

News & Reminders

September 2016

for Hopkins Rental Property Owners & Managers



Renew Your Rental License



Rental licenses are required to be renewed on an annual basis by **October 31** of each year.

Any changes in Owner or Manager contact information requires an **amended license** to be completed and submitted to the City. Find license applications to update, apply or renew online at www.hopkinsmn.com/licenses/rental.apply.php

Heat required!

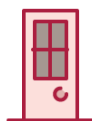


Heat is required to be provided from **October 1 – May 15** per City of Hopkins Property Maintenance Code 405 IPMC 602.3 Heat supply. *The temperature shall be not less than 68 degrees Fahrenheit; measured 3 feet from the floor near the center of the room and 2 feet from the outside wall (City Code 405 IPMC 602.5).*

HVAC Inspections

The City of Hopkins requires all heating and cooling systems in rental properties to be inspected by a licensed heating contractor a minimum of every two years using the HVAC form. This applies to furnaces and central air units older than 5 years old. Forms can be found [online](#).

Fire Doors



Keep your building fire safe! Fire doors must stay closed unless they are interconnected to the fire alarm system. Fire doors are a fire rated assembly and are factory tested. Fire doors are office doors, apartment doors, doors for the corridor; i.e. shop doors, boiler room doors, etc. City Property Maintenance Code 405 IPMC 703.1 Opening Protectives

Dogs

All dogs must be licensed with the City of Hopkins per Hopkins City Code Section 925. [Dog License applications](#) and more animal information can be found on our [website](#).

Not more than 2 dogs and 2 cats are allowed per household or 4 cats and no dogs.

Smoke Free Policies

Live Smoke Free! Considering turning your apartment complex to smoke free? Adopt a Smoke-Free Policy. Contact Live Smoke Free Program Coordinator at 651-646-3005 ext 315 or go to <http://www.mnsmokefreehousing.org/> and click on Steps to go Smoke Free

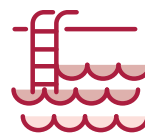
Report Drug Use

Keep our community drug and crime free! Have you seen or smelled marijuana, or any drug paraphernalia? Call 9-1-1 if you see or smell drug use in your apartment complex.



Suspect drug use or distribution? Contact Sgt. Erik Husevold at 952-548-6421 or email him at ehusevold@hopkinsmn.com. Report any suspicious activity by calling 9-1-1.

Pool Safety



Hopkins Police want you to know about some great resources available to assist you with educating your staff and residents on pool safety.

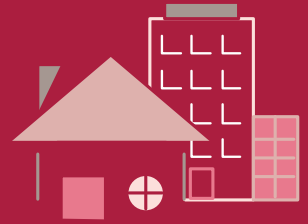
- View the video [“Pool Safety 103: Tips for Pool Operators”](#) and discuss it with your staff [annually](#). It is brought to you by the Minnesota Water Safety Coalition.
- Consider showing the quick video [“Pool Safety 101: General Public Pool Safety”](#) to



CITY OF HOPKINS | INSPECTIONS DEPARTMENT
1010 1ST ST S, HOPKINS, MN 55343
952-548-6320 | WWW.HOPKINSMN.COM

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all new residents at lease signing and all current residents at renewal time.

- Additional Information in multiple languages, contact the [MN Water Safety Coalition](#).

Cultivate Hopkins



The City is updating its comprehensive plan. As we look towards the future and plan what our community will be like in 2040, we need to know what your big ideas are, and what you love about Hopkins.

Go to cultivatehopkins.com to:



Bulk Drop-Off Event

Who: CITY OF HOPKINS GARBAGE CUSTOMERS ONLY.

What: Each eligible residence is allowed to dispose of a maximum of 3 cubic yards (one pick-up truck load) of material.

Where: 11100 Excelsior Blvd (Public Works building)

When: Friday September 30th, 3-7pm and Saturday October 1st, 9am-4pm

Cost: \$15 per vehicle (includes one free appliance). Additional appliances are \$20 each. Charges are applied to your Utility Bill.

<http://www.hopkinsmn.com/waste/bulk.php#dropoff>



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