMMENDED ACTION

MOTION TO Adopt Resolution 2023-023, supporting the Hennepin County Supportive Housing Program Funding for the Vista 44 project.

OVERVIEW

In December 2019, Beacon Interfaith Housing Collaborative received land use entitlements for development of a 50-unit affordable housing apartment building with supportive services, located at 44 12th Avenue South and known as Vista 44.

Hennepin County has a Supportive Housing Program (SHP) to support development that preserves or creates affordable supportive housing for people experiencing homelessness and people with severe addictions, people exiting mental health treatment, families involved in child protection services, sexually-exploited youth, youth with neurodiverse conditions, and unaccompanied minors.

In May 2021, Hennepin County awarded Vista 44 funding in the amount of \$100,000 for professional fees, construction cost and capitalized reserves associated with the Development of Vista 44.

Hennepin County SHP guidelines require a resolution from the City approving the project. There is no financial obligation or staff involvement from the City with administration of these funding awards.

SUPPORTING INFORMATION

- Resolution 2023-023

**CITY OF HOPKINS
HENNEPIN COUNTY, MINNESOTA**

RESOLUTION 2023-023

**RESOLUTION SUPPORTING HENNEPIN COUNTY SUPPORTIVE HOUSING
PROGRAM FUNDING FOR THE VISTA 44 PROJECT**

WHEREAS, in 2019, the City of Hopkins approved land use entitlements for the Vista 44 50-unit affordable housing development located at 44 12th Avenue South with the City; and

WHEREAS, Hennepin County has a Supportive Housing Program (SHP) to support development that preserves or creates affordable supportive housing for people experiencing homelessness and people with severe addictions, people exiting mental health treatment, families involved in child protection services, sexually-exploited youth, youth with neurodiverse conditions, and unaccompanied minors; and

WHEREAS, in May 2021, Hennepin County awarded Vista 44 funding in the amount of \$100,000 for professional fees, construction cost and capitalized reserves associated with the development of Vista 44; and

WHEREAS, the Hennepin County SHP guidelines require a resolution from the local municipality approving the project.

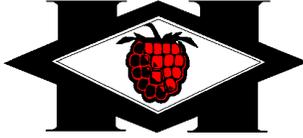
NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Hopkins hereby supports the Vista 44 project and its funding awards from the Hennepin County Housing and Redevelopment Authority.

Adopted by the City Council of the City of Hopkins this 11th day of July, 2023.

By: _____
Patrick Hanlon, Mayor

ATTEST:

Amy Domeier, City Clerk



CITY OF HOPKINS

Administration

City Council Report 2023-068

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

From: Ari Lenz, Assistant City Manager

Date: July 11, 2023

Subject: First Reading: An Interim Ordinance Authorizing a Study and Imposing a Moratorium on the Operations of Cannabis Businesses within the City of Hopkins

RECOMMENDED ACTION

MOTION TO Adopt for First Reading An Interim Ordinance Authorizing a Study and Imposing a Moratorium on the Operations of Cannabis Businesses within the City of Hopkins.

OVERVIEW

On June 20 the City Council directed staff and the City Attorney to draft a moratorium on the *Cannabis Businesses*. Cannabis Businesses are businesses that deal in products that are made from cannabis plants containing more than .3% THC – this does not include hemp products which are products made from cannabis plants containing .3% or less of THC. Enacting a moratorium will give the City Council and staff time to discuss and develop regulations related to the newly authorized cannabis legislation prior to any licenses being issued at the state level. The City Council general direction was for the moratorium to last 90-days. Staff is recommending a 120-day moratorium because should the deadline need to be extended beyond 90-days, it will ensure staff has time to begin that process before the moratorium expires. The moratorium would start July 27, 2023 and end on November 24, 2023.

SUPPORTING INFORMATION

- Draft Ordinance 2023-1195
- https://www.hopkinsmn.com/AgendaCenter/ViewFile/Agenda/_06202023-388

**CITY OF HOPKINS
COUNTY OF HENNEPIN
ORDINANCE NO. 2023-1195**

**AN INTERIM ORDINANCE AUTHORIZING A STUDY AND
IMPOSING A MORATORIUM ON THE OPERATION OF CANNABIS
BUSINESSES WITHIN THE CITY OF HOPKINS**

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

Section 1. Legislative Findings and Authority.

- (A) The Minnesota Legislature recently enacted, and the Governor signed, 2023 Minnesota Session Laws, Chapter 63 – H.F. No. 100 (the “Act”), which is comprehensive legislation relating to cannabis including, but not limited to, the establishment of the Office of Cannabis Management (“OCM”), legalizing and limiting the possession and use of cannabis and certain hemp products by adults, providing for the licensing, inspection, and regulation of cannabis and hemp businesses, taxing the sale of cannabis flower, cannabis products, and certain hemp products, establishing grant and loan programs, amending criminal penalties, providing for expungement of certain convictions, and providing for the temporary regulation of Edible Cannabinoid Products.
- (B) The Act provides local units of government certain authority related to Cannabis Businesses, including the authority to (i) require local registration of certain Cannabis Businesses operating retail establishments, (ii) adopt reasonable restrictions on the time, place, and manner of the operation of Cannabis Businesses, provided that such restrictions do not prohibit the establishment or operation of a Cannabis Business, (iii) limit the number of certain Cannabis Businesses based on the population of the community, and (iv) prohibit the operation of a Cannabis Business within 1,000 feet of a school, or 500 feet of a day care, residential treatment facility, or an attraction within a public park that is regularly used by minors, including a playground or athletic field.
- (C) The Act requires the OCM, which was established effective July 1, 2023, to work with local governments to develop model ordinances for reasonable restrictions on the time, place, and manner of the operation of Cannabis Businesses. The Act also requires the OCM to establish additional rules and regulations relating to the operation of Cannabis Businesses. It is anticipated that the city of Hopkins (the “City”) will benefit from reviewing and analyzing the OCM’s model ordinances, rules and regulations before making any decisions related to the regulation of Cannabis Businesses in the City.
- (D) The Act (Minnesota Statutes, section 342.13(e)) expressly allows a local unit of government that is conducting studies or has authorized a study to be conducted or has held or scheduled a hearing for the purpose of considering adoption or amendment of reasonable restrictions on the time, place and

manner of the operation of Cannabis Businesses to adopt an interim ordinance applicable to all or part of its jurisdiction for the purpose of protecting the planning process and the health, safety, and welfare of its citizens. The interim ordinance may regulate, restrict, or prohibit the operation of Cannabis Businesses within the jurisdiction or a portion thereof until November 24, 2023.

- (E) Given the uncertainty regarding the model ordinances to be developed by the OCM and the broad scope of the changes to Minnesota law brought about by the Act, the City desires to adopt an interim ordinance for the purpose of protecting the planning process and the health, safety, and welfare of its citizens.
- (F) The City desires to conduct a study for the purpose of considering the adoption or amendment of reasonable restrictions on the time, place and manner of the operation of Cannabis Businesses as well as the other regulations local units of government may adopt under the Act.
- (G) On July 11, 2023, after providing at least 10 days published notice, the city council held a public hearing regarding the consideration and adoption of an interim ordinance prohibiting the operation of Cannabis Businesses within the City until November 24, 2023.

Section 2. Definitions. For purposes of this Ordinance, the following terms shall have the meaning given them in this section.

- (A) “Act” means 2023 Minnesota Session Laws, Chapter 63 (H.F. No. 100).
- (B) “Cannabis Business” has the meaning given the term in Minnesota Statutes, section 342.01, subdivision 14.
- (C) “City” means the city of Hopkins, a Minnesota municipal corporation.
- (D) “Edible Cannabinoid Product” has the meaning given the term in Minnesota Statutes, section 151.72, subdivision 1(f).
- (E) “OCM” means the Office of Cannabis Management, established as set forth in Minnesota Statutes, section 342.02, subd. 1.
- (F) “Ordinance” means this interim ordinance, which is adopted pursuant to Minnesota Statutes, section 342.13(e).

Section 3. Study Authorized. The city council hereby authorizes and directs City staff to conduct a study regarding the adoption or amendment of reasonable restrictions on the time, place, and manner of the operation of Cannabis Businesses, as well as other potential local regulations allowed under the Act, and report to the city council on the potential regulation of Cannabis Businesses. The study may include a review of any

model ordinances that OCM is directed to draft under Minnesota Statutes, section 342.13(d), an analysis of potential setback regulations allowed under Minnesota Statutes, section 342.13(c), and such other matters as staff may determine are relevant to the city council's consideration of this matter. The report may also include City staff's recommendations on whether the city council should adopt regulations and, if so, the recommended types of regulations.

Section 4. Moratorium. A moratorium is hereby imposed on the operation of any Cannabis Business within the City. During the term of this Ordinance, no business, person, or entity may establish or operate a Cannabis Business within the jurisdictional boundaries of the City. Accordingly, during the period that this Ordinance is in effect, the City shall not accept, process, or act on any application, site plan, building permit, zoning request, or other approval, including any requested confirmation, certification, approval, or other request from the OCM or other governmental entity requesting City review of any application or proposal for a business proposing to engage in the operation of a Cannabis Business. During the term of the moratorium, it is a violation of this Ordinance for any business, person, or entity to establish or operate a Cannabis Business within the City.

Section 5. Exceptions. The moratorium imposed by this Ordinance does not apply to: (i) the continued operation of a duly established business as part of the Medical Cannabis Program administered by the Minnesota Department of Health that was lawfully operating within the City prior to the effective date of this Ordinance; or (ii) the sale of Edible Cannabinoid Products, provided, however, that nothing in this Ordinance exempts a business, person, or entity from complying with all other requirements and prohibitions of applicable laws and ordinances related to such exceptions.

Section 6. Enforcement. Violation of this Ordinance is a misdemeanor. The City may also enforce this Ordinance by mandamus, injunction, or other appropriate civil remedy in any court of competent jurisdiction. A violation of this Ordinance is also subject to the City's general penalties prescribed in the city code and may further result in the City reporting violations to the OCM, if relevant to OCM licensing. The city council hereby authorizes City staff and consultants to initiate any legal action deemed necessary to secure compliance with this Ordinance.

Section 7. Severability. Every section, provision, and part of this Ordinance is declared severable from every other section, provision, and part. If any section, provision, or part of this Ordinance is held to be invalid by a court of competent jurisdiction, such judgment shall not invalidate any other section, provision, or part of this Ordinance.

Section 8. Effective Date and Term. This Ordinance shall become effective on July 27, 2023. Unless earlier rescinded by the City Council, this Ordinance shall remain in effect until November 24, 2023, or until the city council expressly repeals it – the City Council may extend, by express council action, the term of this Ordinance until January 1, 2025, pursuant to Minnesota Statutes, section 342.13(e).

First Reading: July 11, 2023
Second Reading: July 18, 2023
Date of Publication: July 27, 2023
Date Ordinance Takes Effect: July 27, 2023

Patrick Hanlon, Mayor

ATTEST:

Amy Domeier, City Clerk



CITY OF HOPKINS

City Council Report 2023-071

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

From: Ryan Krzos, City Planner

Date: July 11, 2023

Subject: 250 – 18th Avenue North Driveway Variance

RECOMMENDED ACTION

MOTION TO Adopt Resolution 2023-022, approving the driveway location variance request for the property located at 250 – 18th Avenue North.

OVERVIEW

Andrey Pashkevich, requests a variance to the driveway access standards to construct a new driveway off 18th Avenue North. The Hopkins Development Code requires driveways to be located based on the characteristics of the lot. Specifically, Section 120-260(d) states that driveways are to be:

- Located off the alley;
- if no alley, off side street;
- if no side street, front street.

The subject lot has a rear alley; thus, driveway access is required to be from the alley. The request variance from this standard would allow the driveway off 18th Avenue North instead of the rear alley. The applicant indicates that the topography in the rear yard makes compliance with the requirement impractical.

At their June 27th meeting, following a public hearing, the Planning and Zoning Commission voted to recommend approval of the variance request. The findings detailed in this report must demonstrate a practical difficulty with meeting the City zoning requirements as required by Minnesota State Statute 462.357, Subdivision 6.

PRIMARY ISSUES TO CONSIDER

- Background
- Legal Authority
- Variance Review
- Alternatives

SUPPORTING INFORMATION

- Resolution 2023-022
- Owner's Application and Exhibits
- Public Comments

BACKGROUND

The subject property is zoned N3-B, Small Lot Traditional Neighborhood. The lot is 7,383 square feet in area with a width of approximately 55 feet by 134 feet. The residential structure on the lot was built in 1936. There are no records of a garage being on the lot, and air photos dating back to the 1960s do not show a garage structure. Air photos do appear to show, however, that vehicles have from time to time been parked in an area immediately off the alley.

The property owner submitted plans to construct a driveway with access off 18th Avenue North; and is pursuing a variance since access is required to be from the alley. It should be noted that at this time the City is being asked to decide on the general location of the access, as opposed to the driveway as a whole. It should be further noted, as part of driveway permit review process, additional plans and information will be needed to verify drainage, pavement, and curb opening requirements are met.

PLANNING AND ZONING COMMISSION ACTION

The required public hearing for this variance request was conducted on June 27, 2023. The City published notice of the public hearing in the local paper and mailed notices directly to those properties within 500 feet of the subject property. Signage informing the community of a development proposal was also displayed on the site. No members of the public spoke during the public hearing. To date the City has received four comments on this item. Three emails are attached, and the City received a phone call from Margie Olson, who indicated support for the variance to allow the driveway. Staff will provide an update to the Council on all public comments received during the meeting.

The Planning and Zoning Commission discussed the challenges associated with the topography of the site, and the applicant's future intention to construct a detached garage in the rear of the property. The Commission also inquired about rules regarding the number of vehicles that may be parked outside, and the owner's exterior storage. The Commission conducted a public hearing, during which, no comments were made. The Commission unanimously voted to recommend approval of the variance request.

LEGAL AUTHORITY

City review of variance applications is a Quasi-Judicial action. Generally, if the application meets the review standards, the variance should be approved. The standards for reviewing variances are detailed in Minnesota State Statute 462.357, Subdivision 6. In Summary, variances may be granted when the applicant establishes there are "practical difficulties" in complying with the zoning regulations. A practical difficulty is defined by the five questions listed below. Economic considerations alone do not constitute a practical difficulty. In addition, under the statute, the City may choose to add conditions of approval that are directly related to and bear a rough proportionality to the impact created by the variance.

VARIANCE REVIEW

Staff has reviewed the variance requests against the standards detailed in State Statute. The standards and staff's findings for each are provided below.

1. Is the variance in harmony with the purposes and intent of the ordinance?

Finding: The requested variance does not conflict with the purpose and intent of the zoning ordinance. The purpose and intent of zoning ordinance is to carry out the vision

of the zoning ordinance and promote the orderly and beneficial development of the city. As noted in variance review standard #2, if granted the variance would not directly conflict with the Comprehensive Plan. Furthermore, the requested driveway with access off the front is not expected to inhibit public or private improvements in the vicinity. The proposed driveway, as an at-grade feature, would not have significant visual impact if granted the front street access as opposed to something like a vertical building encroachment into a setback.

2. Is the variance consistent with the Comprehensive Plan?

Finding: A stated goal of the Cultivate Hopkins 2040 Comprehensive Plan is to encourage all public and private developments to be well-designed, durable, human-scaled, and pedestrian-oriented. One policy associated with this goal is to reduce parking between buildings and the street as much as possible. While granting the variance would allow construction of a driveway that would bisect the property's front yard; the difficulty attributed to the topography would be within the scope of discretion afforded in this policy.

3. Does the proposal put the property to use in a reasonable manner?

Finding: The proposal would put the property to use in a reasonable manner. The variance would enable construction of a driveway, which is a customary accessory feature for single-unit household dwellings, a use that is allowed in the N3-B zone.

4. Are there unique circumstances to the property not created by the landowner?

Finding: Under this standard, the applicant must demonstrate the issues that prevent them from developing the subject property were caused by circumstances unique to the property that were not caused by them. The applicant indicates that the topography on the rear of the property makes it impractical to construct a driveway up towards the house. Staff notes that there is indeed a distinct grade change between the alley and the rear of the home. A significant amount of re-grading would be required to build a driveway that would allow for parking a vehicle nearer to the home. This topography is not a circumstance created by that landowner.

5. Will the variance, if granted, alter the essential character of the locality?

Finding: Most homes on this block have detached garages off their respective alleyways. There are, however, a few properties that have driveways from the front to rear or side garages: including the property immediately to the south. As noted in variance review standard #1, the at-grade driveway would not likely have the significant visual impact to be a detriment to the character of the block or neighborhood.

ALTERNATIVES

1. Approval of the requested variance. By approving the application, a proposed driveway would be allowed to be built with access from 18th Avenue.
2. Denial of the requested variance. Should the Council consider this option, it must also identify specific findings that support this alternative.
3. Continue for further information. If the Council indicates that further information is needed, the item should be continued.

**CITY OF HOPKINS
HENNEPIN COUNTY, MINNESOTA**

RESOLUTION 2023-022

**A RESOLUTION APPROVING THE VARIANCE REQUEST FOR THE PROPERTY
LOCATED AT 250 - 18th AVENUE NORTH**

WHEREAS, the City of Hopkins (the “City”) is a municipal corporation, organized and existing under the laws of the State of Minnesota; and

WHEREAS, Andrey Pashkevich (the “Applicant”), applied for a variance on behalf of C4d Homes LLC, the owner of 250 – 18th Avenue North (PID 23-117-22-14-0092) legally described below:

Lot 3 and the North 20 feet of Lot 4, Block 7, West Minneapolis Third Division, Hennepin County, Minnesota (the “Property”); and

WHEREAS, the Property is zoned N3-B, Small Lot Traditional Neighborhood; and

WHEREAS, the City has adopted a zoning ordinance and other official controls for reasons that include, but are not limited to, protecting the character of properties and areas within the community, promoting the proper use of land and structures, fixing reasonable standards to which buildings, structures and land must conform for the benefit of all, and prohibiting the use of buildings, structures and lands in a manner which is incompatible with the intended use or development of lands within the specified zones; and

WHEREAS, City Code Part III, Chapter 102, Article II, Section 102-260 (d) (9) requires driveways to be located off an alley; if no alley is present, then off the side street; if no side street is present, then off the front street; and

WHEREAS, pursuant to the aforementioned code provisions, the Applicant has made a request to the City for a variance from the requirement in order to construct a driveway access from 18th Avenue North, the property’s front street side; and

WHEREAS, pursuant to Minnesota Statutes, section 462.357, subd. 6(2), “[v]ariations shall only be permitted when they are in harmony with the general purposes and intent of the ordinance and when the variations are consistent with the comprehensive plan. Variations may be granted when the applicant for the variance establishes that there are practical difficulties in complying with the zoning ordinance. “Practical difficulties,” as used in connection with the granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone do not constitute practical difficulties.”; and

WHEREAS, on June 27, 2023, pursuant to the procedural requirements contained in Article III, Section 102-13130 of the City Code, the Hopkins Planning and Zoning Commission (the “Commission”) held a public hearing on the Applicant’s requested variance and all persons present were given an opportunity to be heard. The Commission also took into consideration the written comments and analysis of City staff; and

WHEREAS, following its public hearing, the Commission adopted Planning and Zoning Commission Resolution 2023-05, which recommends that the City Council approve the Applicant’s request for a variance and makes specific findings regarding said request; and

WHEREAS, based on a review of the Applicant’s request and their submissions, the written staff report, the Commission’s recommendation, and after careful consideration of all other written and oral comments concerning the requested variance, the City Council of the City of Hopkins makes the following findings of fact with respect to the aforementioned criteria provided in Minnesota Statutes, section 462.357, subd. 6(2):

1. Is variance in harmony with purposes and intent of the ordinance?

Finding: The requested variance does not conflict with the purpose and intent of the zoning ordinance. The purpose and intent of zoning ordinance is to carry out the vision of the zoning ordinance and promote the orderly and beneficial development of the city. As noted in variance review standard #2, if granted the variance would not directly conflict with the Comprehensive Plan. Furthermore, the requested driveway with access off the front is not expected to inhibit public or private improvements in the vicinity. The proposed driveway, as an at-grade feature, would not have significant visual impact if granted the front street access as opposed to something like a vertical building encroachment into a setback.

2. Is the variance consistent with the comprehensive plan?

Finding: A stated goal of the Cultivate Hopkins 2040 Comprehensive Plan is to encourage all public and private developments to be well-designed, durable, human-scaled, and pedestrian-oriented. One policy associated with this goal is to reduce parking between buildings and the street as much as possible. While granting the variance would allow construction of a driveway that would bisect the property’s front yard; the difficulty attributed to the topography would be within the scope of discretionary application afforded in this policy.

3. Does proposal put property to use in a reasonable manner?

Finding: The proposal would put the property to use in a reasonable manner. The variance would enable construction of a driveway, which is a customary accessory feature for single-unit household dwellings, a use that is allowed in the N3-B zone.

4. Are there unique circumstances to the property not created by the

landowner?

Finding: Under this standard, the applicant must demonstrate the issues that prevent them from developing the subject property were caused by circumstances unique to the property that were not caused by them. The applicant indicates that the topography on the rear of the property makes it impractical to construct a driveway up towards the house. Staff notes that there is indeed a distinct grade change between the alley and the rear of the home. A significant amount of re-grading would be required to build a driveway that would allow for parking a vehicle nearer to the home. This topography is not a circumstance created by that landowner.

5. Will the variance, if granted, alter the essential character of the locality?

Finding: Most homes on this block have detached garages off their respective alleyways. There are, however, a few properties have driveways from the front to rear or side garages: including the property immediately to the south. As noted in variance review standard #1, the at-grade driveway would not likely have the significant visual impact to be a detriment to the character of the block or neighborhood.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hopkins that the recitals set forth in this Resolution are incorporated into and made part of this Resolution, and more specifically, constitute the express findings of the City Council.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the City Council of the City of Hopkins that based on the findings of fact contained herein, the Commission hereby approves the Applicant's requested variance for the property located at 250 – 18th Avenue North.

Adopted this 11th day of July 2023.

By: _____
Patrick Hanlon, Mayor

ATTEST:

Amy Domeier, City Clerk



City of Hopkins *~* Planning & Zoning

1010 1st Street South, Hopkins, MN 55343

952-935-8474 | 952-935-1834 (fax) | www.hopkinsmn.com

Application Number _____

Zoning Application

Summary Form

Applicant Name (Last, First) PASHKEVICH ANDREY

Daytime Phone 608-556-6392 Other Phone _____

Email Address pashkevichandrey5@gmail.com

Mailing Address _____ City _____ State _____ ZIP _____

Property Address 250 18th Ave N City Hopkins State MN ZIP 55343

Owner (if other than applicant) _____

Applicable Current Zoning Districts:

- MX-TOD RX-D IX-S N3-B
- MX-D RX-N I1 NX1
- MX-N IX-TOD N1 NX2
- MX-S IX-TOD N2 P1
- RX-TOD I-TOD N3-A P2

Type of Zoning Request:

- Concept Review Zoning District Change
- Conditional Use Permit Subdivision Approval
- Variance Ordinance Amendment
- Reasonable Accommodation Other

I hereby certify that all data contained herein as well as all supporting data are true and correct to the best of my knowledge.

X Applicant Signature Andrey Pashkevich Date 05/31/2023

X Owner Signature Andrey Pashkevich Date 05/31/2023

Administrative Data Summary (Office Use Only)

Planning Commission Action Date _____

- Approved
- Denied

Council Action Date _____

- Approved
- Denied

Resolution Number _____

Date of Public Hearing Notice _____

Date of Public Hearing _____

Application Received _____

Fee Paid _____

Referred to City Engineer _____

Referred to City Attorney _____

Referred to Watershed District _____



Supplemental Data For Variance

General Data

Applicant Name (Last, First) PASHKEVICH ANDREY

The above named individual, firm, or corporation hereby respectfully submits the following supplemental data in support of the preliminary information provided on the accompanying zoning application summary form dated _____ for the purpose of securing a variance from existing land use zoning controls.

Contact Name (Last, First) PASHKEVICH ANDREY Daytime Phone Number 608-556-6392

Project Information

Specify the section of the ordinance from which a variance is sought: 120 - 260 (d) 9

Explain how you wish to vary from the applicable provisions of the ordinance.
Driveway need to be build from the front of the house

Explain why the strict enforcement of the Ordinance would cause practical difficulties or deny reasonable use of the property. (State Statute defines difficulties as the following: Practical difficulties as used in connection with the granting of a variance means the property in question cannot be put to a reasonable use if used under conditions allowed by the official controls, the plight of the landowner is due to circumstances unique to the property not created by the landowner, and the variance if granted, will not alter the essential character of the locality.)
Topography of the lot does not allow building driveway from the back alley of the house

Check all additional supporting documents which are being submitted to help explain this project proposal.
 Site Plan Topographic Map Other (specify) _____

Certification

I hereby certify with my signature that all data on my applications forms, plans, and specifications are true and correct to the best of my knowledge.

X Applicant's Signature Andrey Pashkevich Date 05/31/2023

Order Granting or Denying a Variance (For Office Use Only)

In accordance with the findings stated on the reverse side of this document, the City of Hopkins hereby approves, denies the foregoing application for variance. If approved, said approval is subject to the general and special conditions following the Findings section on page 2.

Authorized Signature _____

Title _____ Date _____



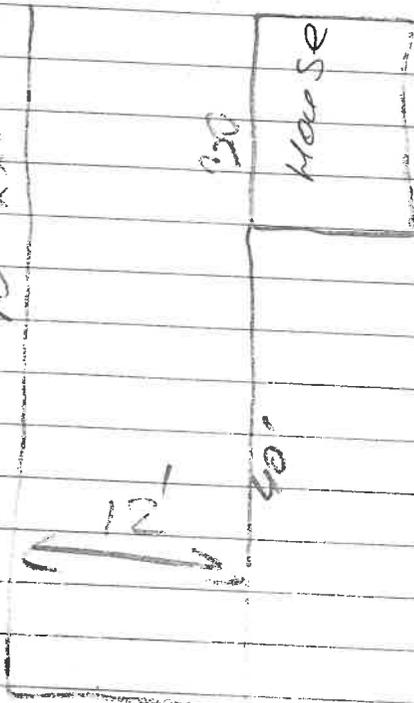
250 18th Ave N Hopkins

112
112

6' 1/2"

fence
5' 6"

70' XXV



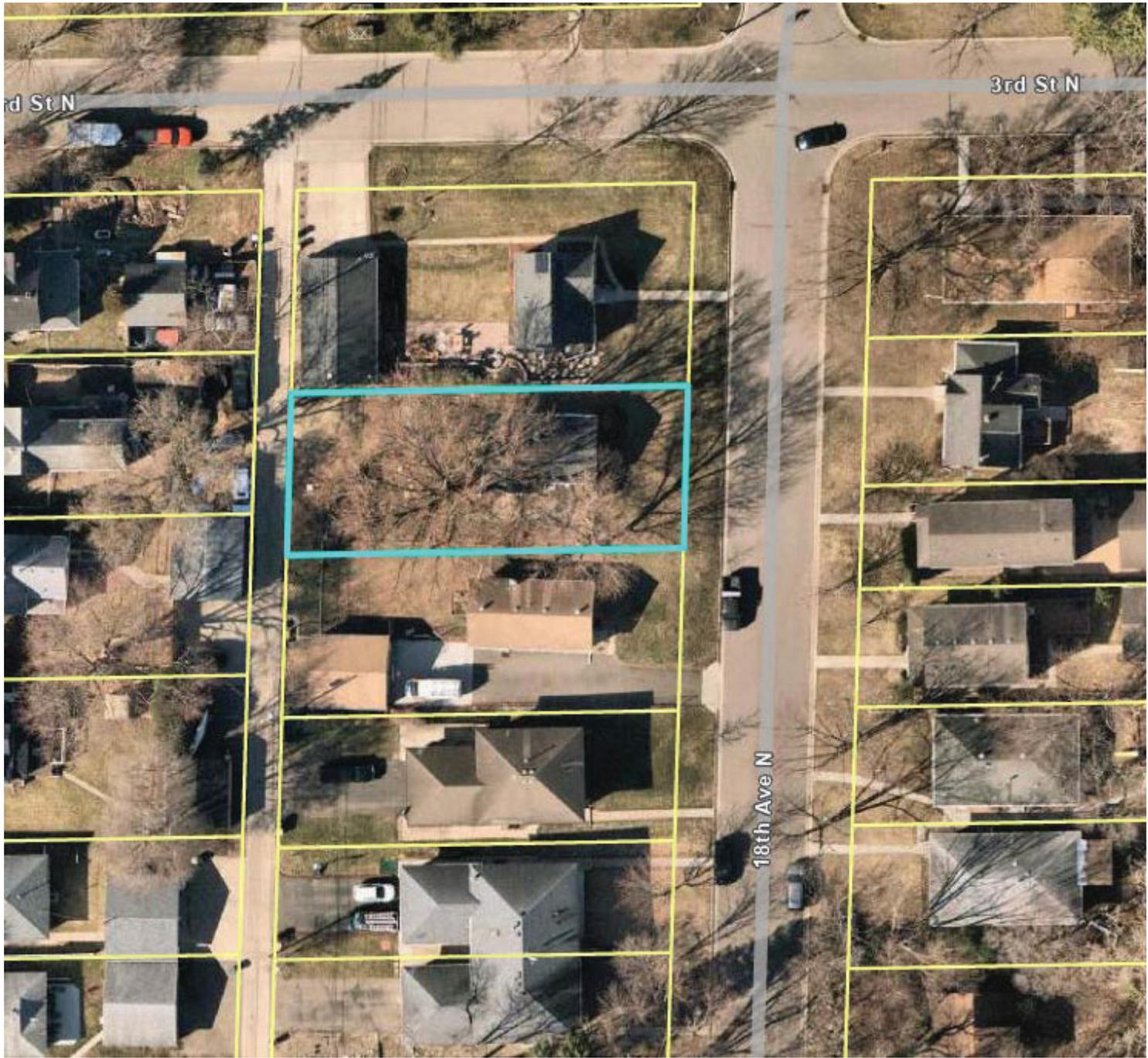
250

House

12'

40'

curb









Ryan Krzos

From: Kathy Molzahn <[REDACTED]>
Sent: Saturday, June 17, 2023 3:08 PM
To: Ryan Krzos
Subject: [EXTERNAL] 250 18th Ave N Driveway

Can't believe this resident has to go through all this to put in a driveway. Approve the variance.
211-18th Ave N

Hello Ryan,

We just wanted to follow up on recent communications, regarding the upcoming hearing about a request variance at 250 18th Ave N.

I have already let you know that I (we) are going to be out of town on that day on business, and not able to attend the hearing. Therefore we request that you enter our positions, stated below, into the official record when this hearing is taking place.

We have both been residents at 241 18th Ave N. for approximately the last 2 years. We would also like to state for the record that we have no personal ill will toward the resident who is asking for a variance. We do have a concern about certain actions which have been contrary to how we interpret Hopkins city codes regarding driving across the curb and front yard grass to one's house.

We would further like to request that we remain anonymous, as we don't want to have any ill will on the part of the other party.

We have some concerns about this request, many of which we have stated already in previous emails, but which will be repeated here so that they may be a part of the discussion in the upcoming hearing.

According to Hopkins city codes, the applicant for this driveway has not met a number of the conditions required to submit an application for a permit. See below, city ordinance section 810:

Hopkins City Code

(Rev.1998) 810.01

Section 810 - Permits; Sidewalk, Curb and Gutter Driveways, Driveway Aprons, Parking Lots

810.01. Permits required. No persons shall construct, repair or rebuild any public driveway or driveway apron, private driveway, public sidewalk or carriage walk, curb or gutter over or upon public right-of- way, or a private parking lot for more than three vehicles without first obtaining a permit therefor from the engineer.

810.03. Application for permits. The permit application shall be in writing on a standard form supplied by the City and shall state the following:

- a) **the legal description**, address, and **owner's name** of the premises involved;
- b) **the exact location**, or locations, upon which it is proposed to construct, repair or rebuild any driveway, driveway apron, sidewalk, carriage walk, curb or gutter, or parking lot;

- c) **the size in square feet or square yards of such proposed construction, alteration or repair;**
- d) **the date** on which such improvement is proposed to be commenced;
- e) **the name and address of contractor who it is proposed will construct, alter or repair, remove or demolish such driveway, driveway apron, sidewalk, carriage walk, curb or gutter,** or parking lot.

810.07. Specifications. Subdivision 1. **Materials and design. Curbs or gutters or driveway aprons shall be of concrete construction;** sidewalks or carriage walks shall be of concrete or flagstone construction; **driveways and parking lots shall be of bituminous or concrete construction or other suitable hard surface** impervious material - all in conformity with the specifications for such construction and design **approved by the engineer and on file in the engineer's office**

This raises several concerns for us. First: it seems likely, based on the hand drawn sketch of a proposed driveway, that the owner has not even contacted a contractor to draw up plans for the proposed project. Such a project, if done according to city codes, could easily cost \$10,000 if done correctly, with concrete curbing reconstruction, grading of the surface, sub-pavement construction, and paving with concrete or asphalt. Please refer to Hopkins city code: "Standard Details: Residential Driveway." According to this document, none of the things described above are shown in the drawing submitted. Currently, the owner has two cars and a construction trailer parked by the alley in the back. Please note that there is a paved parking pad at that location off the alley. Hopkins city codes also state that if the designated parking area is changed from the alley to a front driveway, then the owner can no longer use the alley as a designated parking area. Therefore, all three cars AND a commercial construction trailer will have to be parked on the new front driveway. Please see attached photos below.

Second: we are concerned the owner has stated the reason for this variance is a concern about "topographic conditions." In fact, the proposed driveway would have to be constructed going up a hill, therefore there is also a topographic issue in constructing this front driveway.

Third: it seems very reasonable to see that Hopkins residents do not consider it appropriate to drive across one's front lawn, much less to park there, in order to move goods to and from the house. In our many walks in this and other neighborhoods in Hopkins we have not seen a single other home where residents have done this. It is clear that it is not considered appropriate. In fact, when we moved into this house, we had heavy furniture and dozens of boxes, but we never drove our car across the front lawn. Instead we parked on the street or in the garage by the alley, and moved everything manually from those places to our home. Certainly the resident in question could also do this.

Based on the above, we oppose this application for a variance for the property located at 250 18th Av N, Hopkins.

Edwin Worrell

Linda Linehan

241 18th Ave N Hopkins



Ryan Krzos

From: Jon Hagen [REDACTED]
Sent: Wednesday, June 28, 2023 7:01 PM
To: Ryan Krzos
Subject: [EXTERNAL] 250 18Th Ave N

Ryan,

PID 23-117-22-14-0092

By all means allow this family to do a front access driveway.

The lot has issues with a rear driveway.

Jon W. Hagen
216 18Th Ave N
Systems Test Engineer



CITY OF HOPKINS

Finance Department

Memorandum

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

From: Nick Bishop, Finance Director

Date: July 11, 2023

Subject: 2022 Audit and Annual Comprehensive Financial Report

PURPOSE

Informational

INFORMATION

Abdo has completed the City's Audit for the year ended December 31, 2022. The Auditor's Report is dated June 29, 2023. 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/251/Finance>

FUTURE ACTION

None



Executive Governance Summary

City of Hopkins

Hopkins, Minnesota

For the year ended December 31, 2022



Edina Office

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

Mankato Office

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

Scottsdale Office

14500 N Northsight Blvd, Ste 233
Scottsdale, AZ 85260
P 480.864.5579

June 29, 2023

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, 2022. 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 January 18, 2023. 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.

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. 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.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section 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. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

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 2022-001 and 2022-002.

2022-001 Declaration for Payment

Condition: Auditing for legal compliance requires a review of the City’s deposits and investments. Our audit indicated an instance of non-compliance that we believe needs to be remedied.

Criteria: Minnesota statute 471.38 requires that each declaration for payment be signed to the effect that such account, claim, or demand is just and correct and that no part of it has been paid. The statute is satisfied if on the back of City checks is a declaration as defined in Minnesota statute 471.391 reading “I declare under the penalties of law that this account, claim, or demand is just and correct and that no part of it has been paid.”

Cause: The City and more specifically, the Housing Authority did not have the required statement on the back of their checks during 2022.

Effect: The City is out of compliance with this Minnesota statute.

Recommendation: The City should apply the declaration noted above to all City checks in future years.

Management Response:

The City agrees with the finding and has added the declaration to all check stock, including those paid by the Housing Authority.

2022-002 Timely Transmittal of State Fire Aid

Condition: During our audit, we noted that the City had not made timely deposits of State Fire aid to City Fire Relief Association.

Criteria: Minnesota statute 477B.04 requires the City to transmit the fire aid payment to the treasurer of the Fire Relief Association within 30 days after receipt.

Cause: The City did not remit the receipt of state fire aid in the timeframe noted above.

Effect: The City is out of compliance with this Minnesota statute.

Recommendation: We recommend that City review the statute and implement procedures to ensure the transmittal of fire state aid receipts in accordance with statute in future years.

Management Response:

The City agrees with the finding and recommendation and has implemented.



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. The City changed accounting policies during the year ended December 31, 2022 related to the accounting and financial reporting for lease activities (GASB 87). 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 are included below:

- 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.
- Management's estimate of its lease receivable is based on the present value of future lease payments expected to be received during the lease term.

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.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

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. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.



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 29, 2023.

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), 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. 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. 98 - *The Annual Comprehensive Financial Report*

Summary

This Statement establishes the term annual comprehensive financial report and its acronym ACFR. That new term and acronym replace instances of comprehensive annual financial report and its acronym in generally accepted accounting principles for state and local governments.

This Statement was developed in response to concerns raised by stakeholders that the common pronunciation of the acronym for comprehensive annual financial report sounds like a profoundly objectionable racial slur. This Statement's introduction of the new term is founded on a commitment to promoting inclusiveness.

Effective Date and Transition

The requirements of this Statement are effective for fiscal years ending after December 15, 2021. Earlier application is encouraged.

GASB Statement No. 99 - *Omnibus 2022*

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 (1) practice issues that have been identified during implementation and application of certain GASB Statements and (2) accounting and financial reporting for financial guarantees. The practice issues addressed by this Statement are as follows:

- Classification and reporting of derivative instruments within the scope of Statement No. 53, *Accounting and Financial Reporting for Derivative Instruments*, that do not meet the definition of either an investment derivative instrument or a hedging derivative instrument
- Clarification of provisions in Statement No. 87, *Leases*, as amended, related to the determination of the lease term, classification of a lease as a short-term lease, recognition and measurement of a lease liability and a lease asset, and identification of lease incentives
- Clarification of provisions in Statement No. 94, *Public-Private and Public-Public Partnerships and Availability Payment Arrangements*, related to (a) the determination of the public-private and public-public partnership (PPP) term and (b) recognition and measurement of installment payments and the transfer of the underlying PPP asset
- Clarification of provisions in Statement No. 96, *Subscription-Based Information Technology Arrangements*, related to the subscription-based information technology arrangement (SBITA) term, classification of a SBITA as a short-term SBITA, and recognition and measurement of a subscription liability
- Extension of the period during which the London Interbank Offered Rate (LIBOR) is considered an appropriate benchmark interest rate for the qualitative evaluation of the effectiveness of an interest rate swap that hedges the interest rate risk of taxable debt
- Accounting for the distribution of benefits as part of the Supplemental Nutrition Assistance Program (SNAP)
- Disclosures related to nonmonetary transactions
- Pledges of future revenues when resources are not received by the pledging government



Future Accounting Standard Changes (Continued)

- Clarification of provisions in Statement No. 34, *Basic Financial Statements—and Management’s Discussion and Analysis—for State and Local Governments*, as amended, related to the focus of the government-wide financial statements
- Terminology updates related to certain provisions of Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*
- Terminology used in Statement 53 to refer to resource flows statements.

Effective Date and Transition

The requirements of this Statement that are effective as follows:

- The requirements related to extension of the use of LIBOR, accounting for SNAP distributions, disclosures of nonmonetary transactions, pledges of future revenues by pledging governments, clarification of certain provisions in Statement 34, as amended, and terminology updates related to Statement 53 and Statement 63 are effective upon issuance.
- The requirements related to leases, PPPs, and SBITAs are effective for fiscal years beginning after June 15, 2022, and all reporting periods thereafter.
- The requirements related to financial guarantees and the classification and reporting of derivative instruments within the scope of Statement 53 are effective for fiscal years beginning after June 15, 2023, and all reporting periods thereafter.

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 enhance comparability in the application of accounting and financial reporting requirements and will improve the consistency of authoritative literature. Consistent authoritative literature enables governments and other stakeholders to more easily locate and apply the correct accounting and financial reporting provisions, which improves the consistency with which such provisions are applied. The comparability of financial statements also will improve as a result of this Statement. Better consistency and comparability improve the usefulness of information for users of state and local government financial statements.



Future Accounting Standard Changes (Continued)

GASB Statement No. 100 - Accounting Changes and Error Corrections - an amendment of GASB Statement No. 62

Summary

The primary objective of this Statement is to enhance accounting and financial reporting requirements for accounting changes and error corrections to provide more understandable, reliable, relevant, consistent, and comparable information for making decisions or assessing accountability.

This Statement defines *accounting changes* as changes in accounting principles, changes in accounting estimates, and changes to or within the financial reporting entity and describes the transactions or other events that constitute those changes. As part of those descriptions, for (1) certain changes in accounting principles and (2) certain changes in accounting estimates that result from a change in measurement methodology, a new principle or methodology should be justified on the basis that it is preferable to the principle or methodology used before the change. That preferability should be based on the qualitative characteristics of financial reporting—understandability, reliability, relevance, timeliness, consistency, and comparability. This Statement also addresses corrections of errors in previously issued financial statements.

This Statement prescribes the accounting and financial reporting for (1) each type of accounting change and (2) error corrections. This Statement requires that (a) changes in accounting principles and error corrections be reported retroactively by restating prior periods, (b) changes to or within the financial reporting entity be reported by adjusting beginning balances of the current period, and (c) changes in accounting estimates be reported prospectively by recognizing the change in the current period. The requirements of this Statement for changes in accounting principles apply to the implementation of a new pronouncement in absence of specific transition provisions in the new pronouncement. This Statement also requires that the aggregate amount of adjustments to and restatements of beginning net position, fund balance, or fund net position, as applicable, be displayed by reporting unit in the financial statements.

This Statement requires disclosure in notes to financial statements of descriptive information about accounting changes and error corrections, such as their nature. In addition, information about the quantitative effects on beginning balances of each accounting change and error correction should be disclosed by reporting unit in a tabular format to reconcile beginning balances as previously reported to beginning balances as restated.

Furthermore, this Statement addresses how information that is affected by a change in accounting principle or error correction should be presented in required supplementary information (RSI) and supplementary information (SI). For periods that are earlier than those included in the basic financial statements, information presented in RSI or SI should be restated for error corrections, if practicable, but not for changes in accounting principles.

Effective Date and Transition

The requirements of this Statement are effective for accounting changes and error corrections made in fiscal years beginning after June 15, 2023, and all reporting periods thereafter. Earlier application is encouraged.

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

The requirements of this Statement will improve the clarity of the accounting and financial reporting requirements for accounting changes and error corrections, which will result in greater consistency in application in practice. In turn, more understandable, reliable, relevant, consistent, and comparable information will be provided to financial statement users for making decisions or assessing accountability. In addition, the display and note disclosure requirements will result in more consistent, decision useful, understandable, and comprehensive information for users about accounting changes and error corrections.



Future Accounting Standard Changes (Continued)

GASB Statement No. 101 - *Compensated Absences*

Summary

The objective of this Statement is to better meet the information needs of financial statement users by updating the recognition and measurement guidance for compensated absences. That objective is achieved by aligning the recognition and measurement guidance under a unified model and by amending certain previously required disclosures.

This Statement requires that liabilities for compensated absences be recognized for (1) leave that has not been used and (2) leave that has been used but not yet paid in cash or settled through noncash means. A liability should be recognized for leave that has not been used if (a) the leave is attributable to services already rendered, (b) the leave accumulates, and (c) the leave is more likely than not to be used for time off or otherwise paid in cash or settled through noncash means. Leave is attributable to services already rendered when an employee has performed the services required to earn the leave. Leave that accumulates is carried forward from the reporting period in which it is earned to a future reporting period during which it may be used for time off or otherwise paid or settled. In estimating the leave that is more likely than not to be used or otherwise paid or settled, a government should consider relevant factors such as employment policies related to compensated absences and historical information about the use or payment of compensated absences. However, leave that is more likely than not to be settled through conversion to defined benefit postemployment benefits should not be included in a liability for compensated absences.

This Statement requires that a liability for certain types of compensated absences—including parental leave, military leave, and jury duty leave—not be recognized until the leave commences. This Statement also requires that a liability for specific types of compensated absences not be recognized until the leave is used.

This Statement also establishes guidance for measuring a liability for leave that has not been used, generally using an employee's pay rate as of the date of the financial statements. A liability for leave that has been used but not yet paid or settled should be measured at the amount of the cash payment or noncash settlement to be made. Certain salary-related payments that are directly and incrementally associated with payments for leave also should be included in the measurement of the liabilities.

With respect to financial statements prepared using the current financial resources measurement focus, this Statement requires that expenditures be recognized for the amount that normally would be liquidated with expendable available financial resources.

Effective Date and Transition

The requirements of this Statement are effective for fiscal years beginning after December 15, 2023, and all reporting periods thereafter. Earlier application is encouraged.



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

The unified recognition and measurement model in this Statement will result in a liability for compensated absences that more appropriately reflects when a government incurs an obligation. In addition, the model can be applied consistently to any type of compensated absence and will eliminate potential comparability issues between governments that offer different types of leave.

The model also will result in a more robust estimate of the amount of compensated absences that a government will pay or settle, which will enhance the relevance and reliability of information about the liability for compensated absences

⁽¹⁾ *Note.* From GASB Pronouncements Summaries. Copyright 2022 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 29, 2023





Other Required Reports

City of Hopkins

Hopkins, Minnesota

For the year ended December 31, 2022



Edina Office

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

Mankato Office

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

Scottsdale Office

14500 N Northsight Blvd, Ste 233
Scottsdale, AZ 85260
P 480.864.5579

City of Hopkins, Minnesota
Other Required Reports
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For the Year Ended December 31, 2022

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**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, 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, 2022, and the related notes to the financial statements, and have issued our report thereon dated June 29, 2023.

In connection with our audit, nothing came to our attention that caused us to believe that the City of Hopkins 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 2022-001 and 2022-002. 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.

The City’s responses to the findings identified in our audit are described in the accompanying Schedule of Findings 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 them.

The purpose of this report is solely to describe the scope of our testing of compliance and the results of that testing, and not to provide an opinion on compliance. Accordingly, this communication is not suitable for any other purpose.



Abdo
Minneapolis, Minnesota
June 29, 2023

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, 2022, 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 29, 2023.

Report on 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.

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. 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.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

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 *Government Auditing Standards* as noted as findings 2022-001 and 2022-002.

The City's Responses to Findings

The City's responses to the findings identified in our audit are described in the accompanying Schedule of Findings and Responses. The City's responses were not subject to the auditing procedures applied in the audit of the financial statements, and accordingly, we express no opinion on them.

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 entity'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 29, 2023



City of Hopkins, Minnesota
Schedule of Findings and Responses
For the Year Ended December 31, 2022

2022-001 Declaration for Payment

Condition: Auditing for legal compliance requires a review of the City's deposits and investments. Our audit indicated an instance of non-compliance that we believe needs to be remedied.

Criteria: Minnesota statute 471.38 requires that each declaration for payment be signed to the effect that such account, claim, or demand is just and correct and that no part of it has been paid. The statute is satisfied if on the back of City checks is a declaration as defined in Minnesota statute 471.391 reading "I declare under the penalties of law that this account, claim, or demand is just and correct and that no part of it has been paid."

Cause: The City and more specifically, the Housing Authority did not have the required statement on the back of their checks during 2022.

Effect: The City is out of compliance with this Minnesota statute.

Recommendation: The City should apply the declaration noted above to all City checks in future years.

Management Response:

The City agrees with the finding and has added the declaration to all check stock, including those paid by the Housing Authority.

2022-002 Timely Transmittal of State Fire Aid

Condition: During our audit, we noted that the City had not made timely deposits of State Fire aid to City Fire Relief Association.

Criteria: Minnesota statute 477B.04 requires the City to transmit the fire aid payment to the treasurer of the Fire Relief Association within 30 days after receipt.

Cause: The City did not remit the receipt of state fire aid in the timeframe noted above.

Effect: The City is out of compliance with this Minnesota statute.

Recommendation: We recommend that City review the statute and implement procedures to ensure the transmittal of fire state aid receipts in accordance with statute in future years.

Management Response:

The City agrees with the finding and recommendation and has implemented.



CITY OF HOPKINS

Finance Department

Memorandum

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

From: Nick Bishop, Finance Director

Date: July 11, 2023

Subject: Update on Franchise Fees

PURPOSE

To provide an update on the process for increasing gas and electric franchise fees beginning on January 1, 2024.

INFORMATION

Background

City Council has met twice to discuss gas and electric franchise fee ordinances that expire on December 31, 2023. City Council directed staff to increase fees for a five-year term and to continue subsidizing the general fund and supporting the parks and capital improvement funds. City Council was in support of the increased amount going towards parks and sustainability.

At the June 20, 2023 City Council meeting, staff proposed a rate increase of \$1.50 monthly for gas and electric for residential customers, or \$3.00 combined per month. The total paid by a residential customer would be \$10 per month or \$120 per year. At that same meeting City Council directed staff to pursue a franchise fee model based on percent of revenue, and not a flat fee for each customer type.

Timeline for Adopting Ordinance

The City's 2007 Ordinance with Xcel Energy says the City must provide two sixty-day notice periods to Xcel before a new fee can become effective. Xcel is waiving the initial sixty-day notice period and asking for a 90 day notice to implement the fee. This will give City Council and staff additional time to discuss and review the proposed fee structure. Centerpoint requires a shorter timeline and can still be done in conjunction with Xcel.

Flat Fee Based on Account Type

On June 20, 2023, staff proposed a rate increase with flat fees for each account type. City Council could still move forward with that proposal or look at flat rates that place more of the burden on commercial/industrial account types. Based on our ordinances, rates can be updated annually.

Fee as a Percent of Revenue

City staff are working with Xcel Energy, Center Point Energy and Kennedy & Graven on a proposed ordinances based on percent of revenue.

FUTURE ACTION

City staff will come back to City Council at a later date with proposed ordinances. Tentatively, the first and second readings could occur on September 5th and 19th.