

CITY OF HAM LAKE

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CITY OF HAM LAKE CITY COUNCIL BUDGET WORKSHOP MINUTES MONDAY, NOVEMBER 3, 2025

The Ham Lake City Council met for a budget workshop meeting on Monday, November 3, 2025 at 5:00 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 and Al Parranto

MEMBERS ABSENT: Councilmembers Mike Van Kirk and Andrew Hallberg

OTHERS PRESENT: City Administrator, Denise Webster; Finance Director, Andrea Murff; Deputy City Clerk, Dawnette Shimek; Fire Chief, Mike Raczkowski; and Public Works Superintendent, John Witkowski

1.0 Call to Order

Mayor Kirkham called the meeting to order at 5:00 p.m.

2.0 Discussion of the Proposed 2026 Budget and CIP Review

Finance Director Murff explained she was able to reduce expenditures another \$15,000 due to having to purchase two new computers in 2025 that were slated for 2026, health insurance coming in about 5.00 percent lower than anticipated at the creation of the 2026 budget and hiring a new Public Works Streets/Parks Maintenance Worker at a lower step than previously budgeted and that all other revenues and expenditures remained the same from Preliminary Budget. Finance Director Murff presented three options for the 2026 Final Budget Levy; a 7.0 percent increase to the tax levy that would add about \$28,3890 to the reserves, a balanced budget that would use nor add to reserves, or a 6.50 percent tax levy that would take \$3,900 to the reserves. Finance Director Murff stated all of the option do bring the tax levy rate down from 2025. Finance Director Murff then discussed the Ham Laker Fund and potentially doing another transfer from the Cable Funds to have it breakeven for the year as well as presented the Capital Improvement Plan. **It was the Consensus of the City Council to have the Balanced Budget option presented for the 2026 Final Budget Levy.**

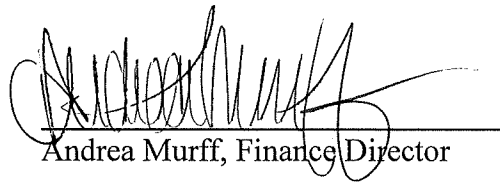
3.0 Discussion of increasing Permit Fee and Service Charges

City Administrator Webster presented changes to the Permit Fees and Services Charges to the City Council and stated increases were needed to help offset administrative and other costs relating to permitting and services provided by the City. City Administrator Webster stated we did look at other local cities to ensure we were still aligned with the fees and that we could analyze the fees again next year and adjust as needed. **It was the Consensus of the City Council to go forward with final approval the new fees.**

4.0 Discussion of the Ham Lake Haulers Contract

Finance Director Murff stated she had a meeting with the Ham Lake Haulers about the new contract, and they are proposing no change in rates from 2026 and then all other rates would increase at the rate of the Consumer Price Index (CIP) under the category Water, Electric, and Waste. Finance Director Murff stated they would like to set up a meeting with the Ham Lake Hauler Liaisons to go over any questions or concerns they may have about the proposed contract. **It was the Consensus of the City Council to have Finance Director Murff schedule a meeting with the Ham Lake Haulers and the Liaisons Mayor Kirkham and Councilmember Doyle.**

Motion by Kirkham, seconded by Parranto, to adjourn the meeting at 5:38 p.m. All present in favor, motion carried.



Andrea Murff, Finance Director