

CITY OF HAM LAKE

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

CITY OF HAM LAKE CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY AGENDA MONDAY, DECEMBER 4, 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 6:01 p.m. – Public Hearing – to consider the adoption of a Resolution for the 2024 Budget, Levy and Five-Year Capital Improvement Plan

4.0 CONSENT AGENDA

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

- 4.1 Approval of minutes of November 20, 2023

- 4.2 Approval of claims

- 4.3 Approval of scheduling a Workshop Meeting for Monday, December 11, 2023 at 5:00 p.m.

- 4.4 Approval of appointment to the Safety Committee

- 4.5 Approval of the amending the Employee Handbook regarding Emergency Sick and Safe Time (ESST), Timesheets using the Employee Self-Serve (ESS) System and Safety Boots/Clothing

- 4.6 Approval of appointing Mayor Brian Kirkham and Jeff Entsminger to the Upper Rum River Watershed Management Organization City Representatives and Mayor Brian Kirkham and Troy Wolens to the Sunrise Watershed Management Organization as City Representatives

- 4.7 Approval of a Resolution supporting the submittal of a Federal Funding Application for the Trunk Highway 65 and CSAH 116 (Bunker Lake Boulevard) Interchange Project by the Anoka County Highway Department

- 4.8 Approval of hiring part-time snow plow driver

- 4.9 Approval of the following 2024 Business Licenses:

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

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

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

Recycling/Refuse – Ham Lake Haulers

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

5.0 PLANNING COMMISSION RECOMMENDATIONS – None

6.0 ECONOMIC DEVELOPMENT AUTHORITY – None

7.0 APPEARANCES

7.1 Finance Director Angela Brumbaugh, 3rd Quarter Financial Report

8.0 CITY ATTORNEY

8.1 Consideration of accepting donated property from Robert & Dianne Arnold to the City of Ham Lake (Pin #20-32-23-13-0009) and adoption of a Resolution

8.2 Approval of acting on the cash security in the amount of \$19,840 for Whitetail Crossing 2nd Addition and adoption of a Resolution

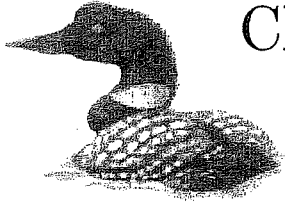
9.0 CITY ENGINEER

10.0 CITY ADMINISTRATOR

11.0 COUNCIL BUSINESS

11.1 Committee Reports

11.2 Announcements and future agenda items



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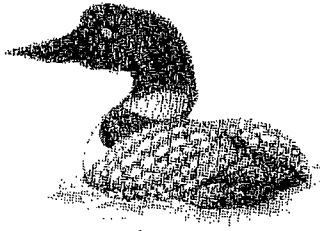
NOTICE OF PUBLIC HEARING CITY OF HAM LAKE

Notice is hereby given that the Ham Lake City Council will hold a public hearing on December 4, 2023 at 6:01 p.m. in the Council Chambers for the purpose of adopting the 2024 Budget, Levy and Five-Year Capital Improvement Plan. All interested citizens will have the opportunity to give written or oral comment.

A handwritten signature in black ink that reads "Dawnette Shimek". The signature is written in a cursive style with a long, sweeping tail on the letter "k".

Dawnette Shimek
Deputy City Clerk

Published: November 22, 2023



CITY OF HAM LAKE

Staff Report

To: Mayor and Councilmembers
Denise Webster, City Administrator

From: Julie McMackins and Angela Brumbaugh, Interim Finance Services and Finance/Human Resource Director

Subject: 2024 budget and 2023 levy for payable 2024

GENERAL FUND

The preliminary 2024 General Fund budget is funded by a property tax levy of \$6,274,218. The general levy is \$263,185 or 4.38% more than the 2023 levy. Based on preliminary tax capacity numbers, the tax rate for the city would decrease 0.636% to 18.866%.

Other revenues for the City totaled \$940,485, not including transfers, an increase of \$39,400 or 4.37% from 2023. License and permits saw an increase in the proposed budget of \$9,000 or 1.70%. Interest revenue is increased \$29,000 based on the change in the investment market. All other revenue sources remained fairly flat when compared to the 2023 budget due to not seeing any huge increase or decrease in the year to date amounts.

Expenditures for 2024, without transfers, total \$5,598,840. This is an increase of \$313,972, or 5.94% from 2023. Below is a summary of the notable changes:

- Elections increased \$45,984 to cover the 2024 elections. This was not budgeted in 2023 since it was not an election year, but is roughly \$8,000 higher than 2022 costs due to increasing wages in order to extend operating hours to be compliant with new laws extending Early Voting periods and increasing Election Judge wages by \$1.00 per hour.
- Police Protection increased \$39,811 or 2.94%. This includes a change in the police services contract that removes the patrol investigator.
- Fire Department increased \$105,004 or 15.79% due to an increase in personnel cost to staff Fire Station #3.
- Building Inspector saw a decrease in the budget of \$81,138 or 17.65% by eliminating a full-time Building Inspector.
- In this budget, a current Public Works/Parks maintenance worker, hired in February, was added to the Parks Budget. His total personnel wages are \$74,791.

The expenditures above do not include \$1,708,500 in transfers to Capital Improvement Funds. The Capital Improvement Funds transfers increased \$52,000 or 3.14% over the 2023 budget. The increases in transfers are as follows:

- Public Works increased \$50,000 to \$250,000
- Parks increase \$2,000 to \$42,000

Total expenditures are \$7,307,340 and would need to use \$78,387 of reserves to cover expenditures.

OTHER FUNDS

2010 CIP Bond Debt Service Fund: The G.O. levy for this bond is \$208,031.

GO Capital Note Debt Service Fund-NMTC: This fund was created in 2016. The City of Circle Pines issued General Obligation Capital Notes to finance the acquisition of capital equipment by the North Metro Telecommunications Commission. Member cities receive franchise fees from NMTC, from which they pay their share of the debt service payments. Member cities will not levy property taxes to pay the debt service. The preliminary 2023 budget includes franchise fees of \$32,174 and bond principal, interest, and miscellaneous expense of \$32,174.

Detailed budgets for the other funds are included in the following pages.

Recommendations:

It is recommended that Council adopt the Resolution to approve the Proposed 2024 budget and the proposed 2023 tax levy, collectible in 2024.

RESOLUTION NO. 23-xx
RESOLUTION APPROVING THE FINAL 2024 PROPOSED BUDGET AND 2023
TAX LEVY, COLLECTIBLE IN 2024

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HAM LAKE, ANOKA COUNTY, MINNESOTA, that the following sums of money are proposed to be levied for the current year, collectible in 2024, upon taxable property in the City of Ham Lake, for the following purposes:

General Levy	\$6,274,218.00
Bonded Indebtedness:	
G. O. Capital Improvement Plan Bond, series 2010A	\$ 208,031.00
Total Levy	\$6,482,249.00

The 2023 tax levy, collectible in 2024, for G.O. Capital Notes, Series 2016A (NMTC) is cancelled, as alternative revenues are available to pay the principal and interest on the bonds.

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF HAM LAKE, ANOKA COUNTY, MINNESOTA, that the attached copy of the 2024 budget is hereby adopted.

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

Adopted by the Ham Lake City Council this 4th day of December, 2023.

Brian Kirkham, Mayor

Denise Webster, City Clerk

**2024 COMPENSATION PLAN
For Employees Hired After September 6, 2011
NON-EXEMPT - HOURLY WAGE**

COLA 3%

COMP WORTH	START	1,040 Hours 6 MONTHS	2,080 Hours 1 YEAR	4,160 Hours 2 YEARS	6,240 Hours 3 YEARS	8,320 Hours 4 YEARS
149	21.01	21.66	22.35	23.69	24.89	26.25
168	23.70	24.42	25.20	26.67	28.11	29.59
178	25.10	25.91	26.69	28.25	29.78	31.36
209	29.47	30.34	31.35	33.14	34.96	36.86
228	32.16	33.18	34.20	36.19	38.18	40.17
275	38.78	39.97	41.25	43.66	46.59	48.45

EXEMPT (SALARIED) PER MONTH

252	6,156	6,349	6,545	6,930	7,311	7,694
308	7,525	7,760	7,997	8,470	8,936	9,405
372	9,087	9,370	9,659	10,230	10,791	11,359
252	35.51	36.63	37.76	39.98	42.18	44.39
308	43.41	44.77	46.14	48.86	51.55	54.26
372	52.43	54.06	55.72	59.02	62.26	65.53

Non-exempt (Hourly)

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

Exempt (Salaried)

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

Part-time/Seasonal/On-call

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

Planning Commissioners, Park & Tree Commissioners

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

2024 COMPENSATION PLAN
For Employees Hired Prior to September 6, 2011
NON-EXEMPT - HOURLY WAGE

COLA 3%

COMP WORTH	START	6 MONTHS 1040 Hours	1 YEAR 2080 Hours	2 YEARS 4160 Hours	3 YEARS 6240 Hours
149	21.01	22.35	23.65	24.93	26.25
168	23.72	25.20	26.67	28.11	29.57
178	25.10	26.70	28.26	29.78	31.36
209	29.47	31.35	33.18	34.97	36.83
228	32.18	34.16	36.19	38.15	40.17

EXEMPT - SALARIED - PER MONTH

252	6,156	6,545	6,927	7,307	7,694
308	7,525	7,997	8,470	8,936	9,407
372	9,087	9,655	10,234	10,795	11,359

Non-exempt (Hourly)

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

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

Exempt (Salaried)

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

Part-time/Seasonal/On-call

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

Planning Commissioners, Park & Tree Commissioners

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

**2024 COMPENSATION PLAN
Fire Department**

	<u>Amount</u>	<u>Pay Frequency</u>
Officers		
Deputy chief	298.04	per month
District chief	218.47	per month
Training officer	41.96	per month
Assistant training officer	41.96	per month
Fire prevention	41.96	per month
Fire investigators	41.96	per month
Weekend Duty Officer	96.45	per duty weekend
Instructors	25.18	per training session
Call rate	16.81	per hour
Meeting/drill rate	16.81	per meeting/drill
Chief & captains rate	18.53	per hour

CITY OF HAM LAKE

CAPITAL IMPROVEMENT

AND

EQUIPMENT REPLACEMENT PLAN

2024 - 2028

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

CITY OF HAM LAKE, MINNESOTA
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCES - SUMMARY
GENERAL FUND
ACTUAL FOR THE YEAR ENDED DECEMBER 31, 2021-2022, PERIOD TO DATE SEPTEMBER 30, 2023 AND
BUDGET FOR THE YEARS ENDED DECEMBER 31, 2023 AND 2024

	Actual	Actual	YTD	Budget	Budget	Percent
	2021	2022	9/30/2022	2023	2024	Change
REVENUES						
Taxes	\$ 5,067,295	\$ 5,376,363	\$ 3,182,050	\$ 6,038,283	\$ 6,286,468	4.11% (1)
Licenses and permits	592,028	570,567	360,470	528,600	537,600	1.70%
Intergovernmental	177,827	578,748	96,266	176,000	176,000	0.00%
Charges for services	11,929	9,790	6,470	9,385	9,285	-1.07%
Fines and forfeitures	26,530	32,056	28,930	30,000	31,500	5.00%
Investment earnings	(3,227)	29,664	121,873	1,000	30,000	2900.00% (2)
Miscellaneous	178,686	377,365	174,767	156,100	156,100	0.00%
Other financing sources	-	185	-	-	-	0.00%
TOTAL REVENUES	6,051,069	6,974,740	3,970,827	6,939,368	7,226,953	4.14%
EXPENDITURES						
Council	72,338	78,282	69,490	73,460	87,481	19.09% (3)
Ordinances	2,909	14,072	18,102	4,600	22,550	390.22% (3)
Administration	150,972	162,059	124,591	170,283	172,701	1.42%
Clerk	120,174	115,996	88,168	126,374	123,151	-2.55%
Elections	-	38,048	1,076	-	45,984	0.00% (4)
Finance	216,401	240,600	199,651	278,710	266,227	-4.48%
Auditing	28,580	23,550	25,680	29,000	29,630	2.17%
Assessing	79,878	80,543	61,640	82,100	85,836	4.55%
Prosecutions	78,000	78,000	60,255	78,000	80,340	3.00%
Planning & zoning	83,670	83,454	65,677	102,239	104,151	1.87%
General government	69,200	448,495	1,357,900	87,771	89,911	2.44%
General govt buildings	31,099	45,725	33,251	39,075	47,004	20.29% (5)
City sign	2,670	2,296	3,020	3,005	3,194	6.29%
Information Technology	41,995	52,785	48,514	62,413	42,100	-32.55% (6)
Police protection	1,081,465	1,217,110	1,049,531	1,353,929	1,393,741	2.94% (7)
Fire department	546,996	573,674	409,563	665,106	770,111	15.79% (8)
Fire stations	29,105	31,157	19,489	36,870	43,141	17.01% (9)
Sirens	8,331	8,205	8,710	9,214	9,205	-0.10%
Building inspection	369,120	414,061	274,581	459,650	378,512	-17.65% (10)
Animal control	3,060	4,386	2,139	3,150	3,150	0.00%
Public works	791,911	797,812	663,471	963,554	1,038,029	7.73%
Public works building	29,502	39,010	26,166	38,830	46,100	18.72% (11)
Snow & ice removal	94,479	115,784	95,659	66,590	66,680	0.14%
Stormwater drainage	2,505	7,060	10,282	3,500	5,500	57.14% (12)
Stormwater-WMOs	18,506	28,780	22,935	18,939	35,018	84.90% (13)
Signs & signals	21,972	17,910	9,358	21,095	23,100	9.50%
Utility/ROW	47,268	56,732	35,179	50,000	60,200	20.40% (14)
Parks	201,316	175,528	150,201	305,877	374,058	22.29% (15)
Park Buildings	14,715	14,138	12,398	18,350	20,910	13.95% (16)
Senior Center	3,456	2,937	1,736	7,793	4,186	-46.28% (17)
Senior Center Building	11,326	12,739	10,580	14,190	15,740	10.92% (18)
Misc/unallocated	111,057	129,091	5,463	111,200	111,200	0.00%
TOTAL EXPENDITURES	4,363,974	5,110,019	4,964,457	5,284,868	5,598,840	5.94%
EXCESS REVENUES (EXPENDITURES)	1,687,095	1,864,721	(993,630)	1,654,500	1,628,113	-1.59%
OTHER FINANCING SOURCES (USES)						
Transfers in	1,200	1,200	-	2,000	2,000	0.00%
Transfers out	(1,851,470)	(1,346,500)	(1,242,375)	(1,656,500)	(1,708,500)	3.14%
TOTAL OTHER FINANCING SOURCES (USES)	(1,850,270)	(1,345,300)	(1,242,375)	(1,654,500)	(1,706,500)	3.14%
EXCESS (DEFICIENCY) OF REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES						
	\$ (163,175)	\$ 519,421	\$ (2,236,005)	\$ (0)	\$ (78,387)	

Explanation of Budget Changes in revenue and expenditures over 10%

- (1) Levy was only increased 4.22% per instruction from the council.
- (2) Increased investment income due to higher rates and current trends in returns.
- (3) Aligned budgeted Attorney and Engineering fees to actual costs.
- (4) Budgeted for more election assistant help due to new statute indicating an increase in early voting hours and increased election judge wages by \$1.00 per hour.
- (5) The contracts HVAC maintenance and cleaning services increased. Also, aligned the natural gas budget to actual costs.
- (6) Reallocated fees to the departments. This is now only general government departments.
- (7) The Police Contract changed to include 36 hours of police services. The police investigator positions is removed from the contract.
- (8) Budgeted for more Fire Fighters for Fire Station #3.
- (9) Budgeted for increase in utilities for Fire Station #3.
- (10) Eliminated the open Building Inspector position.
- (11) Increased building repair for potential repairs, increased cleaning services due to contract increases, and aligned budgeted natural gas expenditures to actual costs.
- (12) Budgeted for Culverts.
- (13) Aligned budgeted Attorney and Engineering fees to actual costs as well as added \$3,000 for Sunrise WMO attorney fees.
- (14) Aligned budgeted Engineering Fees to actual costs.
- (15) Increase in personnel costs and decreases to capital assets and insurance.
- (16) Aligned budgeted natural gas costs to actual.
- (17) Decreased phone services and insurance to be more aligned with actual costs.
- (18) Increase in cleaning services due to contract increase and aligned budgeted natural gas to actual costs..

CITY OF HAM LAKE
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - DETAILED
BUDGET DETAIL - ACTUAL 2020-2022, YTD SEPTEMBER 2023, BUDGET FINAL 2023, PROPOSED 2024

		2020	2021	2022	YTD 9/30/2023	BUDGET	
						2023	2024
GENERAL FUND							
GENERAL FUND							
Revenues							
General Property Taxes							
100-31001	Current property taxes	(4,814,835.42)	(4,991,421.97)	(5,371,846.16)	(3,157,818.22)	(6,011,033.00)	(6,274,218.00)
100-31002	Delinquent property taxes	(28,578.61)	(65,918.49)	(5,298.07)	(23,515.81)	(25,000.00)	(10,000.00)
100-31901	Penalties & interest	(758.22)	(9,954.65)	781.08	(716.31)	(2,250.00)	(2,250.00)
	Total	(4,844,172.25)	(5,067,295.11)	(5,376,363.15)	(3,182,050.34)	(6,038,283.00)	(6,286,468.00)
Licenses and permits							
100-32101	Animal license	-	-	-	(35.00)	-	-
100-32102	Beer & liquor license	(2,095.00)	(2,170.00)	(26,120.00)	(26,345.00)	(27,000.00)	(27,000.00)
100-32103	Business license	(2,915.00)	(3,270.00)	(3,185.00)	(75.00)	(2,900.00)	(2,900.00)
100-32104	Conditional use permits	(1,100.00)	(2,600.00)	(700.00)	(400.00)	(1,000.00)	(1,000.00)
100-32105	Contractor's license	(950.00)	(1,850.00)	(2,100.00)	(1,850.00)	(700.00)	(700.00)
100-32106	Fireworks sales permits	(100.00)	(100.00)	(100.00)	(100.00)	(100.00)	(100.00)
100-32107	Hotel/motel license	(500.00)	(500.00)	(500.00)	-	(500.00)	(500.00)
100-32108	Motor vehicle sales lot license	(2,700.00)	(2,500.00)	(1,900.00)	(3,000.00)	(2,500.00)	(2,500.00)
100-32109	Transient sales license	(60.00)	(270.00)	(450.00)	(1,110.00)	(200.00)	(200.00)
100-32110	Private kennel & dang. dog license	(230.00)	(300.00)	(175.00)	-	(200.00)	(200.00)
100-32201	Building permits	(279,567.75)	(260,748.30)	(240,748.14)	(153,078.58)	(250,000.00)	(240,000.00)
100-32202	Other construction permits	(91,390.50)	(100,906.50)	(110,012.75)	(66,105.75)	(85,000.00)	(85,000.00)
100-32203	Burning/party/large assembly permits	(820.00)	(1,060.00)	(1,000.00)	(700.00)	(1,000.00)	(1,000.00)
100-32204	Deviation permits	(1,800.00)	(2,100.00)	(2,100.00)	(600.00)	(1,500.00)	(1,500.00)
100-32205	Electrical permits	-	-	-	-	-	-
100-32206	Move-in permits	-	-	-	-	-	-
100-32207	Sign permits	(1,355.00)	(982.00)	(948.00)	(905.50)	(1,000.00)	(1,000.00)
100-32208	Utility R-O-W permits	(63,440.00)	(98,025.00)	(76,929.81)	(46,233.65)	(60,000.00)	(79,000.00)
100-32209	Additional electrical fees	-	-	-	-	-	-
100-32210	Plan checks	(121,451.63)	(114,646.03)	(103,598.16)	(59,931.97)	(95,000.00)	(95,000.00)
100-32211	Excavation/misc permits	-	-	-	-	-	-
	Total	(570,474.88)	(592,027.83)	(570,566.86)	(360,470.45)	(528,600.00)	(537,600.00)
Intergovernmental							
100-33102	Federal fire/emerg preparedness grants	-	-	-	(27,496.00)	-	-
100-33103	ARPA Grant	-	-	(383,555.09)	-	-	-
100-33401	MSA maintenance	(44,070.00)	(44,000.00)	(45,165.00)	(46,005.00)	(44,000.00)	(44,000.00)
100-33403	Fire relief state aid	(104,380.54)	(108,297.56)	(122,940.83)	(1,000.00)	(110,000.00)	(110,000.00)
100-33404	MVHC	(3,627.54)	(3,260.20)	(5,051.32)	-	(3,500.00)	(3,500.00)
100-33405	PERA aid	-	-	-	-	-	-
100-33407	State fire grants	(1,591.47)	(18,236.35)	(16,091.25)	(12,915.16)	(15,000.00)	(15,000.00)
100-33409	Tax forfeit settlements	(10,700.43)	-	-	(350.24)	-	-
100-33501	Other county grants and aid	(33,258.00)	-	-	-	-	-
100-33601	Other local grants and aids	(3,498.99)	(4,033.31)	(5,944.74)	(8,500.00)	(3,500.00)	(3,500.00)
	Total	(201,126.97)	(177,827.42)	(578,748.23)	(96,266.40)	(176,000.00)	(176,000.00)
Charges for services							
100-34102	Assessment search	(7,080.00)	(4,335.00)	(2,715.00)	(1,365.00)	(3,000.00)	(2,500.00)
100-34103	Copies	(21.75)	(11.00)	-	(29.25)	(10.00)	(10.00)
100-34104	Election filing fees	(50.00)	-	(125.00)	-	-	-
100-34105	Sale of taxable items	(39.37)	(101.98)	(21.20)	(126.00)	(50.00)	(50.00)
100-34106	Staff review	(1,820.00)	(3,400.00)	(1,800.00)	(1,320.00)	(2,400.00)	(1,800.00)
100-34107	Surcharge Retention	(1,684.72)	-	(1,148.60)	-	(1,000.00)	(1,000.00)
100-34109	Other charges for service	(26.00)	(850.00)	(239.00)	(375.00)	(200.00)	(200.00)
100-34304	Water sales	(28.02)	(6.00)	(16.65)	(5.00)	(25.00)	(25.00)
100-34701	Ballfield Fees	-	-	-	-	(200.00)	(200.00)
100-34702	Park/pavilion rentals	(1,300.00)	(3,225.00)	(3,725.00)	(3,250.00)	(2,500.00)	(3,500.00)
	Total	(12,049.86)	(11,928.98)	(9,790.45)	(6,470.25)	(9,385.00)	(9,285.00)
Fines and forfeitures							
100-35001	Court fines & fees	(22,131.35)	(26,530.33)	(30,306.42)	(28,429.52)	(30,000.00)	(30,000.00)
100-35002	Tobacco & Liquor Fines	-	-	(1,750.00)	(500.00)	-	(1,500.00)
	Total	(22,131.35)	(26,530.33)	(32,056.42)	(28,929.52)	(30,000.00)	(31,500.00)
Miscellaneous							
100-37101	Interest on investments	(30,842.10)	3,226.61	(29,664.20)	(121,873.42)	(1,000.00)	(30,000.00)
100-37102	Interest on Leases	-	-	(65,736.00)	-	-	-
100-37301	Tower lease	(111,082.58)	(129,546.94)	(147,981.49)	(145,671.57)	(145,600.00)	(145,600.00)
100-37302	Building lease	(3,720.72)	(3,720.72)	-	-	-	-
100-37501	General donations	(2,860.50)	(10,559.05)	(14,000.00)	(21,500.00)	(7,500.00)	(7,500.00)
100-37502	Fire department donations	(2,000.00)	-	-	-	(2,000.00)	(2,000.00)
100-37601	Refunds & reimbursements	(55,252.05)	(34,859.25)	(36,697.76)	(7,595.00)	(1,000.00)	(1,000.00)
	Total	(205,757.95)	(175,459.35)	(294,079.45)	(296,639.99)	(157,100.00)	(186,100.00)

CITY OF HAM LAKE							
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - DETAILED							
BUDGET DETAIL - ACTUAL 2020-2022, YTD SEPTEMBER 2023, BUDGET FINAL 2023, PROPOSED 2024							
		2020	2021	2022	YTD 9/30/2023	BUDGET	
						2023	2024
Other Financing Sources							
100-39101	Sale of assets	(3,551.00)	-	(185.25)	-	-	-
100-39201	Insurance reimbursements	-	-	-	-	-	-
100-39302	Transfer from lawful gambling fund	-	(1,200.00)	-	-	-	-
100-39303	Transfer from lodging tax fund	(1,350.00)	-	(1,200.00)	-	(2,000.00)	(2,000.00)
Total		(4,901.00)	(1,200.00)	(1,385.25)	-	(2,000.00)	(2,000.00)
	Grand Total Revenues	(5,860,614.26)	(6,052,269.02)	(6,862,989.81)	(3,970,826.95)	(6,941,368.00)	(7,228,953.00)

CITY OF HAM LAKE
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - DETAILED
BUDGET DETAIL - ACTUAL 2020-2022, YTD SEPTEMBER 2023, BUDGET FINAL 2023, PROPOSED 2024

		2020	2021	2022	YTD 9/30/2023	BUDGET	
						2023	2024
General Fund							
Expenditures							
Mayor and Council							
100-41101-1140	Wages & salaries-Council	25,599.84	27,641.49	23,966.52	19,199.88	25,600.00	25,600.00
100-41101-1210	PERA/FICA/MC	-	-	-	-	-	-
100-41101-1211	PERA	490.08	513.52	285.88	367.56	250.00	490.00
100-41101-1212	FICA/MC	1,350.84	1,785.65	1,454.37	1,012.90	1,960.00	1,960.00
100-41101-1510	Worker's comp insurance	68.36	76.01	74.50	64.75	170.00	106.38
100-41101-1610	Advisory/representative	-	-	-	-	240.00	240.00
100-41101-3105	Assessing/property tax administration	1,753.49	1,775.62	1,693.64	1,814.08	1,800.00	1,854.00
100-41101-3110	Attorney	7,508.32	5,923.00	11,992.50	8,160.16	10,000.00	10,300.00
100-41101-3135	Engineering	14,679.70	8,747.91	20,435.07	20,091.91	15,000.00	25,750.00
100-41101-3136	Engineering-comprehensive plan	20,114.04	8,708.69	41.57	-	-	-
100-41101-3190	Other professional services	-	-	-	-	-	-
100-41101-3510	Training/conferences/schools	-	-	-	-	1,000.00	1,000.00
100-41101-3920	Dues & subscriptions	18,244.00	15,729.34	16,155.66	16,649.01	15,000.00	17,000.00
100-41101-3940	Insurance	57.25	50.09	328.87	612.14	220.00	661.11
100-41101-3950	Legal notices/publications/bids	2,153.78	1,248.43	1,668.96	1,379.34	2,000.00	2,000.00
100-41101-3960	Mileage	-	-	-	-	20.00	20.00
100-41101-3980	Filing fees	46.00	138.00	184.00	138.00	200.00	500.00
Total		92,065.70	72,337.75	78,281.54	69,489.73	73,460.00	87,481.49
Ordinances							
100-41102-3110	Attorney	1,480.83	1,785.00	3,053.00	4,591.76	3,000.00	6,000.00
100-41102-3135	Engineering	764.85	336.27	10,639.98	12,448.35	500.00	15,450.00
100-41102-3950	Legal notices/publications/bids	1,017.87	787.32	378.72	1,061.76	1,100.00	1,100.00
Total		3,263.55	2,908.59	14,071.70	18,101.87	4,600.00	22,550.00
Administration							
100-41201-1110	Wages & salaries-FT	115,768.04	119,213.81	129,349.85	96,303.49	132,330.00	134,320.00
100-41201-1120	Wages & salaries-PT	-	-	-	-	-	-
100-41201-1210	PERA/FICA/MC	-	-	-	-	-	-
100-41201-1211	PERA	8,687.20	8,947.17	9,703.55	7,224.84	9,930.00	10,080.00
100-41201-1212	FICA/MC	9,657.73	9,940.11	10,727.30	8,233.42	10,130.00	10,280.00
100-41201-1310	Flex plan contribution	10,800.00	10,800.00	10,800.00	11,296.62	15,060.00	15,060.00
100-41201-1320	Life/disability/other insurance	38.40	47.72	39.19	14.53	40.00	40.00
100-41201-1510	Worker's comp insurance	574.05	784.94	547.14	532.52	1,330.00	1,259.58
100-41201-2110	Office supplies	79.33	118.94	34.40	70.46	200.00	200.00
100-41201-2510	Software licenses & upgrades	260.28	514.03	319.68	354.24	381.00	490.00
100-41201-3120	Computer & software support	-	50.00	-	-	-	-
100-41201-3440	Equipment repair & maintenance service	-	-	-	-	-	-
100-41201-3510	Training/conferences/schools	-	-	-	-	200.00	200.00
100-41201-3910	Advertising for employment	-	-	-	-	-	-
100-41201-3920	Dues & subscriptions	215.00	288.68	205.56	170.72	250.00	250.00
100-41201-3940	Insurance	272.40	266.67	332.43	390.23	332.28	421.45
100-41201-3960	Mileage	36.23	-	-	-	100.00	100.00
Total		146,388.66	150,972.07	162,059.10	124,591.07	170,283.28	172,701.03
City Clerk							
100-41301-1110	Wages & salaries-FT	95,038.49	85,400.15	86,815.43	63,931.12	89,650.00	89,880.00
100-41301-1210	PERA/FICA/MC	-	-	-	-	-	-
100-41301-1211	PERA	7,120.62	6,415.87	6,596.12	4,788.36	6,730.00	6,750.00
100-41301-1212	FICA/MC	7,334.26	6,716.75	6,679.53	5,198.63	6,860.00	6,880.00
100-41301-1310	Flex plan contribution	10,800.00	10,800.00	10,800.00	11,297.25	15,060.00	15,060.00
100-41301-1320	Life/disability/other insurance	38.40	85.04	59.67	14.40	40.00	40.00
100-41301-1510	Worker's comp insurance	373.75	568.06	383.12	378.99	950.00	891.17
100-41301-2110	Office supplies	447.80	169.97	572.47	149.98	500.00	600.00
100-41301-2510	Software licenses & upgrades	4,057.93	6,013.03	319.68	285.84	381.00	390.00
100-41301-3120	Computer & software support	-	-	-	-	-	-
100-41301-3220	Internet & website	2,871.45	2,894.55	2,985.26	1,545.15	3,500.00	-
100-41301-3510	Training/conferences/schools	-	445.00	40.00	-	1,500.00	1,500.00
100-41301-3520	Professional licenses & certifications	-	70.00	-	-	70.00	70.00
100-41301-3920	Dues & subscriptions	340.00	335.00	440.23	217.50	400.00	500.00
100-41301-3940	Insurance	331.47	260.55	304.84	360.91	532.89	389.78
100-41301-3960	Mileage	58.05	-	-	-	200.00	200.00
Total		128,812.22	120,173.97	115,996.35	88,168.13	126,373.89	123,150.95

CITY OF HAM LAKE
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - DETAILED
BUDGET DETAIL - ACTUAL 2020-2022, YTD SEPTEMBER 2023, BUDGET FINAL 2023, PROPOSED 2024

		2020	2021	2022	YTD 9/30/2023	BUDGET	
						2023	2024
Elections							
100-41302-1110	Wages & salaries-FT	-	-	12,261.79	426.30	-	-
100-41302-1120	Wages & salaries-PT	27,164.25	-	22,690.25	-	-	40,300.00
100-41302-1210	PERA/FICA/MC	-	-	-	-	-	-
100-41302-1211	PERA	-	-	836.39	-	-	-
100-41302-1212	FICA/MC	-	-	1,154.06	-	-	3,090.00
100-41302-1510	Worker's comp insurance	93.60	-	159.31	53.10	-	108.32
100-41302-2110	Office supplies	842.00	-	317.56	570.26	-	1,400.00
100-41302-2120	Postage	298.30	-	120.76	-	-	300.00
100-41302-3135	Engineering	-	-	-	21.00	-	20.00
100-41302-3940	Insurance	15.61	-	15.43	5.13	-	16.00
100-41302-3950	Legal notices/publications/bids	256.76	-	440.64	-	-	650.00
100-41302-3960	Mileage	92.33	-	52.06	-	-	100.00
Total		28,762.85	-	38,048.25	1,075.79	-	45,984.32
Finance							
100-41401-1110	Wages & salaries-FT	86,198.79	152,178.57	164,463.86	127,689.24	172,910.00	176,470.00
100-41401-1210	PERA/FICA/MC	-	-	-	-	-	-
100-41401-1211	PERA	6,457.93	11,190.07	12,334.70	8,872.45	12,970.00	13,240.00
100-41401-1212	FICA/MC	7,100.29	11,952.30	12,862.46	9,967.37	13,230.00	13,500.00
100-41401-1310	Flex plan contribution	10,800.00	10,800.00	10,800.00	11,298.00	15,060.00	15,060.00
100-41401-1320	Life/disability/other insurance	3,702.94	11,837.48	12,736.80	5,676.30	12,740.00	15,140.00
100-41401-1510	Worker's comp insurance	264.65	827.32	692.82	679.90	1,700.00	1,598.83
100-41401-2110	Office supplies	1,447.74	984.53	981.45	510.82	1,000.00	1,000.00
100-41401-2510	Software licenses & upgrades	160.03	1,542.26	639.24	503.37	761.00	680.00
100-41401-2820	Codes & standards	-	-	-	-	-	250.00
100-41401-3120	Computer & software support	18,411.93	14,094.59	23,229.53	24,994.67	25,195.00	25,195.00
100-41401-3190	Other professional services	106,892.50	-	-	8,360.71	20,000.00	500.00
100-41401-3510	Training/conferences/schools	-	129.00	721.42	-	2,000.00	2,000.00
100-41401-3920	Dues & subscriptions	70.00	350.00	285.00	285.00	500.00	500.00
100-41401-3940	Insurance	339.45	442.32	608.26	734.83	394.17	793.62
100-41401-3960	Mileage	45.43	72.24	244.12	78.61	250.00	300.00
Total		241,891.68	216,400.68	240,599.66	199,651.27	278,710.17	266,227.45
Auditing							
100-41402-3115	Audit & actuarial services	22,570.00	28,580.00	23,550.00	25,680.00	29,000.00	29,630.00
Total		22,570.00	28,580.00	23,550.00	25,680.00	29,000.00	29,630.00
Assessing							
100-41403-3105	Assessing/property tax administration	78,236.20	79,878.40	80,543.20	61,639.50	82,100.00	85,835.55
Total		78,236.20	79,878.40	80,543.20	61,639.50	82,100.00	85,835.55
Prosecutions							
100-41501-3110	Attorney	78,087.50	78,000.00	78,000.00	60,255.00	78,000.00	80,340.00
Total		78,087.50	78,000.00	78,000.00	60,255.00	78,000.00	80,340.00
Planning and Zoning							
100-41601-1110	Wages & salaries-FT	42,551.62	60,587.95	54,788.50	42,181.09	74,410.00	74,600.00
100-41601-1150	Wages & salaries-commissioners	3,380.00	3,010.00	2,410.00	2,060.00	2,970.00	2,970.00
100-41601-1210	PERA/FICA/MC	-	-	-	-	-	-
100-41601-1211	PERA	3,265.60	4,713.63	4,315.09	3,370.30	5,580.00	5,600.00
100-41601-1212	FICA/MC	3,586.85	5,018.31	4,573.60	3,607.50	5,700.00	5,940.00
100-41601-1310	Flex plan contribution	-	-	-	-	-	-
100-41601-1320	Life/disability/other insurance	38.40	42.96	38.86	10.90	40.00	40.00
100-41601-1510	Worker's comp insurance	332.52	412.73	282.99	268.33	670.00	642.06
100-41601-2110	Office supplies	322.45	164.31	32.48	149.91	350.00	350.00
100-41601-2120	Postage	117.85	286.81	69.68	52.80	150.00	150.00
100-41601-2510	Software licenses & upgrades	221.82	231.96	319.68	217.44	381.00	290.00
100-41601-3110	Attorney	297.50	472.50	1,380.10	2,731.80	1,000.00	1,030.00
100-41601-3120	Computer & software support	-	-	-	-	-	-
100-41601-3135	Engineering	6,017.10	8,440.41	14,819.42	10,662.69	8,500.00	10,000.00
100-41601-3440	Equipment repair & maintenance services	-	-	-	-	-	-
100-41601-3510	Training/conferences/schools	50.00	-	-	-	2,000.00	2,000.00
100-41601-3920	Dues & subscriptions	45.00	46.00	120.00	-	46.00	46.00
100-41601-3940	Insurance	280.44	242.13	303.48	364.14	342.08	393.27
100-41601-3960	Mileage	-	-	-	-	100.00	100.00
Total		60,507.15	83,669.70	83,453.88	65,676.90	102,239.08	104,151.33

CITY OF HAM LAKE
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - DETAILED
BUDGET DETAIL - ACTUAL 2020-2022, YTD SEPTEMBER 2023, BUDGET FINAL 2023, PROPOSED 2024

		2020	2021	2022	YTD	BUDGET		
					9/30/2023	2023	2024	
General Government								
100-41701-2110	Office supplies	2,100.50	2,169.48	1,841.31	1,737.59	2,500.00	2,500.00	
100-41701-2120	Postage	654.95	1,113.29	703.32	1,678.76	1,200.00	1,800.00	
100-41701-2290	Operating supplies	2,048.35	1,671.88	2,409.16	1,721.49	3,000.00	3,000.00	
100-41701-2510	Software licenses & upgrades	-	365.00	2,921.42	3,338.71	-	-	
100-41701-2520	Computer supplies & small equipment	759.67	1,255.90	86.44	-	-	-	
100-41701-3120	Computer & software support	675.96	-	-	-	-	-	
100-41701-3110	Attorney	-	157.50	-	-	-	-	
100-41701-3145	Monitoring	32.95	-	-	-	-	-	
100-41701-3160	Safety program	1,239.00	1,264.00	1,289.00	1,405.00	1,300.00	1,500.00	
100-41701-3190	Other professional services	4,090.00	4,933.00	3,276.30	4,375.46	7,000.00	5,000.00	
100-41701-3210	Phones/radios/pagers	2,018.74	1,866.66	2,723.93	1,479.11	3,165.00	1,370.00	
100-41701-3320	Equipment rentals	5,501.71	6,799.79	8,213.08	5,069.90	7,500.00	8,000.00	
100-41701-3440	Equipment repair & maintenance service	241.00	135.50	157.57	75.00	500.00	500.00	
100-41701-3940	Insurance	25,500.86	26,283.27	29,964.04	31,241.33	31,105.95	33,740.64	
100-41701-4115	Community celebrations	10,000.00	17,220.68	11,000.00	13,000.00	10,000.00	12,000.00	
100-41701-4130	Credit card & bank fees	468.00	372.84	354.00	224.96	1,500.00	1,500.00	
100-41701-4153	COVID 19	148.40	3,277.56	383,555.09	1,288,453.91	-	-	
100-41701-5110	Capital assets	-	-	-	-	10,000.00	10,000.00	
100-41701-5120	Controllable assets	3,732.54	314.07	-	4,098.91	9,000.00	9,000.00	
100-41701-7125	General government equip fund transfer	8,000.00	9,000.00	9,500.00	7,124.94	9,500.00	9,500.00	
	Total	67,212.63	78,200.42	457,994.66	1,365,025.07	97,270.95	99,410.64	
General Building								
100-41702-2310	Building repair & maintenance supplies	612.56	1,337.25	1,004.57	1,247.25	1,000.00	1,000.00	
100-41702-3145	Monitoring	482.45	505.40	519.40	395.55	575.00	600.00	
100-41702-3420	Building repair & maintenance services	7,218.78	7,059.30	14,883.30	10,675.60	10,500.00	15,000.00	
100-41702-3430	Cleaning service	7,322.00	7,065.00	7,800.00	6,195.00	7,800.00	9,204.00	
100-41702-3610	Electricity	10,778.65	11,245.32	12,540.81	10,238.90	13,500.00	14,500.00	
100-41702-3620	Natural gas	3,130.58	3,705.50	5,450.58	4,317.30	5,500.00	6,500.00	
100-41702-3630	Waste management & recycling	181.72	181.72	181.72	181.72	200.00	200.00	
100-41702-5120	Controllable assets	-	-	3,344.95	-	-	-	
100-41702-7105	Building fund transfer	10,000.00	10,000.00	10,000.00	7,499.97	10,000.00	10,000.00	
	Total	39,726.74	41,099.49	55,725.33	40,751.29	49,075.00	57,004.00	
City Sign								
100-41703-2320	Equipment parts & supplies	-	-	-	-	-	-	
100-41703-2510	Software licenses & upgrades	-	-	-	-	-	-	
100-41703-3440	Equipment repair & maintenance services	-	-	-	-	-	-	
100-41703-3610	Electricity	1,439.07	1,461.95	1,529.37	2,377.54	1,600.00	2,500.00	
100-41703-3940	Insurance	1,151.52	1,207.85	766.46	642.25	1,404.62	693.63	
	Total	2,590.59	2,669.80	2,295.83	3,019.79	3,004.62	3,193.63	
Information Technology								
100-41707-2520	Computer supplies/small equipment	-	-	-	184.23	500.00	500.00	
100-41707-3120	Computer & software support	41,077.08	41,995.20	52,785.00	48,330.00	61,913.00	34,500.00	
100-41707-3220	Internet & website	-	-	-	-	-	7,100.00	
	Total	41,077.08	41,995.20	52,785.00	48,514.23	62,413.00	42,100.00	

CITY OF HAM LAKE
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - DETAILED
BUDGET DETAIL - ACTUAL 2020-2022, YTD SEPTEMBER 2023, BUDGET FINAL 2023, PROPOSED 2024

		2020	2021	2022	YTD 9/30/2023	BUDGET	
						2023	2024
Police Protection							
100-42101-3155	Police protection	946,694.73	1,080,834.00	1,216,275.00	1,048,636.25	1,353,055.00	1,392,774.00
100-42101-3940	Insurance	716.84	631.07	834.68	894.94	874.40	966.54
Total		947,411.57	1,081,465.07	1,217,109.68	1,049,531.19	1,353,929.40	1,393,740.54
Fire Department							
100-42201-1110	Wages & salaries-FT	26,516.46	133,052.91	142,279.21	99,585.19	170,760.00	171,270.00
100-42201-1120	Wages & salaries-PT	67,287.85	42,489.91	24,542.77	11,173.50	30,420.00	31,340.00
100-42201-1130	Wages & salaries-firefighters	124,205.84	115,992.47	112,813.63	67,782.78	124,320.00	173,290.00
100-42201-1210	PERA/FICA/MC	-	-	-	-	-	-
100-42201-1211	PERA	1,981.17	19,098.24	20,347.80	14,860.47	26,050.00	26,510.00
100-42201-1220	Fire Retirement Contribution	12,312.00	12,558.24	15,934.99	-	13,323.04	13,722.73
100-42201-1212	FICA/MC	16,426.68	16,627.95	14,735.79	8,512.74	18,240.00	21,890.00
100-42201-1310	Flex plan contribution	-	-	-	-	-	-
100-42201-1320	Life/disability/other insurance	10,543.40	15,474.61	19,763.68	7,546.81	25,220.00	22,250.00
100-42201-1510	Worker's comp insurance	30,090.37	31,808.06	39,689.33	37,568.09	45,070.00	62,697.95
100-42201-2110	Office supplies	278.41	687.39	709.37	273.23	800.00	800.00
100-42201-2120	Postage	37.55	136.55	351.23	66.43	150.00	150.00
100-42201-2210	Clothing & personal protective equipment	17,923.18	6,947.64	32,375.63	24,882.00	25,000.00	25,000.00
100-42201-2220	Emergency food & beverage	416.20	225.00	235.40	-	500.00	500.00
100-42201-2230	Fuel	2,060.50	5,172.85	7,605.92	3,061.78	7,000.00	8,000.00
100-42201-2290	Operating supplies	2,410.57	4,196.14	4,782.92	3,710.03	3,200.00	4,500.00
100-42201-2320	Equipment parts & supplies	1,027.15	2,176.68	2,318.46	2,524.76	1,500.00	1,500.00
100-42201-2340	Vehicle parts & supplies	899.74	1,109.55	1,334.53	2,335.75	14,000.00	10,000.00
100-42201-2410	Small tools	765.84	544.74	-	2,134.13	1,000.00	700.00
100-42201-2510	Software licenses & upgrades	321.06	599.04	1,327.85	503.37	464.00	680.00
100-42201-2810	Fire prevention-supplies	495.80	1,665.54	1,370.24	930.19	1,000.00	1,000.00
100-42201-2820	Codes & standards	-	114.00	-	-	1,000.00	500.00
100-42201-3110	Attorney	-	525.00	822.10	609.76	500.00	1,000.00
100-42201-3120	Computer & software support	679.80	294.15	700.68	779.47	10,000.00	16,350.00
100-42201-3140	Medical directorship	3,720.72	3,720.72	-	-	-	-
100-42201-3150	Personnel testing & recruitment	151.20	15,005.32	13,643.44	8,152.92	2,000.00	23,000.00
100-42201-3160	Safety program	-	-	-	-	500.00	500.00
100-42201-3210	Phones/radios/pagers	2,163.91	2,079.78	1,878.11	2,411.17	2,115.00	920.00
100-42201-3220	Internet	-	-	-	-	-	-
100-42201-3290	Other communication	11,563.00	12,537.00	12,708.00	12,495.00	14,500.00	15,000.00
100-42201-3320	Equipment rentals	-	-	-	-	-	-
100-42201-3390	Rentals-other	1,600.00	1,600.00	1,642.84	11.23	1,600.00	1,600.00
100-42201-3440	Equipment repair & maintenance services	9,603.80	6,167.44	9,694.42	5,893.27	5,000.00	5,000.00
100-42201-3450	Fire apparatus repair & maintenance services	24,997.65	39,605.99	29,665.39	21,252.19	34,000.00	37,000.00
100-42201-3460	Inspections	20.00	-	-	-	-	-
100-42201-3510	Training/conferences/schools	7,350.47	22,815.00	16,831.86	18,605.62	15,000.00	15,000.00
100-42201-3520	Professional licenses & certifications	945.00	150.00	500.00	75.00	1,000.00	1,000.00
100-42201-3530	Training supplies	290.04	1,620.29	1,186.54	160.46	1,000.00	1,000.00
100-42201-3910	Advertising for employment	-	-	-	320.60	-	500.00
100-42201-3920	Dues & subscriptions	1,749.61	2,165.00	1,550.00	1,476.00	1,600.00	2,500.00
100-42201-3930	Grant expenditures	1,510.00	2,473.00	736.00	31,015.08	6,000.00	6,000.00
100-42201-3940	Insurance	11,456.18	13,343.31	16,995.87	18,648.02	13,974.25	20,139.86
100-42201-3960	Mileage	11.50	49.61	12.50	205.94	300.00	300.00
100-42201-5110	Capital assets	18,925.00	9,879.95	22,587.17	-	44,000.00	44,000.00
100-42201-5120	Controllable assets	3,173.39	2,286.75	-	-	3,000.00	3,000.00
100-42201-7120	Fire equipment fund transfer	210,000.00	230,000.00	230,000.00	213,750.00	285,000.00	285,000.00
Total		625,911.04	776,995.82	803,673.67	623,312.98	950,106.29	1,055,110.54
Fire Stations							
100-42202-2310	Building repair & maintenance supplies	3,687.34	646.91	859.37	42.39	2,000.00	2,000.00
100-42202-3420	Building repair & maintenance services	7,413.54	11,468.91	10,006.04	4,269.55	12,700.00	12,700.00
100-42202-3430	Cleaning service	2,940.00	2,999.00	3,168.00	2,520.00	3,170.00	3,740.60
100-42202-3610	Electricity	9,562.14	8,450.08	8,263.05	5,931.71	10,500.00	13,500.00
100-42202-3620	Natural gas	4,429.54	5,202.38	8,523.68	6,388.08	8,000.00	10,500.00
100-42202-3630	Waste management & recycling	250.86	337.26	337.26	337.26	500.00	700.00
Total		28,283.42	29,104.54	31,157.40	19,488.99	36,870.00	43,140.60
EOC							
100-42301-2110	Office supplies	-	-	-	-	-	-
100-42301-7115	EOC equipment fund transfer	2,000.00	2,000.00	-	1,500.03	2,000.00	2,000.00
Total		2,000.00	2,000.00	-	1,500.03	2,000.00	2,000.00
Sirens							
100-42302-3440	Equipment repair & maintenance services	7,845.50	7,195.50	7,195.50	7,720.84	8,000.00	8,000.00
100-42302-3610	Electricity	780.00	780.00	780.00	614.25	800.00	800.00
100-42302-3940	Insurance	339.57	355.23	229.81	375.19	414.21	405.21
Total		8,965.07	8,330.73	8,205.31	8,710.28	9,214.21	9,205.21

CITY OF HAM LAKE							
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - DETAILED							
BUDGET DETAIL - ACTUAL 2020-2022, YTD SEPTEMBER 2023, BUDGET FINAL 2023, PROPOSED 2024							
		2020	2021	2022	YTD 9/30/2023	BUDGET	
						2023	2024
Building Inspection							
100-42401-1110	Wages & salaries-FT	242,539.51	260,154.10	294,166.18	202,302.31	313,710.00	249,100.00
100-42401-1120	Wages & salaries-PT	-	-	-	-	-	-
100-42401-1210	PERA/FICA/MC	-	-	-	-	-	-
100-42401-1211	PERA	15,213.14	19,169.85	22,244.65	14,211.01	23,530.00	18,690.00
100-42401-1212	FICA/MC	17,550.94	18,648.74	21,024.33	14,408.50	24,000.00	19,060.00
100-42401-1310	Flex plan contribution	5,768.18	-	-	-	-	-
100-42401-1320	Life/disability/other insurance	31,762.53	35,994.05	38,814.92	10,792.77	50,430.00	33,370.00
100-42401-1510	Worker's comp insurance	1,074.14	1,479.31	2,533.79	1,883.08	2,530.00	3,300.80
100-42401-2110	Office supplies	840.43	1,197.56	1,411.20	1,075.17	1,400.00	1,400.00
100-42401-2120	Postage	420.54	474.49	506.31	632.09	800.00	800.00
100-42401-2210	Clothing & personal protective equipment	-	668.00	-	300.00	600.00	600.00
100-42401-2230	Fuel	2,570.00	3,589.09	4,109.69	1,681.10	4,500.00	4,500.00
100-42401-2290	Operating supplies	-	293.62	54.01	18.98	100.00	100.00
100-42401-2340	Vehicle parts & supplies	857.58	926.14	50.80	-	1,000.00	1,000.00
100-42401-2410	Small tools	-	-	-	-	300.00	300.00
100-42401-2510	Software licenses & upgrades	714.59	2,307.61	709.32	857.70	844.01	1,160.00
100-42401-2820	Codes & standards	1,354.78	556.95	360.24	-	1,000.00	1,000.00
100-42401-3110	Attorney	105.00	-	615.50	2,834.56	400.00	1,000.00
100-42401-3120	Computer & software support	3,585.00	3,659.74	3,585.00	10,785.00	4,000.00	13,550.00
100-42401-3130	Electrical inspections	-	-	-	-	-	-
100-42401-3135	Engineering	13,993.37	6,788.51	11,754.63	4,350.69	14,000.00	14,000.00
100-42401-3210	Phones/radios/pagers	3,424.73	4,032.82	3,410.15	2,018.56	3,920.00	2,540.00
100-42401-3320	Equipment rentals	3,008.28	4,165.80	4,571.20	2,148.53	3,000.00	3,000.00
100-42401-3440	Equipment repair & maintenance services	-	-	-	-	-	-
100-42401-3470	Vehicle repair & maintenance services	-	59.00	-	-	1,000.00	1,000.00
100-42401-3510	Training/conferences/schools	6,311.12	2,763.00	2,108.79	2,120.00	6,000.00	6,000.00
100-42401-3520	Professional licenses & certifications	65.00	-	65.00	65.00	200.00	200.00
100-42401-3910	Advertising for employment	-	684.80	-	-	-	-
100-42401-3920	Dues & subscriptions	135.00	285.00	145.00	160.00	150.00	150.00
100-42401-3940	Insurance	1,341.12	1,221.48	1,685.84	1,936.03	1,635.90	2,090.91
100-42401-3960	Mileage	239.20	-	134.55	-	600.00	600.00
100-42401-5120	Controllable assets	-	-	-	-	-	-
100-42401-7170	Building inspection equipment fund transfer	12,000.00	10,000.00	7,000.00	7,499.97	10,000.00	10,000.00
	Total	364,874.18	379,119.66	421,061.10	282,081.05	469,649.91	388,511.71
Animal Control							
100-42501-2290	Operating supplies	-	59.90	-	-	150.00	150.00
100-42501-3190	Other professional services	4,650.00	3,000.00	4,386.00	2,139.00	3,000.00	3,000.00
	Total	4,650.00	3,059.90	4,386.00	2,139.00	3,150.00	3,150.00

CITY OF HAM LAKE
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - DETAILED
BUDGET DETAIL - ACTUAL 2020-2022, YTD SEPTEMBER 2023, BUDGET FINAL 2023, PROPOSED 2024

		2020	2021	2022	YTD	BUDGET	
					9/30/2023	2023	2024
Public Works							
100-43101-1110	Wages & salaries-FT	284,250.73	347,139.08	359,585.38	305,374.32	384,520.00	398,610.00
100-43101-1120	Wages & salaries-PT	5,581.00	17,649.38	7,154.00	2,320.00	17,000.00	17,000.00
100-43101-1210	PERA/FICA/MC	-	-	-	-	-	-
100-43101-1211	PERA	21,716.04	26,037.61	25,802.95	21,668.98	28,840.00	29,900.00
100-43101-1212	FICA/MC	23,111.91	27,873.68	28,108.80	22,259.32	30,720.00	31,800.00
100-43101-1310	Flex plan contribution	21,600.00	21,600.00	12,600.00	11,296.89	15,060.00	15,060.00
100-43101-1320	Life/disability/other insurance	22,503.28	30,029.80	37,490.97	15,499.65	45,480.00	44,530.00
100-43101-1410	Unemployment	2,340.49	-	15,531.81	-	-	-
100-43101-1510	Worker's comp insurance	25,811.23	23,157.98	29,671.00	19,581.25	27,090.00	44,220.60
100-43101-2110	Office Supplies	183.32	-	425.55	166.15	300.00	400.00
100-43101-2120	Postage	-	-	-	-	-	-
100-43101-2210	Clothing & personal protective equipment	6,352.70	6,310.43	6,268.81	4,374.40	4,500.00	6,500.00
100-43101-2230	Fuel	21,498.10	28,780.28	44,967.02	38,636.84	45,000.00	47,000.00
100-43101-2240	Safety supplies	1,123.70	937.02	939.22	2,430.00	2,500.00	2,500.00
100-43101-2290	Operating supplies	18,593.90	13,372.41	16,749.92	10,084.79	20,000.00	20,000.00
100-43101-2320	Equipment parts & supplies	2,597.37	8,655.16	3,169.36	6,804.33	5,000.00	7,000.00
100-43101-2330	Street repair & maintenance supplies	14,646.04	7,775.22	5,059.05	8,527.42	30,000.00	30,000.00
100-43101-2340	Vehicle parts & supplies	14,231.78	14,470.23	12,320.33	14,210.55	15,000.00	20,000.00
100-43101-2410	Small tools	3,541.83	1,732.01	2,360.95	2,717.76	2,500.00	2,500.00
100-43101-2510	Software licenses & upgrades	2,444.81	2,166.96	820.08	2,444.04	1,600.00	1,770.00
100-43101-2520	Computer supplies & small equipment	470.22	913.20	-	344.17	-	-
100-43101-2610	Street sweeping	7,430.43	16,524.60	8,963.00	19,200.00	25,000.00	35,500.00
100-43101-3110	Attorney	-	-	-	82.40	-	500.00
100-43101-3120	Computer & software support	-	-	-	-	-	9,650.00
100-43101-3135	Engineering	3,076.87	7,708.49	11,574.24	5,947.62	8,200.00	12,000.00
100-43101-3150	Personnel testing & recruitment	704.67	634.67	296.70	502.61	750.00	750.00
100-43101-3160	Safety program	1,438.75	1,467.70	1,498.26	1,632.59	1,800.00	1,800.00
100-43101-3210	Phones/radios/pagers	2,998.03	4,294.62	3,967.43	2,954.10	4,170.00	2,820.00
100-43101-3320	Equipment rentals	-	165.00	-	513.13	3,000.00	3,000.00
100-43101-3410	Blacktop maintenance	142,755.85	132,489.58	115,335.06	104,345.08	165,000.00	165,000.00
100-43101-3415	Gravel Maintenance	-	-	644.00	688.44	7,000.00	7,000.00
100-43101-3440	Equipment repair & maintenance services	1,283.70	8,526.09	5,514.74	4,643.04	7,700.00	7,700.00
100-43101-3460	Inspections	2,910.00	2,250.00	540.00	706.00	3,000.00	3,000.00
100-43101-3470	Vehicle repair & maintenance services	2,703.13	19,375.42	14,408.81	8,401.15	10,000.00	20,000.00
100-43101-3510	Training/conferences/schools	-	920.00	1,456.68	1,648.59	2,500.00	2,500.00
100-43101-3520	Professional licenses & certifications	100.00	150.00	100.00	-	250.00	250.00
100-43101-3910	Advertising for employment	428.80	195.40	791.20	-	300.00	300.00
100-43101-3920	Dues & subscriptions	-	-	-	-	450.00	450.00
100-43101-3940	Insurance	19,817.91	18,609.37	18,525.44	22,100.66	24,173.89	23,868.71
100-43101-3960	Mileage	-	-	214.70	25.00	150.00	150.00
100-43101-5110	Capital assets	8,384.00	-	-	-	23,000.00	23,000.00
100-43101-5120	Controllable assets	-	-	4,956.94	1,339.99	2,000.00	-
100-43101-7145	Pavement management transfer	850,000.00	1,400,470.00	900,000.00	825,000.03	1,100,000.00	1,100,000.00
100-43101-7150	Public works equipment fund transfer	140,000.00	150,000.00	150,000.00	150,000.03	200,000.00	250,000.00
Total		1,676,630.59	2,342,381.39	1,847,812.40	1,638,471.32	2,263,553.89	2,388,029.31
Snow & Ice Removal							
100-43102-1110	Wages & salaries-FT	32,232.31	31,032.88	46,038.93	41,492.22	-	-
100-43102-1120	Wages & salaries-PT	2,278.85	4,621.83	6,861.97	5,420.80	5,750.00	5,830.00
100-43102-1210	PERA/FICA/MC	-	-	-	-	-	-
100-43102-1211	PERA	2,363.32	2,371.01	3,345.57	2,986.57	-	-
100-43102-1212	FICA/MC	2,584.46	2,604.56	3,875.61	3,462.33	440.00	450.00
100-43102-1320	Life/disability/other insurance	-	-	5,415.05	5,731.33	-	-
100-43102-2290	Operating supplies	1,205.65	11,700.14	7,042.76	1,873.65	9,000.00	9,000.00
100-43102-2710	Salt & sand	50,749.42	40,933.21	42,873.38	33,929.47	50,000.00	50,000.00
100-43102-3135	Engineering	240.54	668.47	331.04	762.53	700.00	700.00
100-43102-3910	Advertising for employment	682.88	547.12	-	-	700.00	700.00
Total		92,337.43	94,479.22	115,784.31	95,658.90	66,590.00	66,680.00
Storm Water Drainage							
100-43103-1110	Wages & salaries-FT	907.14	-	1,375.14	1,530.64	-	-
100-43103-1120	Wages & salaries-PT	-	-	-	-	-	-
100-43103-1210	PERA/FICA/MC	-	-	-	-	-	-
100-43103-1211	PERA	68.04	-	102.48	96.81	-	-
100-43103-1212	FICA/MC	63.55	-	101.70	84.70	-	-
100-43103-1320	Life/disability/other insurance	-	-	137.85	56.34	-	-
100-43103-2290	Operating supplies	1,001.18	-	3,341.11	26.59	-	3,000.00
100-43103-2510	Software licenses & upgrades	-	-	-	-	-	-
100-43103-3120	Computer & software support	-	-	-	-	-	-
100-43103-3135	Engineering	4,173.77	2,504.53	902.06	8,486.56	3,500.00	2,500.00
100-43103-3320	Equipment rentals	-	-	1,100.00	-	-	-
100-43103-3920	Dues & subscriptions	-	-	-	-	-	-
Total		6,213.68	2,504.53	7,060.34	10,281.64	3,500.00	5,500.00

CITY OF HAM LAKE
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - DETAILED
BUDGET DETAIL - ACTUAL 2020-2022, YTD SEPTEMBER 2023, BUDGET FINAL 2023, PROPOSED 2024

		2020	2021	2022	YTD	BUDGET	
					9/30/2023	2023	2024
PW Building							
100-43104-2310	Building repair & maintenance supplies	1,020.87	873.29	2,937.82	1,625.91	3,000.00	5,000.00
100-43104-3145	Monitoring	635.40	645.40	635.40	476.55	650.00	650.00
100-43104-3420	Building repair & maintenance services	13,710.36	7,851.55	9,927.15	6,343.15	12,000.00	12,000.00
100-43104-3430	Cleaning service	1,200.00	1,288.00	1,500.00	1,194.00	1,500.00	1,770.00
100-43104-3460	Inspections	-	-	535.00	-	600.00	600.00
100-43104-3610	Electricity	11,131.64	11,411.16	10,638.95	7,265.95	13,000.00	13,000.00
100-43104-3620	Natural gas	4,569.56	7,354.93	11,659.69	9,182.89	8,000.00	13,000.00
100-43104-3630	Waste management & recycling	77.77	77.76	1,175.55	77.77	80.00	80.00
Total		32,345.60	29,502.09	39,009.56	26,166.22	38,830.00	46,100.00
Storm water WMOs							
100-43201-1610	Advisory/representative	870.00	600.00	180.00	-	660.00	660.00
100-43201-3110	Attorney	-	-	70.00	6,273.39	-	3,000.00
100-43201-3135	Engineering	5,330.89	10,850.45	19,275.06	8,748.65	11,000.00	20,000.00
100-43201-3710	Sunrise WMO	5,383.00	3,943.37	6,158.22	4,658.58	4,068.50	8,000.00
100-43201-3720	Upper Rum River WMO	5,190.82	2,331.88	2,346.93	2,434.69	2,410.20	2,507.73
100-43201-3920	Dues & subscriptions	780.00	780.00	750.00	820.00	800.00	850.00
Total		17,554.71	18,505.70	28,780.21	22,935.31	18,938.70	35,017.73
Signs & Signals							
100-43401-2250	Street signs	2,287.19	4,529.96	4,624.37	478.95	5,000.00	6,000.00
100-43401-2320	Equipment parts & supplies	2,097.60	54.95	-	22.47	2,000.00	3,000.00
100-43401-3120	Computer & software support	420.00	428.40	225.00	474.00	595.00	600.00
100-43401-3440	Equipment repair & maintenance services	535.13	5,531.88	1,864.42	-	1,500.00	1,500.00
100-43401-3610	Electricity	11,219.11	11,426.42	11,195.77	8,382.96	12,000.00	12,000.00
100-43401-5120	Controllable assets	-	-	-	-	-	-
Total		16,559.03	21,971.61	17,909.56	9,358.38	21,095.00	23,100.00
Utility Row							
100-43501-3135	Engineering	48,797.77	47,267.78	56,732.31	35,178.72	50,000.00	60,200.00
Total		48,797.77	47,267.78	56,732.31	35,178.72	50,000.00	60,200.00
Parks							
100-44101-1110	Wages & salaries-FT	71,420.42	73,756.75	58,348.05	60,716.79	120,550.00	196,470.00
100-44101-1120	Wages & salaries-PT	28,158.75	21,060.00	17,473.00	6,671.00	25,500.00	25,500.00
100-44101-1150	Wages & salaries-commissioners	420.00	-	-	-	-	-
100-44101-1210	PERA/FICA/MC	-	-	-	-	-	-
100-44101-1211	PERA	5,361.64	5,432.20	4,356.84	4,089.89	9,050.00	14,740.00
100-44101-1212	FICA/MC	7,516.48	7,014.07	5,647.60	4,631.07	11,180.00	16,990.00
100-44101-1310	Flex plan contribution	-	-	-	-	-	-
100-44101-1320	Life/disability/other insurance	16,161.83	17,992.82	8,755.25	1,519.64	20,230.00	37,340.00
100-44101-1510	Worker's comp insurance	3,812.43	4,103.59	10,641.00	10,425.00	10,380.00	7,470.36
100-44101-2210	Clothing & personal protective equipment	(371.79)	2,241.12	1,972.85	2,462.22	500.00	2,000.00
100-44101-2230	Fuel	2,810.94	3,279.83	5,835.22	4,071.77	7,500.00	7,500.00
100-44101-2240	Safety supplies	28.95	598.74	-	-	500.00	500.00
100-44101-2290	Operating supplies	5,353.87	11,177.90	11,698.98	10,451.73	12,000.00	12,500.00
100-44101-2320	Equipment parts & supplies	4,551.34	5,829.34	2,585.46	4,022.10	5,000.00	5,000.00
100-44101-2330	Street repair & maintenance supplies	-	685.00	-	-	2,000.00	1,000.00
100-44101-2340	Vehicle parts & supplies	-	-	167.56	-	500.00	500.00
100-44101-2410	Small tools	-	755.85	50.98	425.91	750.00	750.00
100-44101-3120	Computer & software support	-	-	-	-	-	-
100-44101-3135	Engineering	501.11	16.19	25.38	-	500.00	500.00
100-44101-3150	Personnel testing & recruitment	270.19	171.38	222.60	257.71	300.00	300.00
100-44101-3160	Safety program	660.00	673.00	686.00	748.00	750.00	750.00
100-44101-3210	Phones/radios/pagers	2,066.02	1,272.90	1,175.88	1,153.59	1,300.00	1,640.00
100-44101-3320	Equipment rentals	1,241.13	-	-	116.70	1,000.00	1,000.00
100-44101-3390	Rentals-other	5,134.92	5,180.63	5,460.86	6,713.25	5,000.00	6,500.00
100-44101-3410	Blacktop maintenance	-	-	-	-	2,000.00	2,000.00
100-44101-3440	Equipment repair & maintenance services	848.50	60.00	136.94	2,183.17	2,000.00	2,000.00
100-44101-3470	Vehicle repair & maintenance services	-	-	-	-	500.00	500.00
100-44101-3510	Training/conferences/schools	-	113.00	200.00	-	1,000.00	1,000.00
100-44101-3520	Professional licenses & certifications	-	-	144.50	-	200.00	200.00
100-44101-3610	Electricity	4,872.67	4,347.52	4,209.93	3,646.39	6,000.00	5,000.00
100-44101-3910	Advertising for employment	122.60	508.40	-	-	450.00	450.00
100-44101-3920	Dues & subscriptions	-	-	143.30	-	300.00	300.00
100-44101-3940	Insurance	33,560.76	35,045.41	22,103.13	21,905.25	40,937.42	23,657.67
100-44101-3960	Mileage	-	-	-	-	-	-
100-44101-3990	Other services & charges	-	-	1,276.38	-	-	-
100-44101-5110	Capital assets	-	-	-	-	18,000.00	-
100-44101-5120	Controllable assets	667.00	-	12,210.00	3,990.00	-	-
100-44101-7140	Parks equipment fund transfer	38,000.00	40,000.00	40,000.00	29,999.97	40,000.00	42,000.00
Total		233,169.76	241,315.64	215,527.69	180,201.15	345,877.42	416,058.03
Parks Building							
100-44102-2310	Building repair & maintenance supplies	170.60	895.63	786.50	920.65	3,000.00	3,000.00
100-44102-3420	Building repair & maintenance services	1,202.08	3,072.55	1,730.55	3,238.10	4,200.00	4,200.00
100-44102-3610	Electricity	5,318.02	6,970.56	5,370.39	3,716.72	6,500.00	6,500.00
100-44102-3620	Natural gas	3,078.16	3,575.73	6,050.90	4,322.58	4,500.00	7,000.00
100-44102-3630	Waste management & recycling	146.91	200.16	200.15	200.15	150.00	210.00
Total		9,915.77	14,714.63	14,138.49	12,398.20	18,350.00	20,910.00

CITY OF HAM LAKE
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - DETAILED
BUDGET DETAIL - ACTUAL 2020-2022, YTD SEPTEMBER 2023, BUDGET FINAL 2023, PROPOSED 2024

		2020	2021	2022	YTD 9/30/2023	BUDGET	
						2023	2024
Senior Center							
100-44201-2290	Operating supplies	369.28	333.92	943.05	794.62	1,500.00	1,500.00
100-44201-2340	Vehicle parts & supplies	28.42	-	27.18	-	500.00	500.00
100-44201-3210	Phones/radios/pagers	789.78	722.92	843.05	369.00	1,050.00	410.00
100-44201-3440	Equipment repair & maintenance services	427.00	-	25.55	-	600.00	600.00
100-44201-3460	Inspections	-	429.75	478.00	270.00	350.00	350.00
100-44201-3470	Vehicle repair & maintenance services	-	-	-	-	-	-
100-44201-3940	Insurance	2,699.86	1,969.51	620.17	302.16	3,293.29	326.33
100-44201-5110	Capital assets	-	-	-	-	500.00	500.00
100-44201-5120	Controllable assets	-	-	-	-	-	-
100-44201-7125	General government equipment fund transfer	-	-	-	-	-	-
Total		4,314.34	3,456.10	2,937.00	1,735.78	7,793.29	4,186.33
Senior center BLDG							
100-44202-2310	Building repair & maintenance supplies	36.56	88.63	14.43	234.99	500.00	500.00
100-44202-3420	Building repair & maintenance services	832.00	360.00	120.00	250.00	750.00	750.00
100-44202-3430	Cleaning service	1,560.00	2,836.00	3,048.00	2,424.00	3,050.00	3,600.00
100-44202-3610	Electricity	5,586.49	5,864.76	6,439.65	5,164.55	7,200.00	7,200.00
100-44202-3620	Natural gas	1,685.68	1,995.23	2,934.92	2,324.89	2,500.00	3,500.00
100-44202-3630	Waste management & recycling	181.72	181.72	181.72	181.72	190.00	190.00
Total		9,882.45	11,326.34	12,738.72	10,580.15	14,190.00	15,740.00
Misc/Unallocated							
100-48101-4135	Fire relief state aid	104,380.54	108,297.56	122,940.83	1,000.00	110,000.00	110,000.00
100-48101-4145	Refunds & reimbursements	164.56	0.01	-	1,046.69	-	-
100-48101-4150	Reimbursable expense	5,937.80	2,713.40	6,150.00	3,416.72	1,000.00	1,000.00
100-48101-4160	Uncollectible accounts	514.00	45.81	-	-	200.00	200.00
100-49101-7190	Other transfers	-	-	-	-	-	-
Total		110,996.90	111,056.78	129,090.83	5,463.41	111,200.00	111,200.00
	Grand Total Expenditures	5,272,005.86	6,215,443.60	6,456,519.08	6,206,832.34	6,941,368.09	7,307,340.39

CITY OF HAM LAKE
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - DETAILED
BUDGET DETAIL - ACTUAL 2020-2022, YTD SEPTEMBER 2023, BUDGET FINAL 2023, PROPOSED 2024

		2020	2021	2022	YTD 9/30/2023	BUDGET	
						2023	2024
CABLE TV FUND							
Revenues							
210-31402	Franchise Fees	(54,647.52)	(31,072.41)	(27,950.14)	-	(55,000.00)	(55,000.00)
210-37101	Interest on investments	(4,197.10)	358.09	1,150.15	(3,419.02)	(2,500.00)	(2,500.00)
Total		(58,844.62)	(30,714.32)	(26,799.99)	(3,419.02)	(57,500.00)	(57,500.00)
Expenditures							
210-41705-1120	Wages & salaries-PT	694.64	-	-	-	-	-
210-41705-1210	PERA/FICA/MC	-	-	-	-	-	-
210-41705-1211	PERA	52.11	-	-	-	-	-
210-41705-1212	FICA/MC	51.51	-	-	-	-	-
210-41705-1510	Worker's comp insurance	5.40	-	-	-	-	-
210-41705-2320	Equipment parts & supplies	-	-	-	-	-	-
210-41705-3190	Recording Services	189.46	-	-	-	-	-
210-41705-3440	Equipment repair & maintenance services	-	-	-	-	500.00	500.00
210-41705-5110	Capital assets	-	6,000.00	186,815.78	100,000.00	-	-
210-41705-5120	Controllable assets	-	-	-	-	-	-
210-41705-7130	Ham Laker transfer	-	-	89,000.00	-	15,450.00	15,450.00
Total		993.12	6,000.00	275,815.78	100,000.00	15,950.00	15,950.00
HAM LAKER FUND							
Revenues							
211-34101	Advertising & subscriptions	(4,875.00)	(3,600.00)	(2,700.00)	(6,450.00)	(3,000.00)	(3,000.00)
211-37101	Interest on investments	(58.77)	(45.46)	(60.57)	(434.63)	-	-
211-37501	General donations	(1,500.00)	(10,000.00)	(15,000.00)	(11,500.00)	(1,000.00)	(1,000.00)
211-39309	Transfer from other funds	-	-	(89,000.00)	-	(15,450.00)	(15,450.00)
Total		(6,433.77)	(13,645.46)	(106,760.57)	(18,384.63)	(19,450.00)	(19,450.00)
Expenditures							
211-41704-2120	Postage	12,586.64	11,935.83	11,800.79	10,182.11	14,000.00	14,000.00
211-41704-3125	Editing	10,800.00	10,113.75	9,918.90	7,669.80	10,800.00	12,000.00
211-41704-3970	Printing	7,489.42	6,711.29	7,460.02	6,332.96	7,400.00	7,600.00
211-41704-3990	Other services and charges	1,380.00	1,461.05	1,892.87	1,917.55	1,300.00	2,600.00
Total		32,256.06	30,221.92	31,072.58	26,102.42	33,500.00	36,200.00
LAWFUL GAMBLING CONSTRUCTION FUND							
Revenues							
212-37101	Interest on investments	(668.14)	51.33	(552.12)	(3,099.68)	-	-
212-37503	Lawful gambling contributions	(50,560.33)	(68,954.09)	(51,845.09)	(13,698.83)	(25,000.00)	(25,000.00)
Total		(51,228.47)	(68,902.76)	(52,397.21)	(16,798.51)	(25,000.00)	(25,000.00)
Expenditures							
212-41706-3155	Police protection	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00
212-41706-7190	Transfer to General Fund	-	1,200.00	-	-	-	-
212-41706-7191	Transfer to Ham Laker Fund	-	-	-	-	-	-
Total		25,000.00	26,200.00	25,000.00	25,000.00	25,000.00	25,000.00
FUTURE DRAINAGE FUND							
Revenues							
230-34401	Future drainage fees	(15,579.93)	(24,060.40)	(9,428.00)	(6,295.73)	(10,000.00)	(10,000.00)
230-37101	Interest on investments	(1,160.51)	113.07	(3.68)	(2,974.41)	(500.00)	(500.00)
Total		(16,740.44)	(23,947.33)	(9,431.68)	(9,270.14)	(10,500.00)	(10,500.00)
Expenditures							
230-43201-2390	Other repair & maintenance supplies	-	-	-	-	6,000.00	6,000.00
230-43201-2510	Software licenses & upgrades	4,224.00	-	4,260.00	4,695.00	5,355.00	6,372.45
230-43201-3110	Attorney	-	-	-	-	500.00	500.00
230-43201-3135	Engineering	4,014.69	9,738.29	5,040.44	1,729.04	10,000.00	10,000.00
230-43201-3190	Other professional services	-	-	-	-	-	-
230-43201-3320	Equipment rentals	-	-	-	-	-	-
230-43201-3490	Other repair & maintenance services	-	-	-	-	10,000.00	10,000.00
230-43201-3950	Legal notices/publications/bids	-	-	-	58.46	-	-
230-43201-3980	Filing fees	-	-	-	-	-	-
230-43201-5110	Capital assets	-	-	-	-	-	-
230-43201-5130	ROW acquisitions	-	-	-	-	-	-
Total		8,238.69	9,738.29	9,300.44	6,482.50	31,855.00	32,872.45

CITY OF HAM LAKE
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - DETAILED
BUDGET DETAIL - ACTUAL 2020-2022, YTD SEPTEMBER 2023, BUDGET FINAL 2023, PROPOSED 2024

		2020	2021	2022	YTD 9/30/2023	BUDGET	
						2023	2024
RECYCLING FUND							
Revenues							
231-33406	SCORE grants	(83,710.00)	(85,960.00)	(86,174.00)	(36,271.80)	(85,000.00)	(85,000.00)
231-34302	Recycling receipts	(963.94)	(3,706.40)	(2,064.12)	(2,480.85)	(1,000.00)	(1,000.00)
231-37101	Interest on investments	(774.04)	87.53	309.13	(1,132.28)	(50.00)	(50.00)
Total		(85,447.98)	(89,578.87)	(87,928.99)	(39,884.93)	(86,050.00)	(86,050.00)
Expenditures							
231-43601-1110	Wages & Salaries	-	-	4,471.31	5,266.55	-	-
231-43601-1211	PEAR	-	-	(18.96)	-	-	-
231-43601-1212	FICA	-	-	(19.34)	-	-	-
231-43601-2120	Postage	1,027.30	1,978.96	2,183.64	549.91	1,000.00	2,500.00
231-43601-2290	Operating supplies	-	-	-	-	500.00	500.00
231-43601-3630	Waste management & recycling	84,385.35	85,898.35	75,496.15	45,975.26	87,000.00	87,000.00
231-43601-3930	Grant expenditures	-	-	-	-	-	-
231-43601-3960	Mileage	13.92	-	-	-	50.00	50.00
231-43601-3970	Printing	1,756.71	3,404.14	4,083.16	854.94	2,000.00	4,500.00
Total		87,183.28	91,281.45	86,195.96	52,646.66	90,550.00	94,550.00
STREET LIGHT FUND							
Revenues							
232-34303	Street light fees	(65,749.45)	(53,996.68)	(85,613.95)	(35,819.89)	(66,000.00)	(66,000.00)
232-34306	Developer electrical service	(2,920.32)	(8,760.92)	(5,100.48)	-	-	-
232-37101	Interest on investments	(1,783.16)	169.31	(277.50)	(4,545.36)	(100.00)	(100.00)
232-37601	Refunds & reimbursements	-	-	-	(992.13)	-	-
Total		(70,452.93)	(62,588.29)	(90,991.93)	(41,357.38)	(66,100.00)	(66,100.00)
Expenditures							
232-43701-2120	Postage	-	-	427.90	435.26	-	-
232-43701-3105	Assessing/property tax administration	-	-	1,650.00	1,614.00	-	-
232-43701-3190	Other professional services	2,920.97	8,055.17	503.07	487.56	3,000.00	3,000.00
232-43701-3610	Electricity	51,593.74	53,274.39	55,164.91	40,850.06	57,000.00	60,000.00
232-43701-4145	Refunds & reimbursements	-	-	-	-	-	-
232-43701-4160	Uncollectible accounts	-	-	-	-	-	-
232-43701-5120	Controllable assets	-	-	-	-	-	-
Total		54,514.71	61,329.56	57,745.88	43,386.88	60,000.00	63,000.00
OAKWILT FUND							
Revenues							
250-37101	Interest on investments	(129.53)	11.38	3.13	(268.50)	(50.00)	(50.00)
Total		(129.53)	11.38	3.13	(268.50)	(50.00)	(50.00)
Expenditures							
250-45101-2120	Postage	31.50	55.65	87.78	-	150.00	150.00
250-45101-2290	Operating supplies	-	-	53.42	-	100.00	100.00
250-45101-3320	Equipment rentals	-	-	-	-	-	-
250-45101-3440	Equipment repair & maintenance services	-	-	-	-	-	-
250-45101-3810	Contractors	-	-	-	-	-	-
Total		31.50	55.65	141.20	-	250.00	250.00
ECONOMIC DEVELOPMENT FUND							
Revenues							
261-37101	Interest on investments	(185.75)	(17.28)	(1.98)	(40.55)	(650.00)	(650.00)
261-37102	Interest - Loans	-	-	-	-	-	-
Total		(185.75)	(17.28)	(1.98)	(40.55)	(650.00)	(650.00)
Expenditures							
261-46101-4105	Beautification grants	15,850.00	-	-	-	-	-
Total		15,850.00	-	-	-	-	-

CITY OF HAM LAKE
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - DETAILED
BUDGET DETAIL - ACTUAL 2020-2022, YTD SEPTEMBER 2023, BUDGET FINAL 2023, PROPOSED 2024

		2020	2021	2022	YTD	BUDGET	
					9/30/2023	2023	2024
HAM LAKE EDA FUND							
Revenues							
262-37101	Interest on investments	(2,078.25)	167.95	617.79	(177.69)	(50.00)	(50.00)
262-37302	Building lease	-	-	-	-	-	-
Total		(2,078.25)	167.95	617.79	(177.69)	(50.00)	(50.00)
Expenditures							
262-46101-2310	Building repair & maintenance supplies	-	-	-	-	-	-
262-46101-3110	Attorney	-	-	1,817.50	5,702.08	-	6,000.00
262-46101-3190	Other professional services	-	1,000.00	5,000.00	400.00	1,000.00	5,000.00
262-46101-3420	Building repair & maintenance services	-	-	-	-	-	-
262-46101-3630	Waste management	-	-	-	-	-	-
262-46101-3940	Insurance	-	-	-	-	-	-
262-46101-5110	Capital assets	-	-	68,099.72	84,154.11	-	-
Total		-	1,000.00	74,917.22	90,256.19	1,000.00	11,000.00
LODGING TAX FUND							
Revenues							
263-31401	Lodging tax	(24,048.35)	(28,733.13)	(29,743.38)	(19,621.77)	(27,000.00)	(31,000.00)
263-37101	Interest on investments	(38.27)	3.27	0.85	(162.43)	-	-
Total		(24,086.62)	(28,729.86)	(29,742.53)	(19,784.20)	(27,000.00)	(31,000.00)
Expenditures							
263-46101-4120	Convention bureau	22,845.94	27,296.48	28,256.20	18,147.94	25,500.00	29,000.00
263-46101-7135	Lodging tax transfer	1,350.00	-	1,200.00	-	2,000.00	2,000.00
Total		24,195.94	27,296.48	29,456.20	18,147.94	27,500.00	31,000.00

CITY OF HAM LAKE
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - DETAILED
BUDGET DETAIL - ACTUAL 2020-2022, YTD SEPTEMBER 2023, BUDGET FINAL 2023, PROPOSED 2024

		2020	2021	2022	YTD 9/30/2023	BUDGET	
						2023	2024
2010 CIP BOND DEBT SERVICE FUND							
Revenues							
370-31001	Current property taxes	(204,061.00)	(209,521.00)	(209,416.00)	(104,462.00)	(208,923.75)	(208,031.25)
370-31002	Delinquent property taxes	-	-	-	-	(1,500.00)	(1,500.00)
370-37101	Interest on investments	(1,322.46)	5.49	(1,300.40)	(2,745.74)	(500.00)	(500.00)
Total		(205,383.46)	(209,515.51)	(210,716.40)	(107,207.74)	(210,923.75)	(210,031.25)
Expenditures							
370-47101-6110	Principal	160,000.00	160,000.00	170,000.00	175,000.00	175,000.00	180,000.00
370-47101-6120	Interest	36,743.76	31,943.76	26,993.76	21,709.38	21,709.38	16,100.00
370-47101-6130	Agent fees	4,475.00	1,375.00	325.00	2,025.00	1,375.00	2,000.00
Total		201,218.76	193,318.76	197,318.76	198,734.38	198,084.38	198,100.00
2016 GO CAPITAL NOTE DEBT SERVICE FUND							
Revenues							
371-31402	Franchise fees	(32,335.55)	(31,749.23)	(31,895.81)	(32,027.73)	(32,027.73)	(32,174.00)
371-37101	Interest on investments	(25.89)	-	-	-	-	-
Total		(32,361.44)	(31,749.23)	(31,895.81)	(32,027.73)	(32,027.73)	(32,174.00)
Expenditures							
371-47101-6110	Principal	27,920.00	27,920.00	28,600.00	29,316.00	29,316.00	30,014.00
371-47101-6120	Interest	2,876.00	2,318.00	1,760.00	1,186.60	1,186.60	610.00
371-47101-6130	Agent fees & misc	1,539.55	1,511.23	1,535.81	1,525.13	1,536.00	1,550.00
Total		32,335.55	31,749.23	31,895.81	32,027.73	32,038.60	32,174.00

CITY OF HAM LAKE
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - DETAILED
BUDGET DETAIL - ACTUAL 2020-2022, YTD SEPTEMBER 2023, BUDGET FINAL 2023, PROPOSED 2024

		2020	2021	2022	YTD 9/30/2023	BUDGET	
						2023	2024
GENERAL GOVERNMENT EQUIPMENT FUND							
Revenues							
410-37101	Interest on investments	(661.40)	39.86	(22.99)	(1,664.36)	(400.00)	(400.00)
410-39301	Transfer from general fund	(5,500.00)	(5,000.00)	(5,500.00)	(4,124.97)	(5,000.00)	(5,500.00)
Total		(6,161.40)	(4,960.14)	(5,522.99)	(5,789.33)	(5,400.00)	(5,900.00)
Expenditures							
410-41701-5110	Capital assets	1,785.00	5,041.00	-	-	1,000.00	1,000.00
410-41701-7110	Election equipment fund transfer	-	-	-	-	-	-
Total		1,785.00	5,041.00	-	-	1,000.00	1,000.00
ELECTION EQUIPMENT FUND							
Revenues							
411-37101	Interest on investments	(115.24)	7.13	(19.37)	(131.19)	(100.00)	(100.00)
411-39309	Transfer from other funds	(2,500.00)	(4,000.00)	(4,000.00)	(2,999.97)	(4,000.00)	(4,000.00)
Total		(2,615.24)	(3,992.87)	(4,019.37)	(3,131.16)	(4,100.00)	(4,100.00)
Expenditures							
411-41302-5110	Capital assets	3,538.95	3,189.09	3,727.32	3,622.56	3,600.00	4,000.00
Total		3,538.95	3,189.09	3,727.32	3,622.56	3,600.00	4,000.00
BUILDING FUND							
Revenues							
412-37101	Interest on investments	(3,853.47)	267.01	(24.74)	(6,014.35)	(1,000.00)	(1,000.00)
412-37302	Building lease	-	-	-	-	-	-
412-39301	Transfer from general fund	(10,000.00)	(10,000.00)	(10,000.00)	(7,499.97)	(10,000.00)	(10,000.00)
Total		(13,853.47)	(9,732.99)	(10,024.74)	(13,514.32)	(11,000.00)	(11,000.00)
Expenditures							
412-41702-3420	Building repair & maintenance services	-	-	6,120.00	-	10,000.00	10,000.00
412-41702-5110	Capital assets	176,000.00	27,295.61	2,367.29	-	35,000.00	35,000.00
Total		176,000.00	27,295.61	8,487.29	-	45,000.00	45,000.00
FIRE DEPARTMENT EQUIPMENT FUND							
Revenues							
420-33102	Fire/emergency preparedness grants	-	-	-	-	-	-
420-33407	State Fire Grants	-	-	-	-	-	-
420-37101	Interest on investments	(13,191.07)	1,212.15	(358.39)	(39,134.73)	(1,000.00)	(1,000.00)
420-37502	Fire department donations	-	-	-	-	-	-
420-39101	Sale of assets	-	(8,700.00)	-	(2,000.00)	(2,318.00)	-
420-39301	Transfer from general fund	(210,000.00)	(230,000.00)	(230,000.00)	(213,750.00)	(285,000.00)	(285,000.00)
Total		(223,191.07)	(237,487.85)	(230,358.39)	(254,884.73)	(288,318.00)	(286,000.00)
Expenditures							
420-42201-5110	Capital assets	38,387.80	80,093.57	65,190.89	1,317,193.98	3,134,362.00	2,608,000.00
420-42201-7190	Other transfers	-	-	-	-	-	-
Total		38,387.80	80,093.57	65,190.89	1,317,193.98	3,134,362.00	2,608,000.00
EMERGENCY OPERATIONS CENTER FUND							
Revenues							
421-37101	Interest on investments	(794.03)	145.49	(495.90)	(1,745.62)	(200.00)	(250.00)
421-39301	Transfer from general fund	(2,000.00)	-	-	-	(2,000.00)	(2,000.00)
Total		(2,794.03)	145.49	(495.90)	(1,745.62)	(2,200.00)	(2,250.00)
Expenditures							
421-42301-3420	Building repair & maintenance services	-	-	-	-	-	-
421-42301-5110	Capital assets	-	-	-	-	1,000.00	1,000.00
Total		-	-	-	-	1,000.00	1,000.00
SIREN REPLACEMENT FUND							
Revenues							
422-37101	Interest on investments	(406.95)	36.37	3.55	(854.31)	(100.00)	(100.00)
422-39301	Transfer from general fund	-	-	-	-	-	-
Total		(406.95)	36.37	3.55	(854.31)	(100.00)	(100.00)
Expenditures							
422-42302-3440	Equipment repair & maintenance services	-	-	-	-	373,119.00	96,000.00
Total		-	-	-	-	373,119.00	96,000.00

CITY OF HAM LAKE
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - DETAILED
BUDGET DETAIL - ACTUAL 2020-2022, YTD SEPTEMBER 2023, BUDGET FINAL 2023, PROPOSED 2024

		2020	2021	2022	YTD 9/30/2023	BUDGET	
						2023	2024
BUILDING INSPECTION EQUIPMENT FUND							
Revenues							
428-37101	Interest on investments	(737.99)	76.26	(84.01)	(233.54)	(1,000.00)	(1,000.00)
428-39101	Sale of Assets	-	(2,601.00)	-	-	-	-
428-39301	Transfer from general fund	(12,000.00)	(10,000.00)	-	(7,499.97)	(10,000.00)	(10,000.00)
428-39309	Transfer from other funds	-	-	(7,000.00)	(1,500.03)	-	-
Total		(12,737.99)	(12,524.74)	(7,084.01)	(9,233.54)	(11,000.00)	(11,000.00)
Expenditures							
428-42401-5110	Capital assets	17,071.84	70,204.09	-	7,400.00	-	-
Total		17,071.84	70,204.09	-	7,400.00	-	-
PUBLIC WORKS EQUIPMENT FUND							
Revenues							
430-37101	Interest on investments	(3,816.75)	316.60	(291.07)	(10,513.72)	(1,000.00)	(1,000.00)
430-39101	Sale of assets	(20,858.75)	(71,881.00)	-	-	(20,000.00)	(5,000.00)
430-39301	Transfer from general fund	(140,000.00)	(150,000.00)	(150,000.00)	(150,000.03)	(200,000.00)	(250,000.00)
Total		(164,675.50)	(221,564.40)	(150,291.07)	(160,513.75)	(221,000.00)	(256,000.00)
Expenditures							
430-43101-5110	Capital assets	75,061.84	355,621.45	-	-	342,900.00	342,900.00
Total		75,061.84	355,621.45	-	-	342,900.00	342,900.00
REVOLVING STREET FUND							
Revenues							
431-31002	Delinquent property taxes	(1,502.49)	-	-	-	-	-
431-33401	MSA maintenance	(298,620.82)	(545,024.07)	(1,160,709.00)	(231,067.00)	(250,000.00)	(250,000.00)
431-33402	MSA construction	(746,734.86)	(442,947.44)	-	(459,835.00)	-	(870,000.00)
431-33408	State bridge & highway grants	(710,440.94)	-	-	-	-	-
431-33501	Other county grants & aids	-	(12,990.43)	-	-	-	-
431-34301	Developer contributions	-	(632.00)	-	-	-	-
431-34307	Future paving fees	-	-	-	-	-	-
431-36101	Current assessments	(36,582.77)	(49,732.42)	(56,011.67)	(24,996.18)	(74,000.00)	(88,935.00)
431-36102	Delinquent assessments	-	-	-	-	-	-
431-36103	Prepaid assessments	(7,863.44)	(48,784.14)	(16,076.13)	(5,573.96)	-	-
431-36104	Penalties & interest	(43.41)	(116.10)	(151.76)	-	-	-
431-37101	Interest on investments	(55,712.41)	262.17	(5,367.83)	(89,615.63)	(10,000.00)	(1,000.00)
431-37601	Refunds & reimbursements	(51,658.76)	(32,482.51)	(4,015.38)	-	-	-
431-39301	Transfer from general fund	(850,000.00)	(1,400,470.00)	(900,000.00)	(1,878,576.32)	(1,100,000.00)	(1,100,000.00)
Total		(2,759,159.90)	(2,532,916.94)	(2,142,331.77)	(2,689,664.09)	(1,434,000.00)	(2,309,935.00)
Expenditures							
431-43301-2120	Postage	-	-	-	-	-	-
431-43301-2330	Street supplies	-	600.00	3,053.28	5,728.60	-	-
431-43301-3105	Assessing/property tax administration	-	-	229.26	212.79	200.00	200.00
431-43301-3110	Attorney	875.00	1,143.33	2,198.50	8,745.39	2,000.00	2,000.00
431-43301-3135	Engineering	427,160.88	330,689.54	230,384.80	297,731.52	563,000.00	360,000.00
431-43301-3190	Other professional services	-	1,379.53	-	22,000.00	40,000.00	40,000.00
431-43301-3320	Equipment rentals	-	-	405.39	-	-	-
431-43301-3810	Contractors	3,049,833.74	2,167,177.32	1,051,844.03	2,135,264.88	3,000,000.00	893,412.00
431-43301-3950	Legal notices/publications/bids	233.18	421.81	388.80	109.02	1,000.00	500.00
431-43301-3980	Filing fees	276.00	144.65	230.00	230.00	300.00	300.00
431-43301-5130	ROW Acquisition	700.00	-	44,538.00	13,500.00	50,000.00	50,000.00
Total		2,936,699.00	2,936,699.00	1,333,272.06	2,483,522.20	3,656,500.00	1,346,412.00
PARK AND BEACH LAND FUND							
Revenues							
440-33601	Other local government grants & aids	-	-	-	-	-	-
440-37101	Interest on investments	(13,082.38)	1,111.28	79.14	(24,862.60)	-	(1,000.00)
440-37102	Interest - Loans	(1,872.98)	(3,846.14)	(1,216.57)	(378.99)	(6,500.00)	(2,000.00)
440-37501	General donations	-	-	-	-	-	-
440-37504	Parkland dedication	(102,145.02)	(125,815.65)	(45,635.64)	(23,111.07)	(70,000.00)	(20,000.00)
440-39101	Sale of assets	-	-	-	-	-	-
Total		(117,100.38)	(128,550.51)	(46,773.07)	(48,352.66)	(76,500.00)	(23,000.00)
Expenditures							
440-44103-2390	Other repair & maintenance supplies	-	1,777.01	-	-	15,000.00	15,000.00
440-44103-3135	Engineering	213.68	820.50	-	4,447.00	-	-
440-44103-3490	Other repair & maintenance services	10,440.00	4,444.01	-	-	15,000.00	15,000.00
440-44103-4150	Reimbursable expense	-	-	-	-	-	-
440-44103-5110	Capital assets	128,950.38	240,405.78	16,249.61	192,455.82	20,000.00	20,000.00
440-44103-5120	Controllable assets	5,731.17	-	-	4,459.47	-	-
Total		145,335.23	247,447.30	16,249.61	201,362.29	50,000.00	50,000.00

CITY OF HAM LAKE							
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - DETAILED							
BUDGET DETAIL - ACTUAL 2020-2022, YTD SEPTEMBER 2023, BUDGET FINAL 2023, PROPOSED 2024							
		2020	2021	2022	YTD 9/30/2023	BUDGET	
						2023	2024
PARKS EQUIPMENT FUND							
Revenues							
441-37101	Interest on investments	(1,553.59)	82.98	(225.89)	(3,269.30)	(200.00)	(1,000.00)
441-39101	Sale of assets	-	-	-	-	(6,000.00)	(6,000.00)
441-39301	Transfer from general fund	(38,000.00)	(40,000.00)	(40,000.00)	(29,999.97)	(40,000.00)	(42,000.00)
Total		(39,553.59)	(39,917.02)	(40,225.89)	(33,269.27)	(46,200.00)	(49,000.00)
Expenditures							
441-44101-5110	Capital assets	96,951.21	-	-	-	45,000.00	45,000.00
441-44101-7170	Building inspection equipment transfer	-	-	-	-	-	-
Total		96,951.21	-	-	-	45,000.00	45,000.00

**City of Ham Lake
Capital Improvement & Equipment Replacement Plan
2023 thru 2028**

Sources and Uses of Funds - Equipment Funds

	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>
Ending Balance	<u>37,564</u>	<u>38,814</u>	<u>40,064</u>	<u>41,314</u>	<u>41,314</u>	<u>42,564</u>

**City of Ham Lake
Capital Improvement & Equipment Replacement Plan
2023 thru 2028**

Sources and Uses of Funds - Equipment Funds

	2023	2024	2025	2026	2027	2028
422 Siren Replacement						
Beginning Balance	37,377	32,477	(63,423)	(68,373)	(68,373)	(73,323)
Revenues and other fund sources						
Interest	100	100	50	50	50	50
Total revenue and other fund sources	100	100	50	50	50	50
Expenditures and uses						
Siren repairs and upgrades	5,000	5,000	5,000	5,000	5,000	5,000
Siren Transmitter Upgrade - 7K/Siren	-	91,000	-	-	-	-
Total expenditures and uses	5,000	96,000	5,000	5,000	5,000	5,000
Ending Balance	32,477	(63,423)	(68,373)	(73,323)	(73,323)	(78,273)
428 Building Inspection Equipment						
Beginning Balance	5,828	16,828	27,828	38,828	38,828	49,828
Revenues and other fund sources						
Interest	1,000	1,000	1,000	1,000	1,000	1,000
Future sale of assets	-	-	-	-	-	-
Transfer from general fund	10,000	10,000	10,000	10,000	10,000	10,000
Total revenue and other fund sources	11,000	11,000	11,000	11,000	11,000	11,000
Expenditures and uses						
Future purchase of Trucks	-	-	-	-	-	-
Total expenditures and uses	-	-	-	-	-	-
Ending Balance	16,828	27,828	38,828	49,828	49,828	60,828
430 Public Works Equipment						
Beginning Balance	397,528	603,528	520,628	527,128	527,128	88,128
Revenues and other fund sources						
Interest	1,000	1,000	1,000	1,000	1,000	1,000
Sale of Assets	5,000	9,000	45,500	20,000	27,985	27,985
Transfer from general fund	200,000	250,000	200,000	200,000	200,000	200,000
Total revenue and other fund sources	206,000	260,000	246,500	221,000	228,985	228,985
Expenditures and uses						
#89	-	-	350,000	-	-	-
#54 2006 STERLING L8500	-	-	350,000	-	-	-
#67 GOOSEN VAN N LOAD	-	20,000	-	-	-	-
#71 '08 JOHN DEERE 544J LOADER POWER WASHER	-	322,900	-	-	-	-
#68 2001 ELGIN STREET SWEEPER	-	-	15,000	-	-	-
#102 '99 GILCREST PAVER	-	-	150,000	-	-	-
#57 - 140G MOTOR GRADER-CAT	-	-	75,000	-	-	-
#83 1998 CHEV 1/2-TON PICKUP	-	-	-	200,000	-	-
#97 1989 FORD L8000 W/PLOW	-	-	-	40,000	-	-
WAYNE IX FUEL DISPENSERS & CONTROL SYSTEM	-	-	-	350,000	-	-
#60 '05 ROLLER	-	-	-	70,000	-	-
#74 2009 FORD F450	-	-	-	-	15,000	-
#70 2011 FORD F350	-	-	-	-	94,700	-
#90 2000 FREIGHTLINER FL70 PATCH TRUCK	-	-	-	-	50,000	-
Total expenditures and uses	-	342,900	240,000	660,000	400,000	-
Ending Balance	603,528	520,628	527,128	88,128	196,413	317,113
431 Revolving Street Fund						
Beginning Balance	1,738,607	196,257	1,159,780	2,309,997	569,006	916,229
Revenues and other fund sources						
Interest	1,000	1,000	1,000	1,000	1,000	1,000
MSA maintenance	250,000	250,000	250,000	250,000	250,000	250,000
MSA construction	141,444	870,000	880,000	890,000	900,000	910,000
State bridge & highway grants	1,803,164	-	-	-	-	-
ARPA Funding	1,100,000	-	-	-	-	-
County grants	-	-	-	-	-	-
Current assessments	71,994	88,935	86,154	84,404	82,654	-
Pavement management transfer from general fund	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000
Total revenue and other fund sources	4,467,602	2,309,935	2,317,154	2,325,404	2,333,654	2,261,000
Expenditures and uses						
Prior Year Projects not yet completed	1,041,669	-	-	-	-	-
Misc Fees	-	-	-	-	-	-
Overlay-non MSA streets	886,933	1,148,577	649,970	1,127,505	1,331,033	-
Overlay-MSA streets	-	197,835	12,620	277,515	-	-
Reconstruction-non MSA streets	783,811	-	-	1,516,450	-	-
Reconstruction-MSA streets	1,494,375	-	-	732,086	-	-
New construction-non MSA streets	1,803,164	-	504,347	-	-	-
Participation in county projects	-	-	-	412,839	655,398	-

**City of Ham Lake
Capital Improvement & Equipment Replacement Plan
2023 thru 2028**

Sources and Uses of Funds - Equipment Funds

	2023	2024	2025	2026	2027	2028
Total expenditures and uses	<u>6,009,952</u>	<u>1,346,412</u>	<u>1,166,937</u>	<u>4,066,395</u>	<u>1,986,431</u>	<u>-</u>
Ending Balance	<u>196,257</u>	<u>1,159,780</u>	<u>2,309,997</u>	<u>569,006</u>	<u>916,229</u>	<u>3,177,229</u>

**City of Ham Lake
Capital Improvement & Equipment Replacement Plan
2023 thru 2028**

Sources and Uses of Funds - Equipment Funds

	2023	2024	2025	2026	2027	2028
440 Park and Beach Land Fund						
Beginning Balance	1,042,357	998,857	971,857	927,857	927,857	880,857
Revenues and other fund sources						
Interest	6,500	3,000	3,000	3,000	3,000	3,000
Metropolitan Council grant-trail-Bunker Lake Blvd west of Jefferson						
Parkland dedications	unknown	20,000	unknown	unknown	unknown	unknown
Total revenue and other fund sources	6,500	23,000	6,000	3,000	3,000	3,000
Expenditures and uses						
Miscellaneous park improvements	30,000	30,000	30,000	30,000	30,000	30,000
Future park and trail development	20,000	20,000	20,000	20,000	20,000	20,000
Total expenditures and uses	50,000	50,000	50,000	50,000	50,000	50,000
Ending Balance	998,857	971,857	927,857	880,857	880,857	833,857
441 Park Equipment						
Beginning Balance	122,156	124,156	128,156	118,156	118,156	141,156
Revenues and other fund sources						
Interest	1,000	1,000	1,000	1,000	1,000	1,000
Sale of 2013 John Deer X950R Mower with 14-Bushel Dump (#53)	6,000	-	-	-	-	-
Sale of 2018 John Deer 1580 Mower - 72" Deck & Canopy (#62)	-	6,000	-	-	-	-
Sale of 2017 Bobcat 5600-T4 Toolcat (#47)	-	-	7,000	-	-	-
Sale of 2005 John Deer Pro Gator 2020 (#51)	-	-	-	1,000	-	-
Sale of Smith Co. Ballfield Groomer (#66)	-	-	-	1,000	-	-
Sale of Toro 36" Floating Deck Mower (#46)	-	-	-	-	1,000	1,000
Sale of 1994 Top - Utility Trailer (#107)	-	-	-	-	500	500
Transfer from general fund	40,000	42,000	42,000	42,000	44,000	44,000
Total revenue and other fund sources	47,000	49,000	50,000	45,000	46,500	46,500
Expenditures and uses						
Replace 2013 John Deer X950R Mower with 14-Bushel Dump (#53)	45,000	-	-	-	-	-
Replace 2018 John Deer 1580 Mower - 72" Deck & Canopy (#62)	-	45,000	-	-	-	-
Replace 2017 Bobcat 5600-T4 Toolcat (#47)	-	-	60,000	-	-	-
Replace 2005 John Deer Pro Gator 2020 (#51)	-	-	-	12,000	-	-
Replace Smith Co. Ballfield Groomer (#66)	-	-	-	10,000	-	-
Replace Toro 36" Floating Deck Mower (#46)	-	-	-	-	6,000	6,000
Replace 1994 Top - Utility Trailer (#107)	-	-	-	-	5,000	5,000
Total expenditures and uses	45,000	45,000	60,000	22,000	11,000	11,000
Ending Balance	124,156	128,156	118,156	141,156	153,656	176,656

**City of Ham Lake
Capital Improvement & Equipment Replacement Plan
2024 thru 2028**

General Fund Capital Outlay by Department

	2024	2025	2026	2027	2028	Total
41701 General Government & Elections	9,500	9,000	9,000	9,000	9,000	55,000
41702 General Building	10,000	10,000	10,000	10,000	10,000	60,000
42201 Fire Department	285,000	300,000	300,000	300,000	300,000	1,770,000
42301 EOC	2,000	2,000	2,000	2,000	2,000	12,000
42401 Building Department Equipment	10,000	10,000	10,000	10,000	10,000	60,000
43101 Public Works Equipment	250,000	200,000	200,000	500,000	550,000	1,900,000
43101 Revolving Street Fund	1,100,000	1,000,000	1,000,000	1,000,000	1,000,000	6,200,000
44101 Parks Equipment	42,000	42,000	42,000	42,000	42,000	250,000
TOTAL	1,708,500	1,573,000	1,573,000	1,873,000	1,923,000	10,307,000

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

**City of Ham Lake
Street Overlays
2024 thru 2027**

		Total
2024	Radisson Meadows ('02 construction)	111,937
	Eagle Ridge Estates South ('03 construction)	124,182
	Lever Street from 173rd Avenue to 177th Avenue ('03 construction)	124,789
	Royal Woods ('03 construction)	113,152
	Woodland Bluffs 3rd Addition ('03 construction)	490,885
	Naples Estates ('04 Construction)	183,632
	MSA: McKay Dr: E of Jackson St. to W. of Central Ave	197,835
		1,148,577
2025	Braastad Farms ('02 construction)	379,670
	Deer Haven Hills 2nd Addition ('03 construction)	64,212
	Deer Haven Hills 3rd Addition ('03 construction)	84,916
	Woodland Bluffs ('03 construction)	56,510
	Woodland Bluffs 2nd Addition ('03 construction)	64,662
	MSA - 181st Ave : HWY 65 to Baltimore	12,620
		649,970
		12,620
2026	Larson's Heritage Oaks 3rd Add('02 construction)	90,913
	Larson's Heritage Oaks 4th Add('02 construction)	102,739
	Larson's Heritage Oaks 5th Add('02 construction)	57,544
	Larson's Heritage Oaks 6th Add('02 construction)	159,673
	Cottages of Heritage Oaks ('03 construction)	134,417
	Landborg Industrial Park ('03 construction)	182,693
	Larson's Heritage Oaks West ('03 construction)	163,259
	Polk St.: Constance Blvd. to 833' N ('04 Construction)	44,574
	Rosewood Addition ('04 Construction)	52,921
	W. Frontage Rd S. of Crosstown Blvd. (174th Ave/Central Ave/Johnson St) ('04 Construction)	138,772
	MSA - Buchanan St from Constance Blvd to 165th Ave ('04 Construction)	140,838
	MSA - Hastings St.: 149th Ave. to 153rd Ave. ('03 Construction)	78,664
		1,127,505
		219,502
2027	Prairie Creek ('02 construction)	85,883
	White Oak Ridge ('02 construction)	121,853
	Clayton Park Estates ('03 construction)	147,433
	Nottingham Forest ('03 construction)	210,471
	Hidden Forest West ('04 Construction)	204,402
	Hidden Forest West 2nd Addn. ('04 Construction)	194,841
	Naples Estates 2nd Addn. ('05 Construction)	69,050
	Westlund's Creekside ('05 Construction)	125,733
	Westlund's Creekside 2nd Addn. ('05 Construction)	171,366
	MSA - Ulysses St.: 179th Ln. to 181st Ave. ('04 Construction)	62,074
		1,331,032
		62,074

ALL FUTURE STREET PROJECTS
2024 thru 2027

	2024	2025	2026	2027	Total
Overlay-non MSA streets and roads	1,148,577	649,970	1,127,505	1,331,032	4,257,084
Overlay-MSA streets and roads	197,835	12,620	219,502	62,074	492,031
Reconstruction-MSA-Crosstown Shopping Center ('98 rehab, '79 construct)					1,494,375
Construction-MSA Chisholm St/Baltimore from Holiday to 171st Ave					1,803,164
Reconstruction-Meadow Park (N. Constance) ('99 Rehab, '77 Construct)					783,811
Construction-MSA-Jackson St., .16 miles north of McKay Dr. to .06 miles south of 154th Avenue		540,347			540,347
Reconstruction-MSA Central Ave, 303 feet N of 149th Ave			732,086		732,086
Reconstruction-Idlewood 3rd Addition and 175th Lane W of Swedish Drive ('99 rehab, '82 construct)			1,516,450		1,516,450
County Shared-MSA - Bunker Lake Blvd. Jefferson St. To Hwy 65			412,839		412,839
Participate-MSA - Lexington Ave: Bunker Lake Blvd. to 155th Ave				655,398	655,398
Total Non-MSA Projects	1,148,577	649,970	2,643,955	1,331,032	6,557,345
Total MSA Projects	197,835	552,967	1,364,427	717,472	6,130,240



CITY OF HAM LAKE

2024 Proposed Budget and Capital Improvement Plan

December 4th, 2023

Presented by Angela Brumbaugh, Finance Director

Budget Process

Budget Workshops – Summer/Fall 2023

Preliminary Levy and Budget Adoption – September 18th, 2023

Final Levy and Budget Adoption - December 4th, 2023

Submission to County for Certification due by December 29, 2023

Tax Rate and Fiscal Disparities

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

Proposed Property Tax Levy

CITY OF HAMLAKE
PROPERTY TAX LEVY - ALL FUNDS
COMPARISON OF PROPERTY TAXES

Program or service	<u>2022 Levied / Payable 2023</u>	<u>2023 Requested / Payable 2024</u>	<u>Increase / Decrease</u>	<u>% Change</u>
Base Levy				
General fund	\$ 6,011,033	\$ 6,274,218	\$ 263,185	4.38%
Economic Development Authority	-	-	-	0.00%
Debt Service				
2010A GO Capital Improvement	208,924	208,031	(893)	-0.43%
Total Property Taxes	<u>\$ 6,219,957</u>	<u>\$ 6,482,249</u>	<u>\$ 262,293</u>	<u>4.22%</u>

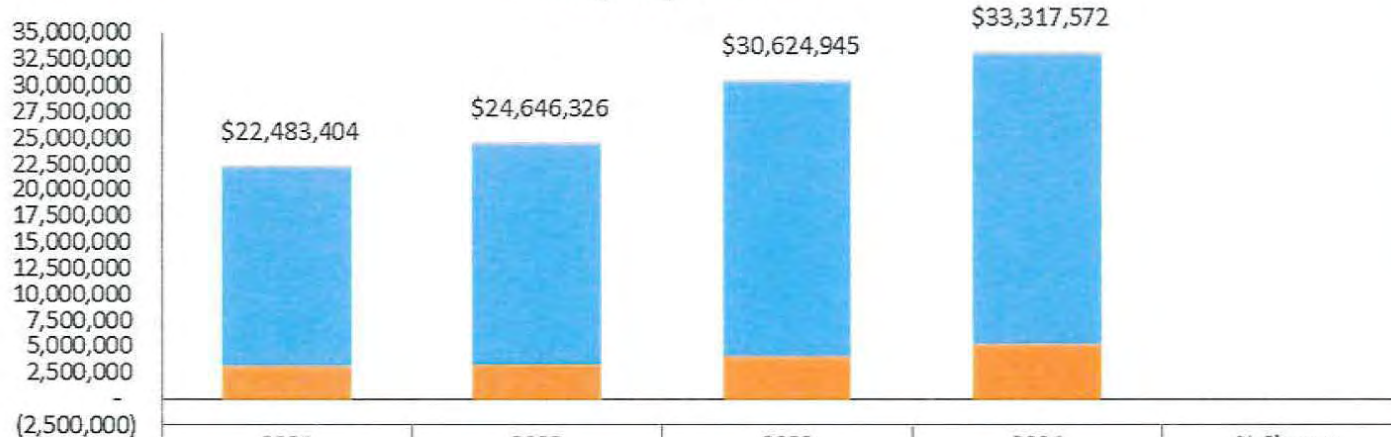
Certified Tax Levy History

Certified Tax Levies
Past 10 Years



Tax Capacity

Tax Capacity Values



	2021	2022	2023	2024	% Change
■ Agricultural	331,948	350,253	373,610	365,408	-2.20%
■ Residential	\$19,063,305	\$20,985,279	\$26,287,914	\$27,777,956	5.67%
■ Commercial/Industrial	3,088,151	3,310,794	3,963,421	5,174,208	30.55%
Total	\$22,483,404	\$24,646,326	\$30,624,945	\$33,317,572	8.79%

Tax Rate Calculation History

CITY OF HAM LAKE
TAX RATE CALCULATION

	Payable 2022	Payable 2023	Payable 2024
Tax Capacity	24,646,326	30,624,945	33,317,572
FD Contribution	(1,326,698)	(1,367,034)	(1,682,328)
Net Tax Capacity	<u>23,319,628</u>	<u>29,257,911</u>	<u>31,635,244</u>
Certified Levy	5,600,859	6,219,957	6,482,249
FD Distribution	(590,317)	(513,971)	(513,971)
Local Levy	<u>4,664,610</u>	<u>5,705,986</u>	<u>5,968,278</u>
	<u>2022</u>	<u>2023</u>	<u>2024</u>
City Tax Rate	21.952%	19.502%	18.866%



Impact on Homeowners

NO CHANGE IN HOME VALUE

Value of Home	2022 Actual	2023 Actual	2024 Estimated	\$ Increase / (decrease)	% Increase / (decrease)
\$ 300,000	\$ 659	\$ 585	\$ 566	(19)	-3.26%
375,000	823	\$ 731	\$ 707	(24)	-3.26%
439,500 *	965	\$ 857	\$ 829	(28)	-3.26%
550,000	1,207	\$ 1,073	\$ 1,038	(35)	-3.26%
650,000	1,427	\$ 1,268	\$ 1,226	(41)	-3.26%

WITH HOME VALUE INCREASES

2023 Value of Home	2024 Value of Home	2023 Actual	2024 Estimated	\$ Increase / (decrease)	% Increase / (decrease)
300,000	317,010	585	598	13	2%
375,000	396,263	731	748	17	2%
415,917	439,500 *	811	829	18	2%
550,000	581,185	1,073	1,096	23	2%
650,000	686,855	1,268	1,296	28	2%

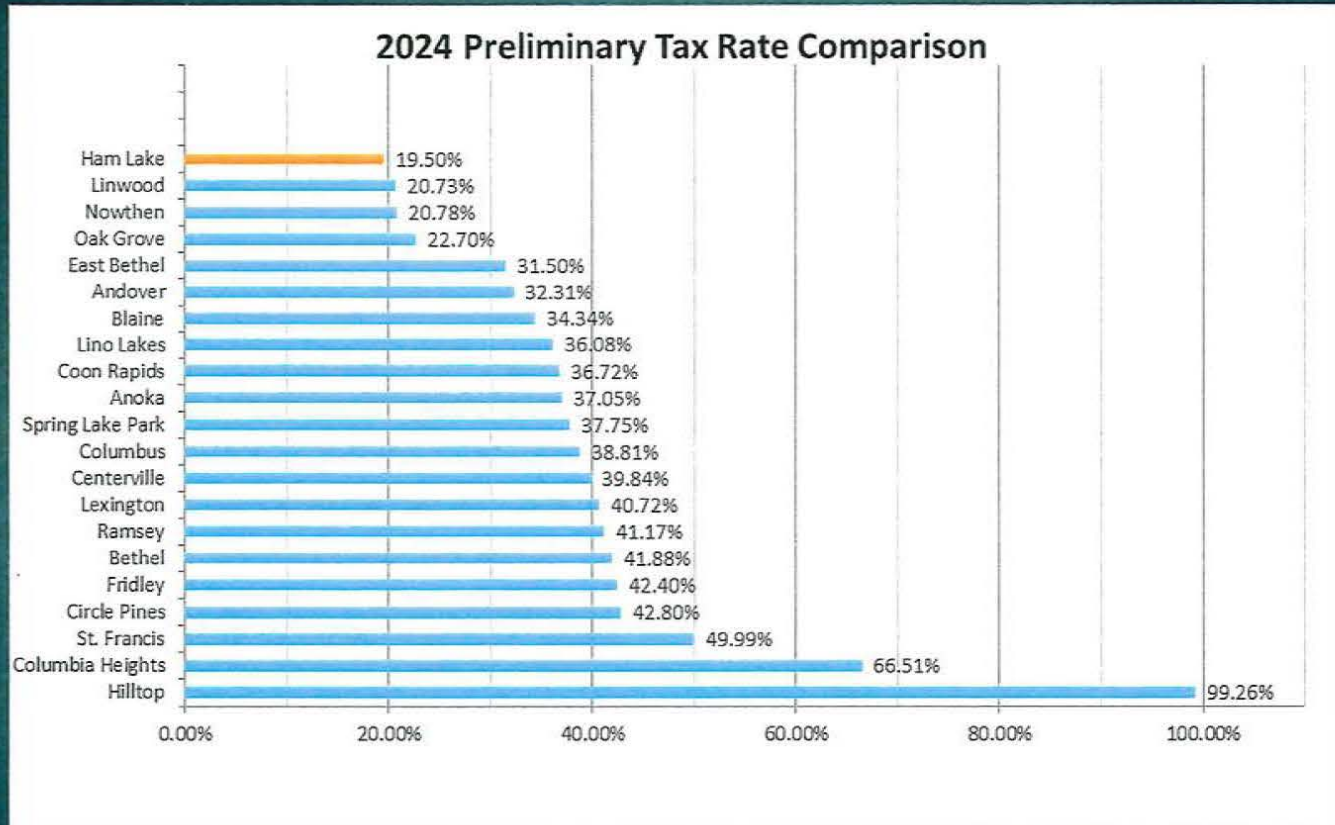
* Average Home Taxable Market Value

Where do my taxes go?

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



Where do we compare?



General Fund Budget

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



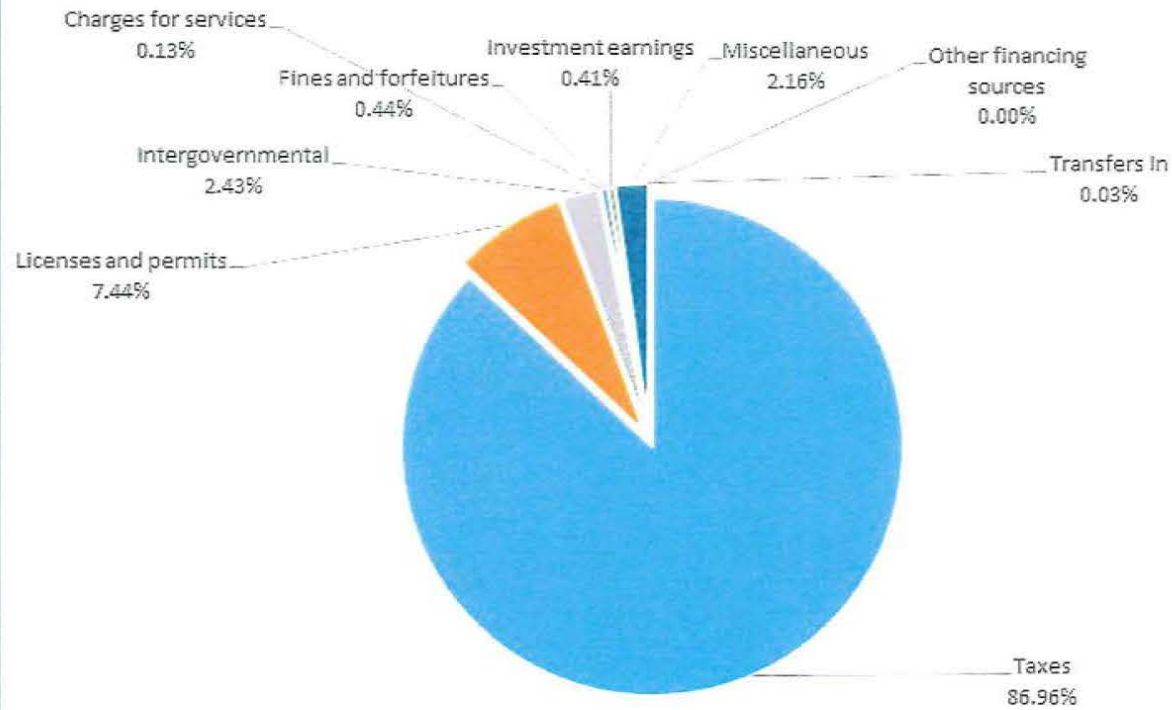
General Fund Revenues

CITY OF HAM LAKE 2023 PROPOSED GENERAL FUND REVENUE SOURCES

	Actual		Budget		Proposed		Percent
	2022		2023		2024		Of Change
Taxes	\$ 5,376,363	\$	6,038,283	\$	6,286,468		4%
Licenses and permits	570,567		528,600		537,600		2%
Intergovernmental	578,748		176,000		176,000		0%
Charges for services	9,790		9,385		9,285		-1%
Fines and forfeitures	32,056		30,000		31,500		5%
Investment earnings	29,664		1,000		30,000		2900%
Miscellaneous	377,365		156,100		156,100		0%
Other financing sources	185		-		-		0%
Transfers In	1,200		2,000		2,000		0%
Total Revenue	\$ 6,975,940	\$	6,941,368	\$	7,228,953		2910.00%

General Fund Revenues

2024 Proposed General Fund Revenue Sources



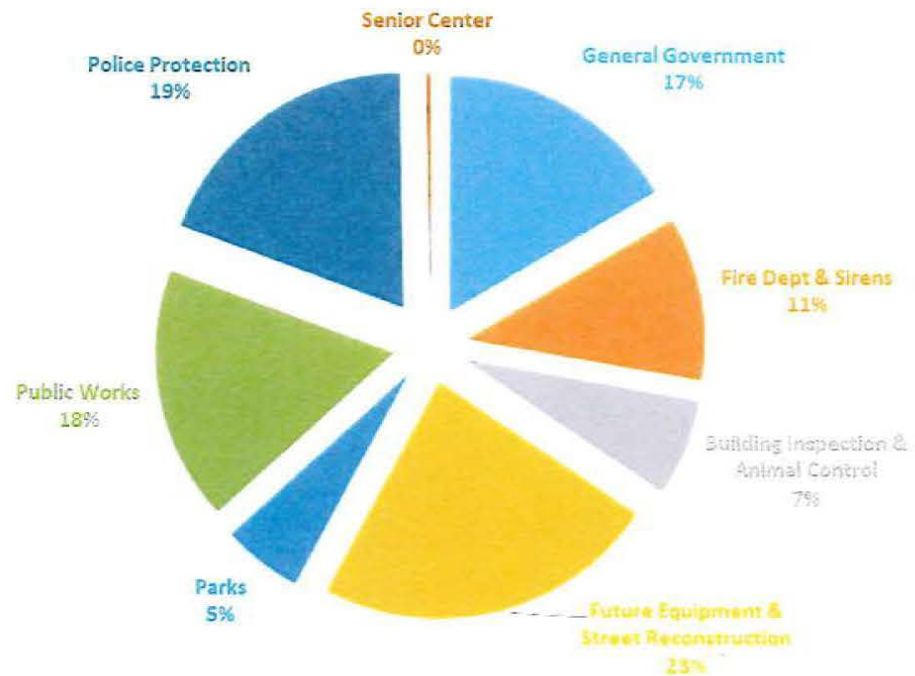
General Fund Expenditures

CITY OF HAM LAKE 2023 PROPOSED GENERAL FUND EXPENDITURES BY DEPARTMENT

	Actual 2022	Budget 2023	Proposed 2024	Percent Change
Council	\$ 78,282	\$ 73,460	\$ 87,481	19.09%
Ordinances	14,072	4,600	22,550	390.22%
Administration	162,059	170,283	172,701	1.42%
Clerk	115,996	126,374	123,151	-2.55%
Elections	38,048	-	45,984	0.00%
Finance	240,600	278,710	266,227	-4.48%
Auditing	23,550	29,000	29,630	2.17%
Assessing	80,543	82,100	85,836	4.55%
Prosecutions	78,000	78,000	80,340	3.00%
Planning & zoning	83,454	102,239	104,151	1.87%
General government	448,495	87,771	89,911	2.44%
General govt buildings	45,725	39,075	47,004	20.29%
City sign	2,296	3,005	3,194	6.29%
Information Technology	52,785	62,413	42,100	-32.55%
Police protection	1,217,110	1,353,929	1,393,741	2.94%
Fire department	573,674	665,106	770,111	15.79%
Fire stations	31,157	36,870	43,141	17.01%
Emergency operations center	-	-	-	0.00%
Sirens	8,205	9,214	9,205	-0.10%
Building inspection	414,061	459,650	378,512	-17.65%
Animal control	4,386	3,150	3,150	0.00%
Public works	797,812	963,554	1,038,029	7.73%
Public works building	39,010	38,830	46,100	18.72%
Snow & ice removal	115,784	66,590	66,680	0.14%
Stormwater drainage	7,060	3,500	5,500	57.14%
Stormwater-WMOs	28,780	18,939	35,018	84.90%
Signs & signals	17,910	21,095	23,100	9.50%
Utility/ROW	56,732	50,000	60,200	20.40%
Parks	175,528	305,877	374,058	22.29%
Park Buildings	14,138	18,350	20,910	13.95%
Senior Center	2,937	7,793	4,186	-46.28%
Senior Center Building	12,739	14,190	15,740	10.92%
Misc/unallocated	129,091	111,200	111,200	0.00%
Transfers Out	1,346,500	1,656,500	1,708,500	3.14%
Total Expenditures	6,456,519	6,941,368	7,307,340	5.27%

General Fund Expenditures

2024 GENERAL FUND PROPOSED EXPENDITURES BY DEPT



General Fund Transfers Out

	2023	2024	
	Budget	Proposed	Change
General Government Equipment Fund	5,500.00	5,500.00	-
Election Equipment Fund	4,000.00	4,000.00	-
Building Fund	10,000.00	10,000.00	-
Fire Equipment Fund	230,000.00	285,000.00	55,000.00
Emergency Operations Fund	-	2,000.00	2,000.00
Building Inspection Fund	7,000.00	10,000.00	3,000.00
Revolving Street Fund	900,000.00	1,100,000.00	200,000.00
Public Works Equipment Fund	150,000.00	250,000.00	100,000.00
Parks Equipment Fund	40,000.00	42,000.00	2,000.00
Total	1,346,500.00	1,708,500.00	362,000.00

Fund Balance – General

- ▶ **Fund balance policy:** “The City will strive to maintain an unassigned fund balance in the range of 35-50% of the next year’s budgeted expenditures, including transfers.”
- ▶ The fund balance at the end of 2022 to 2023 budgeted expenditures was 52.67%. *Budgeted* Fund Balance at the end of 2023 based on 2024 proposed expenditures would be 54.34%.
- ▶ The 2024 budget is utilizing \$78,387 of fund balance, meaning that revenues are less than expenditures.

Capital Improvement and Replacement 2024-2028



What is a Capital Improvement Plan?

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

2024 Capital Improvement and Equipment Replacement

Fire Equipment	
Construct Fire Station #3	\$ 2,600,000
Network Switch	\$ 8,000
Public Works Equipment	
#67 GOOSEN VAN N LOAD	\$ 20,000
#71 '08 JOHN DEERE 544J LOADER	\$ 322,900
Park and Beach Land Fund	
Miscellaneous park improvements	\$ 30,000
Future park and trail development	\$ 20,000
Park Equipment	
Replace 2018 John Deer 1580 Mower - 72" Deck & Canopy (#62)	\$ 45,000

Revolving Street Fund

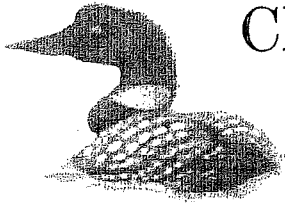
2024 Street Overlays

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Royal Woods ('03 construction)	113,152
Woodland Bluffs 3rd Addition ('03 construction)	490,885
Naples Estates ('04 Construction)	183,632
MSA: McKay Dr: E of Jackson St. to W. of Central Ave	197,835

2024 Street Projects

Overlay-non MSA streets and roads	1,148,577
Overlay-MSA streets and roads	197,835
Total Non-MSA Projects	1,148,577
Total MSA Projects	197,835

ANY
QUESTIONS?



CITY OF HAM LAKE

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

CITY OF HAM LAKE CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY MINUTES MONDAY, NOVEMBER 20, 2023

The Ham Lake City Council and Economic Development Authority met for its regular meeting on Monday, November 20, 2023 at 6:00 p.m. in the Council Chambers at the Ham Lake City Hall located at 15544 Central Avenue NE in Ham Lake, Minnesota.

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

MEMBERS ABSENT: None

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

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

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

2.0 PUBLIC COMMENT – None

3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS

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

Lt. Mendoza was present before the City Council and gave a summary of the Sheriff's Report for the month of October 2023.

4.0 CONSENT AGENDA

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

4.1 Approval of minutes of November 6, 2023 and Workshop Minutes of November 6, 2023

4.2 Approval of claims in the amount of \$497,053.80

4.3 Approval of the 12-month extension of the Memorandum of Understand (MOU) for Anoka County Economic Development

4.4 Approval of the accepting the overpaid funds for the completion of the Joint Power Agreement (JPA) for the Sunrise Watershed Management Organization (SRWMO)

4.5 Approval of the agreement with Anoka County allowing funds from the Office of the Secretary of State to be used to offset the annual Elections Joint Powers Agreement (JPA)

4.6 Approval of accepting the Crosstown Rolling Acres Third Addition project and releasing the maintenance security and adoption of Resolution No. 23-50

4.7 Approval of Resolution No. 23-51 for an amendment to the Conditional Use Permit at 13830 Aberdeen Street NE

- 4.8 Approval of Resolution No. 23-52 to appoint signers and authorized traders for bank and investment accounts
- 4.9 Approval of the Animal Humane Society (AHS) Letter of Understanding for Impound Services for 2024
- 4.10 Approval of hiring part-time snow plow drivers

Motion by Wilken, seconded by Doyle, to approve the November 20, 2023 consent agenda as written. All in favor, motion carried.

5.0 PLANNING COMMISSION RECOMMENDATIONS

- 5.1 Stalberger, MN Development LLC, requesting Sketch Plan approval for a development located at 2506 Swedish Drive NE (47 Residential Single-Family lots and 2 Outlots) in Section 4

Motion by Kirkham, seconded by Doyle, to concur with the Planning Commission and approve the Sketch Plan for a development located at 2506 Swedish Drive NE as presented by Jeff Stalberger of MN Development, LLC for 47 Single Family Residential lots and two Outlots in Section 4, subject to a minimum design speed of 30 miles per hour on Swedish Drive NE, combining Outlot B with adjacent parcel 04-32-23-13-0005 after final plat approval, parkland dedication consisting of the dedication of a 20-foot wide trail easement along the west side of Xylite Street NE (County Road 68) for a future bike path and the remainder in monies in lieu of parkland, meeting all the requirements of the City Engineer and meeting all City, State and County requirements. All in favor, motion carried.

6.0 ECONOMIC DEVELOPMENT AUTHORITY – None

7.0 APPEARANCES – None

8.0 CITY ATTORNEY

Attorney Berglund stated that he is hoping to set up a workshop meeting with the City Council to discuss residents with Conditional Use Permits that are not complying with the conditions of their permits. Attorney Berglund stated he would like to get some direction from the City Council regarding this matter.

9.0 CITY ENGINEER – None

10.0 CITY ADMINISTRATOR – None

11.0 COUNCIL BUSINESS

11.1 Committee Reports

Councilmember Parranto stated that the Park and Tree Committee recently met.

11.2 Discussion of scheduling workshop meetings

Administrator Webster stated that she and Engineer Collins met with the Anoka County Highway Department to discuss upgrading Bunker Lake Boulevard. Administrator Webster asked the City Council if a workshop meeting could be scheduled on December 4, 2023 at 5:00 p.m. prior to the regular City Council meeting to discuss the upgrading of Bunker Lake Boulevard NE. **It was the consensus of the City Council to schedule a workshop meeting on December 4, 2023 at 5:00 p.m. to discuss the upgrade to Bunker Lake Boulevard NE.**

11.3 Announcements and future agenda items – None

Motion by Kirkeide, seconded by Parranto, to adjourn the meeting at 6:08 p.m. All in favor, motion carried.

Dawnette Shimek, Deputy City Clerk

CITY OF HAM LAKE
CLAIMS SUBMITTED TO COUNCIL
December 4, 2023

CITY OF HAM LAKE

EFTS, CHECKS, AND BANK DRAFTS	11/21/23 - 12/04/23	
EFT	# 1957 - 1964	\$ 7,765.82
REFUND CHECKS	# 65635 - 65636	\$ 300.00
CHECKS	# 65637 - 65660	\$ 34,085.35
BANK DRAFTS	DFT0002626, DFT0002632 -DFT0002638	\$ 27,227.86
TOTAL EFTS, CHECKS, AND BANK DRAFTS		<u>\$ 69,379.03</u>
PAYROLL CHECKS		
12/01/23	Direct Deposits	\$ 40,066.85
TOTAL PAYROLL CHECKS		<u>\$ 40,066.85</u>
VOID CHECKS		
CHECKS	#65658	\$ -
ZERO EFT		\$ -
BANK DRAFTS	DFT0002627 - DFT0002631	\$ -
TOTAL VOIDS		<u>\$ -</u>
TOTAL OF ALL PAYMENTS		<u>\$ 109,445.88</u>

APPROVED BY THE HAM LAKE CITY COUNCIL THIS 4TH DAY OF DECEMBER 2023

MAYOR

COUNCILMEMBER

COUNCILMEMBER

COUNCILMEMBER

COUNCILMEMBER



Packet: ARPKT00936 - 11/21/23 TRUST REFUND

Refund Detail

Account Number	Name	Check Date	Check Number	Amount
00442	JEANAH RHEIN	11/21/2023	65635	150.00
Total Refund Amount:				150.00

Revenue Totals

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

General Ledger Distribution

Posting Date: 11/21/2023

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



Packet: ARPKT00942 - 11/29/23 TRUST REFUND

Refund Detail

Account Number	Name	Check Date	Check Number	Amount
00446	DON GERADS	11/29/2023	65636	150.00
Total Refund Amount:				150.00

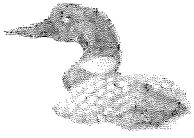
Revenue Totals

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

General Ledger Distribution

Posting Date: 11/29/2023

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



Payment Dates 11/21/2023 - 12/4/2023

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
1957	ARAMARK UNIFORM & CAREE	PW UNIFORMS	Clothing & personal protectiv	100-43101-2210	89.98
1957	ARAMARK UNIFORM & CAREE	FIRST AID CABINET	Safety supplies	100-43101-2240	14.99
1957	ARAMARK UNIFORM & CAREE	PARK UNIFORMS	Clothing & personal protectiv	100-44101-2210	59.08
1957	ARAMARK UNIFORM & CAREE	PW UNIFORMS	Clothing & personal protectiv	100-43101-2210	89.98
1957	ARAMARK UNIFORM & CAREE	FIRST AID CABINET	Safety supplies	100-43101-2240	14.99
1957	ARAMARK UNIFORM & CAREE	PARK UNIFORMS	Clothing & personal protectiv	100-44101-2210	59.08
1957	ARAMARK UNIFORM & CAREE	PW UNIFORMS	Clothing & personal protectiv	100-43101-2210	89.98
1957	ARAMARK UNIFORM & CAREE	FIRST AID CABINET	Safety supplies	100-43101-2240	14.99
1957	ARAMARK UNIFORM & CAREE	PARK UNIFORMS	Clothing & personal protectiv	100-44101-2210	59.08
1958	CMT JANITORIAL SERVICES	SHERIFF'S OFFICE CLEANING	Cleaning service	100-41702-3430	153.00
1958	CMT JANITORIAL SERVICES	CITY HALL CLEANING	Cleaning service	100-41702-3430	612.00
1958	CMT JANITORIAL SERVICES	FIRE #1 CLEANING	Cleaning service	100-42202-3430	161.00
1958	CMT JANITORIAL SERVICES	FIRE #2 CLEANING	Cleaning service	100-42202-3430	151.00
1958	CMT JANITORIAL SERVICES	PW CLEANING	Cleaning service	100-43104-3430	148.00
1958	CMT JANITORIAL SERVICES	SR CENTER CLEANING	Cleaning service	100-44202-3430	300.00
1959	DELTA DENTAL PLAN OF MINN	COBRA - DK	COBRA receivable	100-11502	51.04
1959	DELTA DENTAL PLAN OF MINN	DEC DENTAL	Dental Insurance	100-21711	810.03
1960	JOHN WITKOWSKI	SAFETY BOOTS	Clothing & personal protectiv	100-43101-2210	150.00
1961	METRO SALES INC	8/23 - 11/22 COPIER LEASE	Equipment rentals	100-41701-3320	1,206.24
1961	METRO SALES INC	8/23 - 11/22 COLOR COPIES	Equipment rentals	100-41701-3320	416.60
1961	METRO SALES INC	8/23 - 11/22 B/W COPIES	Equipment rentals	100-41701-3320	96.40
1961	METRO SALES INC	8/23 - 11/22 COPIER LEASE	Equipment rentals	100-42401-3320	565.26
1961	METRO SALES INC	8/23 - 11/22 COLOR COPIES	Equipment rentals	100-42401-3320	215.76
1961	METRO SALES INC	8/23 - 11/22 B/W COPIES	Equipment rentals	100-42401-3320	84.98
1962	O'REILLY AUTOMOTIVE STORE	#74 RADIATOR	Vehicle parts & supplies	100-43101-2340	491.57
1962	O'REILLY AUTOMOTIVE STORE	ADAPTER	Operating supplies	100-43101-2290	20.99
1962	O'REILLY AUTOMOTIVE STORE	ADAPTER	Operating supplies	100-43101-2290	-20.99
1962	O'REILLY AUTOMOTIVE STORE	SCISSOR LIFT BATTERY - CORE	Equipment parts & supplies	100-43101-2320	88.00
1962	O'REILLY AUTOMOTIVE STORE	SCISSOR LIFT BATTERY	Equipment parts & supplies	100-43101-2320	523.32
1962	O'REILLY AUTOMOTIVE STORE	SCISSOR LIFT BATTERY CORE C	Equipment parts & supplies	100-43101-2320	-88.00
1962	O'REILLY AUTOMOTIVE STORE	#75 TOGGLE SWITCH	Vehicle parts & supplies	100-43101-2340	6.99
1962	O'REILLY AUTOMOTIVE STORE	#75 TOGGLE SWITCH	Vehicle parts & supplies	100-43101-2340	11.99
1962	O'REILLY AUTOMOTIVE STORE	SILICONE GASKET MAKER	Operating supplies	100-43101-2290	8.49
1963	WICK COMMUNICATIONS-LEA	DEC HAM LAKER - CHANGE C	Printing	211-41704-3970	20.00
1963	WICK COMMUNICATIONS-LEA	DEC HAM LAKER	Printing	211-41704-3970	667.25
1964	WRUCK SEWER & PORTABLE	LION'S PARK TOILET RENTALS	Rentals-other	100-44101-3390	79.00
1964	WRUCK SEWER & PORTABLE	HAM LAKE BOAT LANDING TO	Rentals-other	100-44101-3390	45.50
1964	WRUCK SEWER & PORTABLE	LION'S PARK PLAYGROUND TO	Rentals-other	100-44101-3390	45.50
1964	WRUCK SEWER & PORTABLE	TENNIS COURT TOILET RENTA	Rentals-other	100-44101-3390	27.00
1964	WRUCK SEWER & PORTABLE	SBAA PINGER'S PARK TOILET R	Rentals-other	100-44101-3390	6.25
1964	WRUCK SEWER & PORTABLE	SODERVILLE PARK TOILET REN	Rentals-other	100-44101-3390	13.50
1964	WRUCK SEWER & PORTABLE	BLUEGRASS ESTATES TOILET R	Rentals-other	100-44101-3390	12.50
1964	WRUCK SEWER & PORTABLE	CONSTANCE ESTATES PARK TO	Rentals-other	100-44101-3390	12.50
1964	WRUCK SEWER & PORTABLE	GRANT PARK	Rentals-other	100-44101-3390	12.50
1964	WRUCK SEWER & PORTABLE	LARSON'S HERITAGE OAKS TOI	Rentals-other	100-44101-3390	12.50
1964	WRUCK SEWER & PORTABLE	SBAA HAM LAKE BALL FIELD T	Rentals-other	100-44101-3390	9.88
1964	WRUCK SEWER & PORTABLE	HAM LAKE BALL FIELD TOILET	Rentals-other	100-44101-3390	9.87
1964	WRUCK SEWER & PORTABLE	SBAA LION'S PARK TOILET REN	Rentals-other	100-44101-3390	79.00
1964	WRUCK SEWER & PORTABLE	PINGER'S PARK TOILET RENTA	Rentals-other	100-44101-3390	6.25
1964	WRUCK SEWER & PORTABLE	SBAA SODERVILLE PARK TOILE	Rentals-other	100-44101-3390	13.50
1964	WRUCK SEWER & PORTABLE	PATRICIA'S WILDERNESS TOILE	Rentals-other	100-44101-3390	6.25
1964	WRUCK SEWER & PORTABLE	SBAA TWIN BIRCH PARK TOILE	Rentals-other	100-44101-3390	6.25
1964	WRUCK SEWER & PORTABLE	TWIN BIRCH PARK TOILET REN	Rentals-other	100-44101-3390	6.25
1964	WRUCK SEWER & PORTABLE	SBAA WISEN'S PARK TOILET R	Rentals-other	100-44101-3390	6.25

Council Approval List

Payment Dates: 11/21/2023 - 12/4/2023

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
1964	WRUCK SEWER & PORTABLE	WISEN'S PARK TOILET RENTAL	Rentals-other	100-44101-3390	6.25
1964	WRUCK SEWER & PORTABLE	SBAA PATRICIA'S WILDERNESS	Rentals-other	100-44101-3390	6.25
65637	ANOKA COUNTY TREASURY D	NOV BROADBAND	Internet & website	100-41301-3220	37.50
65637	ANOKA COUNTY TREASURY D	NOV BROADBAND FIRE #2	Internet & website	100-41301-3220	75.00
65638	BLAINE BROTHERS INC	HUB TOOL HANDLE ASSEMBY	Small tools	100-43101-2410	69.40
65639	CITY OF ST PAUL	18 TN ASPHALT MIX	Street repair & maintenance s	100-43101-2330	1,553.40
65640	CITY OF WYOMING	16816 OWATONNA CIRCLE SE	Comm Septic Plan Rev/Inspec	890-90001-3461	126.50
65641	COMCAST BUSINESS	DEC FIRE #1 ADD'L CABLE BOX	Other professional services	100-42201-3190	11.34
65642	DAVID HANSON	SAFETY BOOTS	Clothing & personal protectiv	100-44101-2210	150.00
65643	DEARBORN LIFE INS CO	VOL LIFE	Life Insurance	100-21714	171.60
65643	DEARBORN LIFE INS CO	DEC LIFE	Life Insurance	100-21714	54.40
65644	DEHN OIL CO	226.7 GAL GASOLINE	Fuel	100-43101-2230	564.73
65644	DEHN OIL CO	325 GAL DIESEL	Fuel	100-43101-2230	971.56
65645	ERIK SKOGQUIST	4TH QTR ASSESSING	Assessing/property tax admin	100-41403-3105	10,709.33
65646	INSPIRE ARCHITECTS	FIRE #3	Capital assets	420-42201-5110	2,769.00
65647	KINGS III EMERGENCY COMM	DEC ELEVATOR PHONE	Phones/radios/pagers	100-41701-3210	39.17
65648	LANO EQUIPMENT, INC.	#64 BELT DRIVE, ARM & WHE	Equipment parts & supplies	100-43101-2320	418.46
65649	MARY WELLS	4TH QTR ASSESSING	Assessing/property tax admin	100-41403-3105	10,709.33
65650	MENARDS-BLAINE	PVC CLEANOUT PLUG	Building repair & maintenanc	100-43104-2310	2.29
65650	MENARDS-BLAINE	LATH & SPRAY PAINT	Operating supplies	100-43102-2290	50.75
65651	MENARDS-CR	PLASTIC SHEETING & HAMME	Operating supplies	100-44101-2290	188.92
65652	MESCHKE CONSTRUCTION	REFUND DUPLICATE PERMIT #	Refunds & reimbursements	100-48101-4145	544.75
65653	NCPERS GROUP LIFE INSURAN	DEC LIFE	Life Insurance	100-21714	96.00
65654	NORTHWEST FAMILY PHYSICI	MRO READINGS	Personnel testing & recruitme	100-42201-3150	189.00
65655	TASC	JAN '24 COBRA ADMINISTRATI	Prepaid expense	100-15501	26.74
65656	UNLIMITED SUPPLIES INC	COTTER PINS, BATTEY, FUSES,	Operating supplies	100-43101-2290	93.55
65656	UNLIMITED SUPPLIES INC	GREASE, CUT OFFS, MISC	Operating supplies	100-43101-2290	109.16
65657	US BANK CORPORATE PAYME	IOS-toner denise-NW	Office supplies	100-41201-2110	149.91
65657	US BANK CORPORATE PAYME	ZOOM-- Zoom - November-D	Dues & subscriptions	100-41201-3920	13.83
65657	US BANK CORPORATE PAYME	IOS-calculator Angela-NW	Office supplies	100-41401-2110	89.17
65657	US BANK CORPORATE PAYME	AMAZON-David Ross Name Pl	Office supplies	100-41601-2110	10.48
65657	US BANK CORPORATE PAYME	IOS-envelopes, scotch tape-N	Office supplies	100-41701-2110	24.71
65657	US BANK CORPORATE PAYME	IOS-pens,post its,copier paper	Office supplies	100-41701-2110	156.71
65657	US BANK CORPORATE PAYME	AMAZON-Angela Brumbaugh	Operating supplies	100-41701-2290	10.88
65657	US BANK CORPORATE PAYME	IOS-kleenex-NW	Operating supplies	100-41701-2290	22.56
65657	US BANK CORPORATE PAYME	AMAZON-coffee-NW	Operating supplies	100-41701-2290	38.94
65657	US BANK CORPORATE PAYME	PANTHEON-website-NW	Software licenses & upgrades	100-41701-2510	300.00
65657	US BANK CORPORATE PAYME	HARBOR FREIGHT-TOOLS-JC	Covid 19	100-41701-4153	34.98
65657	US BANK CORPORATE PAYME	IOS-toner Mike R-NW	Office supplies	100-42201-2110	153.29
65657	US BANK CORPORATE PAYME	AMAZON-AA Batteries-NW	Operating supplies	100-42201-2290	18.39
65657	US BANK CORPORATE PAYME	LOWES- Brooms-MR	Equipment parts & supplies	100-42201-2320	47.53
65657	US BANK CORPORATE PAYME	AMAZON-vacuum belt-NW	Operating supplies	100-43101-2290	7.91
65657	US BANK CORPORATE PAYME	HARBOR FREIGHT - #81 RADIA	Vehicle parts & supplies	100-43101-2340	59.99
65657	US BANK CORPORATE PAYME	EVERBLADES-Plow truck wipe	Vehicle parts & supplies	100-43101-2340	1,152.14
65657	US BANK CORPORATE PAYME	AMAZON-thread restore tool-	Small tools	100-43101-2410	86.12
65657	US BANK CORPORATE PAYME	AMAZON-screen protector &	Phones/radios/pagers	100-43101-3210	27.93
65657	US BANK CORPORATE PAYME	AMAZON-# 62 seat compress	Equipment parts & supplies	100-44101-2320	219.95
65659	VERIZON WIRELESS	MR	Phones/radios/pagers	100-42201-3210	41.23
65659	VERIZON WIRELESS	TD, MJ & 2 LAPTOPS	Phones/radios/pagers	100-42401-3210	162.48
65659	VERIZON WIRELESS	JK, JW, JC, CS, EH, & 2 LAPTOP	Phones/radios/pagers	100-43101-3210	294.18
65659	VERIZON WIRELESS	DH, AC, MS	Phones/radios/pagers	100-44101-3210	123.67
65660	WARNING LITES OF MN INC	162ND LN CONNECTION TO TI	Street supplies	431-43301-2330	1,106.49
DFT0002626	MN STATE DEPT OF REVENUE-	OCT FUEL TAX	Fuel	100-43101-2230	94.34
DFT0002632	COMPENSATION CONSULTAN	Health Savings Account	HSA Account	100-21712	150.00
DFT0002633	EMPOWER	Deferred Compensation	Deferred compensation	100-21704	2,055.00
DFT0002633	EMPOWER	Roth IRA	Deferred compensation	100-21704	200.00
DFT0002634	IRS-Payroll Tax	Federal Withholding	Federal WH/FICA/MC	100-21701	5,719.82
DFT0002634	IRS-Payroll Tax	Medicare Payable	Federal WH/FICA/MC	100-21701	1,543.38
DFT0002634	IRS-Payroll Tax	Social Security Payable	Federal WH/FICA/MC	100-21701	6,599.28
DFT0002635	MN STATE DEPT OF REVENUE-	MN State Withholding	State W/H	100-21702	2,511.78

Council Approval List

Payment Dates: 11/21/2023 - 12/4/2023

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
DFT0002636	PERA	Retirement-Coordinated	PERA	100-21703	7,118.58
DFT0002637	US POSTMASTER	DEC HAM LAKER POSTAGE	Postage	211-41704-2120	1,193.62
DFT0002638	US POSTMASTER	SR CENTER POSTAGE	Postage Liability	100-20204	42.06
				Grand Total:	69,079.03

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL	63,196.17
211 - HAM LAKER	1,880.87
420 - FIRE EQUIPMENT	2,769.00
431 - REVOLVING STREET	1,106.49
890 - TRUST FUND	126.50
Grand Total:	69,079.03

Account Summary

Account Number	Account Name	Payment Amount
100-11502	COBRA receivable	51.04
100-15501	Prepaid expense	26.74
100-20204	Postage Liability	42.06
100-21701	Federal WH/FICA/MC	13,862.48
100-21702	State W/H	2,511.78
100-21703	PERA	7,118.58
100-21704	Deferred compensation	2,255.00
100-21711	Dental Insurance	810.03
100-21712	HSA Account	150.00
100-21714	Life Insurance	322.00
100-41201-2110	Office supplies	149.91
100-41201-3920	Dues & subscriptions	13.83
100-41301-3220	Internet & website	112.50
100-41401-2110	Office supplies	89.17
100-41403-3105	Assessing/property tax a	21,418.66
100-41601-2110	Office supplies	10.48
100-41701-2110	Office supplies	181.42
100-41701-2290	Operating supplies	72.38
100-41701-2510	Software licenses & upgr	300.00
100-41701-3210	Phones/radios/pagers	39.17
100-41701-3320	Equipment rentals	1,719.24
100-41701-4153	Covid 19	34.98
100-41702-3430	Cleaning service	765.00
100-42201-2110	Office supplies	153.29
100-42201-2290	Operating supplies	18.39
100-42201-2320	Equipment parts & suppl	47.53
100-42201-3150	Personnel testing & recr	189.00
100-42201-3190	Other professional servi	11.34
100-42201-3210	Phones/radios/pagers	41.23
100-42202-3430	Cleaning service	312.00
100-42401-3210	Phones/radios/pagers	162.48
100-42401-3320	Equipment rentals	866.00
100-43101-2210	Clothing & personal prot	419.94
100-43101-2230	Fuel	1,630.63
100-43101-2240	Safety supplies	44.97
100-43101-2290	Operating supplies	219.11
100-43101-2320	Equipment parts & suppl	941.78
100-43101-2330	Street repair & mainten	1,553.40
100-43101-2340	Vehicle parts & supplies	1,722.68
100-43101-2410	Small tools	155.52
100-43101-3210	Phones/radios/pagers	322.11
100-43102-2290	Operating supplies	50.75
100-43104-2310	Building repair & mainte	2.29
100-43104-3430	Cleaning service	148.00
100-44101-2210	Clothing & personal prot	327.24
100-44101-2290	Operating supplies	188.92
100-44101-2320	Equipment parts & suppl	219.95
100-44101-3210	Phones/radios/pagers	123.67

Account Summary

Account Number	Account Name	Payment Amount
100-44101-3390	Rentals-other	422.75
100-44202-3430	Cleaning service	300.00
100-48101-4145	Refunds & reimburseme	544.75
211-41704-2120	Postage	1,193.62
211-41704-3970	Printing	687.25
420-42201-5110	Capital assets	2,769.00
431-43301-2330	Street supplies	1,106.49
890-90001-3461	Comm Septic Plan Rev/I	126.50
	Grand Total:	69,079.03

Project Account Summary

Project Account Key	Payment Amount
None	67,972.54
202002.048-160	1,106.49
	Grand Total:
	69,079.03



City of Ham Lake, MN

EFT Payroll Check Register Report Summary

Pay Period: 11/12/2023-11/25/2023

Packet: PYPKT01534 - PPE 11/25/23 PAID 12/01/23
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	34	40,066.85
Total	34	40,066.85

Meeting Date: December 4, 2023

CITY OF HAM LAKE

STAFF REPORT

To: Mayor and Councilmembers
From: Denise Webster, City Administrator
Subject: Safety Committee Replacement of member

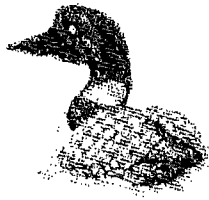
Introduction/Discussion: With the recent resignation of Finance/Human Resource Director Murff, her position on the safety committee needs to be filled. The new Finance/Human Resource Director Angela Brumbaugh will be filling that position.

Recommendation: I am recommending the following new appointment:

<u>Member</u>	<u>Appointment Expires</u>
Angela Brumbaugh, Finance/Human Resource Director	June 30, 2026

****Safety Committee members have a term of 3 years.**

Meeting Date: December 4, 2023



CITY OF HAM LAKE

STAFF REPORT

To: Mayor and Councilmembers

From: Denise Webster, City Administrator, on behalf of the Personnel Committee

Subject: Amendment to the Employee Handbook regarding Emergency Sick and Safe Time (ESST), Timesheets and Safety Boots/Clothing

Introduction/Discussion: Effective January 1, 2024, Earn Sick and Safe Time (ESST) is a requirement for all MN employers with one or more employees. “Earned Sick and Safe Leave” is paid time off earned at one hour of Earned Sick and Safe for every 30 hours worked by an employee, up to a maximum of 48 hours of sick and safe leave per year. The hourly rate of Earned Sick and Safe Leave is the same hourly rate an employee earns from employment with the city. This specific leave applies to all employees (including temporary and part-time employees) performing work for at least 80 hours in a year for the city.

The Personnel Committee discussed that currently there is no bereavement for employees who lose a family member and as part of the 48 hours of ESST, bereavement will be included as an option to use the ESST, along with the list of other reasons given by the state. Part of the state requirement is that all pay checks/stubs must have its own line tracking the amount of ESST each employee has accrued and used during the year. If the employee separates from the City, there will be no payout of any of their remaining ESST. Included is the notice that each employee will receive notifying them of the new ESST, which is required by the State.

Timesheets have been updated to include using the Employee Self-Serve (ESS) System for employees along with the Safety Boots/Clothing reimbursement during the probationary period.

Recommendation: Approve the recommended amendments to the Employee Handbook regarding Emergency Sick and Safe Time (ESST) and Timesheets.

Section 10.16

Earned Sick and Safe Time

“Earned Sick and Safe Leave” is paid time off earned at one hour of Earned Sick and Safe for every 30 hours worked by an employee, up to a maximum of 48 hours of sick and safe leave per year. The hourly rate of Earned Sick and Safe Leave is the same hourly rate an employee earns from employment with the city. This specific leave applies to all employees (including temporary and part-time employees) performing work for at least 80 hours in a year for the city.

(a) Earned Sick and Safe Leave Use

The leave may be used as it is accrued in the smallest increment of time tracked by the city’s payroll system of one hour for the following circumstances:

- An employee’s own:
 - Mental or physical illness, injury or other health condition
 - Need for medical diagnosis, care or treatment, of a mental or physical illness
 - injury or health condition
 - Need for preventative care
 - Closure of the employee's place of business due to weather or other public emergency
 - The employee's inability to work or telework because the employee is prohibited from working by the city due to health concerns related to the potential transmission of a communicable illness related to a public emergency, or seeking or awaiting the results of a diagnostic test for, or a medical diagnosis of, a communicable disease related to a public emergency and the employee has been exposed to a communicable disease or the city has requested a test or diagnosis.
 - Absence due to domestic abuse, sexual assault, or stalking of the employee provided the absence is to:
 - Seek medical attention related to physical or psychological injury or disability caused by domestic abuse, sexual assault, or stalking
 - Obtain services from a victim services organization
 - Obtain psychological or other counseling
 - Seek relocation or take steps to secure an existing home due to domestic abuse, sexual assault or stalking
 - Seek legal advice or take legal action, including preparing for or participating in any civil or criminal legal proceeding related to or resulting from domestic abuse, sexual assault, or stalking
 - Care of a family member:
 - With mental or physical illness, injury or other health condition Who needs medical diagnosis, care or treatment of a mental or physical illness, injury or other health condition Who needs preventative medical or health care Whose school or place of care has been closed due to weather or other public emergency When it has been determined by health authority or a health care professional that the presence of the family member of the employee in the community would jeopardize the health of others because of the exposure of the family member of the employee to a communicable disease, whether or not the family member has actually contracted the communicable disease

- Absence due to domestic abuse, sexual assault or stalking of the employee's family member provided the absence is to:
 - Seek medical attention related to physical or psychological injury or disability caused by domestic abuse, sexual assault, or stalking
 - Obtain services from a victim services organization
 - Obtain psychological or other counseling
 - Seek relocation or take steps to secure an existing home due to domestic abuse, sexual assault or stalking
 - Seek legal advice or take legal action, including preparing for or participating in any civil or criminal legal proceeding related to or resulting from domestic abuse, sexual assault, or stalking
- Bereavement for family member

(b) For Earned Sick and Safe Leave purposes, family member includes an employee's:

- Spouse or registered domestic partner
- Child, foster child, adult child, legal ward, child for whom the employee is legal guardian, or child to whom the employee stands or stood in loco parentis
- Sibling, step sibling or foster sibling
- Biological, adoptive or foster parent, stepparent or a person who stood in loco parentis when the employee was a minor child
- Grandchild, foster grandchild or step grandchild
- Grandparent or step grandparent
- A child of a sibling of the employee
- A sibling of the parent of the employee or
- A child-in-law or sibling-in-law
- Any of the above family members of a spouse or registered domestic partner
- Any other individual related by blood or whose close association with the employee is the equivalent of a family relationship
- Up to one individual annually designated by the employee

(c) Advance Notice for use of Earned Sick and Safe Leave

If the need for sick and safe leave is foreseeable, the city requires seven days' advance notice. However, if the need is unforeseeable, employees must provide notice of the need for Earned Sick and Safe time as soon as practicable. When an employee uses Earned Sick and Safe time for more than three consecutive days, the city may require appropriate supporting documentation (such as medical documentation supporting medical leave, court records or related documentation to support safety leave). However, if the employee or employee's family member did not receive services from a health care professional, or if documentation cannot be obtained from a health care professional in a reasonable time or without added expense, then reasonable documentation may include a written statement from the employee indicating that the employee is using, or used, Earned Sick and Safe Leave for a qualifying purpose. The city will not require an employee to disclose details related to domestic abuse, sexual assault, or stalking or the details of the employee's or the employee's family member's medical condition. In accordance with state law, the city will not require an employee using Earned Sick and Safe leave to find a replacement worker to cover the hours the employee will be absent.

(d) Carry Over of Earned Sick and Safe Leave

Employees are eligible for carry over accrued but unused Earned Sick and Safe time into the following year, but the total of Earned Sick and Safe Leave carry over hours shall not exceed 80 hours.

(e) Retaliation prohibited

The city shall not discharge, discipline, penalize, interfere with, or otherwise retaliate or discriminate against an employee for asserting Earned Sick and Safe Leave rights, requesting an Earned Sick and Safe Leave absence, or pursuing remedies. Further, use of Earned Sick and Safe Leave will not be factored into any attendance point system the city may use. Additionally, it is unlawful to report or threaten to report a person or a family member's immigration status for exercising a right under Earned Sick and Safe Leave.

(f) Benefits and return to work protections

During an employee's use of Earned Sick and Safe Leave, an employee will continue to receive the city's employer insurance contribution as if they were working, and the employee will be responsible for any share of their insurance premiums.

An employee returning from time off using accrued Earned Sick and Safe Leave is entitled to return to their city employment at the same rate of pay received when their leave began, plus any automatic pay adjustments that may have occurred during the employee's time off. Seniority during Earned Sick and Safe Leave absences will continue to accrue as if the employee has been continually employed.

(h) Separation from employment

Upon separation from employment, Earned Sick and Safe Leave previously accrued but not used will not be paid out.

When there is a separation from employment with the city and the employee is rehired again within 180 days of separation , previously accrued Earned Sick and Safe Leave that had not been used will be reinstated. An employee is entitled to use and accrue Earned Sick and Safe Leave at the commencement of reemployment.

Section 8.7

Pay periods, Paydays and Pay Distribution

The City shall establish pay periods and paydays.

As permitted by Minn. Stat. 471.426, direct deposit of payroll is required for all employees.

Section 8.8

Timesheets

It is the Employee's responsibility to ensure that their timesheet is completed accurately through the Employee Self-Serve (ESS) System and submitted at the end of each week, or the last day worked within that week, in a timely manner to their Supervisor. ~~immediately after the end of the designated pay period or after the last shift worked in a pay period.~~

Supervisors shall be responsible for verifying employee timesheets through ESS and submitting properly authorized timesheets to the Finance Department on a weekly basis. ~~in accordance with the payroll schedule.~~

Failure to submit a timesheet in a timely manner, by either the Employee or Supervisor, will result in a delay in pay for the Employee until the next regularly scheduled payday. The City will not process a payroll outside of the regular payroll cycle to accommodate late timesheets.

All time-off requests must be submitted through the Employee Self-Serve (ESS) System for approval by your Supervisor. If you need to use time-off unexpectedly, you will still need to add the time-off request through ESS for approval by your Supervisor.

Section 15.2

Safety Boots/Clothing

Employees in Public Works will be reimbursed per calendar year, for the purchases of steel toed boots/shoes for use on the job for the City, based on the schedule adopted by the City Council.

If an Employee resigns or is terminated during their probationary period, any reimbursement they received for safety boots/clothing will be reimbursed to the city from their last paycheck.

All Employees assigned to Public Works are required to wear steel toe, puncture-resistant soled shoes or boots that meet current ANSI (Z41.1, 1983) safety standards. The safety shoe or boot must be in good repair.

In order to receive reimbursement, the Employee must complete the appropriate claim form, attach original receipts and proof of purchase of appropriate boots/clothing, and submit it to the Department Head for consideration and approval.

Employees assigned to Public Works are not allowed to wear canvas shoes, sneakers, sandals, flipflops, or similar type footwear while on the job.

Public Works Employees must wear a shirt and long pants at all times.



City of Ham Lake

Earned sick and safe time employee notice

Employees in Minnesota are entitled to earned sick and safe time, a form of paid leave. Employees must accrue at least one hour of earned sick and safe time for every 30 hours they work, up to at least 48 hours in a year. A year for purposes of the employee's earned sick and safe time accrual is: January 1st to December 31st.

The earned sick and safe time hours the employee has available, as well as those that have been used in the most recent pay period, must be indicated on the employee's earnings statement that they receive at the end of each pay period. Earned sick and safe time must be paid at the same hourly rate employees earn from employment. Employees are not required to seek or find a replacement for their shift to use earned sick and safe time. They may use earned sick and safe time for all or part of a shift, depending on their need.

Earned sick and safe time can be used for:

- an employee's mental or physical illness, treatment or preventive care;
- the mental or physical illness, treatment or preventive care of an employee's family member;
- absence due to domestic abuse, sexual assault or stalking of an employee or their family member;
- closure of an employee's workplace due to weather or public emergency or closure of their family member's school or care facility due to weather or public emergency; and
- when determined by a health authority or health care professional that an employee or their family member is at risk of infecting others with a communicable disease.
- Bereavement for family members

Notifying employer, documentation

An employer can require their employees to provide up to seven days of advance notice when possible (for example, when an employee has a medical appointment scheduled in advance) before using sick and safe time. An employer can also require their employees to provide certain documentation regarding the reason for their use of earned sick and safe time if they use it for more than three consecutive days.

If an employee plans to use earned sick and safe time for an appointment, preventive care or another permissible reason they know of in advance, inform your Supervisor by phone as far in advance as possible, but at least one day in advance. In situations where an employee cannot provide advance notice, the employee should contact your Supervisor by phone as soon as they know they will be unable to work.

Retaliation, right to file complaint

It is against the law for an employer to retaliate, or to take negative action, against an employee for using or requesting earned sick and safe time or otherwise exercising their earned sick and safe time rights under the law. If an employee believes they have been retaliated against or improperly denied earned sick and safe time, they can file a complaint with the Minnesota Department of Labor and Industry. They can also file a civil action in court for earned sick and safe time violations.

For more information

Contact the Minnesota Department of Labor and Industry's Labor Standards Division at 651-284-5075 or dli.laborstandards@state.mn.us or visit the department's earned sick and safe time webpage at dli.mn.gov/sick-leave.

Meeting Date: December 4, 2023

CITY OF HAM LAKE

STAFF REPORT

To: Mayor and Councilmembers

From: Denise Webster, City Administrator

**Subject: City Representatives to the Upper Rum River and Sunrise River
Watershed Management Organizations**

Introduction:

Mayor Kirkham will now be attending both the Upper Rum River and Sunrise River Watershed Management Organizations meetings. There will only be a need to have one more representative from the City on each watershed. Mayor Kirkham and Troy Wolens will be the City Representatives for the Sunrise Watershed Management Organization and Mayor Kirkham and Jeff Entsminger will be the City Representative for the Upper Rum River Watershed Management Organization.

Recommendation:

I recommend appointing Mayor Kirkham and Troy Wolens to the Sunrise River Watershed Management Organization and Mayor Kirkham and Jeff Entsminger to the Upper Rum River Watershed Management Organization to serve as City Representatives.

Memorandum

Date: November 29, 2023
To: Mayor and Councilmembers
From: Tom Collins, City Engineer *TPC*
Subject: Bunker Lake Boulevard improvements west of Trunk Highway 65

Introduction:

Anoka County is submitting an application for Metropolitan Council Regional Solicitation (<https://metro council.org/Transportation/Planning-2/Transportation-Funding/Regional-Solicitation.aspx>) for a Highway 65 interchange at Bunker Lake Boulevard, with Highway 65 revised to go over Bunker Lake Boulevard grant funding. The application would fall under the Roadway Expansion category.

The purpose of Roadway Expansion Funding thru the Metropolitan Council Regional Solicitation is to fund regionally significant highway mobility projects, as prioritized in the Principal Arterial Intersection Conversion Study and the Congestion Management Process (CMP), that reduce delay and crashes and improve multimodal travel options.

The Highway 65 intersection with Bunker Lake Boulevard was included in the Trunk Highway 65 Planning and Environmental Linkages Study (TH 65 PEL) that was completed in 2021. The Final Report can be linked from the right-hand side of the Highway 65 safety and mobility corridor study web page (<https://www.dot.state.mn.us/metro/projects/hwy65hamlake-slp/index.html>). Per the Study, two alternatives were carried forward for future consideration - an interchange and a superstreet, including a reduced conflict U-turn intersection. Per discussion at the January 18, 2022 City Council meeting, the City is only in favor of the interchange alternative.

Discussion:

The funding request from the Metropolitan Council Regional Solicitation is \$10 million, which is approximately 20% to 25% of the total estimated construction costs. The grant application is in addition to the 2028 Minnesota Highway Freight Program 10.8 milling in grant funding that has already been applied for.

The attached bowtie interchange Concept Plan replicates what is proposed for the scheduled 109th Avenue overpass in the City of Blaine. Bowtie intersections replace left turns with roundabouts. The grant application includes a new 10-foot-wide pathway on the north side of Bunker Lake Boulevard to the west of Highway 65. Per my meeting with the Anoka County Highway Department (ACHD) the illustration is only a Concept Plan and property impacts are not known at this time.

The Concept Plan is an overall plan, that included improvements that will not be included in the Metropolitan Council Regional Solicitation grant applications. The improvements not to be included with the grant applications include the Lincoln Street roundabout, the 136th Lane/Lincoln Street backage road and the 139th Lane cul-de-sac. Those improvements would be submitted for grant funding through a different source.

Estimated City costs are unknown at this time. A Joint Powers Agreement would be executed between the City and County that would detail the project scope and the responsibilities of the City and County for acquisitions, cost participation and maintenance. All City costs would be eligible for municipal state aid reimbursement. There would be Park and Beach cost participation for the path costs not covered by grant funding.

Recommendation:

It is recommended that the attached Resolution be adopted.

RESOLUTION NO. 23-XX

**A RESOLUTION AUTHORIZING SUBMITTAL OF A FEDERAL FUNDING
APPLICATION FOR THE
TRUNK HIGHWAY 65 AND COUNTY STATE AID HIGHWAY (CSAH) 116
(BUNKER LAKE BOULEVARD) INTERCHANGE PROJECT**

WHEREAS, the existing at-grade intersection of Trunk Highway 65 (a Principal Arterial) and CSAH 116 (Bunker Lake Blvd., an “A” Minor Arterial Reliever) experiences a high level of traffic congestion, safety concerns, and mobility issues; and

WHEREAS, Anoka County proposes to construct a grade-separated interchange at Trunk Highway 65 and CSAH 116 (Bunker Lake Blvd.); and

WHEREAS, this improvement project is consistent with the goals and objectives of the Trunk Highway 65 Planning and Environmental Linkages (PEL) Study completed in 2021 through a partnership with the Minnesota Department of Transportation (MnDOT), Federal Highway Administration (FHWA), Anoka County, City of Blaine, City of Ham Lake, City of Spring Lake Park, and Metropolitan Council; and

WHEREAS, Anoka County is proposing to submit an application to the Transportation Advisory Board through the Metropolitan Council’s 2024 Regional Solicitation Program to receive federal transportation funds to construct a grade-separated interchange at Trunk Highway 65 and CSAH 116 (Bunker Lake Boulevard) in the City of Ham Lake; and

NOW, THEREFORE, BE IT RESOLVED that Ham Lake, by and through its City Council, hereby supports the Anoka County Highway Department submittal of an application to the Transportation Advisory Board through the Metropolitan Council’s 2024 Regional Solicitation program in the Roadway Expansion category to construct an interchange at Trunk Highway 65 and CSAH 116 (Bunker Lake Boulevard) in the City of Ham Lake.

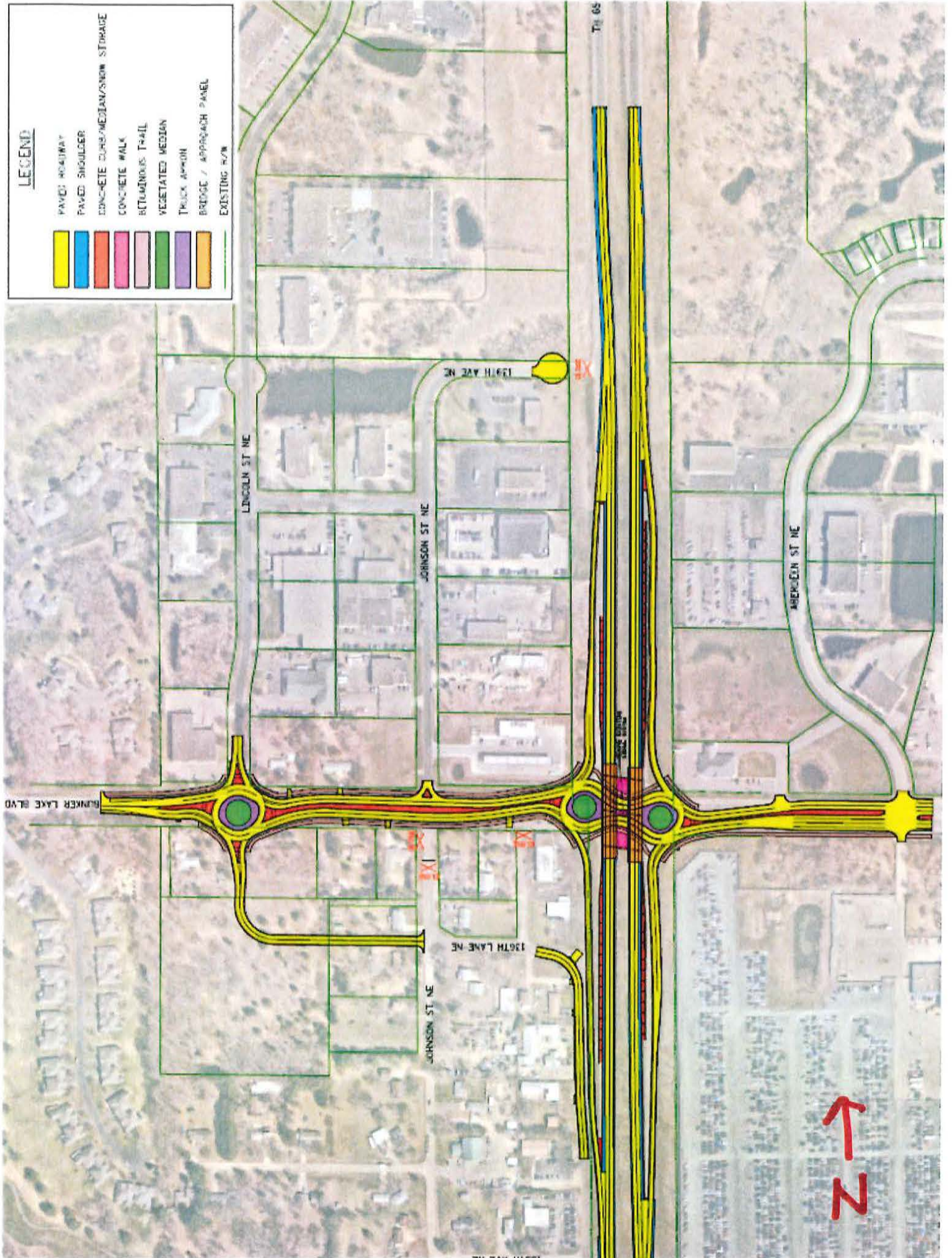
Adopted by the City Council of the City of Ham Lake this 4th day of December, 2023.

Brian Kirkham, Mayor

Denise Webster, City Clerk

LEGEND

- PAVED ROADWAY
- PAVED SHOULDER
- CONCRETE CURB/MEDIAN/SIDEWALK
- CONCRETE WALK
- BOTANICAL TRAIL
- VEGETATED MEDIAN
- TRUCK APPROACH
- BRIDGE / APPROACH PANEL
- EXISTING R/W



Meeting Date: December 4, 2023

CITY OF HAM LAKE

STAFF REPORT

To: Mayor and Councilmembers

From: John Witkowski, Public Works Superintendent

Subject: Hiring Public Works part-time Seasonal/On-Call Snowplow Operator

Introduction: I am recommending the hiring of one Public Works part-time seasonal/on-call snowplow operator.

Recommendation: Listed below is the individual that is being recommended for the Public Works part-time seasonal/on-call snowplow operator position.

William Rohloff will be at a pay rate of \$20.40 per hour as new hire.



CITY OF HAM LAKE
STAFF REPORT

To: Mayor and Councilmembers
From: Dawnette Shimek, Deputy City Clerk
Item/Title/Subject: Approval of the following Business Licenses for 2024

Discussion:

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

Tobacco

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

Cabaret

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

Vending Machine

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

Recycling/Refuse

Ham Lake Haulers

Hotel/Motel

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

Recommendation:

I recommend approval of the above listed Business Licenses for 2024.



**CITY OF HAM LAKE
STAFF REPORT**

To: Mayor and Councilmembers

From: Julie McMackins and Angela Brumbaugh, Interim Financial Services and Finance Director

Item/Title/Subject: 2023 3rd Quarter Financials

INTRODUCTION/DISCUSSION:

Bank accounts have been reconciled through September 30, 2023, as well as a review of all activity in all funds has been performed. The following is a summary of my observations on the City's financial position at the end of the 3rd Quarter of 2023. All information presented is unaudited and is subject to end of year adjustments.

Cash and Investments

The City's cash and investment balances are as follows:

	09/30/2023	12/31/2022	Increase/ (Decrease)
Checking	\$ (40,725)	\$ 1,494,224	\$ (1,535,011)
Investments (at Market Value)	9,921,740	11,580,629	(1,658,890)
Total Cash and Investments	\$ 9,881,015	\$ 13,074,854	\$ (3,193,901)

Investment Type	09/30/2023	12/31/2022	Increase/ (Decrease)
Checking	\$ (40,725)	\$ 1,494,224	\$ (1,535,011)
Money Market	5,022,480	7,785,636	(2,763,156)
Negotiable CDs	4,899,260	3,794,994	1,104,266
Municipal Bond	-	-	-
Government Agency Securities	-	-	-
Total Cash and Investments	\$ 9,881,015	\$ 13,074,854	\$ (3,193,901)

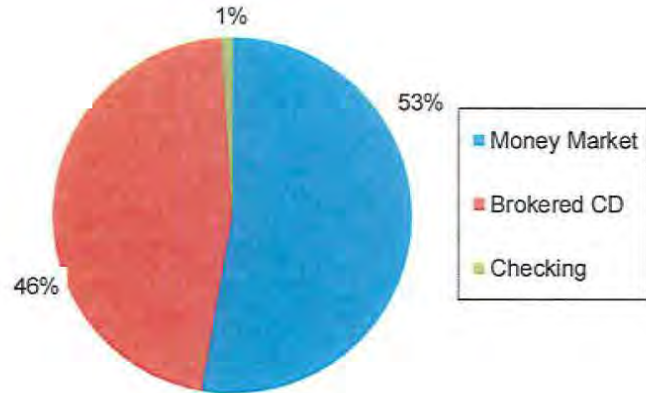
Investment Summary As of 09/30/2023 (unaudited)

Institution	Description	Type	Market Value 1/1/2023	Deposits - Purchases	Expenditures - Sales	Transfers	Interest	Unadjusted Market Value 9/30/2023	Market Value 9/30/2023	Unrealized gain / loss
RBC	RBC	Money Market	-	-	-	-	-	-	-	-
RBC	Ally Bank Midvale Utah	Brokered CD	245,633.46	246,000.00	(246,000.00)	(248,232.20)	2,232.20	(366.54)	-	366.54
RBC	Freddie Mac	Brokered CD	235,222.74	-	-	(369.00)	369.00	235,222.74	243,035.70	7,812.96
RBC	Bank Hapoalim New York	Brokered CD	226,248.33	-	-	(6,699.00)	6,699.00	226,248.33	228,161.01	1,912.68
RBC	BMO Harris BK NATL ASSN	Brokered CD	227,379.33	-	-	(934.61)	934.61	227,379.33	230,713.44	3,334.11
RBC	Merrick BK South Jordan Utah	Brokered CD	222,498.93	-	-	(747.67)	747.67	222,498.93	225,073.59	2,574.66
RBC	Texas Exchange Bk Crowley	Brokered CD	216,774.42	-	-	(1,308.47)	1,308.47	216,774.42	217,812.75	1,038.33
RBC	Malaga BK Palos Verdes Calif	Brokered CD	206,216.82	-	-	(934.61)	934.61	206,216.82	207,093.30	876.48
			1,579,974.03	246,000.00	(246,000.00)	(259,225.56)	13,225.56	1,333,974.03	1,351,889.79	17,915.76
US Bank	US Bank	Money Market	10,750.94	-	(730,345.00)	1,114,924.11	8,541.28	403,871.33	403,871.33	-
US Bank	US Treasury Bill		-	487,345.00	-	-	-	487,345.00	489,985.00	(66.15)
US Bank	Federal Farm Credit	Brokered CD	495,220.00	-	-	(514,375.00)	14,375.00	(4,780.00)	-	4,780.00
US Bank	Federal Home Loan	Brokered CD	297,756.00	-	-	(309,000.00)	9,000.00	(2,244.00)	-	2,244.00
US Bank	American Express National Bank	Brokered CD	239,519.35	-	-	(7,595.00)	7,595.00	239,519.35	240,222.50	703.15
US Bank	Apple Bank	Brokered CD	240,900.48	-	-	(249,664.19)	6,664.19	(2,099.52)	-	2,099.52
US Bank	Bankwell Bank New Canaan Conn	Brokered CD	238,261.80	-	-	-	-	238,261.80	237,600.16	(661.64)
US Bank	Bmo Harris Bank Natl Assn	Brokered CD	242,706.80	-	-	(5,231.63)	5,231.63	242,706.80	240,591.32	(2,115.48)
US Bank	Discover Bank	Brokered CD	237,226.15	-	-	(7,962.50)	7,962.50	237,226.15	235,249.00	(1,977.15)
US Bank	Fifth Third Bk - CD		-	243,000.00	-	-	-	243,000.00	242,873.64	2,640.00
US Bank	Israel Dis Bk New York	Brokered CD	242,711.68	-	-	(5,170.79)	5,170.79	242,711.68	241,621.00	(1,090.68)
US Bank	Security First Bank - Nebraska	Brokered CD	240,991.80	-	-	(7,717.50)	7,717.50	240,991.80	242,790.10	1,798.30
US Bank	State Bank India - Illinois	Brokered CD	240,126.95	-	-	(8,207.50)	8,207.50	240,126.95	240,060.80	(66.15)
			2,726,171.95	730,345.00	(730,345.00)	0.00	80,465.39	2,806,637.34	2,814,864.85	8,287.72
Falcon National Bank	Falcon National Bank	Money Market	73,866.36	-	-	3,410.58	253.51	77,530.45	77,530.45	-
Falcon National Bank	CD 88834 (renewed)	Brokered CD	200,000.00	-	-	(600.57)	600.57	200,000.00	200,000.00	-
Falcon National Bank	CD 89417 (renewed)	Brokered CD	300,000.00	-	-	(798.91)	798.91	300,000.00	300,000.00	-
Falcon National Bank	CD 90376 (renewed)	Brokered CD	535,876.55	-	-	(1,609.10)	1,609.10	535,876.55	535,876.55	-
Falcon National Bank	CD 90484 (renewed)	Brokered CD	100,500.00	-	-	(402.00)	402.00	100,500.00	100,500.00	-
			1,210,242.91	-	-	0.00	3,664.09	1,213,907.00	1,213,907.00	-
21st CENTURY BANK	ICS	Money Market	1,981,234.24	6,454,733.49	(8,159,350.35)	-	58,217.52	334,834.90	334,834.90	(0.00)
21st CENTURY BANK	CD		-	-	-	-	-	-	-	-
			1,981,234.24	6,454,733.49	(8,159,350.35)	-	58,217.52	334,834.90	334,834.90	(0.00)
4 M	4M Liquid Assets-101	Money Market	84,415.91	-	-	-	3,123.15	87,539.06	87,539.06	-
4 M	4M Plus Fund-101	Money Market	5,396,307.70	4,282,754.87	(3,000,000.00)	(2,740,774.44)	180,416.05	4,118,704.18	4,118,704.18	-
			5,480,723.61	4,282,754.87	(3,000,000.00)	(2,740,774.44)	183,539.20	4,206,243.24	4,206,243.24	-
21st CENTURY BANK	General/Checking	Checking	100,021.23	12,191,016.27	(15,191,203.96)	3,000,000.00	187.69	100,021.23	100,021.23	(0.00)
			100,021.23	12,191,016.27	(15,191,203.96)	3,000,000.00	187.69	100,021.23	100,021.23	(0.00)
			\$ 13,078,367.97	\$ 23,904,849.63	\$ (27,326,899.31)	\$ 0.00	\$ 339,299.45	\$ 9,995,617.74	\$ 10,021,761.01	\$ 26,203.48

Deposits in Transit	324.66
O/S Checks	(117,051.83)
Total	\$ 9,905,033.84

Investment Summary (continued)
As of 09/30/2023 (unaudited)

Maturities



Maturity	Unadjusted Market Value 9/30/2023	Market Value 9/30/2023	Variance 9/30/2023
Current	\$ 5,846,445.37	\$ 5,847,503.57	\$ 1,058.20
< 1 year	3,039,076.72	3,058,315.36	19,238.64
1-2 years	687,104.41	691,036.03	3,931.62
2-3 years	216,774.42	217,812.75	1,038.33
3-4 years	206,216.82	207,093.30	876.48
5+ years	-	-	-
	<u>\$ 9,995,617.74</u>	<u>\$ 10,021,761.01</u>	<u>\$ 26,143.27</u>

Weighted average Rate of return	0.18%	9/30/2023
Average Maturity (years)	0.10	9/30/2023

Investment Type	Market Value 9/30/2023
Money Market	\$ 5,022,479.92
Brokered CD	\$ 4,409,274.86
Savings	\$ -
Government Securities	\$ 489,985.00
Municipal Securities	\$ -
Checking	\$ 100,021.23
	<u>\$ 10,021,761.01</u>

Operating Account	
O/S Deposits	\$ 324.66
O/S Checks	(117,051.83)
	<u>Reconciled Balance</u>
	<u>\$ 9,905,033.84</u>

Investment Summary (continued)

Current short-term rates being offered by financial institutions are very low as evidenced by the table of U.S. Treasury rates below. The U.S. Treasury rates provide a benchmark perspective for rate of return.

Treasury Yields									
Date	1 mo	3 mo	6 mo	1 yr	2 yr	3 yr	5 yr	7 yr	10 yr
12/31/2015	0.14	0.16	0.49	0.65	1.06	1.31	1.76	2.09	2.27
12/31/2016	0.44	0.51	0.62	0.85	1.20	1.47	1.93	2.25	2.45
12/31/2017	1.28	1.39	1.53	1.76	1.89	1.98	2.20	2.33	2.40
09/30/2018	2.12	2.19	2.36	2.59	2.81	2.88	2.94	3.01	3.05
12/31/2018	2.44	2.45	2.45	2.56	2.63	2.48	2.46	2.51	2.59
03/29/2019	2.43	2.44	2.40	2.44	2.40	2.27	2.21	2.23	2.31
06/28/2019	2.18	2.12	2.09	1.92	1.75	1.71	1.76	1.87	2.00
09/30/2019	1.91	1.88	1.83	1.75	1.63	1.56	1.55	1.62	2.12
12/31/2019	1.48	1.55	1.60	1.59	1.58	1.62	1.69	1.83	1.92
03/31/2020	0.05	0.11	0.15	0.17	0.23	0.29	0.37	0.55	0.70
06/30/2020	0.13	0.16	0.18	0.16	0.16	0.18	0.29	0.49	0.66
09/30/2020	0.08	0.10	0.11	0.12	0.13	0.16	0.28	0.47	0.69
12/31/2020	0.08	0.09	0.09	0.10	0.13	0.17	0.36	0.65	0.93
03/31/2021	0.01	0.03	0.05	0.07	0.16	0.35	0.92	1.40	1.74
06/30/2021	0.05	0.05	0.06	0.07	0.25	0.74	0.87	1.21	1.45
09/30/2021	0.07	0.04	0.05	0.09	0.28	0.53	0.98	1.32	1.52
12/31/2021	0.06	0.06	0.19	0.39	0.73	0.97	1.26	1.44	1.52
03/31/2022	0.17	0.52	1.06	1.63	2.28	2.45	2.42	2.40	2.32
06/30/2022	1.28	1.72	2.51	2.80	2.92	2.99	3.01	3.04	2.98
09/30/2022	2.79	3.33	3.92	4.05	4.22	4.25	4.06	3.97	3.83
12/31/2022	4.12	4.42	4.76	4.73	4.41	4.22	3.99	3.96	3.88
03/31/2023	4.74	4.85	4.94	4.64	4.06	3.81	3.60	3.55	3.48
06/30/2023	5.24	5.43	5.47	5.40	4.87	4.49	4.13	3.97	3.81
09/30/2023	5.55	5.55	5.53	5.46	5.03	4.80	4.60	4.61	4.59

<https://home.treasury.gov/resource-center/data-chart-center/interest-rates>

Cash Balance Summary by Fund
As of 09/30/2022, 12/31/22 and 09/30/2023 (unaudited)

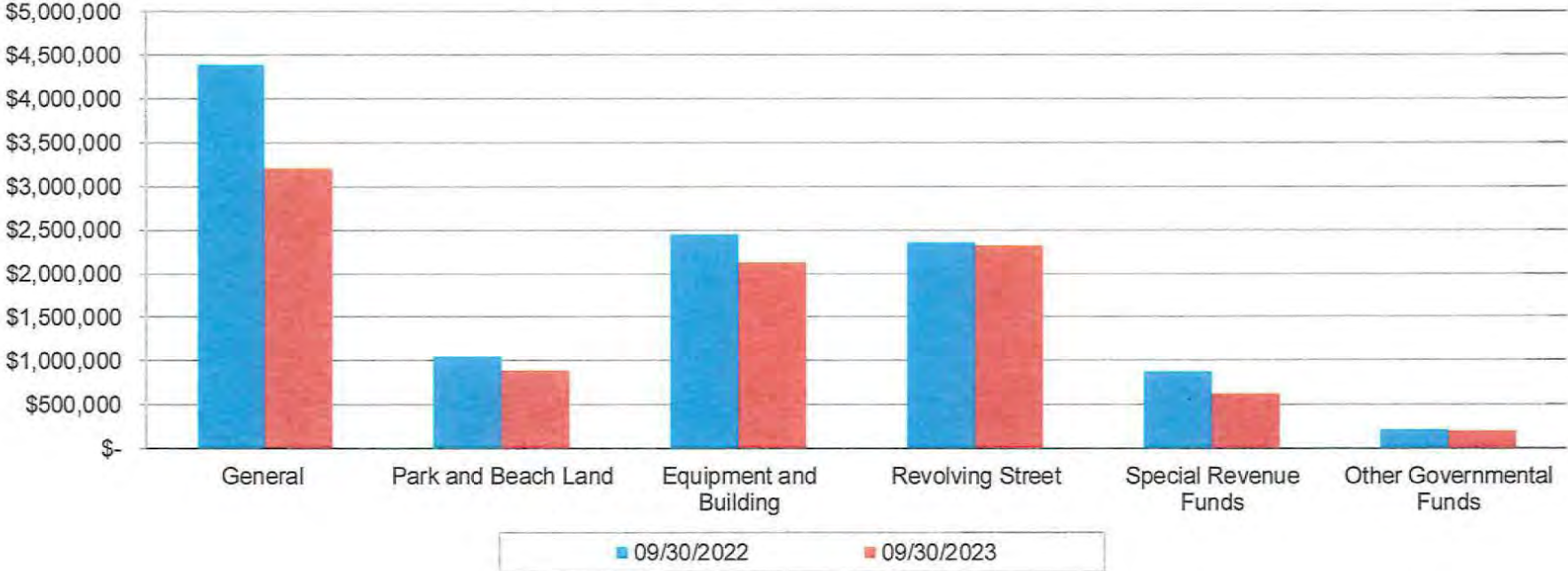
		Balance 09/30/2022	Balance 12/31/2022	Balance 09/30/2023	YTD Change From 12/31/2022
100	General Fund	\$ 4,378,809	\$ 5,563,661	\$ 3,207,470	\$ (2,356,191) (1)
210	Cable TV Fund	361,025	237,275	93,984	(143,291) (2)
211	Ham Laker Fund	(76,961)	19,409	10,390	(9,018)
212	Lawful Gambling Contributions Fund	114,572	120,272	138,274	18,002
217	CARES Act Grant	4	4	-	(4)
230	Future Drainage Fund	123,252	122,452	125,750	3,298
231	Recycling Fund	58,884	35,708	62,855	27,147
232	Street Light Fund	166,436	200,540	199,897	(643)
250	Oakwilt Fund	11,167	11,173	11,474	301
261	Economic Development Fund	1,649	1,658	1,703	45
262	Ham Lake EDA Fund	97,871	54,186	(38,187)	(92,373) (3)
263	Lodging Tax Fund	7,407	5,051	7,858	2,807
370	2010 Cip Bond Debt Service Fund	183,943	290,028	199,357	(90,670) (4)
371	2016 Go Capital Note Debt Service Fund-Nmtc	31,922	26	26	-
410	General Gov't Equipment Fund	65,495	67,311	73,298	5,988
411	Election Equipment Fund	2,199	3,219	2,414	(805)
412	Building Fund	248,279	253,828	260,252	6,424
420	Fire Department Equipment Fund	1,585,888	1,652,069	985,879	(666,190) (5)
421	Emergency Operations Center Fund	36,066	36,257	38,110	1,853
422	Siren Replacement Fund	37,071	37,267	38,231	964
428	Building Inspection Equipment Fund	4,027	5,810	7,661	1,851
430	Public Works Equipment Fund	356,786	396,359	558,043	161,684 (6)
431	Revolving Street Fund	2,351,363	2,118,268	2,316,264	197,996 (7)
440	Park And Beach Land Fund	1,042,728	1,039,328	889,406	(149,923) (8)
441	Parks Equipment Fund	111,156	121,796	155,425	33,629
890	Trust	750,584	681,902	535,181.56	(146,720) (9)
	Total	<u>\$ 12,051,621</u>	<u>\$ 13,074,854</u>	<u>\$ 9,881,015</u>	<u>\$ (3,193,839)</u>

Item Explanation of changes greater than \$50,000.

- (1) See rev/exp for the General Fund for further explanation.
- (2) Payment of \$100,000 for new sirens and Fire AV equipment offset by receiving our franchise fees.
- (3) Variance due to payments made to RFC Engineering and to Berglund, Baumgartner, Kimball & Glaser LLC.
- (4) Annual bond payment and interest payment on bond.
- (5) Variance due to payments made to Ebert Companies and Midway Ford.
- (6) Cash increased due to budgeted transfers from General Fund.
- (7) Increase due to budgeted transfers and ARPA transfer for the Creek Valley project from the General Fund.
- (8) Variance due to large payments made to MNWI Playground Inc.
- (9) Refunds of escrow accounts and more trust activity.

Cash Balance by Fund Compared to Prior Year (unaudited)

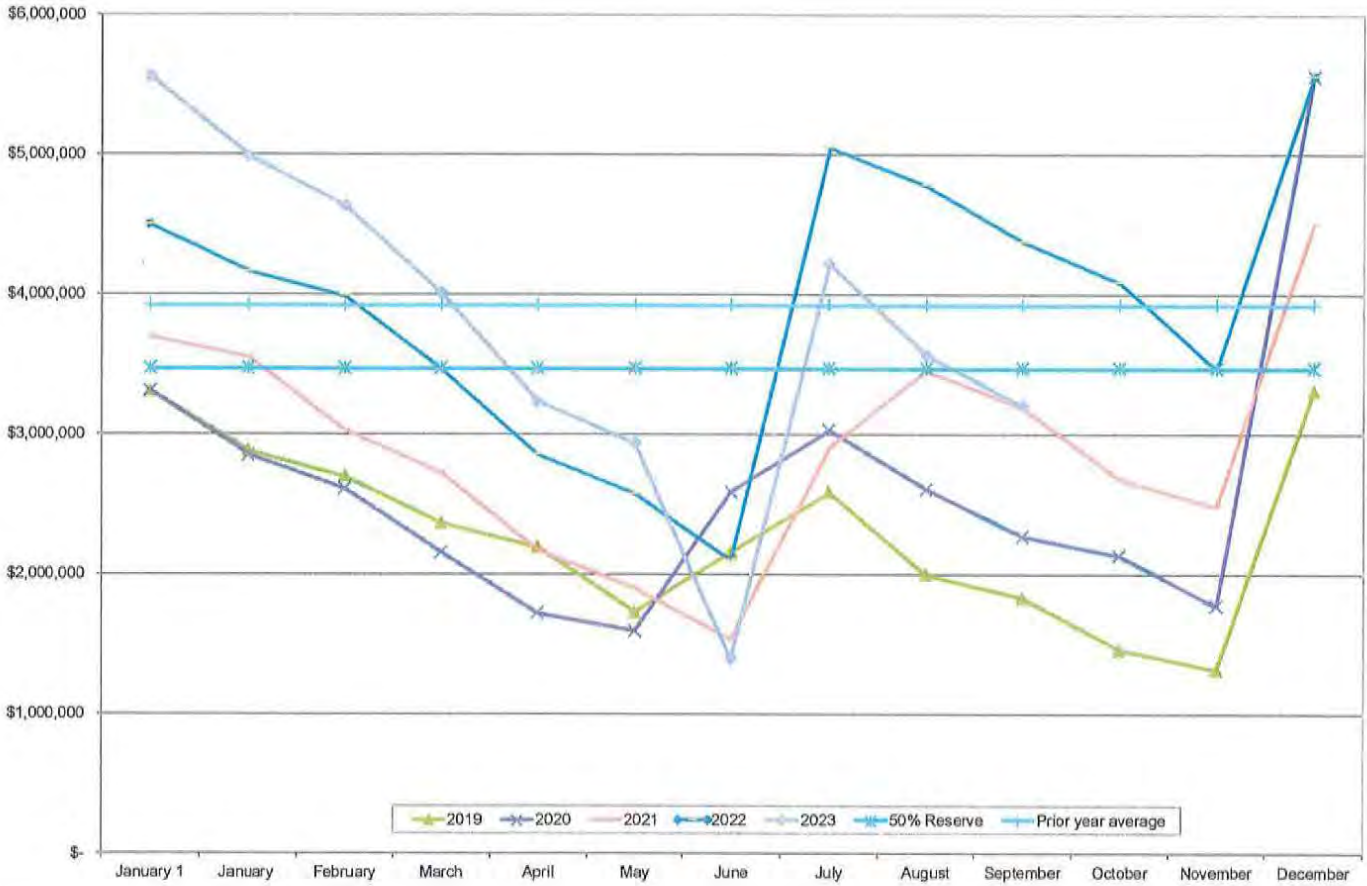
Cash Balance by Fund Compared to Prior Year



Fund	Key
General	Balance increased by more than 10% over prior year
Park and Beach Land	Balance decreased by more than 10% over prior year
Equipment and Building	Balance decreased by more than 10% over prior year
Revolving Street	Balance within 10% of prior year
Special Revenue Funds	Balance decreased by more than 10% over prior year
Other Governmental Funds	Balance within 10% of prior year

General Fund Budget Cash Summary (unaudited)

General Fund Cash Balances 2019 -2023



General Fund

Receipts	YTD Budget	YTD Actual	Percent of YTD Budget	Disbursements	YTD Budget	YTD Actual	Percent of YTD Budget
Taxes	\$ 4,528,712	\$ 3,182,050	70.3 %	Council	\$ 58,545	\$ 87,296	149.1 %
Special Assessments	-	-	100.0	Administration/Clerk	222,493	213,835	96.1
Licenses and permits	396,450	360,970	91.1	Finance	292,358	286,971	98.2
Intergovernmental	132,000	95,916	72.7	Planning & Zoning	76,679	65,677	85.7
Charges for services	116,239	152,142	130.9	General Government	98,288	1,398,814	1,423.2
Fines and forfeitures	22,500	28,780	127.9	Information Technology	46,810	48,514	103.6
Interest on investments	750	121,873	16,249.8	Public Safety	1,692,202	1,551,133	91.7
Miscellaneous	7,875	29,095	369.5	Building Department	344,737	274,983	79.8
Transfers in	1,500	-	-	Public Works	871,881	863,050	99.0
	\$ 5,206,026	\$ 3,970,827	76.3 %	Parks and recreation	243,171	166,301	68.4
				Senior Center	16,487	12,316	74.7
				Transfers Out	1,242,375	1,242,375	100.0 %
					\$ 5,206,026	\$ 6,211,265	119.3

Key

- 🟩 Varies more than 10% than budget positively
- 🟥 Varies more than 10% than budget negatively
- 🟨 Within 10% of budget

**General Fund Budget Summary
As of 09/30/2023 (unaudited)**

	Annual Budget	Budget Thru 9/30/2023 75%	Actual Thru 9/30/2023	Variance - Favorable (Unfavorable)	Received or Expended Based on Budget thru 9/30/2023
Revenues					
Taxes	\$ 6,038,283	\$ 4,528,712	\$ 3,182,050	\$ (1,346,662) (1)	70.26 %
Special Assessments	-	-	-	-	N/A
Licenses and permits	528,600	396,450	360,970	(35,480)	91.05
Intergovernmental	176,000	132,000	95,916	(36,084) (2)	72.66
Charges for services	154,985	116,239	152,142	35,903 (3)	130.89
Fines and forfeitures	30,000	22,500	28,780	6,280	127.91
Interest on investments	1,000	750	121,873	121,123 (4)	16,249.79
Miscellaneous	10,500	7,875	29,095	21,220 (5)	369.46
Total Revenues	<u>6,939,368</u>	<u>5,204,526</u>	<u>3,970,827</u>	<u>(1,233,699)</u>	
Expenditures					
Council	\$ 78,060	\$ 58,545	\$ 87,296	\$ (28,751) (6)	149.11 %
Administration/Clerk	296,657	222,493	213,835	8,658	96.11
Finance	389,810	292,358	286,971	5,387	98.16
Planning & Zoning	102,239	76,679	65,677	11,002	85.65
General Government	131,051	98,288	1,398,814	(1,300,526) (7)	1423.18
Information Technology	62,413	46,810	48,514	(1,704)	103.64
Public Safety	2,256,270	1,692,202	1,551,133	141,069	91.66
Building Department	459,650	344,737	274,983	69,755 (8)	79.77
Public Works	1,162,508	871,881	863,050	8,830	98.99
Parks and recreation	324,227	243,171	166,301	76,870 (9)	68.39
Senior Center	21,983	16,487	12,316	4,172	74.70
Total Expenditures	<u>5,284,868</u>	<u>3,963,651</u>	<u>4,968,890</u>	<u>(1,005,239)</u>	<u>125.36</u>
Excess Revenues (Expenditures)	1,654,500	1,240,875	(998,063)	(2,238,938)	
Other Financing Sources (Uses)					
Transfers in	2,000	1,500	-	-	-
Transfers out	(1,656,500)	(1,242,375)	(1,242,375)	0	100.00
TOTAL OTHER FINANCING SOURCES (USES)	<u>(1,654,500)</u>	<u>(1,240,875)</u>	<u>(1,242,375)</u>	<u>0</u>	
Excess (Deficiency) of Revenues and Other Financing Sources Over (Under) Expenditures and Other Uses	<u>\$ (0)</u>	<u>\$ (0)</u>	<u>\$ (2,240,438)</u>	<u>\$ (2,238,938)</u>	

Item Explanation of items percentage received/expended less than 90% or greater than 110% and \$ variance greater than \$20,000.

- (1) Tax Settlements are received in June, December, and January.
- (2) State aid for fire relief and 2nd MSA maintenance payment comes in the fall.
- (3) Tower revenue as well as park/pavilion rental is coming in higher than anticipated.
- (4) Money market rates have been higher than last several years resulting in higher monthly interest revenue.
- (5) Variance due to donations for freedom festival.
- (6) Higher than anticipated engineering fees for 2022 asset calculations and ordinances as well as annual due fees being paid.
- (7) ARPA spending is not budgeted and we have currently expended \$1,300,526 in 2023.
- (8) A third building inspector was budgeted for in 2023 causing a favorable variance due to less payroll expenditures than anticipated.
- (9) The favorable variance is due to seasonal activity with park projects and activity.

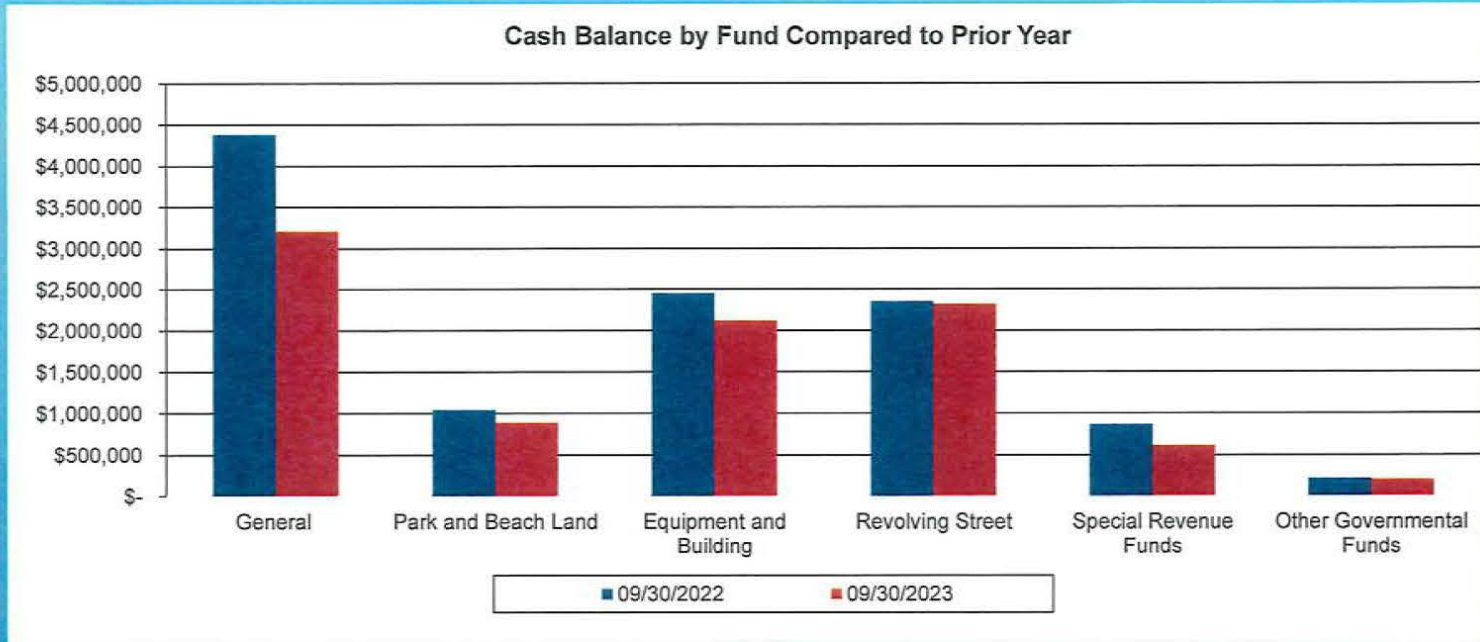
A detailed report of revenues and expenditures can be provided upon request.

CITY OF HAM LAKE 3RD QUARTER REPORT

Presented by Finance Director, Angela Brumbaugh

OVERALL CASH POSITION

	Balance 09/30/2022	Balance 12/31/2022	Balance 09/30/2023	YTD Change From 12/31/2022
100 General Fund	\$ 4,378,809	\$ 5,563,661	\$ 3,207,470	\$ (2,356,191)
210 Cable TV Fund	361,025	237,275	93,984	(143,291)
211 Ham Laker Fund	(76,961)	19,409	10,390	(9,018)
212 Lawful Gambling Contributions Fund	114,572	120,272	138,274	18,002
217 CARES Act Grant	4	4	-	(4)
230 Future Drainage Fund	123,252	122,452	125,750	3,298
231 Recycling Fund	58,884	35,708	62,855	27,147
232 Street Light Fund	166,436	200,540	199,897	(643)
250 Oakwilt Fund	11,167	11,173	11,474	301
261 Economic Development Fund	1,649	1,658	1,703	45
262 Ham Lake EDA Fund	97,871	54,186	(38,187)	(92,373)
263 Lodging Tax Fund	7,407	5,051	7,858	2,807
370 2010 Cip Bond Debt Service Fund	183,943	290,028	199,357	(90,670)
371 2016 Go Capital Note Debt Service Fund-Nmtc	31,922	26	26	-
410 General Govt Equipment Fund	65,495	67,311	73,298	5,988
411 Election Equipment Fund	2,199	3,219	2,414	(805)
412 Building Fund	248,279	253,828	260,252	6,424
420 Fire Department Equipment Fund	1,585,888	1,652,069	985,879	(666,190)
421 Emergency Operations Center Fund	36,066	36,257	38,110	1,853
422 Siren Replacement Fund	37,071	37,267	38,231	964
428 Building Inspection Equipment Fund	4,027	5,810	7,661	1,851
430 Public Works Equipment Fund	356,786	396,359	558,043	161,684
431 Revolving Street Fund	2,351,363	2,118,268	2,316,264	197,996
440 Park And Beach Land Fund	1,042,728	1,039,328	889,406	(149,923)
441 Parks Equipment Fund	111,156	121,796	155,425	33,629
890 Trust	750,584	681,902	535,181.56	(146,720)
Total	\$ 12,051,621	\$ 13,074,854	\$ 9,881,015	\$ (3,193,839)



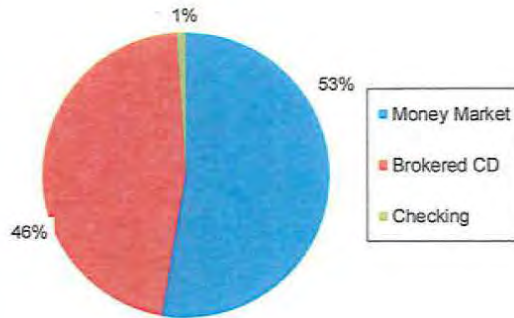
GRAPH OF OVERALL CASH POSITION BY FUND TYPE

INVESTMENT SUMMARY

Institution	Description	Type	Market Value 1/1/2023	Deposits - Purchases	Expenditures - Sales	Transfers	Interest	Unadjusted Market Value 9/30/2023	Market Value 9/30/2023	Unrealized gain / loss
RBC	RBC	Money Market	-	-	-	-	-	-	-	-
RBC	Ally Bank Midvale Utah	Brokered CD	245,633.46	246,000.00	(246,000.00)	(248,232.20)	2,232.20	(366.54)	-	366.54
RBC	Freddie Mac	Brokered CD	235,222.74	-	-	(369.00)	369.00	235,222.74	243,035.70	7,812.96
RBC	Bank Hapoalim New York	Brokered CD	226,248.33	-	-	(6,699.00)	6,699.00	226,248.33	228,161.01	1,912.68
RBC	BMO Harris BK NATL ASSN	Brokered CD	227,379.33	-	-	(934.61)	934.61	227,379.33	230,713.44	3,334.11
RBC	Merrick BK South Jordan Utah	Brokered CD	222,498.93	-	-	(747.67)	747.67	222,498.93	225,073.59	2,574.66
RBC	Texas Exchange Bk Crowley	Brokered CD	216,774.42	-	-	(1,308.47)	1,308.47	216,774.42	217,812.75	1,038.33
RBC	Malaga BK Palos Verdes Calif	Brokered CD	206,216.82	-	-	(934.61)	934.61	206,216.82	207,093.30	876.48
			1,579,974.03	246,000.00	(246,000.00)	(259,225.56)	13,225.56	1,333,974.03	1,351,889.79	17,915.76
US Bank	US Bank	Money Market	10,750.94	-	(730,345.00)	1,114,924.11	8,541.28	403,671.33	403,671.33	-
US Bank	US Treasury Bill	Government Security	-	487,345.00	-	-	-	487,345.00	489,985.00	(66.15)
US Bank	Federal Farm Credit	Brokered CD	495,220.00	-	-	(514,375.00)	14,375.00	(4,780.00)	-	4,780.00
US Bank	Federal Home Loan	Brokered CD	297,756.00	-	-	(309,000.00)	9,000.00	(2,244.00)	-	2,244.00
US Bank	American Express National Bank	Brokered CD	239,519.35	-	-	(7,595.00)	7,595.00	239,519.35	240,222.50	703.15
US Bank	Apple Bank	Brokered CD	240,900.48	-	-	(249,664.19)	6,664.19	(2,099.52)	-	2,099.52
US Bank	Bankwell Bank New Canaan Conn	Brokered CD	238,261.80	-	-	-	-	238,261.80	237,600.16	(661.64)
US Bank	Bmo Harris Bank Natl Assn	Brokered CD	242,706.80	-	-	(5,231.63)	5,231.63	242,706.80	240,591.32	(2,115.48)
US Bank	Discover Bank	Brokered CD	237,226.15	-	-	(7,962.50)	7,962.50	237,226.15	235,249.00	(1,977.15)
US Bank	Fifth Third Bk - CD	Brokered CD	-	243,000.00	-	-	-	243,000.00	242,873.64	2,640.00
US Bank	Israel Dis Bk New York	Brokered CD	242,711.68	-	-	(5,170.79)	5,170.79	242,711.68	241,621.00	(1,090.68)
US Bank	Security First Bank - Nebraska	Brokered CD	240,991.80	-	-	(7,717.50)	7,717.50	240,991.80	242,790.10	1,798.30
US Bank	State Bank India - Illinois	Brokered CD	240,126.95	-	-	(8,207.50)	8,207.50	240,126.95	240,060.80	(66.15)
			2,726,171.95	730,345.00	(730,345.00)	0.00	80,465.39	2,806,637.34	2,814,864.85	8,287.72
Falcon National Bank	Falcon National Bank	Money Market	73,866.36	-	-	3,410.58	253.51	77,530.45	77,530.45	-
Falcon National Bank	CD 88834 (renewed)	Brokered CD	200,000.00	-	-	(600.57)	600.57	200,000.00	200,000.00	-
Falcon National Bank	CD 89417 (renewed)	Brokered CD	300,000.00	-	-	(798.91)	798.91	300,000.00	300,000.00	-
Falcon National Bank	CD 90376 (renewed)	Brokered CD	535,876.55	-	-	(1,609.10)	1,609.10	535,876.55	535,876.55	-
Falcon National Bank	CD 90484 (renewed)	Brokered CD	100,500.00	-	-	(402.00)	402.00	100,500.00	100,500.00	-
			1,210,242.91	-	-	0.00	3,664.09	1,213,907.00	1,213,907.00	-
21st CENTURY BANK	ICS	Money Market	1,981,234.24	6,454,733.49	(8,159,350.35)	-	58,217.52	334,834.90	334,834.90	(0.00)
21st CENTURY BANK	CD		-	-	-	-	-	-	-	-
			1,981,234.24	6,454,733.49	(8,159,350.35)	-	58,217.52	334,834.90	334,834.90	(0.00)
4 M	4M Liquid Assets-101	Money Market	84,415.91	-	-	-	3,123.15	87,539.06	87,539.06	-
4 M	4M Plus Fund-101	Money Market	5,396,307.70	4,282,754.87	(3,000,000.00)	(2,740,774.44)	180,416.05	4,118,704.18	4,118,704.18	-
			5,480,723.61	4,282,754.87	(3,000,000.00)	(2,740,774.44)	183,539.20	4,206,243.24	4,206,243.24	-
21st CENTURY BANK	General/Checking	Checking	100,021.23	12,191,016.27	(15,191,203.96)	3,000,000.00	187.69	100,021.23	100,021.23	(0.00)
			100,021.23	12,191,016.27	(15,191,203.96)	3,000,000.00	187.69	100,021.23	100,021.23	(0.00)
			\$ 13,078,367.97	\$ 23,904,849.63	\$ (27,326,899.31)	\$ 0.00	\$ 339,299.45	\$ 9,995,617.74	\$ 10,021,761.01	\$ 26,203.48

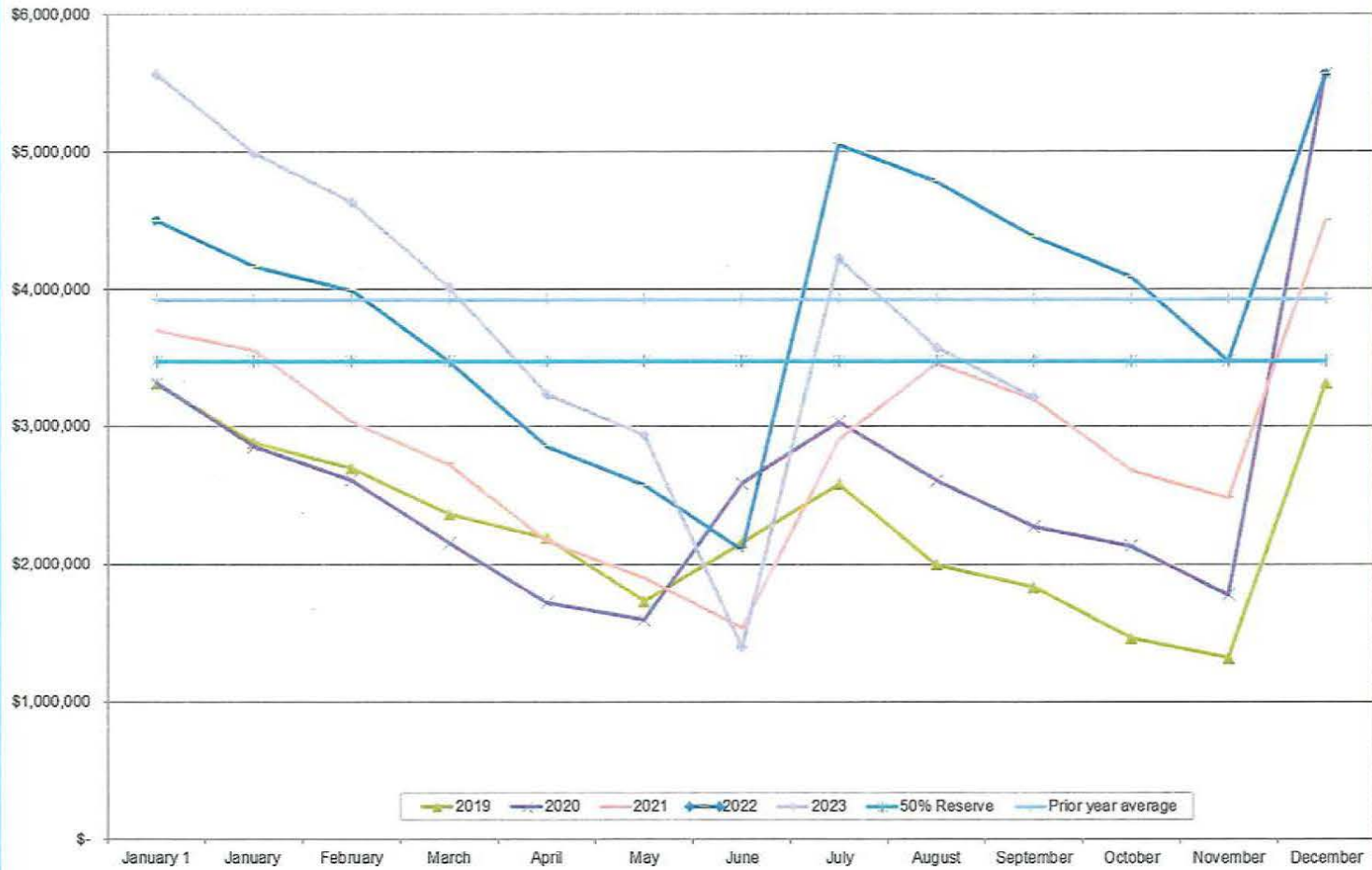
INVESTMENT SUMMARY

Maturities



Maturity	Unadjusted Market Value 9/30/2023	Market Value 9/30/2023	Variance 9/30/2023
Current	\$ 5,846,445.37	\$ 5,847,503.57	\$ 1,058.20
< 1 year	3,039,076.72	3,058,315.36	19,238.64
1-2 years	687,104.41	691,036.03	3,931.62
2-3 years	216,774.42	217,812.75	1,038.33
3-4 years	206,216.82	207,093.30	876.48
5+ years	-	-	-
	<u>\$ 9,995,617.74</u>	<u>\$ 10,021,761.01</u>	<u>\$ 26,143.27</u>
Weighted average Rate of return	0.18%	9/30/2023	
Average Maturity (years)	0.10	9/30/2023	
Investment Type		Market Value 9/30/2023	
Money Market		\$ 5,022,479.92	
Brokered CD		\$ 4,409,274.86	
Savings		\$ -	
Government Securities		\$ 489,985.00	
Municipal Securities		\$ -	
Checking		\$ 100,021.23	
		<u>\$ 10,021,761.01</u>	
Operating Account			
O/S Deposits		\$ 324.66	
O/S Checks		(117,051.83)	
Reconciled Balance		<u>\$ 9,905,033.84</u>	

General Fund Cash Balances 2019 -2023



GENERAL FUND BUDGET TO ACTUAL

	Annual Budget	Budget Thru 9/30/2023 75%	Actual Thru 9/30/2023	Variance - Favorable (Unfavorable)	Percent Received or Expended Based on Budget thru 9/30/2023
Revenues					
Taxes	\$ 6,038,283	\$ 4,528,712	\$ 3,182,050	\$ (1,346,662) (1)	70.26 %
Special Assessments	-	-	-	-	N/A
Licenses and permits	528,600	396,450	360,970	(35,480)	91.05
Intergovernmental	176,000	132,000	95,916	(36,084) (2)	72.66
Charges for services	154,985	116,239	152,142	35,903 (3)	130.89
Fines and forfeitures	30,000	22,500	28,780	6,280	127.91
Interest on investments	1,000	750	121,873	121,123 (4)	16,249.79
Miscellaneous	10,500	7,875	29,095	21,220 (5)	369.46
Total Revenues	6,939,368	5,204,526	3,970,827	(1,233,699)	
Expenditures					
Council	\$ 78,060	\$ 58,545	\$ 87,296	\$ (28,751) (6)	149.11 %
Administration/Clerk	296,657	222,493	213,835	8,658	96.11
Finance	389,810	292,358	286,971	5,387	98.16
Planning & Zoning	102,239	76,679	65,677	11,002	85.65
General Government	131,051	98,288	1,398,814	(1,300,526) (7)	1423.18
Information Technology	62,413	46,810	48,514	(1,704)	103.64
Public Safety	2,256,270	1,692,202	1,551,133	141,069	91.66
Building Department	459,650	344,737	274,983	69,755 (8)	79.77
Public Works	1,162,508	871,881	863,050	8,830	98.99
Parks and recreation	324,227	243,171	166,301	76,870 (9)	68.39
Senior Center	21,983	16,487	12,316	4,172	74.70
Total Expenditures	5,284,868	3,963,651	4,968,890	(1,005,239)	125.36
Excess Revenues (Expenditures)	1,654,500	1,240,875	(998,063)	(2,238,938)	
Other Financing Sources (Uses)					
Transfers in	2,000	1,500	-	-	-
Transfers out	(1,656,500)	(1,242,375)	(1,242,375)	0	100.00
TOTAL OTHER FINANCING SOURCES (USES)	(1,654,500)	(1,240,875)	(1,242,375)	0	
Excess (Deficiency) of Revenues and Other Financing Sources Over (Under) Expenditures and Other Uses	\$ (0)	\$ (0)	\$ (2,240,438)	\$ (2,238,938)	



QUESTIONS?

Meeting Date: December 4, 2023

CITY OF HAM LAKE

STAFF REPORT

To: Mayor and Councilmembers

From: Denise Webster, City Administrator

Subject: Donation of Raw Land, PID # 20-32-23-13-0009 (“Property”), from Robert A. and Dianne E. Arnold

Introduction/Discussion: The City was contacted by Jeffrey Arnold to inform that his parents Ronald and Dianne Arnold, owners of the above Property, desire to donate the land to the City as part of their estate planning purposes. Jeffrey Arnold informed City Attorney Berglund that Robert and Dianne do not intend to place any restrictions on the City’s use of the Property as a condition of their donation.

City Attorney Berglund ordered an Owners and Encumbrances Report (“O&E”) for the Property to determine the status of the Property. The O&E showed a Roadway, Drainage and Utility Easement encumbering the Property. This Easement was granted to the City of Ham Lake for the purpose of an installation of a roadway across a portion of the Property. This roadway is called Island Drive. This easement does not negatively affect the Property.

Further, the O&E showed that there is a mortgage recorded on December 24, 2009 as Document Number 2012242.02 against the Property between Robert and Dianne Arnold and Alliance Bank. However, a Satisfaction of Mortgage was recorded on November 3, 2023, which clears up any issues regarding the mortgage.

Recommendation: I recommend acceptance of the donation of the land PIN # 20-32-23-13-0009 from Robert and Dianne Arnold as a benefit to the citizens of Ham Lake, as allowed by law and adoption of a Resolution

RESOLUTION NO. 23-XX
A RESOLUTION ACCEPTING A DONATION TO THE CITY

WHEREAS, the City of Ham Lake is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 et seq. for the benefit of its citizens and is specifically authorized to accept gifts.

WHEREAS, the following persons and entities have offered to gift the real property described below with cash amounts set forth below to the city:

<u>Name of Donor</u>	<u>PIN #</u>	<u>Value</u>
Robert A. and Dianne E. Arnold	20-32-23-13-0009	\$500,000

WHEREAS, all such donations have been contributed to the city for the benefit of its citizens, as allowed by law; and

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

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

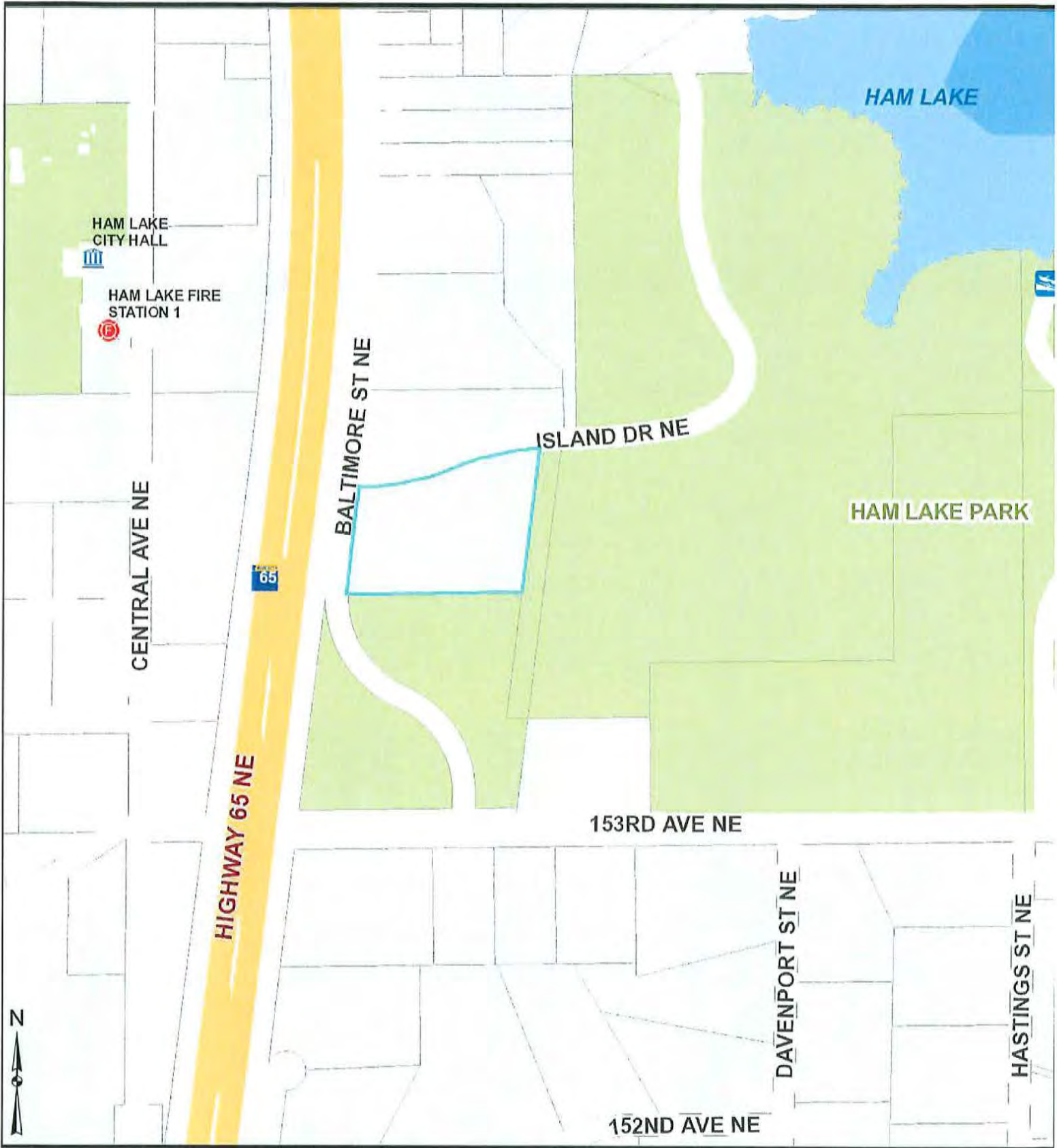
1. The donations described above are accepted and shall be used to establish and/or operate services either alone or in cooperation with others, as allowed by law.
2. The city clerk is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

Adopted by the City Council of the City of Ham Lake this 4th day of December, 2023.

Brian Kirkham, Mayor

Denise Webster, City Clerk

Donated property 20-32-23-13-0009



Parcel Information:

20-32-23-13-0009

Approx. Acres: 4.75619869

Commissioner: JULIE BRAASTAD

Owner Information:

ARNOLD ROBERT A & DIANNE

1833-1 EAGLE RIDGE DR

MENDOTA HEIGHTS

MN

55118

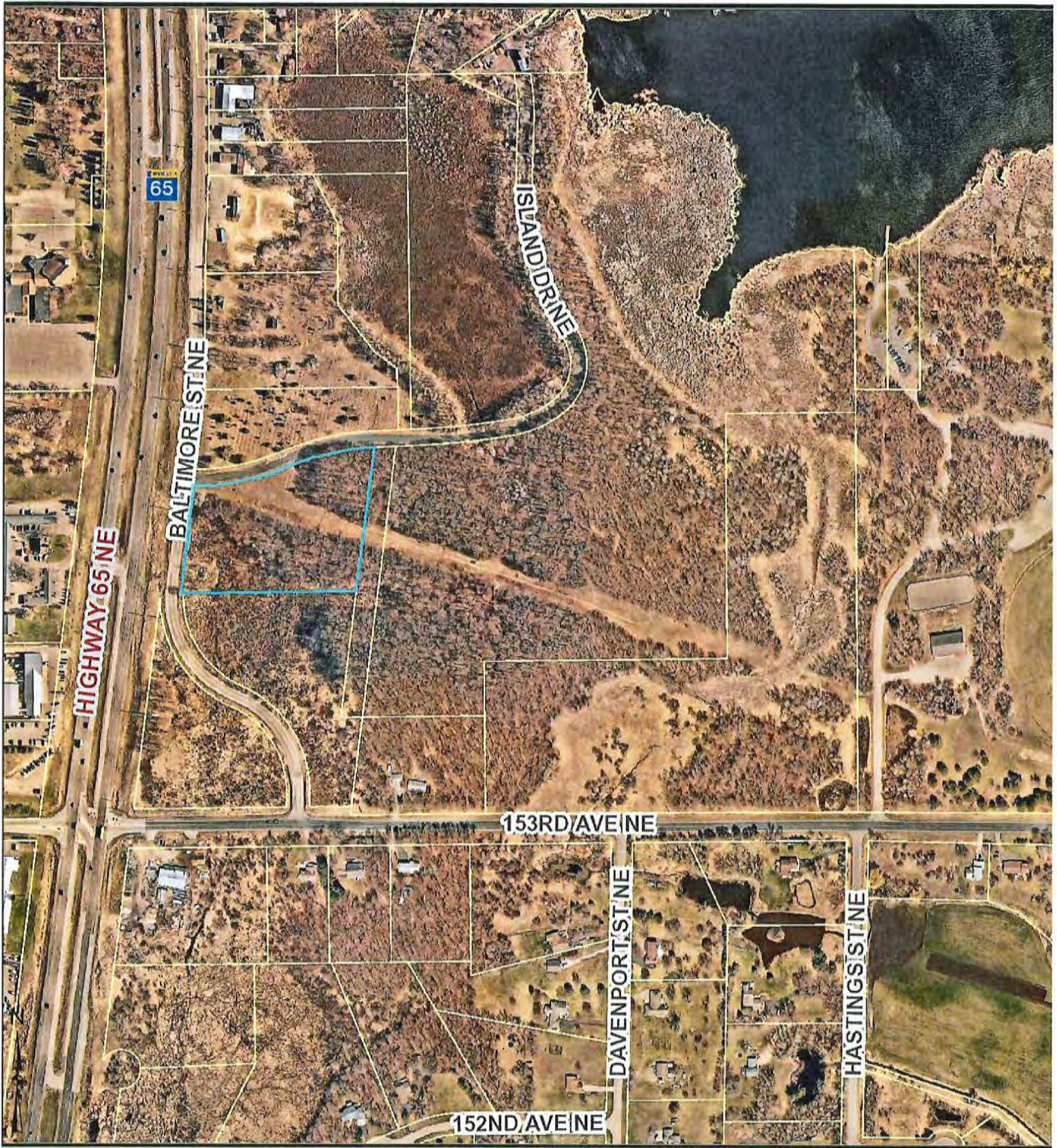


HAM LAKE

MN 55304

Plat:

Donated property 20-32-23-13-0009



Parcel Information: Approx. Acres: 4.75619869
20-32-23-13-0009 Commissioner: JULIE BRAASTAD

Owner Information:
ARNOLD ROBERT A & DIANNE
1833-1 EAGLE RIDGE DR
MENDOTA HEIGHTS
MN
55118



HAM LAKE
MN 55304
Plat:

Wadena County GIS

1:4,800

Date: 11/16/2023

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

Meeting Date: December 4, 2023

CITY OF HAM LAKE

STAFF REPORT

To: Mayor and Councilmembers

From: Mark E. Berglund, City Attorney

Subject: Whitetail Crossing 2nd Addition – Security Deposit Retention

Introduction/Discussion: The Whitetail Crossing 2nd Addition residential development project was accepted at the December 5, 2022 City Council meeting, which commenced the one-year warranty period. Project acceptance was consent agenda item 4.5 - <https://www.ci.ham-lake.mn.us/sites/default/files/packets/cp12052022.pdf>. Per the recommendation of the City Engineer Tom Collins, acceptance was conditioned upon the installation of the concrete ADA compliant pedestrian ramps on the multi-use path by the Developer *Whitetail Crossing Investment, LLC* (“Developer”) during the warranty period.

An inspection conducted on November 29, 2023 found that the concrete ADA compliant pedestrian ramps have not been installed, despite numerous emails to the Developer. The Developer posted \$19,840 in security for the one-year warranty period.

Recommendation: I recommended that action be taken to retain the entire cash security at this time so the City can install the ADA compliant pedestrian ramps. The Developer will be refunded any remaining balance after installation is complete along with any engineering and attorney fees.

RESOLUTION NO. 23-XX
A RESOLUTION TO TAKE ACTION ON SECURITY DEPOSIT FOR WHITETAIL
CROSSING 2ND ADDITION

WHEREAS, The Whitetail Crossing 2nd Addition residential development project was accepted at the December 5, 2022 City Council meeting, which commenced the one-year warranty period;

WHEREAS, Project acceptance was consent agenda item 4.5 - <https://www.ci.ham-lake.mn.us/sites/default/files/packets/cp12052022.pdf> and per the recommendation of the City Engineer Tom Collins, acceptance was conditioned upon the installation of the concrete ADA compliant pedestrian ramps on the multi-use path by the Developer *Whitetail Crossing Investment, LLC* ("*Developer*") during the warranty period;

WHEREAS, An inspection conducted on November 29, 2023 found that the concrete ADA compliant pedestrian ramps have not been installed, despite numerous emails to the Developers; and

WHEREAS, The Developer posted \$19,840 in security for the one-year warranty period.

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

1. The security deposit of \$19,840 shall be retained by the City for use to complete the installation of the ADA compliant pedestrian ramps required for Whitetail Crossing 2nd Addition.
2. The Developer will be refunded any remaining balance after installation is complete along with any engineering and attorney fees.

Adopted by the City Council of the City of Ham Lake this 4th day of December, 2023.

Brian Kirkham, Mayor

Denise Webster, City Clerk