

# CITY OF HAM LAKE

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## CITY OF HAM LAKE CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY MINUTES MONDAY, DECEMBER 1, 2025

The Ham Lake City Council and Economic Development Authority met for its regular meeting on Monday, December 1, 2025 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, Andrew Hallberg, Al Parranto and Mike Van Kirk

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Denise Webster; Finance Director, Andrea Murff; 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 6:01 – Public Hearing – to consider the adoption of Resolution No. 25-45 for the 2026 Budget, Levy and Five-Year Capital Improvement Plan**

**Mayor Kirkham opened the public hearing at 6:02 p.m. for comment and there was none. Mayor Kirkham closed the public hearing at 6:02 p.m.**

Mayor Kirkham stated that the City Council agreed to a 6.65% General Fund Levy increase for 2026, which is a \$423,982 increase. Mayor Kirkham stated that the major increases include increasing the Road Fund a \$100,000, elections costs increased \$40,932, the Sheriff's Department contract increased 7.47% which is \$115,155; which brings just those three items alone, a grand total of a \$266,087 increase, which those three items are, 63% of the increase to the levy. Mayor Kirkham added that other key items include a cost-of-living increase for employees, Minnesota Paid Family Leave Act along with an increase in employee health insurance. Mayor Kirkham stated that the budget also reflects a decrease for costs for Fire Station Three. Mayor Kirkham stated that the City will now be done paying off bond debt which also drops the budget by \$190,000. Mayor Kirkham stated that residential property tax statements show a 3.35% increase for 2026. Mayor Kirkham stated that the city's reserves are strong. The city's five-year road improvement fund looks good, and the city's equipment fund for the fire stations and public works department also looks good. Mayor

Kirkham stated that the budget shows a .28% drop in the city's tax capacity rate, which solidifies the City of Ham Lake as being the lowest taxed city in Anoka County.

**Motion by Kirkham, seconded by Van Kirk, to adopt Resolution No. 25-45 approving the 2026 Budget, Levy and Five-Year Capital Improvement Plan. All in favor, motion carried.**

#### **4.0 CONSENT AGENDA**

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

- 4.1 Approval of minutes of November 17, 2025
- 4.2 Approval of claims in the amount of \$808,806.66
- 4.3 Approval of scheduling a Workshop Meeting for Monday, December 15, 2025 at 5:15 p.m.
- 4.4 Approval of accepting the resignation of Building and Zoning Clerk Jennifer Bohr
- 4.5 Approval of rescinding Ordinance No. 25-13 and adoption of Rezoning Ordinance No. 25-15 for Elwell Farms
- 4.6 Approval of Ordinance No. 25-16 establishing Permit Fees and Service Charges to be collected by the City of Ham Lake
- 4.7 Approval of Resolution No. 25-46 scheduling a public hearing to vacate a portion of the drainage and utility easements on Lot 3 and 4, Block 2, Stone Estates in Section 32
- 4.8 Approval of Resolution No. 25-47 accepting a \$2,000 donation from Kenneth Peterson for the Ham Lake Fire Department
- 4.9 Approval of the Outdoor Lighting Energy and Maintenance Agreement for Streetlights in Elwell Commercial Park
- 4.10 Approval of the Outdoor Lighting Energy and Maintenance Agreement for Streetlights in Harmony Estates 3<sup>rd</sup> Addition
- 4.11 Approval of hiring a part-time Snowplow driver
- 4.12 Approval of a reduction of the Performance Security for the Washington Street NE cul-de-sac extension

**Motion by Parranto, seconded by Hallberg, to approve the Consent Agenda as written. All in favor, motion carried.**

**5.0 PLANNING COMMISSION RECOMMENDATIONS – None**

**6.0 ECONOMIC DEVELOPMENT AUTHORITY – None**

**7.0 APPEARANCES – None**

**8.0 CITY ATTORNEY – None**

**9.0 CITY ENGINEER – None**


**10.0 CITY ADMINISTRATOR – None**

#### **11.0 COUNCIL BUSINESS**

**11.1 Committee Reports – None**

**11.2 Announcements and future agenda items – None**

**Motion by Van Kirk, seconded by Parranto, to adjourn the City Council meeting at 6:06 p.m.  
All in favor, motion carried.**



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Dawnette Shimek, Deputy City Clerk