

**CITY OF HOPKINS
HENNEPIN COUNTY,
MINNESOTA**

ORDINANCE NO. 2024-1210

**AMENDMENT OF THE
HOPKINS CHARTER
BY ORDINANCE**

The City Council of the City of Hopkins, upon recommendation of and from the Hopkins City Charter Commission does hereby ordain and thus amend and adopt the following changes, deletions, and amendments of or from the following chapters and sections of the Hopkins City Charter:

SECTION 1. Section 7.03 - Board of Equalization is deleted in its entirety.

SECTION 2. Section 7.04 - Preparation of the Annual Budget is amended by deleting ~~stricken~~ material as follows:

Section 7.04. Preparation of Annual Budget. The annual budget shall provide a complete financial plan for the budget year by fund, showing all proposed expenditures and estimates of all anticipated revenues applicable to proposed expenditures and any other information the council may require, or the city manager may deem desirable. ~~In parallel columns shall be shown the budgeted amount for the, if any, granted and expended under similar heads for the past two complete fiscal years and, as far as possible, for the current year.~~ The council may include or exclude at its discretion any fund, except the general fund. The budget shall be submitted to the council at a regular council meeting, ~~in a manner prescribed by state statute, not less than 30 days prior to final approval;~~ no later than the first regular monthly meeting in September. It shall be a public record open to public inspection. ~~By anyone and the city manager shall cause sufficient copies thereof to be prepared for distribution to the mayor, members of the council and interested persons.~~

SECTION 3. Section 7.10 - Disbursements is amended by deleting ~~stricken~~ material as follows:

Section 7.10. Disbursements. ~~Disbursement of city funds shall be made by a negotiable instrument bearing the actual or authorized facsimile signature of the authorized city officer.~~ No disbursements shall be issued until the claim to which it relates has been supported by an itemized bill, payroll, timesheet, voucher or the like approved and signed by the responsible city officer who vouches for its correctness and reasonableness. No check shall be issued until there is money to the credit of the fund out of which it is to be paid sufficient to pay the same. The council may by ordinance make further regulations for the safekeeping and disbursements of the funds of the city.

SECTION 4. Section 7.13 - Accounts and Reports is amended by deleting ~~stricken~~ material as follows:

Section 7.13. ACCOUNTS AND REPORTS. The city manager shall be the chief accounting officer of the city and shall submit to the council a statements ~~each month~~ containing information relative to the finances of the city as the council may require. Each year the city manager shall submit a report to the council, no later than June 30, covering the entire financial operations of the city for the past year. This report shall follow the style and form, as far as practicable, prescribed for annual city financial reports and copies will be made available to interested parties.

SECTION 5. The effective date of this ordinance shall be effective 90 days after publication.

First Reading: October 1, 2024
Second Reading: October 8, 2024
Date of Publication: October 17, 2024
Date Ordinance Takes Effect:
January 15, 2025

By /s/Patrick Hanlon, Mayor
ATTEST:
Amy Domeier, City Clerk

Published in the
Sun Sailor
October 17, 2024
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