

**CITY OF HAM LAKE  
CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY MINUTES  
MONDAY, AUGUST 7, 2023**

The Ham Lake City Council and Economic Development Authority met for its regular meeting on Monday, August 7, 2023 at 6:00 p.m. in the Council Chambers at the Ham Lake City Hall located at 15544 Central Avenue NE in Ham Lake, Minnesota.

**MEMBERS PRESENT:** Mayor Brian Kirkham and Councilmembers Jim Doyle, Gary Kirkeide, Jesse Wilken and Al Parranto

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** City Attorney, Mark Berglund; City Administrator, Denise Webster; City Engineer, Tom Collins; Finance Director, Andrea Murff; and Deputy City Clerk, Dawnette Shimek

**1.0 CALL TO ORDER - 6:00 P.M.** – Pledge of Allegiance

Mayor Kirkham called the meeting to order and the Pledge of Allegiance was recited by all in attendance.

**2.0 PUBLIC COMMENT**

Mike Larson, 1755 143<sup>rd</sup> Circle NE, was present to discuss the proposed Ordinance regarding parking. Mr. Larson stated that last week there were 10 vehicles parked on the street and also trailers parked on the street. Mr. Larson stated that there are people parking in their yards; in operable cars sitting in a driveway and piles of tires. Mr. Larson stated vehicles are often parked on both sides of the street and he doesn't think the fire department would be able to get through. Mr. Larson asked how complaints are handled. Administrator Webster explained the City's process of handling violations. Mr. Larson asked what should be done if the violation takes place during the night. Attorney Berglund stated if there is a violation during the night that Mr. Larson would need to contact the Anoka County Sheriff's Office by calling 911.

**3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS** – None

**4.0 CONSENT AGENDA**

These items are considered to be routine and will be enacted in one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which event the item will be removed from the Consent Agenda and considered in normal sequence. (All items listed on the Consent Agenda are recommended for approval.)

4.1 Approval of minutes of July 17, 2023

4.2 Approval of claims in the amount of \$1,479,110.10

4.3 Approval of Ordinance No. 23-06 regarding Article 6 – Parking

4.4 Approval of accepting the resignation of Scott Heaton from the Planning Commission and advertising the open position in the *Ham Laker*

- 4.5 Approval of Resolution No. 23-34 for the American Rescue Plan Act (ARPA) Funding for Creek Valley Reconstruction Project and equipment for the City of Ham Lake's Fire Department and Public Works Department
- 4.6 Approval of Resolution No. 23-35 changing the name of Erbank Street NE to Urbank Street NE within the plat of Eagle Ridge Estates
- 4.7 Approval of Resolution No. 23-36 accepting a \$5,000 donation from the Ham Laker Chamber of Commerce
- 4.8 Approval of Resolution No. 23-37 accepting a Honda Portable Generator for the Fire Department
- 4.9 Approval of authorizing the completion of Draft Prospectus within the park dedicated with the Hidden Forest East Park Addition
- 4.10 Approval of a Maintenance Security reduction and Warranty Extension for Lund's Lakeview Forest Street Reconstruction Project

Mayor Kirkham pulled item 4.4 for discussion.

**Motion by Wilken, seconded by Parranto, to approve the August 7, 2023 consent agenda with the omission of item 4.4. All in favor, motion carried.**

Mayor Kirkham thanked Planning Commissioner Scott Heaton for his years of service with the City.  
**Motion by Kirkham, seconded by Kirkeide, to approve item 4.4 of the August 7, 2023 consent agenda. All in favor, motion carried.**

**5.0 PLANNING COMMISSION RECOMMENDATIONS – None**

**6.0 ECONOMIC DEVELOPMENT AUTHORITY – None**

## **7.0 APPEARANCES**

### **7.1 Finance Director Andrea Murff, 2<sup>nd</sup> Quarter Financial Report**

Finance Director Murff gave the financial report for the 2nd Quarter of 2023. Finance Director Murff reported on the Overall Cash Position by Fund Type being down approximately \$2,395,322 from December due to General Fund operation expenditures, ARPA expenditures and the annual bond payment. Investment income is higher than expected due to raising rates and the City currently has about \$200,000 in revenue from interest and unrealized gains. The General Fund cash is down due to operating expenditures out of the General Fund not being offset by the tax settlement, which was received in July, and ARPA spending. When taking out the ARPA spending, the overall General Fund is on track with budget projections. The City Council thanked Finance Director Murff.

**8.0 CITY ATTORNEY – None**

**9.0 CITY ENGINEER – None**

**10.0 CITY ADMINISTRATOR – None**

## **11.0 COUNCIL BUSINESS**

### **11.1 Committee Reports**

Councilmember Kirkeide stated that he and Councilmember Doyle had a Road Committee meeting.

### **11.2 Consideration of the First Reading of an Ordinance Regarding Pigeons**

Councilmember Wilken questioned what was the driving factor for allowing no more than 50% of the pigeons flying at one time. Discussion followed and Administrator Webster will contact the applicant

requesting to keep pigeons for their opinion. **This is considered the First Reading of an Ordinance amending Article 5 and the keeping of Pigeons.**

11.3 Discussion of the Sunrise Watershed Management Organization (SRWMO)

Mayor Kirkham stated that he along with Councilmember Kirkeide, Administrator Webster, Engineer Collins and Attorney Berglund recently attended a watershed meeting to discuss revisions being proposed to the JPA (Joint Powers Agreement) by the other three-member communities. Mayor Kirkham stated that there was discussion of not requiring unanimous approval of budgets if there was a cap on the current budget and funding formulas. Attorney Berglund stated that the key points are these: 1. Ham Lake will agree to the concept that if a proposed budget is not unanimously agreed upon, then the previous year's budget will continue in the following year, with a cap on the increase of 5%. 2. Ham Lake would like the budget formula in the JPA to be what was referred to as 4A on the Sunrise River spreadsheet from 12/5/2022. Essentially, the difference being that the operating budget is divided and allocated in the same manner as the non-operating budget. Mayor Kirkham stated that they want a private citizen and an elected official to be on the board and Mayor Kirkham stated he would attend the meetings. **It was the consensus of the City Council to have City Attorney Berglund continue to work with the Sunrise Watershed Management Organization Attorney Troy Gilcrest on the JPA and funding formula.**

11.4 Announcements and future agenda items – None

**Motion by Wilken, seconded by Doyle, to adjourn the meeting at 6:35 p.m. All in favor, motion carried.**

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Dawnette Shimek, Deputy City Clerk