

CITY OF HAM LAKE

15544 Central Avenue NE
Ham Lake, Minnesota 55304
(763) 434-9555
Fax: (763) 434-9599

CITY OF HAM LAKE CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY AGENDA MONDAY, MAY 2, 2022

- 1.0 CALL TO ORDER - 6:00 P.M. – Pledge of Allegiance**
- 2.0 PUBLIC COMMENT**
- 3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS**
 - 3.1 Michael Kreun – Candidate for State Senate, District 32
 - 3.2 Andrew Grice, berganKDV – Presentation of the 2021 Audit

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 April 18, 2022
- 4.2 Approval of claims
- 4.3 Approval of an Off-Site Gambling Permit for the Ham Lake Chamber of Commerce to conduct bingo and pull-tabs on July 2, 2022 at Lion's Park (1220 157th Avenue NE)
- 4.4 Approval of opting-in for the Anoka County 2023-2025 Urban County Requalification for HUD programs
- 4.5 Approval of a Field Party Permit for Maxx Bar & Grill, 17646 Central Avenue NE on May 20-22, 2022

5.0 PLANNING COMMISSION RECOMMENDATIONS

- 5.1 TJ Maalis requesting a Conditional Use Permit to operate Automotive Illusions, an autobody and restoration shop, at 17638 Highway 65 NE

6.0 ECONOMIC DEVELOPMENT AUTHORITY – None

7.0 APPEARANCES – None

8.0 CITY ATTORNEY

9.0 CITY ENGINEER

10.0 CITY ADMINISTRATOR – None

11.0 COUNCIL BUSINESS

- 11.1 Committee Reports
- 11.2 Discussion of the City road right-of-way located west of Tippecanoe Street NE (Pin #14-32-23-31-0012) – north of 15926 Tippecanoe Street NE
- 11.3 Announcements and future agenda items



**DO
MORE.**

Ham Lake

Audit Presentation

December 31, 2021

bergankDV

Components of the Audit

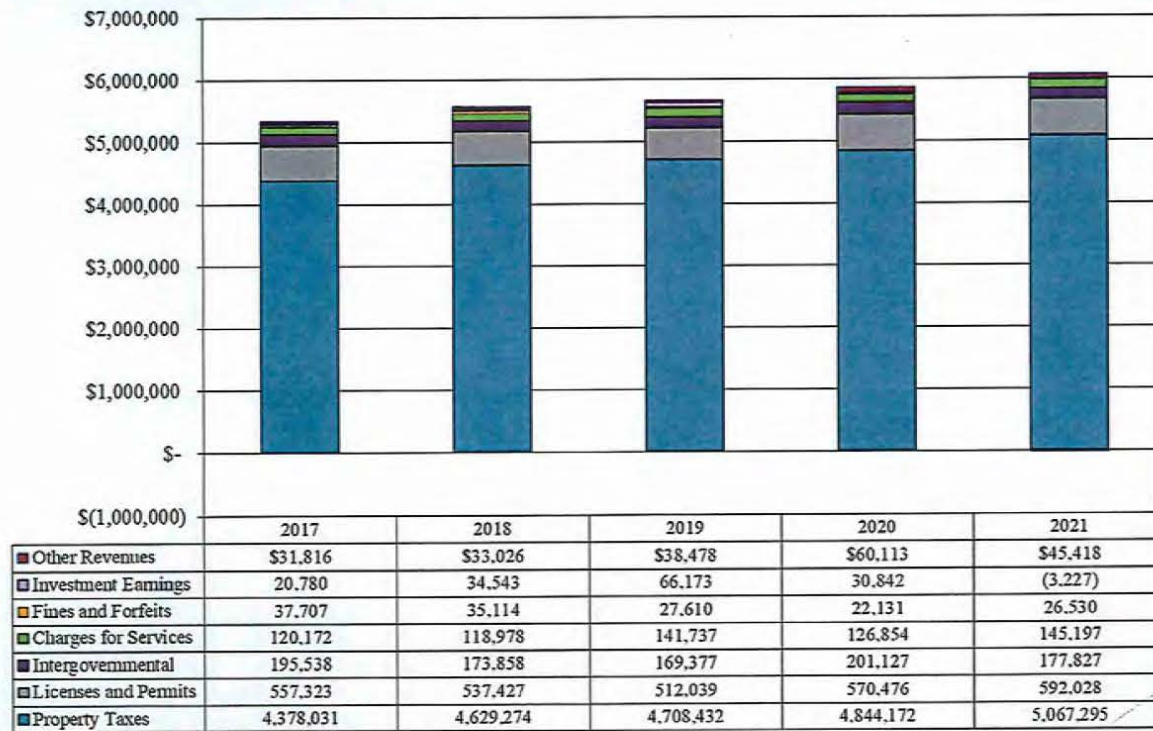
- Opinion on the City's Basic Financial Statements
 - ❖ Unmodified Opinion – Best opinion an auditor is able to offer
- Minnesota Legal Compliance – no findings
- Internal Control
 - ❖ Lack of Segregation of Accounting Duties

General Fund

Budget and Actual

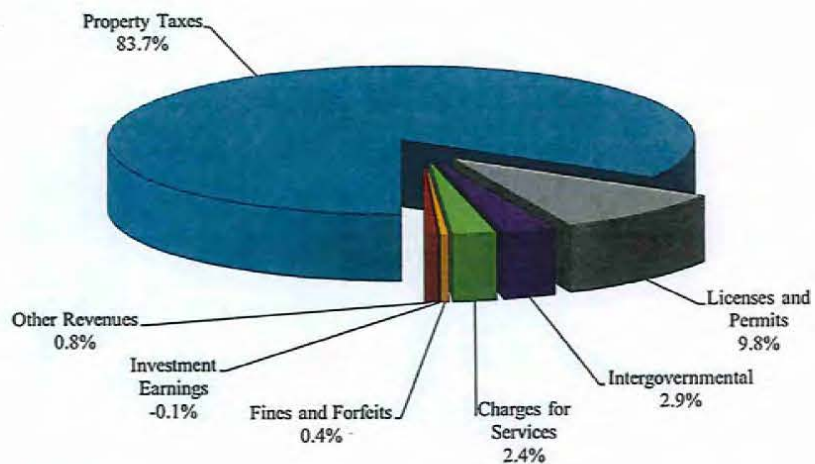
	Original and Final Budget	Actual Amounts	Variance with Final Budget - Over (Under)
Revenues			
Property taxes	\$ 5,036,071	\$ 5,067,295	\$ 31,224
Licenses and permits	448,250	592,028	143,778
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Charges for services	126,293	145,197	18,904
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Public safety	2,025,564	2,134,209	108,645
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Capital outlay			
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Total expenditures	4,436,220	4,364,383	(71,837)
Excess of revenues over expenditures	1,391,599	1,686,685	295,086
Other Financing Sources (Uses)			
Transfers in	1,200	1,200	-
Transfers out	(1,301,000)	(1,851,470)	(550,470)
Total other financing sources (uses)	(1,299,800)	(1,850,270)	(550,470)
Net change in fund balance	\$ 91,799	\$ (163,585)	\$ (255,384)

General Fund Revenues

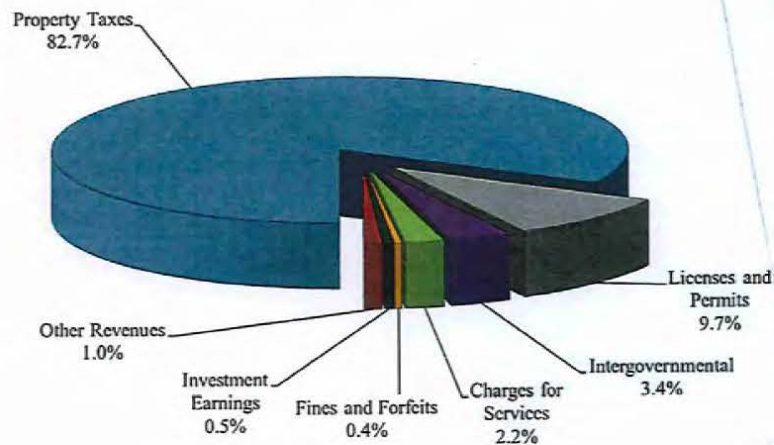


General Fund Revenues

2021 General Fund Revenues

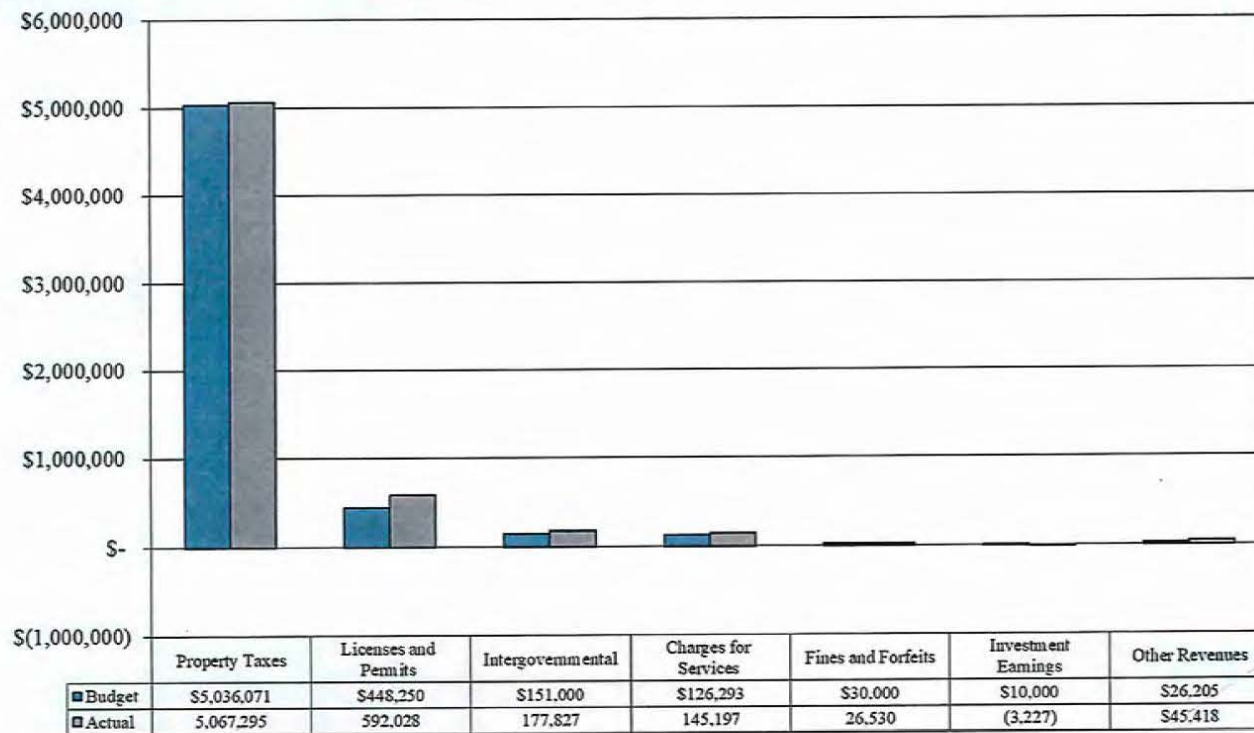


2020 General Fund Revenues

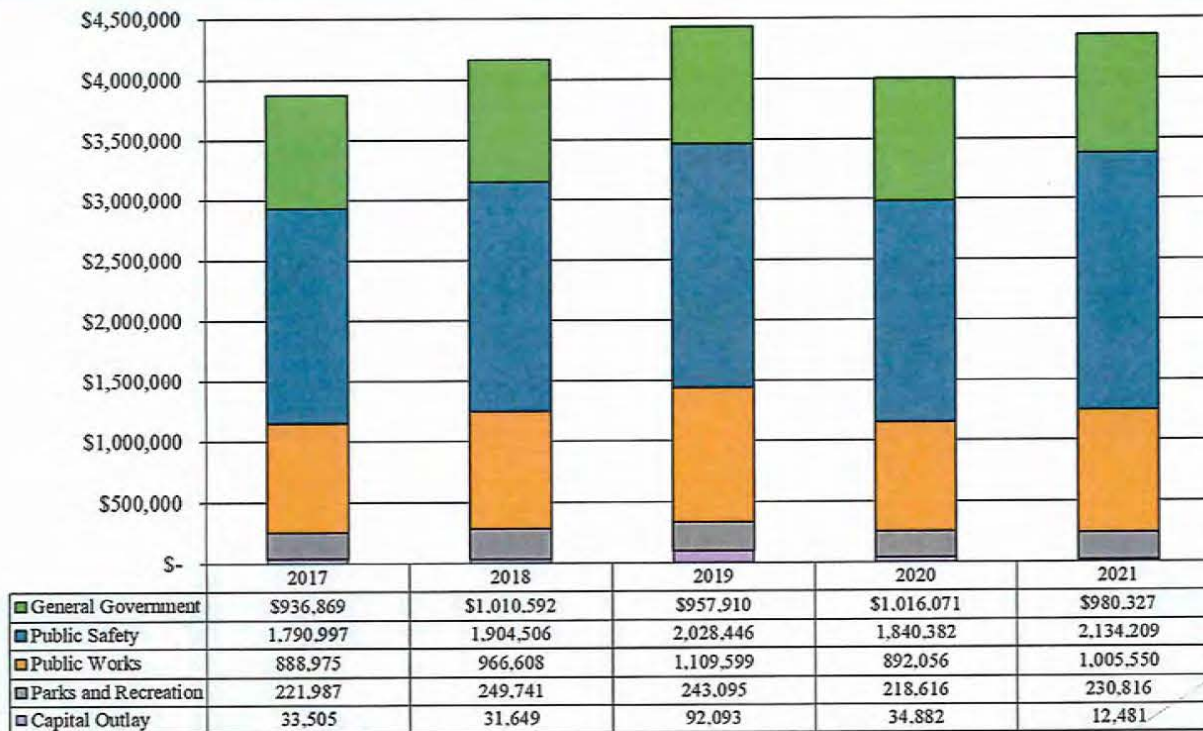


General Fund

Revenues – Budget and Actual

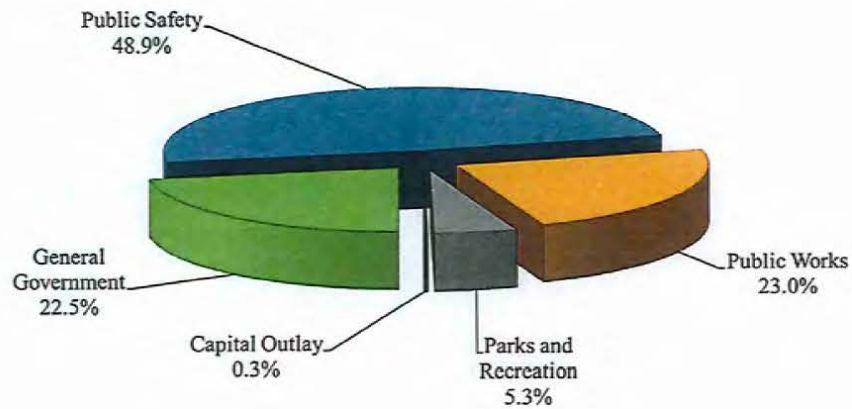


General Fund Expenditures

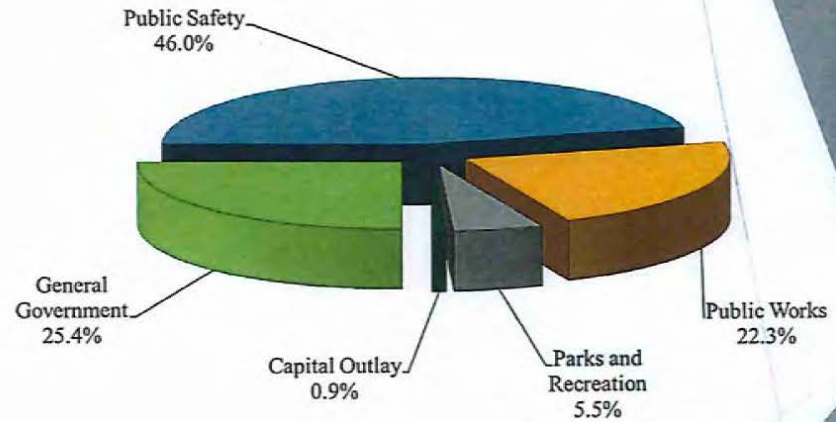


General Fund Expenditures

2021 General Fund Expenditures

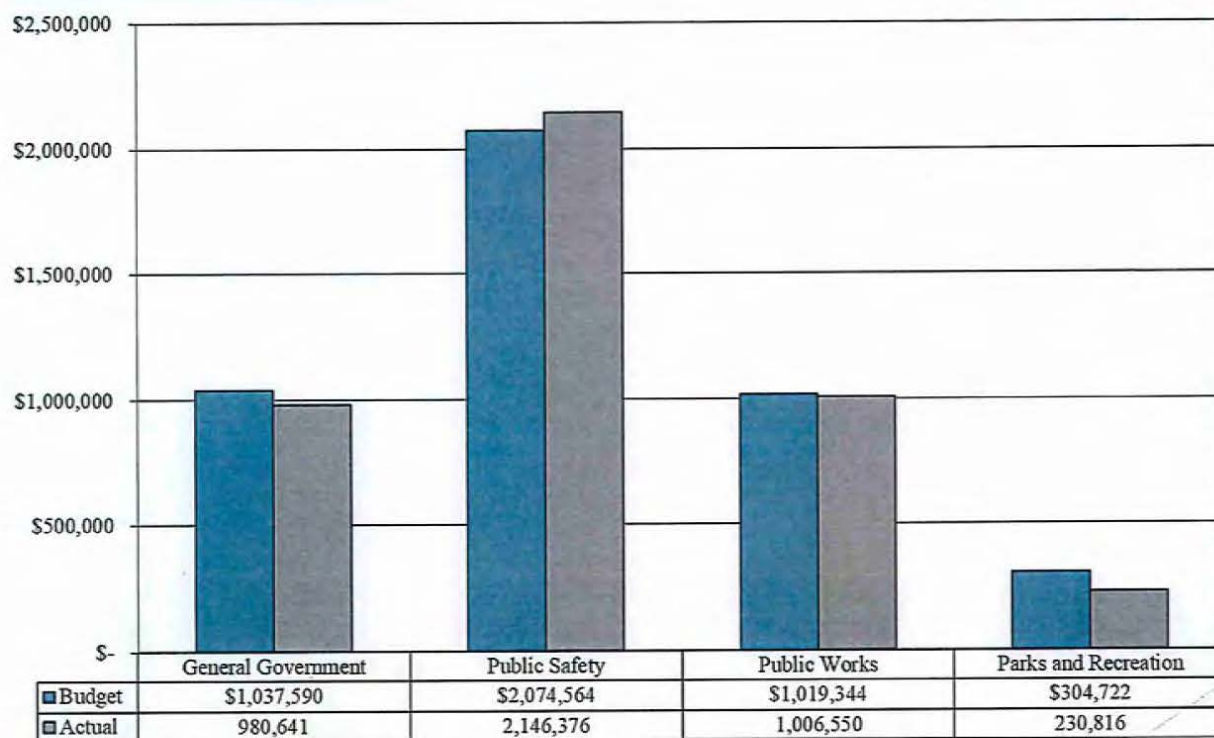


2020 General Fund Expenditures

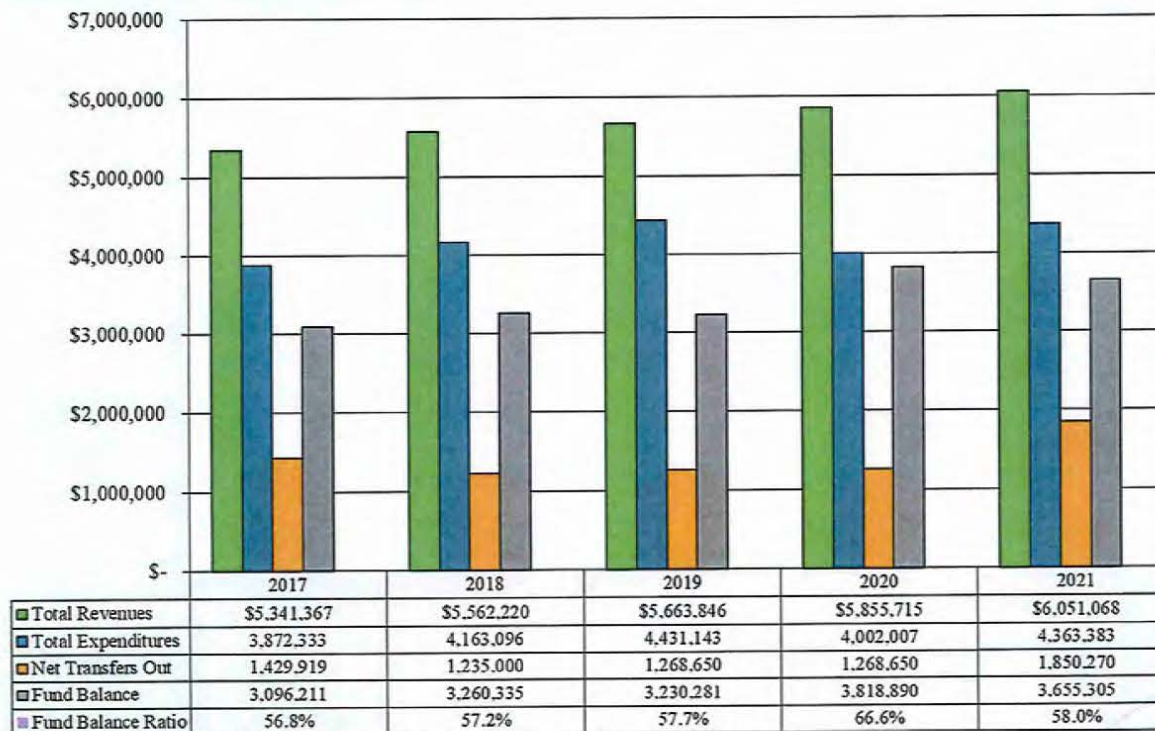


General Fund

Expenditures – Budget and Actual



General Fund Balance



Tax Capacity, Levy, and Rates



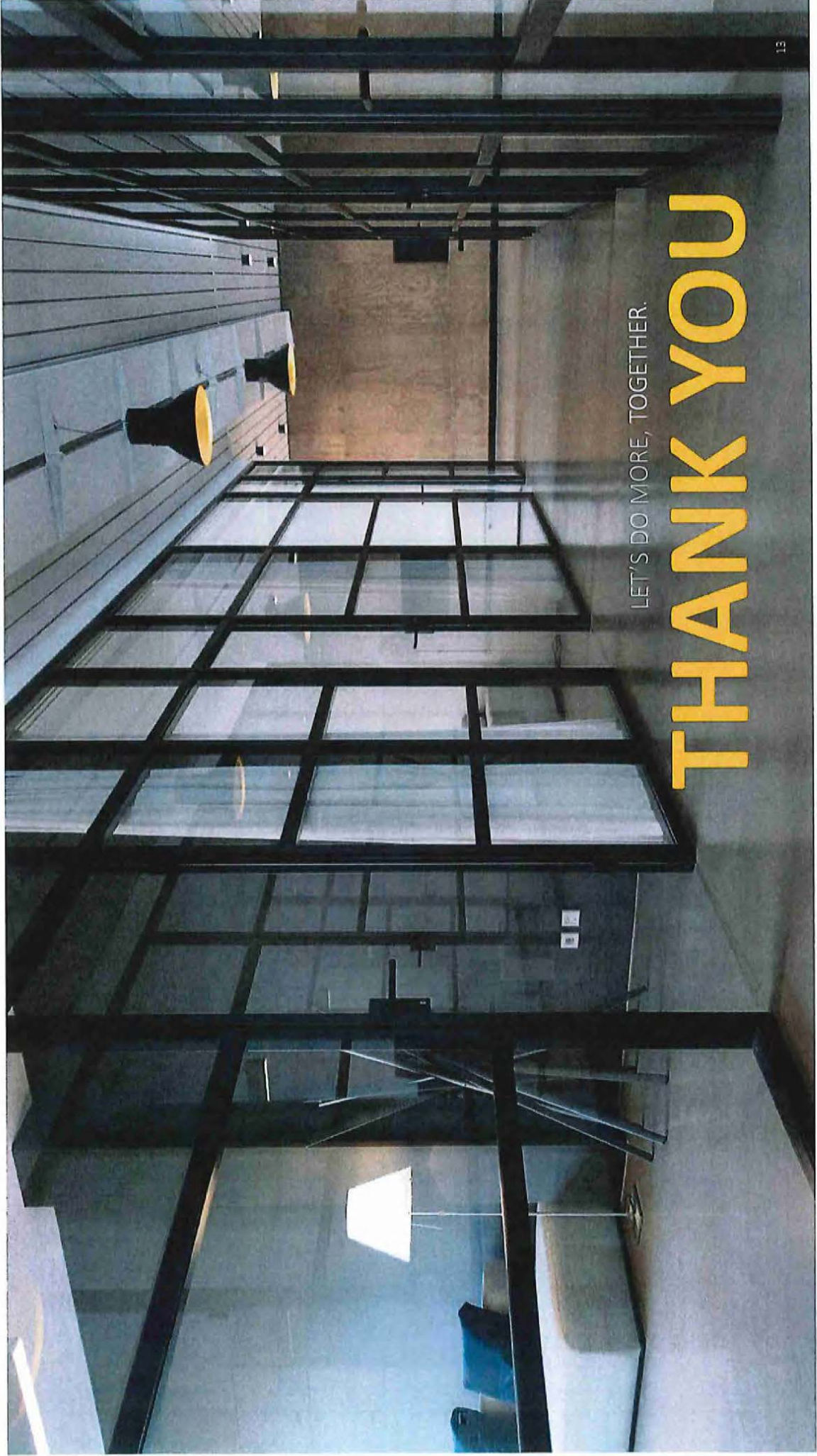
Questions?

Andrew Grice, CPA

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LET'S DO MORE, TOGETHER.

THANK YOU

BergankDV is a leading professional services firm with a contagious culture; where growth is fostered and making a difference means something. Our values drive our decisions, and our passion is empowering people and creating a wow experience for our clients.

We are powered by people who do business the Midwest way delivering comprehensive business, financial and technology solutions including business planning and consulting, tax, assurance and accounting, technology, wealth management and turnaround management services. From tax reform to technology, we go beyond so you can...

DO MORE.



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**City of Ham Lake
Anoka County, Minnesota**

**Report on
Minnesota Legal Compliance**

December 31, 2021



Minnesota Legal Compliance

Independent Auditor's Report

Honorable Mayor and Members
of the City Council
City of Ham Lake
Ham Lake, 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, each major fund, and the aggregate remaining fund information of the City of Ham Lake, Minnesota, as of and for the year ended December 31, 2021, and the related notes to financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated April 25, 2022.

In connection with our audit, nothing came to our attention that caused us to believe that the City failed to comply with the provisions of the contracting and bidding, deposits and investments, conflicts of interest, public indebtedness, claims and disbursements, and miscellaneous provisions sections of the *Minnesota Legal Compliance Audit Guide for Cities*, promulgated by the State Auditor pursuant to *Minnesota Statute* § 6.65, insofar as they relate to accounting matters. 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 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.

BergankDV, Ltd.

Minneapolis, Minnesota
April 25, 2022

**City of Ham Lake
Anoka County, Minnesota**

Communications Letter

December 31, 2021

**City of Ham Lake
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**Report on Matters Identified as a Result of the
Audit of the Basic Financial Statements**

Honorable Mayor and Members
of the City Council and Management
City of Ham Lake
Ham Lake, Minnesota

In planning and performing our audit of the basic financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the City of Ham Lake, Minnesota, as of and for the year ended December 31, 2021, in accordance with auditing standards generally accepted in the United States of America, issued by the Comptroller General of the United States, 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 opinion 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 over financial reporting.

Our consideration of internal control was for the limited purpose described in the preceding paragraph 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 have not been identified. In addition, because of inherent limitations in internal control, including the possibility of management override of controls, misstatements due to error, or fraud may occur and not be detected by such controls.

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 over financial reporting, such that there is a reasonable possibility that a material misstatement of the City's basic financial statements will not be prevented, or detected and corrected, on a timely basis. A reasonable possibility exists when the likelihood of an event occurring is either reasonably possible or probable as defined as follows:

- *Reasonably possible.* The chance of the future event or events occurring is more than remote but less than likely.
- *Probable.* The future event or events are likely to occur.

We did not identify any deficiencies in internal control that we consider to be material weaknesses.

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. The significant deficiency identified is stated within this letter.

The accompanying memorandum also includes financial analysis provided as a basis for discussion. The matters discussed herein were considered by us during our audit and they do not modify the opinion expressed in our Independent Auditor's Report dated April 25, 2022, on such statements

This communication, which is an integral part of our audit, is intended solely for the information and use of the Members of the City of Council and management and others within the City and state oversight agencies and is not intended to be, and should not be, used by anyone other than these specified parties.

BerganKDV, Ltd.

Minneapolis, Minnesota
April 25, 2022

City of Ham Lake Significant Deficiency

Lack of Segregation of Accounting Duties

The City has a lack of segregation of accounting duties due to a limited number of office employees. The lack of adequate segregation of accounting duties could adversely affect the City's ability to initiate, record, process, and report financial data consistent with the assertions of management in the financial statements. Adequate segregation of accounting duties is in place when the following four areas of a transaction have been separated: authorization, custody, recording, and reconciliation. Examples of functions within the City that demonstrate this lack of segregation of accounting duties include, but are not limited to, the following:

Cash Receipts - As a result of the limited number of staff in the investments and cash receipts cycle, the Finance Director has the ability to post receipts to the general ledger, reconcile cash, and make journal entries. Also, an administrative assistant receipts payments made in person, reconciles the cash drawer at the end of the work day, and prepares the bank deposit.

Cash Disbursements - The Finance Director has duties that would be listed under authorization, custody, record keeping, and reconciliation.

Management and Members of the City Council are aware of this condition and have taken certain steps to compensate for the lack of segregation but due to the number of staff needed to properly segregate all of the accounting duties, the costs of obtaining desirable segregation of accounting duties can often exceed benefits which could be derived. However, management and the Members of the City Council must remain aware of this situation and should continually monitor the accounting system, including changes that occur.

We recommend segregation or independent review be implemented whenever practical and cost effective.

City of Ham Lake Required Communication

We have audited the basic financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the City as of and for the year ended December 31, 2021. Professional standards require that we advise you of the following matters related to our audit.

Our Responsibility in Relation to the Financial Statement Audit

As communicated in our engagement letter, our responsibility, as described by professional standards, is to form and express opinions about whether the basic financial statements prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit of the basic financial statements does not relieve you or management of its respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the basic financial statements are free of material misstatement. An audit of the basic financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of the City solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgement, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

Generally accepted accounting principles provide for certain Required Supplementary Information (RSI) to supplement the basic financial statements. Our responsibility with respect to the RSI, which supplements the basic financial statements, is to apply certain limited procedures in accordance with generally accepted auditing standards. However, the RSI was not audited and, because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance, we do not express an opinion or provide any assurance on the RSI.

Our responsibility for the supplementary information accompanying the basic financial statements, as described by professional standards, is to evaluate the presentation of the supplementary information in relation to the basic financial statements as a whole and to report on whether the supplementary information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Planned Scope and Timing of the Audit

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

Compliance with All Ethics Requirements Regarding Independence

The engagement team, others in our firm, as appropriate, our firm, and our network firms have complied with all relevant ethical requirements regarding independence.

City of Ham Lake Required Communication

Significant Risks Identified

We have identified the following significant risks of material misstatement:

- Risk of management override of internal control
 - Management override of internal control is considered a risk in substantially all engagements as management may be incentivized to produce better results.
- Risk of misappropriation of assets related to segregation of accounting duties
 - If duties cannot be appropriately segregated within the accounting and finance department, there is a risk of unauthorized disbursements being made from the entity. In addition, generally this results in less review taking place as transactions are recorded in the financial statements.
- Risk of improper revenue recognition
 - Revenue recognition is considered a fraud risk on substantially all engagements as it is generally the largest line item impacting an entity's operations.

Qualitative Aspects of the City's Significant Accounting Practices

Significant Accounting Policies

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by the City is included in the notes to basic financial statements. There have been no initial selection of accounting policies and no changes to significant accounting policies or their application during 2021. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Significant Accounting Estimates

Accounting estimates are an integral part of the basic financial statements prepared by management and are based on management's current judgements. Those judgements are normally based on 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 basic financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgements. The most sensitive estimates affecting the basic financial statements relate to:

Expense Allocation – Certain expenses are allocated to programs based on an estimate of the benefit to that particular program. Examples are salaries, benefits, and supplies.

Depreciation – The City is currently depreciating its capital assets over the estimated useful lives, as determined by management, using the straight-line method.

**City of Ham Lake
Required Communication**

Qualitative Aspects of the City's Significant Accounting Practices (Continued)

Significant Accounting Estimates (Continued)

Net Pension Liability, Deferred Outflows of Resources Relating to Pensions, and Deferred Inflows of Resources relating to Pensions – These balances are based on an allocation by the pension plans using estimates based on contributions.

We evaluated the key factors and assumptions used to develop the accounting estimates and determined that they are reasonable in relation to the basic financial statements taken as a whole and in relation to the applicable opinion units.

Financial Statement Disclosures

Certain basic financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The basic financial statement disclosures are neutral, consistent, and clear.

Significant Difficulties Encountered during the Audit

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

Uncorrected and Corrected Misstatements

For the purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effects of uncorrected misstatements related to prior periods on the relevant classes of transactions; account balances or disclosures, and the basic financial statements taken as a whole and each applicable opinion unit.

Management did not identify and we did not notify them of any uncorrected financial statement misstatements.

In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures. None of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the basic financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to the City's basic financial statements or the auditor's report. No such disagreements arose during the course of our audit.

Representations Requested from Management

We have requested certain written representations from management, which are included in the management representation letter.

**City of Ham Lake
Required Communication**

Management's Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management has informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

Other Significant Matters, Findings, or Issues

In the normal course of our professional association with the City, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, significant events or transactions that occurred during the year, operating and regulatory conditions affecting the City, and operational plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the City's auditor.

Other Information Included in Annual Reports

Pursuant to professional standards, our responsibility as auditors for other information, whether financial or nonfinancial, included in the City's annual reports, does not extend beyond the information identified in the audit report, and we are not required to perform any procedures to corroborate such other information.

We applied certain limited procedures to the RSI 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.

With respect to the supplementary information accompanying the financial statements, 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 basic financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the basic financial statements or to the basic financial statements themselves.

Our responsibility also includes communicating to you any information which we believe is a material misstatement of fact. Nothing came to our attention that caused us to believe that such information, or its manner of presentation, is materially inconsistent with the information, or manner of its presentation, appearing in the basic financial statements.

City of Ham Lake Financial Analysis

The following pages provide graphic representation of select data pertaining to the financial position and operations of the City for the past five years. Our analysis of each graph is presented to provide a basis for discussion of past performance and how implementing certain changes may enhance future performance. We suggest you view each graph and document if our analysis is consistent with yours. A subsequent discussion of this information should be useful for planning purposes.

General Fund Budget and Actual

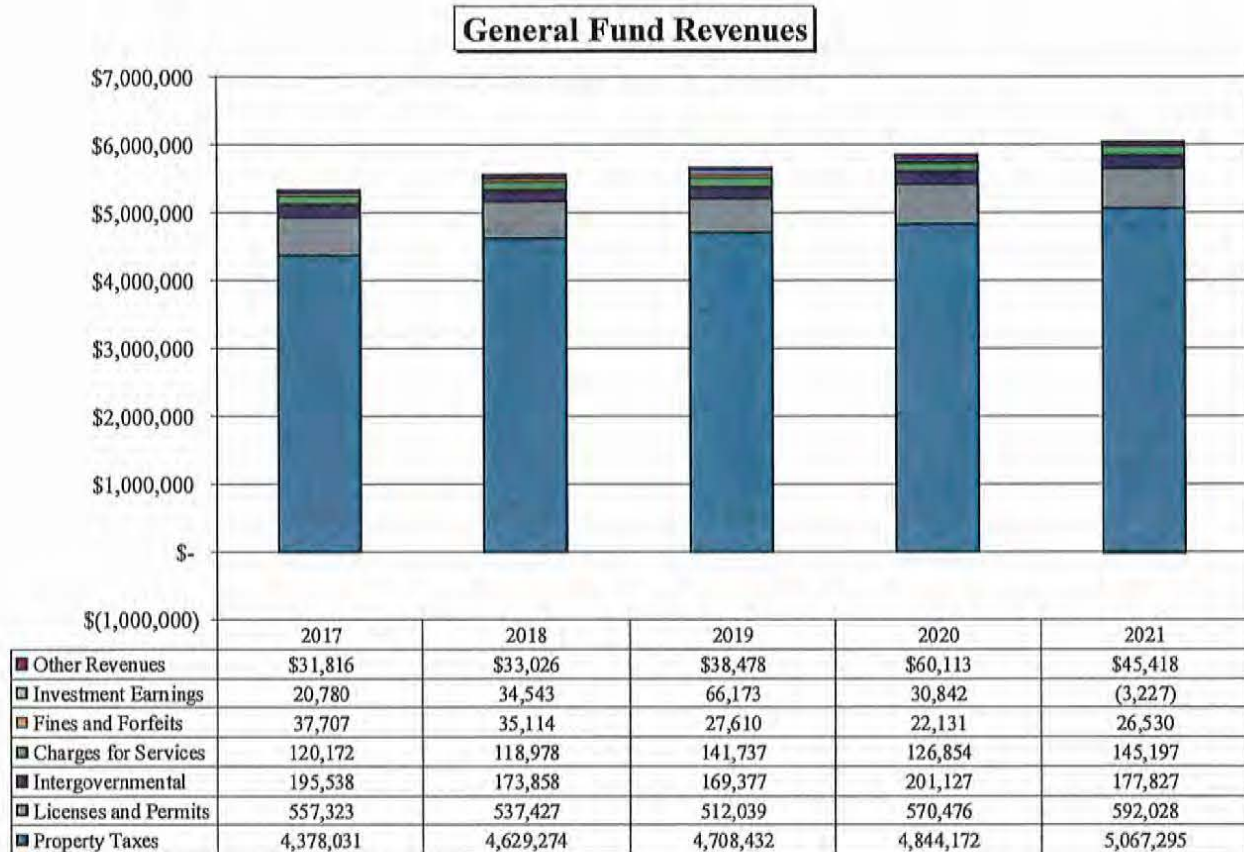
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Net change in fund balance	\$ 91,799	\$ (163,585)	\$ (255,384)

For the year ended December 31, 2021, City Council adopted a General Fund budget that provided for approximately \$5.8 million in total revenues and \$4.4 million in total expenditures for a surplus of \$1.4 million. After factoring in transfers to and from other funds, the plan for the General Fund was a net increase in fund balance of \$91,799. Actual amounts resulted in a decrease in fund balance of \$163,585, or \$255,384 less than anticipated. Budget to actual results are discussed further in the following pages.

City of Ham Lake Financial Analysis

General Fund Revenues

The chart below shows the City's revenues by source for the last five years.



In total, revenues increased \$195,353 or 3.3%, from 2020 to 2021.

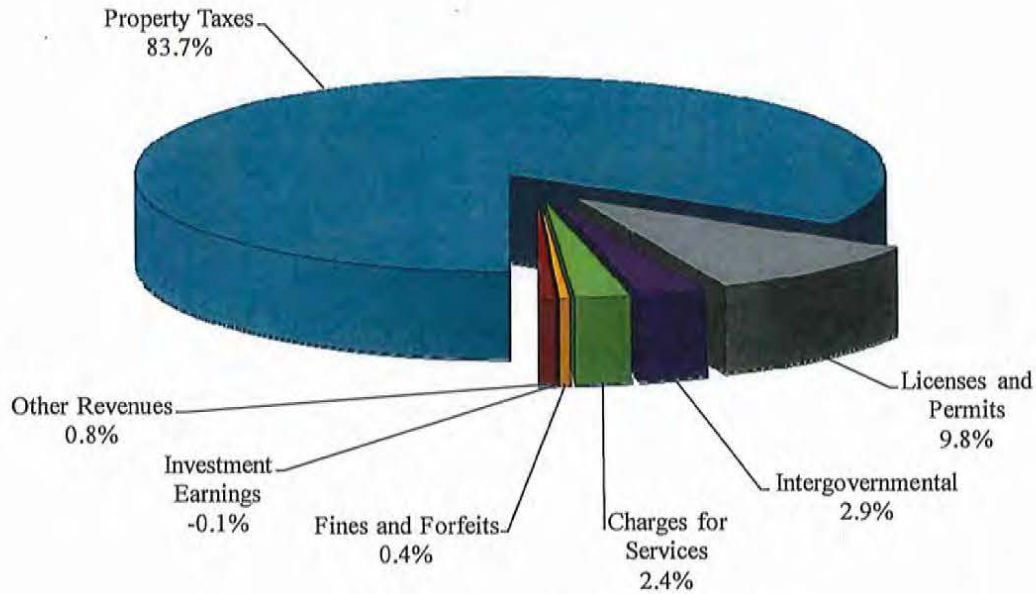
Property taxes reported the largest increase from 2020, increasing \$223,123 as a result of an increase in the General Fund's share of the tax levy. Other revenue categories were relatively consistent compared to the prior year.

City of Ham Lake Financial Analysis

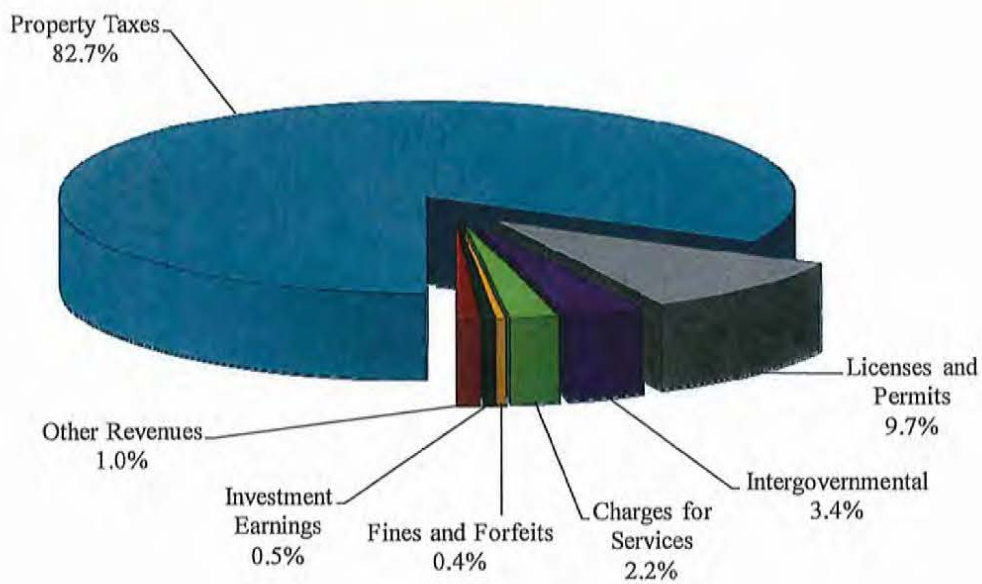
General Fund Revenues (Continued)

Allocations of the City's revenues by source for the past two years are displayed below.

2021 General Fund Revenues



2020 General Fund Revenues

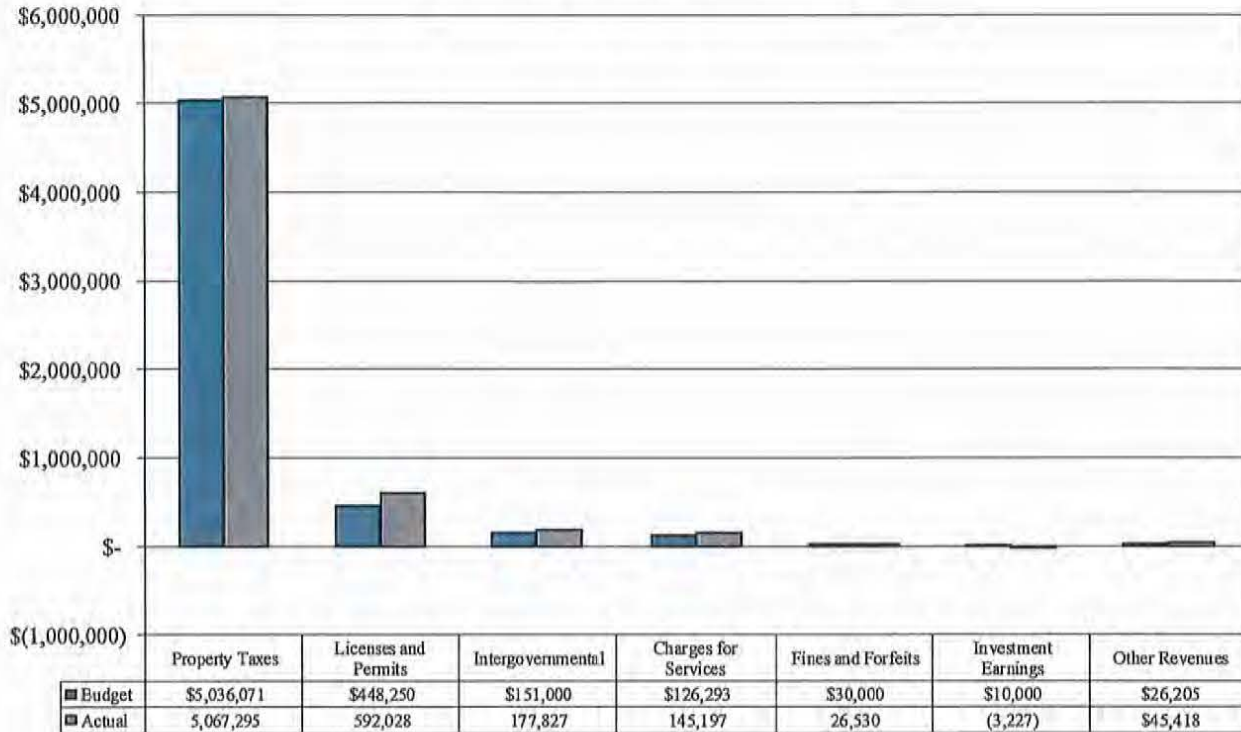


**City of Ham Lake
Financial Analysis**

General Fund Revenues (Continued)

The graph below presents a comparison of final budget and actual results for General Fund revenues.

**2021 General Fund Revenues
Budget and Actual**



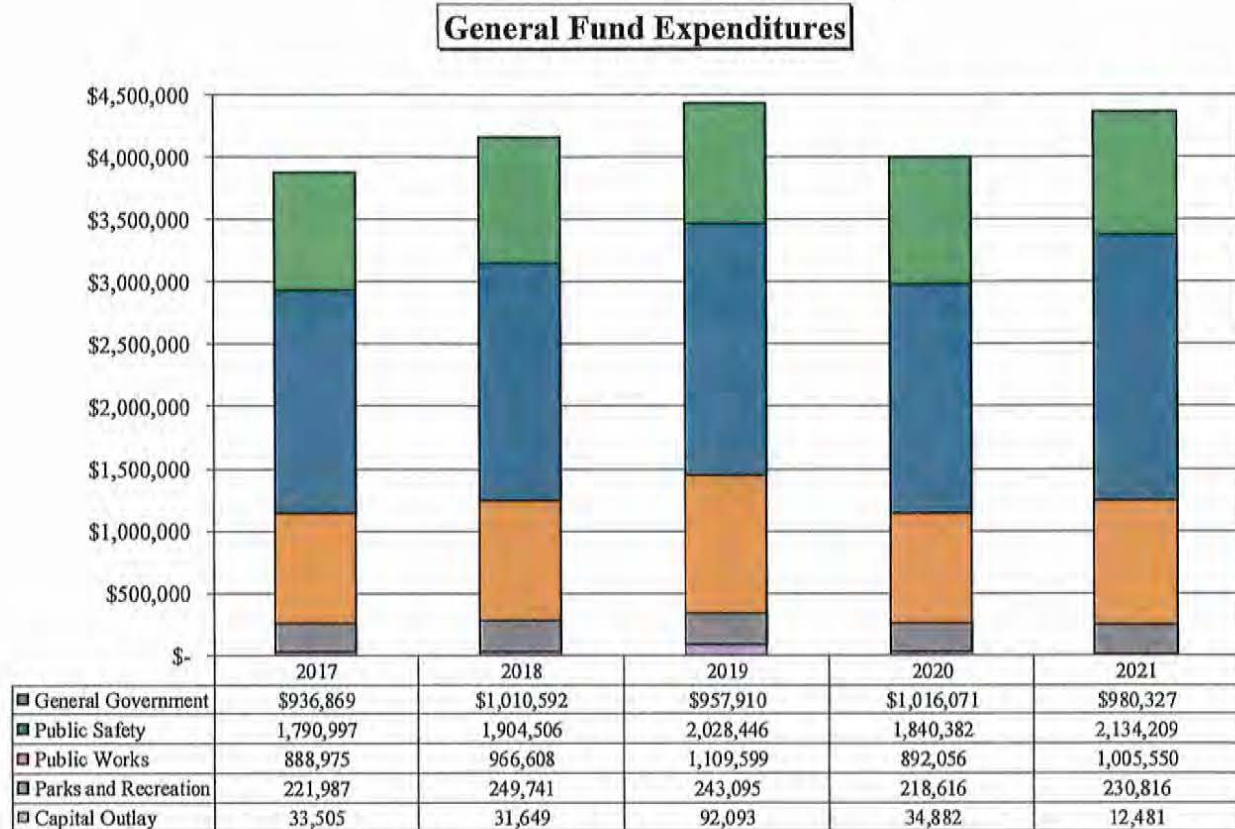
Total General Fund revenue exceeded the final revised budget by \$223,249 or 3.8%.

The greatest variance was in licenses and permits where actual revenue was \$143,778 over budget due to conservative budgeting for building permits and utility right of way permits. All other categories were fairly consistent with budgeted amounts.

City of Ham Lake Financial Analysis

General Fund Expenditures

The chart below shows the City's expenditures by function for the last five years.



Overall, expenditures increased \$361,376 or 9.0% from 2020 amounts.

The most significant increase in expenditures was in the public safety category, which increased \$293,827 due in part to increased salaries and benefits relating to vacancies in the prior year and employing a new fire investigator position, a new fire chief, and a part-time fire chief to help with the transition. Public works increased \$113,494 as a result of the annual step increases in wages. The remaining functions were consistent with prior year amounts.

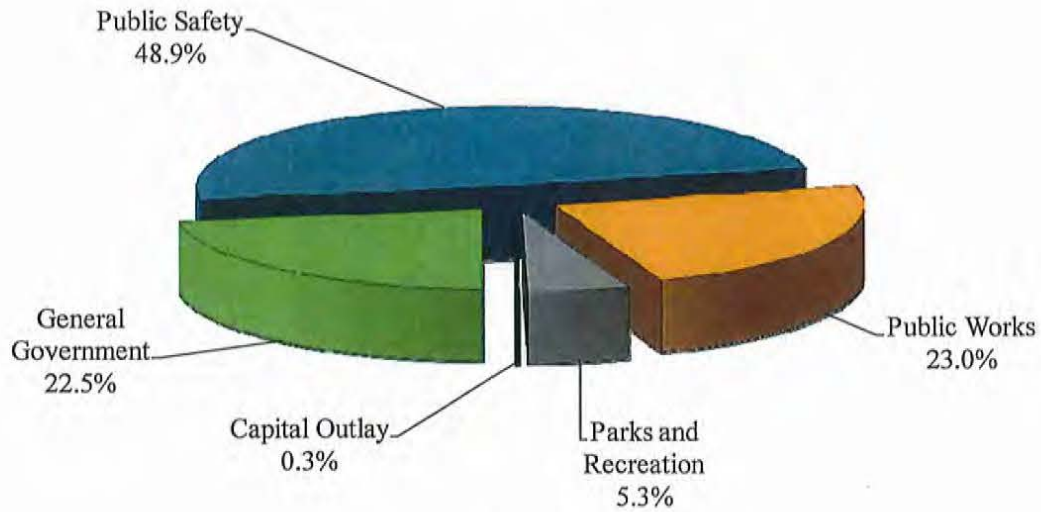
For the past five years, the City has had a consistent approach to allocating spending across City departments and functions. Traditionally, the largest category of the City's expenditures has been public safety for police, fire, and building inspection services.

City of Ham Lake Financial Analysis

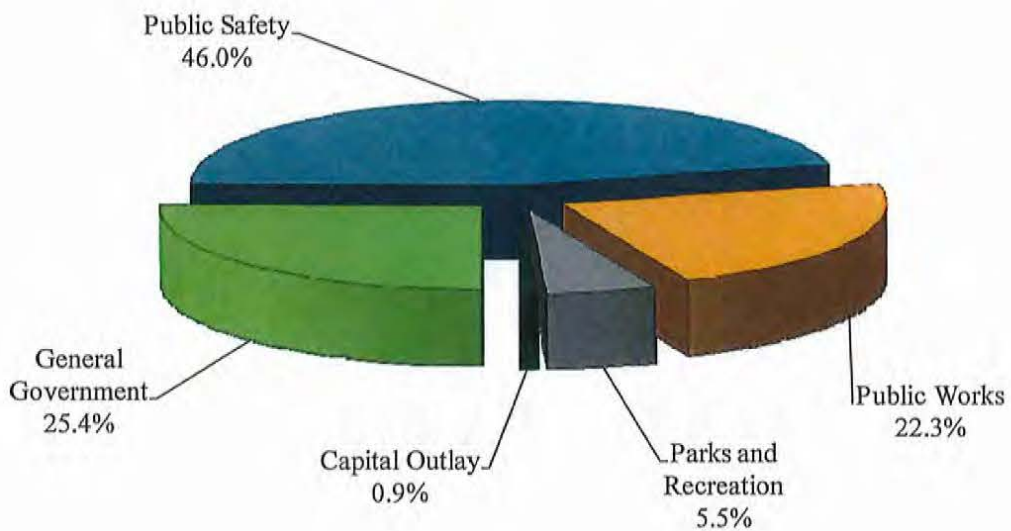
General Fund Expenditures (Continued)

Allocations of the City's General Fund expenditures by function for the past two years are displayed below.

2021 General Fund Expenditures



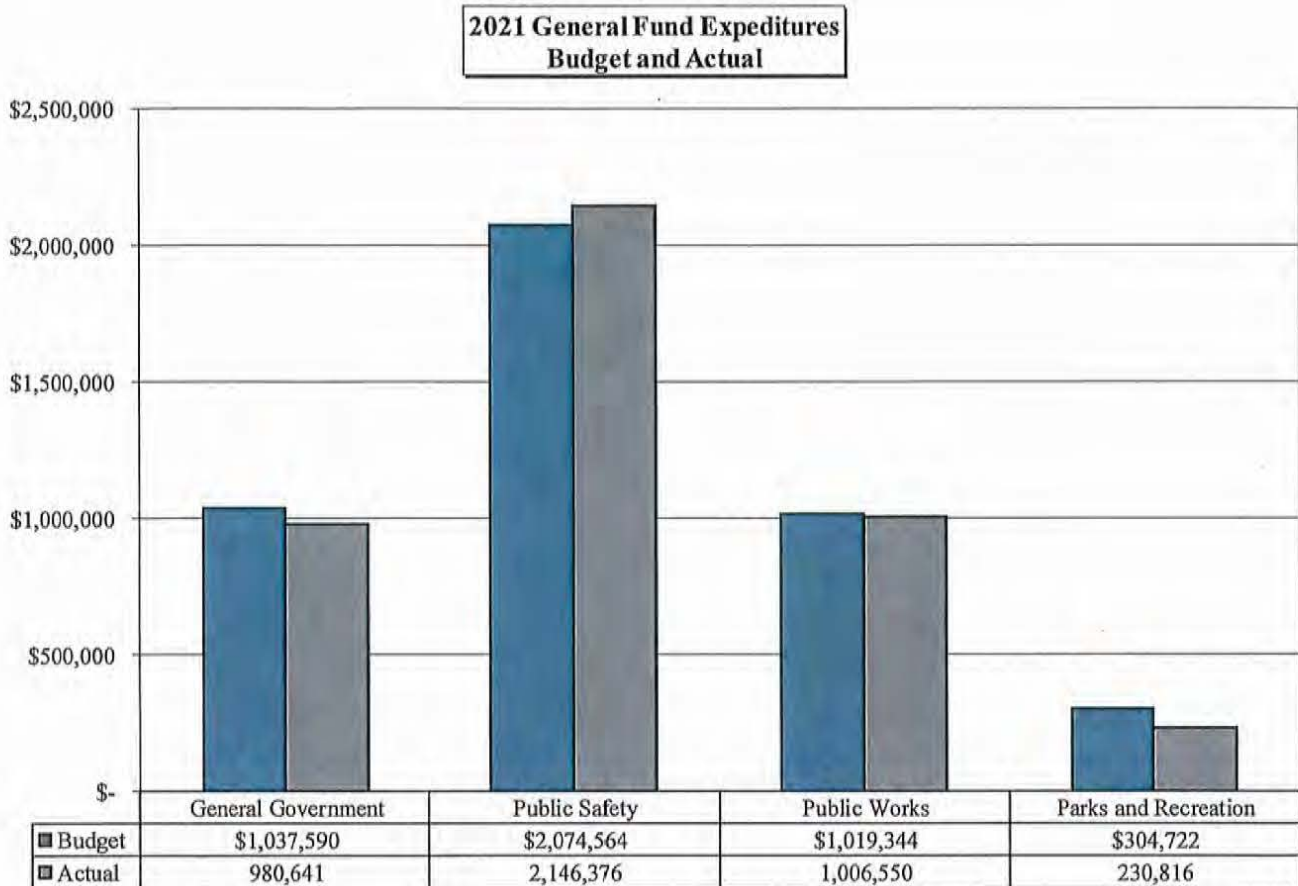
2020 General Fund Expenditures



**City of Ham Lake
Financial Analysis**

General Fund Expenditures (Continued)

The graph below presents a comparison of final budget and actual results for General Fund expenditures.



Overall, total expenditures were \$71,837 or 1.6% under the budgeted amounts.

Public safety expenditures were \$71,812 over budget due to hiring a third building inspector while only budgeting for a part-time intern. Parks and recreation expenditures were \$73,906 under budget due to less activity than anticipated with the budget. General government expenditures were \$56,949 under budget due to purchasing less equipment than anticipated. All other categories were fairly consistent with budgeted amounts.

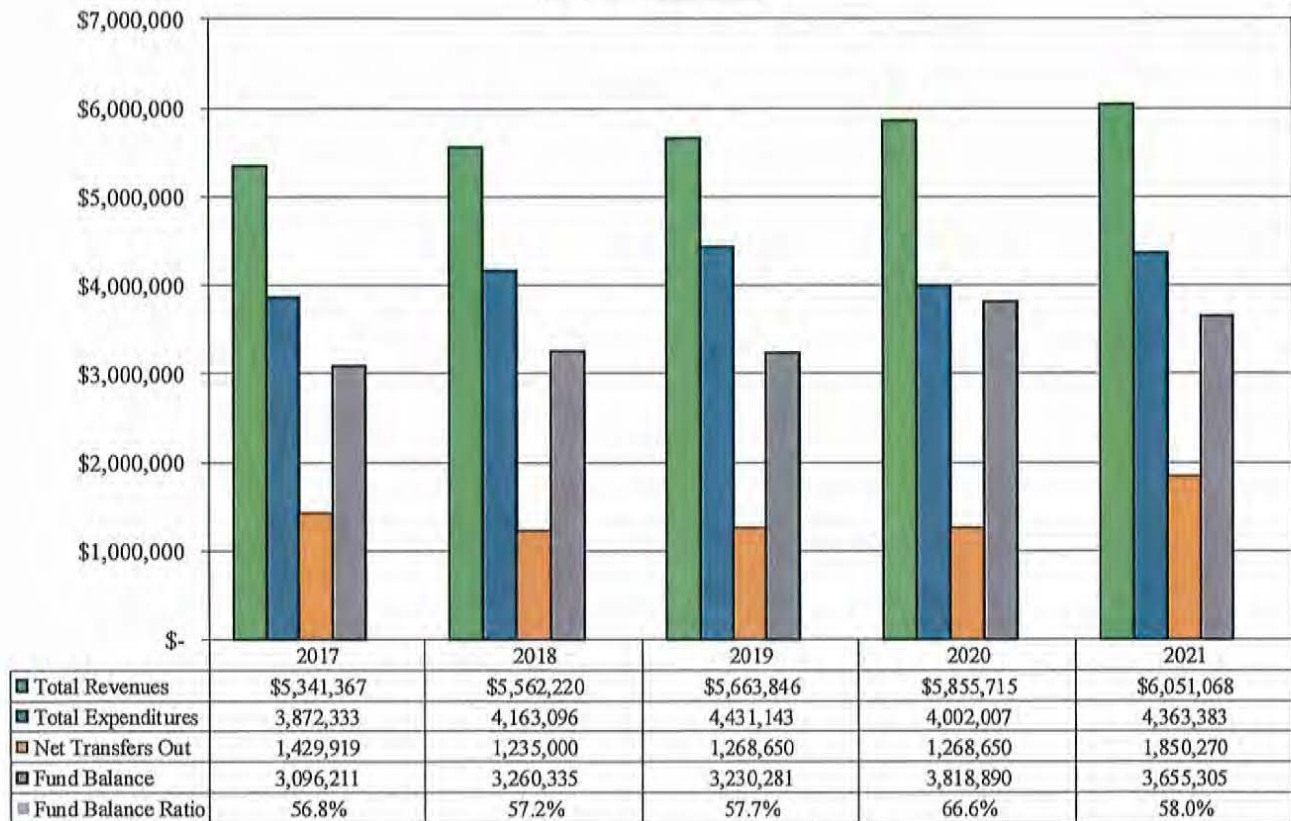
City of Ham Lake Financial Analysis

General Fund Balance

The General Fund balance decreased \$163,585 from 2020 to 2021. This is a result of revenues, transfers in, and proceeds from the sale of capital assets exceeding expenditures and transfers out.

Net transfers to other funds increased \$581,620 in 2021 as compared to 2020.

General Fund



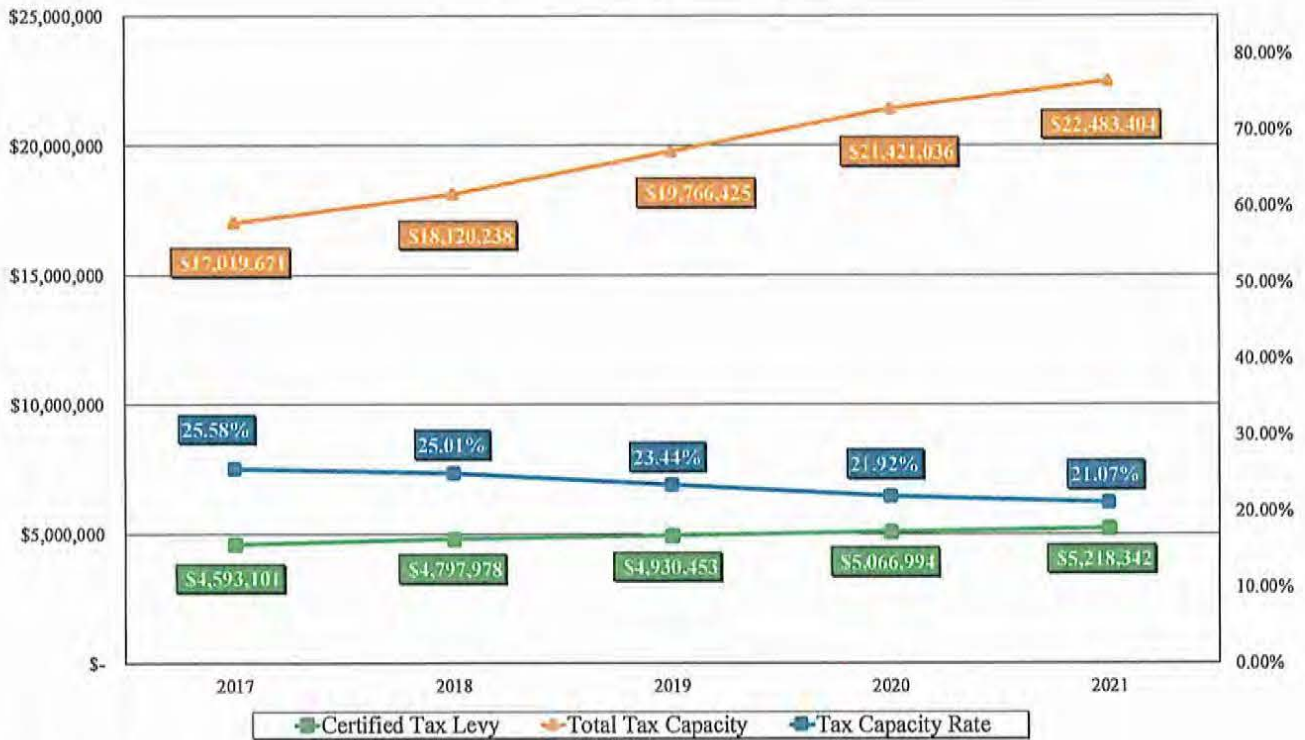
The City has formally adopted a fund balance policy for the General fund which requires the City maintain a minimum unassigned fund balance of 35-50% of the next year's budgeted expenditures, including transfers. The City has consistently complied with this policy, which is the result of effective budgeting and monitoring by management and City Council.

City of Ham Lake Financial Analysis

Tax Capacity, Levy, and Rates

The chart below depicts tax capacity, tax levy, and tax rate information for the City. The City's tax capacity has increased each of the past five years, while the tax levy has increased at a slower rate, resulting in an overall decrease in the tax rate over the past five years.

Tax Capacity, Levy, and Rates



Amounts obtained from Anoka County Property Records and Taxpayer Services.CL

City of Ham Lake Emerging Issue

Executive Summary

The following is an executive summary of financial and business related updates to assist you in staying current on emerging issues in accounting and finance. This summary will give you a preview of the new standards that have been recently issued and what is on the horizon for the near future. The most recent and significant update includes:

- **Accounting Standard Update – GASB Statement No. 87 – Leases** – GASB has issued GASB Statement No. 87 relating to accounting and financial reporting for leases. This new statement establishes a single model for lease accounting based on the principle that leases are financing of the right to use an underlying asset.

The following is an extensive summary of the current update. As your continued business partner, we are committed to keeping you informed of new and emerging issues. We are happy to discuss this issue with you further and its applicability to your City.

Accounting Standard Update – GASB Statement No. 87 – *Leases*

The objective of this Statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments. This Statement increases the usefulness of governments' basic financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities.

A lease is defined as a contract that conveys control of the right to use another entity's nonfinancial asset (the underlying asset) as specified in the contract for a period of time in an exchange or exchange-like transaction. Examples of nonfinancial assets include buildings, land, vehicles, and equipment. Any contract that meets this definition should be accounted for under the leases guidance, unless specifically excluded in this Statement.

A short-term lease is defined as a lease that, at the commencement of the lease term, has a maximum possible term under the lease contract of 12 months (or less), including any options to extend, regardless of their probability of being exercised. Lessees and lessors should recognize short-term lease payments as outflows of resources or inflows of resources, respectively, based on the payment provisions of the lease contract.

City of Ham Lake
Emerging Issue

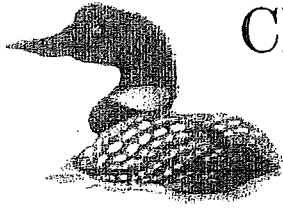
Accounting Standard Update – GASB Statement No. 87 – *Leases* (Continued)

A lessee should recognize a lease liability and a lease asset at the commencement of the lease term, unless the lease is a short-term lease or it transfers ownership of the underlying asset. The lease liability should be measured at the present value of payments expected to be made during the lease term (less any lease incentives). The lease asset should be measured at the amount of the initial measurement of the lease liability, plus any payments made to the lessor at or before the commencement of the lease term and certain direct costs. A lessee should reduce the lease liability as payments are made and recognize an outflow of resources (for example, expense) for interest on the liability. The lessee should amortize the lease asset in a systematic and rational manner over the shorter of the lease term or the useful life of the underlying asset. The notes to basic financial statements should include a description of leasing arrangements, the amount of lease assets recognized, and a schedule of future lease payments to be made.

A lessor should recognize a lease receivable and a deferred inflow of resources at the commencement of the lease term, with certain exceptions for leases of assets held as investments, certain regulated leases, short-term leases, and leases that transfer ownership of the underlying asset. A lessor should not derecognize the asset underlying the lease. The lease receivable should be measured at the present value of lease payments expected to be received during the lease term. The deferred inflow of resources should be measured at the value of the lease receivable plus any payments received at or before the commencement of the lease term that relate to future periods. A lessor should recognize interest revenue on the lease receivable and an inflow of resources (for example, revenue) from the deferred inflows of resources in a systematic and rational manner over the term of the lease. The notes to basic financial statements should include a description of leasing arrangements and the total amount of inflows of resources recognized from leases.

GASB Statement No. 87 is effective for reporting periods beginning after June 15, 2021.

Information provided above was obtained from www.gasb.org.



CITY OF HAM LAKE

15544 Central Avenue NE
Ham Lake, Minnesota 55304
(763) 434-9555
Fax: (763) 434-9599

CITY OF HAM LAKE CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY MINUTES MONDAY, APRIL 18, 2022

The Ham Lake City Council and Economic Development Authority met for its regular meeting on Monday, April 18, 2022 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 Mike Van Kirk and Councilmembers Jim Doyle, Gary Kirkeide, Brian Kirkham and Jesse Wilken

MEMBERS ABSENT: None

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

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

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

2.0 PUBLIC COMMENT

Tina and Aaron Billstrom, 15926 Tippecanoe Street NE, stated that they gave the City a 66' road easement for construction of a future road when their property was split several years ago. Ms. Billstrom stated that they had a "Gentleman's Agreement" with the City to use the road easement for personal use until a road is constructed and they have been using the easement for personal use for 22 years. Tina and Aaron Billstrom are asking for an exemption or lease agreement to continue using the property. The City Council directed staff to research the history on this subject and add this item to the next City Council agenda for discussion.

3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS - None

3.1 Lt. Wilson, Anoka County Sheriff's Office Monthly Report

Lt. Wilson gave the summary of the Sheriff's Report for the month of March 2022.

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 April 4, 2022
- 4.2 Approval of claims in the amount of \$594,377.35
- 4.3 Approval of the Ham Lake Member City Grant Agreement with Twin Cities Gateway
- 4.4 Approval of Resolution No. 22-14 entering into a Master Partnership Agreement with MnDOT
- 4.5 Approval of Resolution No. 22-15 accepting the low bid for the reconstruction of 181st Avenue NE
- 4.6 Approval of Resolution No. 22-16 accepting the low bid for the 2022 Bituminous Overlay Project
- 4.7 Approval of a Large Assembly License for the Ham Lake Chamber of Commerce at Lion's Park (1220 157th Avenue NE) to hold Freedom Festival on July 2, 2022

4.8 Approval of a Temporary One-Day 3.2% Liquor License for the Ham Lake Lions at Lion's Park (1220 157th Avenue NE) on July 2, 2022 for Freedom Festival
Motion by Kirkham, seconded by Wilken, to approve the April 18, 2022 Consent Agenda as written. All in favor, motion carried.

5.0 **PLANNING COMMISSION RECOMMENDATIONS** - None

6.0 **ECONOMIC DEVELOPMENT AUTHORITY** – None

7.0 **APPEARANCES**

7.1 Andrea Murff, Finance Director, 1st Quarter Financial Report

Finance Director Murff gave the financial report for the 1st Quarter of 2022. Finance Director Murff reported on the Overall Cash Position by Fund Type, Cash Balances by Fund Compared to Prior Year, General Fund Cash Balances, and General Fund Budget to Actual.

8.0 **CITY ATTORNEY** - None

9.0 **CITY ENGINEER** – None

10.0 **CITY ADMINISTRATOR** – None

11.0 **COUNCIL BUSINESS**

11.1 Committee Reports – None

11.2 Discussion of Fire Station #3

Mayor Van Kirk stated that estimated cost for the construction of Fire Station #3 was planned to be under \$1,000,000.00 and costs are currently estimated at \$2,300,000.00. Mayor Van Kirk does not want to raise the levy with the current economy and would rather plan to construct Fire Station #3 when the City's current Capital Improvement Bond matures and is paid off in 2026. Councilmember Kirkham agreed that the City Council should wait to make a final decision. Councilmember Kirkeide agreed and added that there is talk of a recession and the City Budget was cut approximately \$400,000.00 during the last recession. Discussion followed regarding continuing to pad the budget and plan for construction in 2026, with perhaps breaking ground in 2025. Councilmember Kirkeide stated he would like to keep tax rates flat in the future. Councilmember Doyle stated that he doesn't think the timing is quite right to start the project now, but he is also concerned with public safety. Fire Chief Raczkowski stated that there have been 58 calls in that district last year and they were mostly medical. The City Council discussed obtaining bids to see if the costs might come in at the \$1,000,000.00 to \$1,200,000.00 range. The City Council also discussed using the Fire Department Equipment Fund to construct the building and bond for the equipment. Finance Director Murff stated that bonding for equipment is more difficult than bonding for a building. **It was the consensus of the City Council to revisit the discussion of constructing of Fire Station #3 in August, 2022.**

11.3 Announcements and future agenda items - None

Motion by Kirkeide, seconded by Kirkham, to adjourn the meeting at 7:11 p.m. All in favor, motion carried.

Dawnette Shimek, Deputy City Clerk

CITY OF HAM LAKE
CLAIMS SUBMITTED TO COUNCIL
May 2, 2022

CITY OF HAM LAKE

EFTS, CHECKS, AND BANK DRAFTS		04/21/22 - 05/04/22	
EFT	# 1646 - 1653	\$	4,354.47
REFUND CHECK	#63908 - 63909	\$	300.00
MANUAL CHECK	#		
CHECKS	# 63910 - 63940	\$	52,573.50
BANK DRAFTS	DFT0002360 - DFT0002364	\$	25,277.25
TOTAL EFTS, CHECKS, AND BANK DRAFTS		\$	<u>82,505.22</u>
PAYROLL CHECKS			
	04/22/22	\$	43,234.94
TOTAL PAYROLL CHECKS		\$	<u>43,234.94</u>
TOTAL OF ALL PAYMENTS		\$	<u><u>125,740.16</u></u>
VOID CHECKS			
CHECKS			
EFT			
BANK DRAFTS			

APPROVED BY THE HAM LAKE CITY COUNCIL THIS 2ND DAY OF MAY 2022

MAYOR

COUNCILMEMBER

COUNCILMEMBER

COUNCILMEMBER

COUNCILMEMBER



Packet: ARPKT00352 - 4/22/22 REFUND (4/17/22 HAM LAKE PARK DEP)

Refund Detail

Account Number	Name	Check Date	Check Number	Amount
00196	PATRICIA KELLER	4/22/2022	63908	150.00
			Total Refund Amount:	150.00

Revenue Totals

Revenue Code	Total Distribution
TRUST DEPOSITS - TRUST DEPOSITS	150.00
Revenue Totals:	150.00

General Ledger Distribution

Posting Date: 04/22/2022

Account Number	Account Name	Posting Amount	IFT
Fund: 890 - TRUST FUND			
890-10101	Cash-claim on pooled cash	-150.00	Yes
890-11501	Misc receivables	150.00	
	890 Total:	0.00	
Fund: 999 - POOLED CASH			
999-10100	Pooled Cash	-150.00	
999-20702	Due to other funds	150.00	Yes
	999 Total:	0.00	
	Distribution Total:	0.00	



Packet: ARPKT00357 - 4/27/22 TRUST REFUND (04/23/22 LION'S DEP)

Refund Detail

Account Number	Name	Check Date	Check Number	Amount
00190	LAURA VASQUEZ	4/27/2022	63909	150.00
			Total Refund Amount:	150.00

Revenue Totals

Revenue Code	Total Distribution
TRUST DEPOSITS - TRUST DEPOSITS	150.00
Revenue Totals:	150.00

General Ledger Distribution

Posting Date: 04/27/2022

Account Number	Account Name	Posting Amount	IFT
Fund: 890 - TRUST FUND			
890-10101	Cash-claim on pooled cash	-150.00	Yes
890-11501	Misc receivables	150.00	
	890 Total:	<u>0.00</u>	
Fund: 999 - POOLED CASH			
999-10100	Pooled Cash	-150.00	
999-20702	Due to other funds	150.00	Yes
	999 Total:	<u>0.00</u>	
	Distribution Total:	<u>0.00</u>	



Payment Dates 4/21/2022 - 5/4/2022

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
1646	OPTUM BANK - 6011	Health Savings Account-6011	Flexible spending	100-21705	54.17
1647	ARAMARK UNIFORM & CAREE	PW UNIFORMS	Clothing & personal protectiv	100-43101-2210	72.60
1647	ARAMARK UNIFORM & CAREE	FIRST AID CABINET	Safety supplies	100-43101-2240	12.00
1647	ARAMARK UNIFORM & CAREE	PARK UNIFORMS	Clothing & personal protectiv	100-44101-2210	24.34
1648	BRODIN PRESS	MAY HAM LAKER	Editing	211-41704-3125	900.00
1649	CMT JANITORIAL SERVICES	CITY HALL CLEANING	Cleaning service	100-41702-3430	520.00
1649	CMT JANITORIAL SERVICES	SHERIFF'S OFFICE CLEANING	Cleaning service	100-41702-3430	130.00
1649	CMT JANITORIAL SERVICES	FIRE #2 CLEANING	Cleaning service	100-42202-3430	128.00
1649	CMT JANITORIAL SERVICES	FIRE #1 CLEANING	Cleaning service	100-42202-3430	136.00
1649	CMT JANITORIAL SERVICES	PW CLEANING	Cleaning service	100-43104-3430	125.00
1649	CMT JANITORIAL SERVICES	SR CENTER CLEANING	Cleaning service	100-44202-3430	254.00
1650	DELTA DENTAL PLAN OF MINN	MAY DK COBRA	COBRA receivable	100-11502	42.00
1650	DELTA DENTAL PLAN OF MINN	MAY DENTAL	Flexible spending	100-21705	999.90
1651	MIKE RACZKOWSKI	STRAW BALES - HOUSE BURN	Training supplies	100-42201-3530	125.00
1652	THOMAS KNIGHT	SEPTIC TRAINING MEALS	Training/conferences/schools	100-42401-3510	186.91
1652	THOMAS KNIGHT	SEPTIC TRAINING MILEAGE	Mileage	100-42401-3960	134.55
1653	WICK COMMUNICATIONS-LEA	MAY HAM LAKER SUMMER EV	Reimbursable expense	100-48101-4150	510.00
63910	A.R. WELDING	PW WELDING SERVICES	Building repair & maintenanc	100-43104-3420	300.00
63911	ALERT-ALL CORPORATION	FIRE SAFETY KITS	Fire prevention-supplies	100-42201-2810	534.60
63912	ANCOM COMMUNICATIONS I	BATTERIES	Equipment parts & supplies	100-42201-2320	77.90
63913	ANOKA COUNTY PROPERTY	CROSSTOWN ROLLING ACRES	Other services & charges	100-44101-3990	172.28
63914	ANOKA COUNTY PROPERTY	HIDDEN FOREST EAST PARK -	Other services & charges	100-44101-3990	1,104.10
63915	ANOKA COUNTY TREASURY D	MAY BROADBAND FIRE #2	Internet & website	100-41301-3220	75.00
63915	ANOKA COUNTY TREASURY D	MAY BROADBAND	Internet & website	100-41301-3220	37.50
63916	ARCHITECT MECHANICAL INC	MAINT - CITY HALL	Building repair & maintenanc	100-41702-3420	668.10
63916	ARCHITECT MECHANICAL INC	MAINT - FIRE #2	Building repair & maintenanc	100-42202-3420	245.63
63916	ARCHITECT MECHANICAL INC	MAINT - FIRE #1	Building repair & maintenanc	100-42202-3420	363.52
63916	ARCHITECT MECHANICAL INC	MAINT - PUBLIC WORKS	Building repair & maintenanc	100-43104-3420	510.90
63916	ARCHITECT MECHANICAL INC	MAINT - PARK BUILD	Building repair & maintenanc	100-44102-3420	176.85
63917	BOYER FORD TRUCK INC	#90 HUB CAP GASKET	Vehicle parts & supplies	100-43101-2340	2.47
63918	CENTURY COLLEGE	FIRE CEU PROGRAM 2022	Training/conferences/schools	100-42201-3510	1,356.25
63919	DEARBORN LIFE INS CO	MAY COBRA CH	Other payroll deductions	100-21706	3.20
63919	DEARBORN LIFE INS CO	MAY LIFE	Other payroll deductions	100-21706	54.40
63919	DEARBORN LIFE INS CO	MAY VOL LIFE	Other payroll deductions	100-21706	185.70
63920	DEHN OIL CO	180 GAL GASOLINE	Fuel	100-43101-2230	634.50
63920	DEHN OIL CO	250 GAL DIESEL	Fuel	100-43101-2230	1,110.00
63921	EMERGENCY APPARATUS MTC	A1 NFPA PUMP TEST	Fire apparatus repair & maint	100-42201-3450	325.00
63921	EMERGENCY APPARATUS MTC	E1 NFPA PUMP TEST	Fire apparatus repair & maint	100-42201-3450	265.00
63921	EMERGENCY APPARATUS MTC	E2 NFPA PUMP TEST	Fire apparatus repair & maint	100-42201-3450	265.00
63921	EMERGENCY APPARATUS MTC	T1 NFPA PUMP TEST	Fire apparatus repair & maint	100-42201-3450	265.00
63921	EMERGENCY APPARATUS MTC	T2 NFPA PUMP TEST	Fire apparatus repair & maint	100-42201-3450	265.00
63921	EMERGENCY APPARATUS MTC	T2 VALVE LEAK REPAIRS	Fire apparatus repair & maint	100-42201-3450	2,441.81
63921	EMERGENCY APPARATUS MTC	E1 LIGHT/SWITCH REPAIR, DE	Fire apparatus repair & maint	100-42201-3450	1,447.45
63922	EXCLUSIVE AUTO	FIRE EXT. SERVICE - R#92184 (Fire Extinguisher	100-20203	4.35
63923	FIRE EQUIPMENT SPECIALTIES	FIRE GEAR	Clothing & personal protectiv	100-42201-2210	2,786.95
63924	FIRE INSTRUCTION & RESCUE	NFPA LIVE BURN TRAINING	Training/conferences/schools	100-42201-3510	1,500.00
63925	FIRST ADVANTAGE LNS OCC H	JW ANNUAL ENROLLMENT	Personnel testing & recruitme	100-43101-3150	34.19
63926	HAM LAKE HARDWARE INC	FASTENER FABRIC STRIP	Operating supplies	100-43101-2290	11.98
63927	LASHINSKI SEPTIC SERVICE	FIRE #3 SEPTIC DESIGN	Capital assets	420-42201-5110	850.00
63928	MENARDS-BLAINE	RETURN CHECK #3217	Misc receivables	100-11501	12.46
63928	MENARDS-BLAINE	BREAK ROOM RETURNS	Capital assets	412-41702-5110	-16.95
63928	MENARDS-BLAINE	RETURN CHECK #3217 USED	Misc receivables	100-11501	-12.46
63928	MENARDS-BLAINE	PIZZA OVEN	Operating supplies	100-43101-2290	59.99
63928	MENARDS-BLAINE	BREAK ROOM SUPPLIES	Capital assets	412-41702-5110	59.78

Council Approval List

Payment Dates: 4/21/2022 - 5/4/2022

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
63928	MENARDS-BLAINE	PW BREAKROOM SUPPLIES	Capital assets	412-41702-5110	54.46
63928	MENARDS-BLAINE	CITY HALL MAP FRAME	Operating supplies	100-42401-2290	22.47
63928	MENARDS-BLAINE	CITY HALL MAP HANGING SU	Operating supplies	100-41701-2290	112.41
63928	MENARDS-BLAINE	CITY MAP CORNER BRACE	Operating supplies	100-41701-2290	1.91
63928	MENARDS-BLAINE	FIRE #1 OXY DEEP CLEANER	Operating supplies	100-42201-2290	47.94
63928	MENARDS-BLAINE	LION'S PARK FIELD DRAINAGE	Operating supplies	100-44101-2290	221.61
63928	MENARDS-BLAINE	SNOW FENCE, CAUTION TAPE,	Operating supplies	100-43101-2290	127.93
63928	MENARDS-BLAINE	BLEACH, PVC CEMENT & CLEA	Operating supplies	100-44101-2290	35.44
63929	MN DEPT OF EMPLOYMENT &	1ST QTR - C HAUGEN	Unemployment	100-43101-1410	3,188.00
63929	MN DEPT OF EMPLOYMENT &	2020 - 2021 UNEMPLOYMENT	Unemployment	100-43101-1410	3,576.81
63930	NARDINI FIRE EQUIPMENT CO	PW VEHICLE EXTINGUISHERS	Vehicle parts & supplies	100-43101-2340	248.00
63930	NARDINI FIRE EQUIPMENT CO	PW VEHICLE EXTINGUISHER I	Vehicle parts & supplies	100-43101-2340	70.61
63931	NCPERS GROUP LIFE INSURAN	MAY LIFE	Other payroll deductions	100-21706	112.00
63932	NORTHERN TOOL & EQUIPME	SPRAYGUN	Small tools	100-44101-2410	34.99
63933	NORTHWEST FAMILY PHYSICI	3/21/22 RANDOM TESTING	Personnel testing & recruitme	100-42201-3150	50.00
63934	PTL TIRE INC	#85 WHEEL BALANCE	Vehicle repair & maintenance	100-43101-3470	76.50
63935	QUADIENT FINANCE USA INC	POSTAGE	Postage	100-41701-2120	500.00
63936	RESPEC	1ST & 2ND QTR MAPFEEDER S	Software licenses & upgrades	230-43201-2510	1,500.00
63936	RESPEC	1ST & 2ND QTR FULCRUM SU	Software licenses & upgrades	230-43201-2510	630.00
63937	RIVARD COMPANIES	TREE REMOVAL - MEADOW P	Contractors	431-43301-3810	17,893.25
63937	RIVARD COMPANIES	TREE REMOVAL - CREEK VALL	Contractors	431-43301-3810	1,767.00
63938	SMITH BROTHERS DECORATIN	FIRE #1 PAINT	Building repair & maintenanc	100-42202-2310	57.95
63939	TASC	JUNE COBRA ADMINISTRATIO	Other professional services	100-41701-3190	15.00
63940	US BANK CORPORATE PAYME	ZOOM-April Zoom-DW	Dues & subscriptions	100-41201-3920	12.84
63940	US BANK CORPORATE PAYME	STAPLES-Report covers-NW	Office supplies	100-41401-2110	50.28
63940	US BANK CORPORATE PAYME	MNGFOA-MNGFOA DUES - A	Dues & subscriptions	100-41401-3920	95.00
63940	US BANK CORPORATE PAYME	AMAZON-rubber bands-NW	Office supplies	100-41701-2110	8.50
63940	US BANK CORPORATE PAYME	AMAZON-large rubber bands-	Office supplies	100-41701-2110	8.50
63940	US BANK CORPORATE PAYME	AMAZON-hole punch-NW	Office supplies	100-41701-2110	12.60
63940	US BANK CORPORATE PAYME	IOS-black pens-NW	Office supplies	100-41701-2110	7.55
63940	US BANK CORPORATE PAYME	AMAZON-pen refills-NW	Office supplies	100-41701-2110	13.55
63940	US BANK CORPORATE PAYME	AMAZON-PAPER FASTENERS	Office supplies	100-41701-2110	4.62
63940	US BANK CORPORATE PAYME	IOS-highlighters-NW	Office supplies	100-41701-2110	5.35
63940	US BANK CORPORATE PAYME	IOS-red pens-NW	Office supplies	100-41701-2110	7.55
63940	US BANK CORPORATE PAYME	IOS-blue pens-NW	Office supplies	100-41701-2110	7.55
63940	US BANK CORPORATE PAYME	IOS-legal pads-NW	Office supplies	100-41701-2110	7.44
63940	US BANK CORPORATE PAYME	IOS-garbage bags-NW	Operating supplies	100-41701-2290	59.99
63940	US BANK CORPORATE PAYME	IOS-garbage bags-NW	Operating supplies	100-41701-2290	-20.09
63940	US BANK CORPORATE PAYME	STAPLES-kleenex-NW	Operating supplies	100-41701-2290	37.41
63940	US BANK CORPORATE PAYME	IOS-garbage bags-NW	Operating supplies	100-41701-2290	32.67
63940	US BANK CORPORATE PAYME	IOS-urinal screens-NW	Operating supplies	100-41701-2290	23.31
63940	US BANK CORPORATE PAYME	IOS-toilet paper-NW	Operating supplies	100-41701-2290	36.68
63940	US BANK CORPORATE PAYME	PANTHEON SYSTEMS-APRIL w	Software licenses & upgrades	100-41701-2510	300.00
63940	US BANK CORPORATE PAYME	FIRE SAFETY USA-Turn -Out GI	Clothing & personal protectiv	100-42201-2210	389.75
63940	US BANK CORPORATE PAYME	WAL-MART- Food Training Bur	Emergency food & beverage	100-42201-2220	45.94
63940	US BANK CORPORATE PAYME	GO FOR IT GAS-Non-Oxy Fuel-	Fuel	100-42201-2230	23.01
63940	US BANK CORPORATE PAYME	AMAZON-pulse oximeters-N	Operating supplies	100-42201-2290	43.50
63940	US BANK CORPORATE PAYME	IOS-paper towels-NW	Operating supplies	100-42201-2290	129.30
63940	US BANK CORPORATE PAYME	IOS-urinal screens-NW	Operating supplies	100-42201-2290	46.62
63940	US BANK CORPORATE PAYME	IOS-toilet paper-NW	Operating supplies	100-42201-2290	42.26
63940	US BANK CORPORATE PAYME	AMAZON-AA batteries-NW	Operating supplies	100-42201-2290	21.50
63940	US BANK CORPORATE PAYME	AMAZON-engineering scale ru	Office supplies	100-42401-2110	-27.30
63940	US BANK CORPORATE PAYME	AMAZON-engineering scale ru	Office supplies	100-42401-2110	40.95
63940	US BANK CORPORATE PAYME	U OF M-septic inspection trai	Training/conferences/schools	100-42401-3510	375.00
63940	US BANK CORPORATE PAYME	U OF M -septic training-soils T	Training/conferences/schools	100-42401-3510	360.00
63940	US BANK CORPORATE PAYME	Uof M -Intro/Install Onsite &	Training/conferences/schools	100-42401-3510	-50.00
63940	US BANK CORPORATE PAYME	HOM FURNITURE-Break Roo	Controllable assets	100-43101-5120	1,899.94
DFT0002360	COMPENSATION CONSULTAN	Health Savings Account	Flexible spending	100-21705	333.32
DFT0002361	EMPOWER	Deferred Compensation	Deferred compensation	100-21704	1,520.00
DFT0002361	EMPOWER	Roth IRA	Deferred compensation	100-21704	100.00

Council Approval List

Payment Dates: 4/21/2022 - 5/4/2022

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
DFT0002362	IRS-Payroll Tax	Federal Withholding	Federal WH/FICA/MC	100-21701	4,814.91
DFT0002362	IRS-Payroll Tax	Medicare Payable	Federal WH/FICA/MC	100-21701	1,746.30
DFT0002362	IRS-Payroll Tax	Social Security Payable	Federal WH/FICA/MC	100-21701	6,958.92
DFT0002363	MN STATE DEPT OF REVENUE-	MN State Withholding	State W/H	100-21702	2,208.94
DFT0002364	PERA	Retirement-Coordinated	PERA	100-21703	6,467.04
DFT0002364	PERA	Retirement-Elected Officials	PERA	100-21703	40.84
DFT0002364	PERA	Retirement-Police & Fire	PERA	100-21703	1,086.98
				Grand Total:	82,205.22



City of Ham Lake, MN

EFT Payroll Check Register Report Summary

Pay Period: 4/3/2022-4/16/2022

Packet: PYPKT01314 - PPE 4/15/22 PAID 4/22/22

Payroll Set: City of Ham Lake - 01

Type	Count	Amount
Regular Checks	0	0.00
Manual Checks	0	0.00
Reversals	0	0.00
Voided Checks	0	0.00
Direct Deposits	67	43,234.94
Total	67	43,234.94

LG230 Application to Conduct Off-Site Gambling

No Fee

ORGANIZATION INFORMATION

Organization Name: Ham Lake Chamber of Commerce License Number: 02948
Address: 16644 Central Ave. NE City: Ham Lake, MN Zip: 55304
Chief Executive Officer (CEO) Name: Scott Summerbell Daytime Phone:
Gambling Manager Name: Carrie Folstrom Daytime Phone: 612-396-9763

GAMBLING ACTIVITY

Twelve off-site events are allowed each calendar year not to exceed a total of 36 days.

From 7/2/22 to 7/2/22

Check the type of games that will be conducted:

- Raffle Pull-Tabs Bingo Tipboards Paddlewheel

GAMBLING PREMISES

Name of location where gambling activity will be conducted: Ham Lake Lions park

Street address and City (or township): 1220 167th Ave. NE, Ham Lake, MN zip: 55304 County: Anoka

- Do not use a post office box. If no street address, write in road designations (example: 3 miles east of Hwy. 63 on County Road 42).

Does your organization own the gambling premises?

- Yes If yes, a lease is not required. No If no, the lease agreement below must be completed, and signed by the lessor.

LEASE AGREEMENT FOR OFF-SITE ACTIVITY (a lease agreement is not required for raffles)

Rent to be paid for the leased area: \$ (if none, write "0")

All obligations and agreements between the organization and the lessor are listed below or attached.

- Any attachments must be dated and signed by both the lessor and lessee. This lease and any attachments is the total and only agreement between the lessor and the organization conducting lawful gambling activities. Other terms, if any:

Lessor's Signature: Date:

Print Lessor's Name:

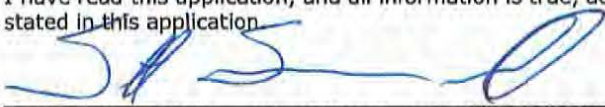
Acknowledgment by Local Unit of Government: Approval by Resolution

<p>CITY APPROVAL for a gambling premises located within city limits</p>	<p>COUNTY APPROVAL for a gambling premises located in a township</p>
<p>City Name: _____</p> <p>Date Approved by City Council: _____</p> <p>Resolution Number: _____ (If none, attach meeting minutes.)</p> <p>Signature of City Personnel: _____</p> <p>Title: _____ Date Signed: _____</p>	<p>County Name: _____</p> <p>Date Approved by County Board: _____</p> <p>Resolution Number: _____ (If none, attach meeting minutes.)</p> <p>Signature of County Personnel: _____</p> <p>Title: _____ Date Signed: _____</p>
<div style="border: 1px solid black; padding: 10px; text-align: center;"> <p>Local unit of government must sign.</p> </div>	<p>TOWNSHIP NAME: _____</p> <p>Complete below only if required by the county. On behalf of the township, I acknowledge that the organization is applying to conduct gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.213, Subd. 2.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date Signed: _____</p>

CHIEF EXECUTIVE OFFICER (CEO) ACKNOWLEDGMENT

The person signing this application must be your organization's CEO and have their name on file with the Gambling Control Board. If the CEO has changed and the current CEO has not filed a LG200B Organization Officers Affidavit with the Gambling Control Board, he or she must do so at this time.

I have read this application, and all information is true, accurate, and complete and, if applicable, agree to the lease terms as stated in this application.



3-16-22

Signature of CEO (must be CEO's signature; designee may not sign) _____ Date _____

<p>Mail or fax to:</p> <p>Minnesota Gambling Control Board Suite 300 South 1711 West County Road B Roseville, MN 55113 Fax: 651-639-4032</p>	<p>No attachments required.</p> <p>Questions? Contact a Licensing Specialist at 651-539-1900.</p>
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This publication will be made available in alternative format (i.e. large print, braille) upon request.

<p>Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's application.</p> <p>Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public.</p>	<p>If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public.</p> <p>Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor; national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.</p>
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Meeting Date: May 2, 2022

CITY OF HAM LAKE
STAFF REPORT

To: Mayor and Councilmembers

From: Denise Webster, City Administrator

Subject: 2023-2025 Urban County Requalification for CDBG Program

Introduction/Discussion:

Anoka County has sent the attached notification relating to the CDBG program. Ham Lake has participated in this program for many years, and I am recommending that the City continue to Opt-in with Anoka County responsible for receiving and administering HUD funds.

Recommendation:

I recommend that the City of Ham Lake opt-in for the 2023-2025 Urban County Requalification HUD programs and continue the CDBG Revolving Loan Fund Administration program.



Anoka County
COUNTY ADMINISTRATION
Community & Governmental Relations

Linda Hedstrom

Associate Community Development Specialist

Phone: 763.324.4601

E-mail: linda.hedstrom@co.anoka.mn.us

April 25, 2022

City of Ham Lake
ATTN: Denise Webster, Administrator
15544 Central Avenue NE
Ham Lake, MN 55304

BY: U.S. Mail & Email

RE: 2023-2025 Urban County Requalification for participation in the following HUD Programs:
-CDBG (Community Development Block Grant Program); and
-HOME (HOME Investment Partnerships Program)

Dear Ms. Webster:

Every three years Anoka County must complete an Urban Requalification process to continue receiving and administering HUD funds from the CDBG and HOME programs. We are currently preparing our requalification for federal fiscal years 2023 through 2025; the county is required to notify participating communities of their option to be excluded from Anoka County's "Urban County" funding cycles for the next three years. ***A written response from the city is required in the form of a letter (on city letterhead) and/or Resolution. HUD wants original wet signatures, so emails are not acceptable for this request.***

If you choose to OPT-IN and REMAIN a participant with Anoka County, the following will apply:

- The grant process for your city will remain the same as it is now for CDBG and HOME programs; AND
- Your city will continue to be ineligible to apply for individual grants through the HUD Small Cities or State CDBG and HOME programs; AND
- The current *Cooperation Agreement* will automatically renew for another three-year period.

If you choose to OPT-OUT and NOT remain a participant with Anoka County, the following will apply:

- Your city will be able to apply for grants individually through the HUD Small Cities or State CDBG and HOME programs; BUT
- Your city will not be eligible to receive funds through Anoka County for federal fiscal years 2023 through 2025.



EQUAL HOUSING
OPPORTUNITY

Respectful, Innovative, Fiscally Responsible

Anoka County Government Center ▲ 2100 3rd Avenue, Suite 700 ▲ Anoka, MN 55303-5024 ▲ www.anokacounty.us/cd
Office: 763-324-4650 ▲ Fax: 763-324-5490

Affirmative Action / Equal Opportunity Employer

Denise Webster
April 25, 2022
Page Two

Please notify Anoka County (by letter and/or Resolution) no later than May 31, 2022, of your intent to:

- Continue as a participant in Anoka County's Urban County jurisdiction or Opt-Out of the county's jurisdiction.

Mail your notification to: AC Community & Government Relations
ATTN: Linda Hedstrom
Anoka County Government Center
2100 3rd Avenue, Suite 700
Anoka, MN 55303-5024

Confirming recent actions, the revolving loan fund (RLF) program, which the city/HLDC administered in previous fiscal years, was mutually terminated at the January 25, 2022, ACHRA (Anoka County Housing and Redevelopment Authority) board meeting. The two remaining, active loans were transferred into a county-wide RLF program which will be administered by the Metropolitan Consortium of Community Developers (MCCD). The closure of the Ham Lake RLF program also terminates the *Revolving Loan Fund Administration Agreement* between the city of Ham Lake and Anoka County. Businesses looking to locate or expand in Ham Lake can apply to the new county-wide RLF program.

If you'd like to receive a scanned copy of the *Cooperative Agreement* to review or if you have any questions, please contact me at 763-324-4601 or linda.hedstrom@co.anoka.mn.us.

Thank you for your prompt attention to this matter.

Sincerely,



Linda Hedstrom
Associate CD Specialist



CITY OF HAM LAKE

15544 Central Ave NE
Ham Lake, MN 55304
763-494-9555
info@ci.ham-lake.mn.us

Fee \$30.00 Receipt # 92551
Temporary Commercial Structure
Permit Required YES or NO

22-0007

FIELD PARTY LICENSE APPLICATION

Name of Applicant: Maxx Bar & Grill Inc.
Address: 17646 Central Ave
City: Ham Lake State: MN Zip: 55304
Phone: 763-434-4970 Email: ginnyw1946@hotmail.com

(If more than one applicant, provide the information on reverse side.)

1. Location of Party: (street address or attach a map detailing location):
17646 Central Ave.
Ham Lake, MN 55304

2. Date party is to be held: May 20-22, 2022

3. Hours during which party will be held: 10AM - 12PM

4. Expected number of guests: 199

5. Name of Owner of land: Maxx Bar & Grill

Address: 17646 Central Ave

6. City: Ham Lake State: MN Zip: 55304

Phone: 763-434-4970 Email: ginnyw1946@hotmail.com

(NOTE: Written permission from Owner must be furnished prior to issuance of license, see page 2.)

7. Will intoxicating beverages or non-intoxicating malt liquor (3.2 Beer) be present? Yes No

a) If yes, will there be a fee charged? Yes No

b) Will voluntary contributions to defray costs be accepted? Yes No

8. Described the following plans:

a) How will the Party be illuminated?
Parking Lot + interior lighting

b) What means will be available to summon emergency vehicles if needed?
cell phone

c) Describe the means of access to the Party location for emergency vehicles, including the location of nearby public roads:

service road

d) How will you accommodate parking?

parking Lot

e) Will you have live music or other entertainment? (if yes please explain):

Bands

9. If in commercial zoning, will a tent be erected on the site? Yes No

If yes, a Temporary Commercial Structure Permit will be required through the Building Department.

Bruce Westman

4-21-22

Applicant's Signature

Date

Permission of Property Owner

I, Bruce Westman, of (address) 17646 Central Ave., Ham Lake certify that I am the owner of the property upon which the field party is the subject to the above application is to be held, and that I have granted my permission for the conduction of said field party.

Bruce Westman

4-21-22

Property Owner's Signature

Date

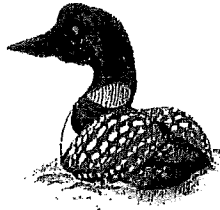
Other:

Any license issued shall be subject to the following conditions, which shall be printed on the face of the license, and shall read as follows:

"This license shall be rendered void if any of the following conditions are found to exist at the field party site."

1. The commission of the crime of assault, disorderly conduct, or breach of the peace by any participant on the field party site;
2. The consumption or possession of any intoxicating beverage or non-toxicating malt liquor by any person 21 years of age or younger.
3. The failure of any applicant to be physically present at the field party site during the entire duration of the field party.
4. The maintenance of any nuisance under any existing or future municipal ordinance.

Upon observing the violation of any of the conditions of a license, a peace officer shall declare the license to be void, and shall order the participants to disperse.

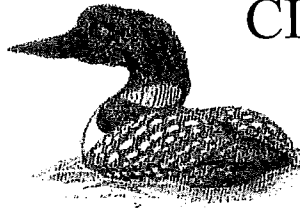


NOTICE TO ALL APPLICANTS FOR MUNICIPAL PERMITS, LICENSES OR OTHER MUNICIPAL ACTION

1. If you are requesting municipal action on any request for any of the above, you will be required to furnish certain information about yourself, the project you are involved in, or other matters pertaining to the subject. Some of the information you are asked to provide is classified by state law as either private or confidential. Private data is information which generally cannot be given to the public but can be given to the subject of the data. Confidential data is information which generally cannot be given to either the public or the subject of the data.
2. The purpose of this information is to enable the City Staff, Commissions, Council or other government agencies to evaluate relevant factors in considering your request. You are not legally required to provide this information. If you do not provide the requested information, the City may not act upon your request.
3. The information you supply will be public and available to any entity requesting to inspect the information.

DATA PRACTICES ADVISORY TENNESSEN WARNING REQUIRED BY MINNESOTA STATUES CHAPTER 13.04

SIGNED BY: *Bruce Watson*
COMPANY/TITLE: *Maxx Bar & Grill - Pres*
DATE: *4-21-22*



CITY OF HAM LAKE

15544 Central Avenue NE
Ham Lake, Minnesota 55304
(763) 434-9555
Fax (763) 434-9599

CITY OF HAM LAKE PLANNING COMMISSION MINUTES MONDAY, APRIL 25, 2022

The Ham Lake Planning Commission met for its regular meeting on Monday, April 25, 2022 in the Council Chambers at Ham Lake City Hall located at 15544 Central Avenue NE in Ham Lake, Minnesota.

MEMBERS PRESENT: Chair Brian Pogalz and Commissioners Dave Ringler, Scott Heaton, Jeff Entsminger, Jonathan Fisher and Erin Dixon

MEMBERS ABSENT: Commissioner Kyle Lejonvarn

OTHERS PRESENT: Building and Zoning Clerk, Jennifer Bohr

CALL TO ORDER: Chair Pogalz called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE:

The pledge of allegiance was recited by all in attendance.

APPROVAL OF MINUTES:

Motion by Pogalz, seconded by Fisher, to approve the minutes of the March 28, 2022 Planning Commission meeting as written. All present in favor, motion carried.

PUBLIC HEARING:

TJ Maalis requesting a Conditional Use Permit to operate Automotive Illusions, an autobody and restoration shop, at 17638 Highway 65 NE.

Mr. TJ Maalis and Mr. Andy Maalis were present. Mr. TJ Maalis stated he and his brother are planning to move to the 17638 Highway 65 NE location to grow their business. Mr. TJ Maalis stated the building is well setup for their operation; they intend to make a few changes such as installing a vinyl privacy fence to the south of their building, creating an asphalt surface between the building and the building to the south, and making some changes inside of the building to the office, waiting room and restroom areas. Commissioner Dixon completed the inspection, a copy which is on file. Commissioner Dixon stated she met with Mr. TJ Maalis and they discussed paving the area between the 17638 Highway 65 NE building and the building to the south, the striping of the parking area and designating handicap parking spots. Commissioner Dixon stated Mr. TJ Maalis stated they will not be storing any tires. Chair Pogalz stated though Commissioner Lejonvarn was not present, he had submitted an email message suggesting fencing to the west of the building to deter theft. Commissioner Dixon stated there are trees to the west of the building. Commissioner Dixon stated there is limited area to drive vehicles to the west of the building due to the location of the septic system. Commissioner Dixon

stated she didn't believe fencing to the west of the building would be needed; if the trees were removed in the future, fencing may need to be considered.

Chair Pogalz opened the public hearing at 6:05 p.m. and asked for public comment; with there being none, Chair Pogalz closed the public hearing at 6:06 p.m.

Motion by Dixson, seconded by Fisher, to recommend approval of a Conditional Use Permit as requested by TJ Maalis to operate Automotive Illusions, an autobody and restoration shop, at 17638 Highway 65 NE, subject to meeting the conditions listed on the Building Official's memo, striping the parking area, providing a handicap parking space with signage, paving area where vehicles will be stored and meeting all State, City and County requirements.

Commissioner Fisher questioned the Building Official's recommendation to combine the two parcels that this shop occupies. Chair Pogalz stated property combination is a decision to be made by the property owner. Commissioner Heaton asked for clarification of the conditions for this recommendation. **Commissioner Dixson amended the motion, seconded by Fisher, to recommend approval of a Conditional Use Permit as requested by TJ Maalis to operate Automotive Illusions, an autobody and restoration shop, at 17638 Highway 65 NE, subject to meeting all mechanical codes for areas used for painting, welding and auto body filler work, storing all vehicles that are damaged, or awaiting repair behind the fence, providing containment for damaged parts removed from vehicles, following Article 4-800 if tires are ever stored, keeping garbage receptacles behind the fence at all times, providing a barrier to protect the septic area to prevent vehicles from being parked in that area, striping the parking lot, providing a handicap parking space with signage, paving the area where vehicles will be stored and meeting all State, City and County requirements. All present in favor, motion carried. *This item will be placed on the May 2, 2022 City Council Agenda.***

NEW BUSINESS: None

COMMISSION BUSINESS:

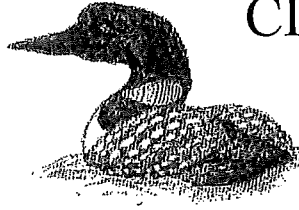
City Council Update

Commissioner Dixson will attend the May 2, 2022 City Council meeting.

ADJOURNMENT:

Motion by Heaton, seconded by Fisher, to adjourn the Planning Commission meeting at 6:09 p.m. All present in favor, motion carried.

Jennifer Bohr
Building and Zoning Clerk



CITY OF HAM LAKE

15544 Central Avenue NE
Ham Lake, Minnesota 55304
(763) 434-9555
Fax (763) 434-9599

CITY OF HAM LAKE PLANNING COMMISSION AGENDA MONDAY, APRIL 25, 2022

CALL TO ORDER: 6:00 p.m.

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: March 28, 2022

PUBLIC HEARINGS:

6:01 p.m. TJ Maalis requesting a Conditional Use Permit to operate Automotive Illusions, an autobody and restoration shop, at 17638 Highway 65 NE

NEW BUSINESS:

1. None

COMMISSION BUSINESS:

1. City Council Update



CITY OF HAM LAKE

PLANNING REQUEST

15544 Central Avenue NE

Ham Lake, MN 55304

Phone (763) 434-9555 Fax (763) 235-1697

Date of Application 4/18/22

Date of Receipt 4-12-22
Receipt # 92425

Meeting Appearance Dates:

Planning Commission 4-25-22

City Council May 2, 2022

Please check request(s):

- Metes & Bounds Conveyance
- Sketch Plan
- Preliminary Plat Approval*
- Final Plat Approval
- Rezoning*
- Private Kennel License*

- Commercial Building Permit
- Certificate of Occupancy
- Home Occupation Permit
- Conditional Use Permit (New)*
- Conditional Use Permit (Renewal)
- Other

**NOTE: Advisory Signage is required for land use alterations and future road connections. This application also requires a Public Hearing. Such fees shall be deducted from deposit.*

Development/Business Name: AUTOMOTIVE ILLUSIONS

Address/Location of property: 17638 HIGHWAY 65 NE

Legal Description of property: PID 05-32-23-31-0014 T-0013

PIN # 31-0014 v 0013 Current Zoning CO-1 Proposed Zoning -

Notes: For autobody and restoration shop

Applicant's Name: TJ MAALIS

Business Name: AUTOMOTIVE ILLUSIONS

Address 12816 JOHNSON ST NE

City BLAINE State MN Zip Code 55434

Phone _____ Cell Phone 6127013234 Fax _____

Email address AUTOMOTIVEILLUSIONS@HOTMAIL.COM

You are advised that the 60-day review period required by Minnesota Statutes Chapter 15.99 does not begin to run until all of the required items have been received by the City of Ham Lake.

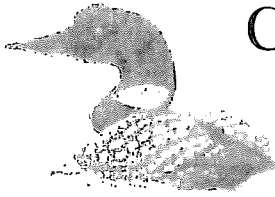
SIGNATURE [Signature] DATE 4/18/22

- FOR STAFF USE ONLY -

ACTION BY: Planning Commission 4-25-2022

City Council _____

PROPERTY TAXES CURRENT YES NO



CITY OF HAM LAKE

15544 Central Avenue NE
Ham Lake, Minnesota 55304
(763) 434-9555
Fax: (763) 434-9599

NOTICE OF PUBLIC HEARING
CITY OF HAM LAKE
COUNTY OF ANOKA
STATE OF MINNESOTA

TAKE NOTICE, that pursuant to the requirements of Minnesota Law, a public hearing shall be held before the Ham Lake Planning Commission on Monday, April 25, 2022 at 6:01 p.m. at the City Hall located at 15544 Central Avenue NE, for the purpose of considering the application of TJ Maalis for a Conditional Use Permit to operate Automotive Illusions, an autobody and restoration shop, at 17638 Highway 65 NE, such land situated in the City of Ham Lake, Anoka County, Minnesota and which is described as follows to wit:

05-32-23-31-0013

LOT 8 AUDITORS SUBDIVISION NO 61 N 28 FT OF FOL DES LAND, COM AT PT ON E LINE 23 48.5 RODS (800.25 FT) N OF SE COR OF NE 1/4 OF SW 1/4 OF SEC 5 TWP 32 RGE, TH N ON SD E LINE 300 FT, TH W AT RT ANG 17 RODS (280.5 FT), TH S AT RT ANGLES 300 FT, TH E AT RT ANGLES 17 RODS (280.5 FT) TO POB

05-32-23-31-0014

LOT 8 AUDITORS SUBDIVISION NO 61 DES AS FOL: COM AT PT ON E LINE 982.25 FT N OF SE COR OF NE 1/4 OF SW 1/4 OF SEC 5 TWP 32 RGE 23, TH N ON SD E LINE 90 FT, TH W AT RT ANG 17 RODS (280.5 FT), TH S AT RT ANGLES 90 FT, TH E AT RT ANGLES 17 RODS TO POB

At such hearing both written and oral comments will be heard.

DATED: April 15, 2022

Jennifer Bohr
Building and Zoning Clerk
City of Ham Lake

Anoka County Parcel Viewer

**Parcel Information:**

05-32-23-31-0014
17638 HIGHWAY 65 NE
HAM LAKE
MN 55304
Plat: AUD SUB NO 61

Approx. Acres: 0.43

Commissioner: JULIE BRAASTAD

Owner Information:

REDLINE PROPERTIES LLC
17638 HIGHWAY 65 NE
HAM LAKE
MN
55304

To whom it may concern

Automotive Illusions is an autobody and restoration shop. We specialize in insurance repairs, restorations of classic cars and custom paint work. We would like to relocate our business into the building at 17638 Ulysses St (Highway 65). We work closely with many businesses and residents of Ham Lake. The shop will have 1 paint booth with a fire suppression system. We currently have 6 employees, but will most likely hire more in the future. Our traffic will include receiving deliveries, insurance adjusters and customers so we will have between 10-20 vehicles coming and going per day. We anticipate 4-5 vehicles per week coming in for repair. We are open Monday-Friday from 7am-5pm and weekends by appointment. Most of the storage will be located inside of the building, however we would like to build a vinyl privacy fence with a 20 ft gate on the south side of the building (see site plan) to store some things, including the garbage and recycling dumpster. We plan on having 13 parking spaces and 1 handicap parking space.

Thanks

TJ Maalis

Automotive Illusions

automotiveillusions@hotmail.com

612-701-3234

April 22, 2022

CITY OF HAM LAKE
STAFF REPORT

To: Members of the Planning Commission

From: Mark Jones, Building Official

**Subject: Conditional Use Permit for Automotive Illusions at
17638 Highway 65 NE**

Introduction/Discussion:

Automotive Illusions is an auto body shop doing full restoration of vehicles with body damage and restoration of vintage vehicles. The shop currently has 6 employees and is looking to hire more in the future. The shop will have 1 large paint booth in which a vehicle can be driven into to be painted. Traffic will include deliveries, insurance adjusters, and 4 to 5 customers' vehicles needing repair per week. Working hours are 7am to 5pm Monday through Friday and by appointment on weekends. There will be some outside storage. Automotive Illusions will be installing vinyl privacy fence with a 20-foot gate on the Highway 65 side of the property for screening.

Recommendation:

I recommend approval of the Conditional Use Permit (CUP) application for Automotive Illusions with the following requirements:

That all city and state codes are met. This includes the Mechanical Code being met in areas used for painting, welding, and auto body filler work.

No vehicles which are damaged, and awaiting repair, shall be stored outside the fenced area (The site plan shows parking for these vehicles behind the fenced area).

Some type of containment is needed for damaged parts being removed from vehicles.

Tire storage must be in an enclosure per Article 4-800.

Garbage receptacles to remain behind the fence in area at all times.

A barrier must be provided to protect the septic area and to prevent vehicles from being parked within this area.

The building consists of two separate parcels but is being used as one building. I recommend the two parcels be combined into one parcel.

Anoka County Parcel Viewer



Parcel Information:

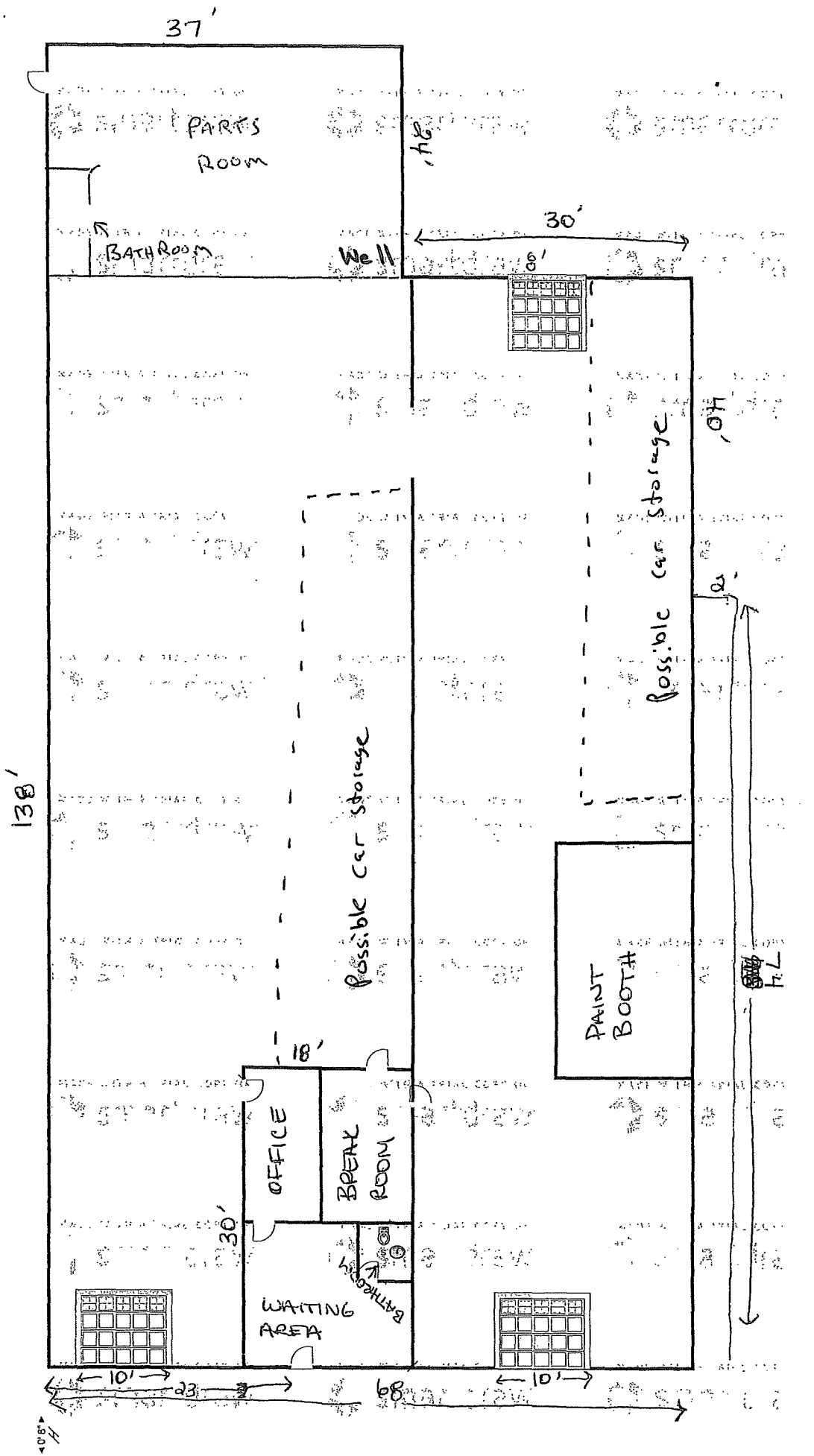
05-32-23-31-0004
17644 ULYSSES ST NE
HAM LAKE
MN 55304
Plat: AUD SUB NO 61

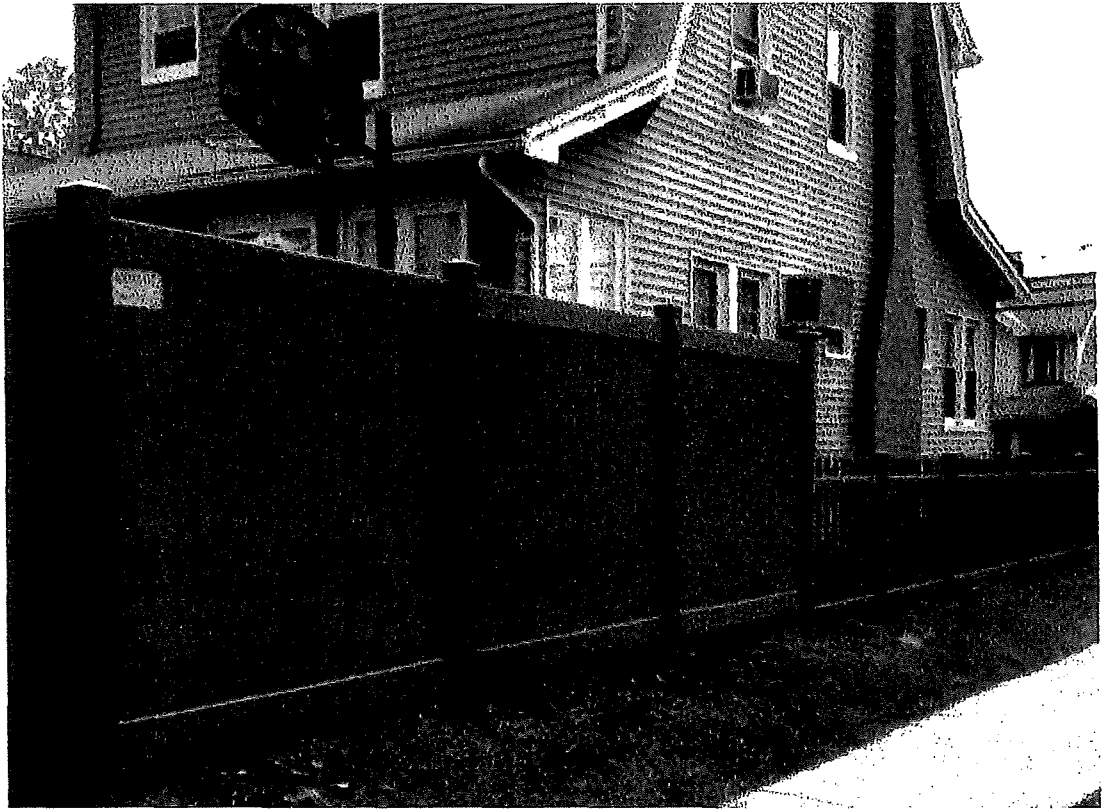
Approx. Acres: 0.05
Commissioner: JULIE BRAASTAD

Owner Information:

FRESH STRATEGIES INC
17638 HWY 65 NE
HAM LAKE
MN
55304







4-800 Storage of Motor Vehicle Tires

It shall be unlawful to store any complete or partial motor vehicle tire other than within the confines of a fully enclosed and code-compliant building except under the following conditions.

A. Bona Fide Dealers

Business engaged in retail tire sales, motor vehicle repair, motor vehicle sales or other businesses that generate a frequent need to temporarily store tires may store tires in a covered but not enclosed structure, where:

1. The structure prevents rainwater from collecting in the tire casings;
2. During the period from April 1 through October 31 of each year the tires are removed from the site at least weekly;
3. During the period from November 1 through March 31 of each year the tires are removed from the site at least every thirty days.
4. Appropriate visual screening is made to prevent the viewing of the storage area from nearby properties.
5. The property owner has obtained a permit issued by the City Building Official, approving the structure, after verifying the need for the business to use such a structure. The Building Official may attach such additional conditions to the issuance of such permits as the Building Official deems appropriate, and may establish standards and criteria for the proper construction and maintenance of tire structures.

B. All Other Land Uses

Residences, institutions, farms, businesses and all other land uses not possessing a permit for outside tire storage may store not more than four tires out of doors for not more than seven days, under conditions in which the tires are awaiting pickup by a rubbish collector or other service, or are otherwise awaiting transport by the property owner for proper disposal.

C. Exceptions

This portion of the Code shall not apply to tires or parts thereof that have been incorporated into bona fide functional or recreational uses, such as a tire swing or boat dock bumper, provided that the usage is done in a manner so as to prevent the accumulation of water within the tire that could serve as mosquito breeding habitat.

11-200 FENCES AND HEDGES

11-210 Definitions

For the purposes of this Code, the following terms shall have the meanings herein stated:

- A. **Fence.** Any structure which is 36 inches or more in height, and a length of 6 feet or more, which is composed on non-living materials which cover the entire area bounded by said height and length criteria;
- B. **Hedge.** Any grouping of vegetation which creates a visual barrier of a substantially opaque nature for a length of 6 feet or more and for a height of from ground level to 36 inches above ground level;
- C. **Front Yard.** The area between the public street right-of-way line and the minimum required building setback line, as measured along any side of a lot. Lakeshore properties shall be considered on both lakeside and roadside to be front yards.
- D. **Side Yard.** The area between the front yard and back yard of any lot;
- E. **Back Yard.** The area lying to the rear of the rear building line of the principal structure on any lot;
- F. **Principal Structure.** In the case of property used wholly or partially for residential purposes, the principal structure shall be the structure housing any dwelling unit. In all other cases, the principal structure shall be the structure located closest to any adjacent street, or, in the case of more than one building equidistant from such street, the building containing the greater square footage shall be deemed the principal structure.

11-220 Height

Fences and hedges shall not exceed the following heights unless a variance from this ordinance is granted by the City Council.

11-220.1 Varied Height Requirements

The above fence height requirements may be varied by resolution of the City Council, where the following conditions are met:

- a) The fence will not present any public safety problems;
- b) The height requested will not deprive adjoining properties of air, light, or ventilation, sight lines or create aesthetic problems.

Zoning Classification	Front Yard	Side yard	Back Yard
R-1, R-2, RS-1, RS-2, ML-PUD, PUD	4 feet	6 feet	6 feet
R-A, C-A	4 feet	6 feet	6 feet
CD-1-2-3 & 4, B-1, B-2	• 6-12 feet	• 6-12 feet	• 6-12 feet
I-1, I-2	• 6-12 feet	• 6-12 feet	• 6- 12 feet

- Height marked with an asterisk may be increased by two feet to accommodate a barbed wire security arm top.

11-230 Permit Required. No person, firm, or corporation shall hereafter construct or erect or cause to be constructed or erected within any Commercial or Industrial Zoning District any fence which is intended to be a permanent structure on the premises, without first securing a building permit.

11-240 Construction and Maintenance of Fences Generally. Every fence shall be constructed in a substantial, workmanlike manner and of substantial material reasonably suited for the purpose for which the fence is proposed to be used. Fences shall be constructed so that their more attractive side faces neighboring property. Every fence shall be maintained in a condition of reasonable repair and shall not be allowed to become and remain in a condition of disrepair or danger, or constitute a nuisance, public or private. Any such fence which is, or has become dangerous to the public safety, health or welfare, is a public nuisance and the Ham Lake Building Inspector shall commence proper proceedings for the abatement thereof. Link fences, wherever permitted, shall be constructed in such a manner that no barbed ends shall be at the top except in Industrial and Commercial Districts. Electric and barbed wire fences shall be permitted only on agriculturally zoned property (R-A), and shall be permitted only when necessary to further so bona fide agricultural purpose.

11-250 Residential District Fences. The following conditions shall apply in the R-1, RS-1 and PUD zoning districts:

- (1) No fence shall be erected in any front yard to a height in excess of four (4) feet, nor in any other location to a height in excess of six (6) feet.
- (2) On corner lots in all districts, no fence or planting in excess of thirty (30) inches above the street center line grade shall be permitted within a triangular area defined as follows: Beginning at the intersection of the projected curbing lines of two intersecting streets, thence twenty (20) feet along one property line, thence diagonally to a point twenty (20) feet from the point of beginning on the other property line, thence to the point of beginning.
- (3) In those instances where a fence exists as an enclosure which restricts access from the front to the rear yard, a gate, identifiable collapsible section, or other such means of recognizable ingress/egress shall be unobstructed and a minimum of three (3) feet in width. The location of such ingress/egress points shall be positioned at any point paralleling the front lot line, between the side lot property line and the principle structure. In those instances where a property contain ponds or Public Works needs to access the property for stormwater management purposes, the gate or ingress/egress point shall be a minimum of ten (10) feet in width.
- (4) Fences on the corner lots must receive special consideration from the Ham Lake Building Official to assure site safety before a Building Permit is issued. This review may require the applicant to pay an additional fee if extraordinary means need to be taken to ascertain impacts (i.e. consultation by a Traffic Engineer).
- (5) Lakeshore properties shall be considered on both lakeside and roadside to be frontyards. In lakeside frontyard of lakeshore properties a maximum of twenty (20) feet of privacy fence can be erected from the rear of the home. Beyond

twenty (20) feet a four (4) foot fence, not of opaque material may be erected to extend no further than the high water mark. In roadside frontyard of lakeshore properties shall meet the residential frontyard requirements.

- (6) No fence shall be constructed of plastic mesh, snow-fence lath, chicken-wire, or any other metal except for wrought iron or chain-link.

11-260 Commercial and Industrial Fences.

Fences in all Commercial and Industrial Zoning shall not be less than 6 (six) feet and not exceed twelve (12) feet in height and may be increased to accommodate a barbed wire security arm top except that:

- (1) Special Purpose Fences. Fences for special purposes and fences differing in construction, height or length may be permitted in any district in the City of Ham Lake with approval by the Planning and Zoning Commission and City Council. Findings shall be made that the fence is necessary to protect, buffer or improve the premises for which the fence is intended.
- (2) Metal panel and chain link fencing are not appropriate in Commercial Development Tier 1 (CD-1) zoning. Fencing is not appropriate in front yard area facing Highway 65.

Meeting Date: May 2, 2022

CITY OF HAM LAKE
STAFF REPORT

To: Mayor and Councilmembers

From: Denise Webster, City Administrator

Item/Title/Subject: Discussion of the City road right-of-way located west of
Tippecanoe Street NE (Pin #14-32-23-31-0012) – north of 15926
Tippecanoe Street NE

Introduction/: Discussion:

A complaint was received by City Staff regarding Aaron and Tina Billstrom using the City owned 66' road-right-way, located north of their property, for personal use. A letter was sent to the Billstrom's requesting they remove their personal property and discontinue use of the property.

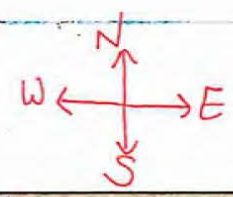
At the April 4 and April 18, 2022 City Council meetings, Aaron and Tina Billstrom spoke at Public Comment regarding the City owned 66' road right-of-way abutting their property to the north (15926 Tippecanoe Street NE). The Billstrom's stated that they voluntarily donated the 66' road right-of-way to the City to allow access to the property to the west when it develops. The Billstrom's stated that there was a "Gentleman's Agreement" that allows them to continue the use of the property until the road is constructed and at this time they would like to continue using the property. The City Council directed City Staff to research the circumstances of why the City obtained the 66' road right-of-way in 1999.

Staff has researched and not found any information that would allow the Billstrom's to continue to use the City's 66' road right-of-way for their personal use. Also, in staffs research, it was found that when Rita Billstrom (prior owner of the properties) requested the fourth lot split, a variance was required due to the number of lots previously split to where platting was required. As part of the variance, the City required that the 66' road right-of-way be dedicated to the City for the future road to access to the property to the west, which is common practice in planning; and always required when the length of the road ending in a cul-de-sac exceeds the maximum 1,100 feet allowed by City Code and also when the City's thoroughfare plan shows a connection.

Attached you will see Resolution No. 99-46 Findings of Fact and previous City Council minutes regarding the dedication of the road easement and the history of the property from 1980 to 1999. Also attached you will find maps showing the property and surrounding area.

Recommendation:

That the City Council discuss the information received by City Staff.



Billstrom



Parcel Information:
14-32-23-31-0010
15926 TIPPECANOE ST NE
HAM LAKE
MN 55304

Approx. Acres: 1.94
Plat:
Commissioner: JULIE BRAASTAD

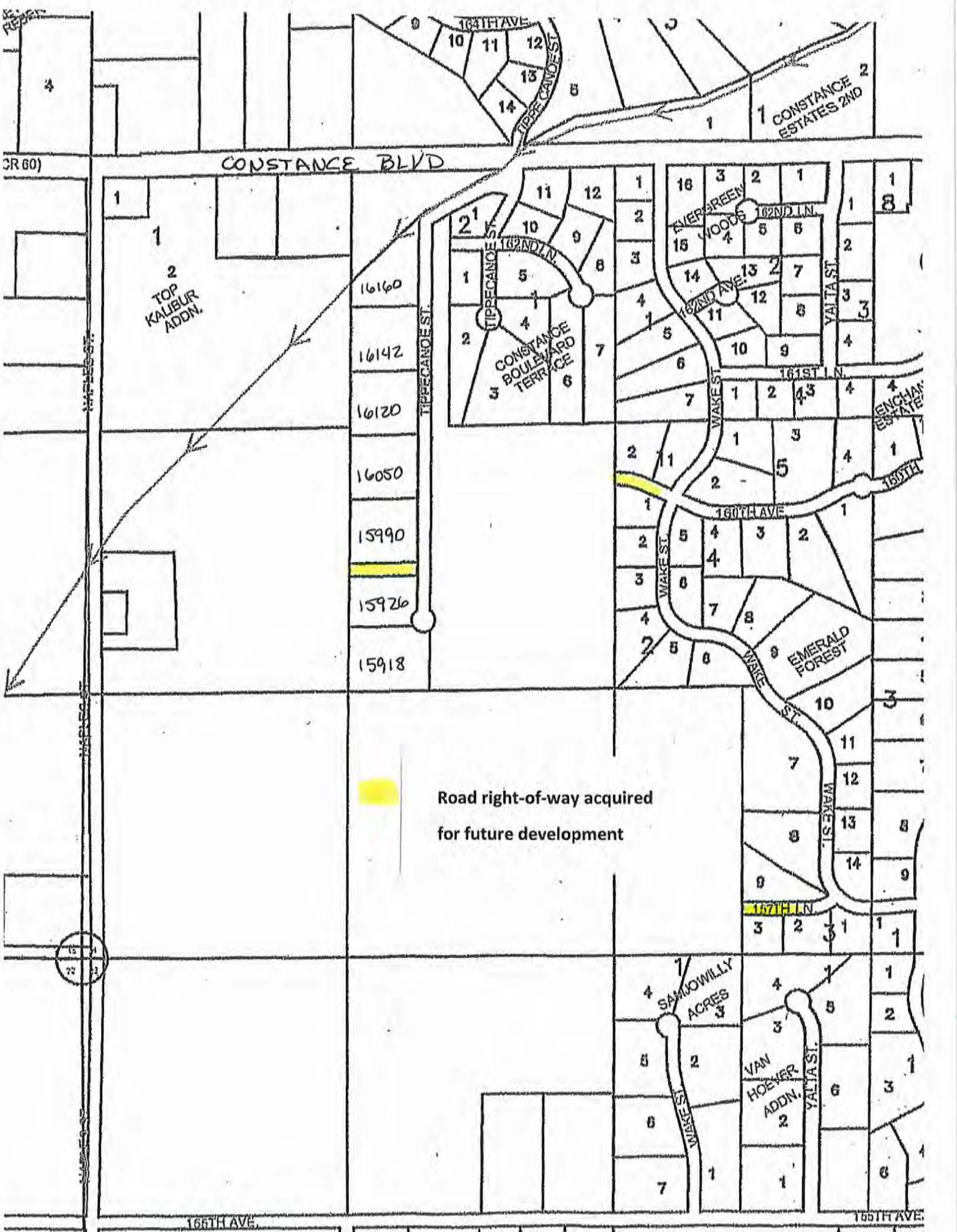
Owner Information:
BILLSTROM AARON E & TINA M
15926 TIPPECANOE ST NE
HAM LAKE
MN
55304

Anoka County GIS

1:1,200

Date: 4/19/2022

Disclaimer: Map and parcel data are believed to be accurate, but accuracy is not guaranteed. This is not a legal document and should not be substituted for a title search, appraisal, survey, or for zoning verification.



K. ROBERT REBERT

CR 60)

CONSTANCE BLVD

164TH AVE
TIPTECANOES

1 CONSTANCE ESTATES 2ND

1
2
TOP
KALIBUR
ADDN.

16160
16142
16120
16050
15990
15926
15918

TIPTECANOES ST

11 12 1 18 3 2 1
2 15 4 5 6 1
10 9 8 3 14 13 2 7
1 5 1 11 10 9 8
2 1 2 4 3
162ND LN
CONSTANCE BOULEVARD TERRACE
162ND AVE
WAKE ST
YALTA ST
161ST LN

4 ENCHAN ESTATE

2 1 3 4 1
1 2 5 4 1
160TH AVE
WAKE ST
WAKE ST
EMERALD FOREST
160TH AVE

Road right-of-way acquired for future development

10 3
7 11 12
8 13 8
9 14 9
167TH LN
WAKE ST

4 SAMJOWILLY ACRES

VAN HOENER ADDN.

15 1
22 2

165TH AVE

165TH AVE

Administrator Nivala stated that the budget presented reflects the changes the Council requested at the December 7, 1998 Budget and Levy hearing. **Motion by Larson, seconded by Barthold, to approve Resolution No. 98-89, establishing the tax levy collectible in 1999. All in favor, motion carried.**

Motion by Braastad, seconded by Barthold, to approve Resolution No. 98-90, adopting the attached 1999 budget for the City of Ham Lake. All in favor, motion carried.

CITY ATTORNEY

Lot Split on Little Coon Lake

The City Attorney reviewed the request by Ronald Horbul for reapproval of a lot split request which was acted upon in 1975, but never filed. The City Attorney provided information to the Council substantiating his conclusion the parcel in question was not validly divided and that current ordinances do not permit further subdivision.

Service Road, south of Bunker Lake Boulevard and Johnson Street NE

The City Attorney reviewed discussions with the Anoka County Attorney's office and the County's decision to put the project on hold pending the negotiation of a Joint Powers Agreement regarding the amount of funds the County is willing to contribute to the City's project. **It was the consensus of the Council that Councilmember Braastad will contact Commissioner Lang regarding the discussions of funding.** Councilmember Anderson stated that the Commissioner who is the liaison with the County Highway Department should also be contacted.

Extension of submission deadline for Comprehensive Plan

The City Attorney stated that the Metropolitan Council has granted an extension until March 31, 1999 for the submission of the Comprehensive Plan and that the Council will need to formulate a plan as it is statutorily mandated that septic systems need to be monitored. Discussion followed regarding the possible ways that this mandate could be met and **it was the consensus of the Council that the City Attorney and City Administrator will review the possibilities and present a plan to the Council.**

CITY ENGINEER

Durant Street NE, north of Crosstown Boulevard

The City Engineer presented the feasibility report and discussion took place regarding the amount the developer would have to contribute. **Motion by Larson, seconded by Barthold, to approve Resolution No. 98-91, accepting the feasibility report and setting the date for the Public Hearing for the improvement of Durant Street NE, north of Crosstown Boulevard NE. All in favor, motion carried.** The City Engineer stated that he will talk to the City Attorney regarding the amount of the developer's contribution.

Rita Billstrom - Sketch Plan for a small subdivision in Section 15

The City Engineer reviewed the discussion at the December 9, 1998 Planning Commission meeting regarding the request of Rita Billstrom for a small subdivision in Section 15. Discussion took place regarding the current length of the road (2600 feet) and the need to show a future connection. **Motion by Barthold, seconded by Braastad, to approve Resolution No. 98-92, directing the City Engineer to prepare a feasibility study for the improvement of Tippecanoe Street NE. All in favor, motion carried.**

CITY ADMINISTRATOR

Claims

Administrator Nivala presented and the Council approved claims in the amount of \$228,972.62.

Al-Cast Molding, 15720 Lincoln Street NE

The City Administrator stated that the owner is requesting a Certificate of Occupancy and the City still has an escrow in the amount of \$4200.00 for the landscaping. **It was the consensus of the Council that the City Attorney will prepare documentation for their approval that will allow the City to go on to the property and complete the landscaping if the owners fail to do so.**

New Engine 2 - Fire Department

The City Administrator stated that Custom Truck is willing to substitute an aluminum body instead of the specified galvanized steel at no additional cost.

Administrator Nivala stated that there will only be one position on the Fire Department ballot in January and that is one of the Assistant Chief position which is currently held by Mike VanVleet and he is the only firefighter requesting to be on the ballot.

COUNCIL BUSINESS

Vacation for Right-of-Way in Oakleaf Shores Addition

Motion by Barthold, seconded by Anderson, to approve Resolution No. 98-93, scheduling the Public Hearing to consider the vacation of public land in Oakleaf Shores. All in favor, motion carried.

Five Year Capital Improvement Plan

Motion by Braastad, seconded by Barthold, to approve the attached Five Year Capital Improvement Plan. All in favor, motion carried.

1854 North Ham Lake Drive

The City Attorney reviewed the history of the problem and the owner, Mike Omlie's, agreement to be assessed for the cost of the reconstruction of the septic system and the installation of a new well on the adjoining property. The owner has until January 4, 1999 to sign the petition and assessment agreement. **Motion by Braastad, seconded by Larson, to approve Resolution No. 98-94, referring the proposed improvement to Don Anderson, Building Official, for a feasibility report. All in favor, motion carried.**

Senior Center requests

The City Administrator informed the Council that the Building Official has estimated that automated doors for the Senior Center would be approximately \$2,000 per door plus electrical work. **It was the consensus of the Council to direct the City Staff to obtain quotes.**

Bill Arzdorf, 16035 University Avenue NE

The City Administrator stated that on October 5, 1998 Mr. Arzdorf was granted a 60 day extension for the zoning violation on his property and it has not been completed. Discussion followed. **Motion by Kirkeide, seconded by Braastad, to direct the City Administrator to inform Mr. Arzdorf, 16035 University Avenue NE, that the Council has granted him one last 30 day extension to bring his property into compliance. All in favor, motion carried.**

Tippecanoe Street NE

Administrator Nivala informed the Council that she and Councilmembers Braastad and Larson, met with Rita Billstrom's daughters and explained the proposed street improvement project that would need to be constructed as a condition of the lot split.

COUNCIL BUSINESS

Ham-It-Up Days

Mayor Kirkeide stated that he had talked to representatives from the Ham Lake Chamber and they were requesting two representatives from the City. Mayor Kirkeide suggested advertising in the Ham Laker for volunteers and the Council discussed the community groups that could be involved. **Motion by Larson, seconded by Thomas, to commit up to \$1,000 to be funded from the Legislative Dues Account, for the Ham-It-Up Days celebration, and make every effort to attract volunteers including, but not limited to, advertising in the "Ham Laker". All in favor, motion carried.** Mayor Kirkeide reiterated the invitation for all Councilmembers to attend the Ham Lake Chamber of Commerce meetings.

Accident Policy for Commission members

Administrator Nivala stated that all the information has not been gathered and **it was the consensus of the Council to table action on this item.**

Request for street light at County Road 18 and Interlachen Drive NE

The Council discussed the intersection that they had all viewed since the last Council meeting and that it did not fit in to the policy of "T" intersections with County Roads and MSA Roads. The Council discussed the approval of a street light installation at the intersection of Constance Boulevard NE and University Avenue NE. **Motion by Barthold, seconded by Larson, to direct the City Administrator to cancel, if possible, the installation of a street light at the intersection of Constance Boulevard NE and University Avenue, as it does not meet the definition of a "T" intersection with County Roads and MSA Roads. All in favor, motion carried.**

recommended that he prepare a Comprehensive Development Agreement for the City to enter in to with the property owner/occupant.

CITY ENGINEER

Feasibility study for Tippecanoe Street NE, south of Constance Boulevard NE

Engineer Fenendael presented the feasibility study, dated January 4, 1999, including the existing conditions of the road and improving it with four inches of Class 5 with a 26 foot pavement. Engineer Fenendael recommended that Rita Billstrom, who is requesting a lot split on the south end of the road, should be required to provide a road easement to the west. The total cost of the project is estimated at \$84,406 and assessments, including deferred assessments, would be able to fund the project. Discussion followed regarding the deferred assessments that totaled \$36,000. **Motion by Barthold, seconded by Larson, to direct the City Staff to inform Rita Billstrom who has requested a lot split abutting Tippecanoe Street NE, that the request would only be approved subject to Ms. Billstrom funding the \$36,000 needed for the project and providing an access to the property to the west to Tippecanoe Street NE. All in favor, motion carried.**

Marshall Manor – Street and Drainage Improvement Project

The City Engineer requested funding to be used to determine elevations of culverts and wetlands to determine storage capacity for the proposed project. **Motion by Larson, seconded by Barthold, to approve funding to be used to determine elevations of culverts and wetlands for the proposed Marshall Manor Street and Drainage Improvement Project. All in favor, motion carried.**

CITY ADMINISTRATOR

Claims

City Administrator, Doris Nivala, presented and the Council approved claims in the amount of \$147,502.65.

Quotes for Two Building Department Trucks

Administrator Nivala reviewed the quotes for the purchase of two pick-up trucks for the Building Department. One truck will replace the truck lost in the garage fire and the other for the new position in the Building Department. Discussion followed. **Motion by Braastad, seconded by Larson, to approve the low quote from Hennepin County and Various Purchasing Members Co-operative in the amount of \$14,789 each, for two Dodge 1500 pick-up trucks. All in favor, motion carried.**

COUNCIL BUSINESS

Consideration of cigarette licenses and cabaret licenses

Motion by Braastad, seconded by Barthold, to approve Cigarette Licenses to Norma Carey, d.b.a. Carey's Liquor, 16205 Lexington Avenue NE, Speedway SuperAmerica Store #4537, 1442 Constance Boulevard NE, American Golf Corporation, d.b.a. Majestic Oaks Golf Course, 701 Bunker Lake Boulevard NE and; a Cabaret License for American Golf Corporation, d.b.a. Majestic Oaks Golf Course, 701 Bunker Lake Boulevard NE. All in favor, motion carried.

ponding policy, with review by the Planning Commission. Councilmember Barthold questioned the lowest floor elevation in comparison to the overflow (outlet) pipe in the pond. Mr. Westlund stated that he would agree to raise the elevation of the lowest floor so that it is at least equal to the elevation of the overflow pipe. All present in favor, motion carried.

**ECONOMIC DEVELOPMENT AUTHORITY
PUBLIC HEARING**

To consider the proposed sale by Ham Lake Economic Development Authority of the property at 13635 Johnson Street NE to Julian G. Fenendael and Thomas P. Collins
Chair Kirkeide called the Public Hearing to order at 8:25 p.m.

City Attorney, Bill Dorn, explained that the City purchased the property at 13635 Johnson Street NE for right-of-way purposes for the construction of 136th Lane NE. At the time of the purchase the property was being used as a single-family dwelling, which was a non-conforming use and is now being sold for a commercial use by engineering firm. The property is being sold with a 66 foot road easement for 136th Lane NE. By the sale of the property, the Economic Development Authority is increasing the tax base for the City and making the property a conforming use. Attorney Dorn stated that there are some environmental issues being studied regarding the property and these will need to be resolved prior to the actual sale.

Chair Kirkeide called for public comment and there being none, closed the Public Hearing at 8:30 p.m.

CITY ENGINEER

Engineer Fenendael stated that they are working on the Marshall Manor final report and preparing the Polk Street NE and 173rd Avenue NE feasibility. Engineer Fenendael reported that he and the City Attorney are meeting individually with the property owners on the 133rd Avenue NE and Aberdeen Street NE project on Wednesday.

CITY ADMINISTRATOR

Claims

Administrator Nivala presented and the Council approved, claims in the amount of \$13,46.96.

Tippecanoe Street NE

The City Administrator reviewed a meeting held with the developer to discuss the requested simple plat which includes the construction of Tippecanoe Street NE along with a connection to the west property line. Councilmember Larson stated that he did not think the western connection warrants construction at this time and possibly the developers could escrow funds for the future construction. Attorney Dorn stated that funds could be held for the future construction and discussion followed. **Motion by Larson, seconded by Barthold, directing the City Administrator to correspond with Rita Billstrom, developer, stating that if the developer deposits \$1,500 for costs incurred, state that she is willing to escrow funds in the approximate amount of**

\$22,000 for the construction of the western connection, and be willing to dedicate the right-of-way for the western connection, the City will then proceed to the Public Hearing portion of the process for the improvement of Tippecanoe Street NE. All present in favor, motion carried.

CITY ENGINEER

Durant Street NE – Alternate Feasibility Study

The City Engineer presented an alternate feasibility study as directed by the City Council. The new study, based on a soils engineer report (Braun Intertec), included two additional options. One option included complete excavation of peat, muck and clays and a second removing approximately 3 feet of the poor soils and adding geotextile fabric and sand base. The Engineer presented the project for removing 3 feet of the poor soils, with an estimated project cost of \$248,649 and basing it on 24 assessable parcels, a developer contribution of \$104,649. Administrator Nivala questioned whether two parcels can be assessed based on showing benefit. Councilmember Larson stated that if sod trucks cannot relocate their access to Crosstown Boulevard NE, a portion of the road will need to be built to nine ton design. Discussion followed.

Steve Gaffney, developer of Trails End Shores, was present and stated that the developer's contribution has changed drastically since the development was first presented to the Council. Mr. Gaffney stated that he realized he had proceeded at his own risk, but in 1996 the developer's portion was stated as approximately \$13,000; in 1998 the developer's portion was estimated at \$37,000 and the new estimate is \$104,000. Mr. Gaffney stated that he had allowed for additional costs when developing the property, and proceeded based on the City's estimates, but this increase was not feasible. The City Attorney asked if more lots could be developed to help defray the additional cost. Discussion followed regarding the fact that the latest study to remove 3 feet of poor soils was from Braun Inter-Tec for the Council to consider. Mr. Gaffney asked the Council to consider a realistic alternative. The Council discussed the residents concerns at the Public Hearing, possibly removing one, two or three feet of peat, and possible means of funding additional costs. The Council discussed communicating with the owner of the sod farm, possibly exchanging access for assessments. **It was the consensus of the Council to direct the City Engineer to prepare estimates for the improvement based on removal of two feet of poor soil.**

COUNCIL BUSINESS

Fire Chief, Terry Burtson

Chief Burtson stated that firefighters still had concerns regarding Regulation 16-7 and Councilmember Larson stated that he and Councilmember Thomas had discussed it with the City Attorney and would present information to the firefighters.

Chief Burtson stated that the new fire engine would be delivered on Wednesday and he is requesting a change order to add two interior crew cab cabinets on the forward wall, adjacent to the air conditioner at a cost of \$718.00. **Motion by Larson, seconded by Barthold, to approve a change order to the agreement with Custom Fire Apparatus,**

prepare a complete feasibility study for the 1999 overlays. (A resolution was adopted later in the meeting.)

CITY ADMINISTRATOR

Claims

Deputy Clerk, Sharon Ayshford, presented and the Council approved claims in the amount of \$24,627.68.

Smoke/Fire Detector System

The Council discussed updated quotes from Silent Knight and Sentry and directed the City Staff to research whether the City would receive a discount on its insurance premiums if these were installed in the City Hall, Fire Station, Public Works Building and Senior Center.

PUBLIC COMMENT (REOPENED)

Rita Billstrom – Metes and Bounds Conveyance in Section 14

Ms. Billstrom reviewed the history of metes and bounds conveyances on their property, abutting Tippecanoe Street NE, since the 1980's. Ms. Billstrom stated that all of the requests, except one, have been to give each of their children a piece of land to build a home on. Ms. Billstrom explained that because of the conditions placed on the approval of the last metes and bounds request, the cost of giving their son his piece of land will be \$42,400, which makes it prohibitive for them to give their last child a piece of land. Ms. Billstrom stated that they have no problem being assessed for the blacktopping of the road, but it is the building of the road to the west that they cannot afford. They would be willing to give the easement to the City, but the construction should wait until the property to the west is developed. Discussion followed. It was the consensus of the Council to view the property, direct the City Attorney to research the history of the divisions on this property and place this item on the July 19, 1999 City Council Agenda.

Ordinance – Building Design Features in CD-1 and CD-2 Zoning Districts

Motion by Barthold, seconded by Thomas, to adopt Ordinance No. 99-11; amending Article 9-1030.4 (B)(4), pertaining to building design features in CD-1 and CD-2 Zoning Districts, permitting departure from strict adherence to building standards in certain cases. All in favor, motion carried.

Ordinances – Relating to separation standards between unsuitable soils, certain on-site sewer systems and other structures

The Council discussed the proposed ordinance. Motion by Barthold, seconded by Larson, to refer the proposed ordinance to the City Attorney and Building Official for further clarification. All in favor, motion carried.

Ordinance – Therapeutic Massage

The Council discussed the proposed ordinance and Councilmember Barthold stated he does not want these types of businesses in residential zoning even with a Temporary Conditional Use Permit. Councilmember Thomas stated that she had changed her

Mr. Sonnichsen and Ms. Barsness will meet with Bill Dorn, the City Attorney, and Paul Donna, the City's financial advisor to discuss options available for a TIF District that will then be presented to the Council.

CITY ATTORNEY

Billstrom – Metes and Bounds

Attorney Dorn reviewed correspondence to the Council which showed research regarding the request from Rita Billstrom for a lot split in Section 14. The City Attorney explained that the City has had a policy of requiring all developers to pave future connecting roads (stub street) to abutting property or bonding for the future pavement. The only option that has changed since the original request and feasibility study is the City's adopted policy regarding deferred assessments and "ripe land". Discussion followed. Ms. Billstrom stated that she did not see the need for the City to plan for four entrances/exits to the road. The Council explained the need to connect roads and the thoroughfare plan. **Motion by Kirkeide, seconded by Barthold, to approve Resolution No. 99-30, ordering the feasibility study for the improvement of Tippecanoe Street NE, south of Constance Boulevard, including a stub street on the southern end to connect to the property to the west and to compute the proposed assessments based on the City's new policy regarding deferred assessments and "ripe land". All in favor, motion carried.**

Sprint Tower

The City Attorney stated that Sprint has agreed to follow the conditions of the lease and there will probably be an additional user on the tower in the near future.

181st Avenue NE Improvement Project – Joint Powers Agreement with the City of East Bethel

Attorney Dorn reviewed the amended agreement and Councilmember Barthold stated that he was now in favor of the project after seeing the summary of the projects that will be funded from the MSA Revolving Street Fund and the fact that the contractor payments for the project would not be due until the year 2000. **Motion by Larson, seconded by Braastad, to approve the Joint Powers Agreement with the City of East Bethel for the improvement of 181st Avenue NE. All in favor, motion carried.**

Motion by Braastad, seconded by Barthold, to approve Resolution No. 99-31, requesting \$85,000 in future MSA funds from MnDOT for the purpose of this project. All in favor, motion carried.

AllCities Storage Pool – 329 Bunker Lake Boulevard NE

The City Attorney reviewed the discussion at the last Council meeting and also a meeting he had with Rick Pellow and John Buzick, following the Council meeting. Mr. Buzick, the owner of the property, is requesting that more than 500 cars be allowed as a part of the insurance salvage operation. The City Attorney stated that he told him that he would need to re-apply and prepare a surveyed, master site plan showing all areas of the property and include all screening plans with his application.

students attending Blaine High School is being asked to fund according to its student population. Mr. Zikmund explained that without the new connection the sprinkler system would work but there is no safety margin. Discussion followed on the safety margin and the water supply. Councilmember Barthold stated that the City had requested funding assistance from the school district for the improvement of Jefferson Street NE and had been denied with the reason being it is the City's responsibility. Mayor Kirkeide explained that the school district has a levy authority for taking care of its responsibilities. Mr. Zikmund thanked the Council for listening to the request.

Rita Billstrom – Discussion of Tippecanoe Street NE (metes and bounds conveyance)

City Engineer, Julian Fenendael, explained the revised feasibility study which showed an estimated cost of \$87,690 for Tippecanoe Street NE and \$29,091 for the westerly access road. Engineer Fenendael displayed a drawing showing possible future development of property that could be assessed under the City's "ripe land" policy. City Attorney, Bill Dorn, reviewed the concept of deferred assessments and a developer reimbursement proposal that would require the developer to fund the excess cost of the road and the developer would be reimbursed as deferred assessments are collected. Discussion followed and Ms. Billstrom stated that she did not have the money to fund the excess cost of the road (after assessments) and she reviewed the history of the lot splits that they have requested. Ms. Billstrom stated that the Council approved the concept of the lot splits so that she could give one parcel to each of her children. The City Attorney explained that Council approvals for metes and bounds conveyances are good for one year. These lot splits must be filed within one year. **It was the consensus of the Council to table action until the September 7, 1999 Council meeting and direct the City Staff to research all applicable past minutes.**

PUBLIC HEARING

Public Hearing to consider the application of Doug Wyatt, 14745 Baltimore Street NE, for an Excavation Permit to remove fill and create a pond

Mayor Kirkeide called the Public Hearing to order at 8:15 p.m. Mr. Wyatt explained the project and the approval from Coon Creek Watershed District. Engineer Fenendael stated that a rock entrance would need to be provided to keep the dirt off the streets. Attorney Dorn explained that Mr. Wyatt would need to enter into a Development Agreement with the City that would address bonding for the integrity of the roads, hours of operation, restoration, etc.

Mayor Kirkeide opened the public hearing for public comment.

Karen Struck, 1750 148th Lane NE stated that she had some concerns about the project including whether it would alter the drainage/flood plain status of the area, whether an environmental study was completed and if it would increase the mosquito population in the area.

Mayor Kirkeide stated that Mosquito Control should be contacted if there is a problem with mosquito population. Engineer Fenendael stated that excavating the material would actually improve the drainage in the area as it would add storage. Attorney Dorn stated

City Administrator explained that only three splits are allowed on each forty acre tract before platting is required. Discussion followed and the City Administrator noted that the property on the northeast side of Tippecanoe Street NE could not be assessed for a road improvement project as a small strip of property (belonging to the property owner to the south) separates the parcel from the road. Discussion continued on the prohibitive affect of this for the cost of paving Tippecanoe Street NE. Ms. Billstrom stated that she felt the concept of splitting these lots and giving them to her children had always been approved, since the first time she appeared before the Council. **Motion by Barthold, seconded by Thomas, to direct the City Attorney to prepare Findings of Fact for the Council to consider approving at the September 20, 1999 Council meeting regarding Rita Billstrom's application for a metes and bounds conveyance in Section 14, to include a condition of deeding right-of-way from Tippecanoe Street NE to the westerly edge of the Section, to be located between the two lots (on the south lot line of 16050 Tippecanoe St. NE). All present in favor, motion carried.**

Jeff Stalberger, developer and Sue Surgenor, Connexus - Discussion of street lighting costs

Mr. Stalberger was present and stated that he wanted to bring to the Council's attention the large increase in street lighting fees. Mr. Stalberger compared the cost in 1997 of a street light (installed) in the plat of Hidden Forest (\$416.00) in comparison to the cost of a street light (installed) in 1999 in the plat of Evergreen Woods (\$1550.00). In two years the cost has quadrupled. Larry Nelson and Sue Surgenor, both representatives of Connexus, explained that the fees have increased as developer's are now paying for the aid to construction fees, whereas previously the construction costs were subsidized by the customers (rate payers). Discussion followed on the policy of the placement of lights and Mr. Stalberger stated he would appreciate receiving a copy of the street lighting plan. Mr. Nelson explained that the City can choose to control their own installation and maintenance. Mr. Nelson stated that fees should remain somewhat the same and there should not be more significant increases. Discussion followed. **The Council requested that Connexus send copies of all street light plans to the developer of the plat.**

CITY ADMINISTRATOR

Claims

The City Administrator presented and the Council approved claims in the amount of \$27,082.56.

Don Hanson VFW - Request for a Field Party Permit

Motion by Barthold, seconded by Kirkeide, to approve a Field Party Permit for Don Hanson VFW for September 24 and 25, 1999. All present in favor, motion carried.

Salvage Yard Requirements

Administrator Nivala stated that she had researched, per Council direction, and neither Anoka County or Minnesota Pollution Control Agency inspect salvage yards unless there is knowledge of a problem. Discussion followed regarding the five salvage yards in the City and the City Attorney stated that a trained consultant would be able to view the site and see signs of problems. Discussion continued on whether a yearly inspection is

Mr. Dickenson was present and stated that he understood that constructing the road to the City Engineer's specifications would be his responsibility. The City Engineer stated that he had met with Mr. Dickenson and reviewed preliminary figures for the road cost and these will be finalized prior to the Development Agreement. **Motion by Barthold, seconded by Larson, to concur with the recommendations of the Planning Commission and approve the Commercial Building Permit and Certificate of Occupancy to operate Lighting Express at 133rd Lane NE and Aberdeen Street NE as requested by Robert and Renee Dickenson subject to the applicant meeting State Noise Ordinances, Aberdeen Street NE being constructed to the City Engineer's recommendations, meeting the recommendations of the City Engineer dated August 17, 1999, entering into a development agreement with the City, and meeting all State, County and City requirements. All present in favor, motion carried.**

Terry and Diane Thompson – Home Occupation Permit to give private music lessons at 14455 Washington Street NE

The Council reviewed the Planning Commission recommendations for the application. **Motion by Larson, seconded by Barthold, to concur with the recommendations of the Planning Commission and approve the Home Occupation Permit for Terry and Diane Thompson to offer music lessons at 14455 Washington Street NE, subject to meeting the following conditions: 1) Lessons to be held Monday through Thursday evenings from 2:30 p.m. to 8:30 p.m. 2) No more than two customer vehicles to be in the driveway at any one time. 3) No outside signage. 4) Meeting the requirements of Article 9-1230 of the Ham Lake City Code. 5) Meeting all State, County and City requirements. All present in favor, motion carried.**

Allen Eskildsen – Metes and Bounds Conveyance in Section 20 (15428 Fillmore Street NE)

Mr. Eskilden was present and stated that there is a six foot area abutting the road that is a gap between the road easement and the lot. City Attorney, Bill Dorn, stated that the abstract for the property needs to be examined so that the descriptions can be corrected with a deed. **Motion by Barthold, seconded by Larson, to concur with the recommendations of the Planning Commission and approve the Metes and Bounds Conveyance in Section 20 (15428 Fillmore Street NE) as requested by Allen Eskildsen subject to the following: dedication of 10' drainage and utility easements around the perimeter of each lot; granting a variance to frontage on one lot due to lack of available frontage; payment of parkland dedication fees; payment of drainage fees as determined by the City Engineer; rezoning the property to R-1 (Single-Family Residential); correcting the "gap" of 6 feet in legal descriptions and to meeting all State, County and City requirements. All present in favor, motion carried.**

APPEARANCES

Rita Billstrom – Metes and Bounds Conveyance in Section 14

Administrator Nivala reviewed the history of requests for metes and bounds conveyances on property owned by the Billstrom's in Section 14. The requests came before the Council on September, 1980, September, 1984, August, 1989 and December, 1998. The

City Administrator explained that only three splits are allowed on each forty acre tract before platting is required. Discussion followed and the City Administrator noted that the property on the northeast side of Tippecanoe Street NE could not be assessed for a road improvement project as a small strip of property (belonging to the property owner to the south) separates the parcel from the road. Discussion continued on the prohibitive affect of this for the cost of paving Tippecanoe Street NE. Ms. Billstrom stated that she felt the concept of splitting these lots and giving them to her children had always been approved, since the first time she appeared before the Council. **Motion by Barthold, seconded by Thomas, to direct the City Attorney to prepare Findings of Fact for the Council to consider approving at the September 20, 1999 Council meeting regarding Rita Billstrom's application for a metes and bounds conveyance in Section 14, to include a condition of deeding right-of-way from Tippecanoe Street NE to the westerly edge of the Section, to be located between the two lots (on the south lot line of 16050 Tippecanoe St. NE). All present in favor, motion carried.**

Jeff Stalberger, developer and Sue Surgenor, Connexus – Discussion of street lighting costs

Mr. Stalberger was present and stated that he wanted to bring to the Council's attention the large increase in street lighting fees. Mr. Stalberger compared the cost in 1997 of a street light (installed) in the plat of Hidden Forest (\$416.00) in comparison to the cost of a street light (installed) in 1999 in the plat of Evergreen Woods (\$1550.00). In two years the cost has quadrupled. Larry Nelson and Sue Surgenor, both representatives of Connexus, explained that the fees have increased as developer's are now paying for the aid to construction fees, whereas previously the construction costs were subsidized by the customers (rate payers). Discussion followed on the policy of the placement of lights and Mr. Stalberger stated he would appreciate receiving a copy of the street lighting plan. Mr. Nelson explained that the City can choose to control their own installation and maintenance. Mr. Nelson stated that fees should remain somewhat the same and there should not be more significant increases. Discussion followed. **The Council requested that Connexus send copies of all street light plans to the developer of the plat.**

CITY ADMINISTRATOR

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The City Administrator presented and the Council approved claims in the amount of \$27,082.56.

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Motion by Barthold, seconded by Kirkeide, to approve a Field Party Permit for Don Hanson VFW for September 24 and 25, 1999. All present in favor, motion carried.

Salvage Yard Requirements

Administrator Nivala stated that she had researched, per Council direction, and neither Anoka County or Minnesota Pollution Control Agency inspect salvage yards unless there is knowledge of a problem. Discussion followed regarding the five salvage yards in the City and the City Attorney stated that a trained consultant would be able to view the site and see signs of problems. Discussion continued on whether a yearly inspection is

This is a first reading on an ordinance relating to Business Subsidies, adopting criteria for their usage, implementing the provisions of Minnesota Statutes Chapter 116J.993 to 116J.995. A Public Hearing is scheduled on October 4, 1999 for Knapp Woodworking at 8:15 p.m. to apply for a business subsidy.

Attorney Dorn explained that the City needs to establish specific criteria for economic development loans. Attorney Dorn recommended that a copy be sent to the Ham Lake Development Corporation for their opinion on the ordinance. The Public Hearing is scheduled for October 4, 1999 at 8:00 p.m.

CITY ENGINEER

Motion by Braastad, seconded by Larson, to concur with the recommendations of the City Engineer and release the performance bond in the amount of \$900.00 for Feist Automotive, reduce the performance bond for Knollwood Estates, as the project is over 75% complete, and the Performance Bond of \$74,550.00 can be reduced by 50% to \$37,275.00, and allow the maintenance bond for the development of Larson's Heritage Oaks 2nd Addition to expire as the one year maintenance period has been met. All in favor, motion carried.

Motion by Braastad, seconded by Larson, to accept Resolution 99-45, the feasibility study for Jackson Street NE, from McKay Drive NE to 200 feet north of 152nd Avenue NE, and scheduling the public hearing for the proposed improvement for November 15, 1999 at 8:00 p.m. All in favor, motion carried.

COUNCIL BUSINESS

Consideration of Findings of Fact for Rita Billstrom for metes and bounds conveyance.

Motion by Larson, seconded by Braastad, approving Resolution No. 99-46, allowing a variance to City Code for approval of a metes and bounds conveyance in Section 14. All in favor, motion carried.

Consideration of a Resolution extending the term of the cable franchise granted to MediaOne. Motion by Thomas, seconded by Barthold, approving Resolution No. 99-47 extending the term of the cable franchise granted to MediaOne North Central Communications Corporation to February 18, 2000. All in favor, motion carried.

Consideration of proposal from CB Richard Ellis, Inc. regarding "The Willows".

The City Council discussed a proposal from CB Richard Ellis regarding the sale of The Willows. This facility is owned by the Anoka County HRA, with the City of Ham Lake supporting the General Obligation bonds sold for construction. Attorney Dorn recommend that staff research whether or not there would be any penalties associated with selling The Willows because of the bond structure. The City Attorney will review options in the Joint Powers Agreement for the next Council meeting.

Consideration of scheduling interviews for applicants for Park and Tree Commission.

RESOLUTION NO. 99-46

WHEREAS, Rita Billstrom (the "Applicant") has applied for a variance from the City's subdivision codes to allow the subdivision by metes and bounds (in lieu of platting) of a 2.5 acre tract of land from a larger parcel, under circumstances in which the parent parcel has already been subdivided by metes and bounds to create three separate tax parcels, and

WHEREAS, the Applicant has also requested a variance from the requirement that the new lot be located on a paved public road, and

WHEREAS, the road and adjoining land in question have been the subject of numerous prior lot splits, spanning nearly twenty years in time, and

WHEREAS, the Applicant has represented that her overall pattern of previous submittals has constituted substantial reliance on an expectation that the current requested lot split would be approved without requiring platting or paving, and

WHEREAS, the City Staff has thoroughly studied the history of the land ownership and lot split history by the Applicant,

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF HAM LAKE, MINNESOTA, MAKES THE FOLLOWING:

FINIDINGS OF FACT

1. That on or about September of 1980, the Applicant owned or controlled several 40-acre tracts in Section 14 of the City, abutting both sides of a dirt road known as Tippecanoe Street. At that time, the Applicant received approval of a lot split to divide a single 2.5 acre parcel for reconveyance. As a part of this approval, the following language appears in the minutes of the City Council meeting of September 25, 1980:

"Councilman Braastad made a motion to grant a variance to Ord. No. 18C to allow construction of a City Street in Sec. 14 with Class 5. Seconded by Councilman Barthold, and upon vote duly taken, all members of the Council in attendance voted yes. Said motion was carried."

2. In subsequent years, to wit, in 1984 and again in 1989, additional lot splits were granted to allow lots to be subdivided along Tippecanoe Street, despite the fact that Tippecanoe Street was an unpaved public street, and despite the fact that ordinances and codes in effect at these times required all lots to be located upon a paved public street. In 1984, the issue of paving was again discussed by the Planning Commission, and the minutes of the Planning Commission meeting of July 24, 1984, state as follows:

"Chairman Anderson asked if the street was blacktop and was advised that it is not. The Commission was advised that the City Council, in 1980, had granted a variance to allow for the

— construction of this street, Tippecanoe, with Class 5 and that the street was accepted by the City in 1982."


3. On at least one occasion, the Applicant presented a master plan for the entire area, showing street and lot configurations, but as a result of intervening sales of larger tracts, the entire area is no longer held by the Applicant and a master plat or plan is no longer feasible.

4. That Applicant caused the road, Tippecanoe Street, to be constructed and surfaced with Class 5 material, at the Applicant's expense. The Applicant has also sold lots, some to close family members, in reliance on her expectation that Tippecanoe Street had been accepted as a public road, though unpaved, and that paving or platting would not be required for one additional lot split.

5. That while City staff and other officials are of the belief that the Applicant has been previously advised that no further lot splits would be allowed in this area without paving and platting, there is no specific written record in the City's files to document this belief; accordingly, viewing the evidence in the light most favorable to the Applicant, it is considered plausible that the Applicant has proceeded to date under the assumption that the current requested lot split would not require paving of Tippecanoe Street or the platting of the adjoining lands.

6. The previous lot splits have resulted in a current land configuration which now creates a physical hardship to future re-subdivision, leaving a current parcel (the parcel sought to be subdivided) otherwise incapable of subdivision; that but for the requirement of paving and platting, the lot sought to be subdivided meets all municipal size, setback and other physical codes.

7. That the physical hardship is not due to any deliberate act or omission of the Applicant.

 8. That the Applicant has expressed a willingness to dedicate a 66' right of way over the northerly portion of the new lot, running westerly from Tippecanoe Street, to accommodate some future connection of roadways when lands to the west are developed.

9. That it is likely that when the lands to the west are developed, a public and private road paving project will be implemented to pave Tippecanoe Street and other streets developed, to bring Tippecanoe Street into compliance with municipal paving requirements.

10. That the Applicant has acknowledged that the Applicant has been informed that no additional subdivisions of property along Tippecanoe Street will be entertained in the absence of platting and paving.

Upon the foregoing Findings of Fact, it is therefore Resolved,

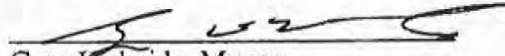
That the Applicant is hereby granted the following variances from the Ham Lake City Code:


— A. The proposed lot split is approved, and a variance granted from the provisions of Article 10-900 of the Ham Lake City Code, such that the lot split may be implemented by metes and bounds conveyance rather than by platting;

B. The City having accepted Tippecanoe Street as a Class 5 street, a variance is granted from any portion of the City Code which would otherwise require the paving of Tippecanoe Street as a condition precedent to obtaining a building permit for a single family dwelling on the new proposed lot.

c. The above are conditional on the dedication of a 66 foot public road and utility easement over the northerly portion of the new parcel. The City Staff shall not stamp any deed implementing the lot split until the easement has been granted.

Adopted by a unanimous vote of the Ham Lake City Council on September 20, 1999.


Gary Kirkeide, Mayor


Doris Nivala, Administrator

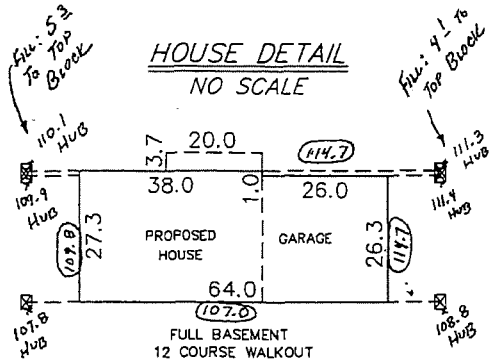
CERTIFICATE OF SURVEY

FOR: AARON & TINA BILLSTROM

1518 TIPPECANOE STREET
HAM LAKE, MINNESOTA 55304
(763) 434-0882

PROPOSED ELEVATIONS:

The West 406.00 feet of the South 254.24 feet of the North 1000.48 feet of the Northeast Quarter of the Southwest Quarter of Section 14, Township 32, Range 23, Anoka County, Minnesota. Subject to a public street easement over and across the East 66.00 feet thereof, and over and across that part lying within a circle having a radius of 60.00 feet and whose center is 373.00 feet East from the west line of said Northeast Quarter of the Southwest Quarter and 350.00 feet North from the south line of said Northeast Quarter of the Southwest Quarter.



DIAGONAL: 27.33 X .86.00 = 90.24

PROPOSED ELEVATIONS:

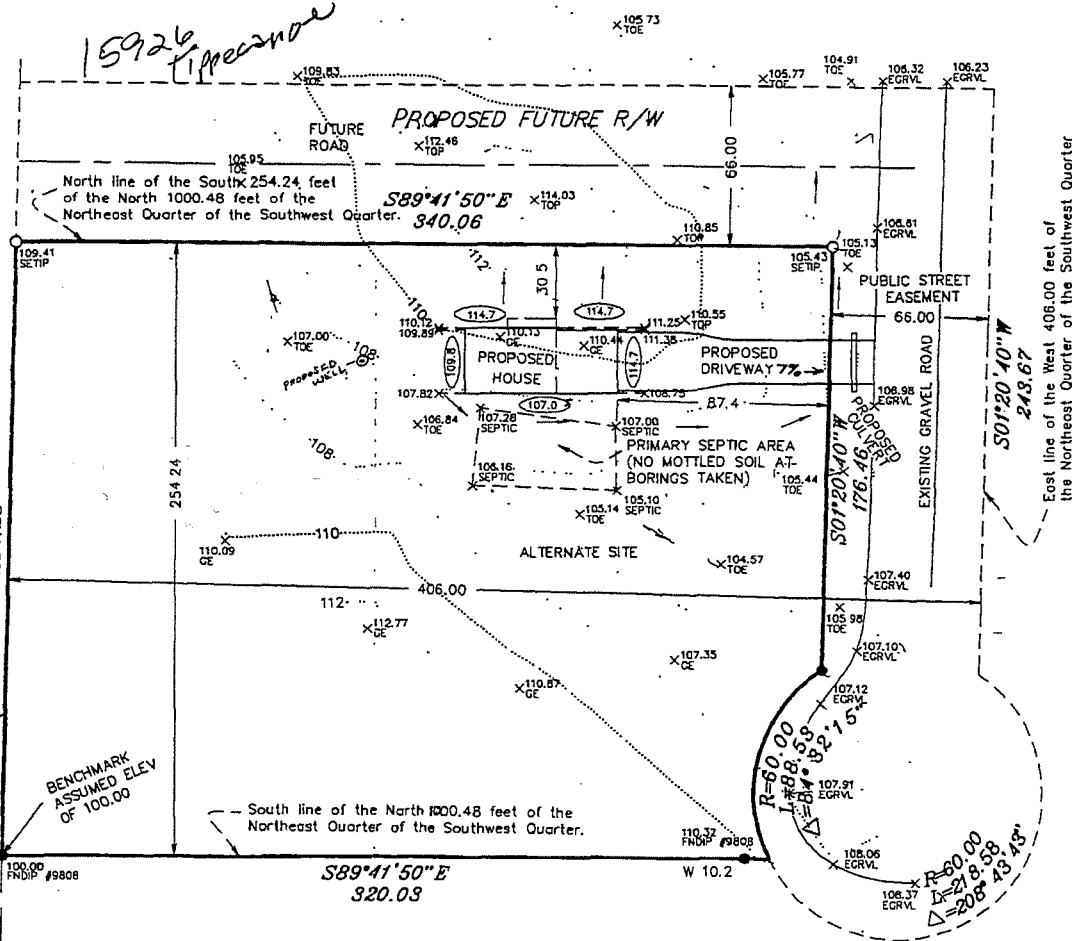
TOP OF BLOCK = 115.4
GARAGE FLOOR = 115.1
LOWEST FLOOR = 107.3
TOP OF FOOTING = 107.0

☒ DENOTES 11 FOOT OFFSET.

⊙ DENOTES PROPOSED ELEVATIONS.

↖ DENOTES DIRECTION OF DRAINAGE.

ELEVATIONS ON ASSUMED DATUM



North

SETBACKS

FRONT=30
SIDE=10
REAR=50
CORNERS SIDE=30

Scale 1"= 50'	Drawn By: RLO	Project Manager: JER	Job No.: 01555HS
o Denotes Iron Set	• Denotes Iron Found	Bearings shown are on an assumed datum.	
I hereby certify that this plan, survey or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota. Dated this 27 th day of September, 2001.			
Ernest A. Paul		License No. 9808	
E.G. RUD & SONS, INC. LAND SURVEYORS 3180 LEXINGTON AVE. NO. CIRCLE PINES, MINNESOTA 55014-3625 TEL 763-786-5556 FAX 763-786-6007			

Individual (s) to Corporation or Partnership

No delinquent taxes and transfer entered; Certificate of Real Estate Value () filed (✓) not required Certificate of Real Estate Value No.

5-13, 1993

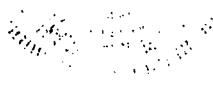
Edward M. Juske

County Auditor

by B. Pehlke

Deputy

1038473



STATE DEED TAX DUE HEREON: \$ 1.65

Date: June August, 1989

(reserved for recording data)

FOR VALUABLE CONSIDERATION, Emanuel S. Billstrom and Rita M. Billstrom, husband and wife, Grantor(s), (marital status)

hereby convey (s) and quitclaim (s) to The City of Ham Lake, Grantee,

a Political Subdivision under the laws of Anoka County, Minnesota, described as follows:

The east 66 feet of the west 406 feet of the Northeast quarter of the Southwest quarter of Section 14, Township 32, Range 23, Anoka County Minnesota, except the north 360 feet thereof.

The Seller certifies that the Seller does not know of any wells on the described real property.

Rita M. Billstrom Seller, Buyer or Agent

5-13-93

Date

(if more space is needed, continue on back)

together with all hereditaments and appurtenances belonging thereto.

Affix Deed Tax Stamp Here

Emanuel S. Billstrom

Emanuel S. Billstrom

Rita M. Billstrom

Rita M. Billstrom

STATE OF MINNESOTA

COUNTY OF Anoka

ss.

The foregoing instrument was acknowledged before me this 13th day of May, 1993, by Emanuel S. Billstrom and Rita M. Billstrom, husband and wife, Grantor(s).

NOTARIAL STAMP OR SEAL (OR OTHER TITLE OR RANK)



3-13-97

Betty L. Pehlke SIGNATURE OF PERSON TAKING ACKNOWLEDGMENT

Tax Statements for the real property described in this instrument should be sent to (include name and address of Grantee):

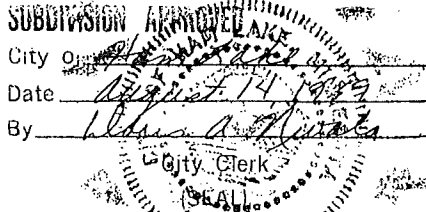
City of Ham Lake 15544 Central Ave. NE Ham Lake, MN 55304

THIS INSTRUMENT WAS DRAFTED BY (NAME AND ADDRESS):

Emanuel S. Billstrom and Rita M. Billstrom 15941 Tippicanoe St. NE. Ham Lake, MN 55304

I HEREBY CERTIFY THAT THE TAXES PAYABLE IN THE YEAR 1993 ON THE LANDS DESCRIBED WITHIN ARE PAID

B. Pehlke Anoka County Treasurer



City of Ham Lake Date August 14, 1989 By [Signature]

Div. 14-35-23-31-0008 / 0009

1038473

001AORA 5-13-93H001

\$17.00 P

Numerical
 Grantor
 Grantee
 Recorded
 Checked
 Margin
 Tr. Index

OFFICE OF COUNTY RECORDER
 STATE OF MINNESOTA, COUNTY OF ANOKA

I hereby certify that the within instru-
 ment was filed in this office for record

on the MAY 13 1993

of Book A, and was duly recorded

Paul J. DeBorja
 County Recorder

By Jackie Schaefer
 Deputy

Emanuel Billstrom
 Rte. #1 Box 9
 Cuthbert, mn 56431

RECEIPT # 7354
 REC. AMT. \$ 17-
 , 00000-0000

Individual(s) to Corporation or Partnership

No delinquent taxes and transfer entered; Certificate of Real Estate Value () filed () not required Certificate of Real Estate Value No. _____, 19 _____

_____ County Auditor

by _____ Deputy

1051560

STATE DEED TAX DUE HEREON: \$ 1.65

Date: 6-22, 19 93

(reserved for recording data)

FOR VALUABLE CONSIDERATION, EMANUEL S. BILLSTROM and RITA M. BILLSTROM husband and wife (marital status), Grantor(s),

hereby convey (9) and quitclaim (4) to CITY OF HAM LAKE, Grantee, a Political Subdivision under the laws of the State of Minnesota, real property in Anoka County, Minnesota, described as follows:

--See legal description on back side --

The Seller certifies that the Seller does not know of any wells on the described real property.

The total consideration for this transfer of property is \$500.00 or less

Date 7-12-93 Receipt # 15052
 Deed tax hereon of \$ 1.65 paid
 Ag fee hereon of \$ 5.00 paid
 EDWARD M. TRESKA
 Anoka County Property Tax Administrator
 By B. Reska Deputy

(if more space is needed, continue on back)

together with all hereditaments and appurtenances belonging thereto.

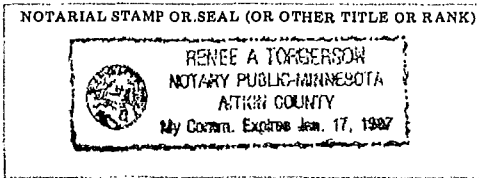
Affix Deed Tax Stamp Here

EMANUEL S. BILLSTROM

RITA M. BILLSTROM

STATE OF MINNESOTA }
COUNTY OF Anoka } ss.

The foregoing instrument was acknowledged before me this 22nd day of June, 1993, by EMANUEL S. BILLSTROM and RITA M. BILLSTROM husband and wife, Grantor(s).



SIGNATURE OF PERSON TAKING ACKNOWLEDGMENT

Tax Statements for the real property described in this instrument should be sent to (include name and address of Grantee):

City of Ham Lake
15544 Central Ave. NE
Ham Lake, MN 55304

THIS INSTRUMENT WAS DRAFTED BY (NAME AND ADDRESS):

Mr. Steve Butts, Attorney
155 South Lake Street
Forest Lake, Mn 55025

Blaine A. Nuvala
City Clerk
(SEAL)

All that part of the following described temporary cul-de-sac easement lying within the West 406.00 feet of the Northeast Quarter of the Southwest Quarter of Section 14, Township 32, Range 23, Anoka County, Minnesota.

A temporary cul-de-sac easement over and across that part of the South 400 feet of the Northeast Quarter of the Southwest Quarter of Section 14, Township 32, Range 23, Anoka County, Minnesota, which lies within a circle having a radius of 60 feet and whose center is 373 feet east from the west line of said Northeast Quarter and 350 feet north from the south line of said Northeast Quarter of Southwest Quarter.

The above-described temporary cul-de-sac easement shall terminate and be null and void and be of no further force and effect at such time as Tippecanoe Street is developed and improved to the south line of the Northeast Quarter of the Southwest Quarter of Section 14, Township 32, Range 23, Anoka County, Minnesota.

City of Hennepin
Deborah Bergstrom
434-0222

OFFICE OF COUNTY RECORDER
STATE OF MINNESOTA, COUNTY OF ANOKA
I hereby certify that the within instru-
ment was filed in my office for record
on the 12th day of JULY 1993
2:15 P.M.
By *Judith A. Johnson* County Recorder

1051560
Numerical
Grantor
Grantee
Recorded
Checked
Margin
Tr. Index



Self Service

Your Government

Departments

Services

Business

Parks

Libraries

Basic Search

Sales Search

Map Search

Multi Year Search

Property Overview

Aerial View / Pictometry

GIS Map

Multiple Parcel Group

Property Taxes Due

Pay Taxes Online

Property Transfer History

Property Values

Split History

Record Documents

Tax Statement

Tax Summary

PARID: 14-32-23-31-0012

HAM LAKE CITY OF

UNASSIGNED SITUS

1 of 1

[Return to Search Results](#)

Split History

Seg/Merge #	Parent	Child	Tax Year	Parent Ct	Child Dt	Status Date
9249	14-32-23-31-0005	14-32-23-31-0007	1989	1	1	01/02/1990
9247	14-32-23-31-0004	14-32-23-31-0005	1987	1	1	01/02/1988
9246	14-32-23-31-0002	14-32-23-31-0004	1986	1	1	01/02/1987
20020237	14-32-23-31-0009	14-32-23-31-0012	2001	1	3	01/02/2002
19930258	14-32-23-31-0007	14-32-23-31-0009	1992	1	2	01/02/1993

Actions

[Printable Version](#)

Reports

[Valuation Notice](#)
[Tax Statement](#)
[Proposed Tax Statement](#)

Contact Us

Phone: (763) 323-5400

Email: proptax@co.anoka.mn.us

Hours: Monday-Friday 8:00am-4:30pm

[Location](#) [Google Map](#)

[Privacy Policy & Disclaimer](#)

Anoka County

Property Records & Taxation Division

2100 3rd Avenue, Room 119