

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 TUESDAY, JUNE 20, 2023

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

2.0 PUBLIC COMMENT

3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS

3.1 Andrew Grice, BerganKDV – Presentation of the 2022 Audit

3.2 6:01 P.M. – Public Hearing – For citizens to have an opportunity to give written or oral input to reduce or eliminate pollutants from storm water runoff as part of the National Pollutant Discharge Elimination Systems (NPDES)

3.3 6:01 P.M. – Public Hearing - to consider the vacation of a portion of the drainage and utility easements located on Lots 1, 2, 3 and 4, Block 3, Creekside Farms 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 June 5, 2023

4.2 Approval of claims

4.3 Approval of a lot line adjustment for the Minnesota Housing Finance Agency located at 4536 Crosstown Boulevard NE in Section 12

4.4 Approval of replacing ballfields 1-4 fencing at Lion's Park

5.0 PLANNING COMMISSION RECOMMENDATIONS

5.1 Kevin Hentges, Hentges Turf Farm, Inc., requesting Preliminary and Final Plat approval for the Hentges Addition, a Minor Plat (2 lots) in Sections 15 and 22 and rezoning of Lot 2, Block 1, Hentges Addition, from Rural Single Family Residential (R-A) to Single Family Residential (R-1) *This is considered the First Reading of a Rezoning Ordinance*

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 Discussion of amending Article 6 – Parking and Traffic of the City Code

11.3 Announcements and future agenda items



Ham Lake

Audit Presentation

December 31, 2022

bergankdv

Components of the Audit

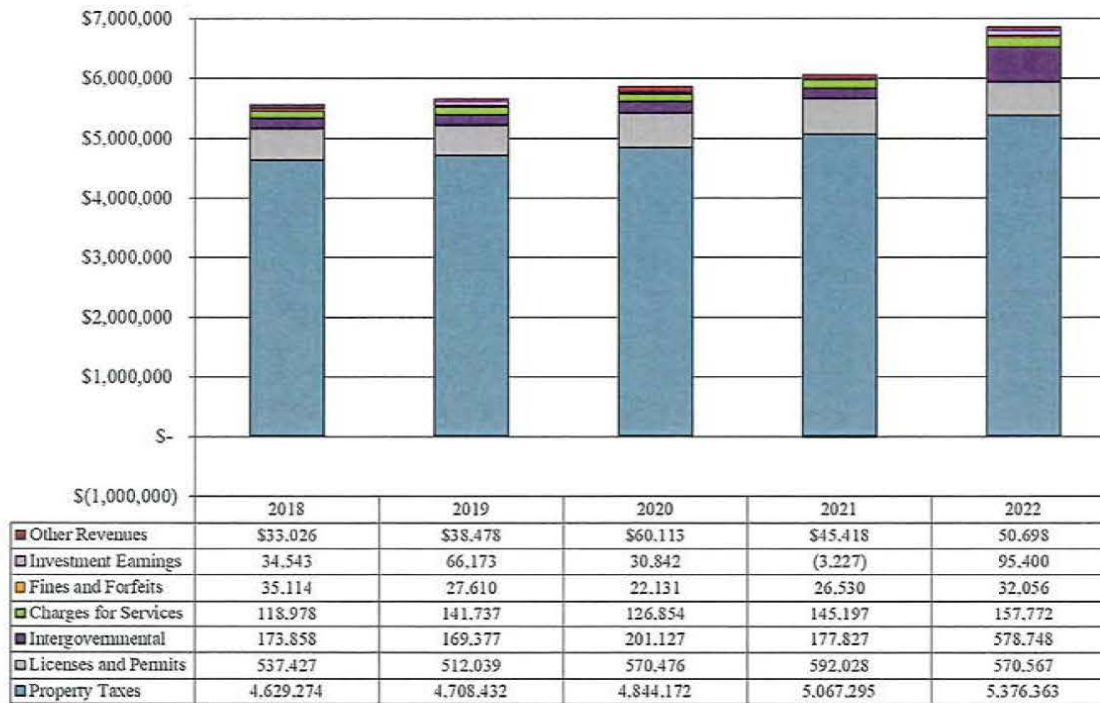
- Opinion on the City's Basic Financial Statements
 - ❖ Unmodified Opinion – Best opinion an auditor is able to offer
- Minnesota Legal Compliance – no findings
- Internal Control
 - ❖ Lack of Segregation of Accounting Duties

General Fund

Budget and Actual

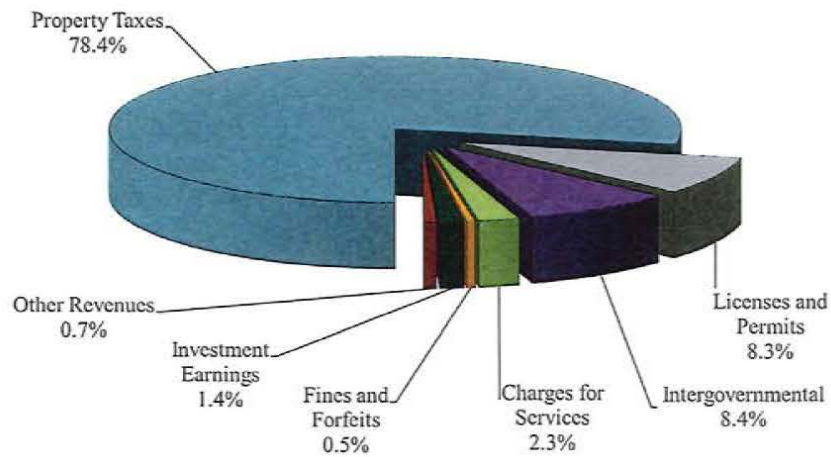
	Original and Final Budget	Actual Amounts	Variance with Final Budget - Over (Under)
Revenues			
Property taxes	\$ 5,418,693	\$ 5,376,363	\$ (42,330)
Licenses and permits	548,600	570,567	21,967
Intergovernmental	151,000	578,748	427,748
Charges for services	142,525	157,772	15,247
Fines and forfeitures	30,000	32,056	2,056
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Total expenditures	4,957,018	5,110,021	153,003
Excess of revenues over expenditures	1,345,300	1,751,583	406,283
Other Financing Sources (Uses)			
Proceeds from sale of capital assets	-	185	-
Transfers in	1,200	1,200	-
Transfers out	(1,346,500)	(1,346,500)	-
Total other financing sources (uses)	(1,345,300)	(1,345,115)	-
Net change in fund balance	\$ -	\$ 406,468	\$ 406,283

General Fund Revenues

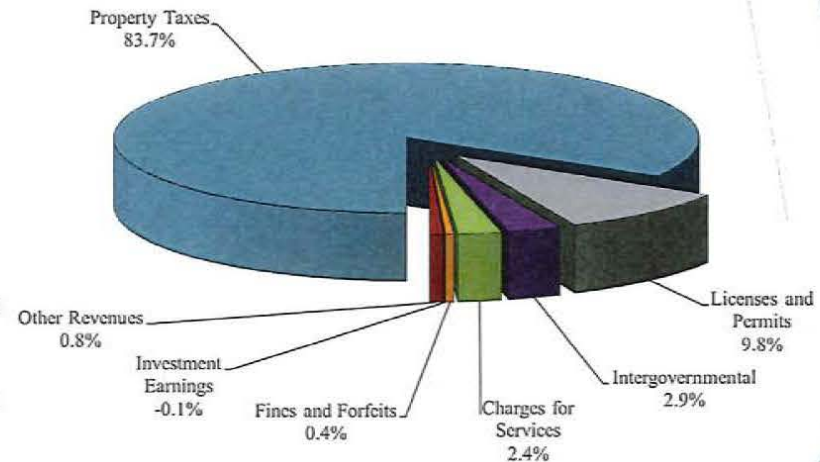


General Fund Revenues

2022 General Fund Revenues

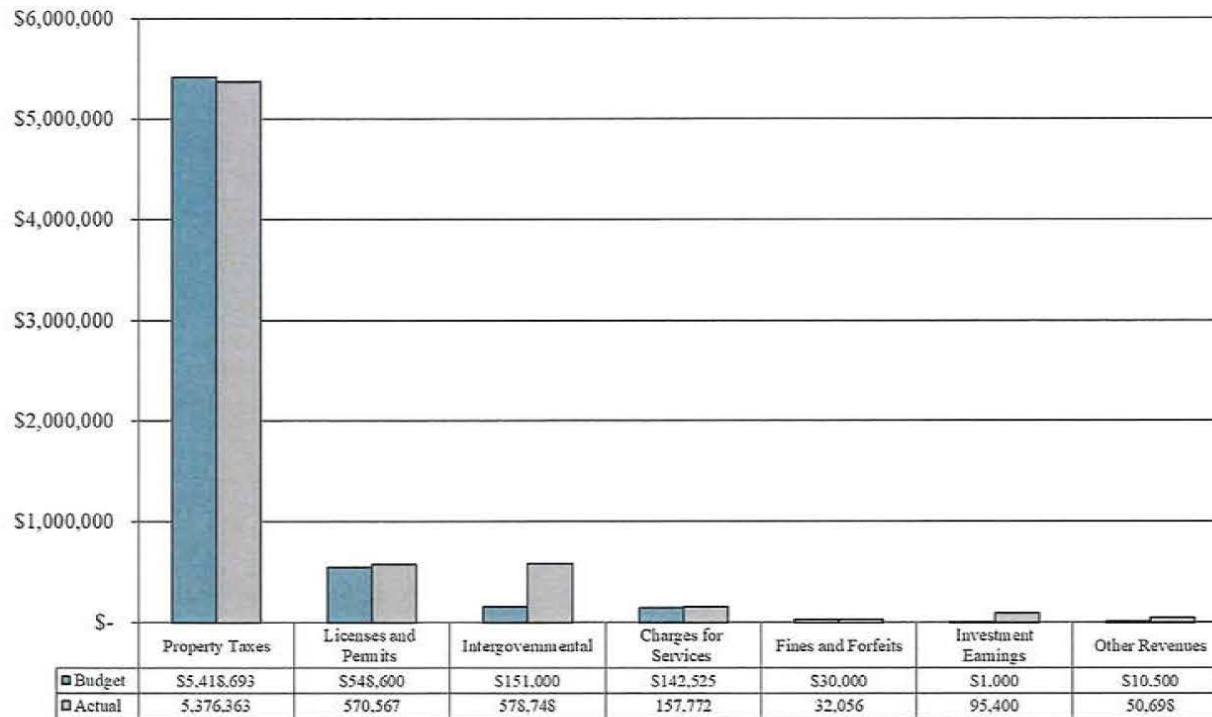


2021 General Fund Revenues

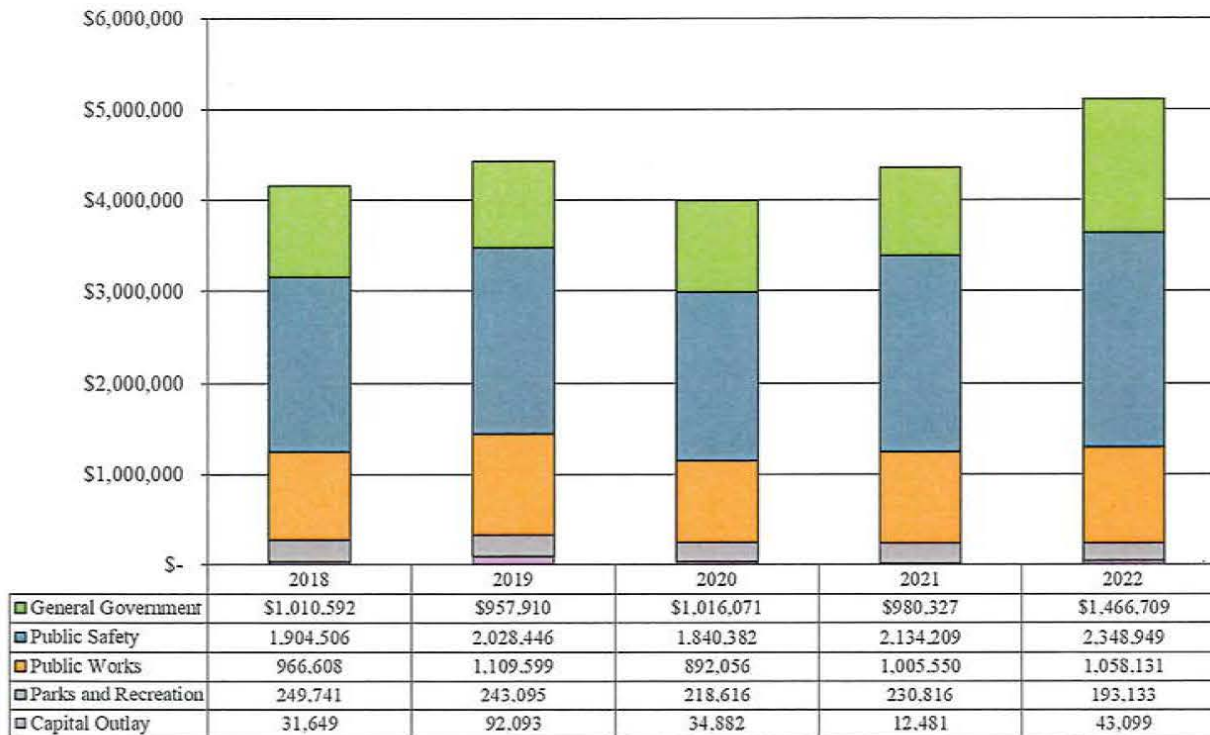


General Fund

Revenues – Budget and Actual

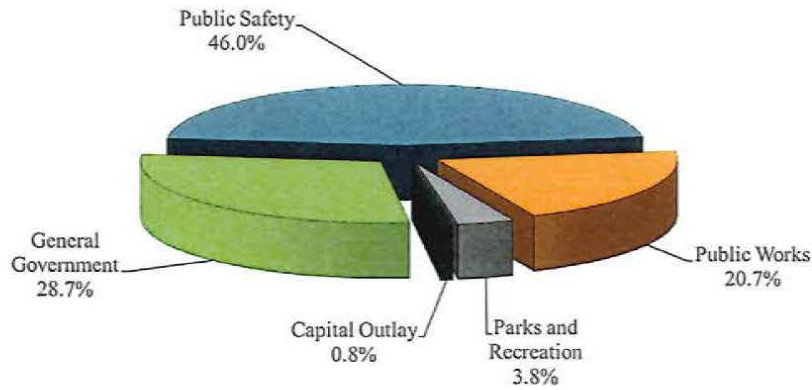


General Fund Expenditures

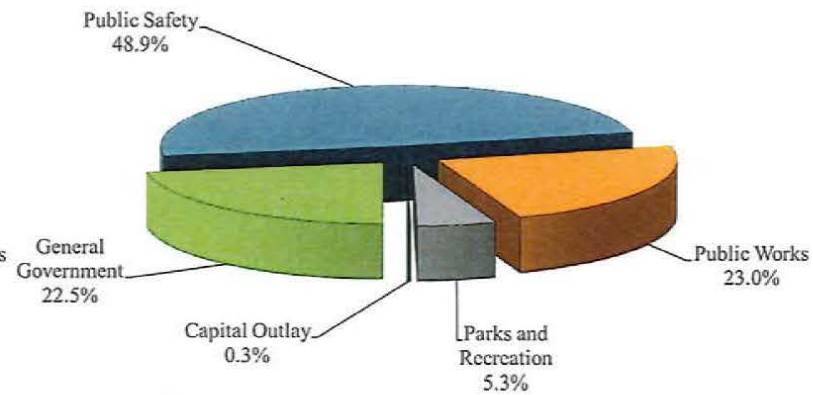


General Fund Expenditures

2022 General Fund Expenditures

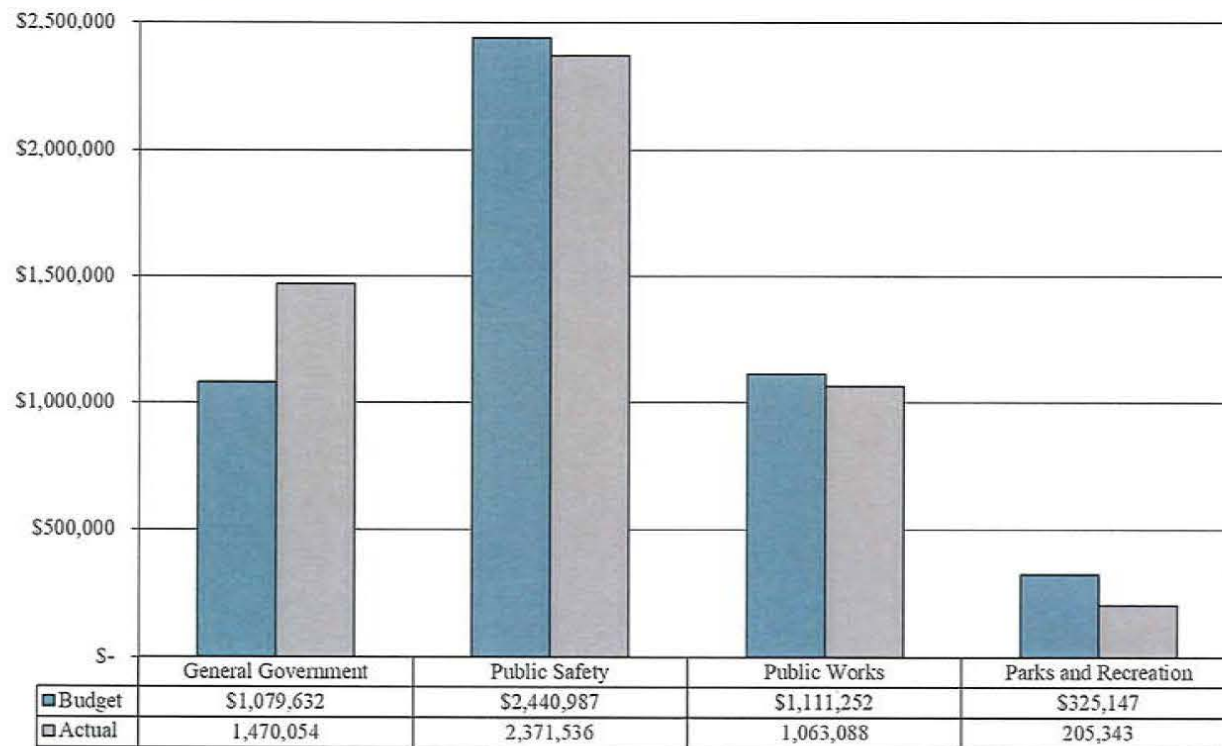


2021 General Fund Expenditures

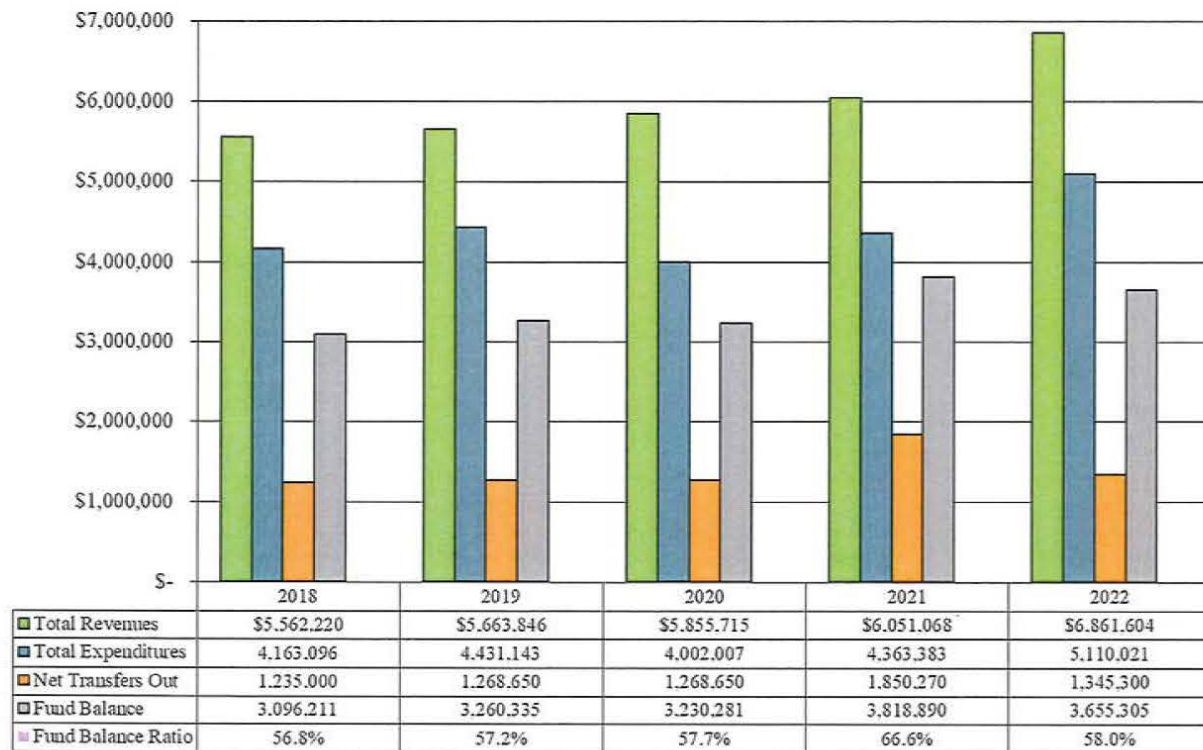


General Fund

Expenditures – Budget and Actual



General Fund Balance



Tax Capacity, Levy, and Rates



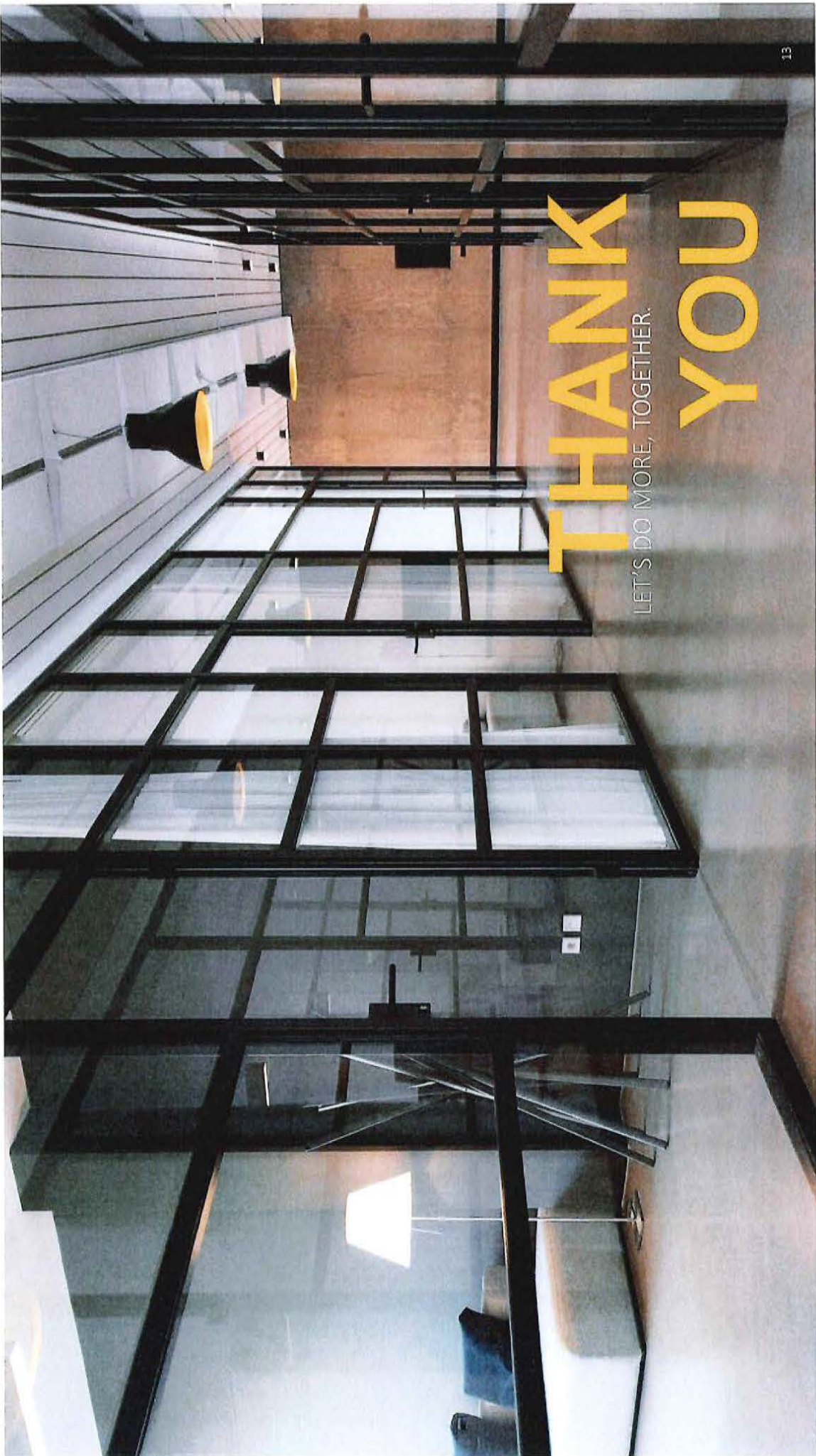
Questions?

Andrew Grice, CPA

952-563-6862

Andrew.Grice@berganKDV.com





THANK YOU

LET'S DO MORE, TOGETHER.

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

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

DO MORE.



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

**Report on
Minnesota Legal Compliance**

December 31, 2022



Minnesota Legal Compliance

Independent Auditor's Report

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

We have audited, in accordance with auditing standards generally accepted in the United States of America, and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the City of Ham Lake, Minnesota, as of and for the year ended December 31, 2022, and the related notes to financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated June 7, 2023.

In connection with our audit, nothing came to our attention that caused us to believe that the City failed to comply with the provisions of the contracting and bidding, deposits and investments, conflicts of interest, public indebtedness, claims and disbursements, and miscellaneous provisions sections of the *Minnesota Legal Compliance Audit Guide for Cities*, promulgated by the State Auditor pursuant to *Minnesota Statute* § 6.65, insofar as they relate to accounting matters. However, our audit was not directed primarily toward obtaining knowledge of such noncompliance. Accordingly, had we performed additional procedures, other matters may have come to our attention regarding the City's noncompliance with the above referenced provisions, insofar as they relate to accounting matters.

The purpose of this report is solely to describe the scope of our testing of compliance and the results of that testing, and not to provide an opinion on compliance. Accordingly, this communication is not suitable for any other purpose.

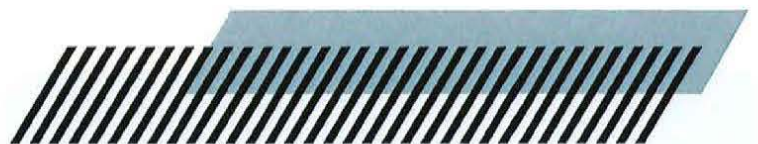
BergankDV, Ltd.

Minneapolis, Minnesota
June 7, 2023

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

Communications Letter

December 31, 2022



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

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

In planning and performing our audit of the basic financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the City of Ham Lake, Minnesota, as of and for the year ended December 31, 2022, in accordance with auditing standards generally accepted in the United States of America, issued by the Comptroller General of the United States, we considered the City's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control over financial reporting.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that have not been identified. In addition, because of inherent limitations in internal control, including the possibility of management override of controls, misstatements due to error, or fraud may occur and not be detected by such controls.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control over financial reporting, such that there is a reasonable possibility that a material misstatement of the City's basic financial statements will not be prevented, or detected and corrected, on a timely basis. A reasonable possibility exists when the likelihood of an event occurring is either reasonably possible or probable as defined as follows:

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

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

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. The significant deficiency identified is stated within this letter.

The accompanying memorandum also includes financial analysis provided as a basis for discussion. The matters discussed herein were considered by us during our audit and they do not modify the opinion expressed in our Independent Auditor's Report dated June 7, 2023, on such statements

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

BerganKDV, Ltd.

Minneapolis, Minnesota
June 7, 2023

**City of Ham Lake
Significant Deficiency**

Lack of Segregation of Accounting Duties

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

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

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

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

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

City of Ham Lake Required Communication

We have audited the basic financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the City as of and for the year ended December 31, 2022. Professional standards require that we advise you of the following matters related to our audit.

Our Responsibility in Relation to the Financial Statement Audit

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

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

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

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

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

Planned Scope and Timing of the Audit

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

Compliance with All Ethics Requirements Regarding Independence

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

City of Ham Lake Required Communication

Significant Risks Identified

We have identified the following significant risks of material misstatement:

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

Qualitative Aspects of the City's Significant Accounting Practices

Significant Accounting Policies

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by the City is included in the notes to basic financial statements. There have been no initial selection of accounting policies and no changes to significant accounting policies or their application during 2022. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Significant Accounting Estimates

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

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

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

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

**City of Ham Lake
Required Communication**

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

Significant Accounting Estimates (Continued)

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

Financial Statement Disclosures

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

Significant Difficulties Encountered during the Audit

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

Uncorrected and Corrected Misstatements

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

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

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

Disagreements with Management

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

Representations Requested from Management

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

City of Ham Lake Required Communication

Management's Consultations with Other Accountants

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

Other Significant Matters, Findings, or Issues

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

Other Information Included in Annual Reports

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

We applied certain limited procedures to the RSI that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the basic financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the basic financial statements or to the basic financial statements themselves.

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

City of Ham Lake Financial Analysis

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

General Fund Budget and Actual

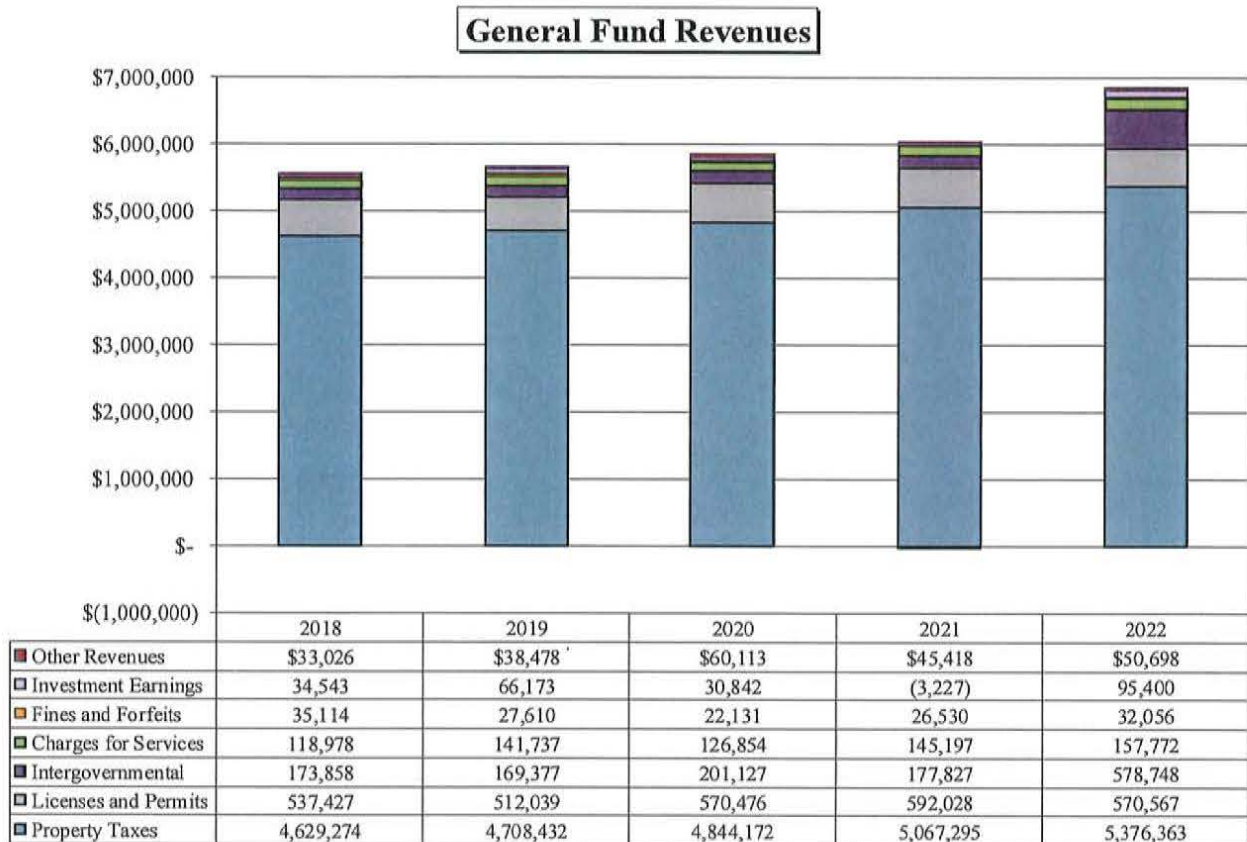
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Total other financing sources (uses)	(1,345,300)	(1,345,115)	-
Net change in fund balance	\$ -	\$ 406,468	\$ 406,283

For the year ended December 31, 2022, City Council adopted a General Fund budget that provided for approximately \$6.3 million in total revenues and \$5.0 million in total expenditures for a surplus of \$1.3 million. After factoring in transfers to and from other funds, the plan for the General Fund was a net change in fund balance of \$0. Actual amounts resulted in an increase in fund balance of \$406,468. Budget to actual results are discussed further in the following pages.

City of Ham Lake Financial Analysis

General Fund Revenues

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



In total, revenues increased \$810,536 or 13.4%, from 2021 to 2022.

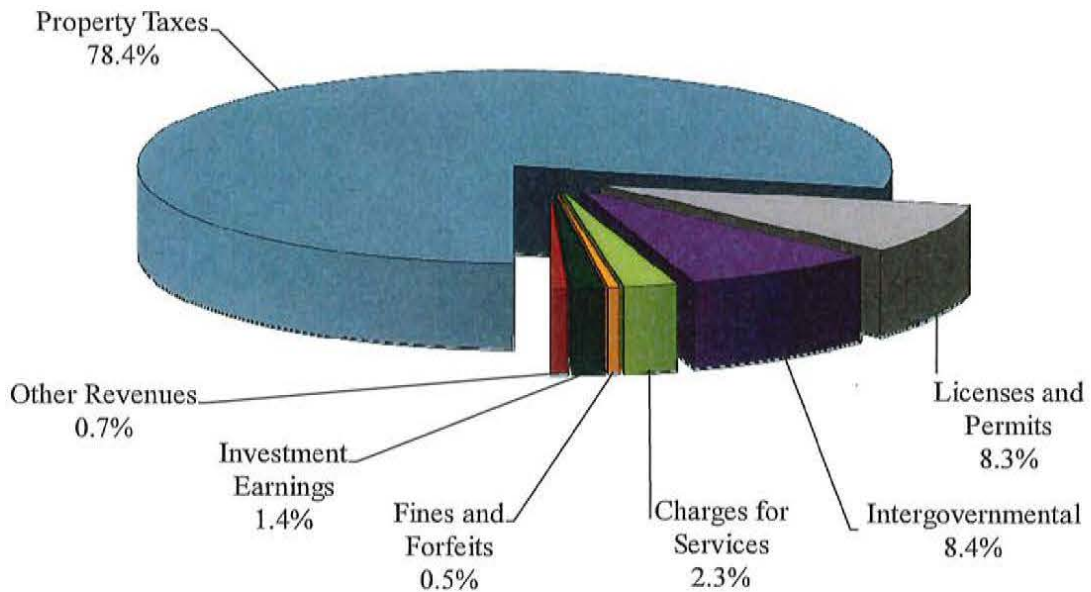
Intergovernmental reported the largest increase from 2021, increasing \$400,921 as a result of receiving and spending American Rescue Plan funding. Property taxes increased \$309,068 due to an increase in levy. Other revenue categories were relatively consistent compared to the prior year.

City of Ham Lake Financial Analysis

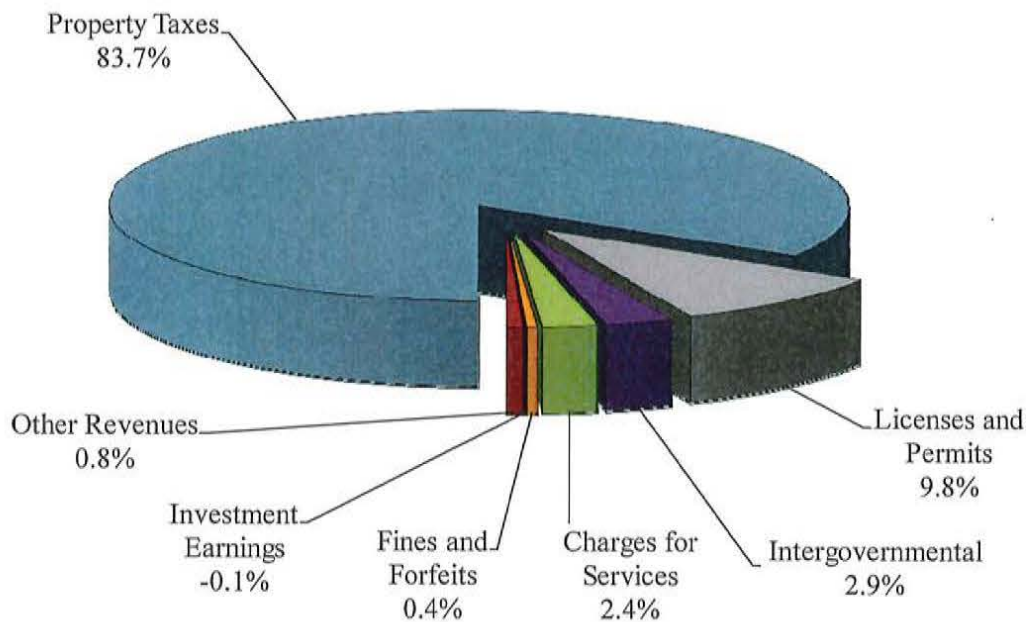
General Fund Revenues (Continued)

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

2022 General Fund Revenues



2021 General Fund Revenues

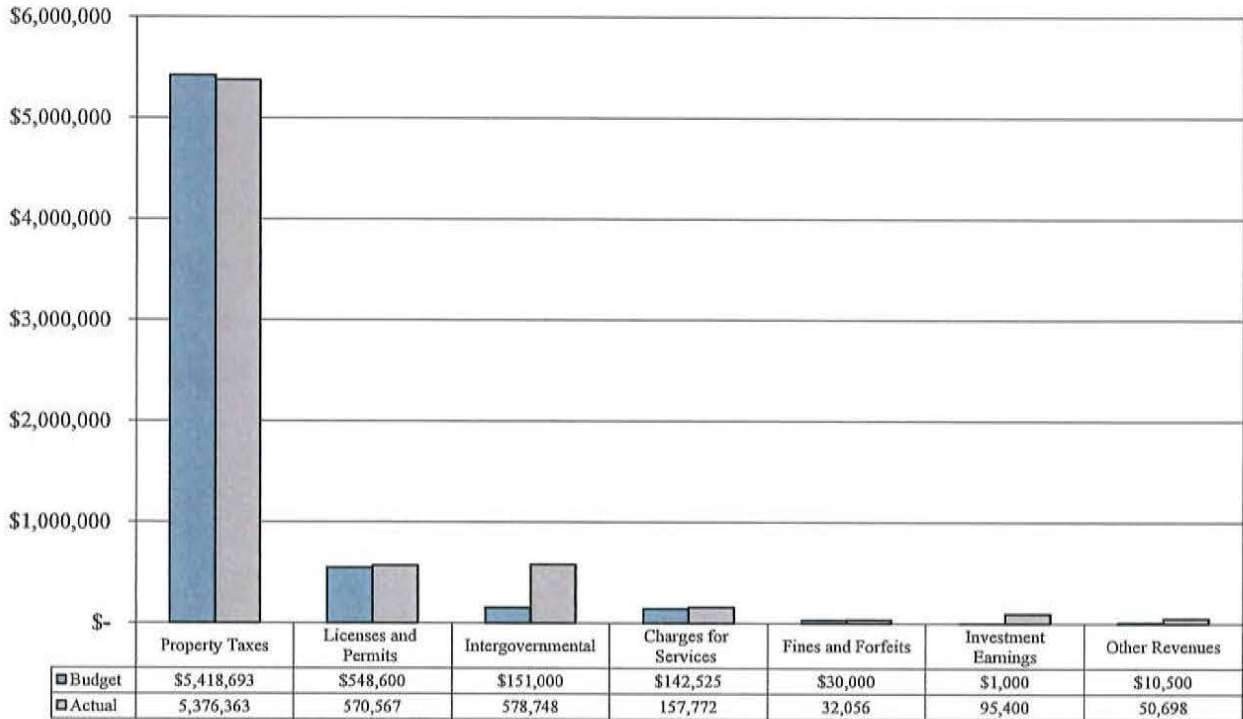


**City of Ham Lake
Financial Analysis**

General Fund Revenues (Continued)

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

**2022 General Fund Revenues
Budget and Actual**



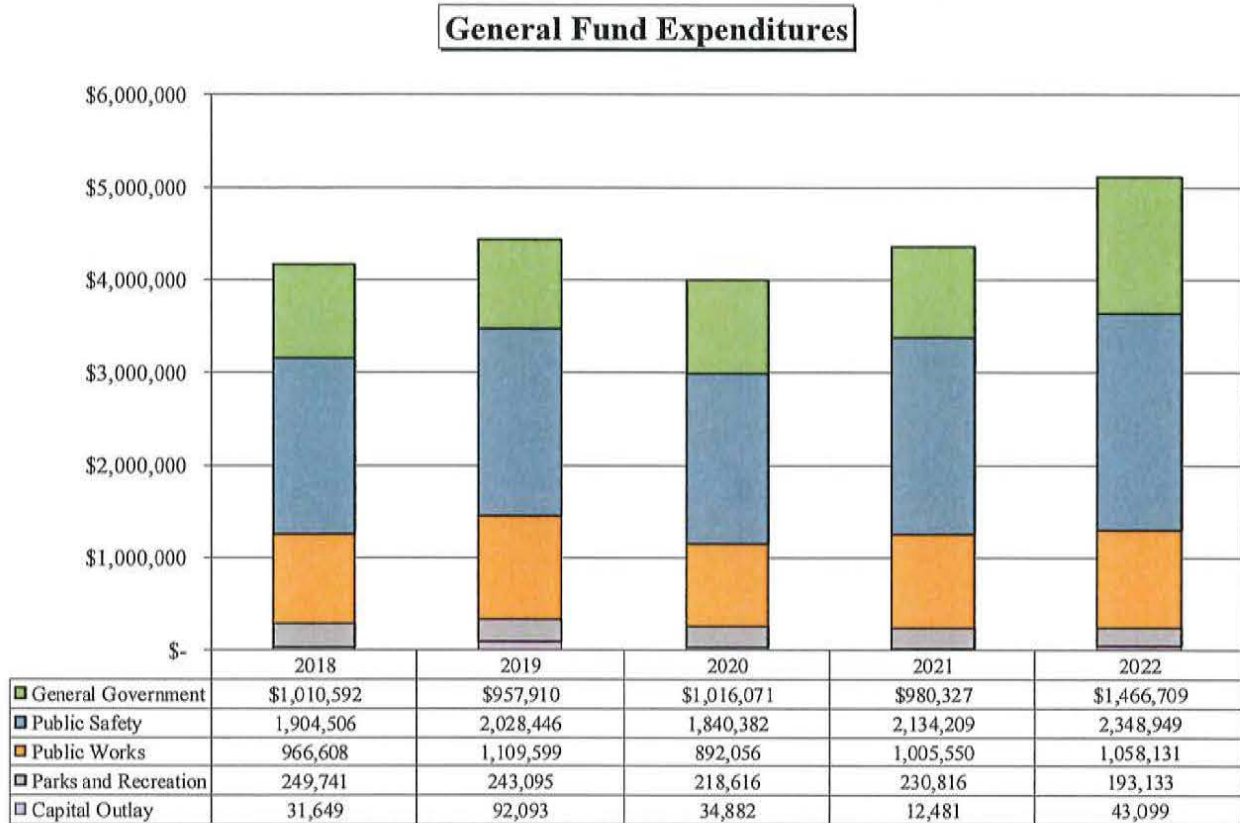
Total General Fund revenue exceeded the final revised budget by \$559,286 or 8.9%.

The greatest variance was in intergovernmental where actual revenue was \$427,748 over budget due to conservative budgeting federal funding. Charges for services was over budget by \$80,983 as a result of conservative budgeting for lease activity. All other categories were fairly consistent with budgeted amounts.

City of Ham Lake Financial Analysis

General Fund Expenditures

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



Overall, expenditures increased \$746,638 or 17.1% from 2021 amounts.

The most significant increase in expenditures was in the general government category, which increased \$486,382 due to spending the American Rescue Plan funding. Public safety increased \$214,740 as a result of the annual step increases in wages as well as hiring an investigator. The remaining functions were consistent with prior year amounts.

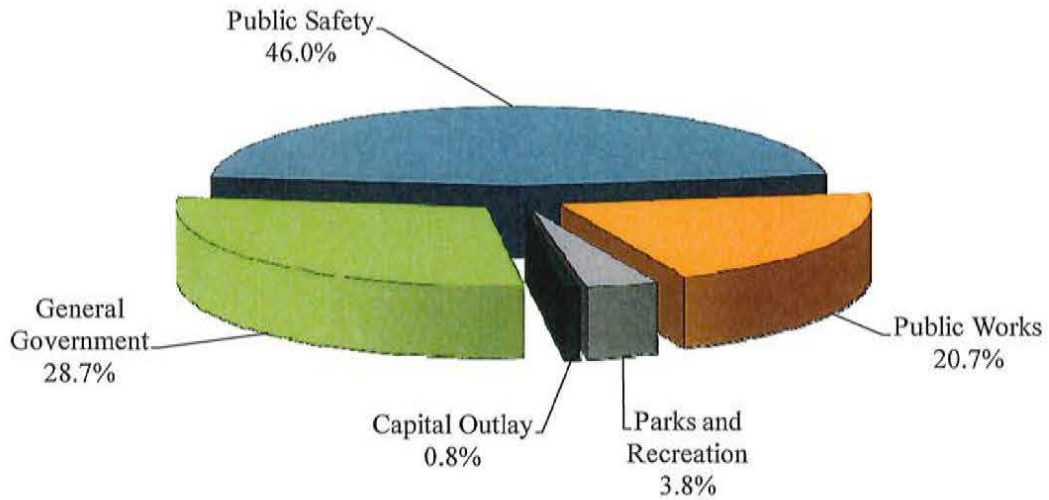
For the past five years, the City has had a consistent approach to allocating spending across City departments and functions. Traditionally, the largest category of the City's expenditures has been public safety for police, fire, and building inspection services.

City of Ham Lake Financial Analysis

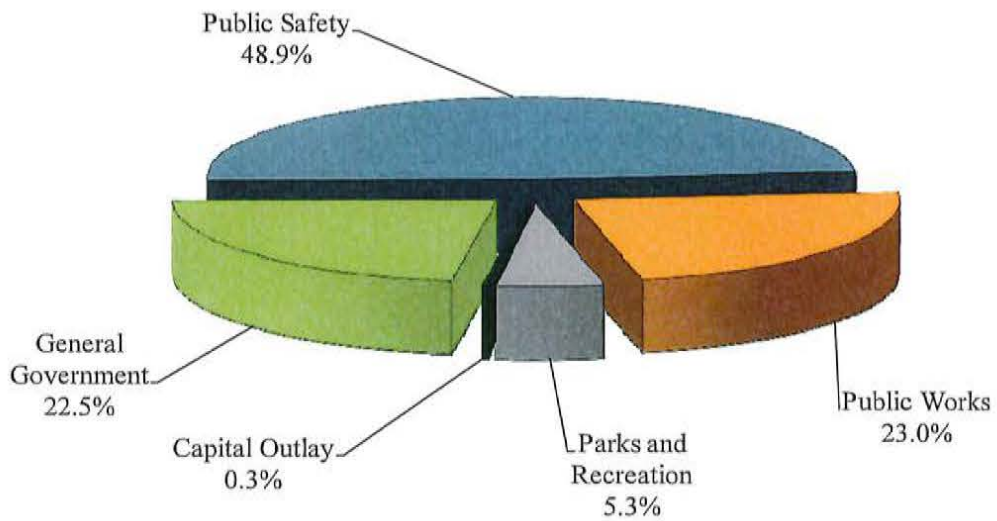
General Fund Expenditures (Continued)

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

2022 General Fund Expenditures



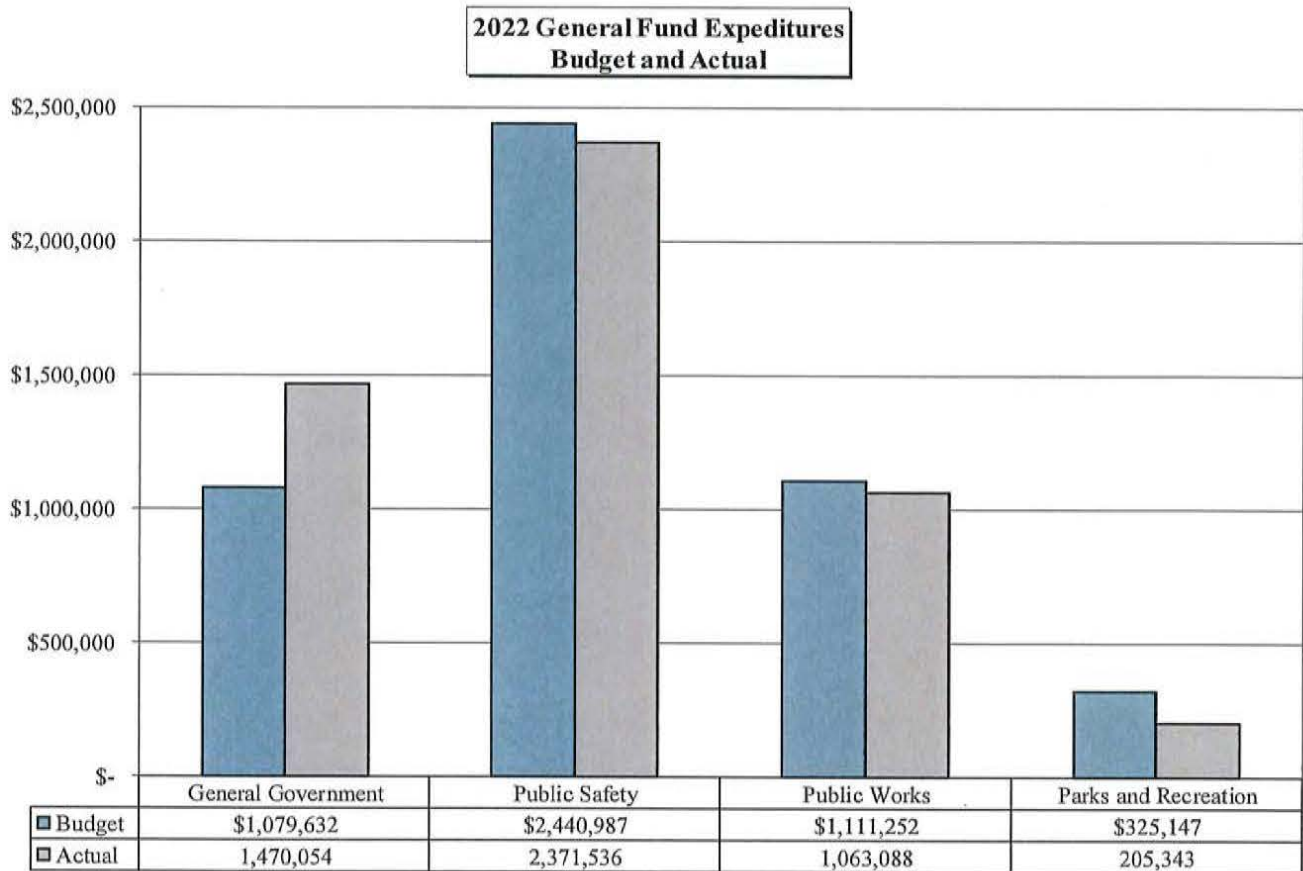
2021 General Fund Expenditures



**City of Ham Lake
Financial Analysis**

General Fund Expenditures (Continued)

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



Overall, total expenditures were \$153,003 or 3.1% under the budgeted amounts.

General government expenditures were \$398,067 over budget due to not budgeting for the federal spending in 2022. Parks and recreation expenditures were \$113,514 under budget due to less activity than anticipated with the budget. All other categories were fairly consistent with budgeted amounts.

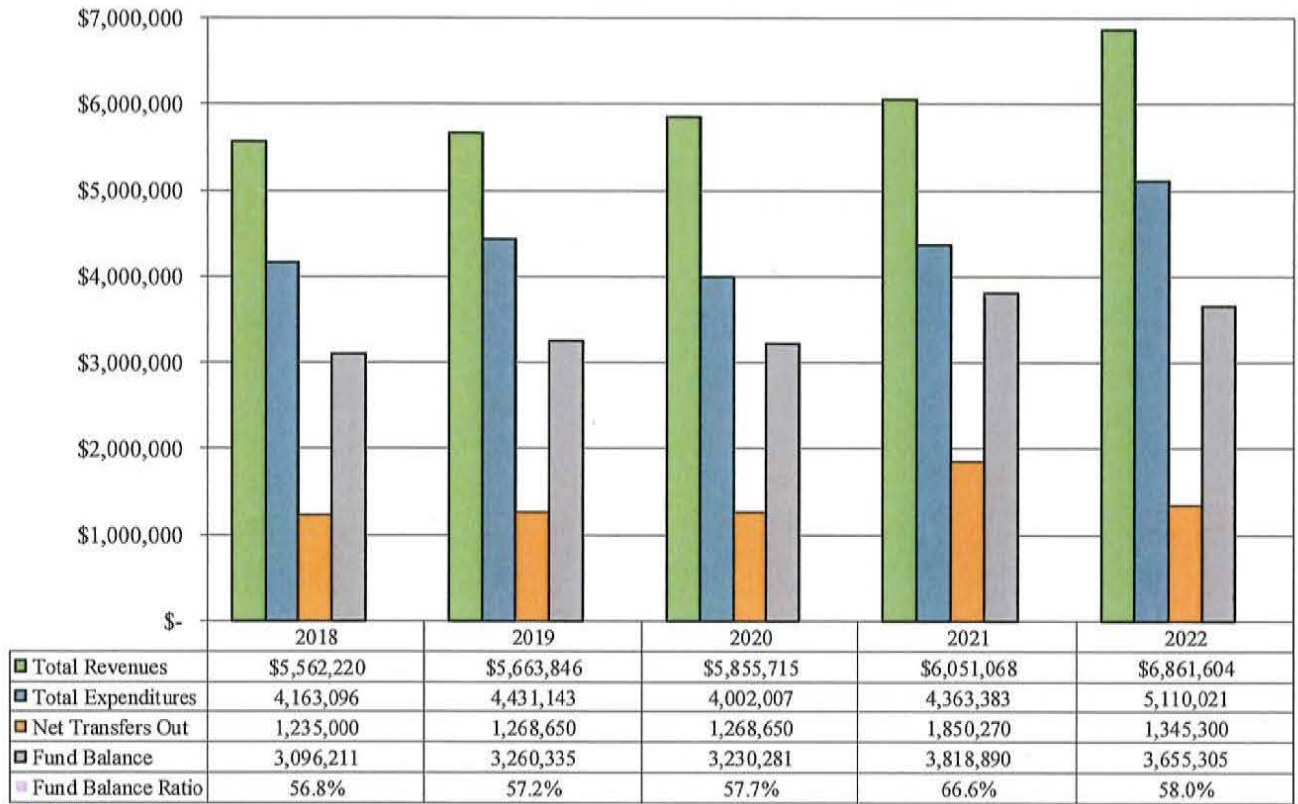
**City of Ham Lake
Financial Analysis**

General Fund Balance

The General Fund balance increased \$406,468 from 2021 to 2022. This is a result of revenues and transfers in exceeding expenditures and transfers out.

Net transfers to other funds decreased \$504,970 in 2022 as compared to 2021.

General Fund

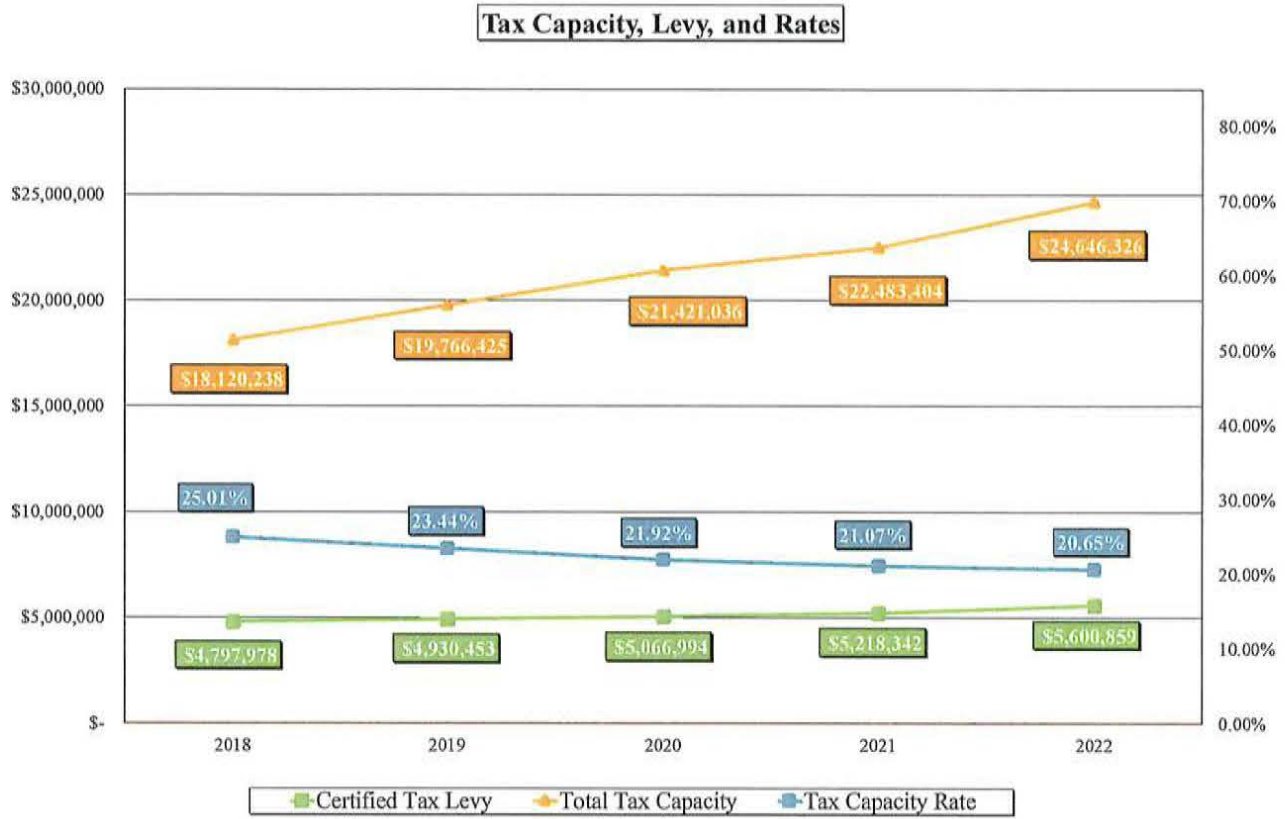


The City has formally adopted a fund balance policy for the General fund which requires the City maintain a minimum unassigned fund balance of 35-50% of the next year's budgeted expenditures, including transfers. The City has consistently complied with this policy, which is the result of effective budgeting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

City of Ham Lake Financial Analysis

Tax Capacity, Levy, and Rates

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



Amounts obtained from Anoka County Property Records and Taxpayer Services.

City of Ham Lake Emerging Issues

Executive Summary

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

- **Accounting Standard Update – GASB Statement No. 96 – Subscription-Based Information Technology Arrangements**
GASB has issued GASB Statement No. 96 relating to accounting and financial reporting for subscription-based information technology arrangements. The requirements of this Statement will improve financial reporting by establishing a definition for subscription-based information technology arrangements and providing uniform guidance for accounting and financial reporting for transactions that meet that definition.
- **Accounting Standard Update – GASB Statement No. 100 – Accounting Changes and Error Corrections**
GASB has issued GASB Statement No. 100 relating to accounting and financial reporting for accounting changes and error corrections. The requirements of this Statement will improve the clarity of the accounting and financial reporting requirements for accounting changes and error corrections, which will result in greater consistency in application in practice. In turn, more understandable, reliable, relevant, consistent, and comparable information will be provided to financial statement users for making decisions or assessing accountability.
- **Accounting Standard Update – GASB Statement No. 101 – Compensated Absences**
GASB has issued GASB Statement No. 101 relating to accounting and financial reporting for compensated absences. The unified recognition and measurement model in this Statement will result in a liability for compensated absences that more appropriately reflects when a government incurs an obligation. In addition, the model can be applied consistently to any type of compensated absence and will eliminate potential comparability issues between governments that offer different types of leave.

The following are extensive summaries of the current updates. As your continued business partner, we are committed to keeping you informed of new and emerging issues. We are happy to discuss these issues with you further and its applicability to your City.

Accounting Standard Update – GASB Statement No. 96 – *Subscription-Based Information Technology Arrangements*

This Statement provides guidance on the accounting and financial reporting for subscription-based information technology arrangements (SBITAs) for government end users (governments). This Statement (1) defines a SBITA; (2) establishes that a SBITA results in a right-to-use subscription asset – an intangible asset – and a corresponding subscription liability; (3) provides the capitalization criteria for outlays other than subscription payments, including implementation costs of a SBITA; and (4) requires note disclosures regarding a SBITA. To the extent relevant, the standards for SBITAs are based on the standards established in Statement No. 87, Leases, as amended.

**City of Ham Lake
Emerging Issues**

Accounting Standard Update – GASB Statement No. 96 – *Subscription-Based Information Technology Arrangements (Continued)*

A SBITA is defined as a contract that conveys control of the right to use another party's (a SBITA vendor's) information technology (IT) software, alone or in combination with tangible capital assets (the underlying IT assets), as specified in the contract for a period of time in an exchange or exchange-like transaction.

The subscription term includes the period during which a government has a noncancellable right to use the underlying IT assets. The subscription term also includes periods covered by an option to extend (if it is reasonably certain that the government or SBITA vendor will exercise that option) or to terminate (if it is reasonably certain that the government or SBITA vendor will not exercise that option).

Under this Statement, a government generally should recognize a right-to-use subscription asset – an intangible asset – and a corresponding subscription liability. A government should recognize the subscription liability at the commencement of the subscription term, – which is when the subscription asset is placed into service. The subscription liability should be initially measured at the present value of subscription payments expected to be made during the subscription term. Future subscription payments should be discounted using the interest rate the SBITA vendor charges the government, which may be implicit, or the government's incremental borrowing rate if the interest rate is not readily determinable. A government should recognize amortization of the discount on the subscription liability as an outflow of resources (for example, interest expense) in subsequent financial reporting periods.

The subscription asset should be initially measured as the sum of (1) the initial subscription liability amount, (2) payments made to the SBITA vendor before commencement of the subscription term, and (3) capitalizable implementation costs, less any incentives received from the SBITA vendor at or before the commencement of the subscription term. A government should recognize amortization of the subscription asset as an outflow of resources over the subscription term.

Activities associated with a SBITA, other than making subscription payments, should be grouped into the following three stages, and their costs should be accounted for accordingly:

- Preliminary Project Stage, including activities such as evaluating alternatives, determining needed technology, and selecting a SBITA vendor. Outlays in this stage should be expensed as incurred.
- Initial Implementation Stage, including all ancillary charges necessary to place the subscription asset into service. Outlays in this stage generally should be capitalized as an addition to the subscription asset.
- Operation and Additional Implementation Stage, including activities such as subsequent implementation activities, maintenance, and other activities for a government's ongoing operations related to a SBITA. Outlays in this stage should be expensed as incurred unless they meet specific capitalization criteria.

In classifying certain outlays into the appropriate stage, the nature of the activity should be the determining factor. Training costs should be expensed as incurred, regardless of the stage in which they are incurred.

**City of Ham Lake
Emerging Issues**

Accounting Standard Update – GASB Statement No. 96 – *Subscription-Based Information Technology Arrangements (Continued)*

If a SBITA contract contains multiple components, a government should account for each component as a separate SBITA or nonsubscription component and allocate the contract price to the different components. If it is not practicable to determine a best estimate for price allocation for some or all components in the contract, a government should account for those components as a single SBITA.

This Statement provides an exception for short-term SBITAs. Short-term SBITAs have a maximum possible term under the SBITA contract of 12 months (or less), including any options to extend, regardless of their probability of being exercised. Subscription payments for short-term SBITAs should be recognized as outflows of resources.

This Statement requires a government to disclose descriptive information about its SBITAs other than short-term SBITAs, such as the amount of the subscription asset, accumulated amortization, other payments not included in the measurement of a subscription liability, principal and interest requirements for the subscription liability, and other essential information.

GASB Statement No. 96 is effective for reporting periods beginning after June 15, 2022. Earlier application is encouraged.

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

Accounting Standard Update – GASB Statement No. 100 – *Accounting Changes and Error Corrections – an Amendment of GASB Statement No. 62*

The primary objective of this Statement is to enhance accounting and financial reporting requirements for accounting changes and error corrections to provide more understandable, reliable, relevant, consistent, and comparable information for making decisions or assessing accountability.

This Statement defines accounting changes as changes in accounting principles, changes in accounting estimates, and changes to or within the financial reporting entity and describes the transactions or other events that constitute those changes. As part of those descriptions, for (1) certain changes in accounting principles and (2) certain changes in accounting estimates that result from a change in measurement methodology, a new principle or methodology should be justified on the basis that it is preferable to the principle or methodology used before the change. That preferability should be based on the qualitative characteristics of financial reporting – understandability, reliability, relevance, timeliness, consistency, and comparability. This Statement also addresses corrections of errors in previously issued financial statements.

This Statement prescribes the accounting and financial reporting for (1) each type of accounting change and (2) error corrections. This Statement requires that (a) changes in accounting principles and error corrections be reported retroactively by restating prior periods, (b) changes to or within the financial reporting entity be reported by adjusting beginning balances of the current period, and (c) changes in accounting estimates be reported prospectively by recognizing the change in the current period. The requirements of this Statement for changes in accounting principles apply to the implementation of a new pronouncement in absence of specific transition provisions in the new pronouncement.

**City of Ham Lake
Emerging Issues**

Accounting Standard Update – GASB Statement No. 100 – *Accounting Changes and Error Corrections – an Amendment of GASB Statement No. 62 (Continued)*

This Statement also requires that the aggregate amount of adjustments to and restatements of beginning net position, fund balance, or fund net position, as applicable, be displayed by reporting unit in the financial statements.

This Statement requires disclosure in notes to financial statements of descriptive information about accounting changes and error corrections, such as their nature. In addition, information about the quantitative effects on beginning balances of each accounting change and error correction should be disclosed by reporting unit in a tabular format to reconcile beginning balances as previously reported to beginning balances as restated.

Furthermore, this Statement addresses how information that is affected by a change in accounting principle or error correction should be presented in required supplementary information (RSI) and supplementary information (SI). For periods that are earlier than those included in the basic financial statements, information presented in RSI or SI should be restated for error corrections, if practicable, but not for changes in accounting principles.

GASB Statement No. 100 is effective for reporting periods beginning after June 15, 2023. Earlier application is encouraged.

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

Accounting Standard Update – GASB Statement No. 101 – *Compensated Absences*

The objective of this Statement is to better meet the information needs of financial statement users by updating the recognition and measurement guidance for compensated absences. That objective is achieved by aligning the recognition and measurement guidance under a unified model and by amending certain previously required disclosures.

This Statement requires that liabilities for compensated absences be recognized for (1) leave that has not been used and (2) leave that has been used but not yet paid in cash or settled through noncash means. A liability should be recognized for leave that has not been used if (a) the leave is attributable to services already rendered, (b) the leave accumulates, and (c) the leave is more likely than not to be used for time off or otherwise paid in cash or settled through noncash means. Leave is attributable to services already rendered when an employee has performed the services required to earn the leave. Leave that accumulates is carried forward from the reporting period in which it is earned to a future reporting period during which it may be used for time off or otherwise paid or settled. In estimating the leave that is more likely than not to be used or otherwise paid or settled, a government should consider relevant factors such as employment policies related to compensated absences and historical information about the use or payment of compensated absences. However, leave that is more likely than not to be settled through conversion to defined benefit postemployment benefits should not be included in a liability for compensated absences.

City of Ham Lake
Emerging Issues

Accounting Standard Update – GASB Statement No. 101 – *Compensated Absences* (Continued)

This Statement requires that a liability for certain types of compensated absences – including parental leave, military leave, and jury duty leave – not be recognized until the leave commences. This Statement also requires that a liability for specific types of compensated absences not be recognized until the leave is used.

This Statement also establishes guidance for measuring a liability for leave that has not been used, generally using an employee's pay rate as of the date of the financial statements. A liability for leave that has been used but not yet paid or settled should be measured at the amount of the cash payment or noncash settlement to be made. Certain salary-related payments that are directly and incrementally associated with payments for leave also should be included in the measurement of the liabilities.

With respect to financial statements prepared using the current financial resources measurement focus, this Statement requires that expenditures be recognized for the amount that normally would be liquidated with expendable available financial resources.

This Statement amends the existing requirement to disclose the gross increases and decreases in a liability for compensated absences to allow governments to disclose only the net change in the liability (as long as they identify it as a net change). In addition, governments are no longer required to disclose which governmental funds typically have been used to liquidate the liability for compensated absences.

GASB Statement No. 101 is effective for reporting periods beginning after December 15, 2023. Earlier application is encouraged.

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

Voice your concerns on City storm water treatment June 20th

The City of Ham Lake obtained a National Pollutant Discharge Elimination System permit from the Minnesota Pollution Control Agency (MPCA), which addresses areas to reduce or eliminate pollutants from storm water runoff.

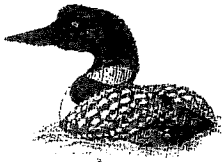
An important component of Ham Lake's permit is public education and outreach. Citizens are invited to participate in an annual public meeting and to report concerns or illicit discharges to City staff.

This meeting allows citizens an opportunity to give written or oral input on the program. The City must consider these suggestions and make appropriate adjustments to the program when submitting its annual report to the MPCA.

The meeting will be held at 6:01 p.m. on June 20, 2023, at the Ham Lake City Council meeting. The public is encouraged to submit written comments/concerns on the Storm Water Pollution Plan by June 23, 2023 to City Hall, 15544 Central Avenue NE, Ham Lake MN 55304.

A copy of the SWPPP will be available for review at City Hall or from the City website - www.ci.ham-lake.mn.us - under Services and Water/Stormwater.

For more information, contact the City at (763) 434-9555.



CITY OF HAM LAKE

**REQUEST FOR
AN APPEARANCE
BEFORE THE
CITY COUNCIL**

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

DATE OF APPLICATION 05-24-2023

DEPOSIT \$ 200.00

RECEIPT # 96123

Date of City Council appearance 06/05/2023

60-day review deadline _____

APPLICANT'S NAME Fleet Star Truck and Trailer LLC

STREET ADDRESS 16522 Buchanan St NE

CITY, STATE, ZIP Ham Lake, MN 55304

PHONE (daytime) (952) 666-8579

EMAIL ADDRESS Richlandrrs@gmail.com

NATURE OF REQUEST

~~CUP~~ for truck terminal Lots 1-4, Block 3 Creekside Farm 3

easement vacation

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

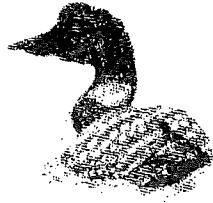
Signature of Applicant

05-24-2023

Date

Please attach any relevant information including maps, diagrams, and/or a descriptive narrative.

This form must be submitted to the City staff by 4:00 p.m. on the Monday prior to the Council meeting at which you will be appearing.



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

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

**DATA PRACTICES ADVISORY
TENNESSEN WARNING**

REQUIRED BY MINNESOTA STATUTES CHAPTER 13.04

SIGNED BY Akil Ibrahim

COMPANY/TITLE: Fleet Star Truck and Trailer LLC

DATE: 05-24-2023

**CITY OF HAM LAKE
ACKNOWLEDGMENT OF RESPONSIBILITY
TO REIMBURSE EXPENSES**

The undersigned, Akil Ibrahim, having applied to the City of Ham Lake for consideration of a planning and zoning request, or any other permit, license, or action requiring review and/or approval of the City, as follows:

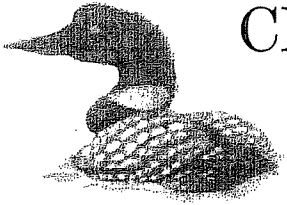
-CUP for truck terminal - easement vacation
Type of Application

acknowledges that the sum of \$ 200, has been deposited with the City of Ham Lake to reimburse the City of Ham Lake for any out of pocket expenses incurred by the City in reviewing the proposal, including but not limited to a staff review fee, any signage required by ordinance, and City Engineer and City Attorney's fees for their review, in amounts which are not known to the City at this time. The applicant acknowledges that it is the responsibility of the undersigned to reimburse the City for any such engineering or attorney's fees incurred in review of the applicant's request, or any other expenses incurred by the City in connection with this requires, and further acknowledges that in the event that the undersigned fails to promptly remit any amounts incurred by the City in excess of the deposit, the City shall have the right to discontinue further consideration or action upon the undersigned's request, shall have the right to rescind any approvals, withdraw any permits, licenses or other consents, shall have the right to vacate any street or road, plat or other dedication, and the undersigned waives the right to claim damages arising out of any such act by the City. Furthermore, the applicant agrees that in the event that the City is required to take legal action in order to effect recovery of any of the expenses incurred by the City from the undersigned, the City shall be entitled, in addition to principle and interest, to recover its reasonable attorney's fees incurred in collecting said sums from the undersigned.

Applicant Signature  Dated 09-24-2023

The following statement must be signed if the applicant is not the property owner:
Jesse Osborne, as owner of the property involved in the foregoing application, agrees to be jointly and severally liable for payment of the foregoing fees.

Property Owner Signature  Dated 7-26-23



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 June 20, 2023 at 6:01 p.m. in the City Council Chambers, City Hall, 15544 Central Avenue N.E. Ham Lake, Minnesota 55304, to hear comments and questions concerning the proposed vacation of the following described land within the City of Ham Lake, Minnesota:

EASEMENT TO BE VACATED (POND 1)

All of the drainage and utility easements lying over, under, and across that part of Lot 4, Block 3, CREEKSIDE FARMS, Anoka County, Minnesota, described as follows:

Commencing at the most northerly corner of said Lot 4; thence South 40 degrees 51 minutes 34 seconds East, assumed bearing, along the northeasterly line of said Lot 4, a distance of 21.15 feet to the point of beginning of said easement to be vacated; thence continuing South 40 degrees 51 minutes 34 seconds East, along said northeasterly line of Lot 4, a distance of 124.70 feet; thence South 62 degrees 34 minutes 30 seconds West, a distance of 57.41 feet; thence North 86 degrees 24 minutes 50 seconds West, a distance of 114.56 feet; thence North 59 degrees 43 minutes 47 seconds West, a distance of 52.12 feet; thence South 75 degrees 21 minutes 11 seconds West, a distance of 54.01 feet; thence South 49 degrees 06 minutes 20 seconds West, a distance of 118.58 feet; thence South 18 degrees 25 minutes 05 seconds East, a distance of 82.36 feet; thence North 44 degrees 54 minutes 56 seconds West, a distance of 74.26 feet; thence North 61 degrees 02 minutes 53 seconds West, a distance of 115.34 feet; thence North 30 degrees 18 minutes 48 seconds West, 20.43 feet; thence North 72 degrees 14 minutes 59 seconds East, 428.68 feet to said point of beginning.

EXCEPT that part embraced within the northeasterly 10.00 feet of said Lot 4.

EASEMENT TO BE VACATED (POND 2)

That part of Lot 3, Block 3, CREEKSIDE FARMS, Anoka County, Minnesota, described as follows:

Commencing at the most easterly corner of said Lot 3; thence on an assumed bearing along the northeasterly line of said Lot 3, North 40 degrees 51 minutes 34 seconds West, a distance of 79.79 feet, to the point of beginning of the easement to be vacated; thence continuing North 40 degrees 51 minutes 34 seconds West, a distance of 122.45 feet; thence South 51 degrees 01 minutes 08 seconds West, a distance of 27.61 feet; thence South 42 degrees 15 minutes 21 seconds East, a distance of 122.96 feet; thence North 50 degrees 08 minutes 48 seconds East, a distance of 24.60 feet to the point of beginning.

EXCEPT

That part embraced within the northeasterly 10.00 feet of said Lot 3.

EASEMENT TO BE VACATED (LOTS 1 AND 2)

That part of the southeasterly 10 feet of Lot 2, Block 3, and the northwesterly 10 feet of Lot 1, Block 3, CREEKSIDE FARMS, Anoka County, Minnesota lying southwesterly of the northeasterly 10 feet of said Lots 1 and 2, and lying easterly of the west 10 feet of said Lots 1 and 2.

EASEMENT TO BE VACATED (LOTS 2 AND 3)

That part of the southeasterly 10 feet of Lot 3, Block 3, and the northwesterly 10 feet of Lot 2, Block 3, CREEKSIDE FARMS, Anoka County, Minnesota, which lies southwesterly of the northeasterly 10 feet of said Lots 2 and 3, and which lies northeasterly of a line drawn parallel with and distant 10.00 feet northeasterly of the following described line and its northwesterly extension:

Commencing at the most southerly corner of said Lot 2; thence North 00 degrees 05 minutes 31 seconds East, assumed bearing, along a westerly line of said Lot 2, a distance of 134.27 feet to the point of beginning of said line to be described; thence North 38 degrees 26 minutes 35 seconds West, along a southwesterly line of said Lot 2, a distance of 201.56 feet to the most westerly corner of said Lot 2 and said line there terminating.

EASEMENT TO BE VACATED (LOTS 3 AND 4)

That part of the southeasterly 10 feet of Lot 4, Block 3, and the northwesterly 10 feet of Lot 3, Block 3, CREEKSIDE FARMS, Anoka County, Minnesota which lies southwesterly of the northeasterly 10 feet of said Lots 3 and 4, and which lies northeasterly of the following described line:

Commencing at the most southerly corner of said Lot 3; thence North 51 degrees 59 minutes 23 seconds East, on an assumed bearing along the southeasterly line of said Lot 3, a distance of 136.21 feet to the point of beginning of the line to be described; thence North 30 degrees 59 minutes 02 seconds West, a distance of 15.49 feet; thence North 44 degrees 58 minutes 02 seconds West, a distance of 175.30 feet; thence North 47 degrees 32 minutes 36 seconds West, a distance of 122.93 feet and said line there terminating.

Said hearing is conducted pursuant to Minnesota Statutes Chapter 412.851.

Dated: June 8, 2023

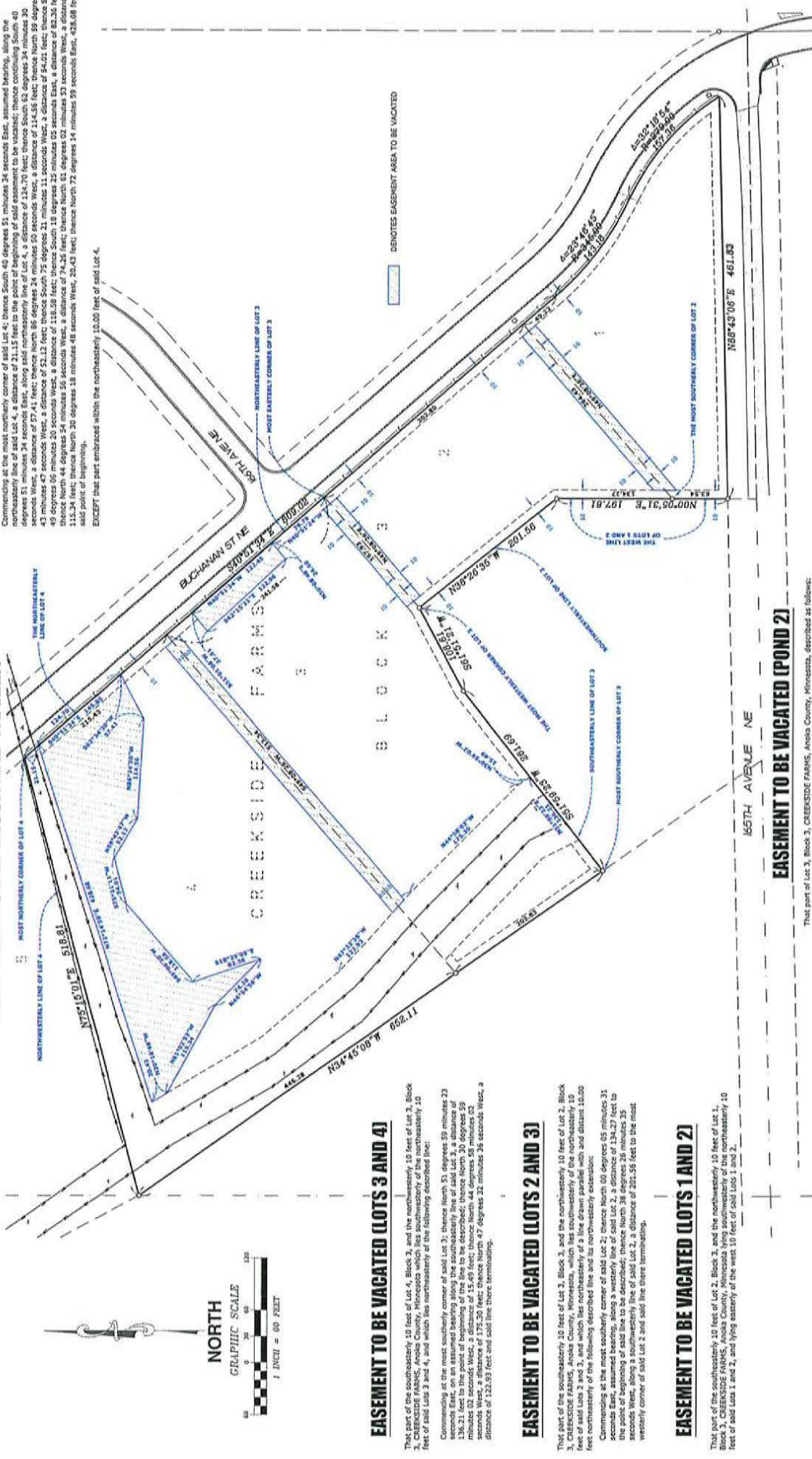

Dawnette Shimek, Deputy City Clerk

Posted at City Hall between the dates of June 6, 2023 and June 20, 2023.

Published in the Star Tribune on June 8, 2023

SKETCH AND DESCRIPTION

~for~ CLASSIC CONSTRUCTION TRUCK AND TRAILER
 ~of~ FLEET STAR TRUCK AND TRAILER



EASEMENT TO BE VACATED (POND 1)

All of the drainage and utility easements lying over, under, and across that part of Lot 4, Block 3, Creekside Farms, Anoka County, Minnesota, commencing at the most northerly corner of said Lot 4; thence South 40 degrees 51 minutes 34 seconds East, assumed bearing, along the northwesterly line of said Lot 4, a distance of 211.17 feet to the point of beginning of said easement to be vacated; thence continuing South 40 degrees 51 minutes 34 seconds East, along said northwesterly line of Lot 4, a distance of 124.70 feet; thence South 62 degrees 34 minutes 30 seconds East, a distance of 118.59 feet; thence South 55 degrees 56 minutes 55 seconds West, a distance of 114.58 feet; thence North 39 degrees 43 minutes 47 seconds West, a distance of 53.12 feet; thence North 75 degrees 15 minutes 21 seconds East, a distance of 118.59 feet; thence North 44 degrees 54 minutes 20 seconds West, a distance of 118.59 feet; thence South 18 degrees 29 minutes 02 seconds East, a distance of 82.36 feet; thence North 44 degrees 54 minutes 20 seconds West, a distance of 74.25 feet; thence North 61 degrees 05 minutes 53 seconds West, a distance of 113.34 feet; thence North 30 degrees 18 minutes 48 seconds West, 20.47 feet; thence North 72 degrees 14 minutes 59 seconds East, 428.08 feet to said point of beginning.

EXCEPT that part embraced within the northwesterly 10.00 feet of said Lot 4.

EASEMENT TO BE VACATED (POND 2)

This part of Lot 3, Block 3, Creekside Farms, Anoka County, Minnesota, described as follows: Commencing at the most easterly corner of said Lot 3; thence on an assumed bearing along the northwesterly line of said Lot 3, North 40 degrees 51 minutes 34 seconds West, a distance of 79.79 feet; to the point of beginning of the easement to be vacated; thence continuing North 40 degrees 51 minutes 34 seconds West, a distance of 27.61 feet; thence South 42 degrees 15 minutes 21 seconds East, a distance of 122.96 feet; thence North 50 degrees 08 minutes 48 seconds East, a distance of 74.60 feet to the point of beginning.

EXCEPT That part embraced within the northwesterly 10.00 feet of said Lot 3.

EASEMENT TO BE VACATED (LOTS 2 AND 3)

That part of the southeasterly 10 feet of Lot 2, Block 3, and the northwesterly 10 feet of Lot 3, Block 3, Creekside Farms, Anoka County, Minnesota, which lies southeasterly of the northwesterly 10 feet of said Lot 2 and 3, and which lies northwesterly of a line drawn parallel with and distant 10.00 feet from the northwesterly line of said Lot 2 and 3, and which lies northwesterly of the easement described in the sketch above.

Commencing at the most southerly corner of said Lot 3; thence North 51 degrees 59 minutes 23 seconds East, on an assumed bearing along the southeasterly line of said Lot 3, a distance of 36.25 feet to the point of beginning of the easement to be vacated; thence North 30 degrees 59 minutes 02 seconds West, a distance of 15.40 feet; thence North 47 degrees 59 minutes 02 seconds West, a distance of 175.20 feet; thence North 47 degrees 59 minutes 02 seconds West, a distance of 122.93 feet and said line there terminating.

EASEMENT TO BE VACATED (LOTS 1 AND 2)

That part of the southeasterly 10 feet of Lot 2, Block 3, and the northwesterly 10 feet of Lot 1, Block 3, Creekside Farms, Anoka County, Minnesota, lying southeasterly of the northwesterly 10 feet of said Lots 1 and 2, and lying westerly of the west 10 feet of said Lots 1 and 2.



EASEMENT TO BE VACATED (LOTS 3 AND 4)

That part of the southeasterly 10 feet of Lot 4, Block 3, and the northwesterly 10 feet of Lot 3, Block 3, Creekside Farms, Anoka County, Minnesota, which lies southeasterly of the northwesterly 10 feet of said Lots 3 and 4, and which lies northwesterly of the following described line: Commencing at the most southerly corner of said Lot 3; thence North 51 degrees 59 minutes 23 seconds East, on an assumed bearing along the southeasterly line of said Lot 3, a distance of 36.25 feet to the point of beginning of the easement to be vacated; thence North 30 degrees 59 minutes 02 seconds West, a distance of 15.40 feet; thence North 47 degrees 59 minutes 02 seconds West, a distance of 175.20 feet; thence North 47 degrees 59 minutes 02 seconds West, a distance of 122.93 feet and said line there terminating.

EASEMENT TO BE VACATED (LOTS 1 AND 2)

That part of the southeasterly 10 feet of Lot 2, Block 3, and the northwesterly 10 feet of Lot 1, Block 3, Creekside Farms, Anoka County, Minnesota, lying southeasterly of the northwesterly 10 feet of said Lots 1 and 2, and lying westerly of the west 10 feet of said Lots 1 and 2.

E.G. RUD & SONS, INC.
 Professional Land Surveyors
 6776 Lake Drive NE, Suite 110
 Lino Lakes, MN 55014
 Tel. (651) 361-9200 Fax (651) 361-6701
 www.egrud.com

I hereby certify that this survey, plan or map 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.

JACOB E. RUD
 DATE: 5/17/2023 License No. 41578

NO.	DATE	DESCRIPTION
1	05/17/23	RECORDED OCCUPATIONS
2		
3		

FAMILY OF CHRIST LUTH CHURCH
PIN: 17-32-23-22-0002
16045 NIGHTINGALE ST NW
ANDOVER, MN 55304

SAVARESE TIMOTHY J & SUSAN E
PIN: 17-32-23-21-0018
16455 BUCHANAN ST
HAM LAKE, MN 55304

CSF DEVELOPMENT LLC
PIN: 07-32-23-44-0003
16800 HWY 65
HAM LAKE, MN 55304

FAMILY OF CHRIST LUTH CHURCH
PIN: 17-32-23-22-0003
16345 POLK ST NE
HAM LAKE, MN 55304

OSBORNE JOSPEH DALE
PIN: 08-32-23-33-0002
16525 POLK ST NE
HAM LAKE, MN 55304

SANNERUD MARGARET E
PIN: 08-32-23-34-0002
16501 BUCHANAN ST NE
HAM LAKE, MN 55304

HUNT JAMES H & V F
PIN: 07-32-23-44-0002
965 CONSTANCE BLVD NE
ANOKA, MN 55304

RESOLUTION NO. 23-XX

WHEREAS, a public hearing was held before the Ham Lake City Council on the 20th day of June, 2023 at 6:01 p.m. to consider the proposed vacation of certain lands within the City of Ham Lake;

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

EASEMENT TO BE VACATED (POND 1)

All of the drainage and utility easements lying over, under, and across that part of Lot 4, Block 3, CREEKSIDE FARMS, Anoka County, Minnesota, described as follows:

Commencing at the most northerly corner of said Lot 4; thence South 40 degrees 51 minutes 34 seconds East, assumed bearing, along the northeasterly line of said Lot 4, a distance of 21.15 feet to the point of beginning of said easement to be vacated; thence continuing South 40 degrees 51 minutes 34 seconds East, along said northeasterly line of Lot 4, a distance of 124.70 feet; thence South 62 degrees 34 minutes 30 seconds West, a distance of 57.41 feet; thence North 86 degrees 24 minutes 50 seconds West, a distance of 114.56 feet; thence North 59 degrees 43 minutes 47 seconds West, a distance of 52.12 feet; thence South 75 degrees 21 minutes 11 seconds West, a distance of 54.01 feet; thence South 49 degrees 06 minutes 20 seconds West, a distance of 118.58 feet; thence South 18 degrees 25 minutes 05 seconds East, a distance of 82.36 feet; thence North 44 degrees 54 minutes 56 seconds West, a distance of 74.26 feet; thence North 61 degrees 02 minutes 53 seconds West, a distance of 115.34 feet; thence North 30 degrees 18 minutes 48 seconds West, 20.43 feet; thence North 72 degrees 14 minutes 59 seconds East, 428.68 feet to said point of beginning.

EXCEPT that part embraced within the northeasterly 10.00 feet of said Lot 4.

EASEMENT TO BE VACATED (POND 2)

That part of Lot 3, Block 3, CREEKSIDE FARMS, Anoka County, Minnesota, described as follows:

Commencing at the most easterly corner of said Lot 3; thence on an assumed bearing along the northeasterly line of said Lot 3, North 40 degrees 51 minutes 34 seconds West, a distance of 79.79 feet, to the point of beginning of the easement to be vacated; thence continuing North 40 degrees 51 minutes 34 seconds West, a distance of 122.45 feet; thence South 51 degrees 01 minutes 08 seconds West, a distance of 27.61 feet; thence South 42 degrees 15 minutes 21 seconds East, a distance of 122.96 feet; thence North 50 degrees 08 minutes 48 seconds East, a distance of 24.60 feet to the point of beginning.

EXCEPT

That part embraced within the northeasterly 10.00 feet of said Lot 3.

EASEMENT TO BE VACATED (LOTS 1 AND 2)

That part of the southeasterly 10 feet of Lot 2, Block 3, and the northwesterly 10 feet of Lot 1, Block 3, CREEKSIDE FARMS, Anoka County, Minnesota lying southwesterly of the northeasterly 10 feet of said Lots 1 and 2, and lying easterly of the west 10 feet of said Lots 1 and 2.

EASEMENT TO BE VACATED (LOTS 2 AND 3)

That part of the southeasterly 10 feet of Lot 3, Block 3, and the northwesterly 10 feet of Lot 2, Block 3, CREEKSIDE FARMS, Anoka County, Minnesota, which lies southwesterly of the northeasterly 10 feet of said Lots 2 and 3, and which lies northeasterly of a line drawn parallel with and distant 10.00 feet northeasterly of the following described line and its northwesterly extension:

Commencing at the most southerly corner of said Lot 2; thence North 00 degrees 05 minutes 31 seconds East, assumed bearing, along a westerly line of said Lot 2, a distance of 134.27 feet to the point of beginning of said line to be described; thence North 38 degrees 26 minutes 35 seconds West, along a southwesterly line of said Lot 2, a distance of 201.56 feet to the most westerly corner of said Lot 2 and said line there terminating.

EASEMENT TO BE VACATED (LOTS 3 AND 4)

That part of the southeasterly 10 feet of Lot 4, Block 3, and the northwesterly 10 feet of Lot 3, Block 3, CREEKSIDE FARMS, Anoka County, Minnesota which lies southwesterly of the northeasterly 10 feet of said Lots 3 and 4, and which lies northeasterly of the following described line:

Commencing at the most southerly corner of said Lot 3; thence North 51 degrees 59 minutes 23 seconds East, on an assumed bearing along the southeasterly line of said Lot 3, a distance of 136.21 feet to the point of beginning of the line to be described; thence North 30 degrees 59 minutes 02 seconds West, a distance of 15.49 feet; thence North 44 degrees 58 minutes 02 seconds West, a distance of 175.30 feet; thence North 47 degrees 32 minutes 36 seconds West, a distance of 122.93 feet and said line there terminating.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Ham Lake, that the City Clerk is directed to post in a conspicuous place in the City Hall between the dates of June 6, 2023 and June 20, 2023 and to cause publication of a NOTICE OF PUBLIC HEARING, a copy of which is attached to this Resolution, for a public hearing to be held on June 20, 2023, with publication to occur in the Star Tribune on June 8, 2023.

Adopted by the City Council of the City of Ham Lake this 20th day of June, 2023.

Brian Kirkham, Mayor

Denise Webster, City Clerk

NOTICE OF COMPLETION OF VACATON PROCEEDINGS

NOTICE IS HEREBY GIVEN, pursuant to Minnesota Statutes Chapter 412.851, that a Resolution was adopted by a 5-0 vote of the Ham Lake City Council on the 20th day of June, 2023, vacating the following described easements in the City of Ham Lake, Anoka County, Minnesota:

EASEMENT TO BE VACATED (POND 1)

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Commencing at the most northerly corner of said Lot 4; thence South 40 degrees 51 minutes 34 seconds East, assumed bearing, along the northeasterly line of said Lot 4, a distance of 21.15 feet to the point of beginning of said easement to be vacated; thence continuing South 40 degrees 51 minutes 34 seconds East, along said northeasterly line of Lot 4, a distance of 124.70 feet; thence South 62 degrees 34 minutes 30 seconds West, a distance of 57.41 feet; thence North 86 degrees 24 minutes 50 seconds West, a distance of 114.56 feet; thence North 59 degrees 43 minutes 47 seconds West, a distance of 52.12 feet; thence South 75 degrees 21 minutes 11 seconds West, a distance of 54.01 feet; thence South 49 degrees 06 minutes 20 seconds West, a distance of 118.58 feet; thence South 18 degrees 25 minutes 05 seconds East, a distance of 82.36 feet; thence North 44 degrees 54 minutes 56 seconds West, a distance of 74.26 feet; thence North 61 degrees 02 minutes 53 seconds West, a distance of 115.34 feet; thence North 30 degrees 18 minutes 48 seconds West, 20.43 feet; thence North 72 degrees 14 minutes 59 seconds East, 428.68 feet to said point of beginning.

EXCEPT that part embraced within the northeasterly 10.00 feet of said Lot 4.

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That part of Lot 3, Block 3, CREEKSIDE FARMS, Anoka County, Minnesota, described as follows:

Commencing at the most easterly corner of said Lot 3; thence on an assumed bearing along the northeasterly line of said Lot 3, North 40 degrees 51 minutes 34 seconds West, a distance of 79.79 feet, to the point of beginning of the easement to be vacated; thence continuing North 40 degrees 51 minutes 34 seconds West, a distance of 122.45 feet; thence South 51 degrees 01 minutes 08 seconds West, a distance of 27.61 feet; thence South 42 degrees 15 minutes 21 seconds East, a distance of 122.96 feet; thence North 50 degrees 08 minutes 48 seconds East, a distance of 24.60 feet to the point of beginning.

EXCEPT

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EASEMENT TO BE VACATED (LOTS 1 AND 2)

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EASEMENT TO BE VACATED (LOTS 2 AND 3)

That part of the southeasterly 10 feet of Lot 3, Block 3, and the northwesterly 10 feet of Lot 2, Block 3, CREEKSIDE FARMS, Anoka County, Minnesota, which lies southwesterly of the northeasterly 10 feet of said Lots 2 and 3, and which lies northeasterly of a line drawn parallel with and distant 10.00 feet northeasterly of the following described line and its northwesterly extension:

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EASEMENT TO BE VACATED (LOTS 3 AND 4)

That part of the southeasterly 10 feet of Lot 4, Block 3, and the northwesterly 10 feet of Lot 3, Block 3, CREEKSIDE FARMS, Anoka County, Minnesota which lies southwesterly of the northeasterly 10 feet of said Lots 3 and 4, and which lies northeasterly of the following described line:

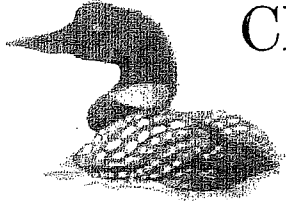
Commencing at the most southerly corner of said Lot 3; thence North 51 degrees 59 minutes 23 seconds East, on an assumed bearing along the southeasterly line of said Lot 3, a distance of 136.21 feet to the point of beginning of the line to be described; thence North 30 degrees 59 minutes 02 seconds West, a distance of 15.49 feet; thence North 44 degrees 58 minutes 02 seconds West, a distance of 175.30 feet; thence North 47 degrees 32 minutes 36 seconds West, a distance of 122.93 feet and said line there terminating.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Ham Lake, that the City Clerk is directed to post in a conspicuous place in the City Hall between the dates of June 6, 2023 and June 20, 2023 and to cause publication of a NOTICE OF PUBLIC HEARING, a copy of which is attached to this Resolution, for a public hearing to be held on June 5, 2023, with publication to occur in the Star Tribune on June 8, 2023.

Said Resolution No. 23-XX as adopted after conducting a public hearing, which hearing was conducted on the 5th day of June, 2023, pursuant to published and posted notice, which notice was posted in the City Hall between June 6, 2023 and June 20, 2023, and published in the qualified newspaper (Star Tribune) on June 8, 2023.

Date: June 20, 2023

Dawnette Shimek, Deputy City Clerk



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, JUNE 5, 2023

The Ham Lake City Council and Economic Development Authority met for its regular meeting on Monday, June 5, 2023 at 6:00 p.m. in the Council Chambers at the Ham Lake City Hall located at 15544 Central Avenue NE in Ham Lake, Minnesota.

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

MEMBERS ABSENT: Councilmember Jim Doyle

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

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

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

2.0 PUBLIC COMMENT

Todd Wylie, 13833 Shenandoah Street NE, stated that he received a public hearing notice regarding a vacation of a drainage and utility easement and doesn't understand why it would be sent to him. Deputy City Clerk Shimek stated that all properties within 350 feet of the subject property are sent notices as is required by state statute. Mr. Wylie asked what will happen with the property being vacated. Deputy City Clerk Shimek stated that the property will go back to the property owner as there is no public purpose for it.

3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS

3.1 Senator Michael Kreun and Representative Nolan West – Legislative update

Senator Kreun and Representative West were present and gave the City Council a highlighted update of decisions made during the recent legislative session. Senator Kreun stated that one of the top highlights was the approval of 102.5 million dollars granted for the update of Highway 65 for intersections on 99th Avenue NE, 105th Avenue NE and 109th Avenue NE in Blaine which will improve the traffic flow on Highway 65 through Ham Lake. Senator Kreun stated that the improvement of Bunker Lake Boulevard NE is included in a future phase of the master plan for major renovations. They mentioned the City will be receiving \$720,000 one-time payment to be used for public safety but, cannot to be used for police services. The City Council was also informed of the following: sales tax and vehicle license tabs will be increasing; there will be changes to E-Pull Tabs that will go into effect after the next election which will drastically reduce revenue being taken in for charitable contributions; paid family leave was also approved which will add a tax of .7 % for both the employee and employer; and the City of Ham Lake is also to receive \$123,000 a year for affordable housing, but there is nothing that states that the City has to take the money.

- 3.2 6:01 P.M. – Public Hearing – to consider the vacation of a portion of the drainage and utility easements located on Lot 12, Block 1, Timber Woods and Lot 1, Block 1, Sherman Woods in Section 35 and adoption of Resolution No. 23-23

Mayor Kirkham opened the public hearing for comment at 6:34 p.m. and with there being no comment, Mayor Kirkham closed the public hearing at 6:35 p.m.

Motion by Wilken, seconded by Parranto, to adopt Resolution No. 23-23 approving the vacation of a portion of the drainage and utility easements located on Lot 12, Block 1, Timber Woods and Lot 1, Block 1, Sherman Woods in Section 35. All present in favor, motion carried.

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 May 15, 2023
- 4.2 Approval of claims in the amount of \$419,023.59
- 4.3 Approval of scheduling a Budget Workshop Meeting for Tuesday, June 20, 2023 at 5:00 p.m.
- 4.4 Approval of Ordinance No. 23-03 regarding chickens
- 4.5 Approval of ordering the Feasibility Study for a potential wetland banking project within the park dedicated with the Hidden Forest East Park Addition
- 4.6 Approval of the cost increase for cleaning services with CMT Janitorial Services
- 4.7 Approval of a Temporary One-Day Liquor License for the Brown Boys Benefit (non-profit) at the Willow Tree Winery, 828 Constance Boulevard NE on July 15, 2023
- 4.8 Approval of an Exempt Permit for Zachary NF Research Fund to hold a raffle on August 14, 2023 at Majestic Oaks Golf Club, 701 Bunker Lake Boulevard NE
- 4.9 Approval of hiring Administrative Assistant II
- 4.10 Approval of the Non-DOT Drug Testing Policy
- 4.11 Approval of Rescinding Resolution No. 23-17 and adoption of Resolution No. 23-24 for the American Rescue Plan Act (ARPA) Funding of equipment for Public Works and City Hall
- 4.12 Approval of the 2023 Budget Calendar
- 4.13 Approval of hiring summer seasonal employees in Public Works
- 4.14 Approval of Resolution No. 23-25 scheduling a public hearing to vacate a portion of the drainage and utility easements located on Lots 1, 2, 3 and 4, Block 3, Creekside Farms
- 4.15 Approval of Liquor Licenses:
 - On-Sale and Sunday On-Sale
 - T-Box Bar & Grill, 1431 147th Avenue NE, Ham Lake, MN
 - Ham Lake Lanes, 16465 Highway 65 NE, Ham Lake, MN
 - Acapulco Mexican Restaurant, 18015 Ulysses Street NE, Suite 1000, Ham Lake, MN
 - EAGL Beverages Holding LLC, dba Majestic Oaks Golf Club, 701 Bunker Lake Boulevard NE, Ham Lake, MN
 - Maxx Bar & Grill, 17646 Highway 65 NE, Ham Lake, MN
 - 3.2% Off-Sale
 - Speedway, 1442 Constance Boulevard NE, Ham Lake, MN
 - Wine and 3.2% Malt Liquor
 - Mansetti's Pizza & Pasta, 16220 Aberdeen Street NE, Suite C, Ham Lake, MN

Off-Sale

Grape Expectations, dba Tournament Liquor, 1434 147th Avenue NE, Ham Lake, MN
Bidhipur Beverage, Inc., dba Ham Lake Liquors, 17720 Central Avenue NE, Ham Lake, MN
Broadview Operations, LLC, dba 1 Stop Liquor, 16205 Lexington Avenue NE, Ham Lake
(previously Carey's Liquor)
Rama Corporation dba Network Liquors, 13548 Highway 65 NE, Ham Lake, MN

Councilmember Wilken asked that item 4.10 be removed from the agenda. **Motion by Kirkeide, seconded by Parranto, to approve the June 5, 2023 consent agenda with the omission of item 4.10. All present in favor motion carried.** Discussion followed regarding concerns with zero tolerance for THC and HIPAA (Health Insurance Portability and Accountability Act) laws regarding prescription drugs. Attorney Berglund stated that tableting the adoption of the Non-MNDOT Drug Testing Policy makes sense to allow time to review the State of Minnesota requirements. **Motion by Wilken, seconded by Parranto, to table item 4.10 on the consent agenda relating to the Non-DOT Drug Testing Policy. All present in favor, motion carried.**

5.0 PLANNING COMMISSION RECOMMENDATIONS

5.1 Seng Vang requesting a Temporary Conditional Use Permit to raise pigeons at 142 154th Avenue NE

Motion by Kirkham, seconded by Parranto, to concur with the Planning Commission and approve the request of Seng Vang for a Temporary Conditional Use Permit to raise pigeons at 142 154th Avenue NE subject to raising no more than 30 pigeons at one time, releasing no more than fifty-percent of the pigeons at one time for exercise and meeting all City, State and County requirements. Councilmember Kirkeide stated that the pigeon ordinance is going to be rewritten similar to the chicken ordinance. Councilmember Kirkeide stated that the applicant will be refunded their Temporary Conditional Use Permit fees and will need to comply with the pigeon ordinance when it goes into effect. Attorney Berglund asked if anyone spoke against the application at the public hearing held before the Planning Commission and there was no one who spoke against the application. Discussion followed regarding if the condition of allowing no more than fifty-percent of the pigeons a one time for exercise is necessary. Building and Zoning Official Jones stated that 32 birds flying at one time is a lot of birds. Building and Zoning Official Jones asked that when the ordinance is written to please keep in mind the overall keeping of pigeons and what is best for the City. **All present in favor, motion carried.**

5.2 Akil Ibrahim requesting a Conditional Use Permit to operate Fleet Star Truck and Trailer, LLC (a full-service trucking terminal business) at 16522 Buchanan Street NE and adoption of Resolution No. 23-26

Motion by Kirkeide, seconded by Parranto, to concur with the Planning Commission and approve the request of Akil Ibrahim requesting a Conditional Use Permit to operate Fleet Star Truck and Trailer, LLC (a full-service trucking terminal business) at 16522 Buchanan Street NE (Lots 1-4, Block 3, Creekside Farms) subject to:

1. **All semi-truck traffic using Constance Boulevard NE and Buchanan Street NE to access the terminal. Use of 167th Avenue NE is strictly prohibited.**
2. **All parking of semis and trailers is to be per the approved plans and the approved signage.**
3. **All semi-truck and trailer parking is to be associated with the truck terminal business use only. Leasing of parking spaces, under any circumstance, is strictly prohibited.**
4. **All truck repair is to be a secondary use to the truck terminal and is to be for trucks and trailers associated with the business only.**

5. All repairs are to be done inside of the building.
6. All fluids are to be contained and disposed of according to State and County requirements.
7. No outside storage such as freight, liquids, tires, parts, etc.
8. Proper screening must be provided between commercial and residential property per Article 9-220.1.e.
9. No sleeping in trucks on the site.
10. Any refrigerated trailers are only allowed to run from 7:00 a.m. to 5:00 p.m.
11. Hours of operation will be limited to 7:00 a.m. to 5:00 p.m. Monday through Friday. No weekend hours.
12. No truck idling before or after stated hours of operation.
13. Semi-truck traffic limited to five trucks per day.
14. Meeting all City, State and County requirements.

With the addition of Building and Zoning Official's comments as follow: 1) Before issuance of a building permit, all screening must be approved by the City Engineer and the Building Official and 2) Any approved screening must be maintained and adoption of Resolution No. 23-26. All present in favor, motion carried.

5.3 Akil Ibrahim requesting Commercial Site Plan approval to construct a 11,040 square foot office/warehouse building for a truck terminal to be located at 16522 Buchanan Street NE

Motion by Parranto, seconded by Wilken, to concur with the Planning Commission and approve the Commercial Site Plan requested by Akil Ibrahim to construct a 12,613 square foot office/warehouse building for a truck terminal (Fleet Star Truck and Trailer, LLC) at 16522 Buchanan Street NE (Lots 1-4, Block 3, Creekside Farms) subject to the following conditions:

1. All semi-truck traffic using Constance Boulevard NE and Buchanan Street NE to access the terminal. Use of 167th Avenue NE is strictly prohibited.
2. All parking of semis and trailers is to be per the approved plans and the approved signage.
3. All semi-truck and trailer parking is to be associated with the truck terminal business use only. Leasing of parking spaces, under any circumstance, is strictly prohibited.
4. All truck repair is to be a secondary use to the truck terminal and is to be for trucks and trailers associated with the business only.
5. All repairs are to be done inside of the building.
6. All fluids are to be contained and disposed of according to State and County requirements.
7. No outside storage such as freight, liquids, tires, parts, etc.
8. Proper screening must be provided between commercial and residential property per Articles 9-220.1.e. and 11-1800.
9. No sleeping in trucks on the site.
10. Any refrigerated trailers are only allowed to run from 7:00 a.m. to 5:00 p.m.
11. Hours of operation will be limited to 7:00 a.m. to 5:00 p.m. Monday through Friday. No weekend hours.
12. No truck idling before or after stated hours of operation.
13. Semi-truck traffic limited to five trucks per day.
14. Meeting the requirements of the City Engineer as noted in his May 17, 2023 memo.
15. Acceptance of possible 100-year flood impacts to a portion of the site as noted in the City Engineer's memo.

16. Signing an agreement outlining requirements for screening if trees are selected for screening on the west side of the property.

17. Meeting all City, State and County requirements.

With the addition of Building and Zoning Official's comments as follow: 1) Before issuance of a building permit, all screening must be approved by the City Engineer and the Building Official and 2) Any approved screening must be maintained . All present in favor, motion carried.

6.0 ECONOMIC DEVELOPMENT AUTHORITY – None

7.0 APPEARANCES - None

8.0 CITY ATTORNEY

Attorney Berglund stated that he would encourage the City Council to have workshops periodically, which is helpful for both the City Council and staff. Attorney Berglund stated that the Council can speak freely in a workshop setting and can direct staff to prepare information before the item is placed on a City Council agenda. Attorney Berglund stated that this will also be helpful for himself and he can get questions answered prior to City Council Meetings. Attorney Berglund stated that the Workshop meetings can be held following a Council meeting for about a half an hour since everyone will already be present. Attorney Berglund stated that Workshop meetings can be requested by his office, staff or two Councilmembers (so items are not driven by one Councilmember) to clarify direction on issues. Attorney Berglund stated that this will help with behind the scenes efficiency to get feedback from all of the Councilmembers at the same time. Mayor Kirkham stated that he would like to hold a Workshop meeting following the June 20, 2023 City Council Meeting.

9.0 CITY ENGINEER - None

10.0 CITY ADMINISTRATOR - None

11.0 COUNCIL BUSINESS

11.1 Committee Reports

Councilmember Kirkeide stated that they had a watershed district meeting last week and the City Council needs to review the watershed matter and act sooner than later.

Councilmember Kirkeide stated that the Code Committee met and discussed whether a used motor vehicle sales lot could be allowed in CD-1 (Commercial Development Tier 1) with a Conditional Use Permit if all of the sales inventory was to be stored inside a building and whether state law would allow this. Attorney Berglund stated he would research the state requirements for used vehicle sales lot licensing and report back to the City Council.

11.2 Announcements and future agenda items

Mayor Kirkham stated that he has received three calls regarding trailers still parking on the street at 143rd Avenue NE east of Highway 65. Thirteen properties were notified of the violation and ten have come into compliance, but three properties are still parking trailers on the street. Discussion followed regarding using the street as a parking area and overnight trailer parking on city streets. Councilmember Kirkeide stated that trailers do not have reflective decals for safety issues and should not be parked on city streets overnight. Building Official Jones stated that there has been a trailer parked blocking the sightline for traffic which is

dangerous. Building Official Jones stated that there are also vehicles parked on the street that are being worked on. **It was the consensus of the City Council to review the City's parking ordinance.**

Motion by Kirkeide, seconded by Parranto, to adjourn the meeting at 7:06 p.m. All present in favor, motion carried.

Dawnette Shimek, Deputy City Clerk

CITY OF HAM LAKE
CLAIMS SUBMITTED TO COUNCIL
June 20, 2023

CITY OF HAM LAKE

EFTS, CHECKS, AND BANK DRAFTS	06/06/23 - 06/20/23	
EFT	# 1871 - 1877	\$ 59,988.32
REFUND CHECKS	# 65110 - 65114	\$ 5,650.00
CHECKS	# 65115 - 65155	\$ 145,702.59
BANK DRAFTS	DFT0002555 -DFT0002560	\$ 26,293.07
TOTAL EFTS, CHECKS, AND BANK DRAFTS		<u>\$ 237,633.98</u>
PAYROLL CHECKS		
06/16/23	Direct Deposits	\$ 36,784.70
TOTAL PAYROLL CHECKS		<u>\$ 36,784.70</u>
TOTAL OF ALL PAYMENTS		<u><u>\$ 274,418.68</u></u>
VOID CHECKS		
CHECKS		\$ -
ZERO EFT	#1875 - 1876	\$ -
BANK DRAFTS		\$ -

APPROVED BY THE HAM LAKE CITY COUNCIL THIS 20TH DAY OF JUNE 2023

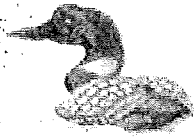
MAYOR

COUNCILMEMBER

COUNCILMEMBER

COUNCILMEMBER

COUNCILMEMBER



City of Ham Lake, MN

Refund Check Register

Packet: ARPKT00797 - 06/07/23 TRUST REFUNDS

Refund Detail

Account Number	Name	Check Date	Check Number	Amount
00365	KATIE NGUYEN	6/7/2023	65110	2,600.00
Total Refund Amount:				2,600.00

Revenue Totals

Revenue Code	Total Distribution
TRUST DEPOSITS - TRUST DEPOSITS	2,600.00
Revenue Totals:	2,600.00

General Ledger Distribution

Posting Date: 06/07/2023

Account Number	Account Name	Posting Amount	IFT
Fund: 890 - TRUST FUND			
890-10101	Cash-claim on pooled cash	-2,600.00	Yes
890-11501	Misc receivables	2,600.00	
	890 Total:	0.00	
Fund: 999 - POOLED CASH			
999-10100	Pooled Cash	-2,600.00	
999-20702	Due to other funds	2,600.00	Yes
	999 Total:	0.00	
	Distribution Total:	0.00	



Packet: ARPKT00801 - 06/13/23 TRUST REFUNDS

Refund Detail

Account Number	Name	Check Date	Check Number	Amount
00344	ADAM WERLINGER	6/13/2023	65111	2,600.00
00380	MICHAEL HEBERT	6/13/2023	65112	150.00
00392	CHRIS LORD	6/13/2023	65113	150.00
00393	MARCY HALVORSON	6/13/2023	65114	150.00
Total Refund Amount:				3,050.00

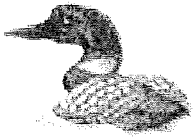
Revenue Totals

Revenue Code	Total Distribution
TRUST DEPOSITS - TRUST DEPOSITS	3,050.00
Revenue Totals:	3,050.00

General Ledger Distribution

Posting Date: 06/13/2023

Account Number	Account Name	Posting Amount	IFT
Fund: 890 - TRUST FUND			
890-10101	Cash-claim on pooled cash	-3,050.00	Yes
890-11501	Misc receivables	3,050.00	
890 Total:		0.00	
Fund: 999 - POOLED CASH			
999-10100	Pooled Cash	-3,050.00	
999-20702	Due to other funds	3,050.00	Yes
999 Total:		0.00	
Distribution Total:		0.00	



Payment Dates 6/6/2023 - 6/20/2023

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
1871	ARAMARK UNIFORM & CAREE	PW UNIFORMS	Clothing & personal protectiv	100-43101-2210	75.59
1871	ARAMARK UNIFORM & CAREE	FIRST AID CABINET	Safety supplies	100-43101-2240	12.00
1871	ARAMARK UNIFORM & CAREE	PARK UNIFORMS	Clothing & personal protectiv	100-44101-2210	50.61
1871	ARAMARK UNIFORM & CAREE	PW UNIFORMS	Clothing & personal protectiv	100-43101-2210	75.59
1871	ARAMARK UNIFORM & CAREE	FIRST AID CABINET	Safety supplies	100-43101-2240	12.00
1871	ARAMARK UNIFORM & CAREE	PARK UNIFORMS	Clothing & personal protectiv	100-44101-2210	50.61
1871	ARAMARK UNIFORM & CAREE	PW UNIFORMS	Clothing & personal protectiv	100-43101-2210	86.96
1871	ARAMARK UNIFORM & CAREE	FIRST AID CABINET	Safety supplies	100-43101-2240	12.00
1871	ARAMARK UNIFORM & CAREE	PARK UNIFORMS	Clothing & personal protectiv	100-44101-2210	58.26
1872	METRO SALES INC	MAY COLOR COPIES	Equipment rentals	100-41701-3320	87.13
1872	METRO SALES INC	MAY COPIER LEASE	Equipment rentals	100-41701-3320	331.26
1872	METRO SALES INC	MAY COPIER LEASE	Equipment rentals	100-42401-3320	258.18
1872	METRO SALES INC	MAY COLOR COPIES	Equipment rentals	100-42401-3320	108.29
1873	O'REILLY AUTOMOTIVE STORE	TIRE GAUGE	Operating supplies	100-44101-2290	11.04
1873	O'REILLY AUTOMOTIVE STORE	INSULATE TAPE	Operating supplies	100-43101-2290	20.11
1874	RFC ENGINEERING, INC.	ABERDEEN, 144TH - 145TH	Engineering	431-43301-3135	75.47
1874	RFC ENGINEERING, INC.	TWIN BIRCH ACRES	Engineering	431-43301-3135	1,192.55
1874	RFC ENGINEERING, INC.	LUND'S LAKEVIEW FOREST	Engineering	431-43301-3135	1,377.27
1874	RFC ENGINEERING, INC.	MEADOW PARK RECONSTRUC	Engineering	431-43301-3135	1,526.50
1874	RFC ENGINEERING, INC.	CREEK VALLEY RECONSTRUCTI	Engineering	431-43301-3135	6,920.24
1874	RFC ENGINEERING, INC.	POLK STREET	Engineering	431-43301-3135	61.35
1874	RFC ENGINEERING, INC.	TIPPECANOE STREET	Engineering	431-43301-3135	26.29
1874	RFC ENGINEERING, INC.	CROSSTOWN BUSINESS PARK	Capital assets	262-46101-5110	8,211.82
1874	RFC ENGINEERING, INC.	CROSSTOWN SHOPPING CENT	Engineering	431-43301-3135	7,532.54
1874	RFC ENGINEERING, INC.	BASE MAP	Engineering	100-41101-3135	271.69
1874	RFC ENGINEERING, INC.	HALF SECTION MAPS	Engineering	100-41101-3135	104.54
1874	RFC ENGINEERING, INC.	ANOKA COUNTY GIS DATA EX	Engineering	100-41101-3135	156.82
1874	RFC ENGINEERING, INC.	COUNCIL MEETING	Engineering	100-41101-3135	137.90
1874	RFC ENGINEERING, INC.	CITY CODE UPDATE	Engineering	100-41102-3135	1,310.77
1874	RFC ENGINEERING, INC.	VOTING MAP	Engineering	100-41302-3135	21.00
1874	RFC ENGINEERING, INC.	PLANNING/POTENTIAL DEVEL	Engineering	100-41601-3135	767.07
1874	RFC ENGINEERING, INC.	PLANNING COMMISSION MEE	Engineering	100-41601-3135	156.99
1874	RFC ENGINEERING, INC.	ZONING MAP	Engineering	100-41601-3135	1,726.51
1874	RFC ENGINEERING, INC.	FIRE MAP	Engineering	100-42201-3135	26.14
1874	RFC ENGINEERING, INC.	HAM LAKE BUILDING PERMIT	Engineering	100-42401-3135	670.78
1874	RFC ENGINEERING, INC.	L13 B2 CROSSTOWN ROLLING	Engineering	100-42401-3135	203.25
1874	RFC ENGINEERING, INC.	L10 B1 NETTAS PRESERVE DEV	Engineering	100-42401-3135	199.81
1874	RFC ENGINEERING, INC.	L1 B1 HIDDEN FOREST WEST	Engineering	100-42401-3135	91.48
1874	RFC ENGINEERING, INC.	PW TRAFFIC SIGN POLICY	Engineering	100-43101-3135	156.82
1874	RFC ENGINEERING, INC.	THOROUGHFARE PLAN	Engineering	100-43101-3135	99.90
1874	RFC ENGINEERING, INC.	SNOW PLOW MAPS	Engineering	100-43102-3135	9.01
1874	RFC ENGINEERING, INC.	COUNTY DITCH #58 CROSS CU	Engineering	100-43103-3135	198.61
1874	RFC ENGINEERING, INC.	CCWD JURISDICTIONAL BOUN	Engineering	100-43201-3135	713.59
1874	RFC ENGINEERING, INC.	SRWMO 2023 BUDGET	Engineering	100-43201-3135	970.49
1874	RFC ENGINEERING, INC.	SRWMO 2022 BUDGET	Engineering	100-43201-3135	128.45
1874	RFC ENGINEERING, INC.	NPDES	Engineering	100-43201-3135	114.17
1874	RFC ENGINEERING, INC.	RUM RIVER HUC 8 WATERSHE	Engineering	100-43201-3135	68.96
1874	RFC ENGINEERING, INC.	STORMWATER POND INVENT	Engineering	100-43201-3135	17.53
1874	RFC ENGINEERING, INC.	FIRE #3`	Capital assets	420-42201-5110	1,749.27
1874	RFC ENGINEERING, INC.	162ND LANE/BUCHANAN STR	Engineering	431-43301-3135	1,853.72
1874	RFC ENGINEERING, INC.	13648 HIGHWAY 65 EASEMEN	Engineering	431-43301-3135	256.90
1874	RFC ENGINEERING, INC.	5 YEAR PLAN	Engineering	431-43301-3135	99.90
1874	RFC ENGINEERING, INC.	2023 REHAB	Engineering	431-43301-3135	638.39
1874	RFC ENGINEERING, INC.	181ST, CONCORD - HWY 65	Engineering	431-43301-3135	1,131.61

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
1874	RFC ENGINEERING, INC.	162ND LANE TO TIPPECANOE	Engineering	431-43301-3135	57.09
1874	RFC ENGINEERING, INC.	HIDDEN FOREST EAST PARK U	Engineering	440-44103-3135	130.46
1874	RFC ENGINEERING, INC.	HIDDEN FOREST EAST WETLA	Engineering	440-44103-3135	1,856.64
1874	RFC ENGINEERING, INC.	HOLIDAY	Engineering	890-90001-3135	1,507.41
1874	RFC ENGINEERING, INC.	CROSSTOWN ROLLING ACRES	Engineering	890-90001-3135	1,400.46
1874	RFC ENGINEERING, INC.	H&H LANDSCAPING	Engineering	890-90001-3135	1,954.51
1874	RFC ENGINEERING, INC.	TOBY'S TRAILS	Engineering	890-90001-3135	914.86
1874	RFC ENGINEERING, INC.	FLEET STAR TRUCK & TRAILER	Engineering	890-90001-3135	871.76
1874	RFC ENGINEERING, INC.	HENTGES ADDITION	Engineering	890-90001-3135	715.61
1874	RFC ENGINEERING, INC.	HIDDEN FOREST EAST 4TH	Engineering	890-90001-3135	604.92
1874	RFC ENGINEERING, INC.	JAM HOPS EXPANSION	Engineering	890-90001-3135	482.64
1874	RFC ENGINEERING, INC.	EVERGREEN ESTATES	Engineering	890-90001-3135	240.37
1874	RFC ENGINEERING, INC.	COON CREEK COMMERCIAL P	Engineering	890-90001-3135	223.40
1874	RFC ENGINEERING, INC.	L12 B1 TIMBER WOODS EASE	Engineering	890-90001-3135	171.26
1874	RFC ENGINEERING, INC.	CONSTANCE BOULEVARD TER	Engineering	890-90001-3135	26.14
1874	RFC ENGINEERING, INC.	FLEET STAR TRUCK & TRAILER	Engineering	890-90001-3135	999.04
1874	RFC ENGINEERING, INC.	TOBY'S TRAILS LABELS	Engineering	890-90001-3135	25.00
1874	RFC ENGINEERING, INC.	16905 BALTIMORE ST LOT LIN	Engineering	890-90001-3135	13.07
1874	RFC ENGINEERING, INC.	BOBBY'S CAR WASH	Engineering	890-90001-3135	13.07
1874	RFC ENGINEERING, INC.	GROUP PERMIT BILLING	Engineering	100-43501-3135	5,079.19
1874	RFC ENGINEERING, INC.	CREEK VALLEY ROW2023-83	Engineering	431-43301-3135	85.63
1874	RFC ENGINEERING, INC.	MEADOW PARK ROW2022-26	Engineering	431-43301-3135	142.72
1874	RFC ENGINEERING, INC.	MSA GROUP BILLING	Engineering	431-43301-3135	26.14
1877	STAR TRIBUNE MEDIA COMPA	FLEET STAR CUP	Legal notices/publications/bid	890-90001-3950	61.62
1877	STAR TRIBUNE MEDIA COMPA	LANG VACATIONS	Legal notices/publications/bid	890-90001-3950	107.44
1877	STAR TRIBUNE MEDIA COMPA	SENG YANG CUP	Legal notices/publications/bid	890-90001-3950	52.14
65115	ACCESS	MAY SHREDDING	Waste management & recycli	231-43601-3630	660.20
65116	ACE SOLID WASTE INC	JUNE ORGANICS	Waste management & recycli	231-43601-3630	352.33
65117	ALLDATA LLC	ONLINE DATA SUBSCRIPTION	Software licenses & upgrades	100-43101-2510	1,500.00
65118	ALLIED BLACKTOP CO.	2023 CRACK SEALING	Blacktop maintenance	100-43101-3410	23,535.12
65119	ANOKA COUNTY PROPERTY	GT AUTO SALES CUP FILING	Filing fees	890-90001-3980	46.00
65120	ANOKA COUNTY PROPERTY	2023 NEARMAP AERIAL IMAG	Other professional services	100-41701-3190	1,000.00
65121	ANOKA COUNTY TREASURY D	JOINT POWERS AGREEMENT	Capital assets	411-41302-5110	3,622.56
65122	BERGLUND, BAUMGARTNER,	DRUG POLICY	Attorney	100-41101-3110	214.24
65122	BERGLUND, BAUMGARTNER,	1222 CONSTANCE	Attorney	100-41101-3110	247.20
65122	BERGLUND, BAUMGARTNER,	BOTTINEAU/1360 CONSTANC	Attorney	100-41101-3110	741.60
65122	BERGLUND, BAUMGARTNER,	SBA TOWERS	Attorney	100-41101-3110	49.44
65122	BERGLUND, BAUMGARTNER,	AUDIT LETTER	Attorney	100-41101-3110	82.40
65122	BERGLUND, BAUMGARTNER,	5/15 CITY COUNCIL	Attorney	100-41101-3110	172.40
65122	BERGLUND, BAUMGARTNER,	PROSECUTION	Attorney	100-41501-3110	6,695.00
65122	BERGLUND, BAUMGARTNER,	PLANNING	Attorney	100-41601-3110	593.28
65122	BERGLUND, BAUMGARTNER,	BREW PUB	Attorney	100-41601-3110	395.52
65122	BERGLUND, BAUMGARTNER,	FLETCHER VIOLATION	Attorney	100-42401-3110	131.84
65122	BERGLUND, BAUMGARTNER,	SRWMO	Attorney	100-43201-3110	1,203.04
65122	BERGLUND, BAUMGARTNER,	JAKE'S	Attorney	262-46101-3110	280.16
65122	BERGLUND, BAUMGARTNER,	TWIN BIRCH	Attorney	431-43301-3110	65.92
65122	BERGLUND, BAUMGARTNER,	HJR FAMILY	Attorney	890-90001-3110	412.00
65122	BERGLUND, BAUMGARTNER,	FLEET STAR - CUP	Attorney	890-90001-3110	82.40
65123	BJORKLUND TRUCKING LLC	BLACK DIRT	Operating supplies	100-44101-2290	720.00
65124	BLUE CROSS BLUE SHIELD OF	JULY VISION	Vision Insurance	100-21715	43.53
65124	BLUE CROSS BLUE SHIELD OF	MAY - JULY TM VISION	Vision Insurance	100-21715	-35.64
65125	BRYANT & FIELD REAL ESTATE	APPRAISAL - 1222 CONSTANC	ROW Acquisition	431-43301-5130	1,400.00
65126	CENTERPOINT ENERGY	CITY HALL INTERIM ADJ	Natural gas	100-41702-3620	9.63
65126	CENTERPOINT ENERGY	CITY HALL	Natural gas	100-41702-3620	308.58
65126	CENTERPOINT ENERGY	FIRE #2	Natural gas	100-42202-3620	224.30
65126	CENTERPOINT ENERGY	FIRE #1	Natural gas	100-42202-3620	118.29
65126	CENTERPOINT ENERGY	FIRE #2 INTERIM ADJ	Natural gas	100-42202-3620	11.30
65126	CENTERPOINT ENERGY	FIRE #1 INTERIM ADJ	Natural gas	100-42202-3620	5.40
65126	CENTERPOINT ENERGY	PW INTERIM ADJ	Natural gas	100-43104-3620	18.53
65126	CENTERPOINT ENERGY	PW	Natural gas	100-43104-3620	336.79

Council Approval List

Payment Dates: 6/6/2023 - 6/20/2023

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
65126	CENTERPOINT ENERGY	HL PARK BUILDING INTERIM A	Natural gas	100-44102-3620	8.16
65126	CENTERPOINT ENERGY	H.L. PARK PAVILION	Natural gas	100-44102-3620	76.33
65126	CENTERPOINT ENERGY	HL PARK PAVILION INTERIM A	Natural gas	100-44102-3620	2.89
65126	CENTERPOINT ENERGY	H.L. PARK BUILDING	Natural gas	100-44102-3620	215.53
65126	CENTERPOINT ENERGY	SR CENTER	Natural gas	100-44202-3620	166.16
65126	CENTERPOINT ENERGY	SR CTR INTERIM ADJ	Natural gas	100-44202-3620	5.18
65127	CITY OF COLUMBUS	SIGNAL LEXINGTON & BROAD	Electricity	100-43401-3610	21.98
65128	CONNEXUS ENERGY	APR/MAY AERATOR	Electricity	100-44101-3610	14.50
65129	CRYTEEL TRUCK EQUIP INC	#75 SOLENOID	Vehicle parts & supplies	100-43101-2340	61.96
65130	CZARS OF TAR INC	FOX RUN BASKETBALL COURT	Capital assets	440-44103-5110	2,497.50
65130	CZARS OF TAR INC	EAGLE RIDGE BASKETBALL CO	Capital assets	440-44103-5110	2,497.50
65131	DEHN OIL CO	176 GAL. GASOLINE	Fuel	100-43101-2230	510.01
65131	DEHN OIL CO	202 GAL DIESEL	Fuel	100-43101-2230	540.05
65132	HYDRAULIC SPECIALTY CO INC	#52 CYLINDER REPAIR	Vehicle repair & maintenance	100-43101-3470	902.90
65133	INTERSTATE ALL BATTERY CEN	CITY HALL EXIT LIGHT BATTERI	Building repair & maintenanc	100-41702-2310	64.90
65134	LEAGUE OF MN CITIES INS. TR	LMC CA 259770 SNOWPLOW	Insurance	100-43101-3940	923.96
65135	LEAGUE OF MN CITIES INS. TR	01/24 - 03/24 PROPERTY/CAS	Prepaid expense	100-15501	25,160.00
65135	LEAGUE OF MN CITIES INS. TR	10/23 - 12/23 PROPERTY/CAS	Insurance	100-41101-3940	253.22
65135	LEAGUE OF MN CITIES INS. TR	10/23 - 12/23 PROPERTY/CAS	Insurance	100-41201-3940	150.46
65135	LEAGUE OF MN CITIES INS. TR	10/23 - 12/23 PROPERTY/CAS	Insurance	100-41301-3940	139.65
65135	LEAGUE OF MN CITIES INS. TR	10/23 - 12/23 PROPERTY/CAS	Insurance	100-41401-3940	285.68
65135	LEAGUE OF MN CITIES INS. TR	10/23 - 12/23 PROPERTY/CAS	Insurance	100-41601-3940	140.84
65135	LEAGUE OF MN CITIES INS. TR	10/23 - 12/23 PROPERTY/CAS	Insurance	100-41701-3940	11,519.12
65135	LEAGUE OF MN CITIES INS. TR	10/23 - 12/23 PROPERTY/CAS	Insurance	100-41703-3940	244.12
65135	LEAGUE OF MN CITIES INS. TR	10/23 - 12/23 PROPERTY/CAS	Insurance	100-42101-3940	333.14
65135	LEAGUE OF MN CITIES INS. TR	10/23 - 12/23 PROPERTY/CAS	Insurance	100-42201-3940	7,072.69
65135	LEAGUE OF MN CITIES INS. TR	10/23 - 12/23 PROPERTY/CAS	Insurance	100-42302-3940	164.20
65135	LEAGUE OF MN CITIES INS. TR	10/23 - 12/23 PROPERTY/CAS	Insurance	100-42401-3940	735.76
65135	LEAGUE OF MN CITIES INS. TR	10/23 - 12/23 PROPERTY/CAS	Insurance	100-43101-3940	7,756.10
65135	LEAGUE OF MN CITIES INS. TR	10/23 - 12/23 PROPERTY/CAS	Insurance	100-44101-3940	8,736.73
65135	LEAGUE OF MN CITIES INS. TR	10/23 - 12/23 PROPERTY/CAS	Insurance	100-44201-3940	114.54
65136	LEPAGE & SONS INC	5/25 YARDWASTE	Waste management & recycli	231-43601-3630	492.06
65136	LEPAGE & SONS INC	5/30 & 6/2 YARDWASTE	Waste management & recycli	231-43601-3630	984.12
65137	LINCOLN NATIONAL LIFE INSU	JULY ST DISABILITY	STD/LTD	100-21713	819.95
65137	LINCOLN NATIONAL LIFE INSU	JULY LT DISABILITY	STD/LTD	100-21713	512.40
65137	LINCOLN NATIONAL LIFE INSU	JUNE ST DISABILITY - MR	STD/LTD	100-21713	3.28
65137	LINCOLN NATIONAL LIFE INSU	JUNE ST DISABILITY - AC	STD/LTD	100-21713	1.92
65138	LITTLE FALLS MACHINE INC	#71 HYD FITTINGS	Equipment parts & supplies	100-43101-2320	301.17
65139	METRO - INET	LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-41201-2510	39.36
65139	METRO - INET	LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-41301-2510	31.76
65139	METRO - INET	LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-41401-2510	55.93
65139	METRO - INET	LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-41601-2510	24.16
65139	METRO - INET	PHONES	Phones/radios/pagers	100-41701-3210	124.00
65139	METRO - INET	IT SUPPORT	Computer & software support	100-41707-3120	5,370.00
65139	METRO - INET	LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-42201-2510	55.93
65139	METRO - INET	PHONES	Phones/radios/pagers	100-42201-3210	52.00
65139	METRO - INET	LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-42401-2510	95.30
65139	METRO - INET	PHONES	Phones/radios/pagers	100-42401-3210	62.00
65139	METRO - INET	LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-43101-2510	21.56
65139	METRO - INET	PHONES	Phones/radios/pagers	100-43101-3210	31.00
65139	METRO - INET	PHONES	Phones/radios/pagers	100-44101-3210	10.00
65139	METRO - INET	PHONES	Phones/radios/pagers	100-44201-3210	41.00
65140	MINNESOTA EQUIPMENT	#62 & #73 V-BELT, EXTENSION	Equipment parts & supplies	100-44101-2320	157.60
65141	MN FIRE SERVICE CERT BOAR	FIREFIGHTER II CERT EXAM -	Training/conferences/schools	100-42201-3510	378.00
65142	MN METRO NORTH TOURISM	APRIL LODGING TAX	Convention bureau	263-46101-4120	1,567.13
65143	MN PEIP	JULY HEALTH INSURANCE	Health Insurance	100-21710	10,227.60
65144	OCCUPATIONAL HEALTH CENT	DRUG TESTING	Personnel testing & recruitme	100-44101-3150	154.00
65145	PREMIUM WATERS INC	WATER	Equipment rentals	100-41701-3320	26.90
65145	PREMIUM WATERS INC	WATER COOLER RENTAL	Equipment rentals	100-41701-3320	14.00
65146	PTL TIRE INC	#62 TUBE	Equipment parts & supplies	100-44101-2320	11.99

Council Approval List

Payment Dates: 6/6/2023 - 6/20/2023

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
65146	PTL TIRE INC	#104 TIRE MOUNT	Equipment repair & maintena	100-44101-3440	327.25
65147	RIVARD COMPANIES	TREE WASTE DISPOSAL	Operating supplies	100-43101-2290	100.00
65148	S & S INDUSTRIAL SUPPLY INC	SCREWS	Operating supplies	100-43101-2290	3.03
65149	SIEGFRIED FAMILY TOOLS INC	IMPACTOR SET & PLIERS SET	Small tools	100-43101-2410	354.90
65149	SIEGFRIED FAMILY TOOLS INC	#90 CIRCUIT TESTER	Vehicle parts & supplies	100-43101-2340	-74.95
65149	SIEGFRIED FAMILY TOOLS INC	WELDING PLIERS	Small tools	100-43101-2410	-34.88
65149	SIEGFRIED FAMILY TOOLS INC	IMPACTOR SET & PLIERS SET	Small tools	100-43101-2410	-354.90
65149	SIEGFRIED FAMILY TOOLS INC	WELDING PLIERS, CIRCUIT TES	Covid 19	100-41701-4153	321.70
65149	SIEGFRIED FAMILY TOOLS INC	PRY BARS & CENTER PUNCH	Covid 19	100-41701-4153	289.90
65150	SITEONE LANDSCAPE SUPPLY	HAM LAKE PARK SPRINKLER P	Operating supplies	100-44101-2290	210.08
65150	SITEONE LANDSCAPE SUPPLY	HAM LAKE PARK SPRINKLER P	Operating supplies	100-44101-2290	29.70
65150	SITEONE LANDSCAPE SUPPLY	TWIN BIRCH MULCH	Street supplies	431-43301-2330	257.45
65151	SPECIALTY SOLUTIONS LLC	TWIN BIRCH ACRES HYDRO-SE	Street supplies	431-43301-2330	2,617.03
65151	SPECIALTY SOLUTIONS LLC	TWIN BIRCH HYDRO SEED AN	Street supplies	431-43301-2330	2,653.88
65152	STATE CHEMICAL SOLUTIONS	DISINFECTANT CLEANER	Operating supplies	100-44101-2290	233.10
65153	SUMMIT COMPANIES	SEMI ANNUAL SUPPRESSION	Inspections	100-44201-3460	270.00
65154	TURFWERKS	#65 FILTERS	Equipment parts & supplies	100-44101-2320	136.50
65155	UNLIMITED SUPPLIES INC	FLANGE LOCK, BRAKE CLEANE	Operating supplies	100-43101-2290	137.56
DFT0002555	COMPENSATION CONSULTAN	Health Savings Account	HSA Account	100-21712	150.00
DFT0002556	EMPOWER	Deferred Compensation	Deferred compensation	100-21704	1,955.00
DFT0002556	EMPOWER	Roth IRA	Deferred compensation	100-21704	50.00
DFT0002557	IRS-Payroll Tax	Federal Withholding	Federal WH/FICA/MC	100-21701	5,619.23
DFT0002557	IRS-Payroll Tax	Medicare Payable	Federal WH/FICA/MC	100-21701	1,598.52
DFT0002557	IRS-Payroll Tax	Social Security Payable	Federal WH/FICA/MC	100-21701	6,312.96
DFT0002558	MN STATE DEPT OF REVENUE-	MN State Withholding	State W/H	100-21702	2,524.80
DFT0002559	PERA	Retirement-Coordinated	PERA	100-21703	6,751.56
DFT0002559	PERA	Retirement-Police & Fire	PERA	100-21703	1,243.22
DFT0002560	MN STATE DEPT OF REVENUE-	MAY FUEL TAX	Fuel	100-43101-2230	87.78
Grand Total:					231,983.98



City of Ham Lake, MN

EFT Payroll Check Register Report Summary

Pay Period: 5/28/2023-6/10/2023

Packet: PYPKT01485 - PPE 06/10/23 PAID 06/16/23
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	30	36,784.70
Total	30	36,784.70



CITY OF HAM LAKE

REQUEST FOR AN APPEARANCE BEFORE THE CITY COUNCIL

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

DATE OF APPLICATION 6/12/23 DEPOSIT \$ 200.00
RECEIPT # 90359

Date of City Council appearance 6/20/23

60-day review deadline _____

APPLICANT'S NAME Minnesota Housing Finance Agency

STREET ADDRESS 400 Wabasha Street North

CITY, STATE, ZIP St. Paul MN 55102

PHONE (daytime) 651-215-3961 (Ben Landwehr)

EMAIL ADDRESS ben.landwehr@state.mn.us / jeramiah.townsend@state.mn.us

NATURE OF REQUEST

Approval to change lot lines per 2018 at 4536 Crosstown

PIN 12-32-23-24-0002

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

[Signature] 6/12/23
Signature of Applicant Date

Ben Landwehr, Single Family Supervisor

Please attach any relevant information including maps, diagrams, and/or a descriptive narrative.

This form must be submitted to the City staff by 4:00 p.m. on the Monday prior to the Council meeting at which you will be appearing.



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

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

**DATA PRACTICES ADVISORY
TENNESSEN WARNING**

REQUIRED BY MINNESOTA STATUTES CHAPTER 13.04

SIGNED BY



COMPANY/TITLE: Ben Landwehr, Minnesota Housing Finance Agency

DATE:

6/12/23


**CITY OF HAM LAKE
ACKNOWLEDGMENT OF RESPONSIBILITY
TO REIMBURSE EXPENSES**

The undersigned, Minnesota Housing Finance Agency, having applied to the City of Ham Lake for consideration of a planning and zoning request, or any other permit, license, or action requiring review and/or approval of the City, as follows:

Request to change lot lines at 4536 Crosstown

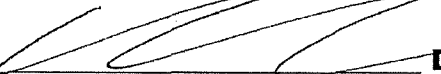
Type of Application

acknowledges that the sum of \$ 200⁰⁰, has been deposited with the City of Ham Lake to reimburse the City of Ham Lake for any out of pocket expenses incurred by the City in reviewing the proposal, including but not limited to a staff review fee, any signage required by ordinance, and City Engineer and City Attorney's fees for their review, in amounts ~~which are not known to the City at this time.~~ ^{not to exceed \$1000⁰⁰} *J* The applicant acknowledges that it is the responsibility of the undersigned to reimburse the City for any such engineering or attorney's fees incurred in review of the applicant's request, or any other expenses incurred by the City in connection with this requires, and further acknowledges that in the event that the undersigned fails to promptly remit any amounts incurred by the City in excess of the deposit, the City shall have the right to discontinue further consideration or action upon the undersigned's request, shall have the right to rescind any approvals, withdraw any permits, licenses or other consents, shall have the right to vacate any street or road, plat or other dedication, and the undersigned waives the right to claim damages arising out of any such act by the City. Furthermore, the applicant agrees that in the event that the City is required to take legal action in order to effect recovery of any of the expenses incurred by the City from the undersigned, the City shall be entitled, in addition to principle and interest, to recover its reasonable attorney's fees incurred in collecting said sums from the undersigned.

Applicant Signature  Dated 6/12/13
Ben Landwehr, Single Family Supervisor

The following statement must be signed if the applicant is not the property owner:

_____, as owner of the property involved in the foregoing application, agrees to be jointly and severally liable for payment of the foregoing fees.

Property Owner Signature  Dated 6/12/13
Ben Landwehr, Single Family Supervisor

Memorandum

Date: June 14, 2023
To: Mayor and Councilmembers
From: Tom Collins, City Engineer *TPC*
Subject: Proposed lot line adjustment in Section 12

Introduction:

A survey of the 4536 Crosstown Boulevard parcel found that the existing accessory building garage encroaches onto the neighboring undeveloped parcel to the south (PIN #12-32-23-24-0001).

Discussion:

The proposed lot line adjustment conveys part of the northwesterly portion of 12-32-23-24-0001 to 4536 Crosstown Boulevard and conveys part of the easterly portion of 4536 Crosstown Boulevard to 12-32-23-24-0001. The net land transfer is the same, so the areas of 4536 Crosstown Boulevard (1.01 acres) and 12-32-23-24-0001 (3.84 acres) both remain the same. Certified soil borings have been provided that show that there is adequate room for a primary and secondary septic system on the northerly portion of 12-32-23-24-0001. Both parcels are zoned R-A (Rural Residential).

Recommendation:

It is recommended that the lot line adjustment be approved, subject to dedicating a 10-foot wide drainage and utility easement around the perimeter of both parcels.

CERTIFICATE OF SURVEY

~for~ LOREN MATHESON
 ~of~ 4536 Crosstown Blvd NE
 Ham Lake, MN

PROPOSED LEGAL DESCRIPTIONS

PARCEL A:

That part of the Southeast Quarter of the Northwest Quarter of Section 12, Township 32, Range 23, Anoka County, Minnesota described as follows:

Commencing at the northeast corner of said Southeast Quarter of the Northwest Quarter; thence on an assumed bearing of North 86 degrees 19 minutes 16 seconds West along the North line of said Southeast Quarter, a distance of 45.00 feet to the point of beginning of the land to be described; thence continuing North 86 degrees 19 minutes 16 seconds West along said north line 388.00 feet to the centerline of County Ditch No. 44; thence South 18 degrees 19 minutes 58 seconds West along the centerline of said ditch, a distance of 230.86 feet; thence North 86 degrees 53 minutes 14 seconds East, a distance of 358.67 feet; thence North 30 degrees 11 minutes 16 seconds East, a distance of 202.19 feet to the point of beginning.

EXCEPT

Parcel 58, ANOKA COUNTY HIGHWAY RIGHT-OF-WAY PLAT NO. 6, Anoka County, Minnesota.

ALSO EXCEPT

Parcel 6, ANOKA COUNTY HIGHWAY RIGHT-OF-WAY PLAT NO. 86, Anoka County, Minnesota.

Subject to drainage and utility easements over the Northerly 10 feet, the Southerly 10 feet, the Easterly 10 feet, and the Westerly 10 feet of the above described parcel.

PARCEL B:

That part of the Southeast Quarter of the Northwest Quarter of Section 12, Township 32, Range 23, Anoka County, Minnesota, lying easterly of Coon Creek, lying northerly of the following described "Line A" and southerly of the following described "Line B":

"Line A" is described as commencing at the northeast corner of said Northwest Quarter; thence South 00 degrees 23 minutes 31 seconds East, assumed bearing, along the east line of said Northwest Quarter, a distance of 1850 feet to the point of beginning of the line to be described; thence North 86 degrees 46 minutes 31 seconds West to the centerline of Coon Creek, and said line there terminating.

"Line B" is described as commencing at the northeast corner of said Southeast Quarter of the Northwest Quarter; thence on an assumed bearing of North 86 degrees 19 minutes 16 seconds West along the north line of said Southeast Quarter, a distance of 433.00 feet to the centerline of County Ditch No. 44; thence South 18 degrees 19 minutes 58 seconds West along the centerline of said ditch, a distance of 230.86 feet to the point of beginning of the line to be described; thence North 86 degrees 53 minutes 14 seconds East, a distance of 358.67 feet; thence North 30 degrees 11 minutes 16 seconds East, a distance of 202.19 feet to the north line of said Southeast Quarter of the Northwest Quarter; thence South 86 degrees 19 minutes 16 seconds East to the northeast corner of said Southeast Quarter and said line there terminating.

EXCEPT

Parcel 5 and Parcel 6, ANOKA COUNTY HIGHWAY RIGHT-OF-WAY PLAT NO. 86, Anoka County, Minnesota.

ALSO EXCEPT

Parcel 58, ANOKA COUNTY HIGHWAY RIGHT-OF-WAY PLAT NO. 6, Anoka County, Minnesota.

Subject to drainage and utility easements over the Northerly 10 feet, the Southerly 10 feet, the Easterly 10 feet, and the Westerly 10 feet of the above described parcel.

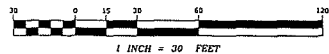
BENCHMARK

ANOKA COUNTY BENCHMARK #2023
 ELEVATION: 996.414 (NAVD83)

NOTES

- Field survey was completed by E.G. Rud and Sons, Inc. on 07/24/18, 9-11-18, and 6-06-23.
- Bearings shown are on Anoka County datum.
- Parcel ID Numbers: 12-32-23-24-0002 (Parcel A)
 12-32-23-24-0001 (Parcel B)
- This survey was prepared without the benefit of title work. Additional easements, restrictions and/or encumbrances may exist other than those shown hereon. Survey subject to revision upon receipt of a current title commitment or an attorney's title opinion.

GRAPHIC SCALE



EXISTING LEGAL DESCRIPTIONS

That part of Southeast Quarter of the Northwest Quarter (SE 1/4 of NW 1/4) of Section Twelve (12), Township Thirty-two (32), Range Twenty-three (23), described as follows:

Commencing at the Northeast corner of said Southeast Quarter of Northwest Quarter (SE 1/4 of NW 1/4); thence West along the North line thereof 433 feet to the center of County Ditch 44; thence Southwesterly along the center of said ditch 187 feet; thence East and parallel with the North line of said Quarter section 498 feet to the East line thereof; thence North along the East line of said Quarter section 182 feet to the point of beginning.

That part of the Southeast Quarter of the Northwest Quarter of Section Twelve (12), Township Thirty-two (32), Range Twenty-three (23), lying easterly of the centerline of Coon Creek (also known as County Ditch 44) and lying northerly of the following described line:

Commencing at the Northeast corner of said Northwest Quarter; thence South 00 degrees 00 minutes 00 seconds East along the East line thereof, 1850 feet to the point of beginning of said line; thence North 86 degrees 23 minutes 00 seconds West to the centerline of Coon Creek and said line there terminating.

EXCEPT

That part of Southeast Quarter of the Northwest Quarter (SE 1/4 of NW 1/4) of Section Twelve (12), Township Thirty-two (32), Range Twenty-three (23), described as follows:

Commencing at the Northeast corner of said Southeast Quarter of Northwest Quarter (SE 1/4 of NW 1/4); thence West along the North line thereof 433 feet to the center of County Ditch 44; thence Southwesterly along the center of said ditch 187 feet; thence East and parallel with the North line of said Quarter section 498 feet to the East line thereof; thence North along the East line of said Quarter section 182 feet to the point of beginning.

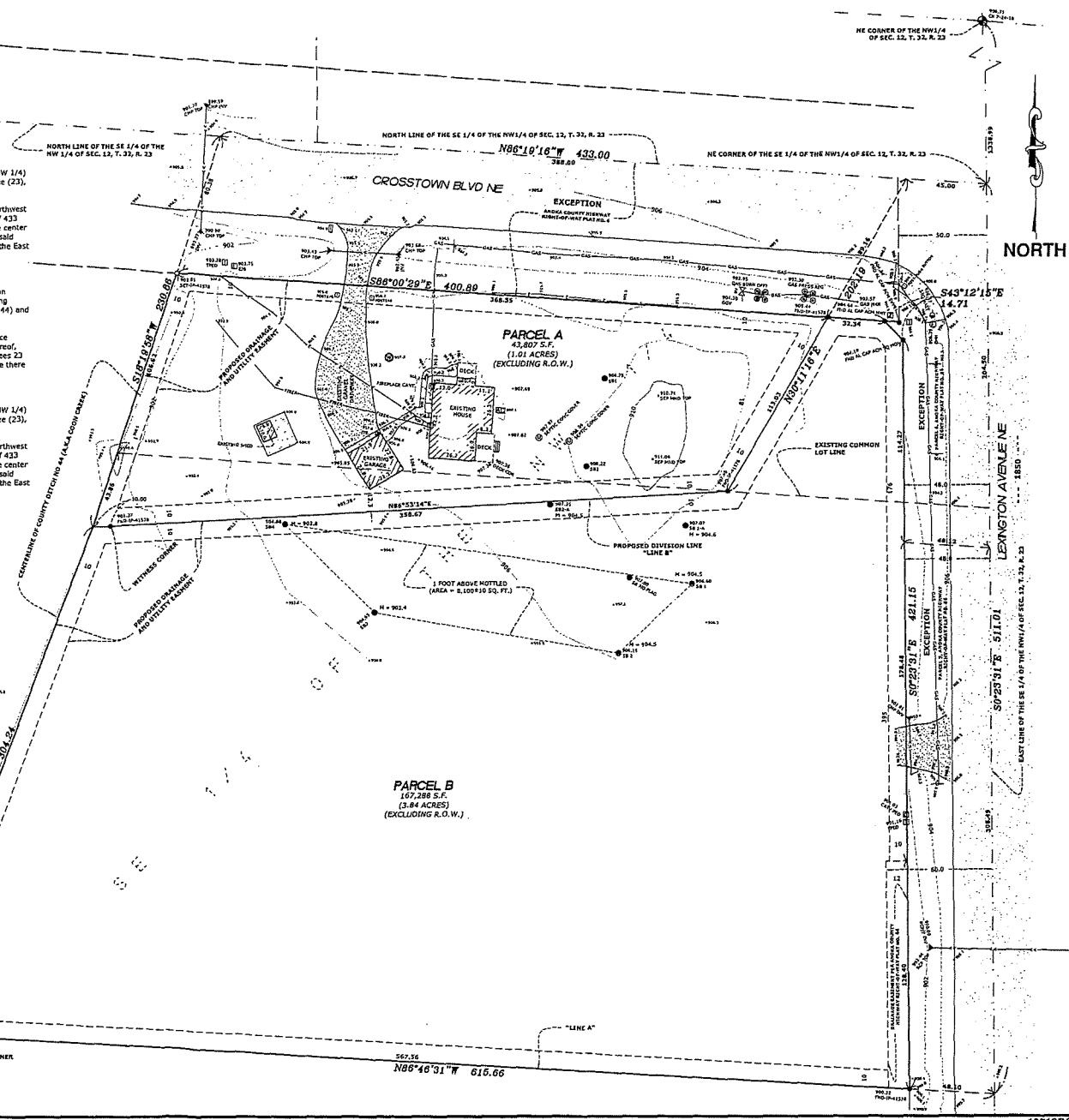
LEGEND

- DENOTES IRON MONUMENT FOUND AS LABELED
- ⊕ DENOTES TRAFFIC SIGNAL POLE
- ⊙ DENOTES ANOKA COUNTY BENCHMARK
- ⊙ DENOTES BOLLARD
- ⊕ DENOTES CABLE PEDESTAL
- ⊕ DENOTES ELECTRICAL MANHOLE
- ⊕ DENOTES EXISTING SPOT ELEVATION
- ⊕ DENOTES GAS METER
- ⊕ DENOTES GAS VALVE
- ⊕ DENOTES MISCELLANEOUS MANHOLE
- ⊕ DENOTES SOIL BORING (BY OTHERS)
- ⊕ DENOTES STORM SEWER APRON
- ⊕ DENOTES TELEPHONE PEDESTAL
- ⊕ DENOTES EXISTING CONTOURS
- ⊕ DENOTES EXISTING STORM SEWER
- ⊕ DENOTES UNDERGROUND GAS LINE
- ⊕ DENOTES BITUMINOUS SURFACE
- ⊕ DENOTES CONCRETE SURFACE
- ⊕ DENOTES GRAVEL SURFACE

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 L. RUD
 Date: 6/07/23 License No. 41578

NO.	DATE	DESCRIPTION	BY
1	6/07/23	DRAWN BY: CHR	
2	6/07/23	CHECK BY: EGA	
3	6/07/23	ADDED SET IRON MONUMENTS	CHR
4	6/07/23	ADDED ADDITIONAL FIELD DATA	BCD



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

Meeting Date: June 20, 2023

CITY OF HAM LAKE
STAFF REPORT

To: Mayor and councilmembers

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

Subject: Lion's Park Ballfields 1-4 Fencing Replacement

Introduction:

Over the past several years the backstops and baseline fences located on fields 1-4 in Lion's Park have become in need of repair. I met with the Park Committee members Mayor Brian Kirkham and Councilmember Al Parranto and it was decided to replace the backstops and baseline fences. The Park and Beach Fund would be used to cover the cost. After meeting with three fencing companies, Century Fence Company came in with the lowest bid of \$98,150.00

Recommendation:

We are recommending using Century Fence Company for the replacement of Lion's Park ballfield 1-4 fencing with the monies coming from the Park and Beach Fund.

Quote

Century Fence Company
14839 Lake Dr NE
Forest Lake, MN 55025



Quote To:
ESTIMATING DEPARTMENT

Project Location:
Ham Lake Lions Park Diamond
Improvements

Quote #: 14562
Quote Date: 6/15/2023

Description

BACKSTOPS

Replace Backstops(4) with new 20'x 20'x 20'x 24' Tall Backstops (no hoods) Bottom 8 feet to be 6 gauge fabric, top 16' to be 9 gauge. Fence to have 6 horizontal rails at the following distance from the bottom; 0', 2', 4', 8', 16' and a top rail. All posts to be 4" ss40 set 5 feet deep. Price to include removal of existing.

\$64,750

INFIELD SIDELINE FENCE (160' per field x 4 fields)

Complete removal and replacement of infield sideline fence to have 2 1/2" SS40 posts concrete set, fence has both top and bottom rail, post spacing not to exceed 10'. This option includes New fence only and customer is responsible for removing or temping up the roof to allow the replacement of the fence as well as all modifications to reinstall the roof. If the customer would like longer posts or larger diameter posts in the dug out area, we will accomodate at a reasonable charge.

\$31,800

OPTIONAL GATE

Install 4'x 6' tall gate into existing fence between city hall and the maintenance facility.

Must be done with one or more of the above options to honor this price.

\$1600

Notes:

Excludes Excavation through rock, Excavation through frost, Hydro-excavating, Permit, Prevailing Wages, Private Utility Locate, Survey

Quote Valid For 15 days

Buyer's Signature: _____

Date: _____

Submitted by: Jason Larson

Change

Acceptance:

This quote when accepted in writing by purchaser and by Century Fence Company includes the terms and conditions set forth on www.centuryfence.com which are incorporated by reference and becomes a contract between two parties. If the project is cancelled upon agreement and special materials were purchased, the customer agrees to pay 100% of the material cost

Jason Larson

Office: 651-464-7373

Cell: 612-666-1680

Email: JLarson@centuryfence.com

Terms of Payment: Net Cash upon receipt of invoice.

Quote Total: \$98,150.00

Quote Valid For 15 days

Buyer's Signature: _____

Date: _____

Submitted by:

Jason Larson

Change

This quote when accepted in writing by purchaser and by Century Fence Company includes the terms and conditions set forth on www.centuryfence.com which are incorporated by reference and becomes a contract between two parties. If the project is cancelled upon agreement and special materials were purchased, the customer agrees to pay

Acceptance: 100% of the material cost

Jason Larson

Office: 651-464-7373

Cell: 612-666-1680

Email: JLarson@centuryfence.com

Terms of Payment: Net Cash upon receipt of invoice.



QUOTE #4401

SENT ON:

Jun 14, 2023

RECIPIENT:

John Witkowski

15544 Central Avenue Northeast
Ham Lake, Minnesota 55304

SENDER:

Twin Cities Fence

911 267th Avenue Northwest
Isanti, Minnesota 55040

Phone: (612) 443-1948

Email: tcfkatie@gmail.com

Website: www.tcfmn.com

PRODUCT / SERVICE	DESCRIPTION	QTY.	UNIT PRICE	TOTAL
Backstop and Baseline Fencing	Installation of 600' of 6' Galvanized Chainlink and 240' of 24' Tall Backstops - 9 Ga. Chainlink Fabric Throughout Entirety of the Project (6 Ga. for 20' Center Lines of Each Backstop) - 4"x30' Galvanized Steel Posts Set in Commercial Grade Cement - 2-3/8" Terminal Posts with 2" Line Posts Driven 4' Below Grade to Prevent Future Heaving - 1-5/8" Top Rail and Mid-Rail - All Pipe DQ. 40 Weight - Removal of All Existing Fencing (Backstop posts to be crane lifted) - Fence to be Installed In Exact Location as Existing (Utilize existing dugout roof bracing)	1	\$109,750.00	\$109,750.00

A deposit of \$54,875.00 will be required to begin.



QUOTE #4401

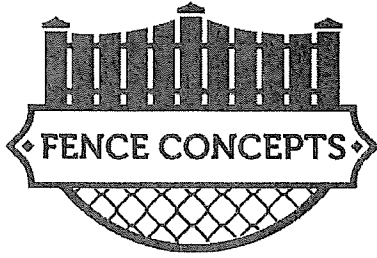
SENT ON:

Jun 14, 2023

Total

\$109,750.00

This quote is valid for the next 7 days, after which values may be subject to change.



Fence Concepts
www.fenceconceptsmn.com
fenceconcepts@gmail.com
(763) 439-7268
17149 Lincoln St. NE STE 100
Ham Lake, MN, 55304

Date

06-08-2023

Client Details

City of Ham Lake - Lions Park Ball Fields
jwitkowski@ci.ham-lake.mn.us

Sales Representative

Scott Lewis
[7634397268](tel:7634397268)
fenceconcepts@gmail.com

Product List

- 17 Roll Galv. - Fabric - 2 x 9 x 72" KK
- 68 Galv. - 2-3/8" x SCH40 x 8'
- 41 Rails 1-5/8" x SCH40 Top Rail
- 68 2-3/8" x 1-5/8" Line Tops - Galv
- 50 Pounds 9 GA Smooth Tension Wire - Galv
- 576 E Z Twist - 1-5/8" Steel
- 408 E Z Twist - 2-3/8" Steel

Payment

Balance

\$225,530.00

Payment Terms:

Payment for services to be paid:

- \$225,530.00 Due upon completion

TERMS & CONDITIONS

- Customer is responsible for locating and identifying correct property locations and fence lines, removal of obstructions, observing building codes, and obtaining permits if necessary.
- Customer must provide access to water and electricity during installation.
- Change of orders must be submitted at least 24 hours prior to the scheduled installation.
- Cancellation: The customer has 10 days from the date the proposal was approved/signed to cancel and receive their full deposit back. After 10 days, the deposit is nonrefundable. Special or custom orders are nonrefundable.
- Fence Concepts LLC will call Gopher State One Call to locate buried cable and gas lines. They do not identify services installed by private companies. Fence Concepts LLC is not responsible for damage to unmarked lines including underground sprinkler systems.
- Fence Concepts LLC is not responsible for hauling dirt from the job site. All useable material will be removed from the site.
- Fence Concepts LLC will not be responsible for errors resulting from the customer's own measurements. • Fence Concepts LLC does not guarantee any products provided by the customer for installation. In these cases, we can only guarantee the workmanship needed to install said products.
- All materials are guaranteed to be as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the specifications below involving extra costs will be executed only upon written orders within 24 hours before the scheduled installation and will result in additional charges. All agreements are contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and any other necessary insurance.
- Fence Concepts LLC reserves the right to request a customized payment schedule for projects lasting more than 4 weeks.
- By accepting this proposal via email (as opposed to signing the document on-site), the customer agrees to the terms and conditions above.

Additional Information

Fence Concepts LLC warrants all work and material for the the following period of years following completion.
10 Years

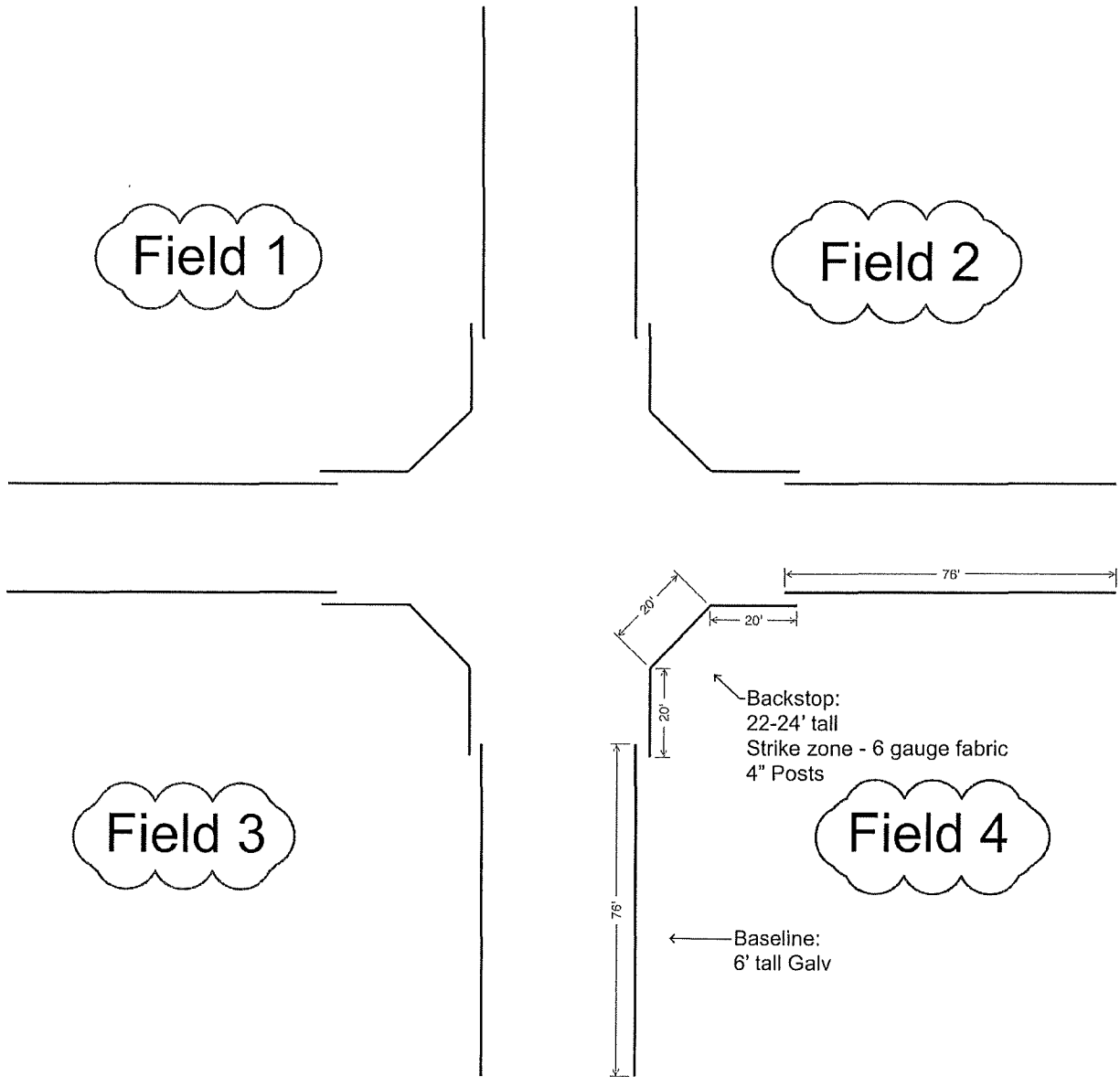
Customer Signature

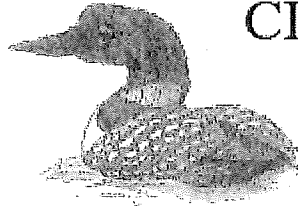
Date

Authorized Rep. Signature

Date

Detail Plan





CITY OF HAM LAKE

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

CITY OF HAM LAKE PLANNING COMMISSION AGENDA MONDAY, JUNE 12, 2023

CALL TO ORDER: 6:00 p.m.

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: May 22, 2023

PUBLIC HEARINGS:

6:01 p.m. Kevin Hentges, Hentges Turf Farm, Inc., requesting Preliminary and Final Plat approval for the Hentges Addition a Minor Plat (2 lots) in Sections 15 and 22 and rezoning of Lot 2, Block 1, Hentges Addition, from Rural Single Family Residential (R-A) to Single Family Residential (R-1)

NEW BUSINESS:

1. None

COMMISSION BUSINESS:

1. City Council Update

ORDINANCE NO. 23-XX

AN ORDINANCE AMENDING A PORTION OF CHAPTER 9 OF THE CITY OF HAM LAKE, COUNTY OF ANOKA, STATE OF MINNESOTA.

The City Council of the City of Ham Lake does hereby ordain as follows, pursuant to Article 9 of the Ham Lake City Code.

That the zoning classification for the following described property situated in the City of Ham Lake, Anoka County, Minnesota is hereby designated R-1 (Single Family Residential) (Hentges Addition).

PID# 15-32-23-44-0003

SE1/4 OF SE1/4 SEC 15 32 23 EX THAT PRT DESC AS FOL: COM AT SE COR OF SD 1/4,1/4 TH N ALG E LINE THEREOF 60 FT TO POB, TH W PRL/ W S LINE OF SD 1/4,1/4, 400 FT, TH N PRL/ W SD E LINE 350 FT, TH E PRL/ W SD S LINE 400 FT +OR- TO SD E LINE TH SLY ALG SD E LINE 350 FT +OR- TO POB; ALSO EX RD; SUBJ TO EASE OF REC

AND

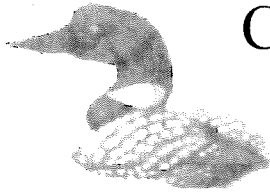
PID# 22-32-23-11-0004

NE1/4 OF NE1/4 SEC 22 32 23 EX THAT PRT DESC AS FOL: COM AT SE COR OF SD 1/4,1/4 TH W ALG S LINE OF SD 1/4, 1/4, 680 FT TO POB, TH N AT RT ANG 396 FT, TH W AT RT ANG 600 FT, TH S AT RT ANG 396 FT TO S D S LINE, TH E ALG SD S LINE 600 FT TO POB ALSO EX RD; SUBJ TO EASE OF REC

Presented to the Ham Lake City Council on June 20, 2023 and adopted by a unanimous vote this ____ day of _____, 2023.

Brian Kirkham, Mayor

Denise Webster, City Clerk



CITY OF HAM LAKE

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

CITY OF HAM LAKE PLANNING COMMISSION MINUTES MONDAY, JUNE 12, 2023

The Ham Lake Planning Commission met for its regular meeting on Monday, June 12, 2023 in the Council Chambers at Ham Lake City Hall located at 15544 Central Avenue NE in Ham Lake, Minnesota.

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

MEMBERS ABSENT: Commissioners Kyle Lejonvarn and Scott Heaton

OTHERS PRESENT: City Engineer Tom Collins and Building and Zoning Clerk Jennifer Bohr

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

PLEDGE OF ALLEGIANCE:

The pledge of allegiance was recited by all in attendance.

APPROVAL OF MINUTES:

Motion by Dixon, seconded by Fisher, to approve the minutes of the May 22, 2023 Planning Commission meeting as written. All present in favor, motion carried.

PUBLIC HEARING:

Kevin Hentges, Hentges Turf Farm, Inc., requesting Preliminary and Final Plat approval for the Hentges Addition a Minor Plat (2 lots) in Sections 15 and 22 and rezoning of Lot 2, Block 1, Hentges Addition, from Rural Single Family Residential (R-A) to Single Family Residential (R-1)

Mr. Kevin Hentges was present. Mr. Hentges stated this plat is to divide the property so that his sister will own the parcel with the house on it and he will own the remaining land for his farm operation. Chair Pogalz verified that Mr. Hentges knew the septic system for the house needs to be relocated and an accessory building on Lot 2 will need to be removed. Mr. Hentges stated he is aware of that. Chair Pogalz asked Engineer Collins to comment on the project. Engineer Collins stated this is a minor plat and, as with other minor plats, driveways are not required to outlet onto paved streets; Naples Street NE and 155th Avenue NE are not paved streets. Engineer Collins stated a development agreement will not be required but the applicant must pay a \$200 drainage fund contribution and a \$2500 parkland dedication fee for each lot. Engineer Collins stated Mr. Hentges is aware that one accessory building needs to be removed as it encroaches into a drainage and utility easement on Lot 2; the existing septic system, including tanks, for

the existing house will need to be abandoned; and the existing shallow well located within proposed Lot 2 will need to be sealed. Engineer Collins stated the existing farm driveway encroaches into Lot 2 and the replacement driveway will be constructed directly north of Lot 2. Engineer Collins stated the zoning of Lot 1 will continue to be R-A, Rural Single Family Residential as it is farmland, the zoning for Lot 2 will be changed to R-1, Residential Single Family. Engineer Collins stated the project has received approval from the Coon Creek Watershed District. Engineer Collins stated the property lines of Lot 2 were created to meet setback requirements between the farm buildings and the dwelling unit; the existing house has an egress entry on the south side of the house which allows it to be considered the front entry; the front entry parallels 155th Avenue NE and will require a change of address. (Per Articles 11-411.2.C and 11-820.) Engineer Collins stated the City will assign an address of 155th Avenue NE; the property owner will need to contact the post office to determine the placement of the mailbox. Engineer Collins stated the Building and Zoning Official required a re-designation of the front yard in order to meet Code requirements. Engineer Collins stated the primary means of egress must be unobstructed so a garage cannot be added onto the southside of the house. Commissioner Ringler completed the inspection; a copy which is on file. Commissioner Ringler stated his recommendation reflects the comments made by Engineer Collins.

Chair Pogalz opened the public hearing at 6:07 p.m. and asked for public comment.

Jerry Dahl, 1933 164th Lane NE. Mr. Dahl asked why the City had determined to only construct cement curbs and new roadway in the Meadow Park plat. Chair Pogalz informed Mr. Dahl his question was unrelated to the plat under review and that he could speak with Engineer Collins after the meeting

Chair Pogalz closed the public hearing at 6:09 p.m.

Motion by Ringler, seconded by Fisher, to recommend approval of the request of Kevin Hentges, Hentges Turf Farm, Inc., requesting Preliminary and Final Plat approval for the Hentges Addition a Minor Plat (2 lots) in Sections 15 and 22 and rezoning of Lot 2, Block 1, Hentges Addition, from Rural Single Family Residential (R-A) to Single Family Residential (R-1) subject to designating the south side of the dwelling unit as the front yard, accepting an address change to meet Article 11-820 of City Code, removing the accessory building that encroaches into the westerly 10-foot wide drainage and utility easement of Lot 2, bringing the septic system into compliance within ninety days of recording of the final plat which includes abandoning the existing septic system, including tanks, for the dwelling unit and constructing a new septic system on Lot 2 for the dwelling unit, sealing the existing well, removing the Lot 1 driveway encroachment from Lot 2 and creating a new driveway access for Lot 1 north of Lot 2, paving the easterly 30-feet of the new driveway for Lot 2, paying a \$200 drainage fund contribution and a \$2,500 parkland dedication fee for each lot, meeting the requirements of the City Engineer and Building Official and meeting all City, County, and State requirements All present in favor, motion carried. *This application will be placed on the City Council's June 20, 2023 agenda.*

NEW BUSINESS: None

COMMISSION BUSINESS:

City Council Update

Chair Pogalz stated Senator Michael Kreun and Representative Nolan West provided a summary of laws passed during the recent legislative session and the impact the laws will have on residents, businesses and infrastructure in Ham Lake. Chair Pogalz stated the City Council concurred with the recommendation to approve the Temporary Conditional Use Permit for Seng Vang to raise pigeons. Chair Pogalz stated there was some discussion on the number of pigeons that can be released at one time for exercise. Chair Pogalz stated there was discussion about revising City Code related to raising pigeons. Chair Pogalz stated the City Council also concurred with the recommendation to approve the Conditional Use Permit and Commercial Site Plan for Fleet Star Truck and Trailer, LLC. A Planning Commissioner will not be present at the June 20, 2023 City Council meeting.

ADJOURNMENT:

Motion by Fisher, seconded by Dixon, to adjourn the Planning Commission meeting at 6:13 p.m. All present in favor, motion carried.

Jennifer Bohr
Building and Zoning Clerk



CITY OF HAM LAKE

15544 Central Avenue NE

Ham Lake, MN 55304

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

PLANNING REQUEST

Date of Application MARCH 8, 2023

Date of Receipt _____

Receipt # _____

Meeting Appearance Dates:

Planning Commission 6-12-23

City Council 6-20-23

Please check request(s):

- Metes & Bounds Conveyance
- Sketch Plan
- Preliminary Plat Approval*
- Final Plat Approval
- Rezoning*
- Multiple Dog License*

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

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

Development/Business Name: HENTGES ADDITION

Address/Location of property: 15610 NAPLES STREET NE

Legal Description of property: PT. NE1/4 OF NE1/4, SEC. 22; SE1/4 OF SE1/4 SEC. 15

15-32-23-44-0003

PIN # 22-32-23-11-0004 Current Zoning RA Proposed Zoning R1-LOT 2

Notes: REQUESTING A 2 LOT PLAT.

Applicant's Name: HENTGES TURF FARMS, INC. - KEVIN HENTGES

Business Name: HENTGES TURF FARMS, INC.

Address 15421 RENDONA STREET NE

City HAM LAKE State MN Zip Code 55304

Phone _____ Cell Phone 612-369-6371 Fax _____

Email address hentgesturf@aol.com

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

SIGNATURE [Signature] DATE 3-8-23

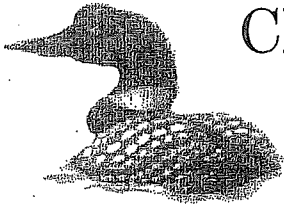
- FOR STAFF USE ONLY -

ACTION BY: Planning Commission 6-12-23

City Council _____

PROPERTY TAXES CURRENT YES NO





CITY OF HAM LAKE

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

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

TAKE NOTICE, that pursuant to the requirements of Minnesota Law, a public hearing shall be held before the Ham Lake Planning Commission on Monday, June 12, 2023 at 6:01 p.m. at the City Hall located at 15544 Central Avenue NE for the purpose of considering the application of Kevin Hentges of Hentges Turf Farms, Inc., requesting preliminary plat approval of Hentges Addition, a 2 lot minor plat in Sections 15 and 22, and rezoning of Lot 2, Block 1, Hentges Addition from R-A (Rural Single Family Residential) to R-1 (Single Family Residential), a parcel of certain land situated in the City of Ham Lake, Anoka County, Minnesota and which is described as follows to wit:

PID# 15-32-23-44-0003

SE1/4 OF SE1/4 SEC 15 32 23 EX THAT PRT DESC AS FOL: COM AT SE COR OF SD 1/4, 1/4 TH N ALG E LINE THEREOF 60 FT TO POB, TH W PRLLW S LINE OF SD 1/4, 1/4, 400 FT, TH N PRLLW SD E LINE 350 FT, TH E PRLL W SD S LINE 400 FT +OR- TO SD E LINE TH SLY ALG SD E LINE 350 FT +OR- TO POB; ALSO EX RD; SUBJ TO EASE OF REC

AND

PID# 22-32-23-11-0004

NE1/4 OF NE1/4 SEC 22 32 23 EX THAT PRT DESC AS FOL: COM AT SE COR OF SD 1/4, 1/4 TH W ALG S LINE OF SD 1/4, 1/4, 680 FT TO POB, TH N AT RT ANG 396 FT, TH W AT RT ANG 600 FT, TH S AT RT ANG 396 FT TO S D S LINE, TH E ALG SD S LINE 600 FT TO POB ALSO EX RD; SUBJ TO EASE OF REC

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

DATED: June 2, 2023

Jennifer Bohr
Building and Zoning Clerk
City of Ham Lake

Memorandum

Date: May 31, 2023
To: Planning Commissioners
From: Tom Collins, City Engineer **TPC**
Subject: Hentges Addition

Introduction:

The Preliminary and Final Plat for Hentges Addition subdivides the 71.10-acre (excluding 0.55 acres of right-of-way) 15610 Naples Street (22-32-23-11-0004 and 15-32-23-44-0003 parcels) into two parcels. The parcels are zoned Rural Single Family Residential (R-A). The 65.67-acre Lot 1 will remain R-A, and the 5.43-acre Lot 2 will be rezoned to Single Family Residential (R-1). A 300-scale zoning map, 300-scale aerial photo and 400-scale half-section maps are attached.

Discussion:

The Final Plat and Grading and Livability Plan received May 23rd and the Preliminary Plat received May 1st address the prior review comments. The proposed subdivision falls under the Minor Plat portion of City Code Section 10-101, which does not require that the existing driveway access a paved road. Because the minor plat is utilizing the existing infrastructure, and no construction is required other than individual lot development, a Development Agreement will not be required. The developer will need to pay a \$200 drainage fund contribution along with a \$2,500 parkland dedication fee for both lots.

The existing house is located on proposed Lot 2, and will remain. An existing accessory building that encroaches into the westerly 10-foot wide drainage and utility easement of Lot 2 will be removed. A demolition permit will need to be approved by the Building Official. The existing septic system, including tanks, for the existing house is located on proposed Lot 1, and will be abandoned per MPCA requirements.

The Plans show that portion of the existing Lot 1 driveway, that encroaches into Lot 2, that will be removed. The Naples Street driveway to access the Lot 1 accessory/farm buildings is proposed to the north of Lot 2. The easterly 30-feet will be paved. Per 10-430E.2 of City Code, the existing Lot 2 gravel driveway will have to be paved prior to consideration of any future building permits.

Code requires that the front of the house provides the primary means of egress. There is egress on the south side of the existing house, so that will be considered the primary means of egress. This will allow 155th Avenue to be the front yard, so that the side yard setback will be on the east and west sides of proposed Lot 2, to meet setback requirements. The primary means of egress must be unobstructed, so a garage cannot be added on to the south that obstructs the primary access. The City will assign an address to 155th Avenue, and it is anticipated that the postmaster will require that the mailbox be relocated to 155th Avenue. The Building Official memo is attached.

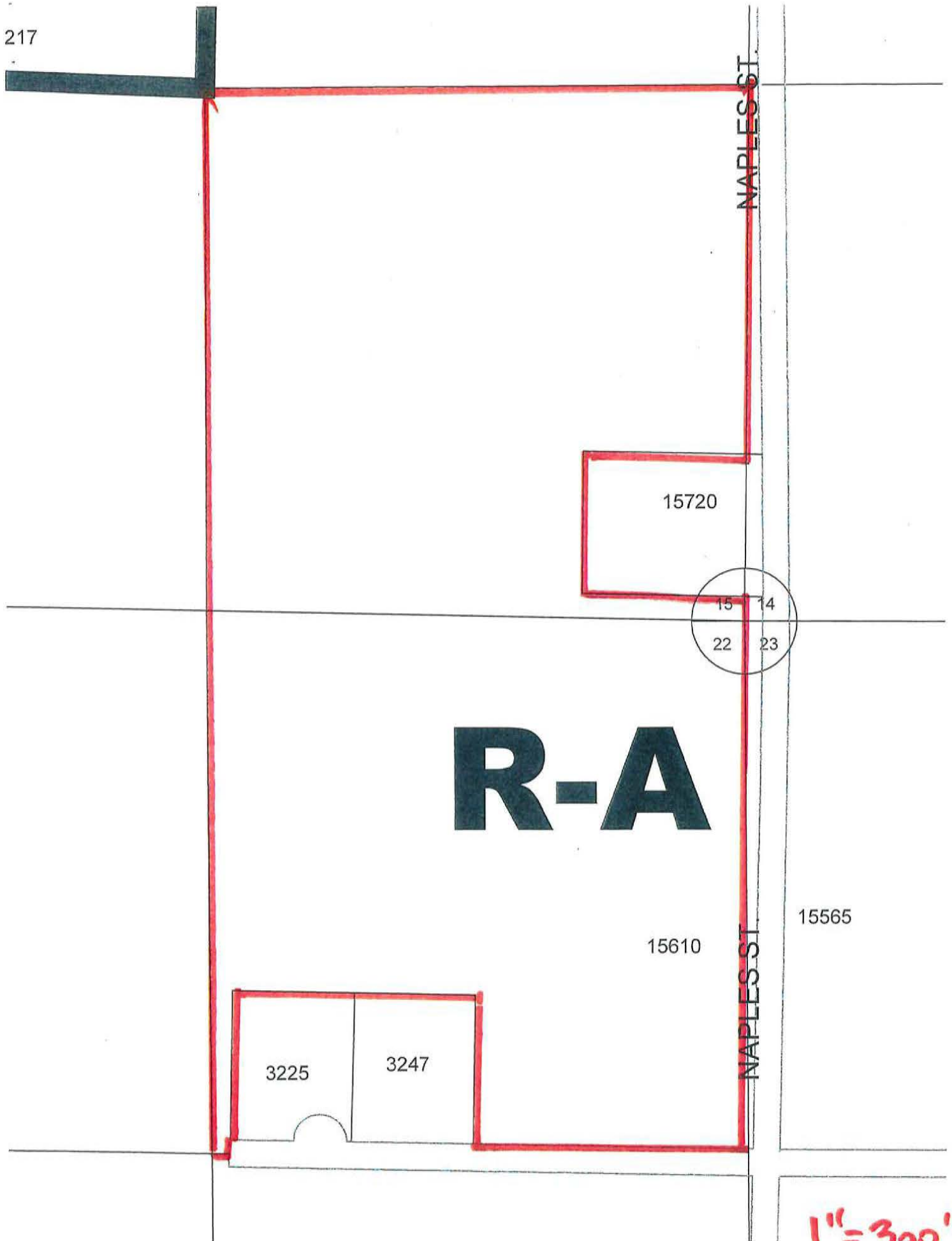
The Soil Boring Test Report confirms that there is adequate area for a primary and secondary septic system for all three lots. The attached May 24th Tradewell septic certification certifies that the lots will support two standard septic systems in accordance with Minnesota Rules 7080. The existing shallow well within proposed Lot 2 will be sealed, which is required before the septic system being installed.

The Coon Creek Watershed District (CCWD) conditionally approved the minor plat at their May 22nd Board of Directors meeting. The Notice of Permit Application Status is attached. The CCWD permit will be issued once the \$2,215 escrow is paid. The CCWD did not require a Natural Heritage Information System data review by the DNR to determine whether any state-protected species may be located within the property.

Recommendations:

It is recommended that the Preliminary Plat and Final Plat for Hentges Addition be recommended for approval.

217



1" = 300'

L1
3217
B3

COUNTY DITCH #11

NAPLES ST.

NAPLES ST.

15720

15565

15610

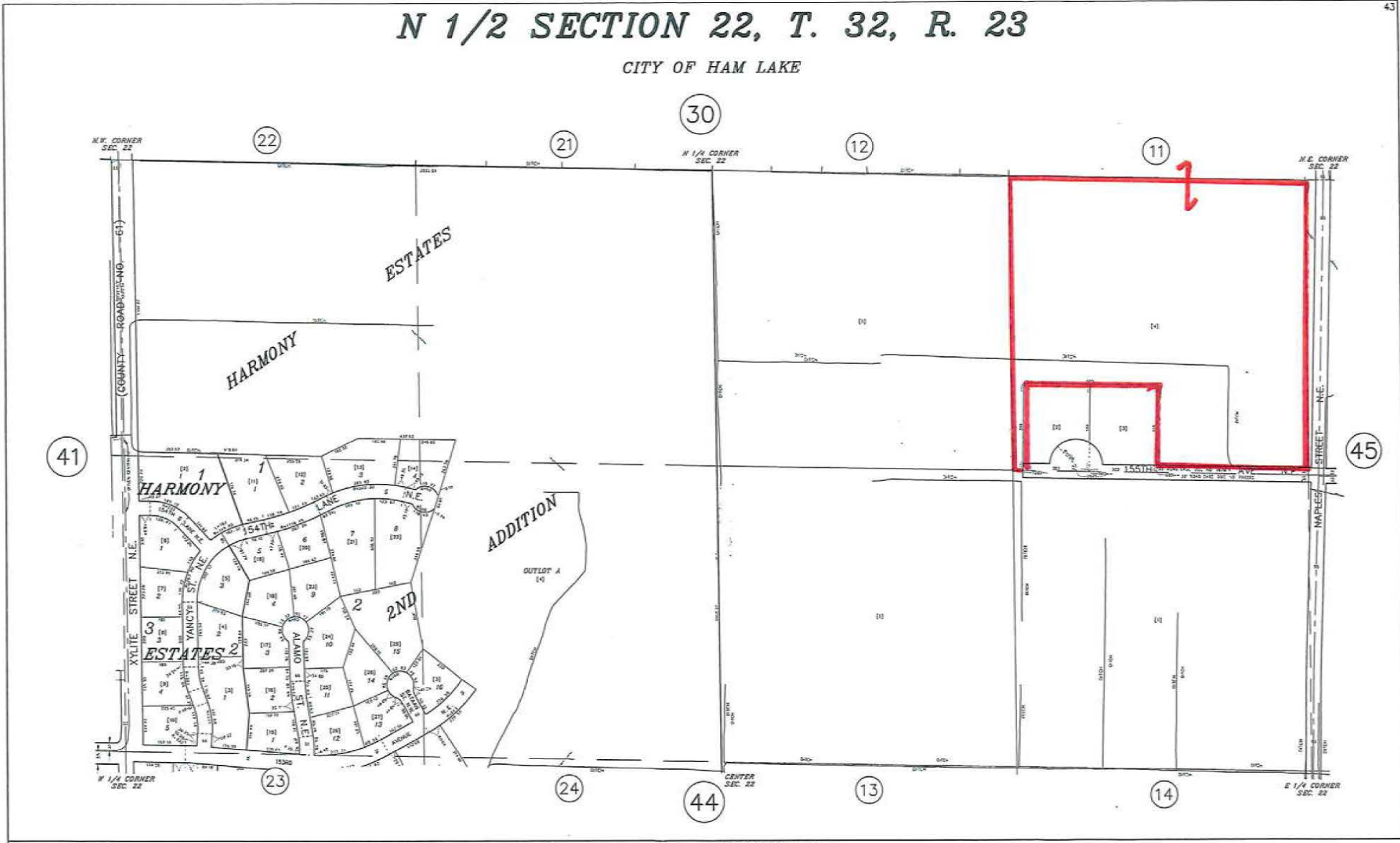
3225

3247

1112300'

N 1/2 SECTION 22, T. 32, R. 23

CITY OF HAM LAKE



41

30

11

45

22

21

12

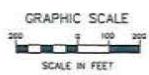
23

24

44

13

14



ANOKA COUNTY
SURVEYOR'S OFFICE
ROOM 224
2100 3RD AVENUE
ANOKA, MN 55303
(763) 324-3200

QUARTER QUARTER INDEX

22	21	12	11
23	24	13	14
NORTH HALF OF SECTION			
32	31	42	41
33	34	43	44
SOUTH HALF OF SECTION			

PROPERTY IDENTIFICATION NUMBER

Section Number	Township Number	Range Number	Quarter Quarter	Specific Parcel
XX	XX	XX	XX	XXXXX

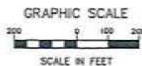
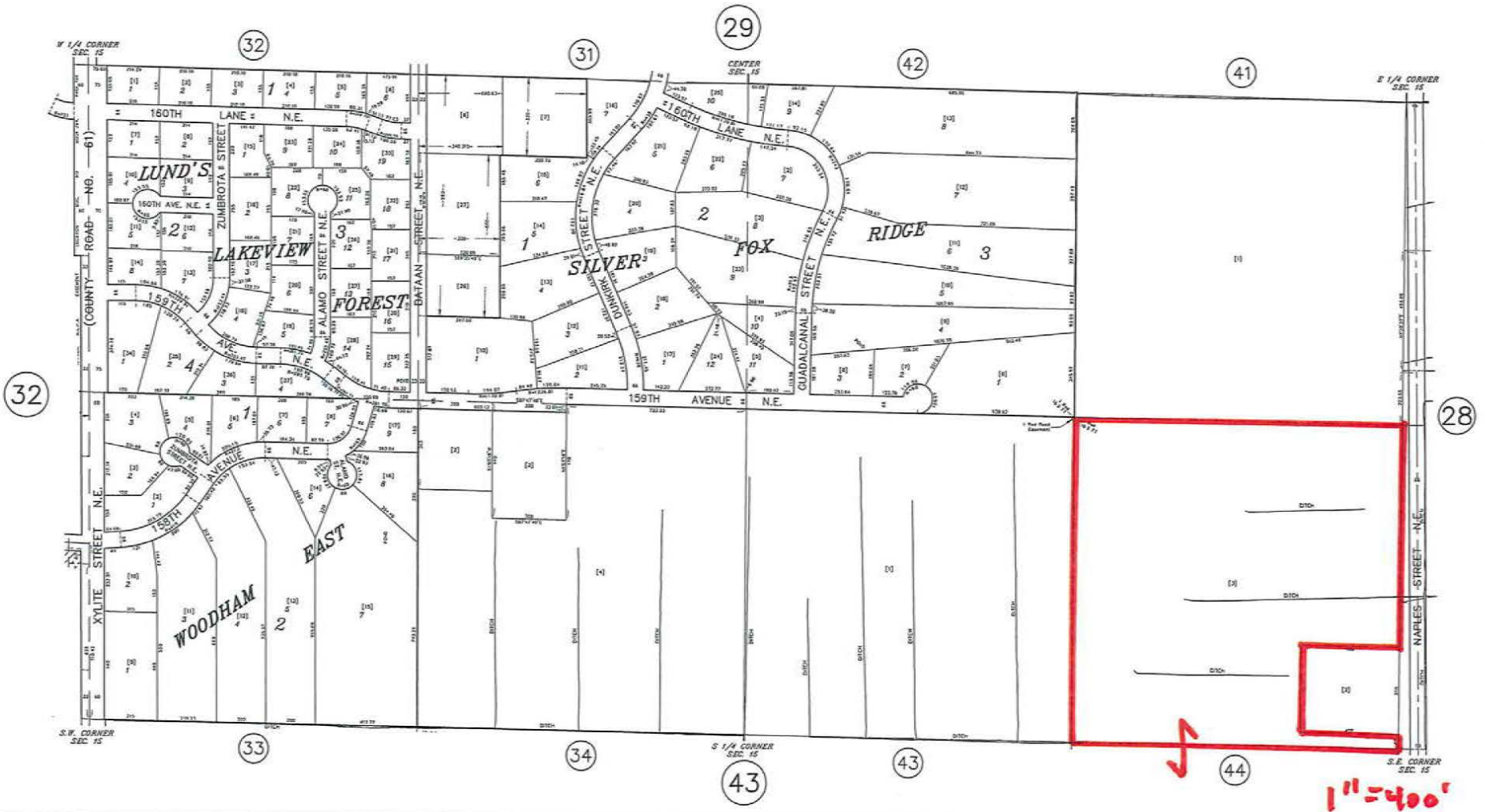
SPECIFIC PARCEL NUMBERS ARE IN BRACKETS []
EXAMPLE OF PIN NUMBER: 22-32-23-13-0001

1" = 400'

THIS IS A COMPILATION OF RECORDS AS THEY APPEAR IN THE ANOKA COUNTY OFFICES AFFECTING THE AREA SHOWN. THIS DRAWING IS TO BE USED ONLY FOR REFERENCE PURPOSES AND THE COUNTY IS NOT RESPONSIBLE FOR ANY INACCURACIES HEREIN CONTAINED.

S 1/2 SECTION 15, T. 32, R. 23

CITY OF HAM LAKE



ANOKA COUNTY
SURVEYOR'S OFFICE
ROOM 224
2100 3RD AVENUE
ANOKA, MN 55303
(763) 324-3200

QUARTER QUARTER INDEX

22	21	12	11
23	24	13	14
NORTH HALF OF SECTION			
32	31	42	41
33	34	43	44
SOUTH HALF OF SECTION			

PROPERTY IDENTIFICATION NUMBER

Section Number	Township Number	Range Number	Quarter	Specific Parcel
XX	XX	XX	XX	XXXX

SPECIFIC PARCEL NUMBERS ARE IN BRACKETS: (1)
EXAMPLE OF PIN NUMBER: 15-32-23-33-012

THIS IS A COMPILATION OF RECORDS AS THEY APPEAR IN THE ANOKA COUNTY OFFICES AFFECTING THE AREA SHOWN. THIS DRAWING IS TO BE USED ONLY FOR REFERENCE PURPOSES AND THE COUNTY IS NOT RESPONSIBLE FOR ANY INACCURACIES HEREIN CONTAINED.

HENTGES ADDITION

CITY OF HAM LAKE
COUNTY OF ANOKA
SEC. 15 AND 22, T32, R23

KNOW ALL PERSONS BY THESE PRESENTS: That Kevin Hentges, as trustee of the Eldon Hentges Revocable Trust, owner of the following described property:

The Southeast Quarter of the Southeast Quarter of Section 15, Township 32, Range 23, Anoka County, Minnesota.

EXCEPT

That part of the Southeast Quarter of the Southeast Quarter of Section 15, Township 32, Range 23, Anoka County, Minnesota, described as follows:

Commencing at the Southeast corner of said Southeast Quarter of the Southeast Quarter; thence North along the East line thereof on a distance of 60 feet to the point of commencement; thence West, on a line parallel to the South line of the Southeast Quarter of the Southeast Quarter, a distance of 400 feet; thence North, on a line parallel to the East line of the Southeast Quarter of the Southeast Quarter, a distance of 350 feet; thence East, and parallel to the South line of the Southeast Quarter of the Southeast Quarter, a distance of 400 feet, more or less, to the East line of the Southeast Quarter of the Southeast Quarter; thence Southerly along the East line of the Southeast Quarter of the Southeast Quarter, a distance of 350 feet, more or less to the point of commencement.

AND

The Northeast Quarter of the Northeast Quarter of Section 22, Township 32, Range 23, Anoka County, Minnesota.

EXCEPT

That part of the Northeast Quarter of the Northeast Quarter of Section 22, Township 32, Range 23, Anoka County, Minnesota, described as follows:

Commencing at the intersection of the South line of said Northeast Quarter of the Northeast Quarter with the east section line of Section 22; thence west along said south line a distance of 680 feet, to the point of beginning; thence north at right angles a distance of 396 feet; thence west at right angles a distance of 600 feet; thence south at right angles a distance of 396 feet, to the south line of said Northeast Quarter of the Northeast Quarter; thence east along said south line a distance of 600 feet, to the point of beginning.

Has caused the same to be surveyed and platted as HENTGES ADDITION and does hereby dedicate to the public for public use the public way and the drainage and utility easements as shown on this plat.

In witness whereof said Kevin Hentges, as trustee of the Eldon Hentges Revocable Trust, has hereunto set his hand this ____ day of _____, 20__.

Kevin Hentges, trustee of the Eldon Hentges Revocable Trust

STATE OF _____
COUNTY OF _____

This instrument was acknowledged before me this ____ day of _____, 20__ by Kevin Hentges, as trustee of the Eldon Hentges Revocable Trust.

(Signature)

(Print Name)

Notary Public, _____ County, Minnesota
My Commission Expires _____

I Jason E. Rud do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this ____ day of _____, 20__.

Jason E. Rud, Licensed Land Surveyor
Minnesota License No. 41578

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me this ____ day of _____, 20__ by Jason E. Rud.

(Signature)

(Print Name)

Notary Public, _____ County, Minnesota
My Commission Expires _____

CITY COUNCIL, CITY OF HAM LAKE, MINNESOTA

This plat of HENTGES ADDITION was approved and accepted by the City Council of the City of Ham Lake, Minnesota at a regular meeting thereof held this ____ day of _____, 20__, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

CITY COUNCIL, CITY OF HAM LAKE, MINNESOTA

By _____ Mayor By _____ Clerk

COUNTY SURVEYOR

I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this ____ day of _____, 20__.

David M. Ziegemeier
Anoka County Surveyor

COUNTY AUDITOR/TREASURER

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20__ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this ____ day of _____, 20__.

Property Tax Administrator

By _____, Deputy

COUNTY RECORDER/REGISTRAR OF TITLES

COUNTY OF ANOKA, STATE OF MINNESOTA

I hereby certify that this plat of HENTGES ADDITION was filed in the office of the County Recorder/Registrar of Titles for public record on this ____ day of _____, 20__, at ____ o'clock ____M, and was duly recorded as Document Number _____.

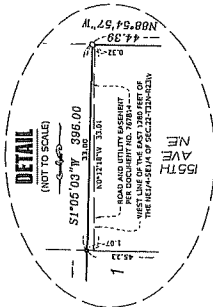
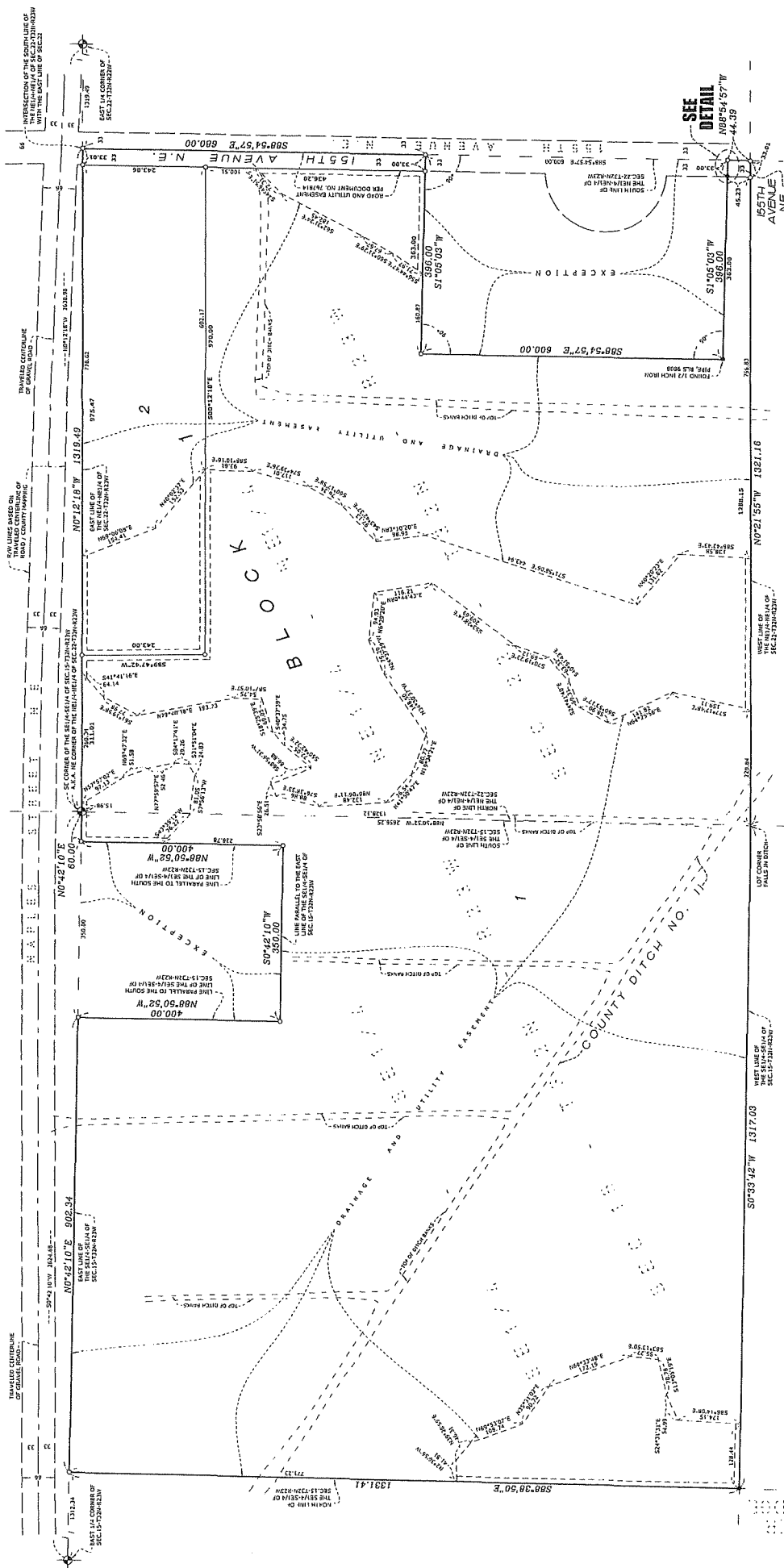
County Recorder/Registrar of Titles

By _____, Deputy

HENTGES ADDITION

CITY OF HAWI LAKE
COUNTY OF ANOKA
SEC. 15 AND 22, T32, R23

PRELIMINARY COPY
AS OF 4-18-2023

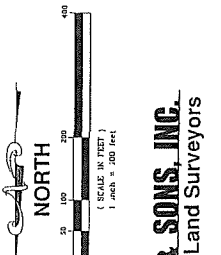


LEGEND

- ◆ DENOTES ANOKA COUNTY CAST IRON MOUNTMENT
- DENOTES 1/2 INCH HIGH IRON PIPE FOUND, UNLESS OTHERWISE SHOWN
- DENOTES 1/2 INCH BY 1/2 INCH HIGH IRON PIPE SET, MARKED FOR THE PURPOSES OF THIS PLAT. THE EAST LINE OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 15, T32N, R23W, MINNESOTA IS ASSUMED TO HAVE A BEARING OF NORTH 00 DEGREES 12 MINUTES 18 SECONDS WEST.

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:

 BEING 10 FEET IN WIDTH AND ADDING RIGHT OF WAY TO THE CENTERLINE OF THE UTILITY LINES, UNLESS OTHERWISE SHOWN ON THIS PLAT.



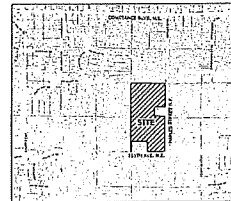
E.G. RUD & SONS, INC.
EST. 1977 Professional Land Surveyors

PRELIMINARY PLAT

~for~ HENTGES TURF FARMS, INC.
~of~ HENTGES ADDITION

VICINITY MAP

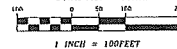
PART OF SEC. 15 E 22, TWP. 32, RING. 23



ANOKA COUNTY, MINNESOTA
(NO SCALE)

NORTH

GRAPHIC SCALE



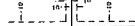
LEGEND

- DENOTES IRON MONUMENT FOUND AS LABELED
- DENOTES IRON MONUMENT SET, MARKED PLSC 41578
- DENOTES ANOKA COUNTY CAST IRON MONUMENT
- DENOTES EXISTING SPOT ELEVATION
- DENOTES SOIL BORING (BY TESTS/HALL SOIL TESTING)
- DENOTES LIDAR CONTOURS
- DENOTES GRAVEL SURFACE
- DENOTES ADJACENT PARCEL OWNER INFORMATION (PER ANOKA COUNTY TAX INFORMATION)

BENCHMARK

BENCHMARK: ANOKA COUNTY BENCHMARK NO. 3097
ELEVATION: 898.42 FT (NAVD 88 DATUM)

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



BEING 10 FEET WIDE ON EACH SIDE OF ALL LOT LINES UNLESS OTHERWISE SHOWN ON THIS PLAT.

NOTE

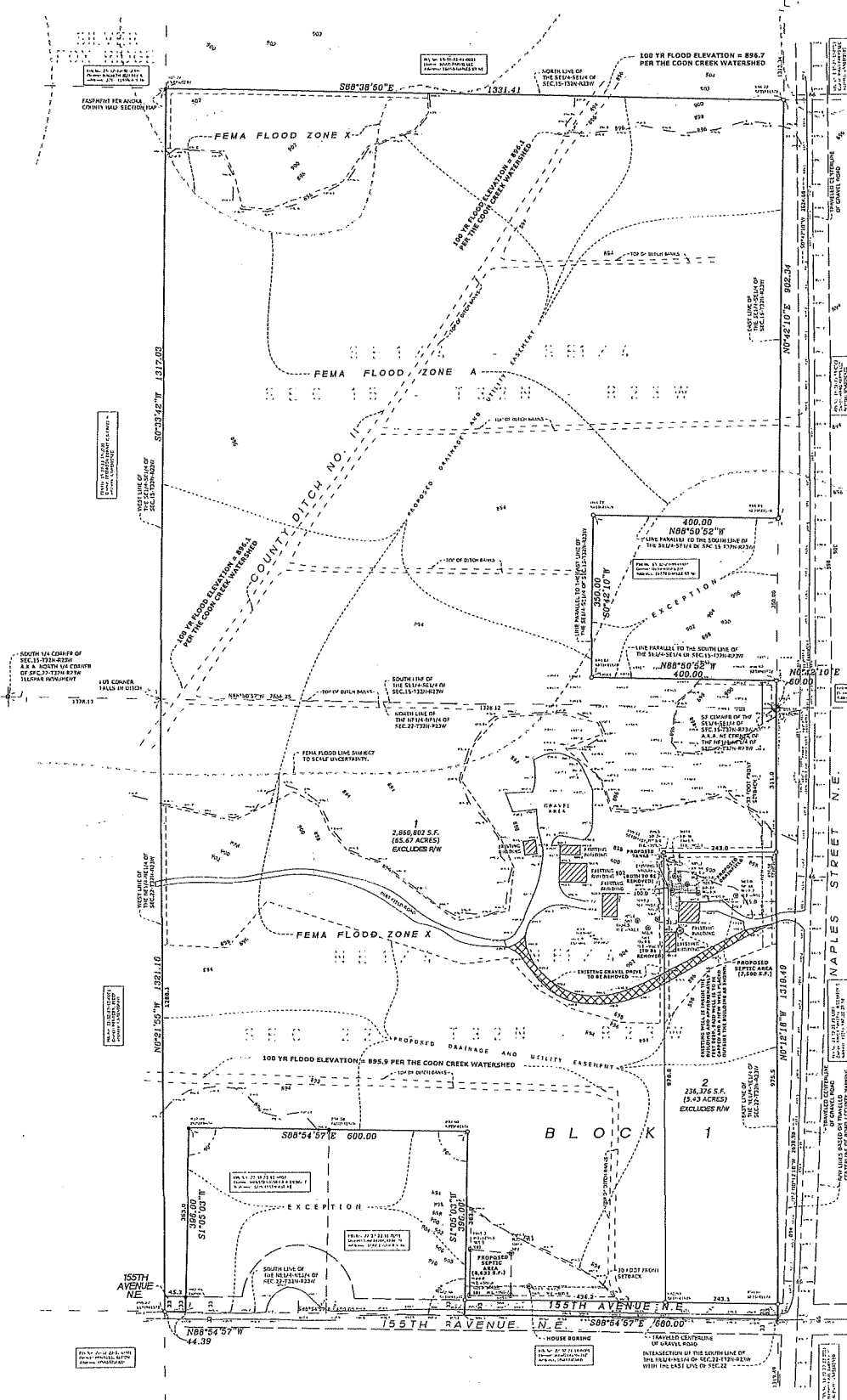
SEE SHEET 3 OF 3 SHEETS FOR PROPERTY DESCRIPTION AND NOTES.

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: 5/01/2023 License No. 41578

01/01/2011	2011	2011/11/11	2011/2012
01/01/2011	2011	2011/11/11	2011/2012
1	2011/23	2011/11/11	2011/2012
2	41578	ADDITIONAL OWNER AND DATA	2011
3	41578	NEW PROPERTY DATA IDENTIFICATION	2011
NO.	DATE	DESCRIPTION	BY

SHEET 1 OF 3 SHEETS - 221238PP



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

PRELIMINARY PLAT

~for~ HENTGES TURF FARMS, INC.
~of~ HENTGES ADDITION

PROPERTY DESCRIPTION

[PER ANOKA COUNTY WARRANTY DEED DOCUMENT NO. 2213379.001]

The Northeast Quarter of the Northeast Quarter of Section 22, Township 32, Range 23, Anoka County, Minnesota.

EXCEPT:

That part of the Northeast Quarter of the Northeast Quarter of Section 22, Township 32, Range 23, Anoka County, Minnesota, described as follows:

Commencing at the Intersection of the South line of said Northeast Quarter of the Northeast Quarter with the east section line of Section 22; thence west along said south line a distance of 680 feet, to the point of beginning; thence north at right angles a distance of 396 feet; thence west at right angles a distance of 600 feet; thence south at right angles a distance of 386 feet, to the south line of said Northeast Quarter of the Northeast Quarter; thence east along said south line a distance of 600 feet, to the point of beginning.

AND

The Southeast Quarter of the Southeast Quarter of Section 15, Township 32, Range 23, Anoka County, Minnesota. Subject to town road over the Easterly boundary thereof, the drainage ditches thereon, and any other rights of any parties in said drainage ditches, and also subject to any other existing easements.

LESS

That part of the Southeast Quarter of the Southeast Quarter of Section 15, Township 32, Range 23, Anoka County, Minnesota, described as follows:

Commencing at the Southeast corner of said Southeast Quarter of the Southeast Quarter; thence North, along the East line thereof, a distance of 60 feet to the point of commencement; thence West, on a line parallel to the South line of the Southeast Quarter of the Southeast Quarter, a distance of 400 feet; thence North, on a line parallel to the East line of the Southeast Quarter of the Southeast Quarter, a distance of 350 feet; thence East, and parallel to the South line of the Southeast Quarter of the Southeast Quarter, a distance of 400 feet, more or less, to the East line of the Southeast Quarter of the Southeast Quarter; thence Southerly along the East line of the Southeast Quarter of the Southeast Quarter, a distance of 350 feet, more or less to the point of commencement. Subject to easements of record.

DEVELOPMENT DATA

TOTAL AREA = 71.65± ACRES
PROPOSED NUMBER OF LOTS = 2 LOTS
RIGHT-OF-WAY DEDICATION = 0.55± ACRES
AVERAGE LOT SIZE = 35.55± ACRES EXCLUDING R/W

EXISTING ZONING

R-A - RURAL SINGLE FAMILY RESIDENTIAL

ZONING INFORMATION

R-A - RURAL SINGLE FAMILY RESIDENTIAL FOR LOT 1, BLOCK 1.
R-1 - SINGLE FAMILY RESIDENTIAL FOR LOT 2, BLOCK 1. (PROPOSED)
MINIMUM LOT AREA = 1.0 ACRES (INCLUDING HALF OF STREET R/W)
MINIMUM STREET FRONTAGE = 200 FEET

SETBACKS

FRONT ROAD = 30 FEET
SIDE YARD = 10 FEET
REAR YARD = 50 FEET 10 FEET ACCESSORY BUILDINGS
WETLAND = 25/15 FEET PENDING QUALITY OF

NOTES

- Field survey was completed by E.G. Rud and Sons, Inc. on 12/01/22. Located additional soil borings 1/19/23. Additional logs on DW142/23.
- Bearings shown are on Anoka County Coordinate System.
- Property Address: 15610 Naples Street N.E., Ham Lake, MN 55304
- Parcel ID Numbers: 15-22-23-44-0003 and 22-22-23-11-0004
- This survey is based upon information found in the commitment for title insurance prepared by Registered Abstractors, as issuing agents for First American Title Insurance Company, File No. T23-02009, dated effective February 7, 2023.
- Surveyed premises shown on this survey map is in Flood Zone X (Areas determined to be outside the 0.2% annual chance floodplain, 1) and Flood Zone A (No base flood elevation determined) according to Flood Insurance Rate Map No. 27003C0215E Community No. 270674 Panel No. 0215 Suffix E by the Federal Emergency Management Agency, effective date December 16th, 2015 and Flood Insurance Rate Map No. 27003C0220E Community No. 270674 Panel No. 0220 Suffix E by the Federal Emergency Management Agency, effective date December 16th, 2015
- Contours shown are from MNGEO Lidar Topography.
- See Sheet 1 of 3 Sheets for graphics and certification.
- Due to field work being completed during the winter season there may be improvements in addition to those shown that were not visible due to snow and ice conditions characteristic of Minnesota winters.
- Septic Design by Tradewell Soil Testing.
- Existing septic systems are to be abandoned per MPCA requirements.
- Per City Code 10-306, that portion of the existing Lot 2 driveway, along with the proposed Lot 1 Naples Street driveway will need to be paved prior to the consideration of any future building permits. The minimum paving distance for the driveways is 30 feet.

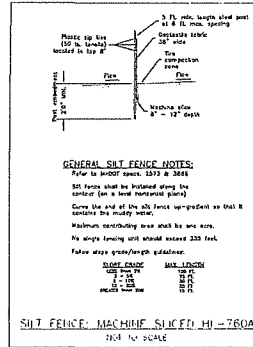
LIVABILITY STANDARDS REQUIREMENT

- All residential lots shall contain at least 29,500 square feet of land which lies above the 100 year flood contour. Of this 29,500 square feet, the following additional requirements must be present.
- ISTS Area** Each lot must contain at least 7,500 square feet of contiguous area which is reserved for both the ISTS originally constructed and a future ISTS. The ISTS Area need not be contiguous to the Eligible Building Area or the Yard Area, but the entire ISTS Area must exist at an elevation at least one foot above Unsuitable Soils, and must contain Undisturbed Soils or soils which meet the requirements of Rule 7080 of the Minnesota Pollution Control Agency for ISTS construction standards. The ISTS Area may be irregular in shape, provided they do not encroach into areas reserved by easement or otherwise for roadway, drainage or utility purposes, and provided that all of the area can be reasonably used for ISTS construction without the need for variances.
 - Eligible Building Area** Each lot shall contain at least 10,000 square feet of contiguous land which lies at an elevation at least four feet above Unsuitable Soils. The Eligible Building Area may not be irregular in shape, and should be generally rectangular or ovoid, with no peninsulas, narrow necks or peninsulas. Eligible Building Areas may not encroach into any areas reserved by easement or otherwise for roadway, drainage or utility purposes. Fill may be used to create Eligible Building Area.
 - Yard Area** Each lot shall contain at least 12,000 contiguous square feet which:
 - Lies above the 100 year flood contour, and
 - Lies at least one foot above soils unsuitable for the intended usage of the Yard area, and
 - Is contiguous to the Eligible Building Area for a distance of at least fifty percent of the linear perimeter of the Eligible Building Area. Yard Areas may encroach into the dedicated easement area which lies at a distance of ten feet from the perimeter of the lot, and may encroach into areas reserved by easement or otherwise for road or drainage purposes, but may not encroach into any other area reserved by dedication or otherwise for road or drainage purposes, any may not encroach into any areas within the 100 year flood contour or into designated wetlands. Yard Areas may be irregular in shape except within thirty feet of the locations where the Yard Area is contiguous to the Eligible Building Area, at which locations the Yard Areas shall be a logical extension or expansion of the generally rectangular or ovoid shape of the Eligible Building Area. Fill may be used to create Yard Area.
 - Building Pad Areas** The entire Building Pad must lie within the Eligible Building Area, and shall meet the separation requirements for the Eligible Building Area.
 - Low Floor Elevations**
 - For walkout designs, the low floor elevation shall be at least one foot above the 100 year flood contour, but, notwithstanding the 100 year flood contour, not less than one foot above unsuitable soils, as determined by the City's engineer.
 - For other designs, the low floor elevation shall be at least one foot above the 100 year flood contour, but, notwithstanding the 100 year flood contour, not less than one foot above unsuitable soils, as determined by the City's engineer.

LIVABILITY CHART

LOT	BLOCK	TOTAL LOT AREA (±)	YARD AREA	SEPTIC AREA	BUILDING PAD AREA (±)	PROPOSED BUILDING PAD AREA (±) (4 FT ABOVE UNSUITABLE SOILS)	GARAGE FLOOR ELEVATION	PROPOSED LOW FLOOR ELEVATION	PROPOSED LOW SOLENOID ELEV.	LOWEST FLOOR ELEVATION	LOW FLOOR DETERMINING FACTOR		BORING #	BORING ELEVATION	HOTFILES ELEVATION	BUILDING TYPE	CUSTOM GRADED
											SOILS	FEEL SENS.					
1	1	2,899,827	17,452	8,633	10,000	0	901.9	901.9	901.8	901.9	HOTFILES SOILS FEEL SENS.	SB1	905.8	901.8	SLAB	NO	
2	1	236,376	N/A	3,500	N/A	N/A	N/A	N/A	N/A	N/A	IN FLOODPLAIN	SB1	906.6	902.1	EXISTING HOUSE	EXISTING	
											SB2	905.9	902.1				
											SB3	905.9	902.1				
											SB4	905.9	902.1				
											SB5	905.9	902.1				
											SB6	905.9	902.1				

SILT FENCE DETAIL



E.G. RUD & SONS, INC.
Professional Land Surveyors
6776 Lake Drive NE, Suite 210
Lino Lakes, MN 55014
Tel. (651) 361-8200 Fax (651) 361-8701

ORIGIN	BY	DATE	JOB NO.	DATE	DATE
1	JLR	12/22/22	221238PP	12/22/22	
2	JLR	1/19/23	221238PP	1/19/23	
3	JLR	1/19/23	221238PP	1/19/23	
4	JLR	1/19/23	221238PP	1/19/23	

GRADING AND LIVABILITY PLAN

~for~ HENTGES TURF FARMS, INC.
 ~of~ HENTGES ADDITION

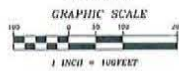
VICINITY MAP

PART OF SEC. 15 & 22, TWP. 32, RND. 23



ANOKA COUNTY, MINNESOTA
(NO SCALE)

NORTH



BENCHMARK

BENCHMARK ANOKA COUNTY BENCHMARK #01-2097
 ELEVATION: 898.42 FT (NAVD 88 DATUM)

LEGEND

- DENOTES IRON MONUMENT FOUND AS LABELED
- DENOTES IRON MONUMENT SET, MARKED H&L# 41574
- DENOTES ANOKA COUNTY CAST IRON PERMANENT
- DENOTES EXISTING SPOT ELEVATION
- DENOTES SOIL BOUNDING (BY TRADITIONAL SOIL TESTING)
- DENOTES LEGAL CONTOURS
- DENOTES GRAVEL SURFACE
- DENOTES PROPOSED CONTOURS
- DENOTES SILT FENCE
- DENOTES PROPOSED BUILDING FOOT AREA
- DENOTES PROPOSED YARD AREA
- DENOTES PROPOSED SEPTIC AREA
- DENOTES AREA 1' ABOVE HOSTLES

EROSION CONTROL / REVEGETATION SPECS.

1. PRIOR TO BEGIN GRADING, INSTALL SILT STOP FENCE IN LOCATIONS SHOWN. ADDITIONAL SILT STOP FENCE WILL BE REQUIRED WHERE LOCAL CONDITIONS REQUIRE.
2. ANY GRADING SHALL PROCEED ON AN AREA BY AREA BASIS TO MINIMIZE UNPROTECTED AREAS.
3. AS EACH AREA OUTSIDE THE STREET IS GRADED, PROVIDE NATIVE TOPSOIL, SEED, AND MULCH ANCHORED WITH A STRAIGHT SET DISC WITHIN SEVEN DAYS AFTER HIGH GRADING.
4. MAINTAIN AND REPAIR SILT STOP FENCES (INCLUDING REMOVAL OF ACCUMULATED SILT) UNTIL VEGETATION IS ESTABLISHED.
5. ROAD SURFACES TO BE CLEANED AND SEEDING TO BE TRANSPORTED BY THE END OF THE DAY.
6. DISTRIBUTED SOILS AND STOPPLES WILL BE IMPROPERLY OR PERMANENTLY STABILIZED WITHIN 24 HOURS AFTER CONSTRUCTION ACTIVITY IN THE AREAS THAT HAVE UNDESIRABLE OR PERMANENTLY CEASED.

LOT GRADING NOTES

1. PAD CONTOURS SHOWN ARE FOR DEMONSTRATION PURPOSES.
2. HOUSE TYPES AND GRADING THAT VARY FROM WHAT IS PROPOSED ON THE GRADING PLAN REQUIRE A PLAN REVIEW BY THE CITY OF BAH LAKE.
3. SILT FENCE TO BE INSTALLED BY BUILDER PRIOR TO HOUSE CONSTRUCTION.
4. THERE IS TO BE NO GRADING WITHIN 15'5" AREAS IF UNDERMINING IS REQUIRED, PROVIDE OUR UNDERMINING PRIOR TO CONSTRUCTION. IF A DRAIN PERMIT IS REQUIRED, PROVIDE WELL-FIELD LOCATION, MATERIALS, DISCHARGE LOCATION, SCHEDULE, AND QUANTITIES PRIOR TO CONSTRUCTION.

TREE PROTECTION NOTES

1. TREE PROTECTION LIMITS TO BE MARKED IN FIELD PRIOR TO ANY TREE CLEARING ACTIVITY.
2. SILT / TREE PROTECTION FENCE TO BE INSTALLED AT CONSTRUCTION LIMIT LINE.
3. CARE IS TO BE TAKEN TO AVOID CONSTRUCTION ACTIVITY OR CONSTRUCTION VEHICLE TRAFFIC WITHIN THE DRIP LINE OF TREES IN THE TREE PROTECTION ZONE.
4. FIELD DECISIONS WILL BE MADE BY LOCATION OF TREE PROTECTION LIMITS TO PRESERVE SIGNIFICANT TREES, SOME TREES AND DEAD FALL ARE TO BE CROWNED. THIS MAY BE DONE PRIOR TO INSTALLATION OF SILT / TREE PROTECTION FENCE. GRUBBING OF STUMPS WILL OCCUR AFTER EROSION CONTROL MEASURE ARE INSTALLED.

NOTE

SEE SHEET 2 OF 3 SHEETS FOR PROPERTY DESCRIPTION, LIVABILITY INFORMATION, NOTES AND SILT FENCE DETAIL.

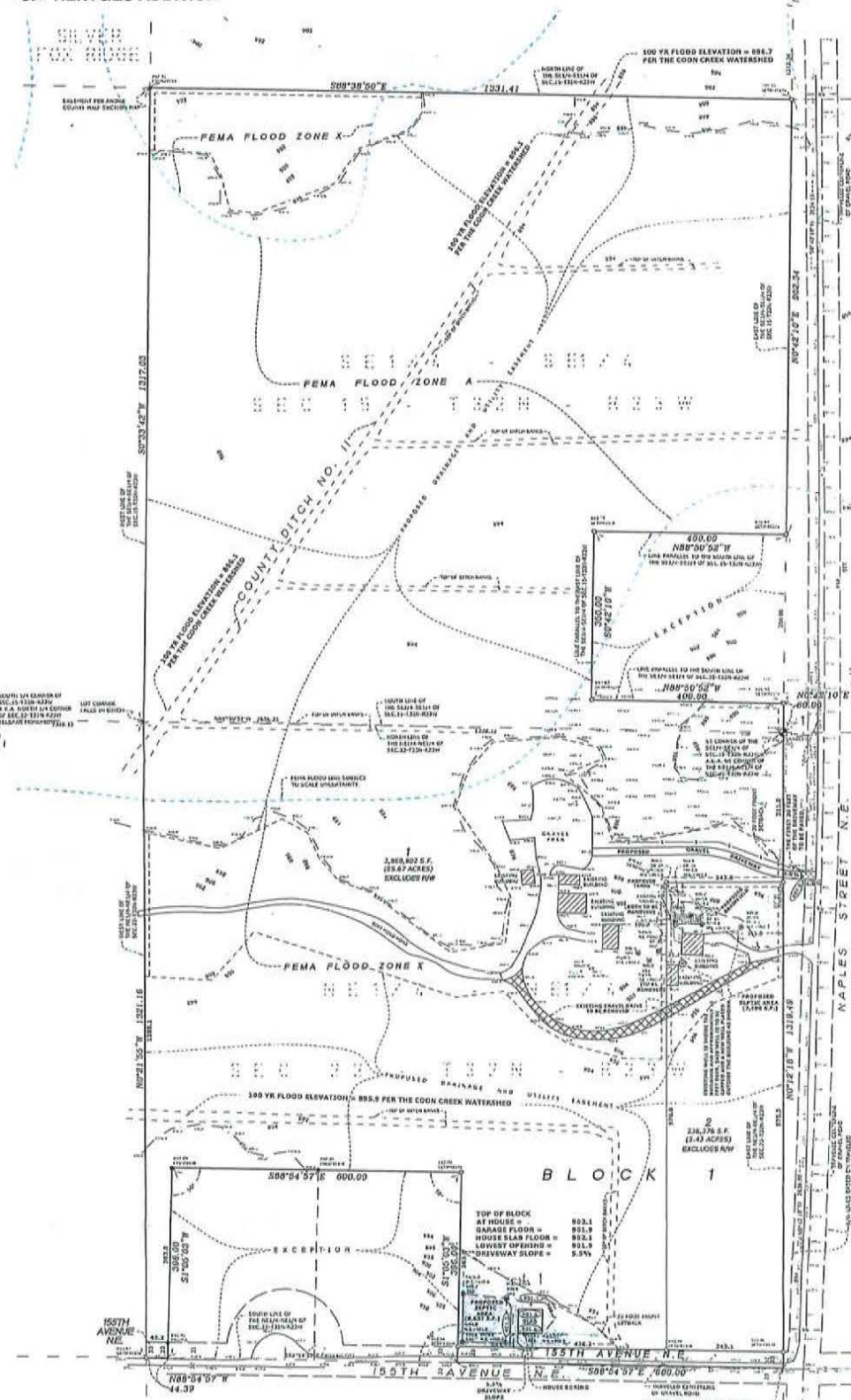


7878 LAKES DRIVE
 LINO LAKES, MN 55014
 PHONE: (651) 361-8200
 FAX: (651) 361-8701

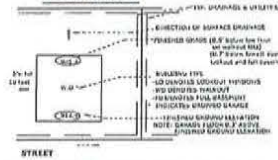
I HEREBY CERTIFY THAT THIS GRADING PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Charles Plowe
 CHARLES PLOWE
 DATE: 05.23.2023 LIC. NO. 18227

DATE	BY	REVISION
05/23/2023	CP	ISSUE FOR PERMIT



TYPICAL LOT



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 L. RUD
 Date: 5/23/2023 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

CITY OF HAM LAKE
ARTICLE 10 - SUBDIVISION REGULATIONS

The following regulations apply to the subdivision of lands, whether by the platting process or by individual lot splits. No lands shall be subdivided unless in conformance with this code, *provided*, that upon compliance with Article 10-600 of this Code, the City Council may grant reasonable variances to the strict application of this code.

The regulations are intended to cover the sequencing of events, general procedures and general rules. The City Council shall, by resolution, adopt specific procedures, submittal requirements and policies from time to time as deemed necessary. Actions by the City Council which constitute a denial of an application or request shall be in the form of written findings of fact stating the reasons for denial.

For the purpose of computing the 120 day review time as contemplated by Minnesota Statutes Chapter 462.358, Subd. 3b, the Sketch Plan phase shall not be deemed to be a part of the plat application process, and the 120-day review period shall not begin to run until the applicant shall have submitted all items necessary for the City to be able to make a decision on Preliminary Plat approval, including all other agency reviews and comments.

10-100 Subdivision by means other than traditional platting

*** 10-101 Minor Plats**

Where the proposed subdivision of land results in three lots or fewer, the City Council may expedite the plat approval process outlined in this Code and reduce the number of stages of the traditional platting process. Minor plats shall be reviewed by the Planning Commission and approved by the City Council, which may attach conditions to such lot splits, including, without limitation, the acquisition of drainage, utility and road easements as needed, parkland dedication, and drainage fund contributions. Land parcels which were created by platting may not be further subdivided, except as follows:

a) The parcel was originally platted as an outlot, and there is documentation that the purpose of the creation of the outlot was to permit subsequent replatting; or

b) All new lots meet the frontage, setback and lot size standards that were in effect for the lots contained in the original plat of the subdivision. If the original subdivision was a PUD or other subdivision category that did not have specific lot sizes, frontages or setback requirements at the time of original platting, then all new lots must be configured and dimensioned in a manner that is not materially different from the lots contained in the

original subdivision, and the overall density per acre which existed at the time of original platting may not be exceeded for the area encompassed by the original plat.¹

Notwithstanding the foregoing, lot splits of any type which are intended merely to adjust existing lot lines, and for combination with adjoining parcels, and which do not create any new buildable parcels or lots of record, may be approved by the City Council. All parcels involved must continue to meet all applicable frontage, setback, lot size, and other requirements and shall not create any new nonconformity. For lot line adjustments, the City Council may impose reasonable conditions of approval upon the lot line adjustment request, including, without limitation, the dedication of drainage, utility, and road easements as needed and compliance with the Subsurface Sewage Treatment Systems (SSTS) requirements outlined in Article 11-450 of this code.

¹ For the legislative history (Findings of Fact) which preceded this Code section, see the text of original Ordinance Number 2002-27 (effective 1/5/03).

10-102 Estate Related Divisions

A. Qualifying Property

Persons acquiring real estate parcels via inheritance ("Inherited Property") may be allowed to divide inherited lands as outlined in this section without traditional platting. In order to qualify for the provisions related to Inherited Property, the property must meet all of the following conditions:

- 1) The property size before the event that triggered the inheritance must have been at least five acres;
- 2) The Inherited Property must be divided into parcels that are approximately equal in value for each heir inheriting or otherwise obtaining title;
- 3) No subdivided parcel may be less than 2.5 acres in size;
- 4) Each subdivided parcel must have at least 200 feet of frontage on a public road, meet current livability standards for SSTS installation, and be capable of meeting all setback requirements for residential lots;
- 5) Prior to the event that triggered the inheritance, the Inherited Property was owned by a single individual or an entity set up specifically to serve as an estate-planning tool. Business corporations do not qualify as such entities.

City's Building Official, after conferring with the City's engineer, to a length of 30 feet from the paved portion of the abutting public street if there is a showing of a special circumstance, such as inordinately long driveway length, which makes literal compliance with this provision unfair or unreasonable.

10-430.E

* **2) Existing Dwellings or Structures**

For any remodeling or other project that requires a building permit, a condition of issuance of the building permit shall be the paving of any existing unpaved or inadequately paved driveway serving garages or accessory buildings on the parcel. If the parcel contains an existing driveway having adequate pavement, and the property owner agrees to abandon any other unpaved driveways and take access solely from the paved driveway, then no additional paving shall be required. Notwithstanding the foregoing, the Building Official, after conferring with the City's engineer, may shorten the paving requirement to a length of 30 feet from the paved portion of the abutting public street if there is a showing of a special circumstance, such as inordinately long driveway length, which makes literal compliance with this provision unfair or unreasonable. The Building Official may also eliminate paving needs under the following circumstances:

- a) Because of particular topographic conditions, the existence of the driveway poses no immediate threat of erosion that could affect the public road, and poses no immediate threat of siltation flowing onto the public road; or
- b) The driveway is not intended to be used more often than once monthly, and topographic and vegetative conditions are present that are likely to inhibit or preclude erosion or siltation from developing if the limited usage is observed; and
- c) The property owner consents in writing to a license, in recordable form, as follows:

Driveway License Agreement

Agreement, made this ___ day of _____, _____,
between the City of Ham Lake, Minnesota ("City") and
_____(“Owner”);

Recitals

Meeting Date: February 7, 2023

CITY OF HAM LAKE
STAFF REPORT

To: Members of the Planning Commission
From: Mark Jones, Building Official
Subject: Hentges Addition, Minor Plat Sketch Plan

Introduction/Discussion:

Mr. Kevin Hentges has submitted a request proposing subdivision of land into two lots, a Minor Plat per 10-101 of City Code. The property has five existing farm buildings (agricultural buildings) and a dwelling unit which currently have an address off Naples Street NE. The existing septic for the dwelling unit is located on prosed Lot 1, and will need to be abandoned and relocated on Lot 2 for the existing dwelling. Per Article 9-370.7, farm buildings need to meet a 100-foot setback from any property line. In order to meet the setback requirement, the Hentges' are proposing that the south side of the dwelling unit be considered the front yard and the removal of one farm building. This would require an address change. Per city code, Article 11-411.2.C, all single-family dwellings shall be placed so that the apparent entrance, or front of the home, faces or parallels the principal street frontage. Also, per Article 11-820, all properties or parcels of land within the City of Ham Lake shall hereafter be identified by reference to the Uniform Numbering System adopted herein. Each principal building shall bear the number assigned to the frontage on which the front entrance is located. The existing dwellings has a Means of Egress that would meet both state building and city code requirements for frontage and egress. Per Table 10-1, for corner lots, the lot owner, at the time of application for the first building permit on the lot, may choose which of the non-road frontage lot lines shall be considered the side yard and which shall be the rear yard, regardless of which road provides the driveway access. Once this selection is made, this choice shall apply to all future building permits on this lot. For corner lots abutting two streets, both street lines shall be considered front yard, not side yard, lot lines for purposes of applying the setback requirements. Even though it was determined that the front of the dwelling unit would face Naples, and be addressed off of Naples, when the dwelling unit was built (the first building permit), the request to subdivide the property, and meet code requirements, are prompting the need to re-designate the front yard in this case. The address for Lot 2 would change to 3379 155th Avenue NE to be in compliance with city code.

Recommendation:

I recommend approval of the two-lot Hentges Addition sketch plan with the following conditions: that the south side of the dwelling unit be designated as the front yard, the address change be made to meet Article 11-820 of city code, the dwelling unit septic be brought into compliance within ninety days from the date the final plat is recorded and bring all buildings, well and septic system into compliance with city and state code requirements.

21. 7670, 7672, 7674, 7676 and 7678, Minnesota Energy Code

B. This municipality may adopt by reference any or all of the following optional chapters of Minnesota Rules: Chapter 1306, Special Fire Protection Systems; and Chapter 1335,

Floodproofing Regulations, parts 1335.0600 to 1335.1200.

C. This municipality may adopt by reference appendix chapter K (Grading), of the 2001

Supplements to the International Building Code.

The following optional provisions identified in Section 4, Subp. B and C are hereby adopted and incorporated as part of the building code for this municipality.

Section 5 The adoption of Article 11-410 is intended to include all future amendments and revisions to the Minnesota State Building Code

Section 6 All references in Article 11 referring to "Minnesota State Building Code" are amended and refer to the "2006 International Building Code" (IBC) and the "International Residential Code" (IRC).

11-411 Architectural Standards for Residential Structures.

11-411.1 General Provisions


No building permit for structures in the City of Ham Lake shall be issued where the materials, scale, bulk, or character of a structure, house, or building, is so dissimilar to other structures, houses or buildings in the vicinity as to result in the depreciation of property values or the degradation of the environment in the immediate area. The Zoning Officer shall, in his discretion, make a determination as to whether or not any proposed structure fails to meet the above criteria, and in the event of such an opinion, said opinion shall be confirmed by the City Council, which may, in its discretion, refer the proposed plans to the Planning Commission for comment prior to acting upon such a request.

11-411.2 Residential and Agricultural Districts.

In districts RA, R1, R2, R3, RS1 and RS2, the following standards shall apply for single family detached dwellings.

A. Minimum Width. The minimum width of the main portion of the structure shall be not less than 24 feet, as measured across the narrowest portion.

B. Minimum Roofage. The pitch of the main roof shall be in compliance with the Minnesota Residential Building Code as adopted by the City of Ham Lake.

 **C. Placement.** All single family dwellings shall be placed so that the apparent entrance or front of the home faces or parallels the principal street frontage.

- J. An easement for said roadway right-of-way as a public right-of-way shall be granted to the City by proper conveyance or dedication and accepted by the City Council, if the roadway is otherwise in compliance with requirements of this Code.
- K. Street signs shall be erected at all intersections and elsewhere as required by the City Council and such signs and the poles to which same are attached shall meet the construction and design requirements of the City Council.
- L. Table 11-4 shall, subject to the design standards filed in the office of the City Engineer and review by the City Engineer, govern other physical standards for roadways:
- M. A 2% minimum cross slope shall be required on all cul-de-sacs.
- N. Vertical curves are required if the algebraic difference of the curves is greater than 1%. The Rate of Vertical Curvature, K, is to meet MnDOT Design Policy and Criteria for sag and crest vertical curves. Sag curves required to have a minimum K of 37 and crest curves required to have a minimum K of 30 for a 30 mph design speed.

11-720 Special Standards for MSA and CSAH Roads

- A. Excluding main arterial highway service roads, all roads and streets designated or hereafter designated as Municipal State Aid roads, the minimum right-of-way required shall be 66 feet, for County State Aid Highway roads 120 feet.

11-730 Residential Driveway Widths (also see Article 10-430)

- A. Maximum width of a driveway at the curb to the right-of-way line to be 30 feet.
- B. Driveways on cul-de-sacs to be a maximum width of 24 feet from the curb to the right-of-way line. All properties on cul-de-sacs will be allowed only one driveway from the street.
- C. For parcels not on a cul-de-sac, a secondary driveway may be constructed with a maximum width of 24 feet at the curb to the right-of-way line.

11-800 Building Numbering System

11-810 Uniform Numbering System

A uniform system of numbering properties and principal buildings is hereby adopted for use in the City of Ham Lake, as indicated on the certain map or maps identified as the City of Ham Lake Number index on file in the office of the City Clerk. Said index and all explanatory matter thereon is hereby made a part of this Code.



11-820 Assignment of Numbers

All properties or parcels of land within the City of Ham Lake shall hereafter be identified by reference to the Uniform Numbering System adopted herein. Each principal building shall bear the number assigned to the frontage on

which the front entrance is located. In case a principal building is occupied by more than one business or family dwelling unit, each separate front entrance of such building shall bear a separate number.

11-830 Display of Numbers

It shall be the duty of the owner, lessor or occupant of every house, industrial, commercial or other building, to have proper house or building numbers either by affixing such number assigned in metal, glass, plastic or other curable material. The number shall **be not less than 12 inches in height on all commercial/industrial buildings and a minimum of 4 inches in height on residential buildings**, and in a contrasting color to the building. Said numbers are to be placed on structures, not garage doors, and to be easily seen from the street fronting the building. Said numbers are also to be placed on both sides of mailboxes, except where mailboxes are in a group, the numbers shall be placed on the front and on the side of each end mailbox. All auxiliary buildings within a unit having an assigned number, such as a garage, barn and buildings of the like nature, are not affected by the code.

11-840 Administration

The Building Inspector shall be responsible for maintaining the numbering system and shall keep a record of all numbers assigned under this Code. The Building Inspector shall issue to any property owner upon request and without charge a number for each principal building or separate front entrance to such building. The Building Inspector shall issue only the number assigned to such building under the provisions of the Code, provided, however, that the Building Inspector may issue additional numerals in accordance with the official numbering system whenever a property has been subdivided, a new front entrance opened, or undue hardship has resulted to any property owner. The property owner shall be responsible for obtaining suitable numbers for property identification.

11-900 Demolition and Moving-In of Buildings

11-910 Definitions

11-911 Building

Building shall mean a structure supported by three or more walls, covered by a roof supported by said walls. This definition shall exclude any metal or wooden shed which contains less than 120 square feet of available floor space, and shall exclude manufactured mobile homes as that term is governed and defined in Article 9-340.2 of this Code.

11-912 Moving-In

Moving-In means the transporting of any building to any designation in the City, regardless of the point of origin.

11-913 Demolition

“Demolition” – means the razing or other destruction or partial destruction of any structure which, if being constructed anew, would require the

requirements on the uses being dictated by the land use restrictions as stated by the operative documents. The City's review of any requested change in the land use restrictions imposed shall not be limited to compliance with parking and ISTS issues.

10-600 Variances

The City Council shall have the power to authorize variances from the requirements of Article 10, and to attach such conditions to the variance as it deems necessary to assure compliance with the purpose of this Code. A variance may be permitted if the following requirements are met:

- a) There is an unusual physical hardship to the land that would prevent the reasonable usage of the land without a variance, and all the conditions of sub-paragraph b), c) and d) below are met.
- b) The variance is in harmony with the general purpose and intent of the Code and is consistent with the Comprehensive Plan.
- c) The plight of the landowner is due to circumstances unique to the property not created by the landowner; and
- d) The variance, if granted, will not alter the essential character of the locality.

Table 10-1: Lot Standards

Standards	I-P (Industrial Park) CD-1,CD-2, CD-3,CD-4 (Commercial Development)	I-1 (Light Industry)	GF (Government Facilities)
Lot Size	1 acre	1 acre	1 acre
Lot Width **	200 ft.	200 ft.	200 ft.
Front Yard Setbacks *	30 ft.	30 ft.	30 ft.
Side Yard Setbacks	10 ft.	30 ft.	10 ft.
Rear Yard Setbacks ***	20 ft.	20 ft.	10 ft.

All setbacks refer to the minimum distance between a given lot line and any building, other structure, or curb line or pavement edge of any driveway, aisle, sidewalk or parking lot.

EXCEPTION: Non-residential structures or uses shall not be located or conducted closer to any lot line of any other lot in any "R" or "PUD" District than the distances specified in the following schedule:

- Twenty Feet Off-street parking spaces and access drives for non-residential uses, churches, schools, and public or semi-public functions, recreational

facilities, entertainment facilities, motels, all business uses, and all industrial uses.

***For lots wholly abutting the turnaround circle portion of a cul-de-sac street, the Lot Width may be 60 feet as measured at the right-of-way line. For lots partially abutting the turnaround circle portion of a cul-de-sac street, the total of that frontage plus the remaining frontage on the street must total 200 or more feet.*

****Commercial Condominiums under Article 10-550(D) of this Code may have a Rear Yard Setback of 10 feet.*

Standards	R-A (Rural Res)	R-1 (Single-Family Res)	RS-1 & RS-2 (Shoreland Res.)
Lot Size	1 acre	1 acre	1 acre
Lot Width **	200 ft.	200 ft.	200 ft.
Front Yard Setbacks *	30 ft.	30 ft.	30 ft.
Side Yard Setbacks *****	10 ft.	10 ft.	10 ft.
* Rear Yard Setbacks *****	10 ft. – Accessory Buildings, 50 ft. for All other structures	10 ft. – Accessory Buildings, 50 ft. for All other structures	10 ft. – Accessory Buildings, 50 ft. for All other structures
Standards	PUD (Planned Unit Dev.)		
Lot Size	1 acre		
Lot Width **	200 ft.		
Front Yard Setbacks *	30 ft.		
Side Yard Setbacks	10 ft.		
Rear Yard Setbacks	50 ft.		
Standards	R-AH (Aff. Housing)	Townhomes	Other
Lot Size	Sufficient for Sewerage	50'x 50'***** or 1 A.	***
Lot Width	***	***	***
Front Setback *	***	***	***
Side Setback	***	***	***
Rear Setback	***	***	***

Standards	R-2 (Multiple Family Residential)
Lot Size	3 acres or more for two unit buildings; four acres or more for three unit buildings; five acres or more for four unit buildings. For buildings having more than four units, five acres plus one acre for every unit in excess of four units.
Lot Width	300 ft.
Front Yard Setbacks *	30 ft.
Side Yard Setbacks	10 ft.
Rear Yard Setbacks	50 ft.

* 50 Ft. when abutting any State or County Highway

** For lots located on cul-de-sacs the width may be 60 feet at the right-of-way line.

*** As approved by the City Council

**** If used in connection with Common Areas owned by Association

***** For corner lots, the lot owner, at the time of application for the first building permit on the lot, may choose which of the non-road frontage lot lines shall be considered the side yard and which shall be the rear yard, regardless of which road provides the driveway access. Once this selection is made, this choice shall apply to all future building permits on this lot. For corner lots abutting two streets, both street lines shall be considered front yard, not side yard, lot lines for purposes of applying the setback requirements.

Physical Standards for RS-1 and RS-2 lands shall be identical with CD-1 or CD-2 Standards for Commercial Uses, I-1 Standards for Industrial Uses, R-A Standards for Residential Agricultural Uses, PUD Standards for planned Unit Development Uses, all subject to any modification imposed by Article 12 of this Code.

Updated through Ord 21-02, 22-04

**Tradewell Soil Testing
18330 Dahlia Street NW
Cedar, MN 55011**

May 24th, 2023

RFC Engineering
13635 Johnson Street NE
Ham Lake, MN 55304
Attention: Tom Collins

Dear Mr. Collins:

As a licensed site evaluator who conducted the soil borings in Hentges Addition, for Kevin Hentges, I found the following: Each boring has at least 12" of natural, undisturbed and unmottled soil. In order to design and install a standard soil treatment system according to MN Chapter 7080 Code, at least 12" of natural soil with no signs of Redox is required. Therefore, each of the proposed lots will support 2 "standard" septic systems within the 7,500 square feet septic area as shown on the Grading Plan.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Tradewell". The signature is fluid and cursive, with the first name "Mark" being more prominent and the last name "Tradewell" following in a similar style.

Mark Tradewell
MPCA #307

NOTICE OF PERMIT APPLICATION STATUS

Project: Hentges Addition

Date: May 24, 2023

Applicant: Hentges Turf Farm
Attn: Kevin Hentges
15421 Rendova Street NE
Ham Lake, MN 55304

Permit Application#: P23-044

Purpose: Construction of a new driveway and removal of an existing driveway

Location: NW corner of 155th Avenue NE and Naples Street NE, 15610 Naples Street NE, Ham Lake

At their meeting on May 22, 2023, the Board of Managers of the Coon Creek Watershed District **conditionally approved** the above referenced project with 2 conditions and 0 stipulations. **This is NOT a permit.**

Since your last submittal on 5/23/2023, the following condition remains which must be addressed before permit issuance (please see note below on how to address conditions).

1. Submittal of a performance escrow in the amount of \$2,215.00

Please be advised that **this is NOT a permit**, and that work without a permit is a violation of the terms of the Coon Creek Watershed District Rules. If you have any questions, please call 763-755-0975.

Sincerely,



Erin Edison
Watershed Development Coordinator

cc: File P23-044
Brady Schmitz, Stantec
Danielle Tourtillott, Stantec
Tom Collins, Ham Lake

Note: Please respond to each of these items in writing when resubmitting the revised plans to the District. Resubmittals can be sent via email to permitsubmittals@cooncreekwd.org. **Please submit written responses below the original typed comments, using extra sheets as necessary, addressing comments from the District.** If you have any questions, feel free to contact Erin

Edison at (763) 755-0975. Pursuant to Coon Creek rule 7.3 deficiencies must be addressed and resubmitted within 60 days. Failure to do so shall be deemed a withdrawal of the permit application.

PERMIT NAME
PAN #
DATE



PLACE CURSER ON THIS PAGE

INSERT -> OBJECT -> TEXT FROM FILE -> SELECT CORRECT WENCK UPDATE MEMO

To: Matt Danzl, Tim Kelly
Coon Creek Watershed District

From: Brady Schmitz, Wenck Associates, Inc.

Copy: Ed Matthiesen, P.E., Wenck Associates, Inc.

Date: February 5, 2021

Subject: Foley Blvd Grade Separation

PAN: 19-080

EXHIBITS:

1. Final Drainage Design Report; by TKDA, dated 12/10/2020, received 12/17/2020.
2. Response Letter; by TKDA, dated 12/17/2020, received 12/17/2020.

In Response to the Coon Creek Watershed District "Notice of Permit Application Status" dated November 10, 2020:

1. Receipt of escrows. **NO**
2. Update the Rate and Volume Comparison Table for discharge point F to be consistent with the HydroCAD models. Clarify impacts to the existing pond on the north side of Coon Rapids Blvd due to the increase of rates and volumes at discharge point F. **YES**
3. Provide an O&M Agreement that meets District requirements. **NO**
4. Provide proof of purchase for wetland credits. **NO**

FINDINGS: The Rate and Volume Comparison Table for discharge point F has been updated and is consistent with the HydroCAD model. No adverse impacts are expected due to the increase in rates at discharge point F.

RECOMMENDATION: Approval with 3 Conditions and 2 Stipulations:

Conditions:

1. Receipt of escrows.
2. Provide an O&M Agreement that meets District requirements.
3. Provide proof of purchase for wetland credits.

Stipulations:

1. Submittal of as-builts for the following stormwater management practices, including volume and proof of installation for hydrodynamic separators:

Stormwater Treatment Practices	Number
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Infiltration Basin	1
Lined Filtration Basin	1
Wet Sedimentation Pond	2
Catch Basin Sump with Hydrodynamic Device	8
Outlet Control Structure	4

2. Completion of post construction infiltration tests on the West Infiltration Basin and the Norway Street Filtration Basin by filling the basin to a minimum depth of 6 inches with water and monitoring the time necessary to drain, or multiple double ring infiltration tests to ASTM standards. The Coon Creek Watershed District shall be notified prior to the test to witness the results.

EXCERPTS FROM THE CITY CODE

ARTICLE 6 - PARKING AND TRAFFIC

6-100 Parking

6-110 Definitions

The terms used in this Code are used as they have been defined in Minnesota Statute 169.01 as it now exists or as it is amended. Further, wherever in this code there is a prohibition or regulation on parking a motor vehicle, such prohibition or regulation shall apply to all right-of-way within the regulated area.

6-120 Prohibited Parking

No person shall stop, stand or park a vehicle, except when necessary to avoid conflict with other traffic or in compliance with law or the directions of a police officer or traffic-control device, the City Fire Chief or one acting under his direction, in any of the following places:

- (1) On a sidewalk;
- (2) In front of or directly across from a public or private driveway and, except for cul-de-sacs and eyebrows, within three feet of either side of a public or private driveway, measured at the curb or side limits of a driveway as projected to the intersecting public street;
- (3) Within an intersection;
- (4) Within 20 feet of a fire hydrant, or within a properly marked fire lane;
- (5) Within 20 feet of a cross-walk at an intersection;
- (6) Within 30 feet upon the approach to any flashing beacon, stop sign, or traffic-control signal located at the side of a roadway;
- (7) On a cross-walk;
- (8) Between a safety zone and the adjacent curb or within 30 feet of points on the curb immediately opposite the ends of a safety zone, unless the City Council has directed a different length by signs or markings;
- (9) Within 50 feet of the nearest rail or railroad crossing;
- (10) Within 20 feet of the driveway entrance to any fire station and on the side of a street opposite the entrance to any fire station within 75 feet of the entrance;
- (11) Alongside or opposite any excavation or obstruction when such stopping, standing, or parking would obstruct traffic;
- (12) On the roadway side of any vehicle stopped or parked at the edge of or curb of a street;
- (13) Upon any bridge or other elevated structure upon a highway or within a highway or within a highway tunnel, except as otherwise provided by the City Council;
- (14) At any place where official signs prohibit stopping, which signs shall be placed as directed by the City Council acting through the City Police Officers or City Fire Chief;
- (15) When directed or ordered to proceed by any Police Officer or Firefighter of the City of Ham Lake or other person otherwise invested by law with authority to direct, control, or regulate traffic for any given purpose;

- (16) No motor vehicle shall be parked within the right-of-way of any municipal street between the hours of 12 midnight and 6:00 a.m. between October 1 and April 30 of any year; during the period between May 1 and September 30 of any year, the City may impose selective non-street parking restrictions by City Council resolution and signage.

6-121 Snowfall Parking

The following regulations shall apply to parking following snowfall.

- (1) No person shall permit a vehicle under his operation or control to be parked unattended upon any street, alley, or highway in the City of Ham Lake during a snowfall or thereafter, in such a manner as to obstruct traffic or the removal of snow from such street, alley or highway until such street, alley or highway has been cleared of snow.
- (2) When a Police Officer finds a vehicle unattended upon any street, alley, or highway in the City of Ham Lake during a snowfall, or thereafter, where such vehicle constitutes an obstruction to traffic or the removal of snow from such street, alley, or highway, the Officer shall issue a tag, providing twenty-four (24) hours notice to the owner to remove the vehicle. If following said twenty-four (24) hour period, such vehicle shall not have been moved, the Officer may provide for the removal of such vehicle and remove the same to the nearest convenient garage or other place of safety. The owner or operator of the vehicle may obtain the same from such place of removal upon paying the costs of the removal and reasonable storage charges.
- (3) For the purposes of this ordinance, the term "Owner" of any motor vehicle shall be the registered owner according to the records of the Minnesota Department of Public Safety. The owner shall be presumed to have given consent to the parking of any vehicle, and shall be the individual responsible for the removal. Notice to the owner shall be by placing the tag upon the vehicle's windshield in the usual manner of issuing tags for parking violations.
- (4) Any person violating the provisions of the Ordinance shall be deemed guilty of a petty misdemeanor, punishable by a fine of not more than twenty-five dollars (\$25.00). For offense of paragraph 1 above, if a single individual receives a second conviction in the same snow season, the fine shall not be more than one hundred dollars (\$100.00).
- (5) Notwithstanding the forgoing, if during or after a heavy snowfall, an illegally parked vehicle constitutes an obstruction to snow removal equipment, the vehicle shall be immediately towed without the notice required under Article 6-121 (2) above; and the provisions of Article 6-121 (2) relating to costs of removal shall apply.

6-160 Prohibited Parking in Business Areas

The provisions of this Article 6-160 shall apply to areas that are zoned Commercial Development 1 (CD-1), Commercial Development 2 (CD-2), Commercial Development 3 (CD-3), Commercial Development 4 (CD-4), Industrial Park (I-P), and Light Industrial (I-1), hereafter referred to as "Commercial Lands".

A. Definitions

- 1) Approved Parking Area- areas which were designated as areas upon which to park vehicles in a site plan approved by the City at the time of review of any building permit or certificate of occupancy for any business location, or which were approved by the City as the result of a specific request for such approval under the provisions of Article 6-160 (E) below.
- 2) Allowed Parking Area - areas within Commercial Lands which are paved with bituminous or concrete surfaces which meet the standards for parking lots found elsewhere in this code, and which existed as legal parking lots as of the effective date of this portion of the City Code, to wit, January 6, 2002.
- 3) Vehicles - any wheeled vehicle, any vehicle intended to have wheels, whether or not currently attached, and any vehicle intended for transporting people or property. "Vehicles" shall include, without limitation, passenger cars, trucks, truck-tractors, motorcycles, motorbikes, boats, tractors, trailers, semi-trailers, busses, lawnmowers, snowmobiles, go-karts, jet skis, four-wheelers, three-wheelers, dirt bikes, or aircraft. Vehicles" shall not include bicycles, non-motorized scooters or sleds.
- 4) Responsible Party - The registered owner of any vehicle found to be unlawfully parked upon Commercial Lands, and the fee owner, contract purchaser, tenant or subtenant of any real estate upon which any vehicle is found to be unlawfully parked on Commercial Lands. If a Responsible Party is a corporation or limited liability company, then any person in responsible charge of the day to day business activities of the business at any Ham Lake location shall also be considered a Responsible Party.

B. Prohibited Parking

No vehicle shall be parked on any Commercial Lands except inside of a legal structure, or upon an Approved Parking Area or an Allowed Parking Area.

C. Enforcement

Upon the observation of any vehicle found to be unlawfully parked on Commercial Lands, a law enforcement officer shall issue a misdemeanor citation as follows:

- 1) If the vehicle is one which has a registered owner, such as a car or truck, the law enforcement officer shall issue the citation to such registered owner, in person if the registered owner can be found at the time of and in the immediate vicinity of the offense, or by regular U.S. Mail if the registered owner cannot be so found.
- 2) If the vehicle is not one which has a registered owner, or if the registered owner cannot be readily located, then the officer shall issue the citation to any Responsible Party (including more than one Responsible Party) in person if the Responsible Party can be found at the time of and in the immediate vicinity of the offense, or by regular U.S. Mail if the Responsible Party cannot be so found.
- 3) At the time of the offense, the officer shall affix a notice to the vehicle, in some manner calculated to be observed by a person in control thereof, which notice shall read as follows:

NOTICE OF PARKING VIOLATION

You have been issued a citation for unlawful parking of this vehicle. Ham Lake City Code prohibits parking of this vehicle in this location. Continued

parking of this or any other vehicle in this location may subject you to additional sanctions.

D. Towing

If any part of a vehicle which is unlawfully parked on Commercial Lands is found to be overhanging or encroaching upon any public road right of way or drainage or utility easement, the vehicle may be towed and stored, with the costs of the towing and storage being the responsibility of the owner thereof.

E. Establishment of Approved Parking Areas

The owner or occupant of any business located on Commercial Lands that does not already have an area or areas designated as Approved Parking Areas in a site plan which was approved by the City may apply to the City for such a designation. Such requests shall be acted upon by the City Council after review by the Planning Commission.

6-200 Additional Vehicle and Traffic Regulations

The regulatory provisions of the following state statutes are adopted as they now exist, or as amended to regulate the use of highways, streets, and alleys in the City of Ham Lake.

- (1) Highway Traffic Regulation Act, M.S.A. 169 and amendments thereto:
- (2) Safety Responsibility Act, M.S.A. 169 and amendments thereto: (3) Drivers' License Law, M.S.A. 171 and amendments thereto.

6-600 Parking of Truck-Tractors, Garbage Trucks and Semi-Trailers in Residential Neighborhoods

6-610 Legislative Intent

The City Council of the City of Ham Lake finds it in the best interests of the health, safety and welfare of the citizens of the City of Ham Lake to regulate the parking of certain trucks and trailers in areas zoned R-1, single family residential, and RS-1, single family residential (shoreland). The purpose of this regulation is for the protection of property values, for the preservation of the residential character of areas so zoned, for the enhancement of sanitation in residential areas; for the protection of the structural stability of municipal streets and roads in such areas, by keeping to a minimum the number of truck-tractors, garbage trucks and semi-trailers traveling thereon.

6-620 Definitions

For the purpose of this Ordinance, the terms used shall have the following meanings:

- (1) "Truck-Tractor" shall mean that term as defined in Minnesota Statutes Chapter 168.002, Subdivision 38, herein adopted by reference.
- (2) "Semi-Trailer" shall mean that term as defined by Minnesota Statutes Chapter 168.002, Subdivision 30.
- (3) "Garbage Trucks" shall mean any truck meeting the definition of "truck" in Minnesota Statutes Chapter 168.002, Subdivision 37, intended or used for the collection on a fee basis, of the garbage, trash and rubbish of persons other than the owner.

- (4) "Park". This definition shall include the word park, and any derivative of said word, including but not limited to the words "parking" and "parked". Truck-tractor, garbage truck or semi-trailer shall be deemed to have been parked if it remains at rest or if it remains physically present within an area which comprises R-1 or RS-1 zoning, for more than two consecutive hours.

6-630 Prohibited Conduct

It shall be unlawful for any person, business or other entity to park a truck- tractor, garbage truck or semi-trailer within the confines of any areas zoned R-1 or RS-1, unless the large truck-tractor, garbage truck, or semi-trailer is situated in a location which is totally screened from view by adjacent property owners' residences, and totally screened from view from members of the public traveling on nearby public roadways.

6-640 Exceptions

There shall be excepted from the requirements of this Article truck-tractors and semi-trailers which are in use pursuant to a bona fide construction project on the site, which are moving occupants into or out of the home, engaged in the performing of services at the residence which would require the presence of a truck-tractor or semi-trailer for more than two consecutive hours. Garbage trucks, while actually engaged in the activity of traveling through R-1 areas pursuant to the completion of a garbage pick-up route or while performing such services shall be excepted from this ordinance during said times.

6-650 Owner Deemed to Have Consented

Regardless of the ownership of the truck-tractor, garbage truck, or semi-trailer, the owner of the land upon which a truck-tractor, garbage truck, or semi-trailer is illegally parked shall be deemed to have given consent to the illegal parking, and therefore to have violated the provisions of this ordinance.

6-660 Limitation

The lawful parking of a truck-tractor, garbage truck, or semi-trailer within the scope of this article shall be limited to a single vehicle. In no case shall more than one such vehicle be permitted to be parked in any area zoned R-1, RS-1, or RS-2, regardless of screening or confinement in a building.

6-800 Parking of Personal Vehicles in Residential Areas

6-810 Definitions

6-811 Personal Vehicle

A Personal Vehicle is a vehicle or vehicle device intended for the personal usage of an occupant of a residential dwelling in any Residential Area, including, without limitation, passenger vehicles, pickup trucks, collector cars, vans, recreational vehicles, motorcycles, motorbikes, motor scooters, go-karts, boats, snowmobiles, all-terrain vehicles, other trailers (empty or occupied), campers, camper trailers, camper tops, truck tops, riding lawn mowers, tractors (including garden tractors) farm implements, construction equipment and sport utility vehicles.

6-812 Residential Area

Areas zoned R-1, PUD residential, RS-1, RS-2 and R-A parcels less than three acres in size.

6-813 Parking Surface

A Parking Surface is an area located outside of a garage, barn, accessory building or other building, intended to accommodate driveways or parking areas in Residential Areas, that is paved with bituminous or concrete surfacing not less than two inches in depth, or that is covered with a class V aggregate surface, only if approved by the Building Official, that is maintained adequately to prevent the growth of vegetation, erosion of the surface, and with edges defined by some type of edging material, curbing or that clearly shows a line of demarcation between the aggregate surface and abutting vegetation.

6-814 Street Setback Area

The Street Setback Area of any lot in any Residential Area is that portion of the lot that lies between the street right of way and an imaginary line drawn parallel to the street abutting the lot and the nearest point of any dwelling or garage on the lot. For corner lots, the Street Setback Area shall include both street frontages, and if the corner lot contains a dwelling with a detached garage or accessory building, the building edges closest to the abutting streets shall be used to demark the line.

6-815 Non-Operating Vehicle

A Non-Operating Vehicle is a Personal Vehicle that either does not have displayed current motor vehicle registration tags issued by the Minnesota Department of Transportation or a division thereof, or which cannot be immediately legally driven on public roads by reason of required missing parts, such as bumpers or turn signals or by reason of damage or disrepair. A Personal Vehicle having a flat tire or tires, missing wheel or wheels, lack of an engine or critical component parts thereof preventing immediate ignition of the engine, broken or cracked windshield, broken or non-functioning headlights or other characteristic of a vehicle not capable of being immediately legally driven on a public road shall be presumed to be a Non-Operating Vehicle.

6-816 Screening

Screening means either opaque fencing meeting all city codes, or an opaque vegetation screen composed of conifers, a house, garage or other structures that block views from abutting streets or parcels, or any combination thereof. Where gates are used, fencing incorporating gates shall not be considered to be Screening unless the gates are closed during all times when not in actual use to provide current entry or egress from areas outside the Street Setback Area.

6-820 Prohibited Parking

A) Locations

No Personal Vehicle shall be parked within the Street Setback Area of any Residential Lot unless parked on a Parking Surface. One unlicensed but operable personal vehicle may be permitted to be stored on a single parcel of record.

B) Maximum Number of Vehicles

No more than eight Personal Vehicles may be parked at any time within the Street Setback Area of any given lot. Where Screening is present that prevents Personal Vehicles from being observed from abutting streets or parcels, there shall be no limit on the number of Personal Vehicles that can be parked outside of Street Setback Areas, nor shall there be any requirement that Personal Vehicles be parked on a Parking Surface, provided, that no more than one of such vehicles may be a Non-Operating vehicle. The maximum number does not include vehicles of occasional or temporary guests who do not reside on the property.