

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, DECEMBER 5, 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 6:01 P.M. – Public Hearing – to consider the adoption of a Resolution for the 2023 Budget, Levy and Five-Year Capital Improvement Plan
- 3.2 6:02 P.M. – Public Hearing – to consider the vacation of a portion of the drainage and utility easement for Larson Systems located at 13847 Aberdeen Street NE in Section 32 and adoption of a Resolution
- 3.3 6:03 P.M. – Public Hearing – to consider the vacation of roadway and drainage and utility easements within and/or adjacent to the plats of Crosstown Rolling Acres Second Addition and Crosstown Rolling Acres Third Addition 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 November 21, 2022
- 4.2 Approval of claims
- 4.3 Approval of a Resolution designating polling sites for the 2023 Elections
- 4.4 Approval of a Resolution accepting a \$15,000 donation from the Ham Lake Chamber of Commerce
- 4.5 Approval of accepting the Whitetail Crossing 2nd Addition Development project and commencing the one-year warranty period
- 4.6 Approval of accepting the Hidden Forest East Third Addition Development project and commencing the one-year warranty period
- 4.7 Approval of releasing the Maintenance Security for Hidden Forest East Second Addition
- 4.8 Approval of the resignation of William Vossberg and Michael Kopp from the Charter Commission and advertising in the *Ham Laker* for the open positions
- 4.9 Approval of extending conditional offers of employment to paid-on-call firefighters
- 4.10 Approval of extending the contract with Wruck Sewer and Portable Rentals for 3 more years (2023-2025) to provide and service various parks within the City
- 4.11 Approval of the following 2023 Business Licenses:
 - Tobacco – Bidhipur Beverage, Inc. dba Ham Lake Liquors; Holiday Stationstores LLC dba Holiday Stationstores #2746223; Grape Expectations, Inc. dba Tournament Liquor; Northern Tier Retail, LLC dba Speedway #4537; Eagl Beverage Holdings, LLC dba Majestic Oaks Golf Club; Rama Corporation dba Network Liquor and Wine Corp.; Celine Stop Ham Lake Inc. dba Little Wonder; E-City Clubhouse LLC dba E-Cig Clubhouse; Zen Inc. dba Ham Lake BP; Casey’s Retail Store #3753; Broadview Operations, LLC, dba 1 Stop Liquor; Broadview Operations, LLC dba 1 Stop Market; A & H, LLC dba Ham Lake Tobacco; Central Tobacco Inc. dba SmoKing Shop; and DG Retail, LLC dba Dollar General #21464
 - Cabaret – Maxx Bar & Grill Inc. dba Maxx Bar & Grill; Eagl Beverage Holdings, LLC dba Majestic Oaks Golf Club; and Dan Dahlin Inc., dba Ham Lake Lanes

Vending Machine – Mendota Valley Amusement, Inc. (for Maxx Bar & Grill), Midwest Coin Concepts (Ham Lake Lanes)

Recycling/Refuse – Ham Lake Haulers

Hotel/Motel – Kevin Eggerth (Ham Lake Apartments), Oasis Life, LLC (AmericInn Ham Lake)

5.0 PLANNING COMMISSION RECOMMENDATIONS – None

6.0 ECONOMIC DEVELOPMENT AUTHORITY – None

7.0 APPEARANCES – None

8.0 CITY ATTORNEY

9.0 CITY ENGINEER

10.0 CITY ADMINISTRATOR

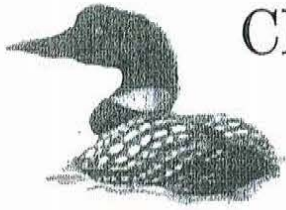
11.0 COUNCIL BUSINESS

11.1 Committee Reports

11.2 Update of the Sunrise Watershed Management Organization (SRWMO) budget funding formulas

11.3 Announcements and future agenda items

CLOSED MEETING - Pursuant to Minn. Stat. §13D.05, Subd. 3(c)(3) to discuss the purchase of real property identified as PIN #08-32-23-12-0021 (during a recess of the regularly scheduled City Council meeting)



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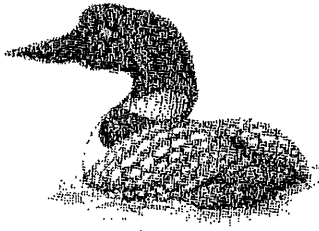
NOTICE OF PUBLIC HEARING CITY OF HAM LAKE

Notice is hereby given that the Ham Lake City Council will hold a public hearing on December 5, 2022 at 6:01 p.m. in the Council Chambers for the purpose of adopting the 2023 Budget, Levy and Five-Year Capital Improvement Plan. All interested citizens will have the opportunity to give written or oral comment.

A handwritten signature in blue ink that reads "Dawnette Shimek". The signature is written in a cursive, flowing style.

Dawnette Shimek
Deputy City Clerk

Published: November 24, 2022



CITY OF HAMLAKE

Staff Report

To: Mayor and Councilmembers
Denise Webster, City Administrator

From: Andrea Murff, Finance /Human Resource Director

Subject: Proposed 2023 budget and 2022 levy for payable 2023

GENERAL FUND

The preliminary 2023 General Fund budget is mainly funded by a levy of \$6,011,033. This is an increase of \$619,590 or an 11.49% from 2022. This levy balances the budget and no reserves would be used to cover General Fund expenditures. Based on preliminary tax capacity numbers, the tax rate for the city would decrease 1.99% to 19.50%.

Other revenues for the City totaled \$928,335, not including transfers, an increase of \$17,460 or 1.92% from 2022. License and permits saw a decrease in the proposed budget of \$20,000 or 3.65% due to being conservative with permitting due to rising interest rates. Intergovernmental revenues increased 25,000 or 16.56% to align the Fire Relief Pension grant to actual and to account for an increase in the Fire Training grant that matches expenditures. Miscellaneous revenue increased \$11,960 or 8.30% primarily due to the addition of a new tower tenant and annual increases in tower rent. All other revenue sources remained fairly flat when compared to the 2022 budget due to not seeing any huge increase or decrease in the year to date amounts.

Expenditures for 2023, including transfers, increased \$637,850, or 10.12% from 2022. The largest increase of \$310,000 or 23.02% is to internal transfers to the Capital Funds. Below is a schedule of the increases by fund:

- Revolving Street Fund transfer increased \$200,000 to \$1,100,000.
- Fire Equipment Fund transfer increased \$55,000 to \$285,000.
- Public Works Equipment Fund transfer increased \$50,000 to \$200,000.
- Building Inspection Equipment Fund transfer increased \$3,000 to \$10,000.
- EOC transfer increased \$2,000 since the transfer was not done in 2022.

Other significant increases in expenditures with at least a 10% increase and \$5,000 difference from 2022 are as follows:

- There are no budgeted election expenditures for 2023.

- Finance increased due to budgeting for a Comp Study and an increase to Incode-10 support.
- General government increased due to increasing the budgeted amount for supplies (500), increase in Metro-Inet services (410), increased bank fees for a new product to deter fraud (1,000), and increased controllable assets (9,000) for new computers.
- Metro-Inet Contract increased 19% due to administration costs and increase in services.
- Budgeted for Fire Inspector position at 15 hours per week, increased training, transfers to the equipment fund, and software support budgets.
- Snow and Ice removal decreased due to no needing more salt after an over order in 2022.
- There was a changes to the Stormwater – drainage and Stormwater – WMO’s due to aligning engineering fees to actual.
- Increased the transfer from the Lodging Tax Fund since it was decreased due to COVID.

OTHER FUNDS

Ham Laker Fund: In 2021, the Ham Laker Fund ended with a negative \$58,246 fund balance. In 2022 it is slated to go down another \$15,450. A transfer is needed in order to keep this fund going. A proposed annual budgeted transfer from the Cable Funds each year to offset the negative balance.

2010 CIP Bond Debt Service Fund: The G.O. levy for this bond is \$208,923.

GO Capital Note Debt Service Fund-NMTC: This fund was created in 2016. The City of Circle Pines issued General Obligation Capital Notes to finance the acquisition of capital equipment by the North Metro Telecommunications Commission. Member cities receive franchise fees from NMTC, from which they pay their share of the debt service payments. Member cities will not levy property taxes to pay the debt service. The preliminary 2023 budget includes franchise fees of \$ 32,027 and bond principal, interest, and miscellaneous expense of \$32,038.

Recommendations:

I recommend that Council adopt the Resolution to approve the Proposed 2023 budget and the proposed 2022 tax levy, collectible in 2023.

RESOLUTION NO. 22-xx

RESOLUTION APPROVING THE FINAL 2023 PROPOSED BUDGET AND 2022
TAX LEVY, COLLECTIBLE IN 2023

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HAM LAKE, ANOKA COUNTY, MINNESOTA, that the following sums of money are proposed to be levied for the current year, collectible in 2023, upon taxable property in the City of Ham Lake, for the following purposes:

General Levy	\$6,011,033.00
Bonded Indebtedness:	
G. O. Capital Improvement Plan Bond, series 2010A	\$ 208,924.00
Total Levy	\$6,219,957.00

The 2022 tax levy, collectible in 2023, for G.O. Capital Notes, Series 2016A (NMTC) is cancelled, as alternative revenues are available to pay the principal and interest on the bonds.

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF HAM LAKE, ANOKA COUNTY, MINNESOTA, that the attached copy of the 2023 budget is hereby adopted.

The City Clerk is hereby instructed to transmit a certified copy of this resolution to the Department of Tax Administration, Anoka County, Minnesota.

Adopted by the Ham Lake City Council this 5th day of December, 2022.

Brian Kirhham, Mayor

Denise Webster, City Clerk

2023 COMPENSATION PLAN
For Employees Hired After September 6, 2011
NON-EXEMPT - HOURLY WAGE

COLA 3%

COMP WORTH	START	1,040 Hours 6 MONTHS	2,080 Hours 1 YEAR	4,160 Hours 2 YEARS	6,240 Hours 3 YEARS	8,320 Hours 4 YEARS
149	20.40	21.03	21.70	22.99	24.18	25.48
168	23.01	23.71	24.47	25.90	27.29	28.73
178	24.37	25.15	25.92	27.43	28.91	30.45
209	28.61	29.47	30.44	32.18	33.95	35.77
228	31.22	32.20	33.20	35.14	37.06	39.00
275	37.65	38.80	40.05	42.39	45.23	47.04

EXEMPT (SALARIED) PER MONTH

252	5,977	6,164	6,354	6,729	7,098	7,470
308	7,305	7,534	7,764	8,223	8,675	9,131
372	8,823	9,097	9,378	9,932	10,477	11,028
252	34.48	35.56	36.66	38.82	40.95	43.10
308	42.15	43.46	44.79	47.44	50.05	52.68
372	50.90	52.48	54.10	57.30	60.44	63.62

Non-exempt (Hourly)

149	On-call snowplow operator
168	Administrative Assistant II, Building Technician
178	Streets & Parks Maintenance Workers, Accounting Technician II
209	Building Clerk/Zoning Clerk, Mechanic/Operator
228	Streets and Parks Supervisor, Building Official/Inspector, Fire Inspector
275	Building and Zoning Official/Cod Enforcement Officer

Exempt (Salaried)

252	City Clerk
308	Public Works Superintendent, Finance Director, Fire Chief/Public Safety Officer
372	Administrator

Part-time/Seasonal/On-call

Position	Start	1 Year	2 Year
Warming house attendant	15.00	16.00	17.00
Public works/parks seasonal	15.00	16.00	17.00

Planning Commissioners, Park & Tree Commissioners

Attendance at a Planning or Park & Tree Commission meeting	\$	30.00	per meeting
Attendance at a City Council or other meeting	\$	20.00	per meeting
Inspections	\$	20.00	per inspector

2023 COMPENSATION PLAN
For Employees Hired Prior to September 6, 2011
NON-EXEMPT - HOURLY WAGE

COLA 3%

COMP WORTH	START	6 MONTHS 1040 Hours	1 YEAR 2080 Hours	2 YEARS 4160 Hours	3 YEARS 6240 Hours
149	20.39	21.70	22.96	24.20	25.49
168	23.02	24.46	25.89	27.29	28.72
178	24.37	25.92	27.43	28.91	30.45
209	28.62	30.43	32.21	33.95	35.76
228	31.23	33.17	35.14	37.03	39.00

EXEMPT - SALARIED - PER MONTH

252	5,976	6,354	6,726	7,095	7,470
308	7,306	7,764	8,223	8,675	9,132
372	8,822	9,375	9,935	10,480	11,028

Non-exempt (Hourly)

149	On-call snowplow operator
168	Administrative Assistant II, Building Technician
178	Streets & Parks Maintenance Workers, Accounting Technician II
209	Building Clerk/Zoning Clerk, Mechanic/Operator
228	Streets and Parks Supervisor, Building Official/Inspector, Fire Inspector
275	Building and Zoning Official/Cod Enforcement Officer

**Comp Worth 275 was created after 2011 & not reflected in this pay scale

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Attendance at a City Council or other meeting	\$	20.00	per meeting
Inspections	\$	20.00	per inspection

**2023 COMPENSATION PLAN
Fire Department**

	<u>Amount</u>	<u>Pay Frequency</u>
Officers		
Deputy chief	289.36	per month
District chief	212.11	per month
Training officer	40.74	per month
Assistant training officer	40.74	per month
Fire prevention	40.74	per month
Fire investigators	40.74	per month
 Weekend Duty Officer	 93.64	 per duty weekend
 Instructors	 24.45	 per training session
 Call rate	 16.32	 per hour
Meeting/drill rate	16.32	per meeting/drill
Chief & captains rate	17.99	per hour

CITY OF HAM LAKE, MINNESOTA
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCES - SUMMARY
GENERAL FUND
ACTUAL FOR THE YEAR ENDED DECEMBER 31, 2020-2021, PERIOD TO DATE OCTOBER 31, 2022 AND
BUDGET FOR THE YEARS ENDED DECEMBER 31, 2022 AND 2023

	Actual	Actual	YTD	Budget	Budget	Percent
	2020	2021	10/31/2022	2022	2022	Change
REVENUES						
Taxes	\$ 4,844,172	\$ 5,067,295	\$ 2,836,765	\$ 5,418,693	\$ 6,038,283	11%
Licenses and permits	570,475	592,028	515,777	548,600	528,600	-4% (1)
Intergovernmental	201,127	177,827	1,106,817	151,000	176,000	17% (2)
Charges for services	12,050	11,929	8,088	8,885	9,385	6%
Fines and forfeitures	22,131	26,530	23,248	30,000	30,000	0%
Investment earnings	30,842	(3,227)	(29,998)	1,000	1,000	0%
Miscellaneous	337,603	353,602	161,436	144,140	156,100	8%
Other financing sources	209,309	-	-	-	-	0%
TOTAL REVENUES	6,227,709	6,225,985	4,622,131	6,302,318	6,939,368	10%
EXPENDITURES						
Council	92,066	72,338	78,476	76,979	73,460	-5%
Ordinances	1,689	2,909	2,847	5,100	4,600	-10%
Administration	146,389	150,972	128,486	161,440	170,283	5%
Clerk	128,812	120,174	102,630	118,328	126,374	7%
Elections	28,763	-	10,172	28,719	-	-100% (3)
Finance	241,892	216,401	194,844	238,044	278,710	17% (4)
Auditing	22,570	28,580	23,550	28,900	29,000	0%
Assessing	78,236	79,878	59,909	78,500	82,100	5%
Prosecutions	78,000	78,000	58,500	78,000	78,000	0%
Planning & zoning	60,507	83,670	67,036	94,145	102,239	9%
General government	59,180	69,200	233,560	76,762	87,771	14% (5)
General govt buildings	144,756	31,099	40,009	38,075	39,075	3%
City sign	2,591	2,670	1,880	2,913	3,005	3%
Information Technology	41,077	41,995	43,988	52,527	62,413	19% (6)
Police protection	947,412	1,081,465	1,217,110	1,276,917	1,353,929	6%
Fire department	415,911	546,996	468,930	578,205	665,106	15% (7)
Fire stations	28,283	29,105	26,084	34,630	36,870	6%
Sirens	8,965	8,331	8,075	9,187	9,214	0%
Building inspection	352,874	369,120	333,264	428,898	459,650	7%
Animal control	4,650	3,060	2,370	3,150	3,150	0%
Public works	686,160	791,911	675,853	910,582	963,554	6%
Public works building	32,346	29,502	31,215	36,730	38,830	6%
Snow & ice removal	92,337	94,889	57,918	86,190	66,590	-23% (8)
Stormwater drainage	6,214	2,505	7,018	4,000	3,500	-13% (9)
Stormwater-WMOs	17,555	18,506	18,312	12,750	18,939	49% (9)
Signs & signals	16,559	21,972	12,919	21,000	21,095	0%
Utility/ROW	48,798	47,268	44,404	40,000	50,000	25% (9)
Parks	195,170	201,316	158,929	286,879	305,877	7%
Park Buildings	9,916	14,715	11,586	16,850	18,350	9%
Senior Center	4,314	3,456	2,422	7,428	7,793	5%
Senior Center Building	13,540	11,326	10,364	13,990	14,190	1%
Misc/unallocated	110,997	111,057	124,574	111,200	111,200	0%
TOTAL EXPENDITURES	4,118,528	4,366,384	4,257,231	4,957,018	5,284,868	7%
EXCESS REVENUES (EXPENDITURES)	2,109,182	1,859,601	364,901	1,345,300	1,654,500	23%
OTHER FINANCING SOURCES (USES)						
Transfers in	1,350	1,350	-	1,200	2,000	67% (10)
Transfers out	(1,270,000)	(1,851,470)	(1,121,976)	(1,346,500)	(1,656,500)	23% (11)
TOTAL OTHER FINANCING SOURCES (USES)	(1,268,650)	(1,850,120)	(1,121,976)	(1,345,300)	(1,654,500)	23%
EXCESS (DEFICIENCY) OF REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES						
	\$ 840,532	\$ 9,481	\$ (757,075)	\$ (0)	\$ (0)	

Explanation of Budget Changes in revenue and expenditures over 10%.

- (1) Licenses and Permits revenue was decreased to be conservative due to instability in the markets.
- (2) Aligned the Fire Relief Pension grant to actual and increased the Fire Training grant to match expenditures.
- (3) No elections in 2023.
- (4) Finance increased due to budgeting for a Comp Study and an increase to Incode-10 support.
- (5) General government increased due to increasing the budgeted amount for supplies (500), increase in Metro-Net services (410), increased bank fees for a new product to deter fraud (1,000), and increased controllable assets (9,000) for new computers.
- (6) Metro-Net Contract increased 19% due to administration costs and increase in services.
- (7) Budgeted for Fire Inspector position at 15 hours per week, increased training, transfers to the equipment fund, and software support budgets.
- (8) Decreased due to reducing the amount of salt needed.
- (9) Aligned engineering fees to actual
- (10) Increased the transfer the the lodging tax fund since it was decreased due to COVID.
- (11) Increased transfers a total of \$310,000 as follows:
 - * Fire Equipment - \$70,000 to a total transfer of \$285,000.
 - * EOC - \$2,000 - This was not budgeted in 2022
 - * Building Inspection - \$3,000 to a total transfer of \$10,000
 - * Street Fund - \$50,000 to a total transfer of \$1,100,000
 - * Public Works - \$135,000 to a total transfer of \$200,000

CITY OF HAM LAKE							
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - DETAILED							
BUDGET DETAIL - ACTUAL 2019-2021, YTD OCTOBER 2022, BUDGET FINAL 2022, PROPOSED 2023							
		2019	2020	2021	YTD Oct-22	BUDGET 2022	2023
CABLE TV FUND							
Revenues							
210-31402	Franchise Fees	(54,335.60)	(54,647.52)	(31,072.41)	-	(55,000.00)	(55,000.00)
210-37101	Interest on investments	(6,417.52)	(4,197.10)	358.09	3,683.29	(2,500.00)	(2,500.00)
Total		(60,753.12)	(58,844.62)	(30,714.32)	3,683.29	(57,500.00)	(57,500.00)
Expenditures							
210-41705-1120	Wages & salaries-PT	2,396.41	694.64	-	-	-	-
210-41705-1210	PERA/FICA/MC	-	-	-	-	-	-
210-41705-1211	PERA	117.41	52.11	-	-	-	-
210-41705-1212	FICA/MC	183.36	51.51	-	-	-	-
210-41705-1510	Worker's comp insurance	14.08	5.40	-	-	-	-
210-41705-2320	Equipment parts & supplies	-	-	-	-	-	-
210-41705-3190	Recording Services	-	189.46	-	-	-	-
210-41705-3440	Equipment repair & maintenance services	-	-	-	-	500.00	500.00
210-41705-5110	Capital assets	-	-	6,000.00	109,780.00	-	-
210-41705-5120	Controllable assets	-	-	-	-	-	-
210-41705-7130	Ham Laker transfer	-	-	-	-	-	15,450.00
Total		2,711.26	993.12	6,000.00	109,780.00	500.00	15,950.00
HAM LAKER FUND							
Revenues							
211-34101	Advertising & subscriptions	(6,638.21)	(4,875.00)	(3,600.00)	(4,575.00)	(3,000.00)	(3,000.00)
211-37101	Interest on investments	(37.03)	(58.77)	(45.46)	(2.93)	-	-
211-37501	General donations	(8,500.00)	(1,500.00)	(10,000.00)	-	(1,000.00)	(1,000.00)
211-39309	Transfer from other funds	-	-	-	-	(14,050.00)	(15,450.00)
Total		(15,175.24)	(6,433.77)	(13,645.46)	(4,577.93)	(18,050.00)	(19,450.00)
Expenditures							
211-41704-2120	Postage	12,265.17	12,586.64	11,935.83	10,811.05	14,000.00	14,000.00
211-41704-3125	Editing	10,800.00	10,800.00	10,113.75	8,249.40	10,800.00	10,800.00
211-41704-3970	Printing	7,246.21	7,489.42	6,711.29	6,271.22	7,400.00	7,400.00
211-41704-3990	Other services and charges	1,320.00	1,380.00	1,461.05	1,704.48	1,300.00	1,300.00
Total		31,631.38	32,256.06	30,221.92	27,036.15	33,500.00	33,500.00
LAWFUL GAMBLING CONSTRUCTION FUND							
Revenues							
212-37101	Interest on investments	(1,143.12)	(668.14)	51.33	475.17	-	-
212-37503	Lawful gambling contributions	(36,987.48)	(50,560.33)	(68,954.09)	(23,127.89)	(25,000.00)	(25,000.00)
Total		(38,130.60)	(51,228.47)	(68,902.76)	(22,652.72)	(25,000.00)	(25,000.00)
Expenditures							
212-41706-3155	Police protection	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00
212-41706-7190	Transfer to General Fund	-	-	1,200.00	-	-	-
212-41706-7191	Transfer to Ham Laker Fund	-	-	-	-	14,050.00	-
Total		25,000.00	25,000.00	26,200.00	25,000.00	39,050.00	25,000.00
FUTURE DRAINAGE FU							
Revenues							
230-34401	Future drainage fees	(6,212.65)	(15,579.93)	(24,060.40)	(6,428.00)	(10,000.00)	(10,000.00)
230-37101	Interest on investments	(2,569.76)	(1,160.51)	113.07	1,083.47	(500.00)	(500.00)
Total		(8,782.41)	(16,740.44)	(23,947.33)	(5,344.53)	(10,500.00)	(10,500.00)
Expenditures							
230-43201-2390	Other repair & maintenance supplies	1,611.15	-	-	-	6,000.00	6,000.00
230-43201-2510	Software licenses & upgrades	3,918.00	4,224.00	-	4,260.00	4,500.00	5,355.00
230-43201-3110	Attorney	-	-	-	-	500.00	500.00
230-43201-3135	Engineering	4,614.75	4,014.69	9,738.29	4,832.60	30,000.00	10,000.00
230-43201-3190	Other professional services	-	-	-	-	-	-
230-43201-3320	Equipment rentals	-	-	-	-	-	-
230-43201-3490	Other repair & maintenance services	-	-	-	-	10,000.00	10,000.00
230-43201-3950	Legal notices/publications/bids	-	-	-	-	-	-
230-43201-3980	Filing fees	-	-	-	-	-	-
230-43201-5110	Capital assets	-	-	-	-	-	-
230-43201-5130	ROW acquisitions	-	-	-	-	-	-
Total		10,143.90	8,238.69	9,738.29	9,092.60	51,000.00	31,855.00

CITY OF HAM LAKE
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - DETAILED
BUDGET DETAIL - ACTUAL 2019-2021, YTD OCTOBER 2022, BUDGET FINAL 2022, PROPOSED 2023

		2019	2020	2021	YTD Oct-22	BUDGET	
						2022	2023
RECYCLING FUND							
Revenues							
231-33406	SCORE grants	(83,213.00)	(83,710.00)	(85,960.00)	(37,684.25)	(85,000.00)	(85,000.00)
231-34302	Recycling receipts	(1,889.04)	(963.94)	(3,706.40)	(1,886.82)	(1,000.00)	(1,000.00)
231-37101	Interest on investments	(1,640.80)	(774.04)	87.53	630.31	(50.00)	(50.00)
Total		(86,742.84)	(85,447.98)	(89,578.87)	(38,940.76)	(86,050.00)	(86,050.00)
Expenditures							
231-43601-1110	Wages & Salaries	-	-	3,935.85	3,768.42	-	-
231-43601-1211	PEAR	-	-	18.96	(18.96)	-	-
231-43601-1212	FICA	-	-	19.34	(19.34)	-	-
231-43601-2120	Postage	955.64	1,027.30	1,978.96	895.84	1,000.00	1,000.00
231-43601-2290	Operating supplies	-	-	-	-	500.00	500.00
231-43601-3630	Waste management & recycling	82,344.70	84,385.35	85,898.35	58,004.34	87,000.00	87,000.00
231-43601-3930	Grant expenditures	-	-	-	-	-	-
231-43601-3960	Mileage	34.80	13.92	-	-	50.00	50.00
231-43601-3970	Printing	1,972.00	1,756.71	3,404.14	1,407.90	2,000.00	2,000.00
Total		85,307.14	87,183.28	95,255.60	64,038.20	90,550.00	90,550.00
STREET LIGHT FUND							
Revenues							
232-34303	Street light fees	(63,767.05)	(65,749.45)	(53,996.68)	(47,775.45)	(66,000.00)	(66,000.00)
232-34306	Developer electrical service	(486.72)	(2,920.32)	(8,760.92)	(1,946.88)	-	-
232-37101	Interest on investments	(3,211.21)	(1,783.16)	169.31	1,377.59	(100.00)	(100.00)
232-37601	Refunds & reimbursements	(820.12)	-	-	-	-	-
Total		(68,285.10)	(70,452.93)	(62,588.29)	(48,344.74)	(66,100.00)	(66,100.00)
Expenditures							
232-43701-2120	Postage	-	-	737.12	427.90	-	-
232-43701-3105	Assessing/property tax administration	-	-	-	1,650.00	-	-
232-43701-3190	Other professional services	2,814.76	2,920.97	8,055.17	503.07	3,000.00	3,000.00
232-43701-3610	Electricity	49,293.48	51,593.74	53,274.39	45,748.61	55,000.00	57,000.00
232-43701-4145	Refunds & reimbursements	-	-	-	-	-	-
232-43701-4160	Uncollectible accounts	-	-	-	-	-	-
232-43701-5120	Controllable assets	-	-	-	-	-	-
Total		52,108.24	54,514.71	62,066.68	48,329.58	58,000.00	60,000.00
OAKWILT FUND							
Revenues							
250-37101	Interest on investments	(246.57)	(129.53)	11.38	98.86	(50.00)	(50.00)
Total		(246.57)	(129.53)	11.38	98.86	(50.00)	(50.00)
Expenditures							
250-45101-2120	Postage	63.20	31.50	55.65	87.78	150.00	150.00
250-45101-2290	Operating supplies	-	-	-	53.42	100.00	100.00
250-45101-3320	Equipment rentals	-	-	-	-	-	-
250-45101-3440	Equipment repair & maintenance services	-	-	-	-	-	-
250-45101-3810	Contractors	-	-	-	-	-	-
Total		63.20	31.50	55.65	141.20	250.00	250.00
ECONOMIC DEVELOPMENT FUND							
Revenues							
261-37101	Interest on investments	(794.30)	(185.75)	(17.28)	12.38	(650.00)	(650.00)
261-37102	Interest - Loans	-	-	-	-	-	-
Total		(794.30)	(185.75)	(17.28)	12.38	(650.00)	(650.00)
Expenditures							
261-46101-4105	Beautification grants	23,526.33	15,850.00	-	-	-	-
Total		23,526.33	15,850.00	-	-	-	-

CITY OF HAM LAKE

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - DETAILED
BUDGET DETAIL - ACTUAL 2019-2021, YTD OCTOBER 2022, BUDGET FINAL 2022, PROPOSED 2023**

		2019	2020	2021	YTD Oct-22	BUDGET	
						2022	2023
HAM LAKE EDA FUND							
Revenues							
262-37101	Interest on investments	(1,625.15)	(2,078.25)	167.95	1,127.29	(50.00)	(50.00)
262-37302	Building lease	-	-	-	-	-	-
Total		(1,625.15)	(2,078.25)	167.95	1,127.29	(50.00)	(50.00)
Expenditures							
262-46101-2310	Building repair & maintenance supplies	-	-	-	-	-	-
262-46101-3110	Attorney	385.00	-	-	505.50	-	-
262-46101-3190	Other professional services	-	-	1,000.00	-	-	1,000.00
262-46101-3420	Building repair & maintenance services	-	-	-	-	-	-
262-46101-3630	Waste management	53.23	-	-	-	-	-
262-46101-3940	Insurance	-	-	-	-	-	-
262-46101-5110	Capital assets	-	-	42,414.11	27,120.39	-	-
Total		438.23	-	43,414.11	27,625.89	-	1,000.00
LODGING TAX FUND							
Revenues							
263-31401	Lodging tax	(31,162.21)	(24,048.35)	(28,733.13)	(23,736.48)	(27,000.00)	(27,000.00)
263-37101	Interest on investments	(134.56)	(38.27)	3.27	51.62	-	-
Total		(31,296.77)	(24,086.62)	(28,729.86)	(23,684.86)	(27,000.00)	(27,000.00)
Expenditures							
263-46101-4120	Convention bureau	29,604.10	22,845.94	27,296.48	19,886.30	25,500.00	25,500.00
263-46101-7135	Lodging tax transfer	1,350.00	1,350.00	-	-	1,200.00	2,000.00
Total		30,954.10	24,195.94	27,296.48	19,886.30	26,700.00	27,500.00

CITY OF HAM LAKE

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - DETAILED
BUDGET DETAIL - ACTUAL 2019-2021, YTD OCTOBER 2022, BUDGET FINAL 2022, PROPOSED 2023**

		2019	2020	2021	YTD Oct-22	BUDGET	
						2022	2023
2010 CIP BOND DEBT SERVICE FUND							
Revenues							
370-31001	Current property taxes	(209,101.00)	(204,061.00)	(209,521.00)	(104,708.00)	(209,416.00)	(208,923.75)
370-31002	Delinquent property taxes	-	-	-	-	(1,500.00)	(1,500.00)
370-37101	Interest on investments	(2,986.76)	(1,322.46)	5.49	996.37	(500.00)	(500.00)
Total		(212,087.76)	(205,383.46)	(209,515.51)	(103,711.63)	(211,416.00)	(210,923.75)
Expenditures							
370-47101-6110	Principal	160,000.00	160,000.00	160,000.00	170,000.00	170,000.00	175,000.00
370-47101-6120	Interest	41,543.76	36,743.76	31,943.76	26,993.76	26,994.00	21,709.38
370-47101-6130	Agent fees	1,375.00	4,475.00	1,375.00	325.00	1,375.00	1,375.00
Total		202,918.76	201,218.76	193,318.76	197,318.76	198,369.00	198,084.38
2016 GO CAPITAL NOTE DEBT SERVICE FUND							
Revenues							
371-31402	Franchise fees	(32,174.31)	(32,335.55)	(31,749.23)	(31,895.81)	(31,896.00)	(32,027.73)
371-37101	Interest on investments	-	(25.89)	-	-	-	-
Total		(32,174.31)	(32,361.44)	(31,749.23)	(31,895.81)	(31,896.00)	(32,027.73)
Expenditures							
371-47101-6110	Principal	27,222.00	27,920.00	27,920.00	28,600.00	28,600.00	29,316.00
371-47101-6120	Interest	3,420.20	2,876.00	2,318.00	1,760.00	1,760.00	1,186.60
371-47101-6130	Agent fees & misc	1,532.11	1,539.55	1,511.23	1,535.81	1,536.00	1,536.00
Total		32,174.31	32,335.55	31,749.23	31,895.81	31,896.00	32,038.60

CITY OF HAM LAKE
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - DETAILED
BUDGET DETAIL - ACTUAL 2019-2021, YTD OCTOBER 2022, BUDGET FINAL 2022, PROPOSED 2023

		2019	2020	2021	YTD Oct-22	BUDGET	
						2022	2023
GENERAL GOVERNMENT EQUIPMENT FUND							
Revenues							
410-37101	Interest on investments	(1,100.28)	(661.40)	39.86	552.24	(400.00)	(400.00)
410-39301	Transfer from general fund	(5,000.00)	(5,500.00)	(5,000.00)	(4,496.00)	(5,000.00)	(5,500.00)
Total		(6,100.28)	(6,161.40)	(4,960.14)	(3,943.76)	(5,400.00)	(5,900.00)
Expenditures							
410-41701-5110	Capital assets	-	1,785.00	5,041.00	-	66,000.00	1,000.00
410-41701-7110	Election equipment fund transfer	-	-	-	-	-	-
Total		-	1,785.00	5,041.00	-	66,000.00	1,000.00
ELECTION EQUIPMENT FUND							
Revenues							
411-37101	Interest on investments	(209.25)	(115.24)	7.13	7.60	(100.00)	(100.00)
411-39309	Transfer from other funds	(3,000.00)	(2,500.00)	(4,000.00)	(3,330.00)	(4,000.00)	(4,000.00)
Total		(3,209.25)	(2,615.24)	(3,992.87)	(3,322.40)	(4,100.00)	(4,100.00)
Expenditures							
411-41302-5110	Capital assets	3,466.12	3,538.95	3,189.09	3,404.52	4,800.00	3,600.00
Total		3,466.12	3,538.95	3,189.09	3,404.52	4,800.00	3,600.00
BUILDING FUND							
Revenues							
412-37101	Interest on investments	(8,437.00)	(3,853.47)	267.01	2,139.24	(1,000.00)	(1,000.00)
412-37302	Building lease	-	-	-	-	-	-
412-39301	Transfer from general fund	(10,000.00)	(10,000.00)	(10,000.00)	(8,330.00)	(10,000.00)	(10,000.00)
Total		(18,437.00)	(13,853.47)	(9,732.99)	(6,190.76)	(11,000.00)	(11,000.00)
Expenditures							
412-41702-3420	Building repair & maintenance services	-	-	-	-	10,000.00	10,000.00
412-41702-5110	Capital assets	3,390.00	29,418.24	27,295.61	2,367.29	35,000.00	35,000.00
Total		3,390.00	29,418.24	27,295.61	2,367.29	45,000.00	45,000.00
FIRE DEPARTMENT EQUIPMENT FUND							
Revenues							
420-33102	Fire/emergency preparedness grants	-	-	-	-	-	-
420-33407	State Fire Grants	-	-	(5,000.00)	-	-	-
420-37101	Interest on investments	(19,575.00)	(13,191.07)	1,212.15	13,763.31	(8,000.00)	(1,000.00)
420-37502	Fire department donations	-	-	-	-	-	-
420-39101	Sale of assets	-	-	(8,700.00)	-	(10,000.00)	(2,318.00)
420-39301	Transfer from general fund	(210,000.00)	(210,000.00)	(230,000.00)	(191,660.00)	(230,000.00)	(285,000.00)
Total		(229,575.00)	(223,191.07)	(242,487.85)	(177,896.69)	(248,000.00)	(288,318.00)
Expenditures							
420-42201-5110	Capital assets	-	38,387.80	80,093.57	64,744.89	2,680,000.00	3,134,362.00
420-42201-7190	Other transfers	-	-	-	-	-	-
Total		-	38,387.80	80,093.57	64,744.89	2,680,000.00	3,134,362.00
EMERGENCY OPERATIONS CENTER FUND							
Revenues							
421-37101	Interest on investments	(676.76)	(794.03)	145.49	(185.20)	(200.00)	(200.00)
421-39301	Transfer from general fund	(2,000.00)	(2,000.00)	-	-	-	(2,000.00)
Total		(2,676.76)	(2,794.03)	145.49	(185.20)	(200.00)	(2,200.00)
Expenditures							
421-42301-3420	Building repair & maintenance services	-	-	-	-	-	-
421-42301-5110	Capital assets	-	-	-	-	1,000.00	1,000.00
Total		-	-	-	-	1,000.00	1,000.00
SIREN REPLACEMENT FUND							
Revenues							
422-37101	Interest on investments	(732.44)	(406.95)	36.37	322.90	(100.00)	(100.00)
422-39301	Transfer from general fund	-	-	(2,000.00)	-	-	-
Total		(732.44)	(406.95)	(1,963.63)	322.90	(100.00)	(100.00)
Expenditures							
422-42302-3440	Equipment repair & maintenance services	-	-	-	-	5,000.00	373,119.00
Total		-	-	-	-	5,000.00	373,119.00

CITY OF HAM LAKE
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - DETAILED
BUDGET DETAIL - ACTUAL 2019-2021, YTD OCTOBER 2022, BUDGET FINAL 2022, PROPOSED 2023

		2019	2020	2021	YTD Oct-22	BUDGET	
						2022	2023
BUILDING INSPECTION EQUIPMENT FUND							
Revenues							
428-37101	Interest on investments	(1,167.56)	(737.99)	76.26	(35.06)	(1,000.00)	(1,000.00)
428-39101	Sale of Assets	-	-	(2,601.00)	-	-	-
428-39301	Transfer from general fund	(12,000.00)	(12,000.00)	(10,000.00)	-	(7,000.00)	(10,000.00)
428-39309	Transfer from other funds	-	-	-	(5,830.00)	-	-
Total		(13,167.56)	(12,737.99)	(12,524.74)	(5,865.06)	(8,000.00)	(11,000.00)
Expenditures							
428-42401-5110	Capital assets	-	17,071.84	70,204.09	-	-	-
Total		-	17,071.84	70,204.09	-	-	-
PUBLIC WORKS EQUIPMENT FUND							
Revenues							
430-37101	Interest on investments	(5,954.00)	(3,816.75)	316.60	3,082.51	(1,000.00)	(1,000.00)
430-39101	Sale of assets	(57,558.55)	(20,858.75)	(71,881.00)	-	(20,000.00)	(5,000.00)
430-39301	Transfer from general fund	(140,000.00)	(140,000.00)	(150,000.00)	(125,000.00)	(150,000.00)	(200,000.00)
Total		(203,512.55)	(164,675.50)	(221,564.40)	(121,917.49)	(171,000.00)	(206,000.00)
Expenditures							
430-43101-5110	Capital assets	144,968.40	75,061.84	355,621.45	-	325,000.00	342,900.00
Total		144,968.40	75,061.84	355,621.45	-	325,000.00	342,900.00
REVOLVING STREET FUND							
Revenues							
431-31002	Delinquent property taxes	-	(1,502.49)	-	-	-	-
431-33401	MSA maintenance	1,269,158.00	(298,620.82)	(545,024.07)	(312,068.00)	(250,000.00)	(250,000.00)
431-33402	MSA construction	(2,217,579.06)	(746,734.86)	(442,947.44)	-	-	-
431-33408	State bridge & highway grants	-	(710,440.94)	-	-	-	-
431-33501	Other county grants & aids	-	-	(12,990.43)	-	-	-
431-34301	Developer contributions	-	-	(632.00)	-	-	-
431-34307	Future paving fees	-	-	-	-	-	-
431-36101	Current assessments	(17,064.42)	(36,582.77)	(49,732.42)	(29,073.21)	(74,000.00)	(74,000.00)
431-36102	Delinquent assessments	-	-	-	-	-	-
431-36103	Prepaid assessments	(73,862.00)	(7,863.44)	(48,784.14)	(15,666.03)	-	-
431-36104	Penalties & interest	-	(43.41)	(116.10)	(45.46)	-	-
431-37101	Interest on investments	(65,715.00)	(55,712.41)	262.17	13,403.77	(10,000.00)	(10,000.00)
431-37601	Refunds & reimbursements	(8,000.00)	(51,658.76)	(32,482.51)	-	-	-
431-39301	Transfer from general fund	(850,000.00)	(850,000.00)	(1,400,470.00)	(750,000.00)	(900,000.00)	(1,100,000.00)
Total		(1,963,062.48)	(2,759,159.90)	(2,532,916.94)	(1,093,448.93)	(1,234,000.00)	(1,434,000.00)
Expenditures							
431-43301-2120	Postage	-	-	-	-	-	-
431-43301-2330	Street supplies	-	-	600.00	3,053.28	-	-
431-43301-3105	Assessing/property tax administration	147.86	-	-	229.26	200.00	200.00
431-43301-3110	Attorney	2,059.17	875.00	1,143.33	822.50	2,000.00	2,000.00
431-43301-3135	Engineering	543,816.86	427,160.88	330,689.54	174,876.33	562,722.00	563,000.00
431-43301-3190	Other professional services	43,024.52	-	1,379.53	-	40,000.00	40,000.00
431-43301-3320	Equipment rentals	-	-	-	405.39	-	-
431-43301-3810	Contractors	2,308,815.04	3,049,833.74	2,167,177.32	596,394.17	1,936,800.00	3,000,000.00
431-43301-3950	Legal notices/publications/bids	951.11	233.18	421.81	388.80	1,000.00	1,000.00
431-43301-3980	Filing fees	92.00	276.00	144.65	184.00	300.00	300.00
431-43301-5130	ROW Acquisition	211,780.01	700.00	-	44,538.00	50,000.00	50,000.00
Total		2,936,699.00	2,936,699.00	2,501,556.18	820,891.73	2,593,022.00	3,656,500.00
PARK AND BEACH LAND FUND							
Revenues							
440-33601	Other local government grants & aids	(45,038.00)	-	-	-	-	-
440-37101	Interest on investments	(26,073.00)	(13,082.38)	1,111.28	8,985.52	(6,500.00)	-
440-37102	Interest - Loans	(2,087.97)	(1,872.98)	(3,846.14)	(1,179.19)	(2,000.00)	(6,500.00)
440-37501	General donations	-	-	-	-	-	-
440-37504	Parkland dedication	(63,692.06)	(102,145.02)	(125,815.65)	(44,749.95)	(70,000.00)	(70,000.00)
440-39101	Sale of assets	-	-	-	-	-	-
Total		(136,891.03)	(117,100.38)	(128,550.51)	(36,943.62)	(78,500.00)	(76,500.00)
Expenditures							
440-44103-2390	Other repair & maintenance supplies	-	-	1,777.01	-	15,000.00	15,000.00
440-44103-3135	Engineering	76.82	213.68	820.50	-	-	-
440-44103-3490	Other repair & maintenance services	-	10,440.00	4,444.01	-	15,000.00	15,000.00
440-44103-4150	Reimbursable expense	-	-	-	-	-	-
440-44103-5110	Capital assets	116,069.59	128,950.38	240,405.78	16,249.61	20,000.00	20,000.00
440-44103-5120	Controllable assets	-	5,731.17	-	-	-	-
Total		116,146.41	145,335.23	247,447.30	16,249.61	50,000.00	50,000.00

CITY OF HAM LAKE

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - DETAILED
BUDGET DETAIL - ACTUAL 2019-2021, YTD OCTOBER 2022, BUDGET FINAL 2022, PROPOSED 2023**

					YTD	BUDGET	
		2019	2020	2021	Oct-22	2022	2023
PARKS EQUIPMENT FUND							
Revenues							
441-37101	Interest on investments	(1,629.18)	(1,553.59)	82.98	811.69	(200.00)	(1,000.00)
441-39101	Sale of assets	-	-	-	-	(6,000.00)	(6,000.00)
441-39301	Transfer from general fund	(38,000.00)	(38,000.00)	(40,000.00)	(33,330.00)	(40,000.00)	(40,000.00)
Total		(39,629.18)	(39,553.59)	(39,917.02)	(32,518.31)	(46,200.00)	(47,000.00)
Expenditures							
441-44101-5110	Capital assets	-	96,951.21	-	-	45,000.00	45,000.00
441-44101-7170	Building inspection equipment transfer	-	-	-	-	-	-
Total		-	96,951.21	-	-	45,000.00	45,000.00

CITY OF HAM LAKE

CAPITAL IMPROVEMENT

AND

EQUIPMENT REPLACEMENT PLAN

2023 - 2027

15544 Central Avenue NE, Ham Lake, MN 55304
763-434-9555
www.ci.ham-lake.mn.us

**City of Ham Lake
Street Overlays
2023 thru 2027**

		Total	
2023	Wildwood Park ('02 construction)	119,260	119,260
2024	Radisson Meadows ('02 construction)	103,375	
	Eagle Ridge Estates South ('03 construction)	107,181	
	Highland Bluffs ('03 construction)	281,768	
	Highland Bluffs 2nd Addition ('03 construction)	154,579	
	Lever Street from 173rd Avenue to 177th Avenue ('03 construction)	107,705	
	Royal Woods ('03 construction)	97,661	
	Naples Estates ('04 Construction)	158,492	
	North Shore Addn. ('04 Construction)	37,580	
	Meadow Park (S. Of Constance) ('90 Construction)	160,801	1,209,142
	MSA: 149th Ave: Pierce St to Central Ave	119,260	
	MSA: McKay Dr: E of Jackson St. to W. of Central Ave	170,750	290,010
2025	Braastad Farms ('02 construction)	327,691	
	Clayton Park Estates ('03 construction)	111,144	
	Landborg Industrial Park ('03 construction)	147,366	
	Nottingham Forest ('03 construction)	158,666	
	Woodland Bluffs ('03 construction)	48,774	
	Woodland Bluffs 2nd Addition ('03 construction)	55,809	
	Woodland Bluffs 3rd Addition ('03 construction)	453,338	1,302,788
	MSA - 181st Ave : HWY 65 to Baltimore	10,892	
	MSA - Hastings St.: 149th Ave. to 153rd Ave. ('03 Construction)	113,604	124,496
2026	Larson's Heritage Oaks 3rd Add('02 construction)	78,467	
	Larson's Heritage Oaks 4th Add('02 construction)	88,674	
	Larson's Heritage Oaks 5th Add('02 construction)	49,666	
	Larson's Heritage Oaks 6th Add('02 construction)	137,813	
	White Oak Ridge ('02 construction)	98,290	
	Cottages of Heritage Oaks ('03 construction)	116,015	
	Deer Haven Hills 2nd Addition ('03 construction)	59,300	
	Deer Haven Hills 3rd Addition ('03 construction)	78,421	
	Larson's Heritage Oaks West ('03 construction)	140,908	
	Rosewood Addition ('04 Construction)	45,676	
	W. Frontage Rd S. of Crosstown Blvd. (174th Ave/Central Ave/Johnson St) ('04 Construction)	119,764	1,012,994
	MSA - Buchannan St from Constance Blvd to 165th Ave ('04 Construction)	67,894	67,894
2027	Prairie Creek ('02 construction)	74,126	
	Hidden Forest West ('04 Construction)	176,419	
	Hidden Forest West 2nd Addn. ('04 Construction)	168,166	
	Polk St.: Constance Blvd. to 833' N ('04 Construction)	41,164	
	Naples Estates 2nd Addn. ('05 Construction)	59,597	
	Westlund's Creekside ('05 Construction)	108,520	
	Westlund's Creekside 2nd Addn. ('05 Construction)	147,905	775,897
	MSA - Ulysses St.: 179th Ln. to 181st Ave. ('04 Construction)	53,576	53,576

**City of Ham Lake
Capital Improvement & Equipment Replacement Plan
2023 thru 2027**

Sources and Uses of Funds - Equipment Funds

	2023	2024	2025	2026
410 General Government Equipment				
Beginning Balance	67,048	71,948	76,848	80,848
Revenues and other fund sources				
Interest	400	400	400	400
Transfer from general fund	5,500	5,500	5,000	5,000
Total revenue and other fund sources	5,900	5,900	5,000	5,400
Expenditures and uses				
Miscellaneous as needed	1,000	1,000	1,000	1,000
Replace electronic city sign		-	-	-
Total expenditures and uses	1,000	1,000	1,000	1,000
Ending Balance	71,948	76,848	80,848	85,248
411 Election Equipment				
Beginning Balance	3,208	3,708	4,208	4,208
Revenues and other fund sources				
Interest	100	100	100	100
Transfer from general fund	4,000	4,000	4,000	4,000
Total revenue and other fund sources	4,100	4,100	4,100	4,100
Expenditures and uses				
City's share of Anoka County's cost for election equipment	3,600	3,600	3,600	3,600
Total expenditures and uses	3,600	3,600	4,100	3,600
Ending Balance	3,708	4,208	4,208	4,708
412 Building Fund				
Beginning Balance	251,444	217,444	218,444	219,444
Revenues and other fund sources				
Interest	1,000	1,000	1,000	1,000
Transfer from general fund	10,000	10,000	10,000	10,000
Total revenue and other fund sources	11,000	11,000	11,000	11,000
Expenditures and uses				
Miscellaneous as needed	10,000	10,000	10,000	10,000
Replace roof on Fire Station 2	35,000	-	-	-
Total expenditures and uses	45,000	10,000	10,000	10,000
Ending Balance	217,444	218,444	219,444	220,444

**City of Ham Lake
Capital Improvement & Equipment Replacement Plan
2023 thru 2027**

Sources and Uses of Funds - Equipment Funds

	2023	2024	2025	2026
420 Fire Equipment				
Beginning Balance	1,643,394	(76,288)	224,712	525,712
Revenues and other fund sources				
Interest	1,000	1,000	1,000	1,000
Sale of assets-Utility Two (2006 Ford F250 crew cab)	2,318	-	-	-
Sale of C-1 '21 Dodge Durango	-	-	-	2,192
Sale of G-1 '20 Ford F350	-	-	-	3,253
Transfer from general fund	285,000	300,000	300,000	300,000
Total revenue and other fund sources	288,318	301,000	301,000	306,445
Expenditures and uses				
Fire Station 3	2,000,000			
Network Switch Fire #2	8,000			
Cascade System for #3				10,000
C-1 '21 DODGE DURANGO				43,837
G-1 '20 FORD F350	-	-	-	65,070
Wash and Dryer for Station #3				20,000
Engine #3				
Bathrooms #1				
Total expenditures and uses	2,008,000	-	-	138,906
Ending Balance	(76,288)	224,712	525,712	693,251
421 Emergency Operations Center				
Beginning Balance	29,599	30,799	32,049	33,299
Revenues and other fund sources				
Interest	200	250	250	250
Transfer from general fund	2,000	2,000	2,000	2,000
Total revenue and other fund sources	2,200	2,250	2,250	2,250
Expenditures and uses				
Miscellaneous as needed	1,000	1,000	1,000	1,000
Total expenditures and uses	1,000	1,000	1,000	1,000
Ending Balance	30,799	32,049	33,299	34,549
422 Siren Replacement				
Beginning Balance	35,012	(338,007)	(342,957)	(347,907)
Revenues and other fund sources				
Interest	100	50	50	50
Total revenue and other fund sources	100	50	50	50
Expenditures and uses				
Siren repairs and upgrades	5,000	5,000	5,000	5,000
Siren Replacement	368,119			
Total expenditures and uses	373,119	5,000	5,000	5,000
Ending Balance	(338,007)	(342,957)	(347,907)	(352,857)

**City of Ham Lake
Capital Improvement & Equipment Replacement Plan
2023 thru 2027**

Sources and Uses of Funds - Equipment Funds

	2023	2024	2025	2026
428 Building Inspection Equipment				
Beginning Balance	5,791	16,791	27,791	38,791
Revenues and other fund sources				
Interest	1,000	1,000	1,000	1,000
Future sale of assets	-	-	-	-
Transfer from general fund	10,000	10,000	10,000	10,000
Total revenue and other fund sources	11,000	11,000	11,000	11,000
Expenditures and uses				
Future purchase of Trucks	-	-	-	-
Total expenditures and uses	-	-	-	-
Ending Balance	16,791	27,791	38,791	49,791
430 Public Works Equipment				
Beginning Balance	251,986	457,986	475,086	681,586
Revenues and other fund sources				
Interest	1,000	1,000	1,000	1,000
Sale of Assets	5,000	9,000	45,500	20,000
Transfer from general fund	200,000	350,000	400,000	450,000
Total revenue and other fund sources	206,000	360,000	446,500	471,000
Expenditures and uses				
#54 2006 STERLING L8500	350,000	-	-	-
#67 GOOSEN VAN N LOAD	-	20,000	-	-
#71 '08 JOHN DEERE 544J LOADER	-	322,900	-	-
POWER WASHER	-	-	15,000	-
#68 2001 ELGIN STREET SWEEPER	-	-	150,000	-
#102 '99 GILCREST PAVER	-	-	75,000	-
#57 - 140G MOTOR GRADER-CAT	-	-	-	200,000
#83 1998 CHEV 1/2-TON PICKUP	-	-	-	40,000
#97 1989 FORD L8000 W/PLOW	-	-	-	350,000
WAYNE IX FUEL DISPENSERS & CONTROL SYSTEM	-	-	-	70,000
#60 '05 ROLLER	-	-	-	-
#74 2009 FORD F450	-	-	-	-
#70 2011 FORD F350	-	-	-	-
#90 2000 FREIGHLINER FL70 PATCH TRUCK	-	-	-	-
Total expenditures and uses	-	342,900	240,000	660,000
Ending Balance	457,986	475,086	681,586	492,586

**City of Ham Lake
Capital Improvement & Equipment Replacement Plan
2023 thru 2027**

Sources and Uses of Funds - Equipment Funds

	2023	2024	2025	2026
440 Park and Beach Land Fund				
Beginning Balance	1,045,586	1,002,086	958,086	914,086
Revenues and other fund sources				
Interest	6,500	6,000	6,000	6,000
Metropolitan Council grant-trail-Bunker Lake Blvd west of Jefferson				
Parkland dedications	unknown	unknown	unknown	unknown
Total revenue and other fund sources	6,500	6,000	6,000	6,000
Expenditures and uses				
Miscellaneous park improvements	30,000	30,000	30,000	30,000
Future park and trail development	20,000	20,000	20,000	20,000
Total expenditures and uses	50,000	50,000	50,000	50,000
Ending Balance	1,002,086	958,086	914,086	870,086
441 Park Equipment				
Beginning Balance	121,455	123,455	127,655	117,855
Revenues and other fund sources				
Interest	1,000	1,200	1,200	1,200
Sale of 2013 John Deer X950R Mower with 14-Bushel Dump (#53)	6,000	-	-	-
Sale of 2018 John Deer 1580 Mower - 72" Deck & Canopy (#62)	-	6,000	-	-
Sale of 2017 Bobcat 5600-T4 Toolcat (#47)	-	-	7,000	-
Sale of 2005 John Deer Pro Gator 2020 (#51)	-	-	-	1,000
Sale of Smith Co. Ballfield Groomer (#66)	-	-	-	1,000
Sale of Toro 36" Floating Deck Mower (#46)	-	-	-	-
Sale of 1994 Top - Utility Trailer (#107)	-	-	-	-
Transfer from general fund	40,000	42,000	42,000	42,000
Total revenue and other fund sources	47,000	49,200	50,200	45,200
Expenditures and uses				
Replace 2013 John Deer X950R Mower with 14-Bushel Dump (#53)	45,000	-	-	-
Replace 2018 John Deer 1580 Mower - 72" Deck & Canopy (#62)	-	45,000	-	-
Replace 2017 Bobcat 5600-T4 Toolcat (#47)	-	-	60,000	-
Replace 2005 John Deer Pro Gator 2020 (#51)	-	-	-	12,000
Replace Smith Co. Ballfield Groomer (#66)	-	-	-	10,000
Replace Toro 36" Floating Deck Mower (#46)	-	-	-	-
Replace 1994 Top - Utility Trailer (#107)	-	-	-	-
Total expenditures and uses	45,000	45,000	60,000	22,000
Ending Balance	123,455	127,655	117,855	141,055

**City of Ham Lake
Capital Improvement & Equipment Replacement Plan
2023 thru 2027**

General Fund Capital Outlay by Department

	2023	2024	2024	2026	2027	Total
41701 General Government & Elections	9,500	9,500	9,000	9,000	9,000	46,000
41702 General Building	10,000	10,000	10,000	10,000	10,000	50,000
42201 Fire Department	285,000	300,000	300,000	300,000	300,000	1,485,000
42301 EOC	2,000	2,000	2,000	2,000	2,000	10,000
42401 Building Department Equipment	10,000	10,000	10,000	10,000	10,000	50,000
43101 Public Works Equipment	200,000	350,000	400,000	450,000	500,000	1,900,000
43101 Revolving Street Fund	1,100,000	1,300,000	1,400,000	1,500,000	1,600,000	6,900,000
44101 Parks Equipment	40,000	42,000	42,000	42,000	42,000	208,000
TOTAL	1,656,500	2,023,500	2,173,000	2,323,000	1,340,000	9,516,000

General fund capital outlay in departments includes small equipment that is not budgeted in the equipment funds. The unspent amounts have historically been transferred to the equipment funds at year end.

ALL FUTURE STREET PROJECTS
2023 thru 2027

	2023	2024	2025	2026	2027	Total
Overlay-non MSA streets and roads	119,260	1,209,142	1,302,788	1,012,994	775,897	4,300,821
Overlay-MSA streets and roads		170,750	124,496	67,894	53,576	416,716
Reconstruction-Crosstown Shopping Center ('98 rehab, '79 construct)	1,039,125		-			1,039,125
Reconstruction-Idlewood 3rd Addition and 175th Lane W of Swedish Drive ('99 rehab, '82 construct)			1,417,243			1,417,243
Reconstruction-Meadow Park (N. Constance) ('99 Rehab, '77 Construct)	1,556,250					1,556,250
Reconstruction- MSA Chisholm St: Crosstown to Non-MSA Chisholm St ('98 rehab)	455,250					455,250
Construction- MSA Chisholm St/Baltimore from Holiday to 171s	1,803,164					1,803,164
Construction-MSA Jackson St., .16 miles north of McKay Dr. to .06 miles south of 154th Avenue		504,997				504,997
Reconstruction- MSA Central Ave, 303 feet N of 149th Ave 2023 - 2027				732,086		732,086
Total Non-MSA Projects	2,714,635	1,209,142	2,720,031	1,012,994	775,897	8,313,439
Total MSA Projects	2,258,414	675,747	124,496	799,980	53,576	3,912,213

Revolving Street Fund Projection

	2023	2024	2025	2026	2027
Revolving Street Fund Beginning Balance	900,000	422,057	296,764	(1,095,249)	(624,677)
Cash Inflows:					
ARPA Grant	1,100,000	-	-	-	-
Assessment	36,692	54,599	52,514	51,460	50,406
Transfer from General Fund	1,100,000	1,200,000	1,400,000	1,500,000	1,600,000
Total Inflows	2,236,692	1,254,599	1,452,514	1,551,460	1,650,406
Cash Outflow:					
Total Non-MSA Projects	2,714,635	1,209,142	2,720,031	1,012,994	775,897
Total MSA Overlay Projects	-	170,750	124,496	67,894	53,576
Total Outflows	2,714,635	1,379,892	2,844,527	1,080,888	829,473
Revolving Street Fund End Balance	422,057	296,764	(1,095,249)	(624,677)	196,256



CITY OF HAM LAKE

2023 Proposed Budget and Capital Improvement Plan

December 5th, 2022

Presented by Andrea Murff, Finance Director

Budget Process

Budget Workshops – Summer/Fall 2022

Preliminary Levy and Budget Adoption – September 19th, 2022

Final Levy and Budget Adoption - December 5th, 2022

Submission to County for Certification due by December 28, 2022



Tax Rate and Fiscal Disparities

- ▶ Tax Rate or Tax Capacity Rate = Tax Levy dollars divided by the Tax Capacity of all Properties within the City, plus or minus fiscal disparities.
- ▶ Fiscal Disparities = Seven County Metro Area re-allocation of tax capacity resources depending on types of homes or businesses in your City.

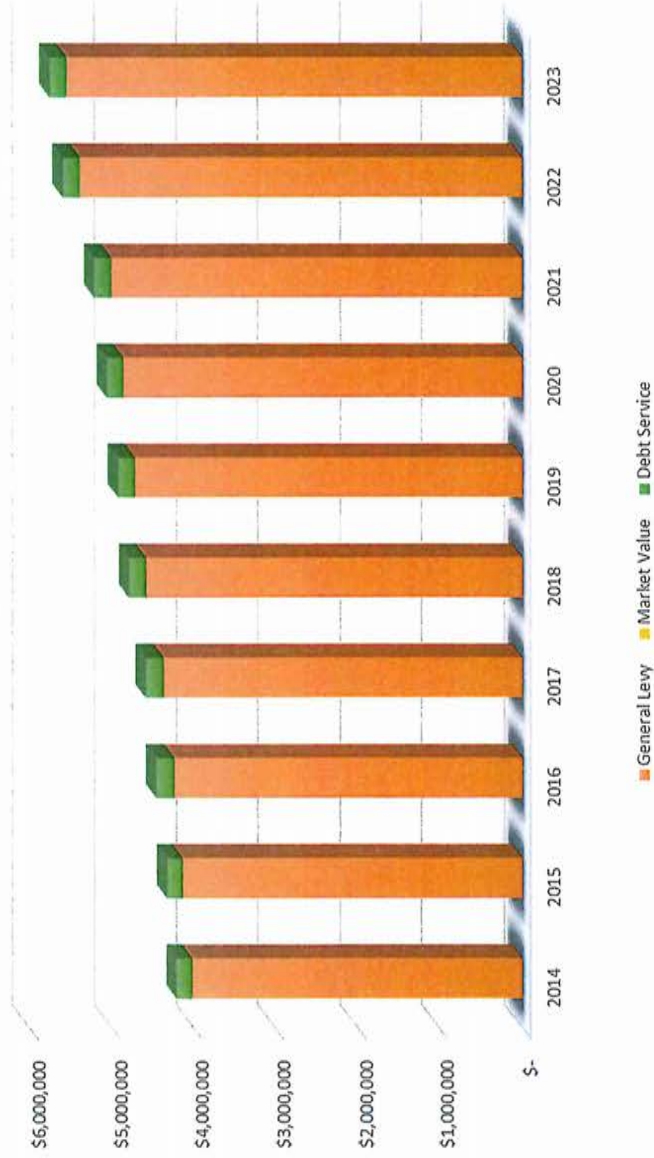
Proposed Property Tax Levy

CITY OF HAM LAKE
 PROPERTY TAX LEVY - ALL FUNDS
 COMPARISON OF PROPERTY TAXES

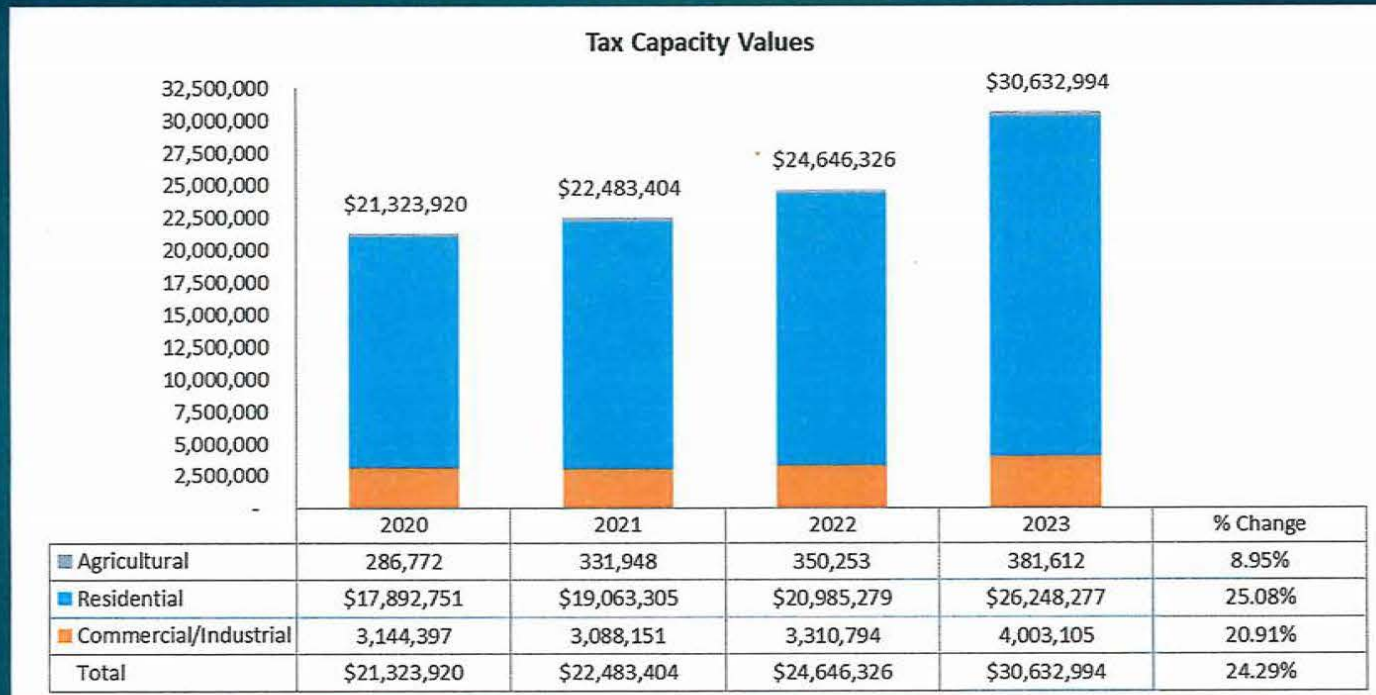
Program or service	<u>2022 Levied</u>	<u>2023 Requested</u>	<u>Increase / Decrease</u>	<u>% Change</u>
Base Levy				
General fund	\$ 5,391,443	\$ 6,011,033	\$ 619,590	11.49%
Economic Development Authority	-	-	-	0.00%
Debt Service				
2010A GO Capital Improvement	209,416	208,924	(492)	-0.24%
Total Property Taxes	<u>\$ 5,600,859</u>	<u>\$ 6,219,957</u>	<u>\$ 619,098</u>	<u>11.05%</u>

Certified Tax Levy History

Certified Tax Levies
Past 10 Years



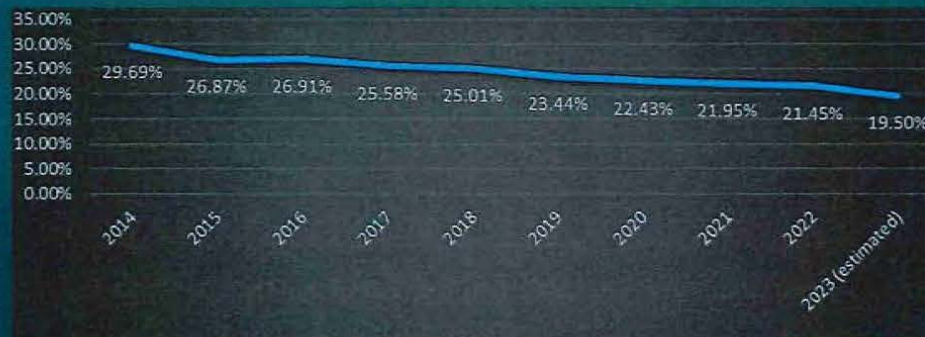
Tax Capacity



Tax Rate Calculation History

CITY OF HAM LAKE TAX RATE CALCULATION

	Payable 2021	Payable 2022	Payable 2023
Tax Capacity	22,483,404	24,646,326	30,632,994
FD Contribution	(1,234,354)	(1,326,698)	(1,367,034)
Net Tax Capacity	21,249,050	23,319,628	29,265,960
Certified Levy	5,218,342	5,600,859	6,219,957
FD Distribution	(553,732)	(590,317)	(513,971)
Local Levy	4,664,610	5,010,542	5,705,986
City Tax Rate	2021 21.952%	2021 21.486%	2022 19.497%



Impact on Homeowners

NO CHANGE IN HOME VALUE

Value of Home	2021 Actual	2022 Actual	2023 Estimated	\$ Increase / (decrease)	% Increase / (decrease)
\$ 300,000	\$ 659	\$ 645	\$ 585	(60)	-9.26%
375,000	823	\$ 806	\$ 731	(75)	-9.26%
439,500 *	965	\$ 944	\$ 857	(87)	-9.26%
550,000	1,207	\$ 1,182	\$ 1,072	(109)	-9.26%
650,000	1,427	\$ 1,397	\$ 1,267	(129)	-9.26%

WITH HOME VALUE INCREASES

2022 Value of Home	2023 Value of Home	2022 Actual	2023 Estimated	\$ Increase / (decrease)	% Increase / (decrease)
300000	369000	644.00	719.00	75.00	12%
375000	461250	805.00	899.00	94.00	12%
357317	439500 *	767.74	857.00	89.26	12%
550000	676500	1,180.00	1,319.00	139.00	12%
650000	799500	1,394.00	1,559.00	165.00	12%

* Average Home Taxable Market Value

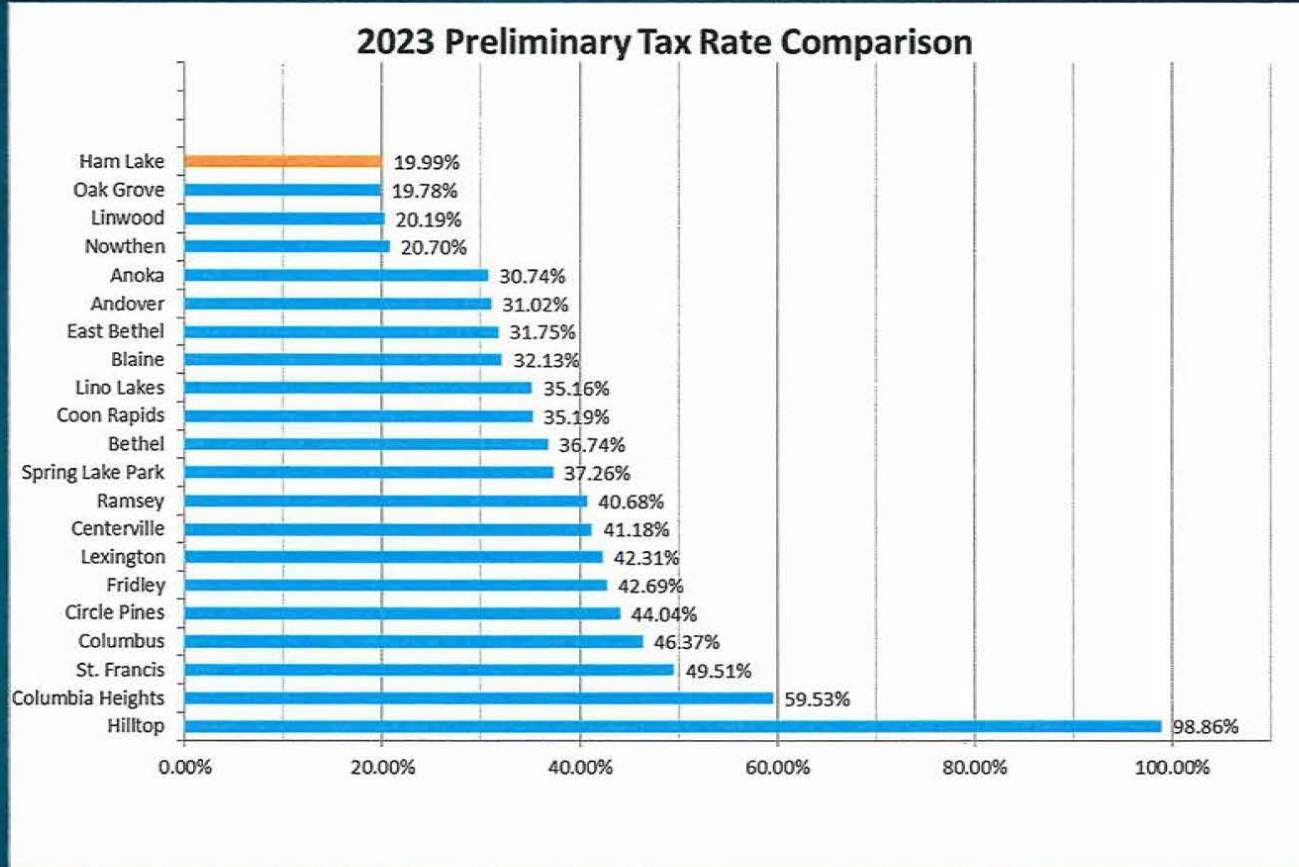
Where do my taxes go?

- ▶ Property Taxes are split amongst the local government units that are within your taxing district. These include Anoka County, School District, Met Council, County HRA, Watershed Districts, and the City of Ham Lake.

City of Ham Lake	Anoka County	Anoka Henn School Dist.	Other
\$0.23	\$0.33	\$0.43	\$0.01

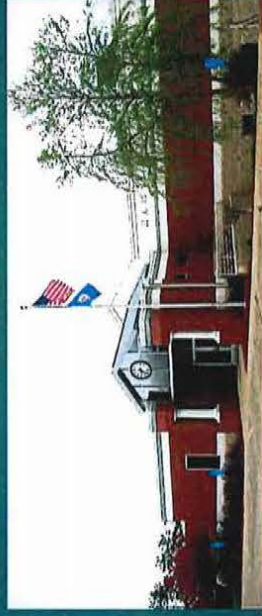


Where do we compare?



General Fund Budget

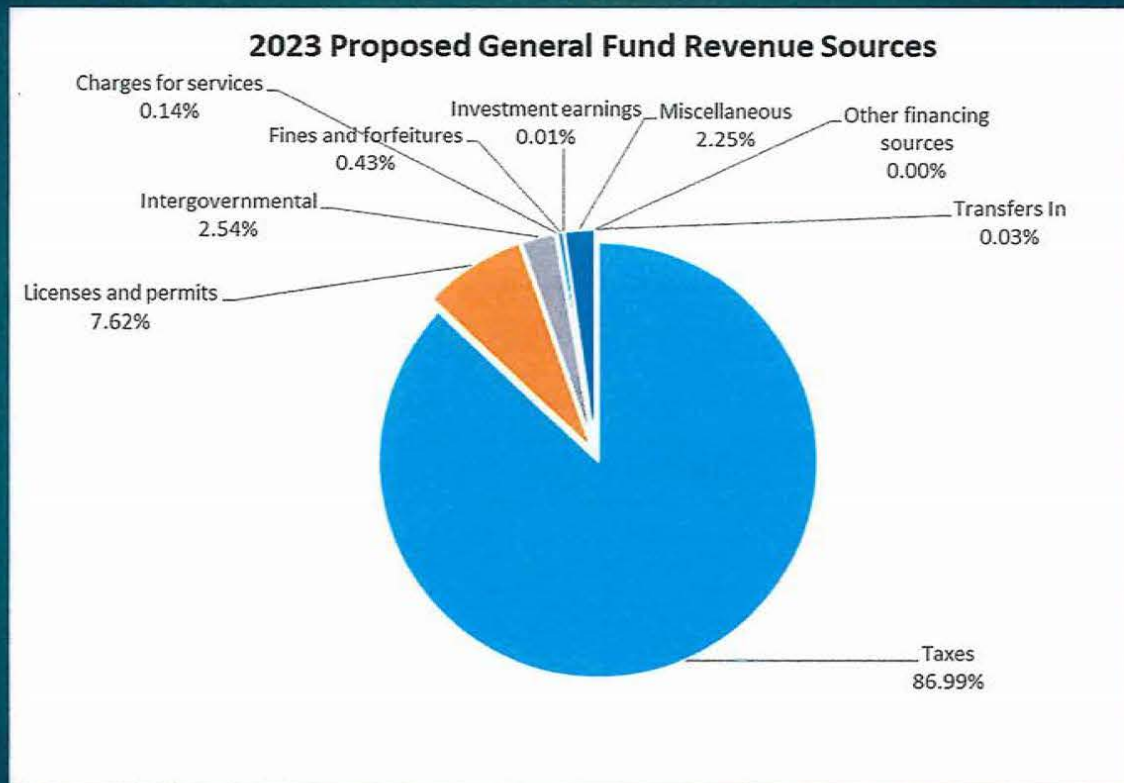
- ▶ The General Fund pays for the day-to-day operations of the City, including police and fire, street and building maintenance, parks, and administration.



General Fund Revenues

CITY OF HAMLAKE				
2023 PROPOSED GENERAL FUND REVENUE SOURCES				
	Actual	Budget	Proposed	Percent
	2021	2022	2023	Of Change
Taxes	\$ 5,067,295	\$ 5,418,693	\$ 6,038,283	11%
Licenses and permits	592,028	548,600	528,600	-4%
Intergovernmental	177,827	151,000	176,000	17%
Charges for services	11,929	8,885	9,385	6%
Fines and forfeitures	26,530	30,000	30,000	0%
Investment earnings	(3,227)	1,000	1,000	0%
Miscellaneous	353,602	144,140	156,100	8%
Other financing sources	-	-	-	0%
Transfers In	1,350	1,200	2,000	67%
Total Revenue	\$ 6,227,335	\$ 6,303,518	\$ 6,941,368	105.00%

General Fund Revenues

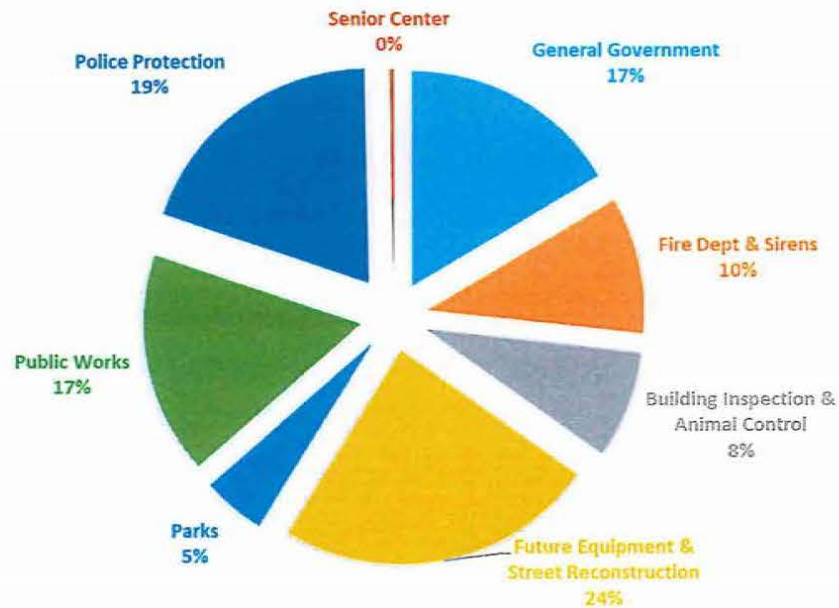


General Fund Expenditures

CITY OF HAMLAKE				
2023 PROPOSED GENERAL FUND EXPENDITURES BY DEPARTMENT				
	Actual	Budget	Proposed	Percent
	2021	2022	2023	Change
Council	\$ 72,338	\$ 76,979	\$ 73,460	-4.57%
Ordinances	2,909	5,100	4,600	-9.80%
Administration	150,972	161,440	170,283	5.48%
Clerk	120,174	118,328	126,374	6.80%
Elections	-	28,719	-	-100.00%
Finance	216,401	238,044	278,710	17.08%
Auditing	28,580	28,900	29,000	0.35%
Assessing	79,878	78,500	82,100	4.59%
Prosecutions	78,000	78,000	78,000	0.00%
Planning & zoning	83,670	94,145	102,239	8.60%
General government	69,200	76,762	87,771	14.34%
General govt buildings	31,099	38,075	39,075	2.63%
City sign	2,670	2,913	3,005	3.15%
Information Technology	41,995	52,527	62,413	18.82%
Police protection	1,081,465	1,276,917	1,353,929	6.03%
Fire department	546,996	578,205	665,106	15.03%
Fire stations	29,105	34,630	36,870	6.47%
Emergency operations center	2,000	-	-	0.00%
Sirens	8,331	9,187	9,214	0.29%
Building inspection	369,120	428,898	459,650	7.17%
Animal control	3,060	3,150	3,150	0.00%
Public works	791,911	910,582	963,554	5.82%
Public works building	29,502	36,730	38,830	5.72%
Snow & ice removal	94,889	86,190	66,590	-22.74%
Stormwater drainage	2,505	4,000	3,500	-12.50%
Stormwater-WMOs	18,506	12,750	18,939	48.54%
Signs & signals	21,972	21,000	21,095	0.45%
Utility/ROW	47,268	40,000	50,000	25.00%
Parks	201,316	286,879	305,877	6.62%
Park Buildings	14,715	16,850	18,350	8.90%
Senior Center	3,456	7,428	7,793	4.92%
Senior Center Building	11,326	13,990	14,190	1.43%
Misc/unallocated	111,057	111,200	111,200	0.00%
Transfers Out	1,851,470	1,346,500	1,656,500	23.02%
Total Expenditures	6,217,854	6,303,518	6,941,368	10.12%

General Fund Expenditures

2023 GENERAL FUND PROPOSED EXPENDITURES BY DEPT



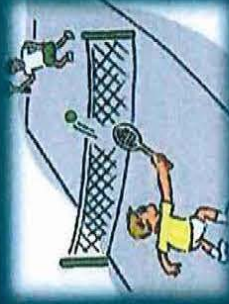
General Fund Transfers Out


	2022	2023	
	Budget	Proposed	Change
General Government Equipment Fund	5,500.00	5,500.00	-
Election Equipment Fund	4,000.00	4,000.00	-
Building Fund	10,000.00	10,000.00	-
Fire Equipment Fund	230,000.00	285,000.00	55,000.00
Emergency Operations Fund	-	2,000.00	2,000.00
Building Inspection Fund	7,000.00	10,000.00	3,000.00
Revolving Street Fund	900,000.00	1,100,000.00	200,000.00
Public Works Equipment Fund	150,000.00	200,000.00	50,000.00
Parks Equipment Fund	40,000.00	40,000.00	-
Total	1,346,500.00	1,656,500.00	310,000.00

Fund Balance – General

- ▶ **Fund balance policy:** “The City will strive to maintain an unassigned fund balance in the range of 35-50% of the next year’s budgeted expenditures, including transfers.”
- ▶ The fund balance at the end of 2021 to 2022 budgeted expenditures was 57.99%. Budgeted Fund Balance at the end of 2022 based on 2023 proposed expenditures would be 52.67%.
- ▶ The 2023 budget is a balanced budget where the revenues equal the expenditures, so there will be no change to the City’s reserves.

Capital Improvement and Replacement 2023-2027





What is a Capital Improvement Plan?

- ▶ A short-range plan, usually four to ten years, which identifies capital projects and equipment purchases, provides a planning schedule, and identifies options for financing the plan (Wikipedia)
- ▶ It does not authorize future expenditures
- ▶ Council must authorize each item prior to spending, in accordance with the City's purchasing policy.

2023 Capital Improvement and Equipment Replacement

Fire Equipment	
Construct Fire Station #3	\$ 2,000,000
Network Switch	\$ 8,000
Public Works Equipment	
Replace #54 2006 Sterling L8500	\$ 350,000
Park and Beach Land Fund	
Miscellaneous park improvements	\$ 30,000
Future park and trail development	\$ 20,000
Park Equipment	
Replace 2013 John Deer X950R Mower with 14-Bushel Dump (#53)	\$ 45,000

Revolving Street Fund

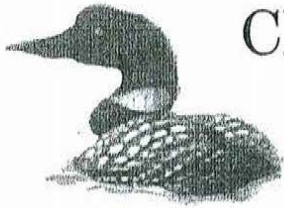
2023 Street Overlays

Wildwood Park ('02 construction)	119,260
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2023 Street Projects

Overlay-non MSA streets and roads	119,260
Overlay-MSA streets and roads	
Reconstruction-Crosstown Shopping Center ('98 rehab, '79 construct)	1,039,125
Reconstruction-Idlewood 3rd Addition and 175th Lane W of Swedish Drive ('99 rehab, '82 construct)	
Reconstruction-Meadow Park (N. Constance) ('99 Rehab, '77 Construct)	1,556,250
Reconstruction- MSA Chisholm St: Crosstown to Non-MSA Chisholm St ('98 rehab)	455,250
Construction- MSA Chisholm St/Balitmore from Holiday tc	1,803,164
Construction-MSA Jackson St., .16 miles north of McKay Dr. to .06 miles south of 154th Avenue	
Reconstruction- MSA Central Ave, 303 feet N of 149th Ave 2023 - 2027	
Total Non-MSA Projects	2,714,635
Total MSA Projects	2,258,414

ANY
QUESTIONS
?



CITY OF HAM LAKE

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

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 December 5, 2022 at 6:02 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:

That part of the drainage and utility easement over and across the south 10 feet of Lot 1, Block 2, LARSON'S COMMERCIAL PARK, Anoka County, Minnesota as dedicated on said plat which lies east of the west 10 feet of said Lot 1 and which lies west of the east and northeasterly 10 feet of said Lot 1.

and

That part of the drainage and utility easement over and across the north 10 feet of Lot 1, Block 2, ENTERPRISE PLAZA 2ND ADDITION, Anoka County, Minnesota as dedicated on said plat which lies east of the west 10 feet of said Lot 1 and which lies west of the east 10 feet of said Lot 1 and which lies westerly of the west line of the northeasterly 10 feet of Lot 1, Block 2, LARSON'S COMMERCIAL PARK, Anoka County, Minnesota and its southeasterly extension.

and

That part of the drainage and utility easement over and across Lot 1, Block 2, ENTERPRISE PLAZA 2ND ADDITION, Anoka County, Minnesota as dedicated on said plat described as follows:

Commencing at the southwest corner of said Lot 1; thence on an assumed bearing of South 89 degrees 55 minutes 03 seconds East along the south line of said Lot 1 a distance of 219.86 feet to the point of beginning of the area to be described; thence continuing South 89 degrees 55 minutes 03 seconds East along the south line of said Lot 1 a distance of 268.40 feet; thence North 00 degrees 04 minutes 57 seconds East a distance of 145.00 feet; thence North 89 degrees 55 minutes 03 seconds West a distance of 226.27 feet; thence South 08 degrees 58 minutes 17 seconds West a distance of 41.98 feet; thence South 19 degrees 04 minutes 45 seconds West a distance of 109.49 to the point of beginning. EXCEPT the south 10 feet thereof.

Said hearing is conducted pursuant to Minnesota Statutes Chapter 412.851.

Dated: November 24, 2022


Dawnette Shimek, Deputy City Clerk

Posted at City Hall between the dates of November 24, 2022 and December 5, 2022

Published in the Star Tribune on November 24, 2022

RESOLUTION NO. 22-XX

WHEREAS, a public hearing was held before the Ham Lake City Council on the 5th day of December, 2022 at 6:02 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;

That part of the drainage and utility easement over and across the south 10 feet of Lot 1, Block 2, LARSON'S COMMERCIAL PARK, Anoka County, Minnesota as dedicated on said plat which lies east of the west 10 feet of said Lot 1 and which lies west of the east and northeasterly 10 feet of said Lot 1.

And

That part of the drainage and utility easement over and across the north 10 feet of Lot 1, Block 2, ENTERPRISE PLAZA 2ND ADDITION, Anoka County, Minnesota as dedicated on said plat which lies east of the west 10 feet of said Lot 1 and which lies west of the east 10 feet of said Lot 1 and which lies westerly of the west line of the northeasterly 10 feet of Lot 1, Block 2, LARSON'S COMMERCIAL PARK, Anoka County, Minnesota and its southeasterly extension.

and

That part of the drainage and utility easement over and across Lot 1, Block 2, ENTERPRISE PLAZA 2ND ADDITION, Anoka County, Minnesota as dedicated on said plat described as follows:

Commencing at the southwest corner of said Lot 1; thence on an assumed bearing of South 89 degrees 55 minutes 03 seconds East along the south line of said Lot 1 a distance of 219.86 feet to the point of beginning of the area to be described; thence continuing South 89 degrees 55 minutes 03 seconds East along the south line of said Lot 1 a distance of 268.40 feet; thence North 00 degrees 04 minutes 57 seconds East a distance of 145.00 feet; thence North 89 degrees 55 minutes 03 seconds West a distance of 226.27 feet; thence South 08 degrees 58 minutes 17 seconds West a distance of 41.98 feet; thence South 19 degrees 04 minutes 45 seconds West a distance of 109.49 to the point of beginning. EXCEPT the south 10 feet thereof.

Adopted by the City Council of the City of Ham Lake this 5th day of December, 2022.

Brian Kirkham, Mayor

Denise Webster, City Clerk

SKETCH AND DESCRIPTION

~for~ LARSON SYSTEMS
 ~of~ DRAINAGE AND UTILITY EASEMENT VACATION

PROPERTY DESCRIPTION

Lot 1, Block 2, ENTERPRISE PLAZA 2ND ADDITION, Anoka County, Minnesota.
 and
 Lot 1, Block 2, LARSON'S COMMERCIAL PARK, Anoka County, Minnesota.


DESCRIPTION OF EASEMENTS TO BE VACATED

That part of the drainage and utility easement over and across the south 10 feet of Lot 1, Block 2, LARSON'S COMMERCIAL PARK, Anoka County, Minnesota as dedicated on said plat which lies east of the west 10 feet of said Lot 1 and which lies west of the east and northeasterly 10 feet of said Lot 1.


and
 That part of the drainage and utility easement over and across the north 10 feet of Lot 1, Block 2, ENTERPRISE PLAZA 2ND ADDITION, Anoka County, Minnesota as dedicated on said plat which lies east of the west 10 feet of said Lot 1 and which lies west of the east 10 feet of said Lot 1 and which lies westerly of the west line of the northeasterly 10 feet of Lot 1, Block 2, LARSON'S COMMERCIAL PARK, Anoka County, Minnesota and its southeasterly extension.

and
 That part of the drainage and utility easement over and across Lot 1, Block 2, ENTERPRISE PLAZA 2ND ADDITION, Anoka County, Minnesota as dedicated on said plat described as follows:

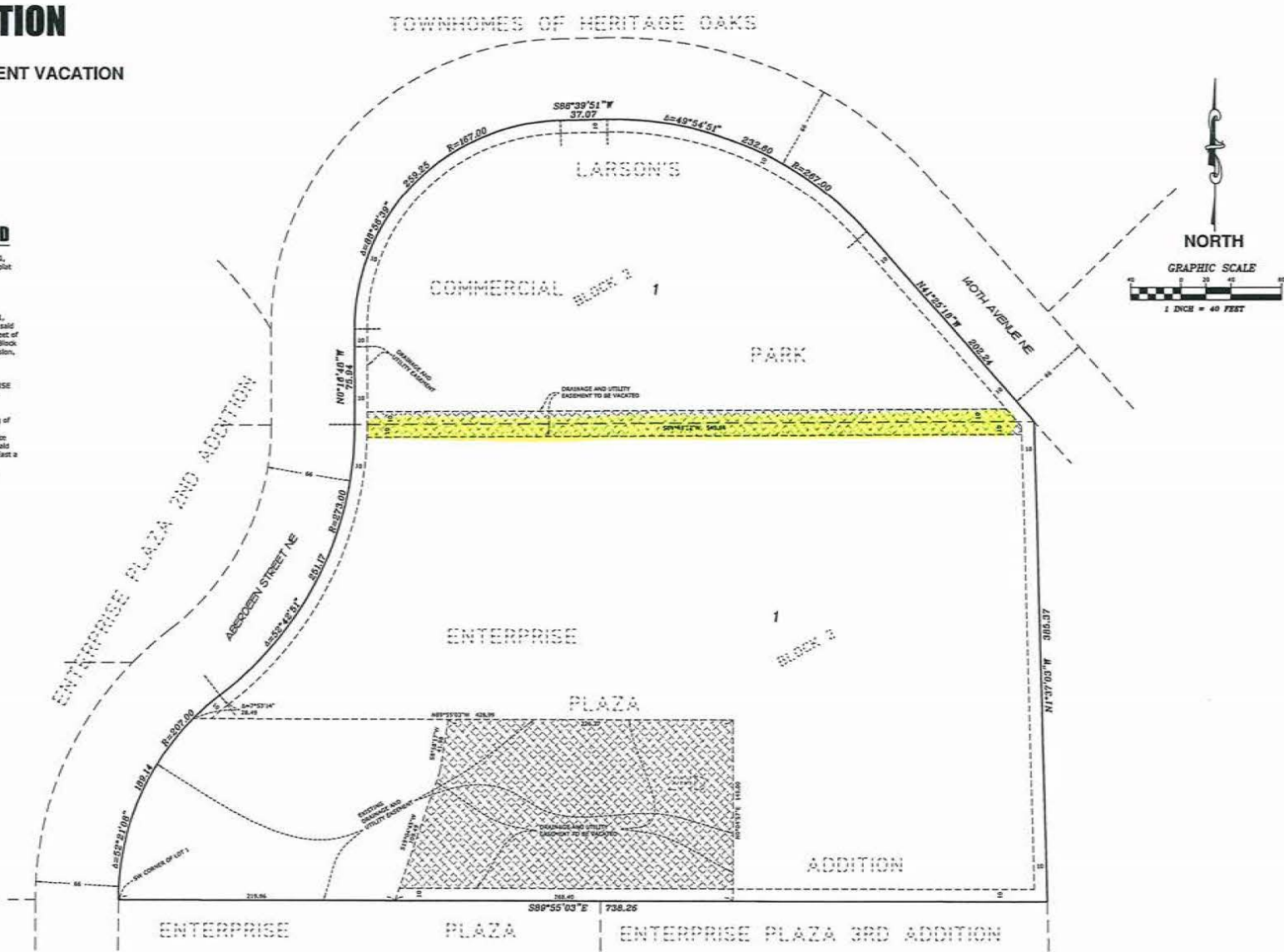
Commencing at the southwest corner of said Lot 1; thence on an assumed bearing of South 89 degrees 55 minutes 03 seconds East along the south line of said Lot 1 a distance of 218.86 feet to the point of beginning of the area to be described; thence continuing South 89 degrees 55 minutes 03 seconds East along the south line of said Lot 1 a distance of 268.40 feet; thence North 00 degrees 04 minutes 57 seconds East a distance of 145.00 feet; thence North 89 degrees 55 minutes 03 seconds West a distance of 226.27 feet; thence South 08 degrees 58 minutes 17 seconds West a distance of 41.98 feet; thence South 19 degrees 04 minutes 45 seconds West a distance of 125.49 to the point of beginning. EXCEPT the south 10 feet thereof.

 DENOTES EASEMENTS TO BE VACATED (AREA = 43,114 SQ.FT.)

I hereby certify that this survey, plan 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.


 JASON E. RUD
 Date: 11/2/2022 License No. 41578

 **E.G. RUD & SONS, INC.**
 Professional Land Surveyors
 6776 Lake Drive NE, Suite 110
 Lino Lakes, MN 55014
 Tel. (651) 361-8200 Fax (651) 361-8701



DRAWN BY:	SAB	JOB NO.:	23011387	DATE:	10/13/2022
CHECK BY:	JER	FIELD CREW:	SHWS		
NO.	DATE	DESCRIPTION	BY		
2					
3					

GUSE TRUSTEE, ALICE J
 PIN: 32-32-23-14-0034
 1619 138TH AVE NE
 HAM LAKE, MN 55304

SWIFT TRUSTEE DOROTHY A
 PIN: 32-32-23-14-0033
 1603 138TH AVE NE
 HAM LAKE, MN 55304

NAUMANN, JANE
 PIN: 32-32-23-14-0032
 1624 140TH AVE NE
 HAM LAKE, MN 55304

COTTAGES OF HERITAGE OAKS H O
 PIN: 32-32-23-11-0009
 PO BOX 545
 CIRCLE PINES, MN 55014

ALFERNESS DONNA
 PIN: 32-32-23-14-0009
 1639 140TH AVE NE
 HAM LAKE, MN 55304

PAULSEN, CATHY A
 PIN: 32-32-23-14-0010
 1625 140TH AVE NE
 HAM LAKE, MN 55304

COTTAGES OF HERITAGE OAKS H O
 PIN: 32-32-23-14-0030
 PO BOX 545
 CIRCLE PINES, MN 55014

MPLS LAND DEVELOPMENT LLC
 PIN: 32-32-23-13-0010
 13830 ABERDEEN ST NE
 HAM LAKE, MN 55304

GUENTHER, WILLIAM
 PIN: 32-32-23-14-0014
 1622 138TH AVE NE
 HAM LAKE, MN 55304

FORARE, SHIRLEY A
 PIN: 32-32-23-14-0013
 1618 138TH AVE NE
 HAM LAKE, MN 55304

ARKELL, SUSAN MARIE
 PIN: 32-32-23-11-0016
 1603 140TH AVE NE
 HAM LAKE, MN 55304

LARSON TRUSTEE, JAMES W
 PIN: 32-32-23-12-0008
 1523 140TH AVE NE
 HAM LAKE, MN 55304

ELICERIO, LESLEE J
 PIN: 32-32-23-12-0010
 1537 140TH AVE NE
 HAM LAKE, MN 55304

BLOSBERG TRUSTEE, WAYNE A
 PIN: 32-32-23-12-0011
 1545 140TH AVE NE
 HAM LAKE, MN 55304

MUNDT, DONNA M
 PIN: 32-32-23-12-0006
 1509 140TH AVE NE
 HAM LAKE, MN 55304

DONALD, ANDREW
 PIN: 32-32-23-12-0013
 1557 140TH AVE NE
 HAM LAKE, MN 55304

HERITAGE OAKS TOWNHOMES ASSOC
 PIN: 32-32-23-12-0005
 1545 140TH AVE NE
 HAM LAKE, MN 55304

PADULA, MICHAEL
 PIN: 32-32-23-12-0012
 1551 140TH AVE NE
 HAM LAKE, MN 55304

LARSON TRUSTEE, GARY E
 PIN: 32-32-23-12-0017
 14424 RADISSON ROAD NE
 HAM LAKE, MN 55304

HENDRICK TRUSTEE, SUSAN R
 PIN: 32-32-23-11-0013
 1619 140TH AVE NE
 HAM LAKE, MN 55304

GENERAL CONTRACTORS OF MINNESOTA
 PIN: 32-32-23-13-0019
 2201 107TH LN NE
 BLAINE, MN 55449

OTR HOLDINGS LLC
 PIN: 32-32-23-13-0025
 2250 133RD LN NE
 HAM LAKE, MN 55304

MPLS LAND DEVELOPMENT LLC
 PIN: 32-32-23-13-0009
 13830 ABERDEEN ST NE
 HAM LAKE, MN 55304

COTTAGES OF HERITAGE OAKS H O
 PIN: 32-32-23-14-0011
 PO BOX 545
 CIRCLE PINES, MN 55014

LARSON DAVID A
 PIN: 32-32-23-13-0026
 13847 ABERDEEN ST
 HAM LAKE, MN 55304

PETERSON, RUTH
 PIN: 32-32-23-14-0031
 1610 140TH AVE NE
 HAM LAKE, MN 55304

PETRICKA TRUSTEE, RONALD E
 PIN: 32-32-23-14-0015
 28229 CTY RD 33 LOT 402 W
 LEESBURG, FL 34748

NIGON, CAROLL A
 PIN: 32-32-23-11-0014
 1607 140TH LN NE
 HAM LAKE, MN 55304

PITZEN, COLLETTE
 PIN: 32-32-23-13-0023
 1555 138TH AVE
 HAM LAKE, MN 55304

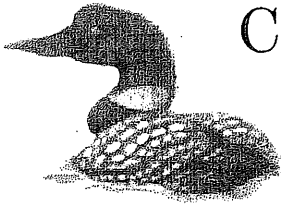
COOK, ARLAN L
 PIN: 32-32-23-12-0009
 1531 140TH AVE NE
 HAM LAKE, MN 55304

SWANSON TRUSTEE, JANICE C
PIN: 32-32-23-12-0007
1517 140TH AVE NE
HAM LAKE, MN 55304

POSER, KATHLEEN
PIN: 32-32-23-12-0014
1561 140TH AVE NE
HAM LAKE, MN 55304

TYTAUS LLC
PIN: 32-32-23-13-0020
13838 ABERDEEN ST NE
HAM LAKE, MN 55304

WHITTAKER, LLOYD V
PIN: 32-32-23-14-0012
1604 138TH AVE NE
HAM LAKE, MN 55304



CITY OF HAM LAKE

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

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 December 5, 2022 at 6:03 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:

173RD AVENUE N.E. VACATION

RIGHT OF WAY VACATION DESCRIPTION OF THE NORTH HALF OF 173RD AVENUE N.E.

That part of 173rd Avenue N.E. as platted and dedicated on the plat of CROSSTOWN ROLLING ACRES THIRD ADDITION, Anoka County, Minnesota, which lies southwesterly of a line described as follows:

Commencing at the southwest corner of Outlot A, CROSSTOWN ROLLING ACRES THIRD ADDITION; thence on an assumed bearing of North 87 degrees 39 minutes 30 seconds East, along the south line of said Outlot A, a distance of 232.15 feet to the southeast corner of said Outlot A and the point of beginning of the line to be described; thence southeasterly a distance of 51.57 feet along a non-tangential curve concave to the northeast, having a radius of 233.00 feet and central angle of 12 degrees 40 minutes 52 seconds and whose chord bears South 52 degrees 27 minutes 30 seconds East to the most southerly plat line of said CROSSTOWN ROLLING ACRES THIRD ADDITION and said line there terminating.

Reserving a public drainage and utility easement over said street vacation.

RIGHT OF WAY VACATION DESCRIPTION OF THE SOUTH HALF OF 173RD AVENUE N.E.

That part of the north 33.00 feet of the Northwest Quarter of Section 7, Township 32 North, Range 23 West, Anoka County, Minnesota, which lies southeasterly of the southeasterly right of way line of County State Aid Highway No. 18 (AKA Crosstown Boulevard N.E.) per the ANOKA COUNTY HIGHWAY RIGHT-OF-WAY PLAT NO.24, Anoka County, Minnesota, and which lies southwesterly of a line described as follows:

Commencing at the southwest corner of Outlot A, CROSSTOWN ROLLING ACRES THIRD ADDITION, Anoka County, Minnesota; thence on an assumed bearing of North 87 degrees 39 minutes 30 seconds East, along the south line of said Outlot A, a distance of 232.15 feet to the southeast corner of said Outlot A; thence southeasterly a distance of 51.57 feet along a non-tangential curve concave to the northeast, having a radius of 233.00 feet and

central angle of 12 degrees 40 minutes 52 seconds and whose chord bears South 52 degrees 27 minutes 30 seconds East to the north line of said Northwest Quarter and to the point of beginning of the line to be described; thence continuing southeasterly a distance of 84.30 feet along a tangential curve concave to the northeast having a radius of 233.00 feet and a central angle of 20 degrees 43 minutes 51 seconds to the south line of said north 33.00 feet of the Northwest Quarter and said line there terminating.

Reserving a public drainage and utility easement over said street vacation.

7TH STREET NE – CROSSTOWN ROLLING ACRES SECOND ADDITION

**RIGHT OF WAY VACATION DESCRIPTION FOR
LOT 1, BLOCK 1, CROSSTOWN ROLLING ACRES SECOND ADDITION**

That part of 7th Street NE, as created and dedicated in the plat of CROSSTOWN ROLLING ACRES SECOND ADDITION, according to the recorded plat thereof, Anoka County, Minnesota, lying adjacent to the westerly line of Lot 1, Block 1, said CROSSTOWN ROLLING ACRES SECOND ADDITION, and lying easterly of a line parallel with and distant 33.00 feet easterly of the centerline of said 7th Street NE. Reserving a public drainage and utility easement over, under and across the westerly 10.00 feet thereof and that part lying southerly of a line parallel with and distant 10.00 feet northwesterly of the northwesterly right of way line of County State Aid Highway No. 18.

**RIGHT OF WAY VACATION DESCRIPTION FOR
LOT 1, BLOCK 2, CROSSTOWN ROLLING ACRES SECOND ADDITION**

That part of 7th Street NE, as created and dedicated in the plat of CROSSTOWN ROLLING ACRES SECOND ADDITION, according to the recorded plat thereof, Anoka County, Minnesota, lying adjacent to the easterly line of Lot 1, Block 2, said CROSSTOWN ROLLING ACRES SECOND ADDITION, and lying westerly of a line parallel with and distant 33.00 feet westerly of the centerline of said 7th Street NE. Reserving a public drainage and utility easement over, under and across the easterly 10.00 feet thereof.

**DRAINAGE AND UTILITY EASEMENT VACATION DESCRIPTION FOR
LOT 1, BLOCK 1, CROSSTOWN ROLLING ACRES SECOND ADDITION**

All of the drainage and utility easements as created and dedicated over, under, and across Lot 1, Block 1, CROSSTOWN ROLLING ACRES SECOND ADDITION, according to the recorded plat thereof, lying parallel with, adjacent to, and distant 10 feet easterly of the easterly right of way line of 7th Street NE, as created and dedicated in said plat.

EXCEPT those parts lying westerly of a line parallel with and distant 43.00 feet easterly of the centerline of said 7th Street NE.

ALSO EXCEPT that part embraced within the southeasterly 10.00 feet of said Lot 1.

**DRAINAGE AND UTILITY EASEMENT VACATION DESCRIPTION FOR
LOT 1, BLOCK 2, CROSSTOWN ROLLING ACRES SECOND ADDITION**

All of the drainage and utility easements as created and dedicated over, under, and across Lot 1, Block 2, CROSSTOWN ROLLING ACRES SECOND ADDITION, according to the recorded plat thereof, lying parallel with, adjacent to, and distant 10 feet westerly of the westerly right of way line of 7th Street NE, as created and dedicated in said plat.

EXCEPT those parts lying easterly of a line parallel with and distant 43.00 feet westerly of the centerline of said 7th Street NE.

Said hearing is conducted pursuant to Minnesota Statutes Chapter 412.851.

Dated: November 24, 2022


Dawnette Shimek, Deputy City Clerk

Posted at City Hall between the dates of November 24, 2022 and December 5, 2022

Published in the Star Tribune on November 24, 2022

RESOLUTION NO. 22-XX

WHEREAS, a public hearing was held before the Ham Lake City Council on the 5th day of December, 2022 at 6:02 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;

173RD AVENUE N.E. VACATION

**RIGHT OF WAY VACATION DESCRIPTION
OF THE NORTH HALF OF 173RD AVENUE N.E.**

That part of 173rd Avenue N.E. as platted and dedicated on the plat of CROSSTOWN ROLLING ACRES THIRD ADDITION, Anoka County, Minnesota, which lies southwesterly of a line described as follows:

Commencing at the southwest corner of Outlot A, CROSSTOWN ROLLING ACRES THIRD ADDITION; thence on an assumed bearing of North 87 degrees 39 minutes 30 seconds East, along the south line of said Outlot A, a distance of 232.15 feet to the southeast corner of said Outlot A and the point of beginning of the line to be described; thence southeasterly a distance of 51.57 feet along a non-tangential curve concave to the northeast, having a radius of 233.00 feet and central angle of 12 degrees 40 minutes 52 seconds and whose chord bears South 52 degrees 27 minutes 30 seconds East to the most southerly plat line of said CROSSTOWN ROLLING ACRES THIRD ADDITION and said line there terminating.

Reserving a public drainage and utility easement over said street vacation.

**RIGHT OF WAY VACATION DESCRIPTION
OF THE SOUTH HALF OF 173RD AVENUE N.E.**

That part of the north 33.00 feet of the Northwest Quarter of Section 7, Township 32 North, Range 23 West, Anoka County, Minnesota, which lies southeasterly of the southeasterly right of way line of County State Aid Highway No. 18 (AKA Crosstown Boulevard N.E.) per the ANOKA COUNTY HIGHWAY RIGHT-OF-WAY PLAT NO.24, Anoka County, Minnesota, and which lies southwesterly of a line described as follows:

Commencing at the southwest corner of Outlot A, CROSSTOWN ROLLING ACRES THIRD ADDITION, Anoka County, Minnesota; thence on an assumed bearing of North 87 degrees 39 minutes 30 seconds East, along the south line of said Outlot A, a distance of 232.15 feet to the southeast corner of said Outlot A; thence southeasterly a distance of 51.57 feet along a non-tangential curve concave to the northeast, having a radius of 233.00 feet and central angle of 12 degrees 40 minutes 52 seconds and whose chord bears South 52 degrees 27 minutes 30 seconds East to the north line of said Northwest Quarter and to the point of beginning of the line to be described; thence continuing southeasterly a distance of

84.30 feet along a tangential curve concave to the northeast having a radius of 233.00 feet and a central angle of 20 degrees 43 minutes 51 seconds to the south line of said north 33.00 feet of the Northwest Quarter and said line there terminating.

Reserving a public drainage and utility easement over said street vacation.

7TH STREET NE – CROSSTOWN ROLLING ACRES SECOND ADDITION

**RIGHT OF WAY VACATION DESCRIPTION FOR
LOT 1, BLOCK 1, CROSSTOWN ROLLING ACRES SECOND ADDITION**

That part of 7th Street NE, as created and dedicated in the plat of CROSSTOWN ROLLING ACRES SECOND ADDITION, according to the recorded plat thereof, Anoka County, Minnesota, lying adjacent to the westerly line of Lot 1, Block 1, said CROSSTOWN ROLLING ACRES SECOND ADDITION, and lying easterly of a line parallel with and distant 33.00 feet easterly of the centerline of said 7th Street NE. Reserving a public drainage and utility easement over, under and across the westerly 10.00 feet thereof and that part lying southerly of a line parallel with and distant 10.00 feet northwesterly of the northwesterly right of way line of County State Aid Highway No. 18.

**RIGHT OF WAY VACATION DESCRIPTION FOR
LOT 1, BLOCK 2, CROSSTOWN ROLLING ACRES SECOND ADDITION**

That part of 7th Street NE, as created and dedicated in the plat of CROSSTOWN ROLLING ACRES SECOND ADDITION, according to the recorded plat thereof, Anoka County, Minnesota, lying adjacent to the easterly line of Lot 1, Block 2, said CROSSTOWN ROLLING ACRES SECOND ADDITION, and lying westerly of a line parallel with and distant 33.00 feet westerly of the centerline of said 7th Street NE. Reserving a public drainage and utility easement over, under and across the easterly 10.00 feet thereof.

**DRAINAGE AND UTILITY EASEMENT VACATION DESCRIPTION FOR
LOT 1, BLOCK 1, CROSSTOWN ROLLING ACRES SECOND ADDITION**

All of the drainage and utility easements as created and dedicated over, under, and across Lot 1, Block 1, CROSSTOWN ROLLING ACRES SECOND ADDITION, according to the recorded plat thereof, lying parallel with, adjacent to, and distant 10 feet easterly of the easterly right of way line of 7th Street NE, as created and dedicated in said plat.

EXCEPT those parts lying westerly of a line parallel with and distant 43.00 feet easterly of the centerline of said 7th Street NE.

ALSO EXCEPT that part embraced within the southeasterly 10.00 feet of said Lot 1.

**DRAINAGE AND UTILITY EASEMENT VACATION DESCRIPTION FOR
LOT 1, BLOCK 2, CROSSTOWN ROLLING ACRES SECOND ADDITION**

All of the drainage and utility easements as created and dedicated over, under, and across Lot 1, Block 2, CROSSTOWN ROLLING ACRES SECOND ADDITION, according to the recorded plat thereof, lying parallel with, adjacent to, and distant 10 feet westerly of the westerly right of way line of 7th Street NE, as created and dedicated in said plat.

EXCEPT those parts lying easterly of a line parallel with and distant 43.00 feet westerly of the centerline of said 7th Street NE.

Adopted by the City Council of the City of Ham Lake this 5th day of December, 2022.

Brian Kirkham, Mayor

Denise Webster, City Clerk

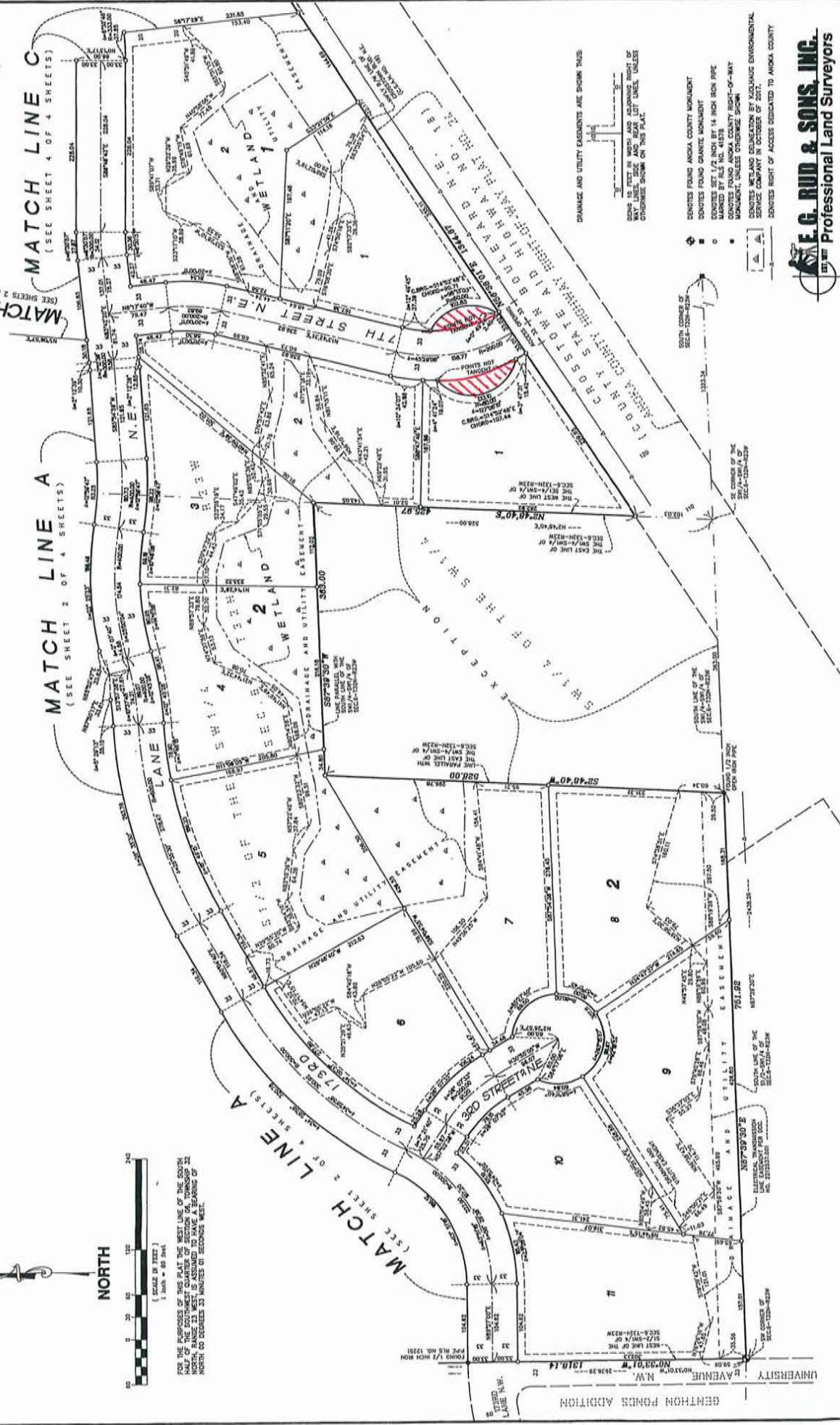
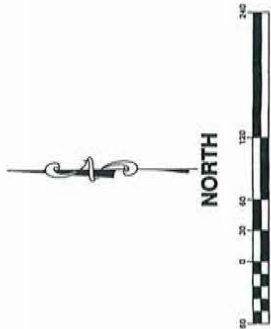
CITY OF HAN LAKE
COUNTY OF ANOKA
SEC. 06, T32N, R23W

CROSTOWN ROLLING ACRES SECOND ADDITION

MATCH LINE B
(SEE SHEETS 2 AND 4 OF 4 SHEETS)

MATCH LINE C
(SEE SHEET 4 OF 4 SHEETS)

MATCH LINE A
(SEE SHEET 2 OF 4 SHEETS)



SEVERE WEATHER DAMAGE TO THE SW 1/4 OF THE SW 1/4 OF SEC. 6-T32N-R23W

SEVERE WEATHER DAMAGE TO THE SW 1/4 OF THE SW 1/4 OF SEC. 6-T32N-R23W



SE CORNER OF THE SW 1/4-35N-12W OF SEC. 6-T32N-R23W

SE CORNER OF THE SW 1/4-35N-12W OF SEC. 6-T32N-R23W

SE CORNER OF THE SW 1/4-35N-12W OF SEC. 6-T32N-R23W

UNIVERSITY
LAVENUE
W. 1/2
1310.14
107-39-30-2
FIND 1/2 IRON PIPE MON. FILE NO. 1251

GENTON PONDS ADDITION
107-39-30-2
ELECTRIC, TRANSMISSION TOWER LOC. FILE NO. 22523-2253

MATCH LINE A
(SEE SHEET 2 OF 4 SHEETS)

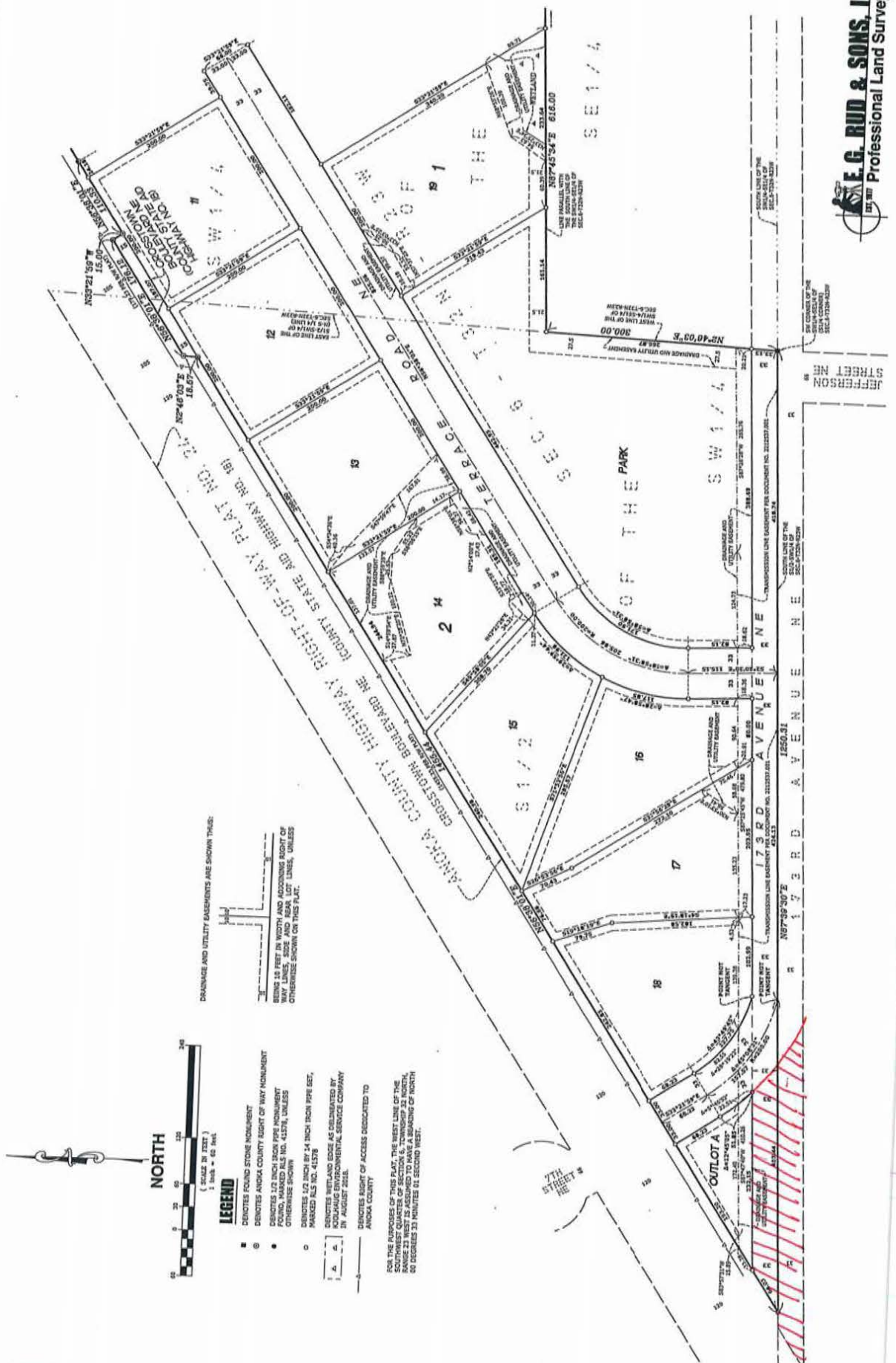
MATCH LINE B
(SEE SHEETS 2 AND 4 OF 4 SHEETS)

MATCH LINE C
(SEE SHEET 4 OF 4 SHEETS)

INSET C

CROSTOWN ROLLING ACRES THIRD ADDITION

CITY OF HAW LAKE
COUNTY OF ANOKA
SEC. 6, T32N, R23W



SKETCH AND DESCRIPTION

~for~ CROSSTOWN DEVELOPMENT, LLC
 ~of~ 7TH STREET N.E. VACATION



**NORTH
 LEGEND**

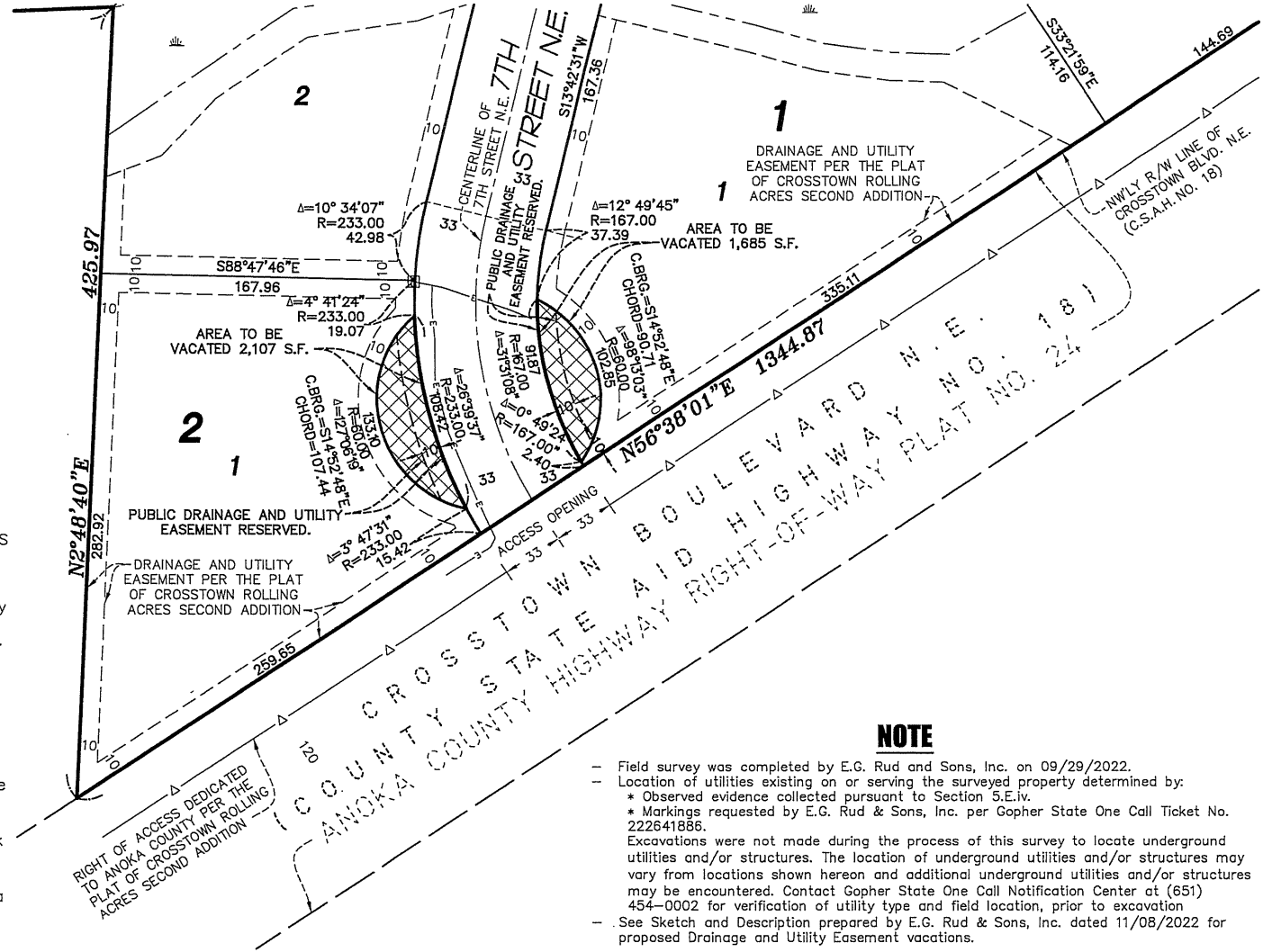
- DENOTES ELECTRICAL BOX
- DENOTES UNDERGROUND ELECTRIC LINE
- STREET VACATION AREA

RIGHT OF WAY VACATION DESCRIPTION FOR LOT 1, BLOCK 1, CROSSTOWN ROLLING ACRES SECOND ADDITION

That part of 7th Street NE, as created and dedicated in the plat of CROSSTOWN ROLLING ACRES SECOND ADDITION, according to the recorded plat thereof, Anoka County, Minnesota, lying adjacent to the westerly line of Lot 1, Block 1, said CROSSTOWN ROLLING ACRES SECOND ADDITION, and lying easterly of a line parallel with and distant 33.00 feet easterly of the centerline of said 7th Street NE. Reserving a public drainage and utility easement over, under and across the westerly 10.00 feet thereof and that part lying southerly of a line parallel with and distant 10.00 feet northwesterly of the northwesterly right of way line of County State Aid Highway No. 18.

RIGHT OF WAY VACATION DESCRIPTION FOR LOT 1, BLOCK 2, CROSSTOWN ROLLING ACRES SECOND ADDITION

That part of 7th Street NE, as created and dedicated in the plat of CROSSTOWN ROLLING ACRES SECOND ADDITION, according to the recorded plat thereof, Anoka County, Minnesota, lying adjacent to the easterly line of Lot 1, Block 2, said CROSSTOWN ROLLING ACRES SECOND ADDITION, and lying westerly of a line parallel with and distant 33.00 feet westerly of the centerline of said 7th Street NE. Reserving a public drainage and utility easement over, under and across the easterly 10.00 feet thereof.



NOTE

- Field survey was completed by E.G. Rud and Sons, Inc. on 09/29/2022.
- Location of utilities existing on or serving the surveyed property determined by:
 - * Observed evidence collected pursuant to Section 5.E.iv.
 - * Markings requested by E.G. Rud & Sons, Inc. per Gopher State One Call Ticket No. 222641886.
- Excavations were not made during the process of this survey to locate underground utilities and/or structures. The location of underground utilities and/or structures may vary from locations shown hereon and additional underground utilities and/or structures may be encountered. Contact Gopher State One Call Notification Center at (651) 454-0002 for verification of utility type and field location, prior to excavation
- See Sketch and Description prepared by E.G. Rud & Sons, Inc. dated 11/08/2022 for proposed Drainage and Utility Easement vacations.

- o Denotes Iron Set
- Denotes Iron Found

Scale 1" = 60'

Job No.: 17737HS

Bearings shown are on an assumed datum.

Drawn By: JEN
 Project Manager: MMD

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 8th day of November, 2022.

License No. 41578



E.G. RUD & SONS, INC.
 Professional Land Surveyors
 6776 Lake Drive NE, Suite 110
 Lino Lakes, MN 55014
 Tel. (651) 361-8200 Fax (651) 361-8701

SKETCH AND DESCRIPTION

~for~ CROSSTOWN DEVELOPMENT, LLC
 ~of~ 7TH STREET N.E. DRAINAGE AND UTILITY EASEMENT VACATION

DRAINAGE AND UTILITY EASEMENT VACATION DESCRIPTION FOR LOT 1, BLOCK 1, CROSSTOWN ROLLING ACRES SECOND ADDITION

All of the drainage and utility easements as created and dedicated over, under, and across Lot 1, Block 1, CROSSTOWN ROLLING ACRES SECOND ADDITION, according to the recorded plat thereof, lying parallel with, adjacent to, and distant 10 feet easterly of the easterly right of way line of 7th Street NE, as created and dedicated in said plat.

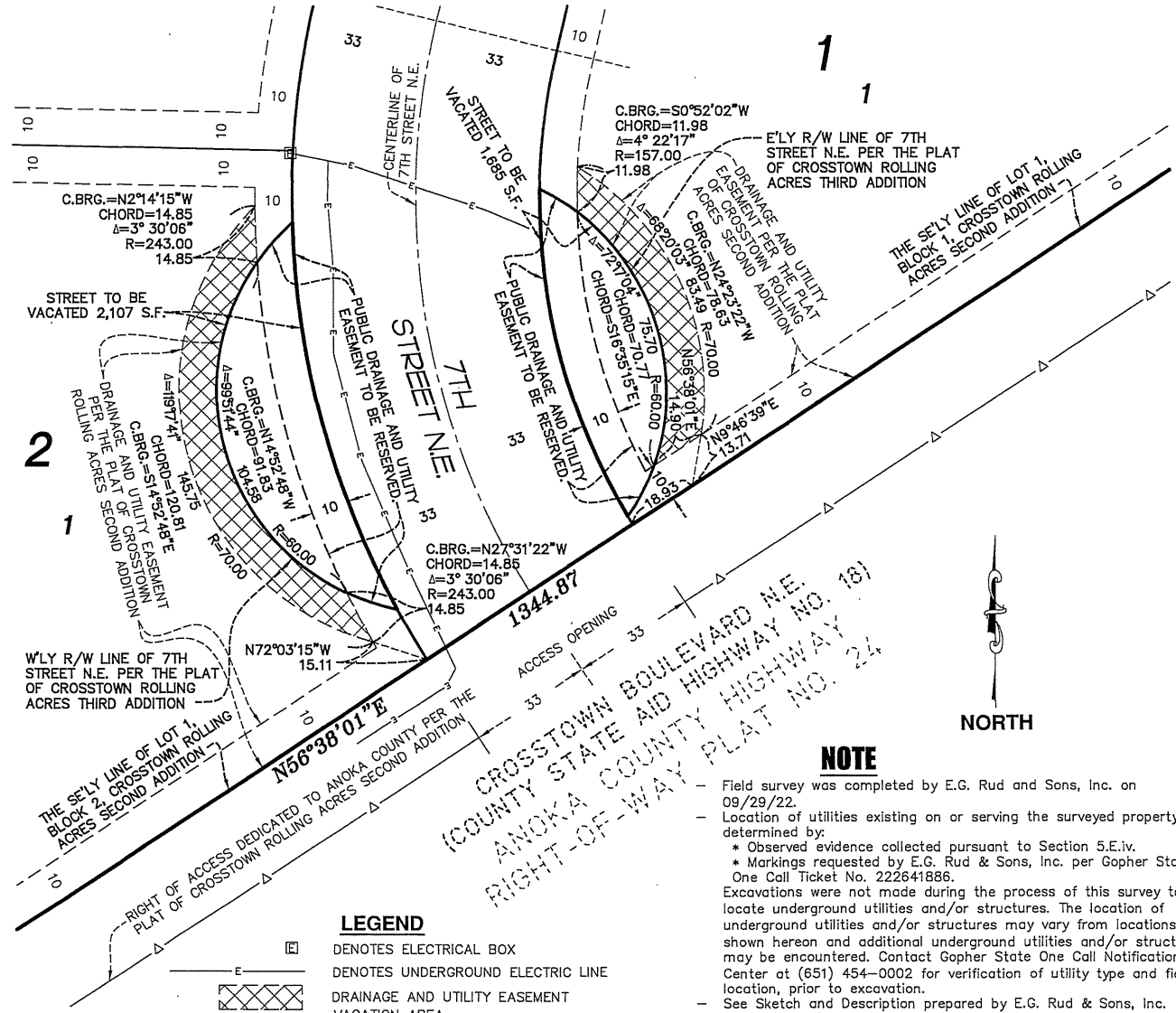
EXCEPT those parts lying westerly of a line parallel with and distant 43.00 feet easterly of the centerline of said 7th Street NE.

ALSO EXCEPT that part embraced within the southeasterly 10.00 feet of said Lot 1.

DRAINAGE AND UTILITY EASEMENT VACATION DESCRIPTION FOR LOT 1, BLOCK 2, CROSSTOWN ROLLING ACRES SECOND ADDITION

All of the drainage and utility easements as created and dedicated over, under, and across Lot 1, Block 2, CROSSTOWN ROLLING ACRES SECOND ADDITION, according to the recorded plat thereof, lying parallel with, adjacent to, and distant 10 feet westerly of the westerly right of way line of 7th Street NE, as created and dedicated in said plat.

EXCEPT those parts lying easterly of a line parallel with and distant 43.00 feet westerly of the centerline of said 7th Street NE.



NOTE

- Field survey was completed by E.G. Rud and Sons, Inc. on 09/29/22.
- Location of utilities existing on or serving the surveyed property determined by:
 - * Observed evidence collected pursuant to Section 5.E.iv.
 - * Markings requested by E.G. Rud & Sons, Inc. per Gopher State One Call Ticket No. 222641886.
- Excavations were not made during the process of this survey to locate underground utilities and/or structures. The location of underground utilities and/or structures may vary from locations shown hereon and additional underground utilities and/or structures may be encountered. Contact Gopher State One Call Notification Center at (651) 454-0002 for verification of utility type and field location, prior to excavation.
- See Sketch and Description prepared by E.G. Rud & Sons, Inc. dated 11/08/2022 for proposed street vacations.

- o Denotes Iron Set
- Denotes Iron Found

Scale 1" = 30'

Job No.: 17737HS

Bearings shown are on an assumed datum.

Drawn By: JEN
 Project Manager: MMD

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 8th day of November, 2022.

License No. 41578

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 Professional Land Surveyors
 6776 Lake Drive NE, Suite 110
 Lino Lakes, MN 55014
 Tel. (651) 361-8200 Fax (651) 361-8701


SKETCH AND DESCRIPTION

~for~ CROSSTOWN DEVELOPMENT, LLC
 ~of~ NORTH HALF OF 173RD AVENUE N.E.
 VACATION



NORTH

LEGEND

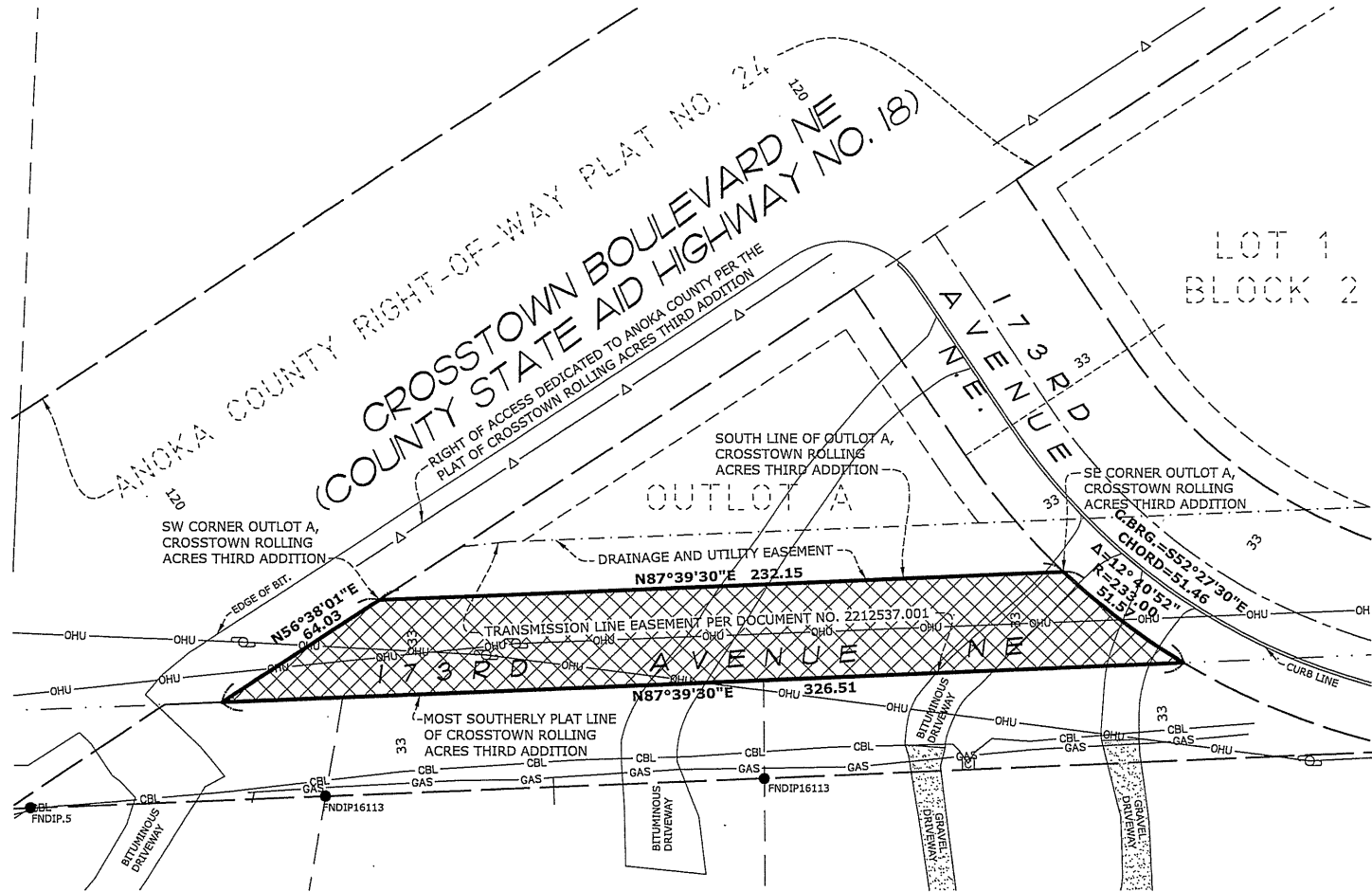
 STREET VACATION AREA
 (3,178 S.F.)

RIGHT OF WAY VACATION DESCRIPTION NORTH HALF OF 173RD AVENUE N.E.

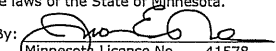
That part of 173rd Avenue N.E. as platted and dedicated on the plat of CROSSTOWN ROLLING ACRES THIRD ADDITION, Anoka County, Minnesota, which lies southwesterly of a line described as follows:

Commencing at the southwest corner of Outlot A, CROSSTOWN ROLLING ACRES THIRD ADDITION; thence on an assumed bearing of North 87 degrees 39 minutes 30 seconds East, along the south line of said Outlot A, a distance of 232.15 feet to the southeast corner of said Outlot A and the point of beginning of the line to be described; thence southeasterly a distance of 51.57 feet along a non-tangential curve concave to the northeast, having a radius of 233.00 feet and central angle of 12 degrees 40 minutes 52 seconds and whose chord bears South 52 degrees 27 minutes 30 seconds East to the most southerly plat line of said CROSSTOWN ROLLING ACRES THIRD ADDITION and said line there terminating.

Reserving a public drainage and utility easement over said street vacation.



I hereby certify that this plan, survey or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

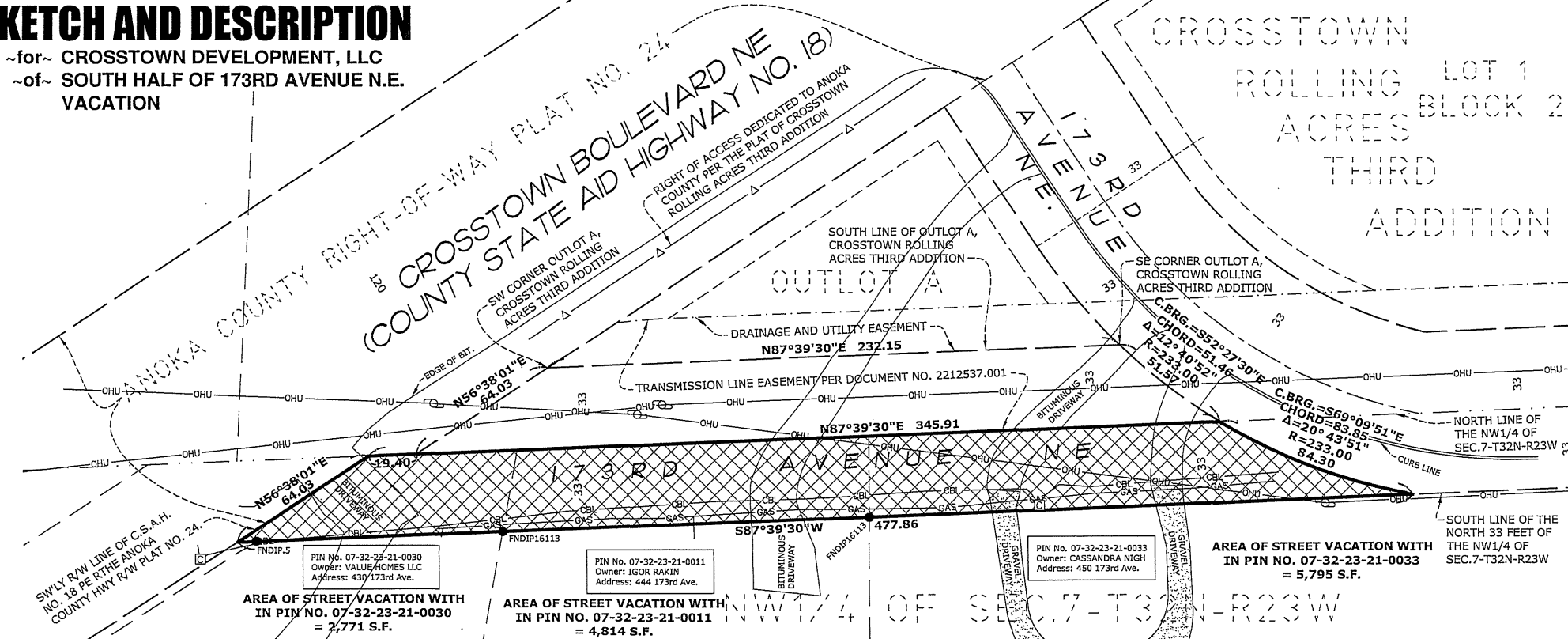
By: 
 Minnesota License No. 41578
 Dated 9th day of November 2022.

BEARING DATUM: COUNTY		SCALE: 1" = 40'
REVISIONS		JOB NO. 17737PP
1	11-09-22	Revise Description JEN
2		DATE: 11-08-22
3		DRAWN BY: JEN
NO.	DATE	DESCRIPTION
		BY
		CREW: DT-CT

E. G. RUD & SONS, INC.
 EST. 1877
 Professional Land Surveyors
 6776 Lake Drive NE, Suite 110
 Lino Lakes, MN 55014
 Tel. (651) 361-8200 Fax (651) 361-8701
 www.egrud.com

SKETCH AND DESCRIPTION

~for~ CROSSTOWN DEVELOPMENT, LLC
 ~of~ SOUTH HALF OF 173RD AVENUE N.E.
 VACATION



AREA OF STREET VACATION WITH
 IN PIN NO. 07-32-23-21-0030
 = 2,771 S.F.

AREA OF STREET VACATION WITH
 IN PIN NO. 07-32-23-21-0011
 = 4,814 S.F.

AREA OF STREET VACATION WITH
 IN PIN NO. 07-32-23-21-0033
 = 5,795 S.F.

RIGHT OF WAY VACATION DESCRIPTION OF THE SOUTH HALF OF 173RD AVENUE N.E.


That part of the north 33.00 feet of the Northwest Quarter of Section 7, Township 32 North, Range 23 West, Anoka County, Minnesota, which lies southeasterly of the southeasterly right of way line of County State Aid Highway No. 18 (AKA Crosstown Boulevard N.E.) per the ANOKA COUNTY HIGHWAY RIGHT-OF-WAY PLAT NO.24, Anoka County, Minnesota, and which lies southwestery of a line described as follows:


Commencing at the southwest corner of Outlot A, CROSSTOWN ROLLING ACRES THIRD ADDITION, Anoka County, Minnesota; thence on an assumed bearing of North 87 degrees 39 minutes 30 seconds East, along the south line of said Outlot A, a distance of 232.15 feet to the southeast corner of said Outlot A; thence southeasterly a distance of 51.57 feet along a non-tangential curve concave to the northeast, having a radius of 233.00 feet and central angle of 12 degrees 40 minutes 52 seconds and whose chord bears South 52 degrees 27 minutes 30 seconds East to the north line of said Northwest Quarter and to the point of beginning of the line to be described; thence continuing southeasterly a distance of 84.30 feet along a tangential curve concave to the northeast having a radius of 233.00 feet and a central angle of 20 degrees 43 minutes 51 seconds to the south line of said north 33.00 feet of the Northwest Quarter and said line there terminating.

Reserving a public drainage and utility easement over said street vacation.



LEGEND

 STREET VACATION AREA
 (TOTAL 13,380 S.F.)

I hereby certify that this plan, survey or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.
 By: 
 Minnesota License No. 41578
 Dated 8th day of November, 2022.

BEARING DATUM: COUNTY		SCALE: 1" = 60'
REVISIONS		JOB NO. 17737PP
1		DATE: 11-08-22
2		DRAWN BY: JEN
3		CREW: DT-CT
NO.	DATE	DESCRIPTION

 **E.G. RUD & SONS, INC.**
 Professional Land Surveyors
 6776 Lake Drive NE, Suite 110
 Lino Lakes, MN 55014
 Tel. (651) 361-8200 Fax (651) 361-8701
 www.egrund.com

LESETMOE GENE M & MELODY M
PIN: 07-32-23-21-0010
449 172ND AVE NE
ANOKA, MN 55304

RAKIN IGOR
PIN: 07-32-23-21-0011
444 173RD AVE NE
HAM LAKE, MN 55304

GORSEIGNER, TRACY J
PIN: 07-32-23-21-0009
428 172ND AVE NE
HAM LAKE, MN 55304

CITROWSKE, KENNETH ALBERT
PIN: 07-32-23-21-0004
514 172ND AVE NE
HAM LAKE, MN 55304

STEVENS, MARC
PIN: 07-32-23-21-0012
461 172ND AVE NE
HAM LAKE, MN 55304

WORKMAN ARCHIE & SUE HELEN E
PIN: 07-32-23-22-0022
325 172ND LN
HAM LAKE, MN 55304

BACS, DENISE
PIN: 07-32-23-21-0005
464 172ND AVE NE
HAM LAKE, MN 55304

SODERVILLE INC
PIN: 07-32-23-22-0002
17616 HIGHWAY 65 NE
HAM LAKE, MN 55304

CROSTOWN DEVELOPMENT LLC
PIN: 06-32-23-34-0007
17404 WARD LAKE DR NW
ANDOVER, MN 55304

PARIS KELSEY
PIN: 06-32-23-34-0020
17348 7TH ST NE
HAM LAKE, MN 55304

VALUE HOMES LLC
PIN: 07-32-23-21-0030
3495 NORTHDAL BLVD NW STE 200
COON RAPIDS, MN 55448

FUGLSANG, BETTY J
PIN: 07-32-23-22-0001
320 CROSTOWN BLVD NE
HAM LAKE, MN 55304

BAKER JEROME F
PIN: 07-32-23-21-0024
511 172ND AVE NE
HAM LAKE, MN 55304

CALVERLEY JAMES C
PIN: 07-32-23-21-0007
510 173RD AVE NE
ANOKA, MN 55304

LANGSTON PATRICIA A
PIN: 07-32-23-21-0031
334 172ND LN NE
ANOKA, MN 55304

MITCHELL, TRUSTEE JAMES W
PIN: 07-32-23-22-0019
99 CROSTOWN BLVD
HAM LAKE, MN 55304

JOHNSON WAYNE C & K A
PIN: 07-32-23-21-0019
423 172ND AVE NE
ANOKA, MN 55304

ERICKSON, EARL E
PIN: 07-32-23-21-0022
406 172ND LN NE
ANOKA, MN 55304

BRONSTAD JASON
PIN: 06-32-23-33-0016
17332 3RD ST NE
HAM LAKE, MN 55304

T.H. CONSTRUCTION OF ANOKA INC
PIN: 06-32-23-34-0019
617E MAIN ST STE 3
ANOKA, MN 55303

~~RUUD, RUTH L
PIN: 07-32-23-21-0018
411 172ND LN NE
HAM LAKE, MN 55304~~

VANG, FENG
PIN: 07-32-23-21-0014
529 172ND AVE NE
HAM LAKE, MN 55304

KEPHART, JESSE D
PIN: 07-32-23-21-0006
446 172ND AVE NE
ANOKA, MN 55304

AMUNDSON, TIM
PIN: 07-32-23-21-0026
530 173RD AVE NE
HAM LAKE, MN 55304

HINSON, LACY
PIN: 07-32-23-21-0017
17215 7TH ST NE
HAM LAKE, MN 55304

PLATT, ROBERTA J
PIN: 07-32-23-21-0003
532 172ND AVE NE
ANOKA, MN 55304

NIGH, CASSANDRA
PIN: 07-32-23-21-0033
450 173RD AVE NE
HAM LAKE, MN 55304

NORDLUND REYNOLD D & B J
PIN: 06-32-23-33-0002
345 CROSTOWN BLVD NE
ANOKA, MN 55304

ALBRECHT JEREMIAH
PIN: 06-32-23-33-0015
17335 3RD ST NE
HAM LAKE, MN 55304

~~HAM LAKE CITY OF
PIN: 06-32-23-34-0030
1554 CENTRAL AVE NE
HAM LAKE, MN 55304~~

DHI HOLDINGS LLC
PIN: 06-32-23-34-0025
13853 WASHINGTON ST NE
HAM LAKE, MN 55304

VALUE HOMES LLC
PIN: 07-32-23-21-0030
3495 NORTHDAL BLVD NW STE 200
COON RAPIDS, MN 55448

FUGLSANG, BETTY J
PIN: 07-32-23-22-0001
320 CROSSTOWN BLVD NE
HAM LAKE, MN 55304

CROSSTOWN DEVELOPMENT LLC
PIN: 06-32-23-34-0007
17404 WARD LAKE DR NW
ANDOVER, MN 55304

HERZOG ANNA MARIE
PIN: 06-32-23-34-0021
448 173RD LN NE
HAM LAKE, MN 55304

FARBER, REBECCA SUE
PIN: 06-32-23-34-0016
14596 AVOCET ST NW
ANDOVER, MN 55304

HUNCZAK DIANA
PIN: 06-32-23-34-0008
468 173RD LN NE
HAM LAKE, MN 55304

RUUD, RUTH L
PIN: 07-32-23-21-0018
411 172ND LN NE
HAM LAKE, MN 55304

NIGH, CASSANDRA
PIN: 07-32-23-21-0033
450 173RD AVE NE
HAM LAKE, MN 55304

THORSON DAVID J
PIN: 06-32-23-33-0003
17437 5TH ST NE
HAM LAKE, MN 55304

GARDNER LEAH
PIN: 06-32-23-34-0018
445 173RD LN NE
HAM LAKE, MN 55304

PARIS KELSEY
PIN: 06-32-23-34-0020
17348 7TH ST NE
HAM LAKE, MN 55304

T.H. CONSTRUCTION OF ANOKA INC
PIN: 06-32-23-34-0019
617E MAIN ST STE 3
ANOKA, MN 55303

RAKIN IGOR
PIN: 07-32-23-21-0011
444 173RD AVE NE
HAM LAKE, MN 55304

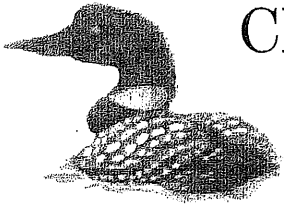
NORDLUND REYNOLD D & B J
PIN: 06-32-23-33-0002
345 CROSSTOWN BLVD NE
ANOKA, MN 55304

SCHILLING DION
PIN: 06-32-23-33-0011
238 178TH LN NE
HAM LAKE, MN 55304

KRAATZ TRUSTEE, STEPHEN JOHN
PIN: 06-32-23-34-0017
459 173RD LN NE
HAM LAKE, MN 55304

JACOBSON LUCAS CHRISTOPHER
PIN: 06-32-23-34-0009
528 173RD LN NE
HAM LAKE, MN 55304

DHI HOLDINGS LLC
PIN: 06-32-23-34-0025
13853 WASHINGTON ST NE
HAM LAKE, MN 55304



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, NOVEMBER 21, 2022

The Ham Lake City Council and Economic Development Authority met for its regular meeting on Monday, November 21, 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: Acting Mayor Jesse Wilken and Councilmembers Jim Doyle, Gary Kirkeide and Al Parranto

MEMBERS ABSENT: Mayor Brian Kirkham

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

Acting Mayor Wilken 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

3.1 Commander Paul Lenzmeier, Anoka County Sheriff's Office Monthly Report

Commander Lenzmeier gave a summary of the Sheriff's Report for the month of October 2022.

3.2 Minnesota House of Representatives Peggy Scott and Nolan West

Minnesota House of Representatives Peggy Scott and Nolan West appeared before the City Council. Representative West stated that they are very happy to serve as State Representatives for the City of Ham Lake. Representative Scott stated she would like to keep the lines of communication open with Ham Lake. Representative West stated they can be contacted anytime by text and email. Representative West stated it was a pleasure to campaign in Ham Lake. The Representatives wanted to make the City Council aware that they can bring concerns to the for-front. Councilmember Kirkeide stated if they want to talk about the Metropolitan Council, to please call him anytime. Councilmember Doyle stated that the University of Minnesota has stated that the City is being environmentally responsible in the way of treating waste. Councilmember Kirkeide stated that the City of Ham Lake has a standing resolution to abolish the Met Council.

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 November 7, 2022, Budget Meeting Minutes of November 7, 2022 and Board of Canvass minutes of November 16, 2022

4.2 Approval of claims in the amount of \$150,160.53

- 4.3 Approval of a letter of support for the Trunk Highway 65 Corridor Improvements
- 4.4 Approval of rescinding Resolution No. 22-38 and rescheduling the public hearing to vacate a portion of the drainage and utility easement for Larson Systems located at 13847 Aberdeen Street NE in Section 32 and adoption of Resolution No. 22-39
- 4.5 Approval of scheduling a public hearing for the vacation of roadway and drainage and utility easements within and/or adjacent to the plats of Crosstown Rolling Acres Second Addition and Crosstown Rolling Acres Third Addition and adoption of Resolution No. 22-40

Councilmember Wilken pulled item 4.1 from the consent agenda. Motion by Doyle, seconded by Parranto, to approve the November 21, 2022 consent agenda with the omission of item 4.1. All present in favor, motion carried.

Motion by Kirkeide, seconded by Doyle, to approve item 4.1 on the November 21, 2022 consent agenda. Councilmembers Doyle, Kirkeide and Parranto voted yes. Acting Mayor Wilken abstained. Motion carried.

5.0 PLANNING COMMISSION RECOMMENDATIONS

- 5.1 Stone Construction Inc. requesting Commercial Site Plan approval to construct Bobby's Car Wash, a 4,121 square foot automated car wash and a 158 square foot pet wash at 13741 Johnson Street NE (PID# 32-32-23-24-0021)

Attorney Berglund stated for the record that Stone Construction is a client of his firm Berglund, Baumgartner, Kimball & Glaser, LLC. and there is no conflict of interest with the application before them.

Motion by Doyle, seconded by Parranto, to concur with the Planning Commission's recommendation and approve the commercial site plan presented by Stone Construction, Inc. to construct Bobby's Car Wash, a 4,121 square foot automated car wash and a 158 square foot pet wash at 13741 Johnson Street NE (PID# 32-32-23-24-0021) subject to Building Official approval of the septic designs, meeting all of Coon Creek Watershed District permit conditions and stipulations, obtaining a MPCA Construction Stormwater Permit before grading operations can commence, complying with landscaping requirements found in Article 11-1800, the Building Official receiving verification that the easterly utilities have been relocated to within easements and/or right-of-way prior to consideration of the issuance of a Certificate of Occupancy and meeting all City, State and County requirements. All present in favor, motion carried.

6.0 ECONOMIC DEVELOPMENT AUTHORITY – None

7.0 APPEARANCES

- 7.1 Dick and Diane Sylvester, 16220 Naples Street NE, requesting a variance to allow access to Naples Street NE without road improvement for the development of Toby's Trails

Matt Davich, Rud Land Surveying, was present before the Council representing Dick and Diane Sylvester requesting a variance to allow access to Naples Street NE without road improvement for the development of Toby's Trails. Mr. Davich stated the reasons they are asking for this is the Naples Street NE alignment is not centered in the road right-of-way, and in order to do that many utilities would have to be moved and there would have to be a new jog put into the road alignment. Mr. Davich stated the letter from RFC Engineering has some helpful suggestions regarding the possibility of improvement of Naples Street NE being a Municipal State Aid (MSA) road. Mr. Davich stated it wouldn't be logical to move this road at this time because they would need to improve such a small section of the road. Mr. Davich stated that the site

is the highest in the area being about 4 feet higher than Naples Street NE and there would be issues with stormwater ponding. Mr. Davich stated that it would make sense to improve a larger part of the road at a later date. Attorney Berglund stated that he has reviewed the variance request and the request is understandable for the costs for the applicant to improve Naples Street NE based on the benefits for use for a driveway. Attorney Berglund stated that the recommendation from staff that the application be denied is appropriate based on what the ordinances and variances allow; specifically, a hardship that is not caused by the nature of the land. The use of Naples Street NE is being necessitated by the desire to develop the land the way it has been proposed. Based upon that, Attorney Berglund stated that the application should be appropriately denied. Attorney Berglund stated that there are further discussions that could be had regarding potential development further south on Naples Street NE and if it would make sense to defer some assessments if there is possibly any future development or possibly reconfiguring the plat to avoid the use of Naples Street NE, which may cause for loss of a lot. Attorney Berglund stated this variance request application can be tabled to a future meeting within the 60-day timeframe if there is further discussion needed. Attorney Berglund stated that the variance request before the City Council at this time and with the recommendation from staff, should be denied. Engineer Krugler stated for the Naples Street NE upgrade, members of the Council may be well aware of the condition of Naples Street NE. Engineer Krugler added that there a lot of sod farms and a lot of organics on Naples Street NE. Engineer Krugler stated that Naples Street NE is a designated Municipal State Aid (MSA) road so it is eligible for state funding, however, there is a lot of floating and there is a lot of preparation that would need to be done. Engineer Krugler stated that it may not be feasible for the road to be developed. Engineer Krugler stated that millings were put down on the street and after settling, the street needed to be turned back to gravel. Engineer Krugler stated there would need to be a lot of corrections made and especially for a 9-ton road. The code states that roads must be upgraded when properties are developed. Engineer Krugler stated that some reconfiguration of the plat could be done to avoid the use of Naples Street NE and Anoka County will need to approve access for the lots onto Constance Boulevard NE. Engineer Krugler stated that Naples Street NE would need to be reconfigured because the right-of-way is 84-feet and the roadway has shifted to the west of the right-of-way. Engineer Krugler stated that there was a plat called Carole's Country Estates that received preliminary approved in 2006 and the upgrade of Naples Street NE from Constance Boulevard to the southerly plat boundary was required (approximately one-quarter mile) and the applicant was willing to pay for the upgrade. Engineer Krugler stated the next development would be a half to three-quarters of a mile south of this proposed development because the area is low and has a lot of sod fields. Mr. Davich asked how likely would it be that the road would be improved. Councilmember Kirkeide stated it has always been the City's policy that road be constructed with plat development. Councilmember Kirkeide added that some roads cannot be improved because it is not feasible and may have to be re-designated as a permanent agricultural road. Councilmember Kirkeide stated that other developments have been proposed but have not been feasible because of the costs of the road improvements. Councilmember Kirkeide stated that Naples Street NE may not ever be improved because it is not feasible. Councilmember Kirkeide stated to allow this request it would require a code change. Councilmember Kirkeide stated that for the Council to approve a variance, a hardship must be demonstrated and an applicant cannot create their own hardship. Councilmember Kirkeide stated when 155th Avenue NE was constructed, lots previously developed had deferred assessments and if this were to be done in the future, an escalator for the deferred assessments would be required. Councilmember Doyle stated that they need further review on this application. Diane Sylvester was present and gave a history and background of why they were developing these properties for their two daughters to build homes on and move closer. **Motion by Kirkeide, seconded by Doyle, to table discussion of the request for a variance to allow access to Naples Street NE without road**

improvement for the development of Toby's Trails as requested by Dick and Diane Sylvester, 16220 Naples Street NE. All present in favor, motion carried.

8.0 CITY ATTORNEY – None

9.0 CITY ENGINEER – None

10.0 CITY ADMINISTRATOR – None

11.0 COUNCIL BUSINESS

11.1 Committee Reports

Councilmember Doyle stated that he and Mayor Kirkham recently met with SBAA (Soderville/Blaine Athletic Association) regarding improvements they would like to see at Lions Park. Councilmember Doyle stated that field improvements and safety concerns can be addressed by the Public Works Department.

11.2 Announcements and future agenda items

Councilmember Parranto thanked the residents of Ham Lake for re-electing him and Councilmember Doyle.

Motion by Kirkeide, seconded by Parranto, to adjourn the meeting at 6:44 p.m. All present in favor, motion carried.

Dawnette Shimek, Deputy City Clerk

CITY OF HAM LAKE
CLAIMS SUBMITTED TO COUNCIL
December 5, 2022

CITY OF HAM LAKE

EFTS, CHECKS, AND BANK DRAFTS		11/18/22, 11/22/22 - 12/5/22
EFT	# 1768 - 1776	\$ 5,043.17
REFUND CHECKS	# 64588 - 64592	\$ 33,266.15
CHECKS	# 64593 - 64617	\$ 22,244.70
BANK DRAFTS	DFT0002458 -DFT0002469	\$ 53,874.44
TOTAL EFTS, CHECKS, AND BANK DRAFTS		<u>\$ 114,428.46</u>
PAYROLL CHECKS		
11/18/22	CK#64585 - 64587	\$ 511.50
11/18/22		\$ 30,018.42
12/02/22		\$ 36,228.54
TOTAL PAYROLL CHECKS		<u>\$ 66,758.46</u>
TOTAL OF ALL PAYMENTS		<u>\$ 181,186.92</u>
VOID CHECKS		
CHECKS	#	
ZERO EFT		\$ -
BANK DRAFTS		

APPROVED BY THE HAM LAKE CITY COUNCIL THIS 5TH DAY OF DECEMBER 2022

MAYOR

COUNCILMEMBER

COUNCILMEMBER

COUNCILMEMBER

COUNCILMEMBER



Packet: ARPKT00620 - TRUST REFUNDS 11/18/22

Refund Detail

Account Number	Name	Check Date	Check Number	Amount
00050	ENTSMINGER ENTERPRISES, LLC	11/18/2022	64588	13,314.57
00147	S & R BUILDERS	11/18/2022	64589	14,801.58
00303	SHARPER HOMES	11/18/2022	64590	2,500.00
			Total Refund Amount:	30,616.15

Revenue Totals

Revenue Code	Total Distribution
TRUST DEPOSITS - TRUST DEPOSITS	2,500.00
TR- PERF BOND - PERFORMANCE BOND DEPOSIT	27,825.00
TR - PERF INT - PERFORMANCE BOND INTEREST	291.15
Revenue Totals:	30,616.15

General Ledger Distribution

Posting Date: 11/18/2022

Account Number	Account Name	Posting Amount	IFT
Fund: 890 - TRUST FUND			
890-10101	Cash-claim on pooled cash	-30,616.15	Yes
890-11501	Misc receivables	2,500.00	
890-22804	Performance bonds	28,116.15	
	890 Total:	0.00	
Fund: 999 - POOLED CASH			
999-10100	Pooled Cash	-30,616.15	
999-20702	Due to other funds	30,616.15	Yes
	999 Total:	0.00	
	Distribution Total:	0.00	



Packet: ARPKT00625 - 11/30/22 TRUST REFUNDS

Refund Detail

Account Number	Name	Check Date	Check Number	Amount
00076	NIKOLAS BAYER	11/30/2022	64591	2,500.00
00298	ADAM HARRER	11/30/2022	64592	150.00
			Total Refund Amount:	2,650.00

Revenue Totals

Revenue Code	Total Distribution
TRUST DEPOSITS - TRUST DEPOSITS	2,650.00
Revenue Totals:	2,650.00

General Ledger Distribution

Posting Date: 11/30/2022

Account Number	Account Name	Posting Amount	IFT
Fund: 890 - TRUST FUND			
890-10101	Cash-claim on pooled cash	-2,650.00	Yes
890-11501	Misc receivables	2,650.00	
	890 Total:	0.00	
Fund: 999 - POOLED CASH			
999-10100	Pooled Cash	-2,650.00	
999-20702	Due to other funds	2,650.00	Yes
	999 Total:	0.00	
	Distribution Total:	0.00	



City of Ham Lake, MN

Council Approval List

By (None)

Payment Dates 11/18/2022 - 11/18/2022

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
1768	OPTUM BANK - 6011	Health Savings Account-6011	Flexible spending	100-21705	54.17
DFT0002458	COMPENSATION CONSULTAN	Health Savings Account	Flexible spending	100-21705	216.66
DFT0002459	EMPOWER	Deferred Compensation	Deferred compensation	100-21704	1,545.00
DFT0002459	EMPOWER	Roth IRA	Deferred compensation	100-21704	50.00
DFT0002460	IRS-Payroll Tax	Federal Withholding	Federal WH/FICA/MC	100-21701	5,468.03
DFT0002460	IRS-Payroll Tax	Medicare Payable	Federal WH/FICA/MC	100-21701	1,987.22
DFT0002460	IRS-Payroll Tax	Social Security Payable	Federal WH/FICA/MC	100-21701	7,914.10
DFT0002461	MN STATE DEPT OF REVENUE-	MN State Withholding	State W/H	100-21702	2,608.92
DFT0002462	PERA	Retirement-Coordinated	PERA	100-21703	6,814.03
DFT0002462	PERA	Retirement-Elected Officials	PERA	100-21703	81.68
DFT0002462	PERA	Retirement-Police & Fire	PERA	100-21703	1,146.78
Grand Total:					27,886.59



Payment Dates 11/22/2022 - 12/5/2022

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
1769	OPTUM BANK - 6011	Health Savings Account-6011	Flexible spending	100-21705	54.17
1770	ARAMARK UNIFORM & CAREE	PW UNIFORMS	Clothing & personal protectiv	100-43101-2210	85.81
1770	ARAMARK UNIFORM & CAREE	FIRST AID CABINET	Safety supplies	100-43101-2240	12.00
1770	ARAMARK UNIFORM & CAREE	PARK UNIFORMS	Clothing & personal protectiv	100-44101-2210	25.65
1770	ARAMARK UNIFORM & CAREE	PW UNIFORMS	Clothing & personal protectiv	100-43101-2210	85.81
1770	ARAMARK UNIFORM & CAREE	FIRST AID CABINET	Safety supplies	100-43101-2240	12.00
1770	ARAMARK UNIFORM & CAREE	PARK UNIFORMS	Clothing & personal protectiv	100-44101-2210	25.65
1770	ARAMARK UNIFORM & CAREE	PW UNIFORMS	Clothing & personal protectiv	100-43101-2210	85.55
1770	ARAMARK UNIFORM & CAREE	FIRST AID CABINET	Safety supplies	100-43101-2240	12.00
1770	ARAMARK UNIFORM & CAREE	PARK UNIFORMS	Clothing & personal protectiv	100-44101-2210	25.65
1771	BRODIN PRESS	DEC HAM LAKER	Editing	211-41704-3125	900.00
1772	CMT JANITORIAL SERVICES	CITY HALL CLEANING	Cleaning service	100-41702-3430	520.00
1772	CMT JANITORIAL SERVICES	SHERIFF'S OFFICE CLEANING	Cleaning service	100-41702-3430	130.00
1772	CMT JANITORIAL SERVICES	FIRE #2 CLEANING	Cleaning service	100-42202-3430	128.00
1772	CMT JANITORIAL SERVICES	FIRE #1 CLEANING	Cleaning service	100-42202-3430	136.00
1772	CMT JANITORIAL SERVICES	PW CLEANING	Cleaning service	100-43104-3430	125.00
1772	CMT JANITORIAL SERVICES	SR CENTER CLEANING	Cleaning service	100-44202-3430	254.00
1773	DELTA DENTAL PLAN OF MINN	DEC DK COBRA	COBRA receivable	100-11502	42.00
1773	DELTA DENTAL PLAN OF MINN	DEC DENTAL	Dental Insurance	100-21711	833.00
1774	O'REILLY AUTOMOTIVE STORE	#70 BRAKE CALIPER CORE	Vehicle parts & supplies	100-43101-2340	-45.00
1774	O'REILLY AUTOMOTIVE STORE	#70 BRAKE CALIPER CORE	Vehicle parts & supplies	100-43101-2340	45.00
1774	O'REILLY AUTOMOTIVE STORE	#58 OIL FILTER, OIL	Vehicle parts & supplies	100-43101-2340	74.94
1774	O'REILLY AUTOMOTIVE STORE	OIL	Operating supplies	100-43101-2290	10.99
1774	O'REILLY AUTOMOTIVE STORE	#78 EXHAUST PIPE	Vehicle parts & supplies	100-43101-2340	9.16
1774	O'REILLY AUTOMOTIVE STORE	#84 OIL	Vehicle parts & supplies	100-43101-2340	75.98
1774	O'REILLY AUTOMOTIVE STORE	HYDRAULIC FLUID	Operating supplies	100-43101-2290	57.00
1774	O'REILLY AUTOMOTIVE STORE	OIL FILTER, FUEL FILTER	Operating supplies	100-43101-2290	33.88
1774	O'REILLY AUTOMOTIVE STORE	FUEL FILTER	Operating supplies	100-43101-2290	11.26
1775	WICK COMMUNICATIONS-LEA	DEC HAM LAKER	Printing	211-41704-3970	645.00
1776	WRUCK SEWER & PORTABLE	SBAA HAM LAKE BALL FIELD T	Rentals-other	100-44101-3390	19.75
1776	WRUCK SEWER & PORTABLE	LUND'S PINE CREEK	Rentals-other	100-44101-3390	22.75
1776	WRUCK SEWER & PORTABLE	BLUEGRASS ESTATES TOILET R	Rentals-other	100-44101-3390	22.75
1776	WRUCK SEWER & PORTABLE	CONSTANCE ESTATES PARK TO	Rentals-other	100-44101-3390	22.75
1776	WRUCK SEWER & PORTABLE	LARSON'S HERITAGE OAKS TOI	Rentals-other	100-44101-3390	22.75
1776	WRUCK SEWER & PORTABLE	HAM LAKE BOAT LANDING TO	Rentals-other	100-44101-3390	45.50
1776	WRUCK SEWER & PORTABLE	HAM LAKE BALL FIELD TOILET	Rentals-other	100-44101-3390	19.75
1776	WRUCK SEWER & PORTABLE	SBAA PINGER'S PARK TOILET R	Rentals-other	100-44101-3390	11.38
1776	WRUCK SEWER & PORTABLE	SBAA PATRICIA'S WILDERNESS	Rentals-other	100-44101-3390	11.38
1776	WRUCK SEWER & PORTABLE	SBAA TWIN BIRCH PARK TOILE	Rentals-other	100-44101-3390	11.38
1776	WRUCK SEWER & PORTABLE	SBAA WISEN'S PARK TOILET R	Rentals-other	100-44101-3390	11.38
1776	WRUCK SEWER & PORTABLE	PINGER'S PARK TOILET RENTA	Rentals-other	100-44101-3390	11.37
1776	WRUCK SEWER & PORTABLE	PATRICIA'S WILDERNESS TOILE	Rentals-other	100-44101-3390	11.37
1776	WRUCK SEWER & PORTABLE	TWIN BIRCH PARK TOILET REN	Rentals-other	100-44101-3390	11.37
1776	WRUCK SEWER & PORTABLE	WISEN'S PARK TOILET RENTAL	Rentals-other	100-44101-3390	11.37
1776	WRUCK SEWER & PORTABLE	LION'S PARK PLAYGROUND TO	Rentals-other	100-44101-3390	45.50
1776	WRUCK SEWER & PORTABLE	TENNIS COURT TOILET RENTA	Rentals-other	100-44101-3390	54.00
1776	WRUCK SEWER & PORTABLE	LION'S PARK TOILET RENTALS	Rentals-other	100-44101-3390	79.00
1776	WRUCK SEWER & PORTABLE	SBAA LION'S PARK TOILET REN	Rentals-other	100-44101-3390	79.00
1776	WRUCK SEWER & PORTABLE	SODERVILLE PARK TOILET REN	Rentals-other	100-44101-3390	27.00
1776	WRUCK SEWER & PORTABLE	SBAA SODERVILLE PARK TOILE	Rentals-other	100-44101-3390	27.00
64593	AARON COPELAND	SAFETY BOOTS	Clothing & personal protectiv	100-44101-2210	150.00
64594	AKER DOOR SALES INC	FIRE #2 DOOR REPAIR	Building repair & maintenanc	100-42202-3420	159.00
64595	ANOKA COUNTY TREASURY D	DEC BROADBAND	Internet & website	100-41301-3220	37.50
64595	ANOKA COUNTY TREASURY D	DEC BROADBAND FIRE #2	Internet & website	100-41301-3220	75.00

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
64596	AUTO NATION INC	#78 MOTOR	Vehicle parts & supplies	100-43101-2340	66.77
64597	CHARLES SIMMONS	SAFETY BOOTS	Clothing & personal protectiv	100-43101-2210	149.95
64598	COMFORT PEST CONTROL OF	SR CTR INSECT CONTROL	Building repair & maintenanc	100-44202-3420	60.00
64599	COMMERCIAL ASPHALT CO.	3 TN HOTMIX	Street repair & maintenance s	100-43101-2330	209.55
64600	DEARBORN LIFE INS CO	DEC LIFE	Life Insurance	100-21714	54.40
64600	DEARBORN LIFE INS CO	DEC VOL LIFE	Life Insurance	100-21714	185.70
64600	DEARBORN LIFE INS CO	DEC CH LIFE	Life/disability/other insurance	100-43101-1320	3.20
64601	DEHN OIL CO	401 GAL GASOLINE	Fuel	100-43101-2230	1,273.18
64601	DEHN OIL CO	401.8 GAL DIESEL	Fuel	100-43101-2230	1,775.96
64601	DEHN OIL CO	200 GAL GASOLINE	Fuel	100-43101-2230	587.00
64601	DEHN OIL CO	338 GAL DIESEL	Fuel	100-43101-2230	1,436.50
64602	GRAINGER	FLUID STORAGE CONTAINERS	Operating supplies	100-44101-2290	244.86
64603	HAM LAKE CHAMBER OF CO	ADVERTISING/SUPPLIES - BRE	Reimbursable expense	100-48101-4150	4,516.71
64604	MENARDS-BLAINE	WOOD LATH	Operating supplies	100-43102-2290	32.98
64604	MENARDS-BLAINE	TOILET SEAT - SHERIFF'S OFFIC	Building repair & maintenanc	100-41702-2310	19.99
64605	NAGELL APPRAISAL & CONSUL	JAKE'S AUTO MALL APPRAISA	Other professional services	262-46101-3190	5,000.00
64606	NCPERS GROUP LIFE INSURAN	DEC LIFE	Life Insurance	100-21714	96.00
64607	NEWMAN TRAFFIC SIGNS INC	POSTS	Street signs	100-43401-2250	2,369.18
64608	PRINT CENTRAL	SEPTIC PUMPING RECORDS	Office supplies	100-42401-2110	87.90
64609	SPECIALTY SOLUTIONS LLC	BEET JUICE	Operating supplies	100-43102-2290	1,519.34
64610	TASC	JAN COBRA ADMINISTRATION	Prepaid expense	100-15501	25.00
64611	THE MPX GROUP	DEC HAM LAKER DELIVERY	Other services and charges	211-41704-3990	225.00
64612	UNLIMITED SUPPLIES INC	NUTS, BOLTS, WASHERS, GRE	Operating supplies	100-43101-2290	233.60
64613	US BANK CORPORATE PAYME	IOS-calendar-NW	Office supplies	100-41201-2110	4.45
64613	US BANK CORPORATE PAYME	ZOOM-Zoom-DW	Dues & subscriptions	100-41201-3920	12.84
64613	US BANK CORPORATE PAYME	IOS-calendar-NW	Office supplies	100-41301-2110	4.45
64613	US BANK CORPORATE PAYME	AMAZON-calculator-NW	Office supplies	100-41301-2110	9.49
64613	US BANK CORPORATE PAYME	AMAZON-calendar-NW	Office supplies	100-41301-2110	9.98
64613	US BANK CORPORATE PAYME	IIMC-Denise IIMC Membershi	Dues & subscriptions	100-41301-3920	185.00
64613	US BANK CORPORATE PAYME	AMAZON-lysol wipes-NW	Office supplies	100-41302-2110	-14.20
64613	US BANK CORPORATE PAYME	U-HAUL-VAN RENTAL - ELECTI	Office supplies	100-41302-2110	64.75
64613	US BANK CORPORATE PAYME	S.O.S-NOTARY-JB	Dues & subscriptions	100-41601-3920	120.00
64613	US BANK CORPORATE PAYME	IOS-copier paper-NW	Office supplies	100-41701-2110	50.00
64613	US BANK CORPORATE PAYME	AMAZON-ink refills-NW	Office supplies	100-41701-2110	6.28
64613	US BANK CORPORATE PAYME	AMAZON-envelopes-NW	Office supplies	100-41701-2110	18.24
64613	US BANK CORPORATE PAYME	IOS-labels-NW	Office supplies	100-41701-2110	42.84
64613	US BANK CORPORATE PAYME	IOS-binder clips, calendar-NW	Office supplies	100-41701-2110	12.51
64613	US BANK CORPORATE PAYME	IOS-kleenex-NW	Operating supplies	100-41701-2290	30.08
64613	US BANK CORPORATE PAYME	AMAZON-doorbell batteries-N	Operating supplies	100-41701-2290	10.58
64613	US BANK CORPORATE PAYME	AMAZON-headset batteries-N	Operating supplies	100-41701-2290	13.99
64613	US BANK CORPORATE PAYME	IOS-paper towels-NW	Operating supplies	100-41701-2290	10.11
64613	US BANK CORPORATE PAYME	AMAZON-air freshner-NW	Operating supplies	100-41701-2290	14.81
64613	US BANK CORPORATE PAYME	PANTHEON-website-NW	Software licenses & upgrades	100-41701-2510	300.00
64613	US BANK CORPORATE PAYME	IOS-cork board-NW	Operating supplies	100-42201-2290	205.00
64613	US BANK CORPORATE PAYME	IOS-toner-NW	Office supplies	100-42401-2110	83.35
64613	US BANK CORPORATE PAYME	IOS-calendar-NW	Office supplies	100-42401-2110	17.20
64613	US BANK CORPORATE PAYME	AMAZON-shears-NW	Office Supplies	100-43101-2110	12.99
64613	US BANK CORPORATE PAYME	IOS-scissors-NW	Office Supplies	100-43101-2110	8.40
64613	US BANK CORPORATE PAYME	IOS-calendar-NW	Office Supplies	100-43101-2110	17.20
64613	US BANK CORPORATE PAYME	AMAZON-truck headlights-N	Vehicle parts & supplies	100-43101-2340	89.99
64613	US BANK CORPORATE PAYME	AMAZON-truck headlights-N	Vehicle parts & supplies	100-43101-2340	89.99
64613	US BANK CORPORATE PAYME	NORTH CENTRAL INT'L-#93 tu	Vehicle parts & supplies	100-43101-2340	-731.49
64613	US BANK CORPORATE PAYME	HARBOR FREIGHT-tool organiz	Small tools	100-43101-2410	159.53
64613	US BANK CORPORATE PAYME	DNR-ham lake irrigation perm	Dues & subscriptions	100-44101-3920	143.30
64616	VERIZON WIRELESS	MR	Phones/radios/pagers	100-42201-3210	41.15
64616	VERIZON WIRELESS	TD, MJ, TK & 2 LAPTOPS	Phones/radios/pagers	100-42401-3210	223.06
64616	VERIZON WIRELESS	JK, JW, JC, CS, EH, & 2 LAPTOP	Phones/radios/pagers	100-43101-3210	293.76
64616	VERIZON WIRELESS	DH, AC	Phones/radios/pagers	100-44101-3210	82.30
64617	VERIZON WIRELESS	612-916-1358 SR CTR	Phones/radios/pagers	100-44201-3210	8.50
DFT0002463	COMPENSATION CONSULTAN	Health Savings Account	Flexible spending	100-21705	216.66

Council Approval List

Payment Dates: 11/22/2022 - 12/5/2022

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
DFT0002464	EMPOWER	Deferred Compensation	Deferred compensation	100-21704	1,545.00
DFT0002464	EMPOWER	Roth IRA	Deferred compensation	100-21704	50.00
DFT0002465	IRS-Payroll Tax	Federal Withholding	Federal WH/FICA/MC	100-21701	5,196.56
DFT0002465	IRS-Payroll Tax	Medicare Payable	Federal WH/FICA/MC	100-21701	1,547.18
DFT0002465	IRS-Payroll Tax	Social Security Payable	Federal WH/FICA/MC	100-21701	6,133.40
DFT0002466	MN STATE DEPT OF REVENUE-	MN State Withholding	State W/H	100-21702	2,421.77
DFT0002467	PERA	Retirement-Coordinated	PERA	100-21703	6,642.23
DFT0002467	PERA	Retirement-Police & Fire	PERA	100-21703	1,146.78
DFT0002468	US POSTMASTER	POSTAGE 6629 x .182	Postage	211-41704-2120	1,102.74
DFT0002469	US POSTMASTER	SR CENTER POSTAGE	Postage Liability	100-20204	39.70
Grand Total:					53,275.72



City of Ham Lake, MN

EFT Payroll Check Register Report Summary

Pay Period: 10/30/2022-11/12/2022

Packet: PYPKT01403 - PPE 11/12/22 PAID 11/18/22

Payroll Set: City of Ham Lake - 01

Type	Count	Amount
Regular Checks	3	511.50
Manual Checks	0	0.00
Reversals	0	0.00
Voided Checks	0	0.00
Direct Deposits	122	60,018.42
Total	125	60,529.92



City of Ham Lake, MN

EFT Payroll Check Register Report Summary

Pay Period: 11/13/2022-11/26/2022

Packet: PYPKT01410 - PPE 11/26/22 PAID 12/2/22

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	34	36,228.54
Total	34	36,228.54

Meeting Date: December 5, 2022



***CITY OF HAM LAKE
STAFF REPORT***

To: Mayor and Councilmembers

From: Dawnette Shimek, Deputy City Clerk

Item/Title/Subject: Designating Polling Sites for the 2023 Election

Introduction/Discussion: Per Minnesota Statute 204B.16, subd. 1, each municipality is required to designate by resolution each year, no later than December 31st, the polling places for each election precinct, even if there is not a City election in 2023.

Recommendation: I recommend approval of the attached Resolution adopting the designated polling sites for 2023.

RESOLUTION NO. 22-XX

**RESOLUTION ESTABLISHING PRECINCT AND
POLLING LOCATIONS FOR 2023 ELECTION YEAR**

WHEREAS, Minnesota Statute 204B.16, subd. 1 requires the governing body of each municipality to designate by ordinance or resolution each year no later than December 31st, polling places for each election precinct; and

WHEREAS the polling places designated by resolution in December of each year are the polling places to be used for elections in the following calendar year.

NOW THEREFORE BE IT RESOLVED that the polling locations to be used for municipal precincts in calendar year 2023 are as follows:

PRECINCT ONE: Glen Cary Lutheran Church
15531 Central Ave. NE, Ham Lake, MN 55304

PRECINCT TWO: Ham Lake Senior Center
15544 Central Ave. NE, Ham Lake, MN 55304

PRECINCT THREE: Oak Haven Church
1555 Constance Blvd. NE, Ham Lake, MN 55304

PRECINCT FOUR: Eagle Brook Church
1503 157th Ave. NE, Ham Lake, MN 55304

PRECINCT FIVE: Radisson Road Baptist Church
13627 Radisson Road NE, Ham Lake, MN 55304

PRECINCT SIX: Church of St. Paul
1740 Bunker Lake Blvd. NE, Ham Lake, MN 55304

BE IT FURTHER RESOLVED that the Ham Lake City Council directs the clerk to make all necessary notifications and preparations for elections held in 2023 as required by MN Statute, Rule and Administrative Policy of the City.

Adopted by unanimous vote of the Ham Lake City Council this 5th day of December 2022.

Brian Kirkham, Mayor

Denise Webster, City Clerk

RESOLUTION NO. 22-XX
RESOLUTION APPROVING CONTRIBUTIONS

WHEREAS, the City of Ham Lake is generally authorized to accept contributions of real and personal property pursuant to Minnesota Statutes Sections 412.21 and 465.03 for the benefit of its citizens, and

WHEREAS, the following persons and entities have offered to contribute the cash sums set forth below to the City:

<u>Name of Donor</u>	<u>Amount</u>
Ham Lake Chamber of Commerce (<i>Ham Laker</i>)	\$15,000.00

WHEREAS, all such sums have been contributed to assist the City in the establishment and operation of programs within the City's corporate limits either alone or in cooperation with others, as allowed by law; and

WHEREAS, the City Council hereby finds that it is appropriate to accept the contributions offered.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Ham Lake, Minnesota, as follows:

1. The contributions described above are hereby accepted by the City of Ham Lake and shall be used to establish and operate programs within the City's corporate limits either alone or in cooperation with others, as allowed by law.
2. That the City Clerk is hereby directed to issue receipts to each donor acknowledging the City's receipt of the donor's contribution.

Adopted by the City Council of the City of Ham Lake this 5th day of December, 2022.

Brian Kirkham, Mayor

Denise Webster, City Clerk

LG555 Government Approval or Acknowledgment for Use of Gambling Funds

Keep this completed form attached to the LG100C in your organization's records. You do not need to submit this form to the Gambling Control Board or the Department of Revenue.

ORGANIZATION AND EXPENDITURE INFORMATION (attach additional sheets if necessary)

Organization Name: <u>Ham Lake Chamber of Commerce</u>	License Number: <u>02948</u>
Address: <u>15544 Central Ave NE</u>	City/State/Zip: <u>Ham Lake, MN 55304</u>

1. Amount of proposed lawful purpose expenditure: \$ 15,000.00
2. Check one expenditure category:
- A. **Contribution to a unit of government**—United States, state of Minnesota, or any of its subdivisions, agencies, or instrumentalities.
 - B. **Wildlife management project or activity** that benefits the public at large, with approval by the Minnesota Department of Natural Resources (DNR).
 - C. **Grooming and maintaining snowmobile or all-terrain vehicle trails** established under Minnesota Statutes, Sections 84.83 and 84.927, including purchase or lease of equipment, with approval by the DNR. All trails must be open to public use.
 - D. **Supplies and materials for safety training and educational programs** coordinated by the DNR, including the Enforcement Division.
 - E. **Citizen monitoring of surface water quality testing** for public waters by individuals or nongovernmental organizations, with Minnesota Pollution Control Agency (MPCA) guidance on monitoring procedures, quality assurance protocols, and data management, providing that data is submitted to the MPCA.

3. Describe the proposed expenditure, including vendors:

Money used for the Ham Lake newspaper.

- **NO FINANCIAL OR OTHER BENEFIT:** I affirm that the contribution or expenditure does not result in any monetary, economic, financial, or material benefit to our organization, in compliance with Minn. Rule 7861.0320, subp. 17, para. C.
- **FOR DNR-RELATED PROJECTS:** I affirm that when lawful gambling funds are used for grooming and maintaining snowmobile or all-terrain vehicle trails or for any wildlife management project for which reimbursement is received from a unit of government, the reimbursement funds must be deposited in our lawful gambling account and recorded on form LG100C.
- **FOR SURFACE WATER QUALITY TESTING:** I affirm that the MPCA has been consulted in developing the monitoring plan and that the data collected will be submitted to the MPCA. Send form for signature to: Manager, Water Monitoring Section, Minnesota Pollution Control Agency, 520 Lafayette Road North, St. Paul, MN 55155. Website: www.pca.state.mn.us

[Signature]
 Chief Executive Officer's Signature
Scott Summerbell
 Print Name

11-25-22
 Date
763-767-3058
 Daytime Phone

GOVERNMENT APPROVAL/ACKNOWLEDGMENT

Contribution amount: \$ 15,000.00. Government use of contribution (check one):

- Wildlife**—DNR approves the wildlife management project or activity.
- Trails**—DNR approves the grooming/maintaining of snowmobile and/or all-terrain vehicle trails.
- Safety training**—DNR approves the supplies/materials for DNR safety training and educational programs.
- Water quality testing**—MPCA approves the surface water quality testing project.
- Donation to other unit of government** (city, county, state, federal, or any of their subdivisions) provided the funds will not be used for a pension or retirement fund.

Unit of Government: <u>City of Ham Lake</u>	Phone: <u>763-434-9555</u>
Address: <u>15544 Central Ave NE</u>	City/State/Zip: <u>Ham Lake MN 55304</u>

By signature below, the representative of the unit of government acknowledges and approves the contribution amount for the use as listed above.

[Signature]
 Signature
Nicole Wheeler
 Print Name

11-28-22
 Date
Admin Assistant
 Title

Questions? Contact the Minnesota Gambling Control Board at 651-539-1900. This form will be made available in alternative format (i.e. large print, braille) upon request. The information requested on this form will become public information, when requested by the Board, and will be used to determine your compliance with Minnesota statutes and rules governing lawful gambling activities.

Memorandum

Date: November 21, 2022
To: Mayor and Councilmembers
From: Tom Collins, City Engineer *TPC*
Subject: Whitetail Crossing 2nd Addition

Introduction:

An inspection of the Whitetail Crossing 2nd Addition residential development project was completed November 15th.


Discussion:

All of the Development Agreement Work Items that were guaranteed by the performance security have been completed.

Recommendation:

It is recommended that the Whitetail Crossing 2nd Addition project be accepted and that the one-year maintenance period commences, and it is recommended that the cash performance security, in the amount of \$66,600, be released after the maintenance security, in the amount of \$19,840, is received. Acceptance is conditioned on the installation of the pedestrian ramps on the multi-use path by the Developer during the maintenance period.

Memorandum

Date: December 1, 2022
To: Mayor and Councilmembers
From: David A. Krugler, City Engineer 
Subject: Hidden Forest East Third Addition

Introduction:

An inspection of the Hidden Forest East Third Addition project was completed December 1st.


Discussion:

All of the Development Agreement Work Items that were guaranteed by the performance security have been completed. The bituminous wear course density test results resulted in a 2% deduct, per MnDOT Specifications. The deduct, in the amount of \$464.38, is for 1/4 of the total wear course paving. The test results for the other 3/4 of the wear course met or exceeded MnDOT Specifications.

Recommendation:

It is recommended that the project be accepted and that the one-year maintenance period commence. It is also recommended that the cash performance security, in the amount of \$208,300 be released after the maintenance security, in the amount of \$208,300 and the bituminous disincentive in the amount of \$464.38 is posted by the developer with the City.

Memorandum

Date: December 1, 2022
To: Mayor and Councilmembers
From: David A. Krugler, City Engineer 
Subject: Hidden Forest East Second Addition

Introduction:

The Hidden Forest East Second Addition residential development project was accepted at the December 6, 2021 City Council meeting, which commenced the one-year maintenance period.

Discussion:

An inspection of the Hidden Forest East Second Addition project was completed on November 7th. All of the maintenance items have been adequately corrected and there are no known deficiencies.

Recommendations:

It is recommended that the maintenance security, in the amount of \$90,000, be released.

Denise Webster

From: WILLIAM VOSSBERG <vossbilly555@yahoo.com>
Sent: Thursday, November 17, 2022 2:45 PM
To: Bill Vokovan - Charter Commission (wdvokovan@gmail.com); Brenda Reiner (queenwannab@comcast.net); Dwight McCullough - Charter Commission (dwright@bmcautos.com); Gary Kirkeide (gkirkeide@gmail.com); Michael Kopp - Charter Commission (mkopp74@gmail.com); stauffacher@comcast.net; Dawnette Shimek
Cc: Denise Webster
Subject: Charter Commission

Caution: This email originated outside our organization; please use caution.

Good afternoon Dawnette-

I must regretfully submit my resignation from the Ham Lake Charter Commission. My family has relocated out of the city.

I appreciate the opportunity to work with you all and to serve the city.

The residents are in good hands.

Sincerely

Billy Vossberg

Dawnette Shimek

From: Dawnette Shimek
Sent: Tuesday, November 22, 2022 9:11 AM
To: 'Michael Kopp'
Subject: RE: Ham Lake Charter Commission

We will consider this your letter of resignation. I am sad to see you go, as it has been a pleasure working with you.

Sincerely,
Dawnette Shimek
Deputy City Clerk

From: Michael Kopp <mkopp74@gmail.com>
Sent: Monday, November 21, 2022 6:27 PM
To: Dawnette Shimek <DShimek@ci.ham-lake.mn.us>
Subject: Re: Ham Lake Charter Commission

Caution: This email originated outside our organization; please use caution.

My property hasn't sold yet...I haven't even put it up yet. Its nearing completion, just some paint and trim. All the same, when you post for William's open slot you should probably post for 2. That way when a replacement for me is found it can be seamless. I'll tender a resignation then if that works out for you. If you need anything don't hesitate to ask! Thank you and may you and yours enjoy your Thanksgiving.
Michael Kopp

On Mon, Nov 21, 2022, 17:26 Dawnette Shimek <DShimek@ci.ham-lake.mn.us> wrote:

Good Evening!

I thought I should check in to see if you are still located in Ham Lake (I hope you are). I know there was talk of you moving. If you have moved, we will need to replace you on the Charter Commission. I just received an email today that William Vossberg can no longer serve on the Charter Commission as he has moved out of the City. Let me know as soon as possible.

Happy Holidays!!!

Dawnette Shimek
Deputy City Clerk

Meeting Date: December 5, 2022

CITY OF HAM LAKE

STAFF REPORT

To: Mayor and Councilmembers

From: Fire Chief Mike Raczkowski

Item/Title/Subject: Firefighter candidates

Introduction/Discussion:

The Fire Department began the selection and hiring process for volunteer/paid-on-call firefighters in the fall of 2022. We had a few applications on file, and in addition, we advertised on the city's web site, Ham Laker, city sign, and cable TV. This led to 13 individuals expressing interest, and about ten of them attending an informational meeting and moving forward in the process.

The process up to this point has included; employment application, written test, interview, and physical ability test. The process for each of them once the conditional offer is accepted includes; a background check (criminal history), driving record check, drug screening, psychological review, and medical physical. After successfully completing the conditions listed, the candidates will begin Firefighter I, II, Hazmat, and Emergency Medical Responder classes. Training will start this January and they will be ready to respond as firefighters around the middle of the year.

Recommendation:

I recommend extending a Conditional Offer of employment as a paid-on-call firefighter to the following:

Justin Featherstone
Alicia Featherstone
Clint Whisler
Troy Johnston
David Erickson
Caden Lekson
Jason Miller

Meeting Date: December 5, 2022



CITY OF HAM LAKE
STAFF REPORT

To: Mayor and Councilmembers
From: Denise Webster, City Administrator
Item/Title/Subject: Portable Toilet Rentals

Discussion:

Soderville/Blaine Athletic Association (SBAA) has agreed again this year to reimburse the City for half the cost for all portable toilets located in parks that have ballfields. Those parks are Lion's Park, Ham Lake Park (only for the one near the ballfield), Soderville Field, Wisen's Park, Twin Birch Acres, Patricia's Wilderness Estates and Pinger's Park.

Additionally, the City then pays for a handicapped unit near the tennis courts (by City Hall), the toilet at the boat landing at Ham Lake Park, and one each at Larson's Heritage Oaks, Grant Park, Constance Estates Park and Blue Grass Estates.

Wruck Sewer and Portable Rentals rates have actually decreased from \$1,178.50 to \$1,133 per month and they have agreed to guarantee for next three years. They have provided excellent services and we have contracted with them since 2015.

Recommendation:

I am recommending that the City accept the three-year contract (2023-2025) from Wruck Sewer and Portable Rentals in the amount of \$1133 per month for providing/servicing portable toilets.



CITY OF HAM LAKE
STAFF REPORT

To: Mayor and Councilmembers
From: Dawnette Shimek, Deputy City Clerk
Item/Title/Subject: Approval of the following Business Licenses for 2023

Discussion:

The following businesses are recommended for approval and have completed the application process to obtain business licenses in the City of Ham Lake:

Tobacco

Bidhipur Beverage, Inc. dba Ham Lake Liquors; Holiday Stationstores LLC dba Holiday Stationstores #2746223; Grape Expectations, Inc. dba Tournament Liquor; Northern Tier Retail, LLC dba Speedway #4537; Eagl Beverage Holdings, LLC dba Majestic Oaks Golf Club; Rama Corporation dba Network Liquor and Wine Corp.; Celine Stop Ham Lake Inc. dba Little Wonder; E-City Clubhouse LLC dba E-Cig Clubhouse; Zen Inc. dba Ham Lake BP; Casey's Retail Store #3753; Broadview Operations, LLC, dba 1 Stop Liquor; Broadview Operations, LLC dba 1 Stop Market; A & H, LLC dba Ham Lake Tobacco; Central Tobacco Inc. dba SmoKing Shop; and DG Retail, LLC dba Dollar General #21464

Cabaret

Maxx Bar & Grill Inc. dba Maxx Bar & Grill; Eagl Beverage Holdings, LLC dba Majestic Oaks Golf Club; and Dan Dahlin Inc., dba Ham Lake Lanes

Vending Machine

Mendota Valley Amusement, Inc. (for Maxx Bar & Grill), Midwest Coin Concepts (Ham Lake Lanes)

Recycling/Refuse

Ham Lake Haulers

Hotel/Motel

Kevin Eggerth (Ham Lake Apartments), Oasis Life, LLC (AmericInn Ham Lake)

Recommendation:

I recommend approval of the above listed Business Licenses for 2023.

Sunrise River WMO Joint Powers Agreement Facilitated communities' meeting

December 1, 2022

Zoom

Attendance:

- Jamie Schurbon (SRWMO Admin)
- Janet Hegland (Columbus City Councilmember)
- Elizabeth Mursko (Columbus Administrator)
- Bob Millerbernd (Linwood Town Supervisor) left at 4:10
- Pam Olson (Linwood Clerk)
- Tim Harrington (East Bethel Councilmember)
- Jack Davis (East Bethel Administrator)
- Denise Webster (Ham Lake Administrator)
- Tom Collins (Ham Lake Consulting Engineer)
- Gary Kirkeide (Ham Lake Councilmember)

Meeting began at 3:00pm

Funding Formula Scenarios

- Ham Lake, Collins
 - City council favors option 1a with a second option of leaving the SRWMO. No new information.
- Columbus, Hegland
 - If the Ham Lake council wants a formula that reflects its small land and water area, shouldn't they favor one of the option 4's? Option 1 is land area and market valuation, whereas option 4 is private lands and water. Janet reasons that removing market valuation would best reflect Ham Lake's desires. They could still use a variation of 4 that doesn't split the operating costs equally.
 - Collins - Ham Lake council doesn't want operating costs split equally. Option 4B is the highest cost for their city.
 - It appears Ham Lake is selecting only the lowest cost option to themselves. If everyone does this there is a stalemate.
- Ham Lake, Collins
 - Linwood's favored 4B option, with the stipulation that the minimum contribution be equal to the sum of all operating expenses looks like option 1. Through discussion it was clarified that it is essentially option 4, not 1.
- Linwood, Olson
 - Linwood is not open to any scenario B variation that is open ended on what the minimum contribution should be. Minimum contribution should be based on operating expenses which are separated from other expenses. Linwood is in favor of a minimum contribution that is an equal division of all operating expenses.
 - Linwood opposes any scenario A variation because operating expenses are not separated in these variations.
 - It would be beneficial to have a Ham Lake city councilmember in these discussions.
- Questions about the minimum contribution amount

- Schurbon reviewed the calculation of a \$1,300 minimum contribution in the previously distributed handout. That amount, if contributed by all four cities, would approximately cover orange (required) and yellow (not required by likely essential) admin items on the handout. But it would not cover any of the green (admin staff time). Orange: annual reports to State, advertise bids for pro services, community local water plans review/approve. Yellow: insurance & recording secretary. Green: admin staff.
- Linwood, Olson
 - It is a best use of time to determine now how operating expenses will be calculated and split for all years, rather than set a minimum contribution amount which the cities will annually determine.
 - Linwood may entertain the concession of doing a scenario 4 option instead of its favored scenario 1. However, in that scenario 4 all operating costs would still need to be split amongst communities equally.
 - Each community paying an equal share of operating expenses seems fair given that each community has equal voting rights.
 - Administrative staff time should be included in the operating costs. Schurbon estimated that the per community equal shares costs are:
 - \$1,300 for orange (required) and yellow (not required by likely essential) admin items on the handout.
 - \$3,500 for orange, yellow, and green (admin staff time).
- Columbus, Hegland
 - Asked Schurbon if grant pursuit and grant administration is included in his administrative hours. Schurbon replied, no, that grant pursuit is a separate budget line item in the non-operating category. Grant admin is considered a project expense, often covered by grant funds, and is in the non-operating category. Hegland said then maybe a straight option 4 is appropriate.
- East Bethel, Davis
 - 4B could be a compromise option for East Bethel. Could likely live with a straight option 4.
 - Looking for compromise that keeps all communities in the SRWMO.
 - Asked Collins and Webster – if there are projects on Coon Lake, isn't that beneficial to Ham Lake and the other two cities on that lake? Collins replied yes.
- Columbus, Hegland
 - Could Ham Lake live with scenario 4? Collins replied that it costs the most of options discussed for Ham Lake and does not increase costs to other communities. So, no, he cannot see Ham Lake city council supporting that option.
- Ham Lake, Collins
 - Suggested a variation B where the minimum contribution is sufficient to cover the orange and yellow administrative costs, but not green (admin staff time). Olson replied that this would not be acceptable to Linwood as the minimum contribution then does not include all operating costs.
- Columbus, Hegland
 - Asked Schurbon to review the list of admin tasks done with staff admin time. Asked how much of this is fixed (same year to year regardless of how many cities are involved, what projects are done, etc)? Schurbon estimated 50%.
 - Hegland suggested a variation B where the minimum contribution is sufficient to cover the orange and yellow administrative costs, and 50% of green (admin staff time).

Schurbon calculated that this would be an approximately \$2,233 (based on an average of recent years, but varies annually).

- Hegland does not like any of the scenario 1 options that include market valuation in the calculation, as that does not seem related to the watershed work.
- Linwood, Olson
 - Option 4 may be ok - based on private lands and water area and not using market valuation.
 - Does not support the idea that only some of admin staff time be included in the operation costs or minimum contribution. The admin staff tasks list was reviewed again. Those tasks are all important to the minimum operation of the SRWMO. They are not project-related.
- Ham Lake, Collins
 - Ham Lake city council will not support a scenario where their overall percent cost goes up. 4a may work. Ham Lake council meets Monday and can discuss.
- East Bethel, Davis
 - 4a can be reconsidered by the East Bethel council, but they are unlikely to support it.
 - Council has a work meeting on Monday where they may be able to briefly discuss this.
- Linwood, Olson
 - Linwood Town Board does not meet between now and this group's next meeting on December 6. She can try to meet with two board members to discuss before December 6.
 - Linwood is not going to accept a funding mechanism reasoning that Linwood's contribution should go up simply because someone else wants theirs to go down. There needs to be reasoning other than other parties wanting to pay less.
- Columbus, Hegland
 - Asked Collins and Webster if it would be helpful for her to attend the upcoming Ham Lake council meeting? Webster declined.
- Linwood, Olson
 - Asked Collins and Webster if a Ham Lake council member could attend this groups meetings? Webster said no, staff have been directed to attend.
- Materials to be prepared by Schurbon for upcoming discussions:
 - Updated list of scenarios/calculations. Create a new option 4C wherein the minimum contribution is orange, yellow, and 50% of green expenses. Provide an updated table summarizing community preferences.
 - Collins suggested a funding scenario with only three communities be calculated.

The meeting concluded at 4:30pm.

Compiled by J. Schurbon



Sunrise River Watershed Management Organization

Member Community Contributions (12/1/2022 UPDATE)

SCENARIO EXPLORATION: This spreadsheet compares funding contributions from each community under the current SRWMO joint powers agreement and scenarios requested.

IMPORTANT NOTE: Land areas and market valuations used are as of Oct 2022 for all scenarios below. Therefore the scenario 1 percents for each community will not exactly match what you see in most recent SRWMO budgets.

This method allowed the greatest comparability amongst scenarios. Market valuations vary annually and the SRWMO updates community contributions with the latest market valuations every five years (last done in 2019). The SRWMO boundary was changed in 2021.

OPTIONS CONSIDERED BY MEMBER COMMUNITY REPS AND REMOVED: Option 2: 50% weight on each private lands & public waters.
Option 3: 33% weight on each private lands, public waters, & market valuation.

Summary of Scenarios					
Factor	SCENARIO 1 - Current SRWMO formula	SCENARIO 4 - Private lands, lakes & rivers (a subset of public waters where projects are most likely).	VARIATION A: All expenses split by formula (operating expenses not split equally).	VARIATION B: \$1,300 Minimum contribution	VARIATION C: \$2,233 Minimum contribution
Land area	50%		Operating and non-operating expenses are not differentiated. All costs split by calculated percentage.	Operating and non-operating expenses are not differentiated. Min contribution from each city req'd, then remaining costs split by calculated percentage.	Operating and non-operating expenses are not differentiated. Min contribution from each city req'd, then remaining costs split by calculated percentage.
Market value	50%				
Private land area		50%			
Public water area					
Lakes and rivers		50%			

COMMUNITY PREFERENCES as of 12/1/2022

	Scenario 1	Variation 1A	Variation 1B	Scenario 4	Variation 4A	Variation 4B	Variation 4C
Columbus	Opposed	Opposed	Dropped from consideration	Dropped from consideration	Favored option	Could live with it	To discuss - Likely OK
East Bethel	Support				Will discuss – unlikely to support	Support	To discuss
Ham Lake		Favored option			Will discuss	Will discuss	To discuss
Linwood	Favored Option	Opposed			Opposed	Only if minimum contribution is equivalent to current operating expense items (which is option 4)	To discuss – concerned that not all admin costs are shared equally in this scenario

SCENARIO 1 - Current SRWMO formula

Community	Non-Operating		Operating		Total
	%	Average SRWMO budget (last 5 yrs)	%	Average SRWMO budget (last 5 yrs)	
Columbus	18.86%	\$5,900.46	25%	\$3,112.04	\$9,012.49
East Bethel	30.01%	\$9,387.22	25%	\$3,112.04	\$12,499.26
Ham Lake	4.12%	\$1,288.89	25%	\$3,112.04	\$4,400.92
Linwood	47.01%	\$14,705.73	25%	\$3,112.04	\$17,817.77

VARIATION 1A - Operating and non-operating not differentiated.

Community	All Expenses		Total
	%	Average SRWMO budget (last 5 yrs)	
Columbus	18.86%	\$8,248.42	\$8,248.42
East Bethel	30.01%	\$13,122.68	\$13,122.68
Ham Lake	4.12%	\$1,801.77	\$1,801.77
Linwood	47.01%	\$20,557.57	\$20,557.57

VARIATION 1B - Operating and non-operating not differentiated, and \$1,300 minimum contribution

Community	Minimum Contribution		All Expenses after Min Contribution		Total
	%	Average SRWMO budget (last 5 yrs)	%	Average SRWMO budget (last 5 yrs)	
Columbus	NA	\$1,300.00	18.86%	\$7,267.60	\$8,567.60
East Bethel	NA	\$1,300.00	30.01%	\$11,562.25	\$12,862.25
Ham Lake	NA	\$1,300.00	4.12%	\$1,587.52	\$2,887.52
Linwood	NA	\$1,300.00	47.01%	\$18,113.07	\$19,413.07

SCENARIO 4 - Private lands, lakes and rivers

Community	Non-Operating		Operating		Total
	%	Average SRWMO budget (last 5 yrs)	%	Average SRWMO budget (last 5 yrs)	
Columbus	17.94%	\$5,613.54	25%	\$3,112.04	\$8,725.58
East Bethel	29.13%	\$9,111.51	25%	\$3,112.04	\$12,223.55
Ham Lake	6.97%	\$2,178.87	25%	\$3,112.04	\$5,290.91
Linwood	45.96%	\$14,378.37	25%	\$3,112.04	\$17,490.41

VARIATION 4A - Operating and non-operating not differentiated.

Community	All Expenses		Total
	%	Average SRWMO budget (last 5 yrs)	
Columbus	17.94%	\$7,847.34	\$7,847.34
East Bethel	29.13%	\$12,737.25	\$12,737.25
Ham Lake	6.97%	\$3,045.91	\$3,045.91
Linwood	45.96%	\$20,099.95	\$20,099.95

VARIATION 4B - Operating and non-operating not differentiated, and \$1,300 minimum contribution

\$1,300 min contribution approx covers orange and yellow admin items on following page. Orange: annual reports to State, advertise bids for pro services, member community local water plans review/approve. Yellow: insurance & recording secretary.

Community	Minimum Contribution		All Expenses after Min Contribution		Total
	%	Minimum Contribution*	%	Average SRWMO budget (last 5 yrs)	
Columbus	NA	\$1,300.00	17.94%	\$6,914.21	\$8,214.21
East Bethel	NA	\$1,300.00	29.13%	\$11,222.66	\$12,522.66
Ham Lake	NA	\$1,300.00	6.97%	\$2,683.72	\$3,983.72
Linwood	NA	\$1,300.00	45.96%	\$17,709.86	\$19,009.86

VARIATION 4C - Operating and non-operating not differentiated, and \$2,233 minimum contribution

\$2,233 min contribution approx covers orange, yellow and half of green admin items on following page. Orange: annual reports to State, advertise bids for pro services, community local water plans review/approve. Yellow: insurance & recording secretary. Green: admin staff.

Community	Minimum Contribution		All Expenses after Min Contribution		Total
	%	Minimum Contribution*	%	Average SRWMO budget (last 5 yrs)	
Columbus	NA	\$2,233.00	17.94%	\$6,244.51	\$8,477.51
East Bethel	NA	\$2,233.00	29.13%	\$10,135.65	\$12,368.65
Ham Lake	NA	\$2,233.00	6.97%	\$2,423.78	\$4,656.78
Linwood	NA	\$2,233.00	45.96%	\$15,994.51	\$18,227.51

VARIATION B - MINIMUM CONTRIBUTION amount considerations

Member community reps discussed a possible minimum contribution from each community, but wished to further examine actual costs for operating expenditures in order to develop a reasoning for any minimum contribution amount. Below are actual operating costs.

Member community reps discussed, with some support but not unanimous agreement, that the minimum contribution might be based on operating costs excluding administrative staff costs. In the last five years, on average, that amount was \$5,200. Therefore, in the Variation B examples above, \$1,300 (\$5,200 divided by 4 communities) was used as the minimum contribution. Further discussion by community officials is needed to determine any minimum contribution amount. \$1,300 is an example only.

Note: The same numerical outcome is achieved by using Scenario 1 and excluding admin services from the definition of operating expenses. That option would not require regularly revisiting the minimum dollar amount because that amount would be percentage-based.

*Minimum contribution amount applied in Scenarios above:

\$1,300.00

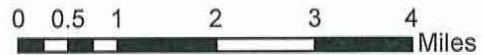
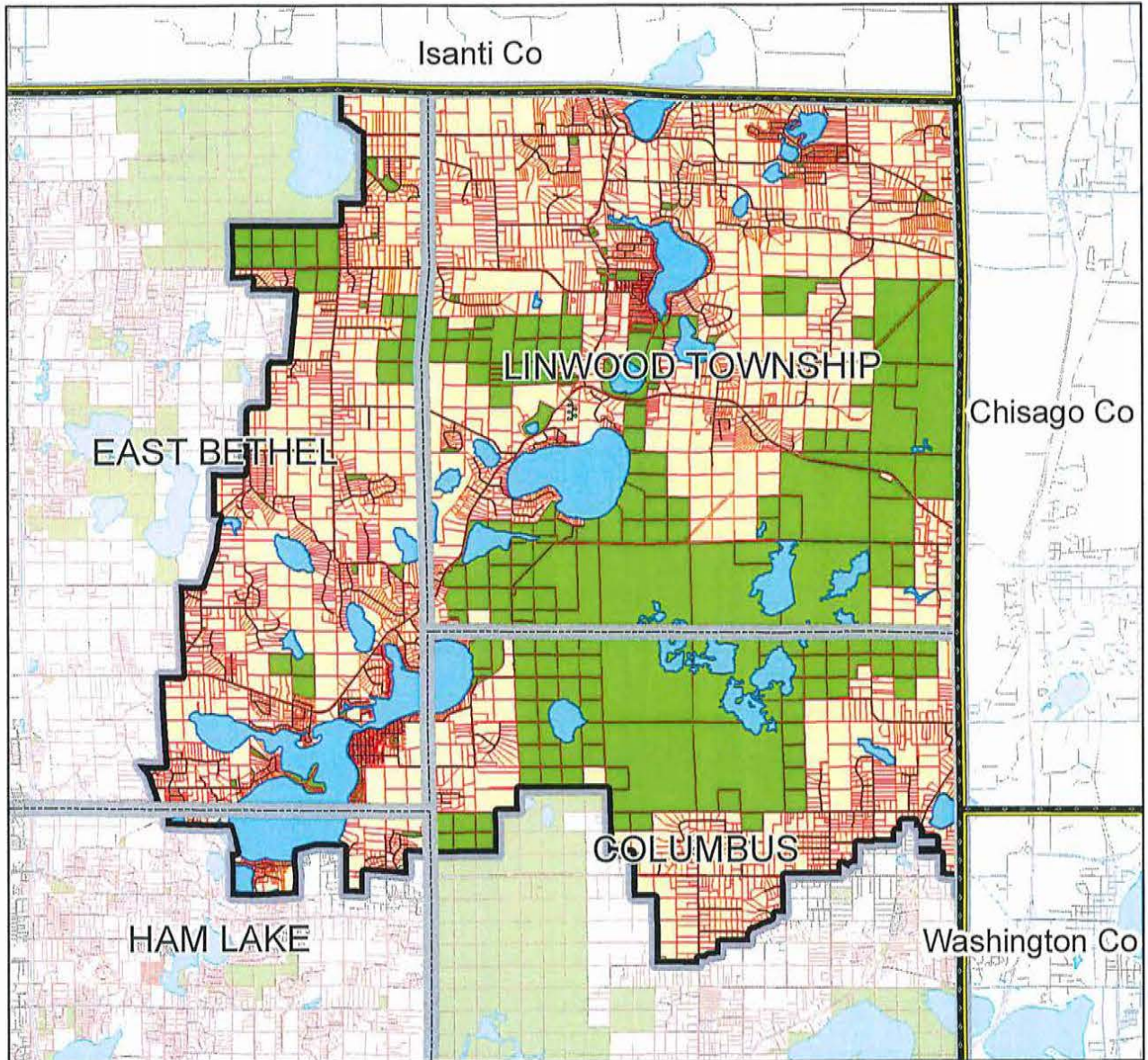
(change this cell to update all of the above tables)

Operating Breakdown





Year	Required by law			Not Required, but likely essential			Admin Staff	Other	
	Annual reports to State	Advertise bids for professional services	Member community local water plans review/approve	Insurance	Rec Sec	Financial Director (EB) assist	Admin services*	Annual written communication to member communities	Market valuations update for funding formula (every 5 yrs)
2023	\$1,220.00	\$100.00	\$0.00	\$1,613.00	\$1,600.00	\$0.00	\$8,800.00	\$665.00	\$0.00
2022	\$1,178.00	\$0.00	\$0.00	\$1,800.00	\$1,600.00	\$0.00	\$8,800.00	\$643.00	\$0.00
2021	\$1,139.00	\$100.00	\$0.00	\$1,550.00	\$1,449.00	\$0.00	\$8,450.00	\$621.00	\$0.00
2020	\$1,200.00	\$0.00	\$1,920.00	\$1,850.00	\$1,400.00	\$0.00	\$6,000.00	\$600.00	\$320.00
2019	\$1,200.00	\$0.00	\$0.00	\$1,850.00	\$1,750.00	\$300.00	\$4,645.00	\$0.00	\$0.00
LAST 5 YRS AVERAGE	\$1,187.40	\$40.00	\$384.00	\$1,732.60	\$1,559.80	\$60.00	\$7,339.00	\$505.80	\$64.00
MAX	\$1,220.00	\$100.00	\$1,920.00	\$1,850.00	\$1,750.00	\$300.00	\$8,800.00	\$665.00	\$320.00
MOST RECENT	\$1,220.00	\$100.00	\$0.00	\$1,613.00	\$1,600.00	Donated by EB	\$8,800.00	\$665.00	\$0.00

*Admin services tasks from the most recent 5 yrs: Prepare agendas and meeting packets, advise the board, coordinate special meetings, prepare budgets, annual MN Campaign Finance Board documents, joint powers agreement updates, public notices, coordinate audits, prepare materials for State performance reviews of the WMO, WMO boundary update, secure bids for recording secretary, prepared financial management policies for the WMO under the State Auditor's guidance, respond to public and board member inquiries, respond to inquiries from member cities, receive resident requests for SRWMO cost share grant funds, complete annual risk assessments required by the WMO's insurer, staff liaison to the Lower St. Croix One Watershed One Plan process, prepared meeting minutes in the Recording Secretary's absence, and others.

Sunrise River Watershed Management Organization Boundary October 2022 PUBLIC PARCELS HIGHLIGHTED (SCENARIOS 2-4)

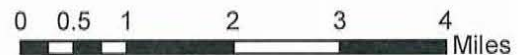
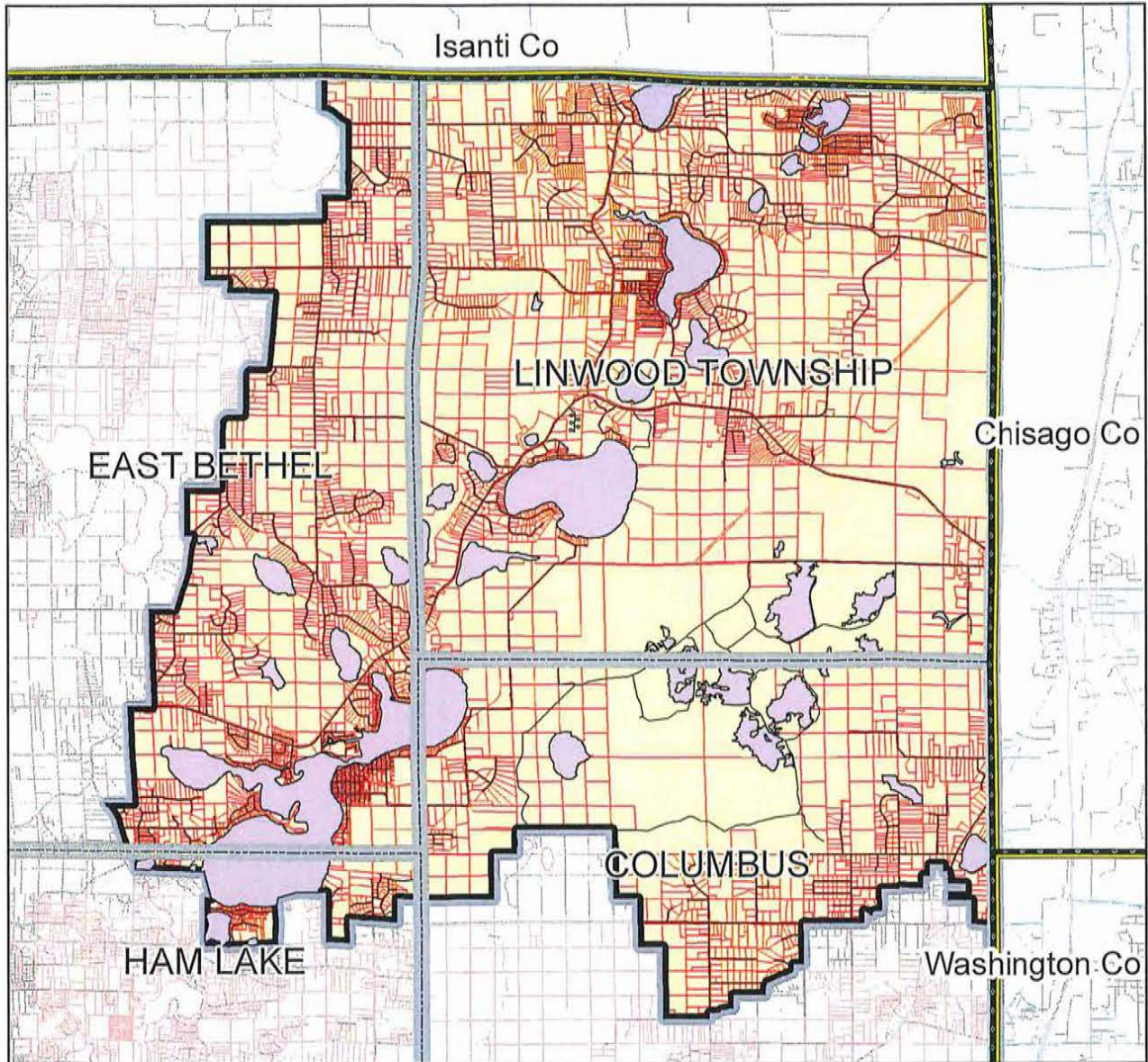


Legend

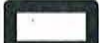

-  City Boundaries
-  SRWMO Boundary (Oct 2022)
-  Public Parcels
-  Parcels

Data sources:
Anoka County GIS: SRWMO boundary,
parcels, public parcels.
MN Geospatial commons: MNDOT
roads, public waters, lakes and streams.
All data downloaded 10/5/2022

Sunrise River Watershed Management Organization Boundary October 2022 LAKES AND RIVERS HIGHLIGHTED (SCENARIO 4)



Legend

-  City Boundaries
-  SRWMO Lakes & Rivers (not in a parcel)
-  SRWMO Boundary (Oct 2022)
-  Parcels



Data sources:
Anoka County GIS: SRWMO boundary, parcels, public parcels.
MN Geospatial commons: MNDOT roads, public waters, lakes and streams.
All data downloaded 10/5/2022