

CITY OF HAM LAKE

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CITY OF HAM LAKE CITY COUNCIL BUDGET WORKSHOP MINUTES MONDAY, AUGUST 18, 2025

The Ham Lake City Council met for a budget workshop meeting on Monday, August 18, 2025 at 5:15 p.m. in the Conference Room 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, Mike Van Kirk, Al Parranto and Andrew Hallberg

MEMBERS ABSENT: None

OTHERS PRESENT: Finance Director, Andrea Murff; Deputy City Clerk, Dawnette Shimek; Fire Chief, Mike Raczowski; City Engineer, Dave Krugler; and Public Works Superintendent, John Witkowski

1.0 Call to Order

Mayor Kirkham called the meeting to order at 5:15 p.m.

2.0 Discussion of the Proposed 2026 Budget and CIP Review

Finance Director Murff stated the 2026 General Fund Budget had some obstacles due to rising costs, a budget deficit from 2025, and revenue contractions. Finance Director Murff stated the only changes to the presented draft budget from the June draft budget were a decrease in Tower Lease Revenue of about \$30,000 and increases to the Finance Director wages and Animal Humane Society costs for uncollectible quarantines. Finance Director Murff stated overall expenditures increased 1.66 percent from last year after cutting the Fire Department and Public Works Department operating costs. Finance Director Murff offered the City Council five different options in terms of levies and presented analysis on these options. **It was the Consensus of the City Council to increase the Preliminary Tax Levy by 7.00 percent.**

Finance Director Murff then went over the budgets of other funds and stated a Capital Improvement Fund was needed for stormwater drainage due to future projects. This Capital Improvement Fund would be like other Capital Funds and would be funded through a transfer from the General Fund, but that the transfer would not take place until the 2027 Budget period. Finance Director Murff also touched on the Ham Laker Fund stating it was projected to end in the negative in 2025, so another transfer of \$15,000 was needed for 2026 from the Cable Fund and that continued discussion would happen about how to fund it in the future.

Finance Director Murff went over the Capital Improvement Plan and the 5-year Revolving Street Fund. Finance Director Murff pointed out the Public Works Equipment Fund was projected to go negative in 2026 and a possible transfer from the Parks Equipment Fund may help with the 2026 deficit as well increasing the transfer in 2027.

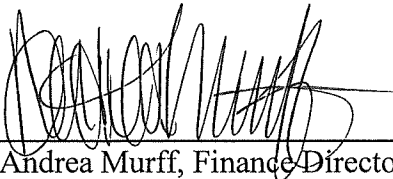
3.0 Discussion of a potential new Tower

Finance Director Murff stated there was a potential of a new telecommunication tower at Fox Run Park which had the potential to bring in additional revenue. **It was the Consensus of the City Council to reach out to the interested telecommunication company and get more information about the tower plans and potential revenue stream.**

4.0 Discussion of ADA Compliance for website by 2027

Finance Director Murff stated in 2024 the Department of Justice created a mandate to have Governmental Entities' websites ADA compliant, and the City had until April of 2027 to complete the requirement. Finance Director Murff continued the City is currently working with its website consultant and the consultant has confidence the City can make the deadline with the available tools but wanted to give the City Council notification since there was a lot going into this project due to the complex requirements, potential for failure, and implications for the 2027 Budget Season.

Motion by Parranto, seconded by Doyle, to adjourn the meeting at 5:50 p.m. All in favor, motion carried.



Andrea Murff, Finance Director