

CITY OF HAM LAKE

15544 Central Avenue NE
Ham Lake, Minnesota 55304
(763) 434-9555
info@ci.ham-lake.mn.us

CITY OF HAM LAKE CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY AGENDA MONDAY, JULY 15, 2024

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

2.0 PUBLIC COMMENT

3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS

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

3.2 6:01 P.M. – Public Hearing – to consider the vacation of a portion of the drainage and utility easements at 3717 165th Avenue NE (Lot 13, Block 4, Constance Estates) and adoption of a Resolution

4.0 CONSENT AGENDA

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

4.1 Approval of minutes of July 1, 2024

4.2 Approval of claims

4.3 Approval of changes to the Ham Lake Fire Relief Association Bylaws, Appendix C for a pension increase from \$5,200 to \$6,200 per year of service, effective July 16, 2024

4.4 Approval of landscaping, irrigation system and copper piping at Fire Station #3

4.5 Approval of concrete playground borders for Crosstown Rolling Acres Park and Grandpa Scott Park

4.6 Approval of hiring summer seasonal employee in Public Works

4.7 Approval of a Resolution appointing Election Judges for the Primary Election on August 13, 2024 and allowing the City Clerk to appoint additional judges as needed

4.8 Approval of appointing an Interim Captain at Fire Station 2

4.9 Approval of accepting the Creek Valley street reconstruction project and commencing the one-year warranty period

5.0 PLANNING COMMISSION RECOMMENDATIONS – None

6.0 ECONOMIC DEVELOPMENT AUTHORITY – None

7.0 APPEARANCES – None

8.0 CITY ATTORNEY

8.1 Approval of a Resolution acting on a Letter of Credit for Schoenrock Holdings & Live Wire Electrical Services, LLC (First Citizens Bank, Mora, MN) in the amount of \$15,000

9.0 CITY ENGINEER

10.0 CITY ADMINISTRATOR

11.0 COUNCIL BUSINESS

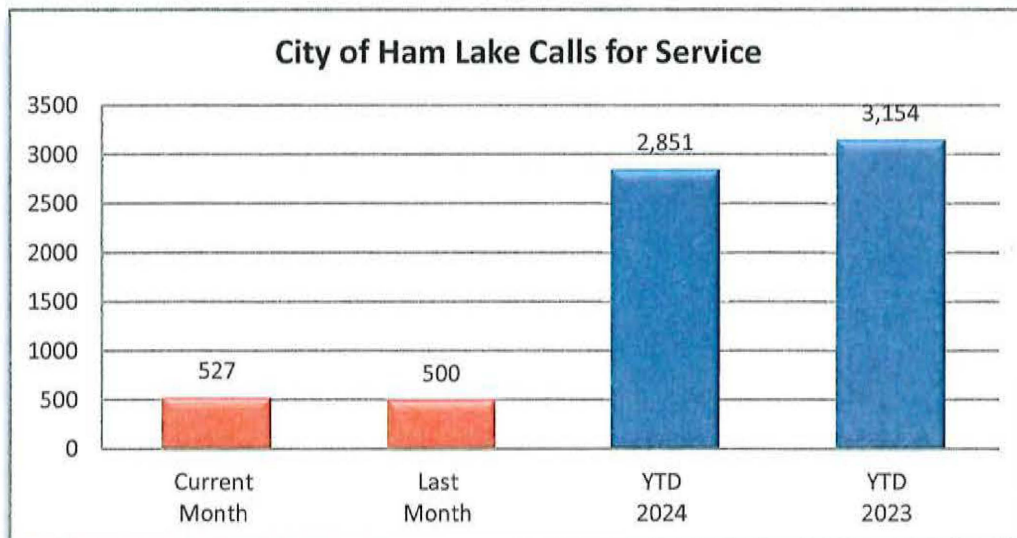
11.1 Committee Reports

11.2 Announcements and future agenda items

PATROL DIVISION

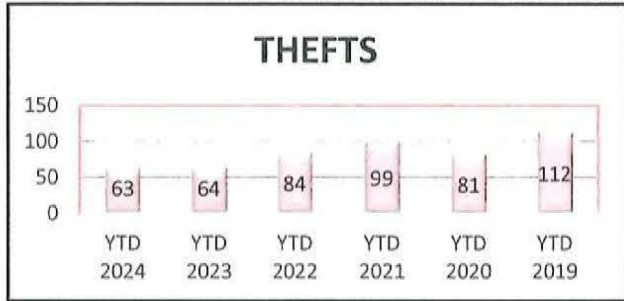
CITY OF HAM LAKE - JANUARY - JUNE 2024

OFFENSE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD 2024	YTD 2023
Call for Service	453	442	446	483	500	527							2,851	3,154
Burglaries	0	2	0	1	1	1							5	6
Thefts	17	12	5	9	8	12							63	64
Crim Sex Conduct	0	0	0	0	0	0							0	0
Assault	1	5	0	2	3	1							12	15
Dam to Property	1	3	5	3	2	7							21	9
Harass Comm	0	0	0	1	0	0							1	0
PI Accidents	3	2	5	5	8	14							37	31
PD Accidents	24	21	30	22	39	24							160	175
Medical	58	47	63	79	72	66							385	355
Animal Complaint	25	18	30	27	27	32							159	183
Alarms	31	23	26	18	32	27							157	161
Felony Arrests	1	8	1	3	3	2							18	16
GM Arrests	2	5	4	4	6	3							24	28
Misd Arrests	5	6	6	5	7	9							38	29
DUI Arrests	2	3	2	2	5	5							19	16
Drug Arrests	0	2	1	3	2	1							9	9
Domestic Arrests	0	1	0	2	3	1							7	8
Warrant Arrests	9	3	2	6	1	3							24	29
Traffic Stops	227	224	219	203	221	206							1,300	1165
Traffic Arrests	71	64	78	59	64	79							415	276



CITY OF HAM LAKE

YEAR TO DATE - JUNE 2019-2024

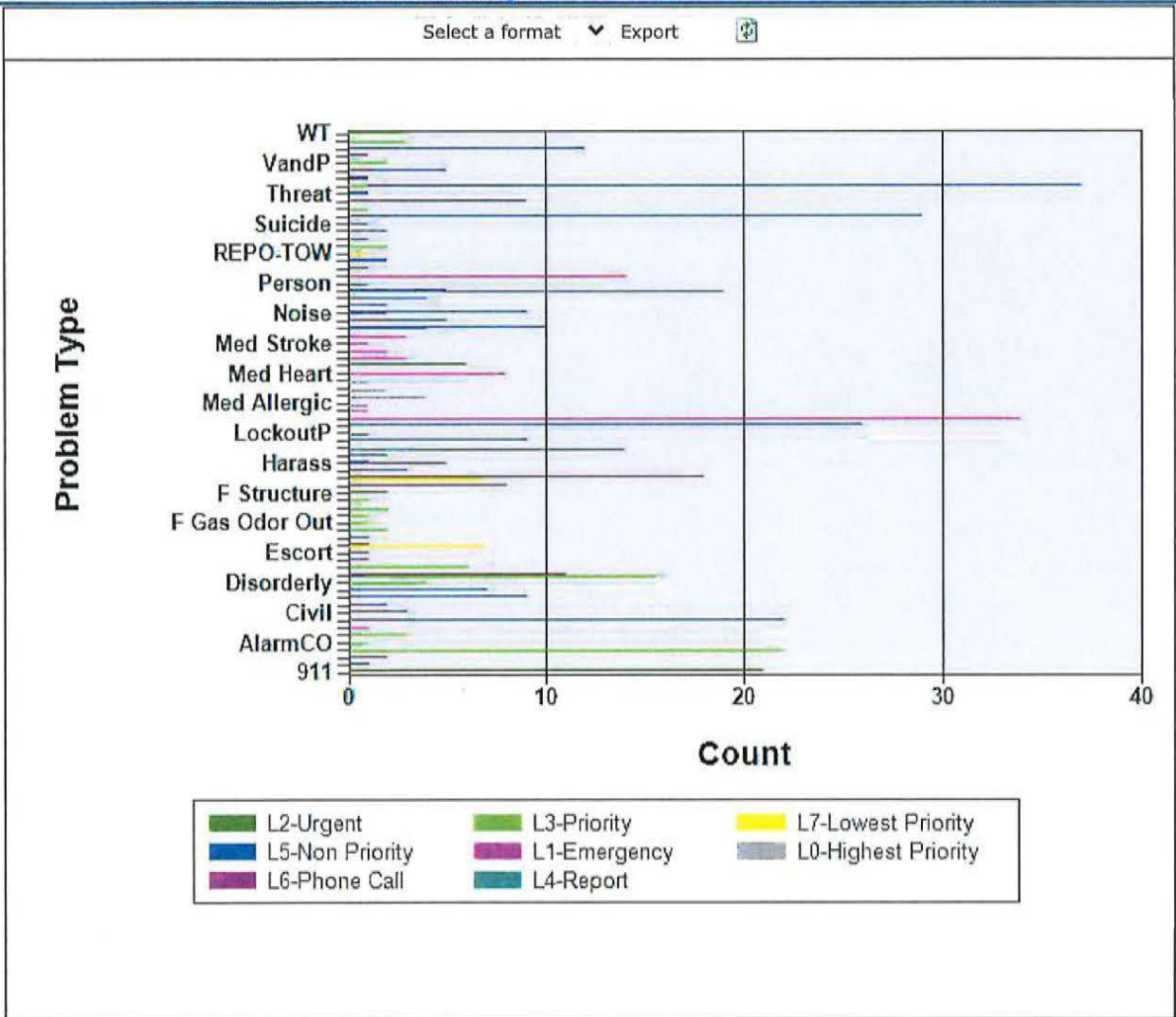


Problem Type Summary

8:04 AM 07/03/2024

Data Source: Data Warehouse

Agency:	LAW ENFORCEMENT
Division:	Ham Lake Law
Day Range:	Date From 6/1/2024 To 6/30/2024
Exclusion:	• Calls canceled before first unit assigned



◀ [View Details](#) ▶

Priority	Description
0	L0-Highest Priority
1	L1-Emergency
2	L2-Urgent
3	L3-Priority
4	L4-Report
5	L5-Non Priority
6	L6-Phone Call
7	L7-Lowest Priority

Problem Type	Priority							Total	
	0	1	2	3	4	5	6		7
911			21						21
Abandon						1			1
Abuse							2		2
AbuseP									
AlarmB				22					22

AlarmCO			1				1	
AlarmCOH								
AlarmF			3				3	
AlarmFSmoke								
AlarmHoldup	1						1	
AlarmV								
AlarmWF								
Animal					22	3	25	
AnimalResc								
Arson								
Assault								
AssaultP								
Boat Assist								
Bomb								
BombP								
Broadcast								
Burg								
BurgP								
Civil					3	2	5	
CivilP								
CSC					2	1	3	
Debris					9		9	
Deer					7		7	
Disorderly			4				4	
Dom			16	1		11	28	
DomP								
Drugs								
DUI			6				6	
Dumping						1	1	
Escort						1	1	
ExPat						1	7	8
F Aircraft								
F Assist					1		1	
F CleanUp								
F Collapse								
F Dump								
F Elec Smell								
F Expl								
F Gas Odor In			2				2	
F Gas Odor Out			1				1	
F Grass Tra								
F Illegal			1				1	
F Misc			2				2	
F Mutual Aid								
F Oven								
F Powerlines			1				1	
F SmokeIn								
F SmokeOut								
F Structure		2					2	
F Train								
F Veh								
F Water Rescue								
fight								
Flood In								
Flood out								
Fraud					3	8	11	
FraudP								
FU						18	7	25
FW					3	1	4	
Gun								
Harass					1	5	6	
Info					2		2	
Lift Assist			14				14	
Slip								
Lockout					9		9	
LockoutP				1			1	

MA				26			26
MASS							
Med -	34						34
Med Alarm	1						1
Med Allergic	1						1
Med Assault							
Med Bleed							
Med Breathing Diff	4						4
Med Breathing Not	2						2
Med Choking	1						1
Med Drown							
Med Electro							
Med Fall							
Med Heart	8						8
Med Hold		6					6
Med ILL	3						3
Med Info							
Med OB							
Med Priority							
Med Seizure	2						2
Med Stab-Gunshot							
Med Stroke	1						1
Med Uncon	3						3
Medex							
Misc				10	4		14
MiscO				5	2		7
Noise				9	2		11
NoTag							
Ord				2	1		3
Other							
Park				4			4
PD			19		5		24
Person			1				1
PI	14						14
PCR				1			1
Property				2	2		4
PW							
REPO-TOW						1	1
RJ							
RoadClosure							
Robbery							
RobberyP							
Shots		2					2
Slumper			1				1
StolenProp				2	1		3
Suicide			1				1
SuicideP							
Susp				29	1		30
SuspP		1					1
Theft				3	9		12
TheftP							
Threat				1	1		2
ThreatP							
Traf		1		37	1		39
Tres				1	1		2
UNK							
Unsecure							
Vand				5	1		6
VandP		2					2
VehTheft				1	1		2
VehTheftP							
Weapon							
Weather							
Welfare				12			12
WelfareP		3					3
WT		3					3

Total

8	67	29	71	38	213	86	15	527
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RESOLUTION NO. 24-XX

WHEREAS, a public hearing was held before the Ham Lake City Council on the 15th day of July, 2024 at 6:01 p.m. to consider the proposed vacation of certain lands within the City of Ham Lake;

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Ham Lake, that the following described property be vacated;

Area: 1,594 SQUARE FEET OR 0.04 ACRES

That part of Lot 13, Block 4, CONSTANCE ESTATES, Anoka County, Minnesota, described as follows:

Commencing at the northeast corner of said Lot 13;
thence South 0 degrees 38 minutes 39 seconds East, assumed bearing, along the east line of said Lot 13, a distance of 17.57 feet;
thence South 89 degrees 12 minutes 47 seconds West, a distance of 11.60 feet to the point of beginning;
thence South 0 degrees 49 minutes 48 seconds East, a distance of 32.40 feet;
thence South 89 degrees 21 minutes 21 seconds West, a distance of 49.15 feet;
thence North 1 degrees 23 minutes 44 seconds West, a distance of 32.28 feet;
thence North 89 degrees 12 minutes 47 seconds East, a distance of 49.48 feet to the point of beginning;

Adopted by the City Council of the City of Ham Lake this 15th day of July, 2024.

Brian Kirkham, Mayor

Denise Webster, City Clerk



CITY OF HAM LAKE

15544 Central Avenue NE
Ham Lake, Minnesota 55304
(763) 434-9555
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NOTICE OF PUBLIC HEARING VACATION OF PUBLIC LAND

NOTICE IS HEREBY GIVEN, that a Public Hearing will be held before the Ham Lake City Council on July 15, 2024 at 6:01 p.m. in the City Council Chambers, City Hall, 15544 Central Avenue N.E. Ham Lake, Minnesota 55304, to hear comments and questions concerning the proposed vacation of the following described land within the City of Ham Lake, Minnesota:

Area: 1,594 SQUARE FEET OR 0.04 ACRES

That part of Lot 13, Block 4, CONSTANCE ESTATES, Anoka County, Minnesota, described as follows:

Commencing at the northeast corner of said Lot 13;
thence South 0 degrees 38 minutes 39 seconds East, assumed bearing, along the east line of said Lot 13, a distance of 17.57 feet;
thence South 89 degrees 12 minutes 47 seconds West, a distance of 11.60 feet to the point of beginning;
thence South 0 degrees 49 minutes 48 seconds East, a distance of 32.40 feet;
thence South 89 degrees 21 minutes 21 seconds West, a distance of 49.15 feet;
thence North 1 degrees 23 minutes 44 seconds West, a distance of 32.28 feet;
thence North 89 degrees 12 minutes 47 seconds East, a distance of 49.48 feet to the point of beginning;

Said hearing is conducted pursuant to Minnesota Statutes Chapter 412.851.

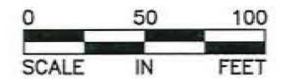
Dated: June 20, 2024


Dawnette Shimek, Deputy City Clerk

Posted at City Hall between the dates of June 20, 2024 and July 15, 2024.

Published in the Star Tribune on June 20 and June 27, 2024

SEE REVERSE SIDE FOR SITE PLAN



PROJECT
BEEBE LOT SURVEY

LOCATION
**3717 165TH AVE NE
HAM LAKE MN**

#	DATE	DESCRIPTION
1	8.3.24	Update per Comments
2	8.13.24	Proposed Vacation

PROFESSIONAL CERTIFICATION
I HEREBY CERTIFY THAT THIS PLAN OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

SCOTT ALVIN
DATE 8/03/2024
LICENSE NUMBER 53528

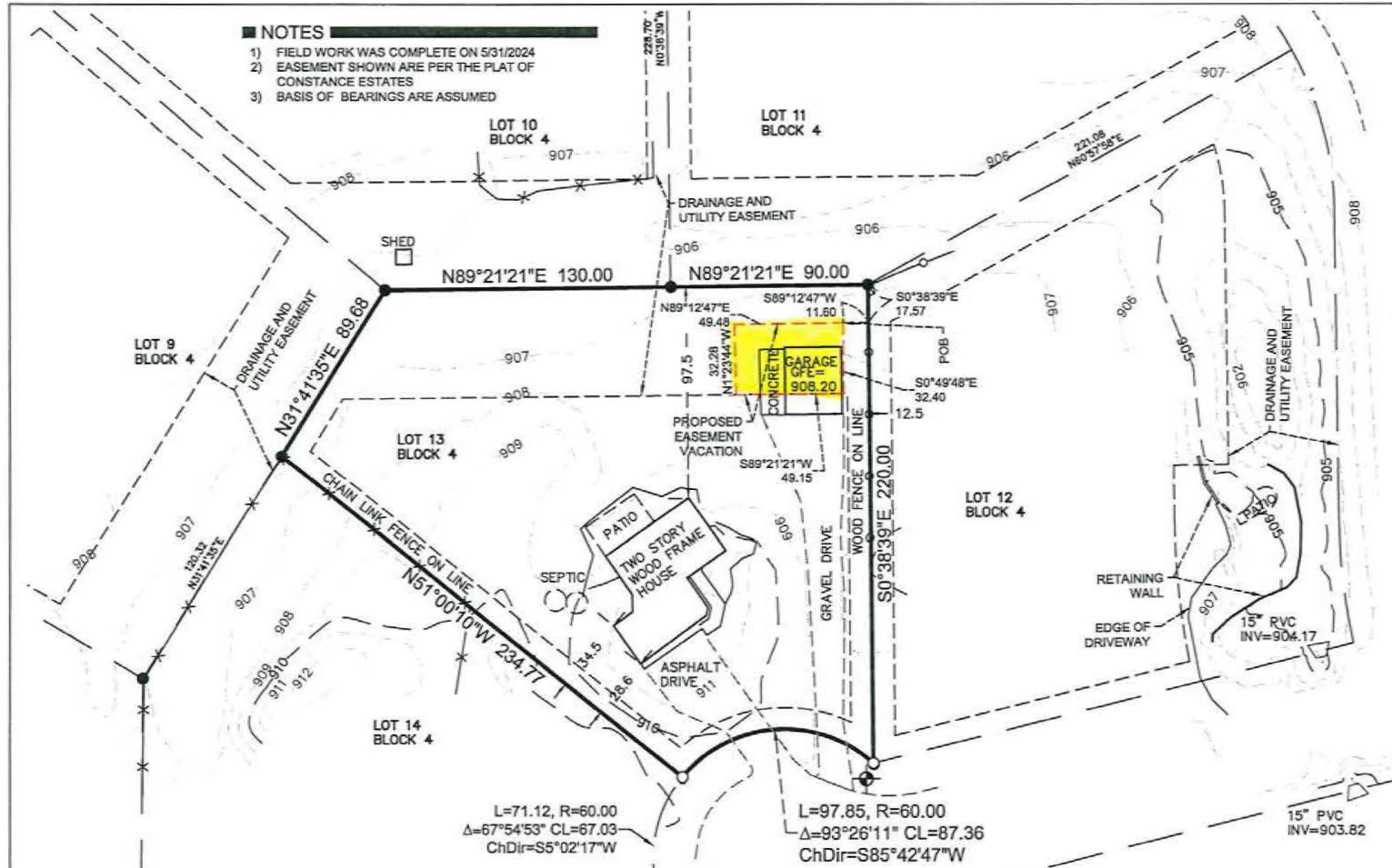
DRAWN BY VZ	CHECKED BY SCA
DATE 06.02.2024	PROJECT # 2024-085

SHEET NAME
CERTIFICATE OF SURVEY

SHEET NUMBER
1 OF 1

NOTES

- 1) FIELD WORK WAS COMPLETE ON 5/31/2024
- 2) EASEMENT SHOWN ARE PER THE PLAT OF CONSTANCE ESTATES
- 3) BASIS OF BEARINGS ARE ASSUMED



DESCRIPTION

LOT 13, BLOCK 4, CONSTANCE ESTATES, PLAT RECORDS OF ANOKA COUNTY, MN

DATUMS

Initial site control established by MnDOT GNSS CORS Network.

Station: GSID #62910	Northing: 185281.84
Anako Benchmark 12 NW	Eastings: 523845.82
	Height: 910.78 Feet

Datums:

Horizontal: Anoka County Coordinate System, NAD83 (1996 Adj), Lambert Conformal Conic, Minnesota.

PROPOSED VACATION DESCRIPTION

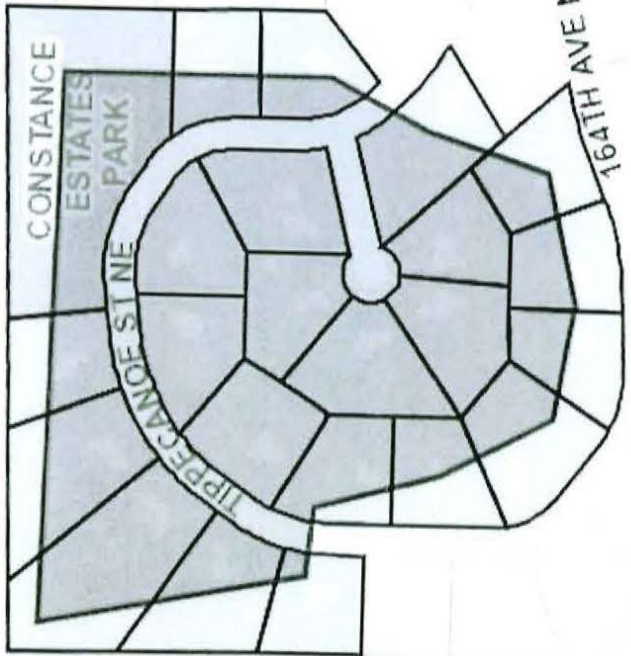
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LEGEND

- | | |
|-----------------------------|--------------------------------|
| BENCH MARK | IP SET IRON PIPE SET |
| FOUND IRON PIPE | IR IRON ROD |
| SET IRON PIPE | NG NATURAL GROUND |
| TELEPHONE PEDESTAL | CHAIN LINK FENCE |
| BM BENCHMARK | WOOD FENCE |
| FD FOUND | PROPOSED VACATED EASEMENT AREA |
| IP IRON PIPE (CAP AS NOTED) | |

WAKE ST NE



164TH AVE NE

CANOE ST NE

MELIN, JOSEPH
PIN: 11-32-23-34-0012
16518 TIPPECANOE ST NE
HAM LAKE, MN 55304

ZINIEL ROBBE C & JOANN C
PIN: 14-32-23-21-0019
16465 TIPPECANOE ST NE
HAM LAKE, MN 55304

SCHAM, SARAH A
PIN: 14-32-23-21-0015
3715 164TH AVE NE
HAM LAKE, MN 55304

ANDERSON HOWARD D & RENEE L
PIN: 11-32-23-34-0008
16527 TIPPECANOE ST NE
HAM LAKE, MN 55304

JONES LLOYD L
PIN: 14-32-23-21-0016
3663 164TH AVE NE
HAM LAKE, MN 55304

WIDERSKI KACIE
PIN: 14-32-23-21-0020
3700 165TH AVE NE
HAM LAKE, MN 55304

MEIER TRUSTEE, TODD M
PIN: 14-32-23-21-0012
16448 TIPPECANOE ST NE
HAM LAKE, MN 55304

HANSCHEN TRUSTEE TIMOTHY
PIN: 14-32-23-21-0022
3720 165TH AVE NE
HAM LAKE, MN 55304

GARFIELD, MICHAEL W
PIN: 11-32-23-34-0006
16512 TIPPECANOE ST NE
HAM LAKE, MN 55304

DYKHOFF, MARTIN T
PIN: 14-32-23-21-0021
3712 165TH AVE NE
HAM LAKE, MN 55304

ENOCHSON, CHRIS D
PIN: 11-32-23-34-0007
16460 TIPPECANOE ST NE
HAM LAKE, MN 55304

BEEBE ERIC W & LEANN J
PIN: 11-32-23-34-0014
3717 165TH AVE NE
HAM LAKE, MN 55304

BLAIR, PAULA SUE
PIN: 14-32-23-21-0017
3641 164TH AVE NE
HAM LAKE, MN 55304

IVERSON KYLE
PIN: 11-32-23-34-0011
16528 TIPPECANOE ST NE
HAM LAKE, MN 55304

SFR BORROWER 2021-2 LLC
PIN: 14-32-23-21-0018
120 S RIVERSIDE PLZ STE 2000
CHICAGO, IL 60606

TELLANDER ROBERT P
PIN: 11-32-23-34-0010
16519 TIPPECANOE ST NE
HAM LAKE, MN 55304

UNDERWOOD NICHOLAS LEE
PIN: 11-32-23-34-0004
16530 TIPPECANOE ST NE
HAM LAKE, MN 55304

GUTZMANN MARK G & JANE A
PIN: 11-32-23-34-0009
16461 TIPPECANOE ST NE
HAM LAKE, MN 55304

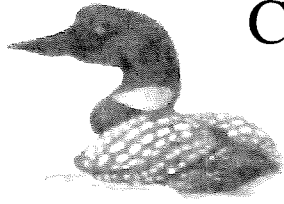
LESSARD ANDREW JOEL
PIN: 11-32-23-34-0005
16520 TIPPECANOE ST NE
HAM LAKE, MN 55304

POEHLS KELVIN G & KATHLEEN P
PIN: 11-32-23-34-0003
16544 TIPPECANOE ST NE
HAM LAKE, MN 55304

IMKER DANIEL
PIN: 14-32-23-21-0014
3739 164TH AVE NE
HAM LAKE, MN 55304

PETERS TRUSTEE PHILIP G
PIN: 11-32-23-34-0013
3725 165TH AVE NE
HAM LAKE, MN 55304

MELIN, JOSEPH	PIN: 11-32-23-34-0012	16518 TIPPECANOE ST NE	HAM LAKE, MN 55304
ZINIEL ROBBE C & JOANN C	PIN: 14-32-23-21-0019	16465 TIPPECANOE ST NE	HAM LAKE, MN 55304
SCHAM, SARAH A	PIN: 14-32-23-21-0015	3715 164TH AVE NE	HAM LAKE, MN 55304
ANDERSON HOWARD D & RENEE L	PIN: 11-32-23-34-0008	16527 TIPPECANOE ST NE	HAM LAKE, MN 55304
JONES LLOYD L	PIN: 14-32-23-21-0016	3663 164TH AVE NE	HAM LAKE, MN 55304
WIDERSKI KACIE	PIN: 14-32-23-21-0020	3700 165TH AVE NE	HAM LAKE, MN 55304
MEIER TRUSTEE, TODD M	PIN: 14-32-23-21-0012	16448 TIPPECANOE ST NE	HAM LAKE, MN 55304
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ENOCHSON, CHRIS D	PIN: 11-32-23-34-0007	16460 TIPPECANOE ST NE	HAM LAKE, MN 55304
BEEBE ERIC W & LEANN J	PIN: 11-32-23-34-0014	3717 165TH AVE NE	HAM LAKE, MN 55304
BLAIR, PAULA SUE	PIN: 14-32-23-21-0017	3641 164TH AVE NE	HAM LAKE, MN 55304
IVERSON KYLE	PIN: 11-32-23-34-0011	16528 TIPPECANOE ST NE	HAM LAKE, MN 55304
SFR BORROWER 2021-2 LLC	PIN: 14-32-23-21-0018	120 S RIVERSIDE PLZ STE 2000	CHICAGO, IL 60606
TELLANDER ROBERT P	PIN: 11-32-23-34-0010	16519 TIPPECANOE ST NE	HAM LAKE, MN 55304
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GUTZMANN MARK G & JANE A	PIN: 11-32-23-34-0009	16461 TIPPECANOE ST NE	HAM LAKE, MN 55304
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POEHLS KELVIN G & KATHLEEN P	PIN: 11-32-23-34-0003	16544 TIPPECANOE ST NE	HAM LAKE, MN 55304
IMKER DANIEL	PIN: 14-32-23-21-0014	3739 164TH AVE NE	HAM LAKE, MN 55304
PETERS TRUSTEE PHILIP G	PIN: 11-32-23-34-0013	3725 165TH AVE NE	HAM LAKE, MN 55304



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CITY OF HAM LAKE CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY MINUTES MONDAY, JULY 1, 2024

The Ham Lake City Council and Economic Development Authority met for its regular meeting on Monday, July 1, 2024 at 6:00 p.m. in the Council Chambers at the Ham Lake City Hall located at 15544 Central Avenue NE in Ham Lake, Minnesota.

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

MEMBERS ABSENT: Councilmember Jesse Wilken

OTHERS PRESENT: City Attorney, Mark Berglund; City Engineer, Dave Krugler; City Administrator, Denise Webster; and Deputy City Clerk, Dawnette Shimek

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

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

2.0 PUBLIC COMMENT – None

3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS – None

4.0 CONSENT AGENDA

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

4.1 Approval of minutes of June 17, 2024

4.2 Approval of claims in the amount of \$162,482.07

4.3 Approval of Ordinance No. 24-03 regarding Article 7-1200 Lawful Gambling

4.4 Approval of scheduling a Workshop Meeting with the Anoka County Sheriff's Office for July 15, 2024 at 5:00 p.m.

4.5 Approval of scheduling a Budget Meeting on July 15, 2024 following the regularly scheduled City Council meeting

Motion by Doyle, seconded by Parranto, to approve the Consent Agenda as written. All present in favor, motion carried.

5.0 PLANNING COMMISSION RECOMMENDATIONS

5.1 Tiffani and Brendan Johnstone requesting a Conditional Use Permit to operate A Class Sounds (automotive repair shop) at 15804 Central Avenue NE and adoption of Resolution No. 24-30

Motion by Doyle, seconded by Parranto, to concur with the recommendation of the Planning Commission and approve the request of Tiffani and Brendan Johnstone for a Conditional Use

Permit to operate A Class Sounds, an automotive repair shop, at 15804 Central Avenue NE subject to:

- 1. Installing a code compliant Carbon Detection System before any vehicles are brought into the building.**
- 2. Storage of Baltic Birch plywood and MDF (Medium-Density Fiberboards) combined, not to exceed 40 sheets.**
- 3. Equipping the fabrication shop with a commercial dust collector.**
- 4. All flammable liquids are to be stored in an approved flammable cabinet.**
- 5. Dumpster is to be stored inside of the building or a code compliant enclosure must be constructed.**
- 6. Installing a code compliant floor drain before any car detailing activities start or the floor will become unsafe due to standing water on the floor.**
- 7. All delivery vehicles are not to block or interfere with parking.**
- 8. All parking for employees and customers is to be on an approved hard surface and in locations as identified on the site plan.**
- 9. Striping the parking lot and clearly marking handicap parking spaces.**
- 10. Hours of operation will be Monday thru Friday from 7 a.m. to 7 p.m. and Saturday from 9 a.m. to 5 p.m.**
- 11. Removing the RV and trailer currently at the site from the site.**
- 12. No outside storage.**
- 13. The applicant and business must meet all City, County, and State requirements.**

All present in favor, motion carried.

5.2 Jeff Entsminger, Entsminger Enterprises, LLC, requesting Sketch Plan approval for a minor plat located at 2045 Constance Boulevard NE (3 Single Family Residential lots and 1 outlot) in Section 16

Motion by Kirkeide, seconded by Doyle, to concur with the recommendation of the Planning Commission and approve the Sketch Plan presented by Jeff Entsminger, Entsminger Enterprises, LLC, for a minor plat at 2045 Constance Boulevard NE (3 Single Family Residential lots and 1 outlot) in Section 16 subject to submitting a compliance inspection report for the existing septic system if it is to remain operational or a tank abandonment form if it will not be used, the front of the dwelling units running parallel with Constance Boulevard NE Per Article 11-411.2C, creating an additional outlot if the block building foundation on 16337 Mankato Street NE is to be rehabilitated per the City Engineer's memo dated 6/13/24, dedicating a 15-foot-wide trail easement adjacent to the drainage and utility easement for all three lots in lieu of money for parkland dedication, submitting plans to, and meeting the requirements of, the Coon Creek Watershed District, submission of MN DNR Heritage Information Systems data review to show findings if required, submitting plans to the Anoka County Highway Department for their review and comment on driveway access, width and shared culvert requirements for Lots 2 and 3, approval of drainage and Constance Boulevard NE right-of-way width, obtaining written approval from United Power Association for Lot 2 and 3 driveway crossings, future trail work and grading within the easement, conforming to the requirements of the City Engineer, and meeting all City, County and State requirements. All present in favor, motion carried.

6.0 ECONOMIC DEVELOPMENT AUTHORITY – None

7.0 APPEARANCES – None

8.0 CITY ATTORNEY

Attorney Berglund updated the City Council on the proposed Anoka County Jail and Courthouse facility. At the last City Attorney Berglund stated that the Anoka County Board of Commissioners are looking to construct a new jail as they know it is needed and it is necessary because the current one is falling apart. Attorney Berglund stated there have been discussions regarding where the jail will be constructed, but they do intend to have the jail attached to the courthouse. Councilmember Kirkeide stated that the City Council had an educational and informational tour of the Anoka County Jail in April. Councilmember Kirkeide stated that for the safety of inmates they should not need to be transferred to and from the government center for court appearances so it would be best to attach the jail and courthouse. Attorney Berglund stated that the Anoka County Board of Commissioner will continue discussions on the matter. Attorney Berglund stated that the State of Minnesota is also studying the jailing system and if combining facilities would be beneficial.

9.0 CITY ENGINEER – None

10.0 CITY ADMINISTRATOR – None

11.0 COUNCIL BUSINESS

11.1 Committee Reports – None

11.2 Discussion of the request to use the Anoka County Housing and Redevelopment Authority (HRA) funds for the completion of the 2040 Comprehensive Plan and adoption of Resolution No. 24-31

Councilmember Kirkeide stated that there is a long history with the Ham Lake City Council and the Metropolitan Council. Councilmember Kirkeide stated that the Met Council originally wanted a 10-acre minimum lot size in Ham Lake and at that time the city was at a 2.5 acre minimum lot size. Councilmember Kirkeide stated that the Met Council offered a sewer line, but the city did not want it. Councilmember Kirkeide stated that back around 1997 a resolution was adopted by the City of Ham Lake City Council requesting that the Metropolitan Council be abolished. Councilmember Kirkeide stated that the Met Council Officials should be elected rather than appointed. Councilmember Kirkeide stated that the Met Council mandates that the Comprehensive Plan be updated every 10-years. Engineer Krugler stated that the process of updating the Comprehensive Plan is very time consuming. Councilmember Kirkeide asked that the Metropolitan Liaisons be informed regarding updates. Councilmember Kirkeide added that he is in favor of using HRA funds to update the Comprehensive Plan rather than taxpayer money. **Motion by Kirkham, seconded by Kirkeide, to approve Resolution No. 24-31 requesting the use of Anoka County Housing and Redevelopment Authority (HRA) funds for the completion of the 2040 Comprehensive Plan. All present in favor, motion carried.**

11.3 Announcements and future agenda items

Councilmember Doyle stated that he attended the Freedom Festival and there were a lot of folks in attendance, great food, and fabulous fireworks. Councilmember Doyle also complimented law enforcement on getting people out safely and quickly when the event was over. Councilmember Parranto stated that they had booth set-up at the Freedom Festival and a few people showed interest in the Ham Lake Emergency Response Team (HLERT). Councilmember Parranto stated the fireworks were great and gave thanks to the Ham Lake Area Chamber of Commerce.

Motion by Kirkeide, seconded by Parranto, to adjourn the meeting at 6:30 p.m. All present in favor, motion carried.

Dawnette Shimek, Deputy City Clerk

CITY OF HAM LAKE
CLAIMS SUBMITTED TO COUNCIL
July 15, 2024

CITY OF HAM LAKE

EFTS, CHECKS, AND BANK DRAFTS		07/02/24 - 07/15/24	
EFT	# 2088 - 2096	\$	67,155.73
REFUND CHECKS	# 66253 - 66256	\$	7,900.00
CHECKS	# 66257 - 66299	\$	653,518.35
BANK DRAFTS	DFT0002737 -DFT0002741	\$	29,184.40
BANK DRAFTS	DFT0002742 -DFT0002743	\$	1,346.80
TOTAL EFTS, CHECKS, AND BANK DRAFTS			<u>\$ 759,105.28</u>
PAYROLL CHECKS			
07/12/24	Direct Deposits	\$	41,098.52
TOTAL PAYROLL CHECKS			<u>\$ 41,098.52</u>
VOID CHECKS			
CHECKS	#65809	\$	(13,723.00)
ZERO CHECKS	#66264, 66270 - 66271	\$	-
ZERO EFT	#2091 - 2092, 66281	\$	-
BANK DRAFTS		\$	-
TOTAL VOIDS			<u>\$ (13,723.00)</u>
TOTAL OF ALL PAYMENTS			<u>\$ 786,480.80</u>

APPROVED BY THE HAM LAKE CITY COUNCIL THIS 15TH DAY OF JULY 2024

MAYOR

COUNCILMEMBER

COUNCILMEMBER

COUNCILMEMBER

COUNCILMEMBER



Packet: ARPKT01130 - 07/09/24 TRUST REFUNDS

Refund Detail

Account Number	Name	Check Date	Check Number	Amount
00426	KAMLADAI DEORAJ	7/9/2024	66253	2,500.00
00500	SUZY SALEH	7/9/2024	66254	150.00
00512	TH CONSTRUCTION	7/9/2024	66255	5,100.00
00531	MICHELLE CRAIN	7/9/2024	66256	150.00
Total Refund Amount:				7,900.00

Revenue Totals

Revenue Code	Total Distribution
TRUST DEPOSITS - TRUST DEPOSITS	7,900.00
Revenue Totals:	7,900.00

General Ledger Distribution

Posting Date: 07/09/2024

	Account Number	Account Name	Posting Amount	IFT
Fund:	890 - TRUST FUND			
	890-10101	Cash-claim on pooled cash	-7,900.00	Yes
	890-11501	Misc receivables	7,900.00	
		890 Total:	0.00	
Fund:	999 - POOLED CASH			
	999-10100	Pooled Cash	-7,900.00	
	999-20702	Due to other funds	7,900.00	Yes
		999 Total:	0.00	
		Distribution Total:	0.00	



City of Ham Lake, MN

Check Register

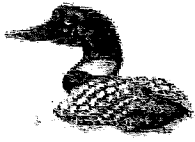
Packet: APPKT02038 - JUNE PERMIT POSTAGE

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-A/P BANK						
USPOSTMASTER	US POSTMASTER	06/20/2024	Bank Draft	0.00	1,304.52	DFT0002742
<u>Payable #</u>	<u>Payable Type</u>	<u>Payable Date</u>	<u>Payable Description</u>	<u>Discount Amount</u>	<u>Payable Amount</u>	
<u>Account Number</u>	<u>Account Name</u>	<u>Project Account Key</u>	<u>Item Description</u>	<u>Dist Amount</u>		
<u>2024-07</u>	Invoice	06/20/2024	JULY HAM LAKER POSTAGE	0.00	1,304.52	
<u>211-41704-2120</u>	Postage		JULY HAM LAKER POSTAGE		1,304.52	
USPOSTMASTER	US POSTMASTER	06/18/2024	Bank Draft	0.00	42.28	DFT0002743
<u>Payable #</u>	<u>Payable Type</u>	<u>Payable Date</u>	<u>Payable Description</u>	<u>Discount Amount</u>	<u>Payable Amount</u>	
<u>Account Number</u>	<u>Account Name</u>	<u>Project Account Key</u>	<u>Item Description</u>	<u>Dist Amount</u>		
<u>240618</u>	Invoice	06/18/2024	SR CENTER POSTAGE	0.00	42.28	
<u>100-20204</u>	Postage Liability		SR CENTER POSTAGE		42.28	

Bank Code APBNK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	2	2	0.00	1,346.80
EFT's	0	0	0.00	0.00
	2	2	0.00	1,346.80



Payment Dates 7/2/2024 - 7/15/2024

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
2088	HAM LAKE FIRE RELIEF ASSN	2024 FIRE RELIEF PENSION CO	Fire relief pension contributio	100-42201-1220	13,723.00
2089	O'REILLY AUTOMOTIVE STORE	SHOP TOWELS, BRUSHES, WIP	Operating supplies	100-42201-2290	87.94
2090	RFC ENGINEERING, INC.	MEADOW PARK RECONSTRUC	Engineering	431-43301-3135	3,036.12
2090	RFC ENGINEERING, INC.	CREEK VALLEY RECONSTRUCTI	Engineering	431-43301-3135	646.26
2090	RFC ENGINEERING, INC.	CROSSTOWN BUSINESS PARK	Capital assets	262-46101-5110	4,809.87
2090	RFC ENGINEERING, INC.	CROSSTOWN SHOPPING CENT	Engineering	431-43301-3135	4,723.58
2090	RFC ENGINEERING, INC.	BASE MAP	Engineering	100-41101-3135	26.92
2090	RFC ENGINEERING, INC.	AERIAL MAPPING	Engineering	100-41101-3135	376.92
2090	RFC ENGINEERING, INC.	2023 ASSETS	Engineering	100-41101-3135	110.47
2090	RFC ENGINEERING, INC.	HAM LAKE STORM NETWORK	Engineering	100-41101-3135	148.07
2090	RFC ENGINEERING, INC.	ANOKA COUNTY GIS DATE EX	Engineering	100-41101-3135	26.92
2090	RFC ENGINEERING, INC.	COUNCIL MEETING	Engineering	100-41101-3135	188.46
2090	RFC ENGINEERING, INC.	2024 ASSETS	Engineering	100-41101-3135	27.85
2090	RFC ENGINEERING, INC.	155TH AVE/UNIVERSITY ACCI	Engineering	100-41101-3135	253.29
2090	RFC ENGINEERING, INC.	SURFACE WATER MANAGEME	Engineering-comprehensive p	100-41101-3136	1,043.85
2090	RFC ENGINEERING, INC.	COMP PLAN	Engineering-comprehensive p	100-41101-3136	874.97
2090	RFC ENGINEERING, INC.	CITY CODE UPDATE	Engineering	100-41102-3135	1,258.17
2090	RFC ENGINEERING, INC.	VOTING MAP	Engineering	100-41302-3135	13.46
2090	RFC ENGINEERING, INC.	PLANNING COMMISSION MEE	Engineering	100-41601-3135	201.92
2090	RFC ENGINEERING, INC.	ZONING MAP	Engineering	100-41601-3135	282.68
2090	RFC ENGINEERING, INC.	AVAILABLE RESIDENTIAL LOTS	Engineering	100-41601-3135	13.46
2090	RFC ENGINEERING, INC.	PLANNING/POTENTIAL DEVEL	Engineering	100-41601-3135	102.91
2090	RFC ENGINEERING, INC.	HAM LAKE BUILDING PERMIT	Engineering	100-42401-3135	117.62
2090	RFC ENGINEERING, INC.	5 YEAR PLAN	Engineering	100-43101-3135	543.97
2090	RFC ENGINEERING, INC.	PUBLIC WORKS MAP	Engineering	100-43101-3135	13.46
2090	RFC ENGINEERING, INC.	THOUROGHFARE PLAN	Engineering	100-43101-3135	13.46
2090	RFC ENGINEERING, INC.	SNOW PLOW MAPS	Engineering	100-43102-3135	13.46
2090	RFC ENGINEERING, INC.	CULVERT EXT L1 B2 WHITETA	Engineering	100-43103-3135	26.92
2090	RFC ENGINEERING, INC.	CCWD JURISDICTIONAL BOUN	Engineering	100-43201-3135	153.03
2090	RFC ENGINEERING, INC.	CCWD RULES AMENDMENTS	Engineering	100-43201-3135	201.92
2090	RFC ENGINEERING, INC.	URRWMO JPA AMENDMENT	Engineering	100-43201-3135	220.54
2090	RFC ENGINEERING, INC.	SRWMO TAXING DISTRICT	Engineering	100-43201-3135	94.23
2090	RFC ENGINEERING, INC.	URRWMO TAXING DISTRICT	Engineering	100-43201-3135	40.38
2090	RFC ENGINEERING, INC.	PARK & TREE MAP	Engineering	100-44101-3135	13.46
2090	RFC ENGINEERING, INC.	LION'S PARK DRAINAGE	Engineering	100-44101-3135	58.81
2090	RFC ENGINEERING, INC.	NPDES	Engineering	230-43201-3135	625.82
2090	RFC ENGINEERING, INC.	SWPPP	Engineering	230-43201-3135	564.70
2090	RFC ENGINEERING, INC.	NPDES	Engineering	230-43201-3135	450.55
2090	RFC ENGINEERING, INC.	NPDES	Engineering	230-43201-3135	288.84
2090	RFC ENGINEERING, INC.	FIRE #3	Capital assets	420-42201-5110	26.92
2090	RFC ENGINEERING, INC.	162ND LANE/BUCHANAN STR	Engineering	431-43301-3135	3,205.42
2090	RFC ENGINEERING, INC.	2024 REHAB	Engineering	431-43301-3135	6,907.00
2090	RFC ENGINEERING, INC.	LEXINGTON, BUNKER - CONST	Engineering	431-43301-3135	73.51
2090	RFC ENGINEERING, INC.	BUNKER, JEFFERSON - TH 65	Engineering	431-43301-3135	58.81
2090	RFC ENGINEERING, INC.	BUNKER LAKE INTERCHANGE	Engineering	431-43301-3135	632.18
2090	RFC ENGINEERING, INC.	2024 TH 65 MILL & OVERLAY	Engineering	431-43301-3135	148.07
2090	RFC ENGINEERING, INC.	CSAH 116/BUNKER ROUNDAB	Engineering	431-43301-3135	14.70
2090	RFC ENGINEERING, INC.	CSAH 17 N OF CSAH 18	Engineering	431-43301-3135	58.81
2090	RFC ENGINEERING, INC.	CSAH 17/CSAH 60 ROUNDAB	Engineering	431-43301-3135	14.70
2090	RFC ENGINEERING, INC.	STREET INVENTORY & UPDAT	Engineering	431-43301-3135	105.91
2090	RFC ENGINEERING, INC.	COUNTY DITCH #58	Engineering	431-43301-3135	2,678.07
2090	RFC ENGINEERING, INC.	FLEET STAR TRUCK & TRAILER	Engineering	890-90001-3135	167.73
2090	RFC ENGINEERING, INC.	L13 B4 CONSTANCE ESTATES V	Engineering	890-90001-3135	174.98
2090	RFC ENGINEERING, INC.	MAGERS MEADOWS	Engineering	890-90001-3135	85.73

Council Approval List

Payment Dates: 7/2/2024 - 7/15/2024

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
2090	RFC ENGINEERING, INC.	EVERGREEN ESTATES	Engineering	890-90001-3135	220.53
2090	RFC ENGINEERING, INC.	L13 B4 CONSTANCE ESTATES V	Engineering	890-90001-3135	25.00
2090	RFC ENGINEERING, INC.	WHITE & SABLE	Engineering	890-90001-3135	107.69
2090	RFC ENGINEERING, INC.	FLAMINGO TERRACE	Engineering	890-90001-3135	496.18
2090	RFC ENGINEERING, INC.	A CLASS SOUNDS LABELS	Engineering	890-90001-3135	25.00
2090	RFC ENGINEERING, INC.	CROSTOWN ROLLING ACRES	Engineering	890-90001-3135	57.77
2090	RFC ENGINEERING, INC.	ELEVATE HOPE HOUSE	Engineering	890-90001-3135	14.70
2090	RFC ENGINEERING, INC.	2045 CONSTANCE BOULEVAR	Engineering	890-90001-3135	997.25
2090	RFC ENGINEERING, INC.	SWEDISH CHAPEL ESTATES	Engineering	890-90001-3135	3,166.76
2090	RFC ENGINEERING, INC.	WHITETAIL CROSSING 2ND	Engineering	890-90001-3135	211.82
2090	RFC ENGINEERING, INC.	870 - 174TH AVE DRAINAGE (Engineering	890-90001-3135	188.45
2090	RFC ENGINEERING, INC.	ALLSTATE DISTRIBUTIONS CBP	Engineering	890-90001-3135	1,207.29
2090	RFC ENGINEERING, INC.	MAGNUSON ESTATES	Engineering	890-90001-3135	350.36
2090	RFC ENGINEERING, INC.	JAM HOPS	Engineering	890-90001-3135	73.51
2090	RFC ENGINEERING, INC.	HIDDEN FOREST EAST 4TH	Engineering	890-90001-3135	1,025.58
2090	RFC ENGINEERING, INC.	CONSTANCE BOULEVARD TER	Engineering	890-90001-3135	32.03
2090	RFC ENGINEERING, INC.	GROUP PERMIT BILLING	Engineering	100-43501-3135	7,407.30
2090	RFC ENGINEERING, INC.	COUNTY DITCH #58 ROW2024	Engineering	431-43301-3135	410.08
2090	RFC ENGINEERING, INC.	MSA GROUP BILLING	Engineering	431-43301-3135	101.67
2093	STAR TRIBUNE MEDIA COMPA	ORD 24-02 SHAD TREE DAMA	Legal notices/publications/bid	100-41102-3950	304.94
2093	STAR TRIBUNE MEDIA COMPA	SWPPP	Legal notices/publications/bid	230-43201-3950	72.68
2093	STAR TRIBUNE MEDIA COMPA	A CLASS SOUNDS	Legal notices/publications/bid	890-90001-3950	58.46
2093	STAR TRIBUNE MEDIA COMPA	VACATION L13 B4 CONSTANC	Legal notices/publications/bid	890-90001-3950	192.76
2094	SUSAN KNOUSE	APR - JUNE 21ST CENTURY BA	Mileage	100-41401-3960	32.83
2095	UNLIMITED SUPPLIES INC	BASE STAND, FUSES	Operating supplies	100-43101-2290	108.30
2096	VESTIS	PW UNIFORMS	Clothing & personal protectiv	100-43101-2210	91.41
2096	VESTIS	FIRST AID CABINET	Safety supplies	100-43101-2240	14.99
2096	VESTIS	PARK UNIFORMS	Clothing & personal protectiv	100-44101-2210	58.93
2096	VESTIS	PW UNIFORMS	Clothing & personal protectiv	100-43101-2210	91.41
2096	VESTIS	FIRST AID CABINET	Safety supplies	100-43101-2240	14.99
2096	VESTIS	PARK UNIFORMS	Clothing & personal protectiv	100-44101-2210	58.93
2096	VESTIS	PW UNIFORMS	Clothing & personal protectiv	100-43101-2210	91.41
2096	VESTIS	FIRST AID CABINET	Safety supplies	100-43101-2240	14.99
2096	VESTIS	PARK UNIFORMS	Clothing & personal protectiv	100-44101-2210	58.93
66257	ACCESS	JUNE SHREDDING	Waste management & recycli	231-43601-3630	146.42
66258	ACE SOLID WASTE INC	JULY ORGANICS	Waste management & recycli	231-43601-3630	363.14
66259	ACE SOLID WASTE INC	JUNE YARDWASTE	Waste management & recycli	231-43601-3630	1,464.48
66260	ALL CITY ELEVATOR INC	3RD QTR MAINTENANCE	Building repair & maintenanc	100-41702-3420	223.18
66261	ANOKA COUNTY PROPERTY	ZAVER DRIVEWAY	Refunds & reimbursements	100-37601	46.00
66261	ANOKA COUNTY PROPERTY	KRUSE DRIVEWAY	Refunds & reimbursements	100-37601	46.00
66261	ANOKA COUNTY PROPERTY	CROSTOWN BUSINESS PARK	Filing fees	431-43301-3980	46.00
66261	ANOKA COUNTY PROPERTY	L11 B1 CONSTANCE BLVD TER	Filing fees	890-90001-3980	46.00
66262	ANOKA COUNTY TREASURY D	3RD QTR LAW ENFORCEMENT	Police protection	100-42101-3155	360,923.50
66263	BERGLUND, BAUMGARTNER,	6/17/24 CC MEETING	Attorney	100-41101-3110	451.45
66263	BERGLUND, BAUMGARTNER,	LIVE WIRE	Attorney	100-41101-3110	229.15
66263	BERGLUND, BAUMGARTNER,	7/1/24 CC MEETING	Attorney	100-41101-3110	220.66
66263	BERGLUND, BAUMGARTNER,	REVIEW SHERRIFF'S OFFICE R	Attorney	100-41101-3110	203.69
66263	BERGLUND, BAUMGARTNER,	GOODFELLAS	Attorney	100-41101-3110	195.19
66263	BERGLUND, BAUMGARTNER,	7/2/24 STAFF MEETING PLAN	Attorney	100-41101-3110	67.90
66263	BERGLUND, BAUMGARTNER,	B & L FARMS	Attorney	100-41101-3110	237.64
66263	BERGLUND, BAUMGARTNER,	GAMBLING ORD	Attorney	100-41102-3110	695.93
66263	BERGLUND, BAUMGARTNER,	WETLAND BANK ORD	Attorney	100-41102-3110	1,425.83
66263	BERGLUND, BAUMGARTNER,	EMPLOYMENT DATA REQUEST	Attorney	100-41401-3110	339.48
66263	BERGLUND, BAUMGARTNER,	PROSECUTIONS	Attorney	100-41501-3110	6,895.85
66263	BERGLUND, BAUMGARTNER,	REV 6/10/24 PLANNING COM	Attorney	100-41601-3110	237.64
66263	BERGLUND, BAUMGARTNER,	REV 6/24/24 PLANNING COM	Attorney	100-41601-3110	186.71
66263	BERGLUND, BAUMGARTNER,	L11 B1 CONSTANCE BLVD TER	Attorney	890-90001-3110	152.77
66263	BERGLUND, BAUMGARTNER,	A CLASS SOUNDS	Attorney	890-90001-3110	407.38
66263	BERGLUND, BAUMGARTNER,	EVERGREEN ESTATES	Attorney	890-90001-3110	577.12
66265	BLACK ON BLACK TINT & WRA	#65 WINDOW TINT	Equipment repair & maintena	100-44101-3440	1,100.00

Council Approval List

Payment Dates: 7/2/2024 - 7/15/2024

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
66266	BLUE CROSS BLUE SHIELD OF	AUG VISION	Vision Insurance	100-21715	49.86
66266	BLUE CROSS BLUE SHIELD OF	JUN & JUL VISION - AM	Vision Insurance	100-21715	23.76
66267	CARGILL SALT DIVISION	2024 SALT STORAGE FEE	Salt & sand	100-43102-2710	960.00
66268	CITY OF COLUMBUS	SIGNAL LEXINGTON & BROAD	Electricity	100-43401-3610	21.95
66269	CONNEXUS ENERGY	GARAGE	Electricity	100-41702-3610	31.28
66269	CONNEXUS ENERGY	CITY HALL	Electricity	100-41702-3610	1,034.75
66269	CONNEXUS ENERGY	SOUTH WELCOME	Electricity	100-41703-3610	15.26
66269	CONNEXUS ENERGY	CITY SIGN	Electricity	100-41703-3610	265.72
66269	CONNEXUS ENERGY	FIRE #1	Electricity	100-42202-3610	462.96
66269	CONNEXUS ENERGY	FIRE #3	Electricity	100-42202-3610	209.28
66269	CONNEXUS ENERGY	FIRE #2	Electricity	100-42202-3610	325.26
66269	CONNEXUS ENERGY	SIRENS	Electricity	100-42302-3610	68.25
66269	CONNEXUS ENERGY	PW	Electricity	100-43104-3610	815.85
66269	CONNEXUS ENERGY	HWY 65/BUNKER SIGNALS	Electricity	100-43401-3610	81.68
66269	CONNEXUS ENERGY	STREET LIGHTS #1	Electricity	100-43401-3610	23.34
66269	CONNEXUS ENERGY	BUNKER/JEFFERSON SIGNALS	Electricity	100-43401-3610	62.07
66269	CONNEXUS ENERGY	HWY 65/ANDOVER BLVD SIGN	Electricity	100-43401-3610	74.75
66269	CONNEXUS ENERGY	CROSSTOWN/HWY 65 SIGNAL	Electricity	100-43401-3610	74.87
66269	CONNEXUS ENERGY	RADISSON/BUNKER SIGNALS	Electricity	100-43401-3610	76.39
66269	CONNEXUS ENERGY	BUNKER/LEXINGTON SIGNALS	Electricity	100-43401-3610	65.65
66269	CONNEXUS ENERGY	HWY 65/CONSTANCE SIGNALS	Electricity	100-43401-3610	119.60
66269	CONNEXUS ENERGY	LEXINGTON/CROSSTOWN SIG	Electricity	100-43401-3610	45.79
66269	CONNEXUS ENERGY	STREET LIGHTS #2	Electricity	100-43401-3610	269.18
66269	CONNEXUS ENERGY	HAM LAKE PARK	Electricity	100-44101-3610	121.36
66269	CONNEXUS ENERGY	HAM LAKE AERATOR	Electricity	100-44101-3610	14.50
66269	CONNEXUS ENERGY	SODERVILLE PARK WELL	Electricity	100-44101-3610	14.50
66269	CONNEXUS ENERGY	SODERVILLE PARK	Electricity	100-44101-3610	36.12
66269	CONNEXUS ENERGY	HAM LAKE WELL	Electricity	100-44101-3610	60.94
66269	CONNEXUS ENERGY	HAM LAKE PARK SHELTER	Electricity	100-44102-3610	29.39
66269	CONNEXUS ENERGY	LION'S PARK PAVILION	Electricity	100-44102-3610	178.98
66269	CONNEXUS ENERGY	LION'S PARK CONCESSION	Electricity	100-44102-3610	87.55
66269	CONNEXUS ENERGY	HAM LAKE PARK CONCESSION	Electricity	100-44102-3610	94.24
66269	CONNEXUS ENERGY	HAM LAKE PARK BUILDING	Electricity	100-44102-3610	80.62
66269	CONNEXUS ENERGY	SR CENTER	Electricity	100-44202-3610	557.18
66269	CONNEXUS ENERGY	STREET LIGHTS	Electricity	232-43701-3610	4,511.39
66272	DAMA METAL PRODUCTS INC	FD LOCK BOXES	Operating supplies	100-42201-2290	550.00
66273	DEHN OIL CO	211 GAL GASOLINE	Fuel	100-43101-2230	602.24
66273	DEHN OIL CO	350 GAL DIESEL	Fuel	100-43101-2230	979.55
66274	DELL MARKETING L.P.	OPTIPLEX SMALL FACTOR 702	Controllable assets	100-41701-5120	827.67
66274	DELL MARKETING L.P.	OPTIPLEX SMALL FACTOR 702	Controllable assets	100-41701-5120	827.67
66274	DELL MARKETING L.P.	OPTIPLEX MICRO FACTOR 702	Controllable assets	100-41701-5120	845.87
66274	DELL MARKETING L.P.	DELL LATITUDE 5550 BTX GGT	Controllable assets	100-41701-5120	1,183.95
66275	DOUGLAS-KERR UNDERGROU	CREEK VALLEY	Contractors	431-43301-3810	97,112.49
66276	GMH ASPHALT CORPORATION	2024 BITUMINOUS OVERLAY	Contractors	431-43301-3810	99,626.39
66277	LEPAGE & SONS INC	06/17 YARDWASTE	Waste management & recycli	231-43601-3630	542.48
66277	LEPAGE & SONS INC	06/24 YARDWASTE	Waste management & recycli	231-43601-3630	542.48
66278	LINCOLN NATIONAL LIFE INSU	AUG ST DISABILITY	STD/LTD	100-21713	891.61
66278	LINCOLN NATIONAL LIFE INSU	AUG LT DISABILITY	STD/LTD	100-21713	685.18
66278	LINCOLN NATIONAL LIFE INSU	MAR LT DISABILITY DS	STD/LTD	100-21713	82.88
66278	LINCOLN NATIONAL LIFE INSU	MAR LT DISABILITY MR	STD/LTD	100-21713	40.66
66279	MENARDS-BLAINE	REBAR, TRASH BAGS, KEY VAL	Operating supplies	100-43101-2290	105.02
66279	MENARDS-BLAINE	PLYWOOD, MARKING FLAGS,	Operating supplies	100-44101-2290	117.23
66279	MENARDS-BLAINE	LION'S BENCH-ROVIN PAPER,	Operating supplies	100-44101-2290	84.21
66280	METRO - INET	LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-41201-2510	40.43
66280	METRO - INET	LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-41301-2510	32.13
66280	METRO - INET	LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-41401-2510	55.95
66280	METRO - INET	LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-41601-2510	23.83
66280	METRO - INET	PHONES	Phones/radios/pagers	100-41701-3210	72.78
66280	METRO - INET	IT SUPPORT	Computer & software support	100-41707-3120	2,870.99
66280	METRO - INET	LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-42201-2510	55.95

Council Approval List

Payment Dates: 7/2/2024 - 7/15/2024

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
66280	METRO - INET	IT SUPPORT	Computer & software support	100-42201-3120	1,310.29
66280	METRO - INET	PHONES	Phones/radios/pagers	100-42201-3210	30.32
66280	METRO - INET	LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-42401-2510	96.38
66280	METRO - INET	IT SUPPORT	Computer & software support	100-42401-3120	794.91
66280	METRO - INET	PHONES	Phones/radios/pagers	100-42401-3210	36.39
66280	METRO - INET	LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-43101-2510	22.33
66280	METRO - INET	IT SUPPORT	Computer & software support	100-43101-3120	801.81
66280	METRO - INET	PHONES	Phones/radios/pagers	100-43101-3210	18.19
66280	METRO - INET	PHONES	Phones/radios/pagers	100-44101-3210	6.06
66280	METRO - INET	PHONES	Phones/radios/pagers	100-44201-3210	24.26
66282	MINNESOTA PETROLEUM SER	FUEL PUMP SERVICE	Building repair & maintenanc	100-43104-3420	408.00
66283	MN DEPARTMENT OF LABOR	2ND QTR SURCHARGE	Surcharge	100-22801	3,693.39
66284	MN METRO NORTH TOURISM	APRIL LODGING TAX	Convention bureau	263-46101-4120	1,688.28
66284	MN METRO NORTH TOURISM	MAY 2024 LODGING TAX	Convention bureau	263-46101-4120	2,121.00
66285	MN PEIP	AUG HEALTH INSURANCE	Health Insurance	100-21710	10,771.98
66286	NAPA AUTO PARTS	STRETCH BELT INSTALLER	Small tools	100-43101-2410	27.67
66287	NCPERS GROUP LIFE INSURAN	AUG LIFE	Life Insurance	100-21714	96.00
66288	PREMIUM WATERS INC	JULYWATER COOLER RENTAL	Equipment rentals	100-41701-3320	14.00
66288	PREMIUM WATERS INC	JUNE WATER & RETURN BOTT	Equipment rentals	100-41701-3320	22.20
66289	PRINT CENTRAL	ATV/UTV LABELS	Operating supplies	100-42401-2290	49.06
66290	PTL TIRE INC	G3 TIRE MOUNTS	Fire apparatus repair & maint	100-42201-3450	102.00
66291	RIVARD COMPANIES	LION'S PARK MULCH	Operating supplies	100-44101-2290	1,828.00
66292	SMITH BROTHERS DECORATIN	PAINT - MOCHA CREAM	Operating supplies	100-44101-2290	69.47
66292	SMITH BROTHERS DECORATIN	GREEN PAINT	Operating supplies	100-44101-2290	99.26
66292	SMITH BROTHERS DECORATIN	PAINTING SUPPLIES AND STAI	Operating supplies	100-44101-2290	244.72
66292	SMITH BROTHERS DECORATIN	PAINT	Operating supplies	100-44101-2290	99.26
66293	STERLING TROPHY INC	NAME PLATES AND SIGNS	Operating supplies	100-42201-2290	385.00
66294	TRI STATE BOBCAT, INC.	#47 FILTERS, BELTS	Equipment parts & supplies	100-44101-2320	500.71
66295	TYLER TECHNOLOGIES INC	JAN - JUNE '25 SUPPORT	Prepaid expense	100-15501	13,517.70
66295	TYLER TECHNOLOGIES INC	JULY - DEC '24SUPPORT	Computer & software support	100-41401-3120	13,517.70
66296	ULTIMATE SAFETY CONCEPTS I	E3 NOZZLES	Capital assets	420-42201-5110	3,414.28
66297	VERIZON WIRELESS	MR	Phones/radios/pagers	100-42201-3210	41.22
66297	VERIZON WIRELESS	TD, MJ & 2 LAPTOPS	Phones/radios/pagers	100-42401-3210	162.46
66297	VERIZON WIRELESS	DH, AC, MS NEW EQUIPMENT	Phones/radios/pagers	100-43101-3210	99.12
66297	VERIZON WIRELESS	JK, JW, JC, CS, EH, & 2 LAPTOP	Phones/radios/pagers	100-43101-3210	294.11
66297	VERIZON WIRELESS	JK, JW, JC, CS, EH NEW EQUIP	Phones/radios/pagers	100-43101-3210	165.20
66297	VERIZON WIRELESS	DH, AC, MS	Phones/radios/pagers	100-44101-3210	123.66
66298	WRIGHT-HENNEPIN COOPERA	JULY SECURITY MONITORING	Monitoring	100-41702-3145	33.95
66298	WRIGHT-HENNEPIN COOPERA	JULY ELEVATOR MONITORING	Monitoring	100-41702-3145	10.00
66298	WRIGHT-HENNEPIN COOPERA	JULY PW FIRE PANEL MONITO	Monitoring	100-43104-3145	52.95
66299	XCEL ENERGY	JUNE FIRE #3 NATURAL GAS	Natural gas	100-42202-3620	32.04
DFT0002737	COMPENSATION CONSULTAN	Health Savings Account	HSA Account	100-21712	150.00
DFT0002738	EMPOWER	Deferred Compensation	Deferred compensation	100-21704	2,260.00
DFT0002738	EMPOWER	Roth IRA	Deferred compensation	100-21704	200.00
DFT0002739	IRS-Payroll Tax	Federal Withholding	Federal WH/FICA/MC	100-21701	6,333.47
DFT0002739	IRS-Payroll Tax	Medicare Payable	Federal WH/FICA/MC	100-21701	1,790.90
DFT0002739	IRS-Payroll Tax	Social Security Payable	Federal WH/FICA/MC	100-21701	7,119.50
DFT0002740	MN STATE DEPT OF REVENUE-	MN State Withholding	State W/H	100-21702	2,797.76
DFT0002741	PERA	Retirement-Coordinated	PERA	100-21703	7,252.24
DFT0002741	PERA	Retirement-Police & Fire	PERA	100-21703	1,280.53
Grand Total:					749,858.48

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	498,562.53
230 - FUTURE DRAINAGE	2,002.59
231 - RECYCLING	3,059.00
232 - STREET LIGHT	4,511.39
262 - HAM LAKE EDA	4,809.87
263 - LODGING TAX	3,809.28
420 - FIRE EQUIPMENT	3,441.20
431 - REVOLVING STREET	219,599.77
890 - TRUST FUND	10,062.85
Grand Total:	749,858.48

Account Summary

Account Number	Account Name	Payment Amount
100-15501	Prepaid expense	13,517.70
100-21701	Federal WH/FICA/MC	15,243.87
100-21702	State W/H	2,797.76
100-21703	PERA	8,532.77
100-21704	Deferred compensation	2,460.00
100-21710	Health Insurance	10,771.98
100-21712	HSA Account	150.00
100-21713	STD/LTD	1,700.33
100-21714	Life Insurance	96.00
100-21715	Vision Insurance	73.62
100-22801	Surcharge	3,693.39
100-37601	Refunds & reimburseme	92.00
100-41101-3110	Attorney	1,605.68
100-41101-3135	Engineering	1,158.90
100-41101-3136	Engineering-comprehen	1,918.82
100-41102-3110	Attorney	2,121.76
100-41102-3135	Engineering	1,258.17
100-41102-3950	Legal notices/publicatio	304.94
100-41201-2510	Software licenses & upgr	40.43
100-41301-2510	Software licenses & upgr	32.13
100-41302-3135	Engineering	13.46
100-41401-2510	Software licenses & upgr	55.95
100-41401-3110	Attorney	339.48
100-41401-3120	Computer & software su	13,517.70
100-41401-3960	Mileage	32.83
100-41501-3110	Attorney	6,895.85
100-41601-2510	Software licenses & upgr	23.83
100-41601-3110	Attorney	424.35
100-41601-3135	Engineering	600.97
100-41701-3210	Phones/radios/pagers	72.78
100-41701-3320	Equipment rentals	36.20
100-41701-5120	Controllable assets	3,685.16
100-41702-3145	Monitoring	43.95
100-41702-3420	Building repair & mainte	223.18
100-41702-3610	Electricity	1,066.03
100-41703-3610	Electricity	280.98
100-41707-3120	Computer & software su	2,870.99
100-42101-3155	Police protection	360,923.50
100-42201-1220	Fire relief pension contri	13,723.00
100-42201-2290	Operating supplies	1,022.94
100-42201-2510	Software licenses & upgr	55.95
100-42201-3120	Computer & software su	1,310.29
100-42201-3210	Phones/radios/pagers	71.54
100-42201-3450	Fire apparatus repair &	102.00

Account Summary

Account Number	Account Name	Payment Amount
100-42202-3610	Electricity	997.50
100-42202-3620	Natural gas	32.04
100-42302-3610	Electricity	68.25
100-42401-2290	Operating supplies	49.06
100-42401-2510	Software licenses & upgr	96.38
100-42401-3120	Computer & software su	794.91
100-42401-3135	Engineering	117.62
100-42401-3210	Phones/radios/pagers	198.85
100-43101-2210	Clothing & personal prot	274.23
100-43101-2230	Fuel	1,581.79
100-43101-2240	Safety supplies	44.97
100-43101-2290	Operating supplies	213.32
100-43101-2410	Small tools	27.67
100-43101-2510	Software licenses & upgr	22.33
100-43101-3120	Computer & software su	801.81
100-43101-3135	Engineering	570.89
100-43101-3210	Phones/radios/pagers	576.62
100-43102-2710	Salt & sand	960.00
100-43102-3135	Engineering	13.46
100-43103-3135	Engineering	26.92
100-43104-3145	Monitoring	52.95
100-43104-3420	Building repair & mainte	408.00
100-43104-3610	Electricity	815.85
100-43201-3135	Engineering	710.10
100-43401-3610	Electricity	915.27
100-43501-3135	Engineering	7,407.30
100-44101-2210	Clothing & personal prot	176.79
100-44101-2290	Operating supplies	2,542.15
100-44101-2320	Equipment parts & suppl	500.71
100-44101-3135	Engineering	72.27
100-44101-3210	Phones/radios/pagers	129.72
100-44101-3440	Equipment repair & mai	1,100.00
100-44101-3610	Electricity	247.42
100-44102-3610	Electricity	470.78
100-44201-3210	Phones/radios/pagers	24.26
100-44202-3610	Electricity	557.18
230-43201-3135	Engineering	1,929.91
230-43201-3950	Legal notices/publicatio	72.68
231-43601-3630	Waste management & r	3,059.00
232-43701-3610	Electricity	4,511.39
262-46101-5110	Capital assets	4,809.87
263-46101-4120	Convention bureau	3,809.28
420-42201-5110	Capital assets	3,441.20
431-43301-3135	Engineering	22,814.89
431-43301-3810	Contractors	196,738.88
431-43301-3980	Filing fees	46.00
890-90001-3110	Attorney	1,137.27
890-90001-3135	Engineering	8,628.36
890-90001-3950	Legal notices/publicatio	251.22
890-90001-3980	Filing fees	46.00
	Grand Total:	749,858.48

Project Account Summary

Project Account Key	Payment Amount
None	520,471.02
201102.033-100	58.81
202103-100	3,036.12
202105-100	646.26

Project Account Summary

Project Account Key	Payment Amount
202105-140	97,112.49
202111-100	4,809.87
202111-160	46.00
202205-100	4,723.58
202302.032-100	3,205.42
202302.038-101	3,088.15
231004009	2,549.44
231009001	363.14
231010001	146.42
Comp Plan-100	1,918.82
MISC-100	<u>107,682.94</u>
Grand Total:	749,858.48



City of Ham Lake, MN

EFT Payroll Check Register

Report Summary

Pay Period: 6/23/2024-7/6/2024

Packet: PYPKT01634 - PPE 07/06/24 PAID 07/12/24

Payroll Set: City of Ham Lake - 01

<u>Type</u>	<u>Count</u>	<u>Amount</u>
Regular Checks	0	0.00
Manual Checks	0	0.00
Reversals	0	0.00
Voided Checks	0	0.00
Direct Deposits	40	41,098.52
Total	40	41,098.52

Meeting Date: July 15, 2024

CITY OF HAM LAKE

To: Mayor and Councilmembers

From: Paul Demro, President of the Ham Lake Fire Relief Association

Item/Title/Subject: Ham Lake Fire Relief Association

Introduction/Discussion:

The Board of Trustees met and unanimously agreed upon an increase in retirement benefit to \$6,200 per year of service from \$5,200 year. This benefit level would result in a 115.95% bylaw funding percentage and a 101.47% state funding percentage.

Recommendation:

To approve changes to the Ham Lake Fire Relief Association Bylaws, Appendix C for a pension increase from \$5,200 to \$6,200 per year of service, effective July 16, 2024

Meeting Date: July 15, 2024

CITY OF HAM LAKE
STAFF REPORT

To: Mayor and Councilmembers
From: Mike Raczkowski, Fire Chief
Item/Title/Subject: Fire Station 3 Landscaping, Irrigation System
and 1-inch copper pipe

Introduction/Discussion:

I received two proposal's for landscaping and irrigation system Fire Station #3. Holtz Garden Center and B&D Plumbing & Heating had the lowest bids totally an amount of \$14,277.00 to install landscaping, a 9-zone irrigation system and a 1-inch copper pipe. These items were not in the original bid for Fire Station 3. The Funds for this will come from the Fire Department Equipment Fund.

Recommendation:

I recommend accepting the proposals from Holtz Garden Center and B&D Plumbing for landscaping, irrigation and a 1-inch copper pipe, with funds from the Fire Department Equipment Fund in the amount of \$14,277.00.

B&D Plumbing, Heating & A/C Inc.

4145 MacKenzie Court NE
St. Michael, MN 55376

06/24/2024

Page: 1 of 1

Phone: (763) 497-2290

Fax: (763) 497-4263

Estimator: Mathew E Laho

Date: 06/24/2024

Proposal: 22406177

Client: All Bidders

Contact: Ham Lake Fire Irrigation Line

Address:

Job Site: 4244 149th Avenue NE

Ham Lake, MN 55304

Ph:

Fax:

Cell:

Ph:

Cell:

Plumbing Proposal

*** Price is good for 30-days***

Includes:

(1)-1" copper insulated line tying in before softener and running across ceiling and elbowing down and out in Laundry 108. Approximately 50' of copper run. Others to take it once outside.

Labor

Insulation

Does not include:

Back flow preventer

Total for "Plumbing Proposal"

\$2,372

Denise Webster

From: Michael Raczkowski
Sent: Wednesday, June 26, 2024 9:28 AM
To: Michael Raczkowski
Subject: Lanscaping

On Tue, Jun 4, 2024, 2:01 PM Holtz Garden Center <holtzlandscape@aol.com> wrote:
Mike, Here are the 2 numbers for the landscape and irrigation.

- 1) A complete Hunter system, 7 zones with a 9 station controller. \$4200 (this does NOT include the west side of the parking lot. We will have to bore under the driveway at approx. 25 to 30 dollars per ft. Then add another 2 zones (an additional \$2550)
- 2) Landscape, edging, mulch and plantings with boulders, \$4860
- 3) Mobilization, clean up and hauling \$295

The irrigation bid assume the fire station will have a minimum 1 inch copper pipe stubbed out on east or south side. Also need power to plug the controller into.

Holtz Garden Center
15245 Hwy 65 NE, Ham Lake
763-434-3322



Mike Raczkowski
Fire Chief
Phone: 763-235-1661
Mobile: 612-240-4594
Email: MRaczkowski@ci.ham-lake.mn.us

15544 Central Ave NE
Ham Lake MN 55304

www.ci.ham-lake.mn.us



Every great landscape begins with a vision...

PROPOSAL

PROPOSAL SUBMITTED TO: Ham Lake Fire Station	PHONE: 0	DATE: July 2, 2024
JOB NAME: 4244 149th Ave		
CITY, STATE, AND ZIP CODE: Ham Lake MN 55304	JOB LOCATION:	EMAIL ADDRESS 0
DESIGNER / ESTIMATOR: Ann Marie Lancaster	DATE OF PLANS:	JOB PHONE:
We hereby submit specifications and estimates for:		
Per design: Remove grass and weeds, install vinyl edging, mulch, plants, boulders and flagstone steppers.		
Total: \$9,991.32		
Irrigation installation includes 6 zones and 1 clock: \$10,750.21		
Notes:		
* Bid or bids do not include irrigation restoration. Additional cost for repairs or adjustments if system is damaged during construction.		
* Removals are estimated to be 2"-3" deep. If additional materials are discovered under the 2"-3" surface, additional charges will apply.		
* Sod Restoration for machine access is not included in proposal. If repairs are needed additional cost will be applied.		
* Design fee \$ (hrs. @ \$85.00 an hour)		
We propose hereby to furnish material and labor - complete in accordance with the above specifications for the sum of:		
Dollars		\$20,741.52
Authorized Signature:		Date:
1/3 Down payment upon acceptance of proposal and balance due upon substantial completion		
Mickman Brothers, Inc. guarantees its Deciduous and Evergreen trees and shrubs for one year. It is our Policy to replace, one time, any plant that fails to survive under normal growing conditions* for one year. Perennials and Roses are warrantied until September 1 of the year that they are purchased. Annuals and Sod are not waranteed. This proposal may be withdrawn by us if not accepted within 30 days.		
* Normal Growing Conditions do not include damage due to any other means than our climate.		
All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices.		
Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents, or delays beyond our control.		
Owner is to carry fire, tornado, and any other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance.		
1. Mickman Brothers Inc. will arrange to have located and be responsible for all public utility service lines on the property of the owner. telephone. These utilities are limited to: electric, gas, and cable TV lines. 2. Reciprocally, the owner is responsible for notifying exact locations of all other obstacles that could be damaged including, but not limited to; existing sprinkler lines, underground wiring and barbecue gas lines. Mickman Brothers Inc. cannot be responsible for any unknown perils. 3. Warranty is void if payment for project is 1 week overdue. Persons or companies furnishing labor or materials for the improvement of real property may enforce a lien upon the improved land if they are not paid for their contributions, even if the parties have no direct contractual relationship with the owner. If customer fails to pay any invoice when due, including applicable late fees and finance charges, and collection efforts become necessary, customer shall also pay all of Mickman Brothers' costs of collection including legal fees.		
Acceptance of Proposal - The above prices, specifications, and conditions are satisfactory and are hereby accepted.		
Mickman Brothers, Inc. is authorized to do the work specified. Payment to be made as outlined above.		
Date of Acceptance:	Signature:	

14630 Highway 65 • Ham Lake, Minnesota 55304 • 763-434-4047 • 800-446-4229 • Fax 763-434-4611



Landscape Design & Construction
Phone: 763-434-3346
Fax: 763-413-8302

Irrigation Design & Construction
Phone: 763-434-1487
Fax: 763-413-8297

Landscape Management
Phone: 763-413-8296
Fax: 763-413-8297

Family Garden Center
Phone: 763-413-3000
Fax: 763-434-4611

www.mickman.com

Meeting Date: July 15, 2024

CITY OF HAM LAKE

STAFF REPORT

To: Mayor and Councilmembers

From: John Witkowski, Public work Superintendent, on behalf of the Park Committee

Subject: Concrete playground border at Crosstown Rolling Acres Park and Grandpa Scott Park

Introduction:

As discussed with the Park Committee members, Mayor Brian Kirkham and Councilmember Al Parranto, the installation of concrete playground edging around new playground equipment being installed at Crosstown Rolling Acres Park and Grandpa Scott Park is needed to reduce upkeep maintenance on the play area. Concrete was chosen as the material due to its lifetime longevity.

There were two quotes received for this project. Master Concrete quoted \$8,966 per park for a total of \$17,932, and H&H Contractors quoted \$8,890 per park for a total of \$17,780.

Recommendation:

I am recommending using H & H Contractors in the amount of \$17,780 for the installation of the curbing at the parks. The funding for the project will be coming from the Park and Beach Fund.

H&H Contractors

15454 Central Avenue Northeast
Ham Lake, Minnesota 55304
763-234-7393
sales@mnretainingwalls.com | MNretainingwalls.com



RECIPIENT:

Jim Kappelhoff
Crosstown Rolling Acres Park
Ham Lake, Minnesota

Phone: 7632351670

Estimate #4034

Sent on Jul 09, 2024

Total \$8,890.00

Product/Service	Description	Qty.	Unit Price	Total
Concrete-playground border	90'x60' 16" border	1	\$7,140.00	\$7,140.00
	install class 5 base, compact, rebar (2) sticks ran linear, 4500PSI exterior mix at a 4" depth throughout, control joints, light traditional broom finish, and a penetrating cure and seal application.			
	Staking, excavation, backfill, and grading by others.			
Pump truck	Overhead pump for concrete placement	1	\$1,750.00	\$1,750.00

Total \$8,890.00

This quote is valid for the next 30 days, after which values may be subject to change.

Signature: _____ Date: _____



Master Concrete Company
 250 172nd Ln NE
 Ham Lake, MN 55304
 612-615-1811
 Ryan@MasterConcreteMN.com
 www.MasterConcreteMN.com

Proposal

ADDRESS
Jim Kappelhoff City of Ham Lake

PROPOSAL #	DATE	EXPIRATION DATE
2525	06/18/2024	07/18/2024

ITEM	QTY	AMOUNT
Footings Hidden Forest Park Playground Border <i>Crosstown Rolling Acres Park</i> 16"x4" 4500psi concrete strip with (2) #3 MST bar continuous. 280LF, layout per plan. Light broom finish & control joints every 8' or less. Excavation, backfill & grading by others.	280	6,916.00
Concrete Pump - Boom Pump for concrete placement	1	1,450.00
Miscellaneous Install 4" gravel base & compact. Haulout of any material is not included.	1	600.00

TOTAL **\$8,966.00**

**Items not specifically noted in this proposal will come at additional cost
 **50% deposit & signed proposal required to schedule the work, balance due in full at completion
 Terms & Conditions:
 **See Attached
 Pre-Lien Notice:
 **See Attached

Subject to the terms of this bid and the Terms & Conditions, which are attached hereto and incorporated herein, collectively, the "agreement", Contractor agrees to perform the Work as specified above on Owners's behalf for the fee amounts indicated herein payable as. By signing below, Owner agrees that he/she/it has (1) recieved, read, and understands the Agreement, including any documents incorporated by reference and any amendments, and (2) agrees to be bound by the terms of all such documents.

Accepted By

Accepted Date

H&H Contractors

15454 Central Avenue Northeast
Ham Lake, Minnesota 55304
763-234-7393
sales@mnretainingwalls.com | MNretainingwalls.com



RECIPIENT:

Jim Kappelhoff

3556 Interlachen Drive Northeast
Ham Lake, Minnesota 55304

Grandpa Scott's Park
Phone: 7632351670

Estimate #4033

Sent on Jul 09, 2024

Total \$8,890.00

Product/Service	Description	Qty.	Unit Price	Total
Concrete-playground border	90'x60' 16" border	1	\$7,140.00	\$7,140.00
	install class 5 base, compact, rebar (2) sticks ran linear, 4500PSI exterior mix at a 4" depth throughout, control joints, light traditional broom finish, and a penetrating cure and seal application.			
	Staking, excavation, backfill, and grading by others.			
Pump truck	Overhead pump for concrete placement	1	\$1,750.00	\$1,750.00

Total \$8,890.00

This quote is valid for the next 30 days, after which values may be subject to change.

Signature: _____ Date: _____



Master Concrete Company
 250 172nd Ln NE
 Ham Lake, MN 55304
 612-615-1811
 Ryan@MasterConcreteMN.com
 www.MasterConcreteMN.com

Proposal

ADDRESS

Jim Kappelhoff
 City of Ham Lake

PROPOSAL #	DATE	EXPIRATION DATE
2525	06/18/2024	07/18/2024

ITEM	QTY	AMOUNT
Footings Hidden Forest Park Playground Border - <i>Grandpa Scott's Playground</i> 16"x4" 4500psi concrete strip with (2) #3 MST bar continuous. 280LF, layout per plan. Light broom finish & control joints every 8' or less. Excavation, backfill & grading by others.	280	6,916.00
Concrete Pump - Boom Pump for concrete placement	1	1,450.00
Miscellaneous Install 4" gravel base & compact. Haulout of any material is not included.	1	600.00

TOTAL **\$8,966.00**

**Items not specifically noted in this proposal will come at additional cost

**50% deposit & signed proposal required to schedule the work, balance due in full at completion

Terms & Conditions:

**See Attached

Pre-Lien Notice:

**See Attached

Subject to the terms of this bid and the Terms & Conditions, which are attached hereto and incorporated herein, collectively, the "agreement", Contractor agrees to perform the Work as specified above on Owners's behalf for the fee amounts indicated herein payable as. By signing below, Owner agrees that he/she/it has (1) recieved, read, and understands the Agreement, including any documents incorporated by reference and any amendments, and (2) agrees to be bound by the terms of all such documents.

Accepted By

Accepted Date

Meeting Date: July 15, 2024

CITY OF HAM LAKE
STAFF REPORT

To: Mayor and Councilmembers
From: John Witkowski, Public Works Superintendent
Subject: Hiring Seasonal Maintenance Workers

Introduction: I am recommending the hiring of a part-time seasonal maintenance worker. At this time, we are still actively seeking applicants, and in the future, may recommend additional personnel to fill open spots.

Recommendation: Listed below is the individual that is being recommended for the Public Works part-time seasonal maintenance position.

Mason Starling is a new employee at a pay rate of \$15.00 per hour.

RESOLUTION NO. 24-XX

WHEREAS, the City Council of the City of Ham Lake is required by MS 204B.21, Sec. 2, to officially approve the appointment of election judges; and

WHEREAS, the Ham Lake City Council hereby adopts the judges on the attached list, as the official judges for the August 13, 2024 Primary Election, with the understanding that amendments may be necessary to the appointments in order to fill vacancies and meet party requirements.

NOW THEREFOR, BE IT RESOLVED, that the names listed on the attached list are the official election judges for the August 13, 2024 Primary Election.

Adopted by the City Council of the City of Ham Lake this 15th day of July, 2024.

Brian Kirkham, Mayor

Denise Webster, City Clerk

Poll Worker Report, 2024 Statewide Election

Primary Election, Tuesday, August 13, 2024

Ham Lake P-1

Glen Cary Lutheran Church, 15531 Central Avenue NE, Ham Lake, MN 55304

Teresa Berglin, Head Judge
Jeanne Ullevig-Martin, Assistant Head Judge
Jessica Ackerman, Election Judge
William Arzdorf, Election Judge
Jill Bjornson, Election Judge
Duane Chumley, Election Judge
Philip Engelmeyer, Election Judge
James Gutz, Election Judge
Brenda Hovet, Election Judge
Ray Kirch, Election Judge
Marilissa Marcello, Election Judge
Bernard Nelson, Election Judge
John Rafalski, Election Judge
Margaret Trautwein, Election Judge

Ham Lake P-2

Ham Lake Senior Center, 15544 Central Avenue NE, Ham Lake, MN 55304

James Hunter, Head Judge
Tiffany Weeks, Assistant Head Judge
Robert Breymeier, Election Judge
Rita Culshaw, Election Judge
Ronda Dick, Election Judge
Mark Glocke, Election Judge
Jeffrey Holec, Election Judge
Rosemary Huray, Election Judge
Patty Kappelhoff, Election Judge
Steven Lachinski, Election Judge
Roberta McCullough, Election Judge
Todd Meadows, Election Judge
Phillip Schaber, Election Judge
Barbara Souder, Election Judge

Ham Lake P-3

Oak Haven Church, 1555 Constance Boulevard NE, Ham Lake, MN 55304

Thomas Martin, Head Judge
Shannon Southerland, Assistant Head Judge
Patricia Callahan, Election Judge
Mary Ann Egan, Election Judge
Shannon Fletcher, Election Judge
Lisa Krause, Election Judge
Roger Langerud, Election Judge
JoAnn Lindgren, Election Judge
Jessica Miller, Election Judge
Doreen Pelkey, Election Judge
Kristi Phetdara, Election Judge
Laura Regino, Election Judge
Paul Schultz, Election Judge
Mark Welter, Election Judge

Ham Lake P-4

Eagle Brook Church - Ham Lake Campus, 1503 157th Avenue NE, Ham Lake, MN 55304

Timothy Hanschen, Head Judge

Poll Worker Report, 2024 Statewide Election

Marissa Norman, Assistant Head Judge
Lori Anshus, Election Judge
Brian Berglin, Election Judge
Jean Doolittle, Election Judge
Edward Hagenbuch, Election Judge
Joann Herman, Election Judge
Kim Hogdal, Election Judge
Paulette Kostick, Election Judge
Mandy Larson, Election Judge
John Lund, Election Judge
Wendy O'Neil, Election Judge
Matthew Schuster, Election Judge
Debra Thorson, Election Judge

Ham Lake P-5

Radisson Road Baptist Church, 13627 Radisson Road NE, Ham Lake, MN 55304

Janis Antinozzi, Head Judge
Carl Schwanbeck, Assistant Head Judge
Kristen Brolsma, Election Judge
Marcus Eischens, Election Judge
Virginia Hayes, Election Judge
Mary Jirak, Election Judge
Carol Kensy, Election Judge
Marlene Morris, Election Judge
Maria Olson, Election Judge
Corinne Seltz, Election Judge
Brandy Simes, Election Judge
Allen Stauffacher, Election Judge
Judy Wilken, Election Judge

Ham Lake P-6

Church of Saint Paul, 1740 Bunker Lake Blvd NE, Ham Lake, MN 55304

Rebecca Cook, Head Judge
Sharon Wolfgram, Assistant Head Judge
Cheryl Alberts, Election Judge
Andrew Audette, Election Judge
Darleen Baillargeon, Election Judge
Scott Barren, Election Judge
Paul Harris, Election Judge
James Kappelhoff, Election Judge
Paula Lang, Election Judge
Janet Liebsch, Election Judge
Troy Neurauter, Election Judge
Michelle Peterson, Election Judge
Paul Thinesen, Election Judge

Meeting Date: July 15, 2024

CITY OF HAM LAKE

STAFF REPORT

To: Mayor and Councilmembers

From: Mike Raczkowski

Item/Title/Subject: Interim Captain


Introduction/Discussion:

I received a medical leave request from one of the two captains at Fire Station 2. Since the department is a volunteer department, and members are not required to attend every call, I need to appoint an Interim Captain for leadership at the station. Firefighter Paul Dufrene has all the necessary training for Captain and has had hands-on training with other officers. This appointment will be for the length of time the other Captain is out on medical leave.

Recommendation:

I recommend approving the appointment of Paul Dufrene as Interim Captain at Fire Station 2 for the length of time needed to cover the current Captain's medical leave.

Memorandum

Date: July 10, 2024
To: Mayor and Councilmembers
From: David A. Krugler, City Engineer 
Subject: Creek Valley street reconstruction

Introduction:

The final payment for Douglas-Kerr Underground LLC for the reconstruction of the streets within Creek Valley is attached. All work for this project has been satisfactorily completed.

Discussion:

The total construction cost of the work completed is \$1,369,252.61. This is \$3,353.71 (0.25%) over the contract amount of \$1,365,898.90. The overage is primarily due to bituminous pavement and earthwork.

Both of the bituminous wearing course mixtures, combine to a total overage of \$13,860.88. The overage was due to the Contractor paving additional roadway thickness at an average of 1.38 inches on the surface lift, which is 0.38 inches above the plan quantity. The base lift was paved at an average of 1.91 inches, which is 0.09 inches below the plan quantity. Per the contract documents, the allowable deviation for each lift from the contract thickness is 0.25 inches or a total of 0.5 inches. Overall, the site has an average pavement thickens of 3.29 inches, which is 0.29 inches above the plan quantity.

The earthwork overage of \$11,485.84 was due to the existing pavement and existing road base having inconsistent depth throughout the project. The plan quantity for Common Excavation was 2,807 cubic yards and Granular Borrow was 1,013 cubic yards. The final quantity for Common Excavation is 3,025.56 cubic yards and Granular Borrow is 1,169 cubic yards. The contractor provided haul tickets as proof for the additional earthwork.

The project had a reduction in erosion control costs by \$13,759.73. The contract total for erosion control was bid at \$44,130.90 and the total amount that was paid for erosion control is \$30,371.17. This was due to the reduction of silt fence along the project and by the reduction of scope in drainage needed to reach Coon Creek.

Recommendation:

It is recommended that the project be accepted and the attached payment to Douglas-Kerr Underground LLC be approved. Approval will commence the one-year warranty period that the project is free from all defects due to faulty workmanship or defective materials.

Date July 3rd, 2024

To: Mayor and Councilmembers
 City of Ham Lake
 15544 Central Avenue NE
 Ham Lake, Minnesota 55304

Re: Creek Valley Street Reconstruction

Contractor: Douglas-Kerr
 2142 330th Avenue
 Mora, Minnesota 55051

Final Contractor Payment

STATEMENT OF WORK


ITEM NUMBER	ITEM DESCRIPTION	UNIT	EST. QTY	UNIT PRICE	TOTAL	PRIOR UNITS	UNITS THIS EST.	UNITS TO DATE	AMOUNT TO DATE
2021.501	MOBILIZATION	LUMP SUM	1	\$146,200.00	\$146,200.00	0.8	0.2	1.0	\$146,200.00
2101.505	CLEARING	ACRE	0.1	\$42,788.00	\$4,278.80	0.05	0	0.05	\$2,139.40
2101.505	GRUBBING	ACRE	0.1	\$28,525.00	\$2,852.50	0.05	0	0.05	\$1,426.25
2104.502	REMOVE DRAINAGE STRUCTURE	EACH	6	\$861.00	\$5,166.00	6	0	6	\$5,166.00
2104.502	REMOVE SIGN	EACH	9	\$44.00	\$396.00	8	0	8	\$352.00
2104.502	SALVAGE POST	EACH	4	\$44.00	\$176.00	1	0	1	\$44.00
2104.502	SALVAGE SIGN	EACH	1	\$182.00	\$182.00	1	0	1	\$182.00
2104.502	SALVAGE MAILBOX AND SUPPORT	EACH	21	\$110.00	\$2,310.00	22	0	22	\$2,420.00
2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH) DRIVEWAY	LIN FT	116	\$3.70	\$429.20	108	0	108	\$399.60
2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH) DRIVEWAY	LIN FT	300	\$2.95	\$885.00	328	0	328	\$967.60
2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	145	\$2.95	\$427.75	145	0	145	\$427.75
2104.503	REMOVE CONCRETE CULVERT	LIN FT	82	\$24.40	\$2,000.80	71	0	71	\$1,732.40
2104.503	REMOVE METAL CULVERT	LIN FT	575	\$14.40	\$8,280.00	599	0	599	\$8,625.60
2104.503	SALVAGE WOODEN FENCE	LIN FT	38	\$8.55	\$324.90	38	0	38	\$324.90
2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	SQ YD	299	\$8.95	\$2,676.05	273	0	273	\$2,443.35
2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SQ YD	590	\$6.35	\$3,746.50	538.9	0	538.9	\$3,422.02
2104.618	SALVAGE TIMBER RETAINING WALL	SQ FT	8	\$40.60	\$324.80	8	0	8	\$324.80
2105.607	COMMON EXCAVATION	CU YD	2,807	\$26.50	\$74,385.50	3,025.56	0	3,025.56	\$80,177.34
2105.607	GRANULAR BORROW (CV)	CU YD	1,013	\$36.50	\$36,974.50	1,169	0	1,169	\$42,668.50
2215.504	BITUMINOUS PAVEMENT RECLAMATION	SQ YD	12,507	\$4.00	\$50,028.00	12,507	0	12,507	\$50,028.00
2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (2:C) 2.0" THICK-DRIVEWAY	SQ YD	543	\$38.50	\$20,905.50	556.9	0	556.9	\$21,440.65
2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (2:C)	TON	795	\$133.00	\$105,735.00	903.1	0	903.1	\$120,112.30
2360.509	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2:C)	TON	1,590	\$114.00	\$181,260.00	1,585.47	0	1,585.47	\$180,743.58
2501.502	15" GS PIPE APRON	EACH	2	\$940.00	\$1,880.00	2	0	2	\$1,880.00
2501.502	24" GS PIPE APRON	EACH	2	\$1,163.00	\$2,326.00	2	0	2	\$2,326.00
2501.602	TRASH GUARD FOR 15" PIPE APRON	EACH	2	\$638.00	\$1,276.00	2	0	2	\$1,276.00
2501.602	TRASH GUARD FOR 24" PIPE APRON	EACH	2	\$757.00	\$1,514.00	2	0	2	\$1,514.00
2503.503	15" CP PIPE SEWER (SMOOTH)	LIN FT	369	\$54.05	\$19,944.45	372	0	372	\$20,106.60
2503.503	24" CP PIPE SEWER (SMOOTH)	LIN FT	285	\$70.50	\$20,092.50	292	0	292	\$20,586.00
2503.503	12" RC PIPE SEWER DESIGN 3006 CLASS IV	LIN FT	306	\$76.10	\$23,286.60	306	0	306	\$23,286.60
2503.503	15" RC PIPE SEWER DESIGN 3006 CLASS IV	LIN FT	1,341	\$83.40	\$111,839.40	1,328	0	1,328	\$110,755.20
2503.503	18" RC PIPE SEWER DESIGN 3006 CLASS IV	LIN FT	782	\$89.80	\$70,223.60	778	0	778	\$69,864.40
2503.503	24" RC PIPE SEWER DESIGN 3006 CLASS IV	LIN FT	243	\$120.00	\$29,160.00	243	0	243	\$29,160.00
2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL	EACH	16	\$3,250.00	\$52,000.00	16	0	16	\$52,000.00
2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 1	EACH	16	\$4,422.00	\$70,752.00	16	0	16	\$70,752.00
2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 2	EACH	4	\$10,769.00	\$43,076.00	4	0	4	\$43,076.00
2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 3	EACH	1	\$6,583.00	\$6,583.00	1	0	1	\$6,583.00
2506.502	RAIN GUARDIAN	EACH	6	\$3,280.00	\$19,680.00	6	0	6	\$19,680.00
2511.504	GEOTEXTILE FILTER TYPE 4	SQ YD	163	\$1.75	\$285.25	142	0	142	\$248.50
2511.507	RANDOM RIPRAP CLASS III	CU YD	44	\$149.00	\$6,556.00	32	0	32	\$4,768.00
2531.503	CONCRETE CURB AND GUTTER DESIGN D312 (MODIFIED)	LIN FT	8,218	\$18.60	\$152,854.80	8,181	0	8,181	\$152,166.60
2531.504	6" CONCRETE DRIVEWAY PAVEMENT	SQ YD	296	\$91.50	\$27,084.00	280.6	0	280.6	\$25,674.90
2540.602	INSTALL MAILBOX WITH SUPPORT	EACH	21	\$275.00	\$5,775.00	21	0	21	\$5,775.00
2563.601	TRAFFIC CONTROL	LUMP SUM	1	\$2,641.00	\$2,641.00	1	0	1	\$2,641.00
2564.518	SIGN PANELS TYPE C	SQ FT	32	\$93.55	\$2,993.60	27	5	32	\$2,993.60
2573.501	STABILIZED CONSTRUCTION EXIT	EACH	3	\$1,022.00	\$3,066.00	2	0	2	\$2,044.00
2573.502	STORM DRAIN INLET PROTECTION	EACH	35	\$180.00	\$6,300.00	36	0	36	\$6,480.00
2573.502	CULVERT END CONTROLS	EACH	4	\$442.00	\$1,768.00	3	0	3	\$1,326.00
2573.503	SILT FENCE, TYPE MS	LIN FT	3,815	\$2.50	\$9,537.50	1,066	0	1,066	\$2,665.00
2573.503	FLOTATION SILT CURTAIN TYPE MOVING WATER	LIN FT	62	\$30.80	\$1,909.60	50	0	50	\$1,540.00
2573.503	FILTER BERM TYPE 4	LIN FT	174	\$18.70	\$3,253.80	18	0	18	\$336.60
2575.504	ROLLED EROSION PREVENTION CATEGORY 15	SQ YD	1,223	\$1.50	\$1,834.50	361	300	661	\$991.50
2575.504	ROLLED EROSION PREVENTION CATEGORY 25	SQ YD	983	\$1.80	\$1,769.40	412	0	412	\$741.60
2575.605	TURF ESTABLISHMENT (25-151 SEEDING MIX)	ACRE	2.2	\$6,053.00	\$13,316.60	2.24	0	2.24	\$13,558.72
2575.605	TURF ESTABLISHMENT (33-261 SEEDING MIX)	ACRE	0.5	\$2,751.00	\$1,375.50	0.25	0	0.25	\$687.75
TOTAL CONTRACT AMOUNT					\$1,365,898.90				\$1,369,252.61

SUMMARY

Original Contract Amount	\$1,365,898.90
Value Completed To Date	\$1,369,252.61
Material on Hand	\$0.00
SUBTOTAL	<u>\$1,369,252.61</u>
Amount Retained - 0%	\$0.00
Less Pay Estimate #1	\$702,111.75
Less Pay Estimate #2	\$351,464.54
Less Pay Estimate #3	\$166,529.80
Less Pay Estimate #4	<u>\$52,034.03</u>
AMOUNT DUE THIS ESTIMATE	<u>\$97,112.49</u>

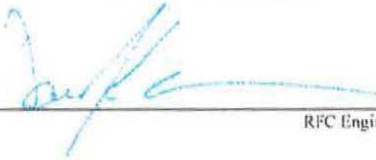
CERTIFICATION OF THE CONTRACTOR

I hereby certify that the work performed and the materials supplied under the terms of the Contract for the referenced project, and all authorized changes to the Contract have an actual value under the Contract of the amounts shown on this estimate (and the final quantities of the final estimate are correct) and that this estimate is just and correct and no part of the "Amount Due This Estimate" has been received.

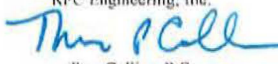
By  - *Manager* Date 7-3-24
Contractor's Authorized Representative (Title)

CERTIFICATION OF THE ENGINEER

I hereby certify that I have prepared or examined this estimate and that the Contractor is entitled to payment of this estimate under the Contract for the referenced project.

By  Date 7/8/24
RFC Engineering, Inc.

Respectfully submitted,

RFC Engineering, Inc.

Tom Collins, P.E.
Ham Lake City Engineer

RESOLUTION NO. 24-XX

A RESOLUTION TO DRAW UPON THE SCHOENROCK HOLDINGS LLC & LIVE WIRE ELECTRIC SERVICES, LLC LINE OF CREDIT WITH FIRST CITIZENS BANK FOR THE PROJECT LOCATED AT 13319 ABERDEEN ST NE

WHEREAS, on September 19, 2022 the City issued a building permit for Schoenrock Holdings LLC (“Schoenrock”) and Live Wire Electrical Services LLC (“Live Wire”) (jointly “Developer”) to construct a commercial building at 13319 Aberdeen St. NE (“Building”);

WHEREAS, on June 2, 2022 City Council Approved a Commercial site plan for 11,800 sq ft Office/Warehouse.

WHEREAS, the construction of the Building is subject to various conditions including, but not limited to “...meeting the requirements of the City Engineer and the Building Official, and meeting all City, County and State requirements.” (“Requirements”);

WHEREAS, on March 26, 2024 the City received an Irrevocable Letter of Credit number 1199 from Citizens Bank, Mora which was amended on May 16, 2024, indicating Developer had secured Fifteen Thousand and 00/100 (\$15,000) upon which the City could draw upon should the Requirements not be completed in a timely fashion;

WHEREAS, on April 2, 2024 a Temporary Certificate of Occupancy was issued to Schoenrock with the various outstanding Requirements identified to be completed as follows:

1. Turf must be established, and planning of trees per Landscape Sheet 2.
2. Storm water ponding must meet and pass inspection all Coon Creek Watershed Requirements.
3. Completion of the Fire Truck Access road meeting the Pavement Section of Sheet 7 by Bloch Engineering. Upon Completion must be inspected and approved by the City Engineer.
4. That all City of Ham Lake Codes are met.

WHEREAS, the Developer has leased out part of the building to Superior Motorwerks, LLC d/b/a Goodfellas Motors, Inc. and its principals Scott Ferrozzo and Chris Ehrman (“Tennant”) that is operating a used car sales business which is not permitted in CD-1 zoning district in violation of Ham Lake City Code;

WHEREAS, the Tennant is also storing motor vehicles inside of the building in violation of the State Building Code;

WHEREAS, the Building construction is substantially complete, however the Requirements set forth by the City have not been met including the following:

1. Turf is not established and rain garden not installed.
2. Completion of Fire Truck Access Road with Class 5 aggregate.
3. Meeting all City, County and State Requirements.

WHEREAS, Schoenrock and Live Wire’s failure to meet the necessary requirements to obtain a certificate of occupancy and allowing its Tennant to illegally occupy the building is by no fault of the City;

WHEREAS, Schoenrock and Live Wire are obligated to continue to work to meet all requirements to obtain a certificate of occupancy and otherwise remain law abiding;

WHEREAS, to ensure the Requirements are met, the City will undertake the completion of the Requirements and will draw upon the Line of Credit in the amount of \$15,000.00 to cover the costs of the work;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HAM LAKE, MINNESOTA AS FOLLOWS:

- 1. The City Administrator shall issue a draft request in the amount of \$15,000.00 to Citizens Bank at 730 Forest Ave E., Mora, MN 55051.
- 2. The City Administrator shall send a certified copy of this Resolution to Citizens Bank at 730 Forest Ave E., Mora, MN 55051.
- 3. Schoenrock and Live Wire shall reimburse the City for attorney and engineer fees associated with the limited and temporary certificate of occupancy;

Adopted by the City Council of Ham Lake this _____ day of _____, 2024.

Brian Kirkham, Mayor

Attested:

Denise Webster, City Clerk