

# CITY OF HAM LAKE

15544 Central Avenue NE  
Ham Lake, Minnesota 55304  
(763) 434-9555  
info@ci.ham-lake.mn.us

## CITY OF HAM LAKE CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY AGENDA MONDAY, JUNE 1, 2026

- 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 vacation of a portion of drainage and utility easement in Section 11 and adoption of a Resolution
  
- 4.0 CONSENT AGENDA**

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

  - 4.1 Approval of minutes of May 18, 2026
  - 4.2 Approval of claims
  - 4.3 Approval of a Resolution supporting the City’s submittal of the Trunk Highway 65 and CSAH 116 (Bunker Lake Boulevard) improvement project to the Minnesota Department of Transportation’s FY2028 Local Partnership Program
  - 4.4 Approval of a Resolution accepting a \$3,500 donation from the Ham Lake Chamber of Commerce
  - 4.5 Approval of a Resolution requiring “No Parking” on both sides of Chisholm Street NE from Crosstown Boulevard NE (CSAH 18) to 176th Lane NE; 175th Avenue NE from Central Avenue NE to Chisholm Street NE; 176th Lane NE from Central Avenue NE to Chisholm Street NE; Central Avenue NE from 175th Lane NE to 177th Avenue NE; and 177th Avenue NE from Trunk Highway 65 to Central Avenue NE
  - 4.6 Approval of an Ordinance rezoning South Shore Estates
  - 4.7 Approval of an Ordinance rezoning South Shore Estates Second Addition
  - 4.8 Approval of an Ordinance amending Article 11-600, Excavation and Reclamation of the City Code
  - 4.9 Approval of an Ordinance for the Summary Publication relating to amending Article 11-600, Excavation and Reclamation of the City Code
  - 4.10 Approval of a Temporary On-Sale Liquor License for the Brown Boys Benefit (non-profit) at the Willow Tree Winery, 828 Constance Boulevard NE on July 11, 2026
  - 4.11 Approval of a half basketball court for Enchanted Estates Park
  - 4.12 Approval of hiring a full-time Streets/Park Maintenance Worker, subject to BCA check and CDL drug test
  
- 5.0 PLANNING COMMISSION RECOMMENDATIONS**
  - 5.1 Ronald and Connie Claflin, Thunderstruck, request to consider the following amendment to the mining overlay district map to include the following parcels: PID: 01-32-23-44-0001 and PID: 01-32-23-44-0007 (this is considered the First Reading of an Ordinance)
  - 5.2 Stoson LLC, requesting to consider the application for a Conditional Use Permit for Wetland Banking of three parcels: PID#11-32-23-42-0003, 11-32-23-41-0001 and 11-32-23-44-0003 and adoption of a Resolution

- 6.0 **ECONOMIC DEVELOPMENT AUTHORITY** – None
- 7.0 **APPEARANCES** – None
- 8.0 **CITY ATTORNEY**
- 9.0 **CITY ENGINEER**
- 10.0 **CITY ADMINISTRATOR**
- 11.0 **COUNCIL BUSINESS**
- 11.1 Committee Reports
- 11.2 Announcements and future agenda items

RESOLUTION NO. 26-XX

WHEREAS, a public hearing was held before the Ham Lake City Council on the 1st day of June 2026 at 6:01 p.m. to consider the proposed vacation of certain lands within the City of Ham Lake;

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

**PROPOSED EASEMENT VACATION DESCRIPTION:**

16968 EASEMENT VACATION

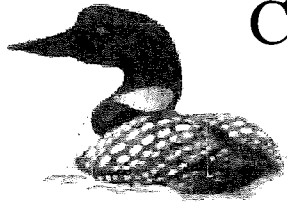
That part of the Drainage and utility easement per Document No. 2092766.002, said easement adjoins and lies 10 feet to the right of the following described line:

Commencing at the northeast corner of the Northwest Quarter of the Southeast Quarter of Section 11, Township 32 North, Range 23 West, Anoka County, Minnesota; thence South 0 degrees 9 minutes 47 seconds East, assumed bearing along the east line of said Northwest Quarter of the Southeast Quarter a distance of 10.01 feet to the intersection with a line 10 feet south of and parallel with the north line of said Northwest Quarter of the Southeast Quarter and the point of beginning of the line to be described; thence continuing South 0 degrees 9 minutes 47 seconds East along said east line to the southeast corner of said Northwest Quarter of the Southeast Quarter; thence South 88 degrees 24 minutes 55 seconds West along the south line of said Northwest Quarter of the Southeast Quarter to the southwest corner of said Northwest Quarter of the Southeast Quarter; thence North 0 degrees 17 minutes 45 seconds West along the west line of said Northwest Quarter of the Southeast Quarter a distance of 876.07 feet to the intersection with a line 10 feet south of and parallel with the south line of the South 246 feet of the North 446 feet of the West 350 feet of said Northwest Quarter of the Southeast Quarter and said line there terminating.

Adopted by the City Council of the City of Ham Lake this 1st day of June, 2026.

\_\_\_\_\_  
Brian Kirkham, Mayor

\_\_\_\_\_  
Denise Webster, City Clerk



# CITY OF HAM LAKE

15544 Central Avenue NE  
Ham Lake, Minnesota 55304  
(763) 434-9555  
info@ci.ham-lake.mn.us

## NOTICE OF PUBLIC HEARING VACATION OF PUBLIC LAND

NOTICE IS HEREBY GIVEN, that a Public Hearing will be held before the Ham Lake City Council on June 1, 2026 at 6:01 p.m. in the City Council Chambers, City Hall, 15544 Central Avenue NE, Ham Lake, Minnesota 55304, to hear comments and questions concerning the proposed vacation of the following described land within the City of Ham Lake, Minnesota:

### **PROPOSED EASEMENT VACATION DESCRIPTION:**

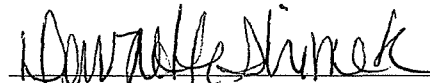
#### 16968 EASEMENT VACATION

That part of the Drainage and utility easement per Document No. 2092766.002, said easement adjoins and lies 10 feet to the right of the following described line:

Commencing at the northeast corner of the Northwest Quarter of the Southeast Quarter of Section 11, Township 32 North, Range 23 West, Anoka County, Minnesota; thence South 0 degrees 9 minutes 47 seconds East, assumed bearing along the east line of said Northwest Quarter of the Southeast Quarter a distance of 10.01 feet to the intersection with a line 10 feet south of and parallel with the north line of said Northwest Quarter of the Southeast Quarter and the point of beginning of the line to be described; thence continuing South 0 degrees 9 minutes 47 seconds East along said east line to the southeast corner of said Northwest Quarter of the Southeast Quarter; thence South 88 degrees 24 minutes 55 seconds West along the south line of said Northwest Quarter of the Southeast Quarter to the southwest corner of said Northwest Quarter of the Southeast Quarter; thence North 0 degrees 17 minutes 45 seconds West along the west line of said Northwest Quarter of the Southeast Quarter a distance of 876.07 feet to the intersection with a line 10 feet south of and parallel with the south line of the South 246 feet of the North 446 feet of the West 350 feet of said Northwest Quarter of the Southeast Quarter and said line there terminating.

Said hearing is conducted pursuant to Minnesota Statutes Chapter 412.851.

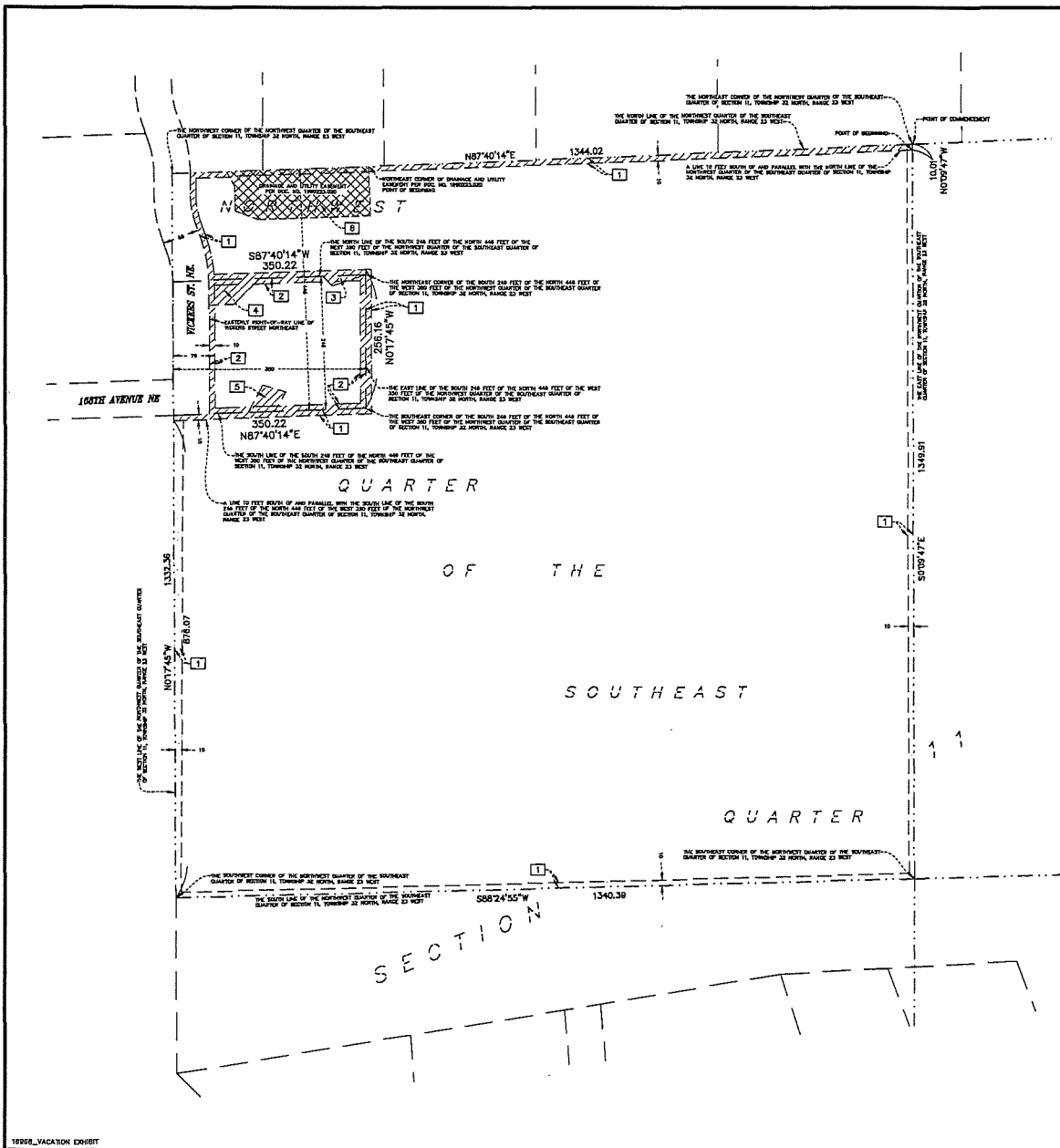
Dated: May 7, 2026

  
Dawnette Shimek, Deputy City Clerk

Posted at City Hall between the dates of May 7, 2026 and June 1, 2026.

Published in the Star Tribune on May 7, 2026 and May 14, 2026.

# EXHIBIT



## EASEMENT VACATION DESCRIPTION:

That part of the Drainage and utility easement per Document No. 2092766.002, said easement adjoins and lies to the right of the following described line:

Commencing at the northeast corner of the Northwest Quarter of the Southeast Quarter of Section 11, Township 32 North, Range 23 West, Anoka County, Minnesota; thence South 0 degrees 8 minutes 47 seconds East, assumed bearing along the east line of said Northwest Quarter of the Southeast Quarter a distance of 10.00 feet to the intersection with a line 10 feet south of and parallel with the north line of said Northwest Quarter of the Southeast Quarter and the point of beginning of the line to be described; thence continuing South 0 degrees 8 minutes 47 seconds East along said west line to the southeast corner of said Northwest Quarter of the Southeast Quarter; thence South 88 degrees 24 minutes 55 seconds West along the south line of said Northwest Quarter of the Southeast Quarter to the southeast corner of said Northwest Quarter of the Southeast Quarter; thence North 0 degrees 17 minutes 45 seconds West along the west line of said Northwest Quarter of the Southeast Quarter a distance of 278.07 feet to the intersection with a line 10 feet south of and parallel with the south line of the South 246 feet of the West 350 feet of said Northwest Quarter of the Southeast Quarter and said line there terminating.

- DENOTES DRAINAGE AND UTILITY EASEMENT PER DOC. NO. 2092766.002 AREA TO BE VACATED
- DENOTES DRAINAGE AND UTILITY EASEMENT PER DOC. NO. 2092766.002 AREA TO REMAIN

## DRAINAGE AND UTILITY EASEMENT PER DOC. NO. 2092766.002

A perpetual easement 10.00 feet in width for drainage and utility purposes over, under and across part of the following described property:

The Northwest Quarter of the Southeast Quarter of Section 11, Township 32 North, Range 23 West, Anoka County, Minnesota. Except the South 246.00 feet of the North 446.00 feet of the West 350.00 feet interval.

Said easement adjoins and lies to the right of the following described line:

Beginning at the northeast corner of the Northwest Quarter of the Southeast Quarter of Section 11, Township 32 North, Range 23 West, Anoka County, Minnesota; thence South 0 degrees 8 minutes 47 seconds East, assumed bearing along the east line of said Northwest Quarter of the Southeast Quarter a distance of 10.00 feet to the intersection with a line 10 feet south of and parallel with the north line of said Northwest Quarter of the Southeast Quarter and the point of beginning of the line to be described; thence continuing South 0 degrees 8 minutes 47 seconds East along said west line to the southeast corner of said Northwest Quarter of the Southeast Quarter; thence South 88 degrees 24 minutes 55 seconds West along the south line of said Northwest Quarter of the Southeast Quarter to the southeast corner of said Northwest Quarter of the Southeast Quarter; thence North 0 degrees 17 minutes 45 seconds West along the west line of said Northwest Quarter of the Southeast Quarter a distance of 278.07 feet to the intersection with a line 10 feet south of and parallel with the south line of the South 246 feet of the West 350 feet of said Northwest Quarter of the Southeast Quarter and said line there terminating.

A 10.00 foot wide perpetual easement for drainage and utility purposes, over, under and across the north 10.00 feet, the east 10.00 feet and the west 10.00 feet of the following described property:

The South 246.00 feet of the North 446.00 feet of the West 350.00 feet of the Northwest Quarter of the Southeast Quarter of Section 11, Township 32 North, Range 23 West, Anoka County, Minnesota.

Together with a perpetual easement for drainage and utility purposes, over, under and across that part of the abovementioned property, described as follows:

Beginning at the northeast corner of said South 246.00 feet of the North 446.00 feet of the West 350.00 feet of the Northwest Quarter of the Southeast Quarter; thence on an assumed bearing of South 87 degrees 40 minutes 16 seconds West, along the north line of said South 246.00 feet of the North 446.00 feet of the West 350.00 feet of the Northwest Quarter of the Southeast Quarter, a distance of 77.33 feet; thence South 43 degrees 06 minutes 58 seconds East a distance of 24.18 feet; thence North 71 degrees 09 minutes 24 seconds East a distance of 54.40 feet to the point of beginning.

Together with a perpetual easement for drainage and utility purposes, over, under and across that part of the abovementioned property, lying westerly of the easterly right of way line of Volans Street, Northwest on extended of Document No. 1992223.020 and northwesterly of a line described as follows:

Commencing at the northeast corner of said South 246.00 feet of the North 446.00 feet of the West 350.00 feet of the Northwest Quarter of the Southeast Quarter; thence on an assumed bearing of South 87 degrees 40 minutes 16 seconds West, along the north line of said South 246.00 feet of the North 446.00 feet of the West 350.00 feet of the Northwest Quarter of the Southeast Quarter, a distance of 102.74 feet to the point of beginning of the line to be described; thence South 43 degrees 06 minutes 58 seconds East a distance of 65.32 feet; thence South 87 degrees 40 minutes 16 seconds West a distance of 46.14 feet to said westerly right of way line of Volans Street, Northwest on extended and said line there terminating.

Together with a perpetual easement for drainage and utility purposes, over, under and across that part of the abovementioned property, described as follows:

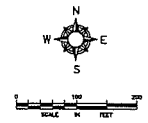
Commencing at the southeast corner of said South 246.00 feet of the North 446.00 feet of the West 350.00 feet of the Northwest Quarter of the Southeast Quarter; thence on an assumed bearing of South 87 degrees 40 minutes 14 seconds West, along the south line of said North 446.00 feet of the West 350.00 feet of the Northwest Quarter of the Southeast Quarter, a distance of 103.45 feet to the point of beginning of the easement to be described; thence continuing South 87 degrees 40 minutes 14 seconds West, along said south line of the North 446.00 feet of the West 350.00 feet of the Northwest Quarter of the Southeast Quarter, a distance of 48.39 feet; thence North 27 degrees 30 minutes 05 seconds East a distance of 37.01 feet; thence South 73 degrees 28 minutes 23 seconds East a distance of 43.84 feet; thence South 38 degrees 36 minutes 37 seconds West to the point of beginning.

## DRAINAGE AND UTILITY EASEMENT PER DOC. NO. 1990223.020

An easement for drainage and utility purposes over that part of the Northwest Quarter of the Southeast Quarter of Section 11, Township 32 North, Range 23 West, Anoka County, Minnesota, described as follows:

Beginning at a point on the north line of said Northwest Quarter of the Southeast Quarter, distant 26.42 feet westerly of the northeast corner thereof; thence North 80 degrees 28 minutes 11 seconds East, assumed bearing, along said north line, a distance of 237.21 feet; thence South 1 degree 23 minutes 49 seconds East a distance of 1.94 feet; thence South 88 degrees 24 minutes 55 seconds West a distance of 236.24 feet; thence North 88 degrees 24 minutes 55 seconds East a distance of 236.24 feet; thence North 88 degrees 24 minutes 55 seconds West a distance of 236.24 feet; thence on a bearing of North 28 degrees 10 minutes 26 seconds West a distance of 31.40 feet to the point of beginning.

DRAINAGE AND UTILITY EASEMENT PER DOC. NO. 1990223.020



**ANDERSON** Anderson Engineering of Minnesota, LLC  
 13655 1st Avenue North, Suite 100  
 Plymouth, MN 55441  
 ENGINEERING • ARCHITECTURE • LAND SURVEYING  
 ENVIRONMENTAL SERVICES • LANDSCAPE ARCHITECTURE  
 763-412-4000 (o) 763-412-4090 (f)  
 www.ae-mn.com

RESOLUTION NO. 26-19

WHEREAS, the Ham Lake City Council, on its own motion, wishes to consider the vacation of the following described land in the City of Ham Lake, pursuant to Minnesota Statutes Chapter 412.851:

**PROPOSED EASEMENT VACATION DESCRIPTION:**


16968 EASEMENT VACATION

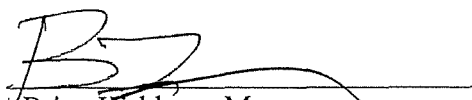
That part of the Drainage and utility easement per Document No. 2092766.002, said easement adjoins and lies 10 feet to the right of the following described line:

Commencing at the northeast corner of the Northwest Quarter of the Southeast Quarter of Section 11, Township 32 North, Range 23 West, Anoka County, Minnesota; thence South 0 degrees 9 minutes 47 seconds East, assumed bearing along the east line of said Northwest Quarter of the Southeast Quarter a distance of 10.01 feet to the intersection with a line 10 feet south of and parallel with the north line of said Northwest Quarter of the Southeast Quarter and the point of beginning of the line to be described; thence continuing South 0 degrees 9 minutes 47 seconds East along said east line to the southeast corner of said Northwest Quarter of the Southeast Quarter; thence South 88 degrees 24 minutes 55 seconds West along the south line of said Northwest Quarter of the Southeast Quarter to the southwest corner of said Northwest Quarter of the Southeast Quarter; thence North 0 degrees 17 minutes 45 seconds West along the west line of said Northwest Quarter of the Southeast Quarter a distance of 876.07 feet to the intersection with a line 10 feet south of and parallel with the south line of the South 246 feet of the North 446 feet of the West 350 feet of said Northwest Quarter of the Southeast Quarter and said line there terminating.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Ham Lake, that the City Clerk is directed to post in a conspicuous place in the City Hall between the dates of May 7, 2026 and June 1, 2026 and to cause publication of a NOTICE OF PUBLIC HEARING, a copy of which is attached to this Resolution, for a public hearing to be held on June 1, 2026, with publication to occur in the Star Tribune on May 7, 2026 and May 14, 2026.

Adopted by the City Council of the City of Ham Lake on this 4th day of May, 2026.

  
Denise Webster, City Clerk

  
Brian Kirkham, Mayor

Meeting Date: May 4, 2026



**CITY OF HAM LAKE  
STAFF REPORT**

**To:** Mayor and Councilmembers

**From:** Dawnette Shimek, Deputy City Clerk

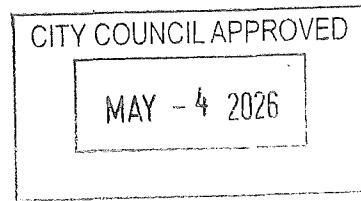
**Item/Title/Subject:** Vacation of a portion of drainage and utility easements

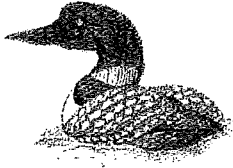
**Introduction/Discussion:**

William Stoddard, representing Stoson LLC, is requesting to vacate a portion of drainage and utility easements in Section 11. Engineer Krugler has reviewed the legal descriptions and has no issue with this vacation being there is no public need for the easements.

**Recommendation:**

I recommend approval of a Resolution scheduling a Public Hearing for June 1, 2026 to vacate a portion of drainage and utility easements in Section 11.





# CITY OF HAM LAKE

## REQUEST FOR AN APPEARANCE BEFORE THE CITY COUNCIL

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

DATE OF APPLICATION 3/26/2026

DEPOSIT \$ 6500 4/6/24  
RECEIPT # 0105470

CITY COUNCIL MEETING DATE  
(if all required information is received) 5/4/2024

APPLICANT'S NAME Stoson LLC

MAILING ADDRESS 5705 Wood Duck Circle

CITY, STATE, ZIP CODE Excelsior, MN 55331

PHONE (daytime) 612-802-3666

EMAIL ADDRESS bill@ibill.us

### SITE ADDRESS / NATURE OR REQUEST:

(Please attach any relevant information including maps, diagrams, and a descriptive narrative of the request)\*\*

Durant Street NE, Ham Lake, MN (PID: 113223420003)

Partial Drainage and Utility Easement Vacation (Document No. 2092766.002)

William Stordano PRESIDENT  
WILLIAM STORDANO for STOSON, LLC  
Signature of Applicant

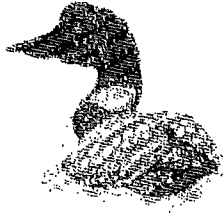
3/26/2026  
Date

William Stordano  
Signature of Current Property Owner

3/26/2026  
Date

(If the applicant is not the property owner - the property owner signature is required)

\*\*You are advised that the 60-day review period required by Minnesota Statutes Chapter 15.99 does not begin to run until all of the required information has been submitted to the City of Ham Lake.



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

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

**DATA PRACTICES ADVISORY  
TENNESSEN WARNING**

**REQUIRED BY MINNESOTA STATUTES CHAPTER 13.04**

**SIGNED BY** \_\_\_\_\_

**COMPANY/TITLE:** Stoson LLC/President

**DATE:** 3/26/2026

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

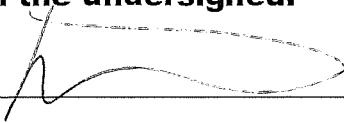
The undersigned, Stoson LLC, having applied to the City of Ham Lake for consideration of a planning and zoning request, or any other permit, license, or action requiring review and/or approval of the City, as follows:

Drainage and Utility Easement Vacation

*Type of Application*

acknowledges that the sum of \$<sup>650</sup>, has been deposited with the City of Ham Lake to reimburse the City of Ham Lake for any out of pocket expenses incurred by the City in reviewing the proposal, including but not limited to a staff review fee, any signage required by ordinance, and City Engineer and City Attorney's fees for their review, in amounts which are not known to the City at this time. The applicant acknowledges that it is the responsibility of the undersigned to reimburse the City for any such engineering or attorney's fees incurred in review of the applicant's request, or any other expenses incurred by the City in connection with this request, and further acknowledges that in the event that the undersigned fails to promptly remit any amounts incurred by the City in excess of the deposit, the City shall have the right to discontinue further consideration or action upon the undersigned's request, shall have the right to rescind any approvals, withdraw any permits, licenses or other consents, shall have the right to vacate any street or road, plat or other dedication, and the undersigned waives the right to claim damages arising out of any such act by the City. Furthermore, the applicant agrees that in the event that the City is required to take legal action in order to effect recovery of any of the expenses incurred by the City from the undersigned, the City shall be entitled, in addition to principle and interest, to recover its reasonable attorney's fees incurred in collecting said sums from the undersigned.

**Applicant Signature** \_\_\_\_\_

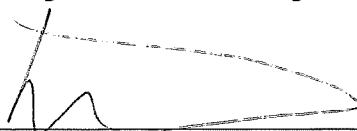


**Dated** 3/26/2026

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

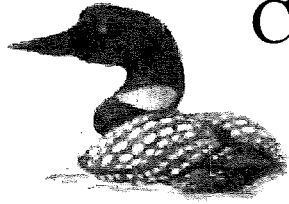
William J Stoddard, as owner of the property involved in the foregoing application, agrees to be jointly and severally liable for payment of the foregoing fees.

**Property Owner Signature** \_\_\_\_\_



**Dated** 3/26/2026

ABEL TRUSTEE ROSS D	PIN: 12-32-23-23-0015	4250 CROSSTOWN BLVD NE	HAM LAKE, MN 55304
BOURGEOIS, CELESTE	PIN: 12-32-23-23-0004	4204 CROSSTOWN BLVD NE	HAM LAKE, MN 55304
CERWINSKE STEVEN L	PIN: 12-32-23-33-0004	4226 167TH AVE NE	HAM LAKE, MN 55304
CHAMOUN TAREK	PIN: 11-32-23-43-0016	3826 166TH LN NE	HAM LAKE, MN 55304
ENGESETH M L & JACKSON D	PIN: 14-32-23-11-0003	4013 CONSTANCE BLVD NE	HAM LAKE, MN 55304
ENGMARK LYNN A & JOYCE A	PIN: 12-32-23-33-0016	4235 165TH AVE NE	HAM LAKE, MN 55304
ERICKSON DAVID E	PIN: 13-32-23-22-0002	4215 CONSTANCE BLVD NE	HAM LAKE, MN 55304
ERRONIS, THOMAS	PIN: 12-32-23-33-0010	4237 167TH AVE NE	HAM LAKE, MN 55304
GOETZ MICHAEL J	PIN: 11-32-23-42-0002	16853 VICKERS ST NE	HAM LAKE, MN 55304
HALL, DANIEL L	PIN: 11-32-23-24-0024	3730 169TH LN	HAM LAKE, MN 55304
HEILLE, DALE	PIN: 11-32-23-43-0012	3949 165TH LN NE	HAM LAKE, MN 55304
HENTGES, JOHN M	PIN: 11-32-23-13-0003	4026 CROSSTOWN BLVD NE	HAM LAKE, MN 55304
HOEHN, CHRISTINE A	PIN: 11-32-23-43-0005	16546 WAKE ST NE	HAM LAKE, MN 55304
HOFFMAN TRUSTEE WARREN A	PIN: 12-32-23-32-0001	15740 LEXINGTON AVE NE	HAM LAKE, MN 55304
HUFFMASTER JONATHAN DAVID	PIN: 11-32-23-24-0025	3752 169TH LN NE	HAM LAKE, MN 55304
JONES TRUSTEE PADDY N	PIN: 14-32-23-11-0008	4135 CONSTANCE BLVD NE	HAM LAKE, MN 55304
KELL DAVID	PIN: 11-32-23-43-0009	3955 166TH LN NE	HAM LAKE, MN 55304
KROONA SUSAN K & PARGETER JANA	PIN: 12-32-23-33-0015	4227 165TH AVE NE	HAM LAKE, MN 55304
LEE LINE	PIN: 11-32-23-14-0006	4122 CROSSTOWN BLVD NE	HAM LAKE, MN 55304
MENTH, MARK	PIN: 11-32-23-44-0002	4019 166TH LN NE	HAM LAKE, MN 55304
MILLER, JASON D	PIN: 11-32-23-43-0011	3919 165TH LN NE	HAM LAKE, MN 55304
NIELSEN, CAROLE	PIN: 11-32-23-13-0015	3926 CROSSTOWN BLVD NE	HAM LAKE, MN 55304
PALMA, DOMINICK	PIN: 11-32-23-43-0018	3952 166TH LN NE	HAM LAKE, MN 55304
PHIPPEN COREY P	PIN: 11-32-23-43-0008	3951 166TH LN NE	HAM LAKE, MN 55304
ROBINSON DANIEL	PIN: 11-32-23-43-0017	3844 166TH LN NE	HAM LAKE, MN 55304
SCHMIDT, BRADLEY M	PIN: 11-32-23-43-0006	3823 166TH LN NE	HAM LAKE, MN 55304
SCHWARTZ TRUSTEE, BOBBI JO	PIN: 11-32-23-14-0002	4054 CROSSTOWN BLVD NE	HAM LAKE, MN 55304
STEIDL KEITH	PIN: 11-32-23-13-0020	16921 VICKERS ST NE	HAM LAKE, MN 55304
STOSON LLC	PIN: 11-32-23-41-0001	5705 WOOD DUCK CIR	EXCELSIOR, MN 55331
TAYLOR, MICHAEL R	PIN: 14-32-23-12-0005	3848 164TH AVE NE	HAM LAKE, MN 55304
THE METROPOLITAN AIRPORT COMM	PIN: 11-32-23-34-0002	6040 28TH AVE S	MINNEAPOLIS, MN 55450
TRAVERS MICHELLE	PIN: 11-32-23-13-0026	3826 169TH LN NE	HAM LAKE, MN 55304
TUMA, JENNA R	PIN: 11-32-23-13-0025	3850 169TH LN NE	HAM LAKE, MN 55304
WAGNER, MICHAEL E	PIN: 11-32-23-43-0007	3843 166TH LN NE	HAM LAKE, MN 55304
ZINGSHEIM ROBERT G & K A	PIN: 11-32-23-31-0019	3733 168TH AVE NE	HAM LAKE, MN 55304



# CITY OF HAM LAKE

15544 Central Avenue NE  
Ham Lake, Minnesota 55304  
(763) 434-9555  
info@ci.ham-lake.mn.us

## CITY OF HAM LAKE CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY MINUTES MONDAY, MAY 18, 2026

The Ham Lake City Council and Economic Development Authority met for its regular meeting on Monday, May 18, 2026 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:** City Attorney, Mark Berglund (via interactive technology due to being out of state); City Engineer, Dave Krugler; City Administrator, Denise Webster; Finance Director, Andrea Murff; and Deputy City Clerk, Dawnette Shimek

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

### 2.0 PUBLIC COMMENT – None

### 3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS

3.1 Lt. Anthony Mendoza (not present), Anoka County Sheriff's Office Monthly Report  
Sgt. Ninow was present and gave a summary of the Sheriff's Report for the month of April 2026.

### 3.2 Andy Grice, BerganKDV – Presentation of the 2025 Audit

Andy Grice was before the City Council to present the 2025 Annual Financial Audit and Single Audit Findings. Mr. Grice stated the Independent Auditor's Report gave the City a clean unmodified opinion for the audit. Mr. Grice noted there is a deficiency in internal control with lack of segregation of the accounting duties, which is common with a small staff. Mr. Grice summarized the financial analysis for the General Fund Performance stating the fund balance increased \$533,048 from the fiscal year 2024. Mr. Grice stated that revenues came in \$100,810 overbudget due to receiving more interest earnings from investment income than anticipated. Expenditures came in \$642,701 under budget for 2025 due to less salary and benefits being utilized for the Fire Department, the Building Department, and the Park Department as well as less than anticipated Public Works activity in blacktop maintenance, engineering costs, and fuel costs. Mr. Grice stated the budget is still in compliance with its Fund Balance Policy of 35-50%. Mr. Grice also presented an analysis of the City's historical total tax capacity amounts, tax levy amounts, and tax rate for the years 2021 – 2025. Mr. Grice explained that the tax capacity for the City continues to increase faster than the relative flat tax levy amount, which helps explain why the tax rate for the City remained consistent

from 2023 through 2025. The Council thanked Mr. Grice for his presentation. The Council also thanked Finance Director Murff and staff.

3.3 Ben Landwehr – 4121 Interlachen Drive NE – request for an ordinance change regarding Shoreland Zoning

Mr. Landwehr stated there are two elements to his request, the first being that he and neighbors are concerned about the development of South Shore Estates regarding the abuse and overuse of the lake with the request of installing a dock with 40 slips. Mr. Landwehr stated he has 150 people who have verbally stated they would like the city's shoreland zoning ordinance changed. Mr. Landwehr asked how he can have the ordinance changed. Engineer Krugler stated that the original ordinance was drafted by Attorney Dorn in 1992 and in 2020 the code was reviewed regarding setbacks to shoreline. Councilmember Van Kirk stated that the area was extensively reviewed in the past, and it was found that among 149 homes, that one septic system was not in compliance. Councilmember Van Kirk stated that if a developers request falls within city requirements, the city cannot stop the development. Attorney Berglund stated that the code committee should review the City Code to determine if it should be amended. Mr. Landwehr stated the second element of his concern is to request that the City Council reconsider the approval of the preliminary plat of South Shore Estates because of misrepresentations made by the developer regarding the proposed dock. Attorney Berglund stated that the preliminary plat has been approved and the recommendation from the DNR (Department of Natural Resources) did not require a permit for the proposed dock. Mayor Kirkham asked Mr. Landwehr if he is aware that even if the code is amended, it will not change the approval of the South Shore Estates development and Mr. Landwehr said yes. Mayor Kirkham asked Mr. Landwehr what he felt the developer misrepresented. Mr. Landwehr stated he wants the developer to reduce the size of the dock in support of the DNR's letter. Engineer Krugler stated that when the City receives an application for a preliminary plat, the city sends the plat to several agencies requesting review within 30 days. Engineer Krugler stated that the DNR did return comments within 30 days and the proposal met the DNR's recommendations and did not require a permit for the dock. Engineer Krugler stated that the DNR is more concerned with setbacks of buildings and septic systems, which meet the DNR requirements. Councilmember Hallberg stated that the Council can review the code and also look at standards of other cities and lakes. Mr. Landwehr stated he would want the City Code to be compliant with Municipal Shoreland Management Section 103F.221, and asked Attorney Berglund if he has read Section 103F.221 and Attorney Berglund stated he had. Mr. Landwehr asked if the code change would require an initiative and referendum process. Mr. Landwehr asked the Council to review the Greater Lakes Sylvia Association vs Wright County Arbor Creek Holdings case for a comparison to this situation. Mr. Landwehr stated that Ham Lake residents are unhappy and when he spoke with the Developer, the developer threatened him; Mr. Landwehr stated he wants the City Code changed and asked if the use is consistent with the City Charter. Mr. Landwehr stated that Administrator Webster told him on the phone not to pack the Council Chamber with neighbors; Administrator Webster stated she never said that and has never spoken with Mr. Landwehr on the phone, but only through emails. Attorney Berglund stated that it is not the City's responsibility to defend the developer, and what was presented was approved by the DNR; Attorney Berglund stated that the City is not getting into a legal argument as the City does not represent the developer. **It was the consensus of the City Council to refer this matter to the Code Committee.**

4.0 **CONSENT AGENDA**

These items are considered to be routine and will be enacted in one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which event the item will

be removed from the Consent Agenda and considered in normal sequence. (All items listed on the Consent Agenda are recommended for approval.)

- 4.1 Approval of minutes of May 4, 2026 and Workshop minutes of May 4, 2026
- 4.2 Approval of claims in the amount of \$220,992.44
- 4.3 Approval of scheduling a Budget Workshop meeting for Monday, June 15, 2026 at 5:00 p.m.
- 4.4 Approval of Ordinance No. 26-06 rezoning 1016 Bunker Lake Boulevard NE in Section 32
- 4.5 Approval of a Temporary On-Sale Liquor License for the Ham Lake Lions at Lion's Park, 1220 157<sup>th</sup> Avenue NE, for the Freedom Festival on Saturday, June 27, 2026
- 4.6 Approval of Resolution No. 26-21 scheduling a public hearing to vacate a portion of the drainage and utility easement on Lot 3, Block 3, Hidden Forest East Fourth Addition
- 4.7 Approval of hiring a summer seasonal employee in Public Works
- 4.8 Approval of the First Reading of Ordinances amending Article 11-600, Excavation and Reclamation of the City Code
- 4.9 Approval of advertising for bids for the Crosstown Shopping Center reconstruction project
- 4.10 Approval of Liquor Licenses - July 1, 2026 to June 30, 2027:

On-Sale and Sunday On-Sale

- Acapulco of Ham Lake Inc. dba Acapulco Mexican Restaurant, 18015 Ulysses Street NE, Suite 1000, Ham Lake, MN
- Dan Dahlin Inc. dba Ham Lake Lanes, 16465 Highway 65 NE, Ham Lake, MN
- EAGL Beverages Holdings, LLC dba Majestic Oaks Golf Club, 701 Bunker Lake Boulevard NE, Ham Lake, MN
- Elevage Management Group LLC dba T-Box Bar & Grill, 1431 147<sup>th</sup> Avenue NE, Ham Lake, MN
- Maxx Bar & Grill Inc. dba Maxx Bar & Grill, 17646 Highway 65 NE, Ham Lake, MN

Off-Sale

- Bidhipur Beverage, Inc. dba Ham Lake Liquors, 17720 Central Avenue NE, Ham Lake, MN
- Broadview Operations LLC, dba 1 Stop Liquor, 16205 Lexington Avenue NE, Ham Lake, MN
- Grape Expectations Inc. dba Tournament Liquor, 1434 147<sup>th</sup> Avenue NE, Ham Lake, MN
- Rama Corporation dba Network Liquors, 13548 Highway 65 NE, Ham Lake, MN

Wine and 3.2% Malt Liquor

- Mansettis-Ham Lake Inc. dba Mansetti's Pizza & Pasta, 16220 Aberdeen Street NE, Suite C, Ham Lake, MN

3.2% Off-Sale

- Northern Tier Retail LLC dba Speedway #4537, 1442 Constance Boulevard NE, Ham Lake, MN

**Motion by Kirkham, seconded by Van Kirk, to approve the Consent Agenda as written. All in favor, motion carried.**

**5.0 PLANNING COMMISSION RECOMMENDATIONS**

- 5.1 Rich and Becky Gersdorf requesting Sketch Plan approval for Ham Lake Estates, at 16000 Hastings Street NE (PID: 17-32-23-41-0005) (6 Single Family Residential lots)

**Motion by Van Kirk, seconded by Parranto, to concur with the recommendation of the Planning Commission and approve the Sketch Plan for Ham Lake Estates at 16000 Hastings Street NE (6 Single Family Residential lots) with a \$200 drainage fee, \$2,500 parkland**

**dedication fee for 6 lots, with conditions meeting all engineering comments 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 he has continued to work with the attorney representing Burger King to obtain an easement for the street reconstruction project of Crosstown Shopping Center.

**9.0 CITY ENGINEER**

Engineer Krugler stated that the Crosstown Shopping Center street reconstruction project has been approved by MnDOT (Minnesota Department of Transportation) and the bid opening is scheduled for June 10, 2026.

**10.0 CITY ADMINISTRATOR – None**

**11.0 COUNCIL BUSINESS**

**11.1 Committee Reports**

A Code Committee meeting will be scheduled to review the City's Shoreland Zoning Ordinance.

**11.2 Announcements and future agenda items**

Mayor Kirkham stated that the home of Ham Lake Firefighter Bill Thorpe and his family recently burned down and stated there is a GoFundMe for the family. Mayor Kirkham and the City Council expressed sympathy to the family.

**Motion by Parranto, seconded by Hallberg, to adjourn the City Council meeting at 6:56 p.m. All in favor, motion carried.**

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Dawnette Shimek, Deputy City Clerk

**CITY OF HAM LAKE  
CLAIMS SUBMITTED TO COUNCIL**

**June 1, 2026**

**CITY OF HAM LAKE**

<b>EFTS, CHECKS, AND BANK DRAFTS</b>	<b>05/19/26 - 06/01/26</b>	
EFT	# 2563 - 2572	\$ 47,577.69
REFUND CHECKS	# 68119	\$ 150.00
CHECKS	# 68120 - 68138	\$ 21,524.60
BANK DRAFTS	DFT0003085 - DFT0003090	\$ 29,612.33
<b>TOTAL EFTS, CHECKS, AND BANK DRAFTS</b>		<u>\$ 98,864.62</u>
<b>PAYROLL CHECKS</b>		
05/29/26	Direct Deposits	\$ 39,277.60
<b>TOTAL PAYROLL CHECKS</b>		<u>\$ 39,277.60</u>
<b>VOID CHECKS</b>		
CHECKS		
ZERO CHECKS	#68139	\$ -
ZERO EFT	#2571	\$ -
BANK DRAFT NOT USED		\$ -
<b>TOTAL VOIDS</b>		<u>\$ -</u>
<b>TOTAL OF ALL PAYMENTS</b>		<u>\$ 138,142.22</u>

APPROVED BY THE HAM LAKE CITY COUNCIL THIS 1ST DAY OF JUNE 2026

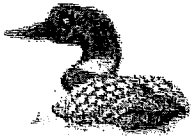
\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
COUNCILMEMBER

\_\_\_\_\_  
COUNCILMEMBER

\_\_\_\_\_  
COUNCILMEMBER

\_\_\_\_\_  
COUNCILMEMBER



City of Ham Lake, MN

# Refund Check Register

Packet: ARPKT01749 - 05/19/26 TRUST REFUND

## Refund Detail

Account Number	Name	Check Date	Check Number	Amount
00824	NORTHERN LIGHTS HOME SCHOOL	5/19/2026	68119	150.00
Total Refund Amount:				150.00

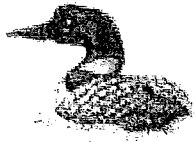
## Revenue Totals

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

## General Ledger Distribution

Posting Date: 05/19/2026

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



City of Ham Lake, MN

# Council Approval List

By (None)

Payment Dates 5/19/2026 - 6/1/2026

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
2563	BRODIN PRESS	JUNE HAM LAKER	Editing	211-41704-3125	900.00
2564	CINTAS CORP	UNIFORMS	Clothing & personal protectiv	100-43101-2210	115.63
2564	CINTAS CORP	UNIFORMS	Clothing & personal protectiv	100-44101-2210	59.00
2564	CINTAS CORP	UNIFORMS	Clothing & personal protectiv	100-43101-2210	115.63
2564	CINTAS CORP	UNIFORMS	Clothing & personal protectiv	100-44101-2210	59.00
2565	CMT JANITORIAL SERVICES	CITY HALL CLEANING	Cleaning service	100-41702-3430	612.00
2565	CMT JANITORIAL SERVICES	SHERIFF'S OFFICE CLEANING	Cleaning service	100-41702-3430	153.00
2565	CMT JANITORIAL SERVICES	FIRE #1 CLEANING	Cleaning service	100-42202-3430	161.00
2565	CMT JANITORIAL SERVICES	FIRE #3	Cleaning service	100-42202-3430	387.00
2565	CMT JANITORIAL SERVICES	FIRE #2 CLEANING	Cleaning service	100-42202-3430	151.00
2565	CMT JANITORIAL SERVICES	PW CLEANING	Cleaning service	100-43104-3430	148.00
2565	CMT JANITORIAL SERVICES	SR CENTER CLEANING	Cleaning service	100-44202-3430	300.00
2566	DELTA DENTAL PLAN OF MINN	COBRA - DK	COBRA receivable	100-11502	52.06
2566	DELTA DENTAL PLAN OF MINN	JUNE DENTAL	Dental Insurance	100-21711	843.69
2567	HEALTH PARTNERS INC	JUNE EAP	Other professional services	100-41701-3190	22.95
2568	JIM KAPPELHOFF	2026 SAFETY BOOTS	Clothing & personal protectiv	100-43101-2210	250.00
2569	METRO SALES INC	MAR - MAY COPIER LEASE	Equipment rentals	100-41701-3320	1,206.24
2569	METRO SALES INC	MAR - MAY COLOR COPIES	Equipment rentals	100-41701-3320	206.09
2569	METRO SALES INC	MAR - MAY B/W COPIES	Equipment rentals	100-41701-3320	53.13
2569	METRO SALES INC	MAR - MAY B/W COPIES	Equipment rentals	100-42401-3320	52.11
2569	METRO SALES INC	MAR - MAY COLOR COPIES	Equipment rentals	100-42401-3320	169.39
2569	METRO SALES INC	MAR - MAY COPIER LEASE	Equipment rentals	100-42401-3320	565.26
2570	RFC ENGINEERING, INC.	MEADOW PARK RECONSTRUC	Engineering	431-43301-3135	403.73
2570	RFC ENGINEERING, INC.	CROSSTOWN BUSINESS PARK	Engineering	262-46101-3135	3,832.16
2570	RFC ENGINEERING, INC.	CROSSTOWN SHOPPING CENT	Engineering	431-43301-3135	2,016.55
2570	RFC ENGINEERING, INC.	143RD AVENUE	Engineering	431-43301-3135	2,434.14
2570	RFC ENGINEERING, INC.	W FRONT RD S OF CONSTANC	Engineering	431-43301-3135	19,543.47
2570	RFC ENGINEERING, INC.	13401 RADISSON ROAD LABEL	Other Misc Receivables	100-11503	-7.48
2570	RFC ENGINEERING, INC.	COUNCIL MEETING	Engineering	100-41101-3135	155.95
2570	RFC ENGINEERING, INC.	CITY CODE UPDATE	Engineering	100-41102-3135	1,381.59
2570	RFC ENGINEERING, INC.	PLANNING COMMISSION MEE	Engineering	100-41601-3135	31.19
2570	RFC ENGINEERING, INC.	PLANNING/POTENTIAL DEVEL	Engineering	100-41601-3135	296.31
2570	RFC ENGINEERING, INC.	HAM LAKE BUILDING PERMIT	Engineering	100-42401-3135	77.98
2570	RFC ENGINEERING, INC.	NPDES	Engineering	230-43201-3135	180.25
2570	RFC ENGINEERING, INC.	HAM LAKE STORM NETWORK	Engineering	230-43201-3135	388.22
2570	RFC ENGINEERING, INC.	COUNTY DITCH #58	Engineering	431-43301-3135	158.59
2570	RFC ENGINEERING, INC.	CSAH 116/TH 65/BUNKER LAK	Engineering	431-43301-3135	296.32
2570	RFC ENGINEERING, INC.	CSAH 17/CSAH 60 ROUNDAB	Engineering	431-43301-3135	31.19
2570	RFC ENGINEERING, INC.	2026 REHAB	Engineering	431-43301-3135	51.07
2570	RFC ENGINEERING, INC.	E LAKE NETTA RD FEASIBILITY	Engineering	431-43301-3135	15.60
2570	RFC ENGINEERING, INC.	STODDARD WETLAND BANK	Engineering	890-90001-3135	686.18
2570	RFC ENGINEERING, INC.	ELWELL FARMS 2ND	Engineering	890-90001-3135	1,366.04
2570	RFC ENGINEERING, INC.	ELWELL FARMS	Engineering	890-90001-3135	196.27
2570	RFC ENGINEERING, INC.	ELWELL FARMS 3RD	Engineering	890-90001-3135	282.26
2570	RFC ENGINEERING, INC.	15155 UNIVERSITY AVE LOT LI	Engineering	890-90001-3135	311.81
2570	RFC ENGINEERING, INC.	SOUTH SHORE ESTATES 2ND	Engineering	890-90001-3135	358.69
2570	RFC ENGINEERING, INC.	THUNDERSTRUCK EXCAVATIO	Engineering	890-90001-3135	717.38
2570	RFC ENGINEERING, INC.	KWIK TRIP	Engineering	890-90001-3135	15.60
2570	RFC ENGINEERING, INC.	HARMONY ESTATES 3RD	Engineering	890-90001-3135	372.11
2570	RFC ENGINEERING, INC.	STODDARD WETLAND BANK -	Engineering	890-90001-3135	35.00
2570	RFC ENGINEERING, INC.	THUNDERSTRUCK EXCAVATIO	Engineering	890-90001-3135	35.00
2570	RFC ENGINEERING, INC.	HIDDEN FOREST EAST 4TH L3	Engineering	890-90001-3135	35.00
2570	RFC ENGINEERING, INC.	SWEDISH CHAPEL ESTATES	Engineering	890-90001-3135	10.21
2570	RFC ENGINEERING, INC.	TRACTOR SUPPLY	Engineering	890-90001-3135	15.60

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
2570	RFC ENGINEERING, INC.	KOHLER FARMS	Engineering	890-90001-3135	922.96
2570	RFC ENGINEERING, INC.	GROUP PERMIT BILLING	Engineering - ROW	100-43501-3135	3,217.44
2570	RFC ENGINEERING, INC.	MSA GROUP BILLING	Engineering	431-43301-3135	77.98
2570	RFC ENGINEERING, INC.	MSA BRIDGE INSPECTIONS	Engineering	431-43301-3135	187.15
2572	WRUCK SEWER & PORTABLE	LARSON'S HERITAGE OAKS TOI	Rentals-other	100-44101-3390	-14.77
2572	WRUCK SEWER & PORTABLE	GRANT PARK TOILET RENTAL	Rentals-other	100-44101-3390	-14.77
2572	WRUCK SEWER & PORTABLE	CONSTANCE ESTATES PARK TO	Rentals-other	100-44101-3390	-14.77
2572	WRUCK SEWER & PORTABLE	BLUEGRASS ESTATES TOILET R	Rentals-other	100-44101-3390	-14.77
2572	WRUCK SEWER & PORTABLE	SBAA HAM LAKE BALL FIELD T	Rentals-other	100-44101-3390	-11.67
2572	WRUCK SEWER & PORTABLE	SBAA PATRICIA'S WILDERNESS	Rentals-other	100-44101-3390	-7.38
2572	WRUCK SEWER & PORTABLE	WISEN'S PARK TOILET RENTAL	Rentals-other	100-44101-3390	-7.39
2572	WRUCK SEWER & PORTABLE	TWIN BIRCH PARK TOILET REN	Rentals-other	100-44101-3390	-7.39
2572	WRUCK SEWER & PORTABLE	PATRICIA'S WILDERNESS TOILE	Rentals-other	100-44101-3390	-7.39
2572	WRUCK SEWER & PORTABLE	SBAA WISEN'S PARK TOILET R	Rentals-other	100-44101-3390	-7.38
2572	WRUCK SEWER & PORTABLE	SBAA TWIN BIRCH PARK TOILE	Rentals-other	100-44101-3390	-7.38
2572	WRUCK SEWER & PORTABLE	SBAA SODERVILLE PARK TOILE	Rentals-other	100-44101-3390	-15.95
2572	WRUCK SEWER & PORTABLE	SBAA PINGER'S PARK TOILET R	Rentals-other	100-44101-3390	-7.38
2572	WRUCK SEWER & PORTABLE	HAM LAKE BALL FIELD TOILET	Rentals-other	100-44101-3390	-11.66
2572	WRUCK SEWER & PORTABLE	SODERVILLE PARK TOILET REN	Rentals-other	100-44101-3390	-15.95
2572	WRUCK SEWER & PORTABLE	PINGER'S PARK TOILET RENTA	Rentals-other	100-44101-3390	-7.39
2572	WRUCK SEWER & PORTABLE	LION'S PARK PLAYGROUND TO	Rentals-other	100-44101-3390	-23.33
2572	WRUCK SEWER & PORTABLE	LION'S PARK TOILET RENTALS	Rentals-other	100-44101-3390	-46.66
2572	WRUCK SEWER & PORTABLE	SBAA LION'S PARK TOILET REN	Rentals-other	100-44101-3390	-46.67
2572	WRUCK SEWER & PORTABLE	TENNIS COURT TOILET RENTA	Rentals-other	100-44101-3390	-49.62
2572	WRUCK SEWER & PORTABLE	HAM LAKE BOAT LANDING TO	Rentals-other	100-44101-3390	-23.33
2572	WRUCK SEWER & PORTABLE	SBAA PINGER'S PARK TOILET R	Rentals-other	100-44101-3390	25.00
2572	WRUCK SEWER & PORTABLE	HAM LAKE BALL FIELD TOILET	Rentals-other	100-44101-3390	39.50
2572	WRUCK SEWER & PORTABLE	LARSON'S HERITAGE OAKS TOI	Rentals-other	100-44101-3390	50.00
2572	WRUCK SEWER & PORTABLE	GRANT PARK TOILET RENTAL	Rentals-other	100-44101-3390	50.00
2572	WRUCK SEWER & PORTABLE	CONSTANCE ESTATES PARK TO	Rentals-other	100-44101-3390	50.00
2572	WRUCK SEWER & PORTABLE	BLUEGRASS ESTATES TOILET R	Rentals-other	100-44101-3390	50.00
2572	WRUCK SEWER & PORTABLE	SBAA SODERVILLE PARK TOILE	Rentals-other	100-44101-3390	54.00
2572	WRUCK SEWER & PORTABLE	PINGER'S PARK TOILET RENTA	Rentals-other	100-44101-3390	25.00
2572	WRUCK SEWER & PORTABLE	LION'S PARK PLAYGROUND TO	Rentals-other	100-44101-3390	79.00
2572	WRUCK SEWER & PORTABLE	HAM LAKE BOAT LANDING TO	Rentals-other	100-44101-3390	79.00
2572	WRUCK SEWER & PORTABLE	LION'S PARK TOILET RENTALS	Rentals-other	100-44101-3390	158.00
2572	WRUCK SEWER & PORTABLE	SBAA LION'S PARK TOILET REN	Rentals-other	100-44101-3390	158.00
2572	WRUCK SEWER & PORTABLE	TENNIS COURT TOILET RENTA	Rentals-other	100-44101-3390	168.00
2572	WRUCK SEWER & PORTABLE	SODERVILLE PARK TOILET REN	Rentals-other	100-44101-3390	54.00
2572	WRUCK SEWER & PORTABLE	SBAA PATRICIA'S WILDERNESS	Rentals-other	100-44101-3390	25.00
2572	WRUCK SEWER & PORTABLE	SBAA HAM LAKE BALL FIELD T	Rentals-other	100-44101-3390	39.50
2572	WRUCK SEWER & PORTABLE	SBAA TWIN BIRCH PARK TOILE	Rentals-other	100-44101-3390	25.00
2572	WRUCK SEWER & PORTABLE	TWIN BIRCH PARK TOILET REN	Rentals-other	100-44101-3390	25.00
2572	WRUCK SEWER & PORTABLE	SBAA WISEN'S PARK TOILET R	Rentals-other	100-44101-3390	25.00
2572	WRUCK SEWER & PORTABLE	WISEN'S PARK TOILET RENTAL	Rentals-other	100-44101-3390	25.00
2572	WRUCK SEWER & PORTABLE	PATRICIA'S WILDERNESS TOILE	Rentals-other	100-44101-3390	25.00
68120	AKER DOOR SALES INC	BUILDING OFFICIAL GARAGE	Building repair & maintenanc	100-41702-3420	872.00
68121	ANOKA COUNTY TREASURY D	BROADBAND CITY HALL	Internet & website	100-41707-3220	50.00
68121	ANOKA COUNTY TREASURY D	BROADBAND FIRE #2	Internet	100-42201-3220	150.00
68121	ANOKA COUNTY TREASURY D	BROADBAND FIRE #1	Internet	100-42201-3220	50.00
68121	ANOKA COUNTY TREASURY D	BROADBAND PW	Internet & website	100-43101-3220	50.00
68122	ARCHITECT MECHANICAL INC	RTU REPAIR - BUILDING DEPA	Building repair & maintenanc	100-41702-3420	262.50
68123	CITY OF COLUMBUS	MARCH SIGNAL LEXINGTON &	Electricity	100-43401-3610	26.63
68123	CITY OF COLUMBUS	SIGNAL LEXINGTON & BROAD	Electricity	100-43401-3610	27.12
68124	CITY OF ST PAUL	3 TN ASPHALT MIX	Street repair & maintenance s	100-43101-2330	261.06
68125	COMCAST BUSINESS	JUNE FIRE #1 ADD'L CABLE BO	Rentals-other	100-42201-3390	11.34
68126	DEARBORN LIFE INS CO	JAN - MAY JB VOL LIFE	Other Misc Receivables	100-11503	-88.00
68126	DEARBORN LIFE INS CO	MONTH VOL LIFE	Life Insurance	100-21714	160.20
68126	DEARBORN LIFE INS CO	MONTH LIFE	Life Insurance	100-21714	53.28
68127	DEHN OIL CO	350 GAL DIESEL	Fuel	100-43101-2230	1,516.20

Council Approval List

Payment Dates: 5/19/2026 - 6/1/2026

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
68127	DEHN OIL CO	300 GAL GASOLINE	Fuel	100-43101-2230	1,132.47
68128	HAM LAKE HAULERS INC	1ST QTR RECYCLING	Waste management & recycli	231-43601-3630	8,127.50
68129	LEAGUE OF MN CITIES INS. TR	SCHOENROCK	Insurance Deductible	100-41701-3941	4,340.63
68130	MENARDS-BLAINE	FIRE #3 REPAIR	Building repair & maintenanc	100-42202-2310	5.79
68130	MENARDS-BLAINE	SEWAGE PUMP	Building repair & maintenanc	100-43104-2310	149.99
68131	PRECISE MRM LLC	MAR TRUCK MONITORING SU	Monitoring	100-43101-3145	76.00
68132	PRINT CENTRAL	SEPTIC POST CARDS	Office supplies	100-42401-2110	350.03
68132	PRINT CENTRAL	SEPTIC POST CARD POSTAGE	Postage	100-42401-2120	449.56
68133	S & S INDUSTRIAL SUPPLY INC	HITCH PINS	Operating supplies	100-43101-2290	21.48
68134	SCHAEFFER MANUFACTURIN	5W30, POWER EQUIP ENG OI	Operating supplies	100-43101-2290	659.33
68135	SITEONE LANDSCAPE SUPPLY	HERBICIDE	Operating supplies	100-44101-2290	402.50
68135	SITEONE LANDSCAPE SUPPLY	IRRIGATION PARTS	Operating supplies	100-44101-2290	129.84
68135	SITEONE LANDSCAPE SUPPLY	IRRIGATION PARTS	Operating supplies	100-44101-2290	2.72
68135	SITEONE LANDSCAPE SUPPLY	IRRIGATION PARTS	Operating supplies	100-44101-2290	77.99
68136	SUMMIT COMPANIES	CITY HALL ANNUAL INSPECTIO	Building repair & maintenanc	100-41702-3420	152.50
68137	TASC	JULY COBRA ADMINISTRATIO	Other professional services	100-41701-3190	43.30
68138	US BANK CORPORATE PAYME	WALMART- DS purchase-N	A/P adjustment	100-20202	42.93
68138	US BANK CORPORATE PAYME	WALMART- DS purchase-N	A/P adjustment	100-20202	35.59
68138	US BANK CORPORATE PAYME	GOOD CUSTOMER REBATE	Refunds & reimbursements	100-37601	-324.69
68138	US BANK CORPORATE PAYME	ZOOM-zoom-NW	Dues & subscriptions	100-41201-3920	14.69
68138	US BANK CORPORATE PAYME	AMAZON-names plates MH, .	Office supplies	100-41601-2110	27.53
68138	US BANK CORPORATE PAYME	AMAZON-name plate MH-NW	Office supplies	100-41601-2110	10.97
68138	US BANK CORPORATE PAYME	IOS-post its, pens, copier pap	Office supplies	100-41701-2110	146.03
68138	US BANK CORPORATE PAYME	AMAZON-business card holde	Operating supplies	100-41701-2290	21.99
68138	US BANK CORPORATE PAYME	AMAZON-hex keys-NW	Operating supplies	100-41701-2290	11.98
68138	US BANK CORPORATE PAYME	IOS-AAA batteries-NW	Operating supplies	100-41701-2290	14.17
68138	US BANK CORPORATE PAYME	PANTEON-website-NW	Internet & website	100-41707-3220	350.00
68138	US BANK CORPORATE PAYME	AMAZON-tactical belts, pants,	Clothing & personal protectiv	100-42201-2210	298.30
68138	US BANK CORPORATE PAYME	GRAINGER-pump harness-NW	Operating supplies	100-42201-2290	37.50
68138	US BANK CORPORATE PAYME	AMAZON-business card holde	Operating supplies	100-42201-2290	19.36
68138	US BANK CORPORATE PAYME	AMAZON-AAA batteries-NW	Operating supplies	100-42201-2290	36.96
68138	US BANK CORPORATE PAYME	AMAZON-descaler-ice machin	Operating supplies	100-42201-2290	42.72
68138	US BANK CORPORATE PAYME	HYDRAULIC SPECIALTY-T-3 Pu	Fire apparatus repair & maint	100-42201-3450	-124.90
68138	US BANK CORPORATE PAYME	AMAZON-STAMP PAD-NW	Office supplies	100-42401-2110	9.79
68138	US BANK CORPORATE PAYME	IOS-printer ink JW-NW	Office Supplies	100-43101-2110	14.48
68138	US BANK CORPORATE PAYME	BP-NON-OXY FUEL-JC	Fuel	100-43101-2230	175.00
68138	US BANK CORPORATE PAYME	IOS-printer ink JW-NW	Operating supplies	100-43101-2290	14.48
68138	US BANK CORPORATE PAYME	IOS-printer ink JW, JK, JC-NW	Operating supplies	100-43101-2290	96.05
68138	US BANK CORPORATE PAYME	IOS-envelopes, ink JW, JK, JC-	Operating supplies	100-43101-2290	107.58
68138	US BANK CORPORATE PAYME	AMAZON-#69 tail lights-NW	Vehicle parts & supplies	100-43101-2340	37.12
68138	US BANK CORPORATE PAYME	HOME DEPOT-Blower Kit-AM	Small tools	100-43101-2410	204.36
68138	US BANK CORPORATE PAYME	U OF M-GRADER TRAINING - J	Training/conferences/schools	100-43101-3510	250.00
68138	US BANK CORPORATE PAYME	U OF M-GRADER TRAINING - J	Training/conferences/schools	100-43101-3510	250.00
68138	US BANK CORPORATE PAYME	SAI-MAY SIGN SUBSCRIPTION-	Computer & software support	100-43401-3120	91.99
68138	US BANK CORPORATE PAYME	SKB BLAINE-FIRE #2 REMODEL	Capital assets	420-42201-5110	88.66
DFT0003085	MN STATE DEPT OF REVENUE-	APRIL FUEL TAX	Fuel	100-43101-2230	134.96
DFT0003086	US POSTMASTER	MAY SR CENTER POSTAGE	Postage Liability	100-20204	43.30
DFT0003087	IRS-Payroll Tax	Federal Withholding	Federal WH/FICA/MC	100-21701	6,201.85
DFT0003087	IRS-Payroll Tax	Medicare Payable	Federal WH/FICA/MC	100-21701	1,735.38
DFT0003087	IRS-Payroll Tax	Social Security Payable	Federal WH/FICA/MC	100-21701	6,840.56
DFT0003088	MN STATE DEPT OF REVENUE-	MN State Withholding	State W/H	100-21702	2,739.67
DFT0003089	PERA	Retirement-Coordinated	PERA	100-21703	7,503.33
DFT0003089	PERA	Retirement-Police & Fire	PERA	100-21703	1,378.28
DFT0003090	VOYA	Deferred Compensation	Deferred compensation	100-21704	2,735.00
DFT0003090	VOYA	Roth IRA	Deferred compensation	100-21704	300.00

Grand Total: 98,714.62

# Report Summary

## Fund Summary

Fund	Payment Amount
100 - GENERAL	54,621.93
211 - HAM LAKER	900.00
230 - FUTURE DRAINAGE	568.47
231 - RECYCLING	8,127.50
262 - HAM LAKE EDA	3,832.16
420 - FIRE EQUIPMENT	88.66
431 - REVOLVING STREET	25,215.79
890 - TRUST FUND	5,360.11
<b>Grand Total:</b>	<b>98,714.62</b>

## Account Summary

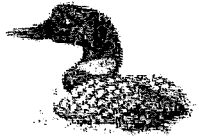
Account Number	Account Name	Payment Amount
100-11502	COBRA receivable	52.06
100-11503	Other Misc Receivables	-95.48
100-20202	A/P adjustment	78.52
100-20204	Postage Liability	43.30
100-21701	Federal WH/FICA/MC	14,777.79
100-21702	State W/H	2,739.67
100-21703	PERA	8,881.61
100-21704	Deferred compensation	3,035.00
100-21711	Dental Insurance	843.69
100-21714	Life Insurance	213.48
100-37601	Refunds & reimburseme	-324.69
100-41101-3135	Engineering	155.95
100-41102-3135	Engineering	1,381.59
100-41201-3920	Dues & subscriptions	14.69
100-41601-2110	Office supplies	38.50
100-41601-3135	Engineering	327.50
100-41701-2110	Office supplies	146.03
100-41701-2290	Operating supplies	48.14
100-41701-3190	Other professional servi	66.25
100-41701-3320	Equipment rentals	1,465.46
100-41701-3941	Insurance Deductible	4,340.63
100-41702-3420	Building repair & mainte	1,287.00
100-41702-3430	Cleaning service	765.00
100-41707-3220	Internet & website	400.00
100-42201-2210	Clothing & personal prot	298.30
100-42201-2290	Operating supplies	136.54
100-42201-3220	Internet	200.00
100-42201-3390	Rentals-other	11.34
100-42201-3450	Fire apparatus repair &	-124.90
100-42202-2310	Building repair & mainte	5.79
100-42202-3430	Cleaning service	699.00
100-42401-2110	Office supplies	359.82
100-42401-2120	Postage	449.56
100-42401-3135	Engineering	77.98
100-42401-3320	Equipment rentals	786.76
100-43101-2110	Office Supplies	14.48
100-43101-2210	Clothing & personal prot	481.26
100-43101-2230	Fuel	2,958.63
100-43101-2290	Operating supplies	898.92
100-43101-2330	Street repair & mainten	261.06
100-43101-2340	Vehicle parts & supplies	37.12
100-43101-2410	Small tools	204.36
100-43101-3145	Monitoring	76.00
100-43101-3220	Internet & website	50.00
100-43101-3510	Training/conferences/sc	500.00

**Account Summary**

Account Number	Account Name	Payment Amount
100-43104-2310	Building repair & mainte	149.99
100-43104-3430	Cleaning service	148.00
100-43401-3120	Computer & software su	91.99
100-43401-3610	Electricity	53.75
100-43501-3135	Engineering - ROW	3,217.44
100-44101-2210	Clothing & personal prot	118.00
100-44101-2290	Operating supplies	613.05
100-44101-3390	Rentals-other	866.00
100-44202-3430	Cleaning service	300.00
211-41704-3125	Editing	900.00
230-43201-3135	Engineering	568.47
231-43601-3630	Waste management & r	8,127.50
262-46101-3135	Engineering	3,832.16
420-42201-5110	Capital assets	88.66
431-43301-3135	Engineering	25,215.79
890-90001-3135	Engineering	5,360.11
<b>Grand Total:</b>		<b>98,714.62</b>

**Project Account Summary**

Project Account Key	Payment Amount
**None**	61,539.17
202103-100	403.73
202111-100	3,832.16
202205-100	2,016.55
202302.038-101	158.59
202502.078-100	15.60
202505-100	2,434.14
202509-100	19,543.47
20260602100	187.15
231001001	8,127.50
MISC-100	456.56
<b>Grand Total:</b>	<b>98,714.62</b>



City of Ham Lake, MN

# EFT Payroll Check Register

## Report Summary

Pay Period: 5/10/2026-5/23/2026

Packet: PYPKT01895 - PPE 05/23/26 PAID 05/29/26

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	35	39,277.60
<b>Total</b>	<b>35</b>	<b>39,277.60</b>

RESOLUTION NO. 26-XX

**A RESOLUTION SUPPORTING THE CITY'S SUBMITTAL OF THE TRUNK HIGHWAY 65 AND CSAH 116 (BUNKER LAKE BOULEVARD) IMPROVEMENT PROJECT TO THE MINNESOTA DEPARTMENT OF TRANSPORTATION'S FY2028 LOCAL PARTNERSHIP PROGRAM**

WHEREAS, the FY 2028 Metro Local Partnership Program (LPP) helps fund locally-led projects that benefit both the local community and the trunk highway system, while not being large enough project to be led by MnDOT; and

WHEREAS, the FY 2028 LPP makes up to \$5.5M available across the metro area with a maximum project award of \$1,000,000; and

WHEREAS, Trunk Highway 65 (TH 65) is a State Highway that provides an important north-south transportation connection in and through the city of Blaine, Ham Lake, and Anoka County; and,

WHEREAS, traffic volumes on TH 65 have been increasing and are expected to continue to increase in the future as the area continues to grow such that congestion is and will continue to negatively impact the ability of the corridor to move traffic; and,

WHEREAS, with traffic volumes, serious and fatal crashes are expected to rise if improvements are not made at TH 65 intersections and along the adjacent supporting local transportation system; and,

WHEREAS, the Minnesota Department of Transportation (MnDOT), the Cities of Ham Lake and Blaine, and Anoka County have continued to work together since 2018 to plan for mobility and safety improvements along the corridor; and,

WHEREAS, Ham Lake has partnered with Anoka County and the City of Blaine to deliver the phase two investment along the TH 65 corridor with the proposed improvements resulting from a 2018-2021 Planning and Environmental Linkages (PEL) study led by MnDOT; and,

WHEREAS, Ham Lake is proposing to submit an application requesting \$1 million in capital funds from MnDOT Metro Local Partnership Program, to reconstruct the TH 65 and CSAH 116 (Bunker Lake Boulevard) intersection and supporting segments and necessary local system improvements supporting local access closures on TH 65; and,

NOW, THEREFORE, BE IT RESOLVED that the Ham Lake City Council supports the City of Ham Lake's application to FY28 Local Partnership Program to reconstruct the TH 65 and CSAH 116 (Bunker Lake Boulevard) intersection and supporting segments and necessary local system improvements.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the City Council of the City of Ham Lake confirms that the City, in conjunction with Anoka County and the City of Blaine, is committed to administering the grant, covering any potential cost overruns, and delivering the project in line with all LPP requirements and timelines.

Adopted by the City Council of the City of Ham Lake this 1<sup>st</sup> day of June, 2026.

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Brian Kirkham, Mayor

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Denise Webster, City Clerk

RESOLUTION NO. 26-XX  
RESOLUTION APPROVING CONTRIBUTIONS

WHEREAS, the City of Ham Lake is generally authorized to accept contributions of real and personal property pursuant to Minnesota Statutes Sections 412.21 and 465.03 for the benefit of its citizens, and

WHEREAS, the following persons and entities have offered to contribute the cash sums set forth below to the City:

<u>Name of Donor</u>	<u>Amount</u>
Ham Lake Chamber of Commerce <i>(for the Freedom Festival)</i>	\$3,500.00

WHEREAS, all such sums have been contributed to assist the City in the establishment and operation of programs within the City's corporate limits either alone or in cooperation with others, as allowed by law; and

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

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Ham Lake, Minnesota, as follows:

1. The contributions described above are hereby accepted by the City of Ham Lake and shall be used to establish and operate programs within the City's corporate limits either alone or in cooperation with others, as allowed by law.
2. That the City Clerk is hereby directed to issue receipts to each donor acknowledging the City's receipt of the donor's contribution.

Adopted by the City Council of the City of Ham Lake this 1st day of June, 2026.

\_\_\_\_\_  
Brian Kirkham, Mayor

\_\_\_\_\_  
Denise Webster, City Clerk

### LG555 Government Approval or Acknowledgment for Use of Gambling Funds

Keep this completed form attached to the LG100C in your organization's records. You do not need to submit this form to the Gambling Control Board or the Department of Revenue.

#### ORGANIZATION AND EXPENDITURE INFORMATION (attach additional sheets if necessary)

Organization Name: <u>Ham Lake Chamber of Commerce</u>	License Number: <u>02948</u>
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Address: <u>15544 Central Ave. NE</u>	City/State/Zip: <u>Ham Lake, MN 55304</u>
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- Amount of proposed lawful purpose expenditure: \$ 3500.00
- Check one expenditure category:
  - A. **Contribution to a unit of government**—United States, state of Minnesota, or any of its subdivisions, agencies, or instrumentalities.
  - B. **Wildlife management project or activity** that benefits the public at large, with approval by the Minnesota Department of Natural Resources (DNR).
  - C. **Grooming and maintaining snowmobile or all-terrain vehicle trails** established under Minnesota Statutes, Sections 84.83 and 84.927, including purchase or lease of equipment, with approval by the DNR. All trails must be open to public use.
  - D. **Supplies and materials for safety training and educational programs** coordinated by the DNR, including the Enforcement Division.
  - E. **Citizen monitoring of surface water quality testing** for public waters by individuals or nongovernmental organizations, with Minnesota Pollution Control Agency (MPCA) guidance on monitoring procedures, quality assurance protocols, and data management, providing that data is submitted to the MPCA.

3. Describe the proposed expenditure, including vendors:

Freedom Festival 2020

- NO FINANCIAL OR OTHER BENEFIT:** I affirm that the contribution or expenditure does not result in any monetary, economic, financial, or material benefit to our organization, in compliance with Minn. Rule 7861.0320, subp. 17, para. C.
- FOR DNR-RELATED PROJECTS:** I affirm that when lawful gambling funds are used for grooming and maintaining snowmobile or all-terrain vehicle trails or for any wildlife management project for which reimbursement is received from a unit of government, the reimbursement funds must be deposited in our lawful gambling account and recorded on form LG100C.
- FOR SURFACE WATER QUALITY TESTING:** I affirm that the MPCA has been consulted in developing the monitoring plan and that the data collected will be submitted to the MPCA. Send form for signature to: Manager, Water Monitoring Section, Minnesota Pollution Control Agency, 520 Lafayette Road North, St. Paul, MN 55155. Website: [www.pca.state.mn.us](http://www.pca.state.mn.us)

Chief Executive Officer's Signature: <u>[Signature]</u>	Date: <u>5-20-20</u>
Print Name: <u>Tim Sotul</u>	Daytime Phone: <u>612-396-9763</u>

#### GOVERNMENT APPROVAL/ACKNOWLEDGMENT

Contribution amount: \$ 3,500.00. Government use of contribution (check one):

- Wildlife**—DNR approves the wildlife management project or activity.
- Trails**—DNR approves the grooming/maintaining of snowmobile and/or all-terrain vehicle trails.
- Safety training**—DNR approves the supplies/materials for DNR safety training and educational programs.
- Water quality testing**—MPCA approves the surface water quality testing project.
- Donation to other unit of government** (city, county, state, federal, or any of their subdivisions) provided the funds will not be used for a pension or retirement fund.


Unit of Government: <u>City of Ham Lake</u>	Phone: <u>763-235-1668</u>
Address: <u>15544 Central Ave NE</u>	City/State/Zip: <u>Ham Lake, MN 55304</u>

By signature below, the representative of the unit of government acknowledges and approves the contribution amount for the use as listed above.

Signature: <u>[Signature]</u>	Date: <u>5/27/20</u>
Print Name: <u>Andrea Murff</u>	Title: <u>Finance/HR Director</u>

**Questions?** Contact the Minnesota Gambling Control Board at 651-539-1900. This form will be made available in alternative format (i.e. large print, braille) upon request. The information requested on this form will become public information, when requested by the Board, and will be used to determine your compliance with Minnesota statutes and rules governing lawful gambling activities.

## Memorandum

Date: May 27, 2026  
To: Mayor and Councilmembers  
From: David A. Krugler, City Engineer   
Subject: Construction of the Crosstown Shopping Center Street Reconstruction

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### **Introduction:**

Construction of the Crosstown Shopping Center Street Reconstruction project is scheduled to begin this summer. The project includes Chisholm Street from Crosstown Boulevard NE (CSAH 18) to 176th Lane NE; 175th Avenue NE from Central Avenue NE to Chisholm Street NE; 176th Lane NE from Central Avenue NE to Chisholm Street NE; Central Avenue NE from 175th Lane NE to 177th Avenue NE; and 177th Avenue NE from Trunk Highway 65 to Central Avenue NE.

The streets will be constructed to a traditional Municipal State Aid street section consisting of 29 feet of bituminous pavement with concrete curb and gutter. The street section does not include bike lanes.

### **Discussion:**

The Crosstown Shopping Center streets are designated Municipal State Aid routes. MnDOT requires a resolution restricting parking for Municipal State Aid projects when the proposed street width is not adequate to accommodate parallel parking on both sides of the street.

Because the proposed 29-foot street section is not wide enough to accommodate parking on both sides, parking restrictions are required for the project.

### **Recommendation:**

It is recommended that the City Council adopt the attached resolution restricting parking on the Crosstown Shopping Center roadways, including Chisholm Street from Crosstown Boulevard NE (CSAH 18) to 176th Lane NE; 175th Avenue NE from Central Avenue NE to Chisholm Street NE; 176th Lane NE from Central Avenue NE to Chisholm Street NE; Central Avenue NE from 175th Lane NE to 177th Avenue NE; and 177th Avenue NE from Trunk Highway 65 to Central Avenue NE.

**RESOLUTION NO. 26-XX**

**RESTRICTED PARKING (“NO PARKING”)**

**WHEREAS**, Pursuant to a resolution passed by the Council the City Engineer (RFC Engineering, Incorporated) has prepared preliminary plans for the improvement of the Crosstown Shopping Center Street Reconstruction project, and

**WHEREAS**, the "City" will be expending Municipal State Aid Funds on the improvement of said Street, and

**WHEREAS**, said proposed improvement does not conform to the approved minimum standards as previously adopted for such Municipal State Aid Streets and that approval of the proposed construction as a Municipal State Aid Street project must therefore be conditioned upon certain parking restrictions, and

**WHEREAS**, the extent of these restrictions that would be a necessary prerequisite to the approval of this construction as a Municipal State Aid project in the "City" has been determined.

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

That the City shall restrict parking to no motor vehicles at all times on both sides of Chisholm Street from Crosstown Boulevard NE (CSAH 18) to 176th Lane NE; 175th Avenue NE from Central Avenue NE to Chisholm Street NE; 176th Lane NE from Central Avenue NE to Chisholm Street NE; Central Avenue NE from 175th Lane NE to 177th Avenue NE; and 177th Avenue NE from Trunk Highway 65 to Central Avenue NE.

Adopted by the Ham Lake City Council this 1st day of June, 2026.

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Brian Kirkham, Mayor

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Denise Webster, City Clerk

## ORDINANCE NO. 26-XX

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

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

That the zoning classification for the following described property situated in the City of Ham Lake, Anoka County, Minnesota is hereby designated from R-A (Rural Family Single Family) to R-1 (Single Family Residential) for the South Shore Estates in Section 2.

That part of Government Lot 2 and Government Lot 3, Section 2, Township 32, Range 23, Anoka County, Minnesota, also being Lots 2, 3, 13, and 14, AUDITOR'S SUBDIVISION NO. 121, according to the recorded plat thereof, described as follows:

Beginning at the South Quarter corner of said Section 2, also being the Southeast corner of said Lot 13, AUDITOR'S SUBDIVISION NO. 121; thence South 87 degrees 30 minutes 25 seconds West, assumed bearing, along the South line of said Government Lot 3, also being the South line of said Lot 13, AUDITOR'S SUBDIVISION NO. 121, a distance of 748.60 feet to the Southwest corner of said Lot 13, AUDITOR'S SUBDIVISION NO. 121; thence North 03 degrees 26 minutes 35 seconds West, along the West line of said Lot 13, AUDITOR'S SUBDIVISION NO. 121, a distance of 1423.64 feet to the Southwest corner of Lot 10, said AUDITOR'S SUBDIVISION NO. 121; thence North 89 degrees 44 minutes 41 seconds East, along the South line of Lots 10 and 11, said AUDITOR'S SUBDIVISION NO. 121, a distance of 180.00 feet; thence North 03 degrees 26 minutes 35 seconds West, along the East line of said Lot 11, AUDITOR'S SUBDIVISION NO. 121, a distance of 250.39 feet to the South line of Block 4, in the plat of COMFORT RESORT, Anoka County, Minnesota; thence North 89 degrees 44 minutes 41 seconds East, along said South line of Block 4, COMFORT RESORT, and its easterly extension, 111.15 feet to the Southeast corner of Lot 1, said AUDITOR'S SUBDIVISION NO. 121; thence North 03 degrees 26 minutes 35 seconds West, along the East line of said Lot 1, AUDITOR'S SUBDIVISION NO. 121, a distance of 125.19 feet to the Northeast corner of said Lot 1, AUDITOR'S SUBDIVISION NO. 121, also being the southerly right-of-way line of Interlachen Drive, as created and dedicated in said COMFORT RESORT; thence North 89 degrees 44 minutes 41 seconds East, along said southerly right-of-way line of Interlachen Drive, 50.09 feet; thence North 78 degrees 25 minutes 29 seconds East, continuing along said southerly right-of-way line of Interlachen Drive, 314.53 feet; thence North 77 degrees 05 minutes 26 seconds East, continuing along said southerly right-of-way line of Interlachen Drive, 220.83 feet to the Northwest corner of Lot 4, said AUDITOR'S SUBDIVISION NO. 121; thence South 11 degrees 24 minutes 49 seconds East, along the westerly line of said Lot 4, AUDITOR'S SUBDIVISION NO. 121, a distance of 126.00 feet to the Southwest corner of said Lot 4, AUDITOR'S SUBDIVISION NO. 121; thence North 77 degrees 22 minutes 12 seconds East, along the southerly line of said Lot 4, AUDITOR'S SUBDIVISION NO. 121, a distance of 233.00 feet; thence North 87 degrees 54 minutes 02 seconds East, along the South line of Lots 1, 2, 3, 4, 5, and 6, Block 3, said COMFORT RESORT, 300.00 feet to the Southwest corner of Lot 7, Block 3, said COMFORT RESORT; thence South 82 degrees 21 minutes 28 seconds East, along the southerly line of Lots 7, 8, and 9, Block 3, said COMFORT RESORT, 149.54 feet to the Southeast corner of said Lot 9, Block 3, COMFORT RESORT; thence North 17 degrees 06 minutes 42 seconds West, along the easterly

line of said Lot 9, Block 3, COMFORT RESORT, a distance of 125.86 feet to the Northeast corner of said Lot 9, Block 3, COMFORT RESORT, also being said southerly right-of-way line of Interlachen Drive; thence South 82 degrees 25 minutes 58 seconds East, along said southerly right-of-way-line of Interlachen Drive, 90.11 feet to the most easterly right-of-way line of said Interlachen Drive, also being the easterly right-of-way-line of a 33.00 foot wide Road, as created and dedicated in said plat of COMFORT RESORT; thence North 10 degrees 33 minutes 04 seconds West, along said most easterly right-of-way line of said Interlachen Drive and said easterly right-of-way line of a 33.00 foot wide Road, 490 feet, more or less, to the shoreline of Coon Lake; thence easterly along said shoreline of Coon Lake to the East line of said Government Lot 2, also being the East line of said Lot 14, AUDITOR'S SUBDIVISION NO. 121, also being the West line of the plat of TRAILS END SHORES, Anoka County, Minnesota, as established by District Court File No. C3-99-2057; thence South 00 degrees 33 minutes 41 seconds East, along said East line of said Government Lot 2, also being said West line of TRAILS END SHORES, 2336.61 feet to the South line of said Government Lot 2, also being the South line of said Lot 14, said AUDITOR'S SUBDIVISION NO. 121: thence South 87 degrees 15 minutes 06 seconds West, along said South line of Government Lot 2, also being the South line of said Lot 14, AUDITOR'S SUBDIVISION NO. 121, a distance of 1343.65 feet to the point of beginning.

**Presented to the Ham Lake City Council on April 6, 2026 and adopted by a unanimous vote this 1st day of June, 2026.**

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**Brian Kirkham, Mayor**

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**Denise Webster, City Clerk**

## ORDINANCE NO. 26-XX

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

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

That the zoning classification for the following described property situated in the City of Ham Lake, Anoka County, Minnesota is hereby designated from R-A (Rural Single Family Residential) to R-1 (Single Family Residential) for the South Shore Estates Second Addition in Section 2.

That part of Government Lot 2, Section 2, Township 32, Range 23, Anoka County, Minnesota, also being Lot 14, AUDITOR'S SUBDIVISION NO. 121, according to the recorded plat thereof, described as follows:

Commencing at the South Quarter corner of said Section 2, also being the Southwest corner of said Lot 14, AUDITOR'S SUBDIVISION NO. 121; thence North 87 degrees 15 minutes 06 seconds East, assumed bearing, along the South line of said Government Lot 2, also being the South line of said Lot 14, AUDITOR'S SUBDIVISION NO. 121, a distance of 41.23 feet to the point of beginning of the parcel to be described; thence North 01 degree 10 minutes 04 seconds East a distance of 1406.71 feet; thence northerly a distance of 43.90 feet along a tangential curve concave to the west having a radius of 333.00 feet and a central angle of 7 degrees 33 minutes 13 seconds; thence North 06 degrees 23 minutes 09 seconds West, tangent to said curve, a distance of 303.64 feet to the southerly line of Lot 4, said AUDITOR'S SUBDIVISION NO. 121; thence North 77 degrees 22 minutes 12 seconds East, along said southerly line of Lot 4, AUDITOR'S SUBDIVISION NO. 121, a distance of 232.51 feet; thence North 87 degrees 54 minutes 02 seconds East, along the South line of Lots 1, 2, 3, 4, 5, and 6, Block 3, COMFORT RESORT, Anoka County, Minnesota, 300.00 feet to the Southwest corner of Lot 7, Block 3, said COMFORT RESORT; thence South 82 degrees 21 minutes 28 seconds East, along the southerly line of Lots 7, 8, and 9, Block 3, said COMFORT RESORT, 149.54 feet to the Southeast corner of said Lot 9, Block 3, COMFORT RESORT; thence North 17 degrees 06 minutes 42 seconds West, along the easterly line of said Lot 9, Block 3, COMFORT RESORT, a distance of 125.86 feet to the Northeast corner of said Lot 9, Block 3, COMFORT RESORT, also being the southerly right-of-way line of Interlachen Drive as created and dedicated in said COMFORT RESORT; thence South 82 degrees 25 minutes 58 seconds East, along said southerly right-of-way-line of Interlachen Drive, 90.11 feet to the most easterly right-of-way line of said Interlachen Drive, also being the easterly right-of-way-line of a 33.00 foot wide Road, as created and dedicated in said plat of COMFORT RESORT; thence North 10 degrees 33 minutes 04 seconds West, along said most easterly right-of-way line of said Interlachen Drive and said easterly right-of-way line of a 33.00 foot wide Road, 490 feet, more or less, to the shoreline of Coon Lake; thence easterly along said shoreline of Coon Lake to the East line of said Government Lot 2, also being the East line of said Lot 14, AUDITOR'S SUBDIVISION NO. 121, also being the West line of the plat of TRAILS END SHORES, Anoka County, Minnesota, as established by District Court File No. C3-99-2057; thence South 00 degrees 33 minutes 41 seconds East, along said East line of said Government Lot 2, also being said West line of TRAILS END SHORES, 2336.61 feet to the South line of said Government Lot 2, also being the South line of said Lot 14, said AUDITOR'S

SUBDIVISION NO. 121: thence South 87 degrees 15 minutes 06 seconds West, along said South line of Government Lot 2, also being the South line of said Lot 14, AUDITOR'S SUBDIVISION NO. 121, a distance of 1302.49 feet to the point of beginning.

AND

That part of Government Lot 2 and Government Lot 3, Section 2, Township 32, Range 23, Anoka County, Minnesota, also being Lots 13, and 14, AUDITOR'S SUBDIVISION NO. 121, according to the recorded plat thereof, described as follows:

Commencing at the South Quarter corner of said Section 2, also being the Southeast corner of said Lot 13, AUDITOR'S SUBDIVISION NO. 121; thence South 87 degrees 30 minutes 25 seconds West, assumed bearing, along the South line of said Government Lot 3, also being the South line of said Lot 13, AUDITOR'S SUBDIVISION NO. 121, a distance of 24.91 feet to the point of beginning of the parcel to be described; thence continuing South 87 degrees 30 minutes 25 seconds West, along said south line, a distance of 723.69 feet to the Southwest corner of said Lot 13, AUDITOR'S SUBDIVISION NO. 121; thence North 03 degrees 26 minutes 35 seconds West, along the West line of said Lot 13, AUDITOR'S SUBDIVISION NO. 121, a distance of 1423.64 feet to the Southwest corner of Lot 10, said AUDITOR'S SUBDIVISION NO. 121; thence North 89 degrees 44 minutes 41 seconds East, along the South line of Lots 10 and 11, said AUDITOR'S SUBDIVISION NO. 121, a distance of 130.00 feet; thence South 45 degrees 59 minutes 38 seconds East a distance of 142.60 feet; thence North 85 degrees 42 minutes 45 seconds East a distance of 188.00 feet; thence North 4 degrees 17 minutes 15 seconds West a distance of 229.95 feet; thence North 85 degrees 26 minutes 53 seconds East a distance of 420.49 feet; thence South 06 degrees 23 minutes 09 seconds East a distance of 122.63 feet; thence southerly a distance of 35.20 feet along a tangential curve concave to the west having a radius of 267.00 feet and a central angle of 7 degrees 33 minutes 13 seconds; thence South 01 degree 10 minutes 04 seconds West, tangent to said curve, a distance of 1411.11 feet to said point of beginning.

AND

The SE 1/4 of SE 1/4 less the North 660 feet of the East 923.5 feet thereof as measured along the North and East lines of the SE 1/4 of the SE 1/4 Section 2, Township 32, Range 23

AND

A private road easement over the North 30 feet of the East 923.5 feet as measured along the North line of the SE 1/4 of SE 1/4 Section 2, Township 32, Range 23.

AND

A private road easement over the West 60 feet of Westerly 890 feet of Government Lot 1, lying South of that part of said Government Lot in plat of Oakleaf Shores, Township 32, Range 23.

**EXCEPT**

That part of the East 1000.00 feet of the Southeast Quarter of the Southeast Quarter of Section 2, Township 32, Range 23, Anoka County, Minnesota as measured along the North line thereof, lying South of the North 660.00 feet thereof, as measure along the East line thereof, and lying North of the South 300.00 feet thereof, as measured along the East line thereof, Anoka County, Minnesota.

**Presented to the Ham Lake City Council on April 6, 2026 and adopted by a unanimous vote this 1st day of June, 2026.**

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**Brian Kirkham, Mayor**

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**Denise Webster, City Clerk**

## **ORDINANCE NO. 26-XX**

**An Ordinance amending ARTICLE 11-600, EXCAVATION AND RECLAMATION, relating to Excavations of Land in the City of Ham Lake.**

**Be it ordained by the City Council of the City of Ham Lake, Anoka County, Minnesota, as follows:**

**I. The City Council of the City of Ham Lake makes the following Legislative Findings of Fact:**

A. The City of Ham Lake has no municipal water delivery system, and its citizens rely entirely on private wells for potable water supplies; this situation is not intended to change, and is a permanent part of the Ham Lake landscape. "Draw-down" effects of large excavations may encourage the lateral migration of groundwater and a concomitant introduction of undesirable elements into the groundwater supplies;

B. The continued practice of permitting large excavations featuring the removal of excavated material from upland areas depletes the available supply of land for housing, increasing the demand for the usage of less suitable soils for housing, and poses a potential threat to the public health, safety and welfare of the general population.

C. While there is a need for supplying fill material for various public and private construction projects, meeting that need must be shared by more than one municipality in order to avoid unnecessary stress on local infrastructure and quiet enjoyment of property;

D. A private pond as defined within the existing Ham Lake City Code is excessively restrictive for the scope of the work being completed.

**II. Article 11-600 of the Ham Lake City Code is hereby repealed, to be replaced by the following Article 11-600.**

### **11-600 Excavations and Reclamation**

**11-610 Definitions** The following definitions shall apply to this Article 11-600:

a) Excavation - the removal of soil in a manner intended to create a permanent or temporary hole in the ground, or removal of soil that has been stockpiled above the normal grade of the ground. Notwithstanding the foregoing, the removal and/or transport of soil, rock, sand, gravel, clay or other granular material that is stockpiled or to be stockpiled as inventory for sale at any landscaping business that is lawfully operating in the City shall not be considered "Excavation" nor shall it be considered "Excavation for Transport". All such activities shall be in compliance with the requirements of Articles 11-1900 and 11-2000 of the Ham Lake City Code.

- b) Bona Fide Subdivision - a land development in which an applicant is dividing land for resale or reconveyance under Article 10 of the Ham Lake City Code by platting.
- c) Private Pond – an excavation made for the purpose of creating an aesthetic appearance, wildlife habitat or retention pond, which is not intended for any public usage, provided, that a pond created in a Bona Fide Subdivision which is primarily intended for stormwater retention or desiltation is not a Private Pond.
- d) Marginal Lands - State classified wetlands, unclassified wetlands bearing the characteristics of classified wetlands, marshes, bogs, fens, peat land, ditches, ponds, lakes, streams, creeks, sod fields, or other land incapable of housing dwelling units or commercial buildings by reason of unsuitable soils for Individual Sewage Treatment Systems (ISTS).
- e) Pond Perimeter - The outside edge of the anticipated normal high water level of a pond, as determined by the City's engineer.
- f) Small Private Pond - a Private Pond which has a maximum area of 2000 square feet, as measured at the Pond Perimeter
- g) Excavation for Transport - The practice of removing soil for transport from the land parcel from which the excavation occurs.
- h) Land Reclamation - A project in which excavation is to occur, but the excavated area is to be filled with other soil, which is to be obtained on site or which must be transported to the site.
- i) Mining Overlay Districts - The areas within the City that contain unsuitable soils for a Type I ISTS system but contain soils suitable for mining through excavations of the nature contemplated by this Code shall be considered Mining Overlay Districts, to be established from time to time by ordinance as a part of the zoning code and zoning classification for those particular tracts. The Mining Overlay Districts shall be identified on the official City zoning map provided in Article 9 of the Ham Lake City Code.
- j) Mining Precincts - Specific geographic areas of the City that are established by Article created when warranted by resolution of the Ham Lake City Council for the purpose of establishing spatial controls over mining operations.

k) Access Roads - Roadways of at least 9 tons bearing capacity that are located adjacent to mining projects, and used as the exclusive routes into and out of the sites.

**11-620 Permissible Excavations (No Municipal Excavation Permit Required)**

The following types of excavations shall be allowed (assuming compliance with regulatory provisions of all jurisdictions, such as building permit issuance, watershed, DNR or Corps of Engineers approvals, and the like), without the need for any municipal permit for the excavation itself:

- a) Excavation of soil to create a basement, foundation or footings for any building, sign, or other structure, or in connection with the paving of any driveway, road, sidewalk, parking lot or tennis court;
- b) Excavation of soil to remove peat or other unsuitable soils, for replacement by suitable soil, such as in a land reclamation project, but in which no soil is being transported to or from the site;
- c) Excavation of soil in connection with the installation of any type of Individual Sewage Treatment System;
- d) Excavation on any public works project being performed by governmental employees or by agents under contract to a governmental agency pursuant to such a public works project being conducted on public or private lands, easements or rights of way;
- e) Landscaping projects by private landowners in which the excavation is to be filled with other solid material;
- f) Excavation of soil in connection with any Bona Fide Subdivision, but limited to excavation necessary to build roads or drainage ditches, grade lots, provide desiltation ponds, private ponds or to provide stormwater retention areas, and which are done in conformance with an approved grading and drainage plan which is a part of the platting process, and do not involve any Excavation for Transport;
- g) Routine agricultural activities, such as plowing, hoeing, discing and the stripping or harvesting of sod;
- h) The creation of small Private Ponds;
- i) Excavations which are necessary to effect repairs or provide structural stability to existing lakes or ponds, however created, provided, that no such excavation shall take place unless the project has been approved in writing by the City's building official after consultation with the City's engineer.

j) Excavation by the owner (or authorized agent) of any ditch, culvert, utility or utility feature, including, without limitation, electrical, natural gas, cable television, gas pipeline, storm sewer, sanitary sewer line, telephone line, transmission tower or substation, in connection with the proper installation, repair or maintenance of such element.

k) Excavations by the City of Ham Lake on lands or easements owned, leased, encumbered or otherwise controlled by the City.

l) Land Reclamation of less than 400 cubic yards.

### **11-630 Standards for a Private Pond Requiring a Municipal Excavation Permit**

Upon receipt of the application data required under Article 11-650, the City's Engineer shall review and approve specifications provided by the applicant for slope, depth, erosion control, and other physical standards for excavation, in coordination with regulations established by other governmental jurisdictions, including, without limitation, any local watershed districts, the Minnesota Department of Natural Resources, the Minnesota Pollution Control Agency, and water or soil conservation services.

a) **Permit Required** - A Permit shall be required for any Private Pond greater than 2,000 square feet in area, as measured at the Pond Perimeter. Private Ponds regulated under this Section may be permitted on parcels where such use is accessory to a permitted principal use, within the Mining Overlay Districts as defined in Article 11-610, and subject to compliance with applicable zoning and environmental regulations. This Section shall apply only where the total volume of material excavated and transported from the site does not exceed 40,000 cubic yards. Any project exceeding this threshold shall be regulated under Article 11-640. Prior to issuance of a Permit, the application shall be reviewed by the Planning Commission and acted upon by the City Council. The City Council may require a written Development Agreement in connection with any permit. The issuance of a Permit by the City shall not be in lieu of any permit required by any other governmental agency, and it shall be the responsibility of the applicant to determine the need for, and to obtain, all such permits.

b) **Conditions of Approval**

i) **Location** - Private Ponds may be permitted on any parcel where the use is accessory to a permitted principal use, subject to compliance with applicable zoning, setback, and environmental regulations. The City may impose reasonable setback distances to protect adjacent properties.

ii) **Environmental Review** - Environmental review shall be conducted in accordance with applicable state rules. An Environmental Assessment Worksheet shall not be required unless mandatory thresholds are met or the City determines that the project,

due to its scale or location, has the potential for significant environmental effects.

iii) Time Limits - All permits shall be for a specific duration not to exceed twelve (12) months. The City may grant extensions where site conditions or other factors warrant. Work shall be deemed to have begun on the date when construction equipment is first placed on the property, or when the applicant notifies the City, whichever first occurs.

iv) Sanctions - All permits shall be subject to revocation for violation of terms and conditions. The City shall have the right to enforce stop-work orders where necessary to ensure compliance.

v) Payment of Costs - The Permittee shall be responsible to pay for all of the City's costs in reviewing any application, in monitoring compliance, and in enforcing any conditions.

vi) Traffic and Hauling - Limited hauling of material from the site may be permitted. The City may designate haul routes and restrict hauling hours as necessary. Turn lanes or major roadway improvements shall not be required unless deemed necessary by the City or Anoka County if located on a County Road.

vii) Maximum Volume - The City may establish a maximum total volume of material to be removed from the site. In no case shall the total volume exceed 40,000 cubic yards under this Section.

viii) Dust Control - The applicant shall implement measures to control dust on the site, including but not limited to watering or stabilization of exposed soils.

ix) Dewatering Controls - If excavation extends below the groundwater table, the City may require monitoring or testing of groundwater conditions. Monitoring wells and continuous monitoring shall not be required unless warranted by site conditions.

x) Noise Control - The City may require reasonable noise mitigation measures where construction activity impacts nearby properties.

xi) Hours - The City shall regulate the time of operation, but shall not permit construction activity or hauling outside of the hours of 7:00 a.m. to 7:00 p.m., Monday through Friday, excluding holidays. The City may allow limited Saturday work at its discretion.

xii) Restoration - The site shall be graded to stable slopes and all disturbed areas shall be stabilized and restored upon completion of the work.

xiii) Financial Guarantees - The City may require financial guarantees to ensure completion of the work, restoration of the site, and repair of any damage caused by the activity.

xiv) Additional Conditions - The City may impose additional conditions as necessary to protect public health, safety, and welfare.

c) **Public Hearing** - Prior to acting on any request for a permit, a public hearing shall be conducted by the Planning Commission, as determined by

the City. Notice of the public hearing shall be given to all owners of lands which abut the parcel or parcels upon which the excavation activity is to occur, as well as to the owners of all occupied structures within five hundred (500) feet of the property line perimeter of the parcel or parcels of land upon which the excavation activity is to occur. The City may require expanded notification where the scope of hauling or duration of the project warrants additional notice. "Excavation activity" includes the actual excavation area and any associated access routes or staging areas. The City may modify the required notification area based on the scale, duration, and anticipated off-site impacts of the project.

d) **Denial of Permit** - The City may deny the issuance of a permit if, following submission of the appropriate data, the City Council finds that the proposed activity:

- i) Poses a significant threat of adverse environmental impact; or
- ii) Creates potential traffic safety hazards; or
- iii) Cannot meet the conditions of permit approval; or
- iv) Is fundamentally incompatible with nearby land uses.

#### **11-640 Standards for Excavations Requiring a Municipal Excavation Permit**

Upon receipt of the application data required under Article 11-650, the City's engineer shall review and approve specifications provided by the developer for slope, depth, erosion control and other physical standards for Regulated Excavation, in concert with regulations established by other governmental jurisdictions, including, without limitation, any local watersheds, Minnesota Department of Natural Resources, Minnesota Pollution Control Agency, and water or soil conservations services.

a) Permit Required - A Permit shall be required for any Regulated Excavation, Land Reclamation or Private Pond that exceeds the thresholds established in Articles 11-620 and 11-630. Regulated Excavations under this Section shall occur only within the Mining Overlay Districts and shall be conducted in conjunction with a Bona Fide Subdivision or other approved development of the property. Prior to issuance of a Permit, the application shall be reviewed by the Planning Commission and acted upon by the City Council. The issuance of a Permit by the City shall not be in lieu of any permit required by any other governmental agency, and it shall be the responsibility of the applicant to determine the need for, and to obtain, all such permits. The City Council may require a written Development Agreement in connection with any permit.

b) Conditions of Approvals

- i) Location - Regulated Excavations may occur only in the Mining Overlay Districts as defined in Article 11-610. All excavation activity shall be conducted in conjunction with a Bona

Fide Subdivision or other approved development. The excavation plan shall be designed so as not to adversely affect the ability of the property or adjacent properties to be developed in accordance with applicable zoning regulations. The subdivision shall meet or be subject to the following criteria:

aa) The subdivision shall contain at least one lot for each acre within the perimeter of the pond to be constructed on the site;

bb) The subdivision shall require no variances from lot sizes, frontages or cul-de-sac length;

cc) The City may impose reasonable setback distances in excavation projects so as to protect adjacent properties from unnecessary or undue interference due to noise or vibration from construction activity. In addition, where a project is located near land owned by entities other than the developer that is capable of future development, the excavation plans shall be accompanied by a ghost plat for such adjacent lands demonstrating that the excavation project does not permanently impair the ability of nearby property owners to subsequently develop their properties.

ii) Environmental Assessment Worksheet (“EAW”) - for all Regulated Excavations in which the Pond Perimeter to be created, an EAW shall be required where mandatory thresholds are met or where the City determines that the scale or location of the project has the potential for significant environmental effects. Every EAW shall require comprehensive analysis and reporting on the following elements. In addition, for each element of the EAW, the written reports shall be prepared by qualified professionals that are bona fide experts in the field being reported upon, either as listed below or as determined in the sole judgment of the City staff.

aa) Projected Dewatering activity, including the proposed rate of dewatering, the cone of depression to be formed, the drawdown effects of the dewatering, and the methods proposed to monitor the effects of dewatering. Qualifications of author: Registered Professional Engineer specializing in the field of hydrology.

bb) Location and effect upon wildlife habitat and vegetation, including migration corridors. Qualifications of author: Bachelor’s Degree in a field of Biology, Forestry or a related science.

cc) Ambient noise levels to be experienced during peak construction periods by adjoining properties, showing projected decibel levels from construction equipment and hauling trucks. Qualifications of author: Bachelor's Degree in a field related to acoustical engineering.

dd) Effects upon traffic on roads to be used to transport material. Qualifications of author: Registered Professional Engineer specializing in traffic engineering.

ee) Such other elements as may be appropriate to the individual project or as directed by the City.

iii) Time Limits - All permits shall be for a specific maximum duration, not to exceed three construction seasons, including post-excavation work, and if greater than one year, the permit shall be subject to annual renewal. Renewal shall be granted under the same conditions as for the previous year, but if any conditions of the permit were violated during the year, the City may decline to renew or may alter the conditions of the Permit. Permits may be conditioned upon the periodic cessation of all or some activities for given durations of time. Notwithstanding the foregoing, on request of the Developer at the time of permit approval, the City may grant a window of five years during which the permit may be activated a single time within 24 months of the approval date, but once activated, all work must be completed within 36 months from the time it begins, not to exceed five years from the permit approval date. Work will deem to have begun on a date when an item of construction equipment is first placed on the property, or when the Developer notifies the City, whichever first occurs.

iv) Sanctions - In addition to the annual renewal sanctions allowable under Article 11-640(b)(iii) above, all permits shall be subject to revocation for violation of terms and conditions. Furthermore, it shall be a condition of each permit that all activities may be summarily suspended by the City at any given time, and the City shall have the right to enforce such stop-work orders by having direct access to the property and equipment used on the project.

v) Payment of Costs - the Permittee shall be responsible to pay for all of the City's costs in reviewing any application, in monitoring compliance, and in enforcing any conditions.

vi) Access Roads - No permit shall be granted for any project which must use public roads to transport material, if any such public

roads to be used have a bearing capacity of less than nine tons. In addition, the specific roads that may be used to transport material shall be identified at the time that Mining Precincts are established, and once identified, it shall be unlawful for any person to depart from the designated transport roads while operating a vehicle regularly used to transport fill.

vii) Precinct Limitations - only one excavation permit (Private Pond or Excavation) may be in existence at any given time within a single Mining Precinct. Notwithstanding the foregoing language, no Mining Permit shall be issued for any excavation project where the outside perimeter of the proposed excavation is closer than two miles from the outside perimeter of any pre-existing excavation operating under a Mining Permit, regardless of whether or not the two operations are in different Mining Precincts. Where such conflicts arise, permits will be issued on a first-come, first served basis, and the latter project may not commence activity until the former project has been completed.

viii) Air-Braking – vehicles using Access Roads to and from excavation site shall refrain from using air braking systems (commonly referred to as “Jake-Braking”).

ix) Haul Roads - Every excavation project shall maintain interior haul roads from the nearest 9-ton road to the outside perimeter of the excavated area. Interior haul roads shall be treated with water or environmentally safe chemicals and shall be properly maintained so as not to generate dust from the haul roads.

x) Dewatering Controls - Every excavation project shall install and maintain monitoring wells as designated by the City, having electronic controls capable of constant water level monitoring. Prior to commencing any dewatering activity, the Developer shall conduct such baseline studies of existing private wells and ponds as directed by the City through development agreement. Private wells within a radius determined by the City’s engineer shall be tested for water quality prior to any dewatering activity, and shall be retested annually during the course of the project, or more frequently at the direction of the City’s Engineer if complaints are registered that justify such re-testing, in the sole judgment of the City’s Engineer. Private well testing shall not be required if the owner of the well refuses to allow testing, provided that the Developer furnish satisfactory evidence to the City staff of such refusal, and subject to verification by City staff of such refusal. In verifying such refusal, City staff shall make at least one attempt to communicate by U.S. mail, at least one attempt to communicate by telephone, and shall

prepare a written report to the City Council detailing the attempts to contact the refusing party.

xi) Traffic Control - turn lanes shall be constructed at the entrance/exit points of all excavation projects with Access Roads to specifications to be established by the jurisdiction having control of the Access Road, but at a minimum, including the following:

aa) For vehicles entering with a right-hand turning movement, a deceleration lane of not less than 300 feet in length;

bb) For vehicles exiting with a right-hand turning movement, an acceleration lane of not less than 600 feet in length;

cc) For vehicles entering with a left-hand turning movement, a separate left-turn lane on the Access Road of not less than 200 feet in length, or a bypass lane of not less than 400 feet in length;

The City may also at any time require the installation of temporary signal lights, and may direct either a cessation of hauling activity using the Access Roads during peak traffic hours or direct such other traffic safety measures to be implemented as are necessary to enhance traffic safety during such periods of time.

It shall be the responsibility of the permit applicant to obtain the necessary approvals of the construction of turn lanes from the entity having jurisdiction over the Access Road.

xii) Maximum Annual Volume - The City shall, by development agreement, establish the annual maximum number of cubic yards of material that can be removed from a given site during a single calendar year.

xiii) Muffling of Generator or Pump Noise - If the project involves the use of generators or pumps that operate outside of the normal hours of operation, all such pumps shall be enclosed by wooden structures that muffle the sound of the pumps to the point where pump noise is minimally audible from nearby residences during night time hours. To this end, all such enclosures shall be engineered to include proper insulation, and detailed plans for the housings shall be submitted for approval by the City's engineer prior to the time that any such pumps or generators commence operation.

xiv) Water Table Recharge Methods - All excavation projects shall include as a part of the operation a plan for diverting water removed

in the dewatering process to locations where the pumped water will be able to recharge any lowered water tables in the most expeditious manner that is practical.

xv) Additional Dust Control Measures – In addition to dust control measures on haul roads, the Developer shall implement dust control measures within all other areas of the project that may be conducive to the creation of dust. Such measures shall be as directed by the City’s Engineer from time to time, and may include, without limitation, the following:

- aa) Watering of exposed areas;
- bb) The placement of straw, sod or other cover material on exposed areas;
- cc) Restrictions on the size and location of stockpiles of material awaiting transport;
- dd) Covering stockpiles of material awaiting transport.
- ee) Creating seeded berms with material eventually intended for use in restoration work.

xvi) Surveillance - The Developer shall be required to install television monitoring cameras to record all traffic entering and leaving the site from the Access Roads, and at other locations that may be directed by the City’s Engineer, to capture in sufficient detail any failures of vehicles to observe traffic control devices and to verify that hours of operation are being observed at all times. Tapes or discs of each 24-hour daily monitoring shall be preserved by the Developer and available to City staff for thirty days after recording.

xvii) Sureties - The City shall require financial guarantees for the prompt completion of each project, for road repair costs, well replacement and other hydrologic damage, restoration costs on non-renewal of permit, revocation of permit, abandonment, and general performance and indemnity of the City.

xviii) Hours - The City shall regulate time of operation, including different phases of operation, but shall not permit any construction activity (except pumping) or hauling outside of the hours of 7 am to 7 pm on Monday through Friday (excluding holidays that fall on those days). The City may, by development agreement, allow construction activity and hauling between the hours of 8am and 5pm on Saturdays, subject to the right of the City to alter or eliminate

Saturday work in its sole discretion. The foregoing prohibition on hauling times includes the practice of trucks queuing and/or waiting either at or near the entrance gate or on the grounds of the project prior to the start time each morning, or running vehicle engines in any form on or near the grounds after the finishing time each evening.

xix) Size - The City may limit the amount of the land area, setback, depth and slope ratios for Regulated Excavations.

xx) Neighborhood Liaison - The City may require a developer to cooperate with a neighborhood liaison group where circumstances are appropriate, for the purpose of reviewing and acting upon complaints, receiving suggestions, and the like.

xxi) Security - The City may require the construction of security fencing or other devices, including the installation of additional security cameras and tapes, to monitor both public safety and compliance issues.

xxii) Noise Control - The City may regulate the volume of noise and require additional noise abatement measures where appropriate;

xxiii) Studies - Prior to completing the approval process, the City may engage professional consultants, at Developer expense, to give recommendations as to conditions to be attached to a given permit.

xxiv) Deposit - The City Council may require an advance cash deposit sufficient to defray the City's review and monitoring costs in administering the permit.

xxv) Prior History - The City Council may deny the application of any applicant who is found to have a previous history of non-compliance with the provisions of previously issued excavation permits in the City.

c) Public Hearing - Prior to acting on any request for permit, a public hearing shall be conducted by the Planning Commission. Notice of the public hearing shall be published in the same manner as for notices of zoning amendments, with notice given to all owners of lands which abut the parcel or parcels upon which the excavation activity is to occur, as well as to the owners of all occupied structures within one thousand five hundred feet of the property line perimeter of the parcel or parcels of land upon which the excavation activity is to occur. Notice of the public hearing shall also be given to all residences that abut the Access Roads to be used for the project within a distance of one mile from the outside perimeter of

the parcel or parcels upon which the excavation activity is to occur.

“Excavation activity” includes the actual excavation pit, all haul roads, storage areas, equipment staging areas, pump locations and parking areas for cars or construction offices. The City may modify the required notification area based on the scale, duration, and anticipated off-site impacts of the project.

d) Denial of Permit - The City may deny the issuance of a permit if, following submission of the appropriate data, the City Council finds that the proposed activity:

i) Poses a significant threat of adverse environmental impact; or

ii) Creates potential traffic safety hazards; or

iii) Cannot meet the conditions of permit approval; or

iv) Is fundamentally incompatible with nearby land uses, by reason of a tendency to interfere with the quiet enjoyment of those land uses, lower property values or to remove natural vegetative screening.

e) **Project Intent** – In the event of a question regarding classification of an excavation activity, the City shall determine applicability of this Section based on the total volume of material removed from the site, the frequency and duration of hauling operations, and the overall scale of the activity, rather than the stated purpose of the excavation.

#### 11-650 Permit Application

The application for the permit required in Article 11-630 or 11-640 hereof shall be made in writing signed by both the owner and the applicant, to the City Administrator on such form as the Administrator may, from time to time, designate, and shall include such information as may be required by the Administrator and shall contain among other things:

a) The correct legal description of the premises where the storage, filling, removal, or excavation of rock, sand, gravel, clay, peat or other like materials shall occur.

b) The name and address of both the applicant and owner of the land.

c) The purpose of the removal, storage, fill or excavation.

- d) The estimated time required to complete the removal, storage, fill or excavation.
- e) The highways, streets or other public ways within the City upon and along which the material introduced or removed shall be transported.
- f) A map or plat of the proposed pit or excavation to be made showing the confines or limits thereof together with the proposed finished elevations based on sea level readings, and a notation indicating high water levels and boundaries of flood plains.
- g) Any other information deemed necessary by the City Council.
- h) An application fee to be established from time to time by resolution of the City Council.

#### 11-651 Initial Mining Precincts and Access Roads

The following Mining Precincts and Access Roads serving those Mining Precincts are hereby established:

A. Precinct 1: All of those portions of Sections 5, 8, 17, 20 and the north half of Section 29 that lie westerly of TH 65; also all of Sections 6,7,18, 19 and the north half of Section 30. Access Roads: CSAH 18 (Crosstown Boulevard NE) west of TH 65; County Road 60 (Constance Boulevard NE) west of TH 65; Andover Boulevard NE west of TH 65; and all of TH 65.

B. Precinct 2: All of those portions of Sections 5, 8, 17, 20 and the north half of Section 29 that lie easterly of TH 65; also all of Sections 9, 10, 15, 16, 21, and 22, and the north half of Sections 27 and 28; also the west half of Sections 2,11,14, and 23; also the northwest quarter of Section 26. Access Roads: CSAH 18 (Crosstown Boulevard NE) west of the north-south extension of Durant Street NE; all of TH 65. County Road 60 (Constance Boulevard NE) west of the north-south extension of Durant Street NE; 149<sup>th</sup> Avenue NE west of Naples Street NE; all of TH65.

C. Precinct 3: All of Sections 1 and 12; the east half of Sections 2 and 11; the north one-quarter of Section 13; the north half of the northeast quarter of Section 14. Access Roads: CSAH 18 (Crosstown Boulevard NE) east of the north-south extension of Durant Street NE and CSAH 17 (Lexington Avenue NE) north of its intersection with CSAH 18 (Crosstown Boulevard NE).

D. Precinct 4: All of Sections 24, 25 and 36; the south one half of the northeast quarter of Section 14; the southeast quarter of Section 14; the south three quarters of Section 13; the east half of Sections 23, 26 and 35. Access Roads: County Road 60 (Constance Boulevard NE) east of the north-south extension of Durant Street NE; CSAH 17 (Lexington Avenue NE) only.

E. Precinct 5: All of Sections 31, 32, 33 and 34; the south half of Sections 27, 28, 29 and 30; the west half of Section 35; the southwest quarter of Section 26. Access Roads: CSAH 116 (Bunker Lake Boulevard NE) west of Naples Street NE; Radisson Road NE south of 141<sup>st</sup> Avenue NE; All of TH65

## **11-652 Variances**

Notwithstanding the foregoing language of this Article 11-600, and except for the public hearing requirement of Article 11-640(c), the City Council shall retain the right to grant variances from the strict enforcement of the terms and conditions of this Article for good cause shown, including, without limitation, for any of the following reasons:

- a) Existing drainage conditions on or near the proposed project are in need of correction for the benefit of public health, safety or welfare;
- b) The proposed project is in a location having a substantial spatial separation from nearby active land uses;
- c) There are stockpiling conditions present on the property housing the proposed project that predated the effective date of the 2007 amendments to this code, and the scope of the proposed project is limited to removal of the stockpiled materials only;
- d) There are on file previous studies, reports or plans that, in the sole discretion of the City Council, remain valid and current for the proposed project;
- e) The scope of the proposed project is otherwise sufficiently limited in size, duration, and impact on surrounding property to justify the granting of a variance.

Prior to granting any variance, the City Council shall adopt findings of fact stating the reasons for the variance.

Presented to the Ham Lake City Council on May 18, 2026 and adopted by a unanimous vote this 1<sup>st</sup> day of June, 2026.

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**Brian Kirkham, Mayor**

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**Denise Webster, City Clerk**

**ORDINANCE SUMMARY: ORDINANCE NO. 26-XX**

**An Ordinance amending ARTICLE 11-600, EXCAVATION AND RECLAMATION relating to Excavation of Land in the City of Ham Lake.**

**Be it ordained by the City Council of the City of Ham Lake, Anoka County, Minnesota, as follows:**

**ARTICLE 11-600 EXCAVATION AND RECLAMATION**

The following summary of the foregoing ordinance is published pursuant to the authority of Minnesota Statutes Chapter 412.191, Subd. 4 and Ham Lake City Charter Chapter Three, Section 3.08, which provide that in the case of a lengthy ordinance, a summary may be published. The following summary is approved by the City Council and shall be published in lieu of publishing the entire ordinance.

This ordinance amends and updates Ham Lake City Code Article 11-600, Excavation and Reclamation, relating to Excavation of Land in the City of Ham Lake.

A complete copy of the ordinance is posted on the main bulletin board at Ham Lake City Hall, 15544 Central Avenue NE, Ham Lake, Minnesota and may be observed by any person during regular office hours (Monday – Thursday 7:00 am to 4:30 pm, and Friday 7:00 am to 11:00 am). The ordinance is also available on the City's website at [www.hamlakemn.gov](http://www.hamlakemn.gov) This posting will continue for thirty days following the final publication date of this summary.

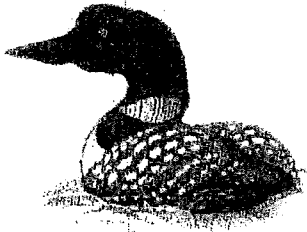
Presented to the Ham Lake City Council on May 18, 2026 and adopted by a unanimous vote this 1st day of June, 2026

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Brian Kirkham, Mayor

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Denise Webster, City Clerk



# CITY OF HAM LAKE

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

5/19/2026  
#0105934  
\$10.00

## ALCOHOL LICENSING APPLICATION

### TYPE OF LICENSE:

- Temporary On-Sale Intoxicating Liquor \$10
- Temporary On-Sale 3.2% Malt Liquor \$25

(4 Day Maximum)

### TYPE OF ENTITY/ORGANIZATION APPLYING FOR LICENSE:

The Entity/Organization applying for this license is classified by the State of Minnesota as:

- Club (*Bona fide Club as defined in City Code*)
- Charitable Organization
- Religious Organization
- Other Non-Profit (*which has been in existence for at least three years*) Brown Boys Benefit
- Licensed Brewer that manufactures fewer than 3,500 barrels of malt liquor in a year, must be for social event within the City which is sponsored by the Brewer.

### APPLICANT (ENTITY/ORGANIZATION) INFORMATION:

Full LEGAL Name of Entity/Organization:	Brown Boys Benefit
Entity/Organization Address (include street address, city, state, zip):	13216 Lakeland Ct NE Blaine MN 55449
Mailing Address if different:	
Phone Number (including area code):	612-812-9917
Email Address:	brownboysbenefit@gmail.com
The date the organization was incorporated:	2017

### CONTACT INDIVIDUAL FOR LICENSE

Full Name (First, Middle, Last):	Andrew Brown
Residence Address (include street address, city, state, zip):	Same as above
Mailing Address if different:	
Phone Number (including area code):	612-812-9917
Email Address:	
Date of Birth:	05/13/1979

**EVENT INFORMATION**

Event Name:	Summer Sounds
Sponsor of Event:	Tito Vodka
Date(s) of Event:	7/11/26
<i>Minnesota Statute 340A.410. No more than 12 days per year, any combination of days per Entity/Organization</i>	
Time(s) of Event:	4-11pm
Time of Alcohol Sales (beginning/end):	4-11pm
Physical Location of Event (must include street address):	Willow Tree 828 Constance Ham Lake
Describe who and what the proceeds of the event will be used for:	proceeds go to buy brighteners for kids w/ cancer

**OTHER INFORMATION**

Are you engaged in the retail sale of intoxicating liquor?  No  Yes *financial support for families w/ babies in the NICU*

Have you had an application for liquor licenses rejected previously?  No  Yes

Have you been convicted of a felony or of violating any national or state liquor law or local ordinance relating to the manufacture, sale or transportation of intoxicating liquor?  No  Yes

Gambling or gambling devices will not be permitted on the licensed premises.

I have no intention or agreement to transfer this license to another person.

By checking this box, I am acknowledging that I have read and fully understand the regulations and requirements of the Ham Lake City Code pertaining to the issuance of this license and that I understand that the pertinent sections of the Ham Lake City Code are available at [www.ci.ham-lake.mn.us](http://www.ci.ham-lake.mn.us) or upon request to the City Clerk.

**The following items must be submitted with your completed application in order for it to be accepted.**

- Payment
- Workers Compensation Form (State requirement) *No paid employees*
- Tax Clearance Form (State requirement)
- Tennessee Warning Form (State requirement)
- Certificate of Liquor Liability Insurance with City listed as additional insured (must specifically list event location and date)

**SIGNATURE**

I agree to waive my constitutional rights against search and seizure and will freely permit peace officers to inspect my premises and agree to the forfeiture of my license if found to have violated the provisions of the ordinance providing for the granting of this license.

I do hereby swear that the answers in this application are true and correct to the best of my knowledge. I do authorize the City of Ham Lake, its agents and employees to obtain any necessary information and to conduct an investigation if necessary, into the truth of the statements set forth in this application and the qualifications for said license. I do understand that providing false information shall be grounds for denial of my license. I fully understand that it is my responsibility to be familiar with and abide by the requirements of the City, which is detailed in the pertinent section of the Ham Lake City Code, which is available on the City website at [www.ci.ham-lake.mn.us](http://www.ci.ham-lake.mn.us) or upon request from the City Clerk and to be familiar with and abide by the laws of the State of Minnesota relating to this licensure. I further understand that the information supplied within this application is classified as public data and will be provided to the public upon request.

Signature: \_\_\_\_\_

Title: Exec Director

Date: 5/19/26

**License Fees:**

Temporary On-Sale Intoxicating Liquor: \$10.00

License # \_\_\_\_\_

Temporary On-Sale 3.2% Malt Liquor \$25.00

Action by City Council:  Approved  Denied Date: \_\_\_\_\_

**CERTIFICATE OF COMPLIANCE  
MINNESOTA WORKER'S COMPENSATION LAW**

**PRINT LEGIBLY IN INK OR TYPE**

Minnesota Statute, Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business or engage in any activity in Minnesota until the applicant presents acceptable evidence of compliance with the worker's compensation insurance coverage requirement of Minnesota Statutes, Chapter 176. The required worker's compensation information is the name of the insurance company, the policy number, and the dates of coverage, or the permit to self-insure. If the required information is not provided or is falsely stated, it shall result in a \$2,000 penalty assessed against the applicant by the Commissioner of the Department of Labor and Industry.

**ALL APPLICANTS:** I certify that the information provided on this form is accurate and complete. If I am signing on behalf of a business, I certify that I am authorized to sign on behalf of the business.

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

I am not required to have worker's compensation insurance coverage because:

- I have no employees
- I have employees but they are not covered by worker's compensation law.  
(see Minnesota Statute 176.041 for list of excluded employees)

Explain why your employees are not covered: \_\_\_\_\_

**COMPLETE THIS PORTION ONLY IF YOU ARE INSURED:** A valid worker's compensation policy must be kept in effect at all times by employers as required by law. *N/A*

Business Name (Individual name only if no company name is used): \_\_\_\_\_

DBA (if applicable): \_\_\_\_\_

Address (must include street address): \_\_\_\_\_

Insurance Company Name (not agent): \_\_\_\_\_

Workers Compensation Policy No.: \_\_\_\_\_

Effective Date: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

**IF SELF-INSURED – ATTACH A COPY OF THE PERMIT TO SELF-INSURE**

NOTE: If your worker's compensation policy is canceled within the license period, you must notify the agency who issued the license/permit by resubmitting this form.

## CITY OF HAM LAKE TAX CLEARANCE

Pursuant to Minnesota Statute 270.72 Tax Clearance: Issuance of Licenses, the licensing authority required to provide to the Minnesota Commissioners of Revenue your Minnesota Business Tax Identification Number and the social security number of each license applicant.

Under the Minnesota Government Data Practices Act and the Federal Privacy Act of 1974, we are required to advise you of the following regarding the use of this information:

1. This information may be used to deny the issuance, renewal or transfer of your license in the event you owe the Minnesota Department of Revenue delinquent taxes, penalties or interest;
2. Upon receiving this information, the licensing authority will supply the information only to the Minnesota Department of Revenue. However, under the Federal Exchange of Information Agreement, the Department of Revenue may supply this information to the Internal Revenue Service;
3. Failure to supply this information may jeopardize or delay the processing of your licensing application.

Please supply the following information and return along with your application to the agency issuing the license.  
**DO NOT RETURN TO THE DEPARTMENT OF REVENUE.**

License Being Applied for or Renewed: Temp. liquor license  
Licensing Authority: CITY OF HAM LAKE  
License Renewal Date: 7/1/26

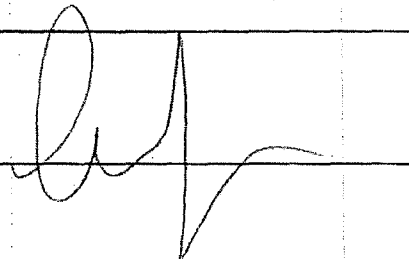
**Personal Information:**

Applicant's Name: Andrew Brown  
Applicant's Address: 13716 Uthman Ct NE  
Social Security Number: 523-08-6515  
Or Individual Tax Identification Number (ITIN) \_\_\_\_\_

**Business Information:**

Business Name: Brown Boys Benefit  
Business Address: 13716 Uthman Ct NE Bldg M- 55419  
Minnesota Tax Identification #: 81-5087973  
Federal Tax Identification #: \_\_\_\_\_

If Minnesota Tax Identification number is not required, please explain. \_\_\_\_\_

Signature:  \_\_\_\_\_ Company: Brown Boys Benefit

**CITY OF HAM LAKE**  
**TENNESSEN WARNING**

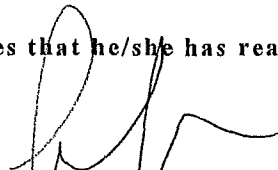
In connection with your request for a license the City of Ham Lake has asked that you provide information about yourself which is classified as either *private* or *confidential* by the Minnesota Government Data Practices Act (M.S.A. 13.04). Accordingly, the City is required to inform you of the following:

1. The private or confidential information requested includes, but may not necessarily be limited to, the following: *Your social security number or Minnesota business identification number.*
2. The purpose and intended use of the information requested is: *To comply with Minnesota Statutes, Section 270.72.*
3. You are required to supply the requested information.
4. The known consequences of supplying the requested information are as follows: *Loss or denial of the requested license if you owe the State of Minnesota delinquent taxes, penalties or interest.*
5. The known consequences of refusing to supply the requested information is: *Your request for a license cannot be processed.*
6. The following persons and entities are authorized by law to receive the information if provided: *State of Minnesota – Department of Revenue and other government agencies as provided by law.*

The undersigned, by signing this notice, acknowledges that he/she has read and understood the contents of this notice.

5/19/26

Date

  
\_\_\_\_\_  
Signature of Applicant

Andy Brown  
\_\_\_\_\_  
Print Name

**Meeting Date: June 1, 2026**

**CITY OF HAM LAKE**

***STAFF REPORT***

**To: Mayor and councilmembers**

**From: John Witkowski, Public work Superintendent**

**Subject: Enchanted Estates Park Basketball Court**

**Introduction:**

It has been brought to the attention of city staff and council that residents would like a half basketball court installed in Enchanted Estates Park. After speaking with the Park Liaisons, Mayor Kirkham and Councilmember Hallberg, they agreed to move forward with the project. Public Works has the hoop, backboard, and post. The pad and asphalt will need to be installed. We received quotes from H & H Construction of \$9,985.00 and Czars of Tar for \$5,517.38 for the pad and asphalt installation.

**Recommendation:**

I recommend that we use Czars of Tar to install a half basketball court in Enchanted Estates Park with Public Works installing the hoop, backboard and post.



**Prepared By:**

Graham Lindgren  
(763) 370-7516  
Graham@czarsoftar.com  
Czars of Tar, Inc.  
(763) 421-6417

**Prepared For:**

City of Ham Lake  
John Witkowski  
15544 Central Ave NE Ham Lake, MN 55304  
(763) 235-1662  
Jwitkowski@hamlakemn.gov

**Proposal ID :** 26-1197

**About Us**

Czars of Tar, Has been your Premier Asphalt and Concrete company since 1991.

**Project Summary**

**JOB SITE: 1/2 BASKETBALL COURT**  
4121 161ST Lane Northeast,  
Ham Lake, Minnesota, 55304  
US

Sub grade excavation	\$1,931.25
3" Asphalt Wear Lift	\$3,586.13
Job Total	\$5,517.38

**Services Rendered**

## 1/2 Basketball Court

4121 161ST Lane Northeast, Ham Lake, Minnesota, 55304, US

### Products

#### Sub grade excavation

Excavate to the depth of {7"  
Haul away to proper recycling center.  
Install 4" of MNDot Spec class 5

Sub grade excavation Total

\$1,931.25



#### 3" Asphalt Wear Lift

Install 3" Compacted Asphalt Base Lift MNDot Spec. mvwe35035(r).

3" Asphalt Wear Lift Total

\$3,586.13

Job Total

\$5,517.38

## Terms and Conditions

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Czars of Tar, Inc. carries public liability and workmans compensation insurance.

**Notice of lien: persons or companies furnishing labor or materials for the improvement of real property may enforce a lien upon the improved land, if they are not paid for their contributions, even if such parties have no contractual relationship with the owner. Minnesota law permits the owner to withhold from his contractors so much for the contract price as may be necessary to meet the demands of all other lien claimants pay directly such liens and deduct the cost thereof from the contract price, or withhold amounts from his contractor until the contractor furnishes to the owner of claim for mechanics lien signed by persons who furnished any labor or materials of the improvement, and who provided the owner with timely notice. The owner here by waves all further requirements of notice under Minnesota statue, 514.011.**

*We recommend an asphalt maintenance plan, including crack, ceiling and seal coating new asphalt within the first 2 to 4 years. Your asphalt is susceptible to such things as petroleum-based products, bills, damage due to pressure points, tree roots, ground movement, vehicle tires, and power steering stretch marks. Cracks in asphalt should be expected given our climate “freeze and thaw” cycle.*

Czars of Tar will have all public utilities marked by gopher one for new excavation, and homeowner will be responsible to have any private utilities marked prior to work started (i.e. sprinkler heads, low-voltage, electrical, invisible, fencing, etc.) if not clearly marked, Czars of Tar will not be held responsible.

A travel charge of \$250 may be imposed if, on the day of scheduled work, the work cannot be performed (at no fault of the Czars of Tar) such as; cars in the way, sprinklers left on, dumpsters left on site, etc.

Restoration of area adjacent to new paving is homeowner's responsibility (e.i. dirt and seed).

As asphalt as 94% rock and sand, you may see rock, that is not unusual. Some shading may occur.

You will have seams if the width of the project is wider than 12 feet. Some seams blend better than others. This is more noticeable the first two years then it tends to blend.

Handmade areas will appear different from machine laid areas. Some shadowing may occur.

Some bonding may occur on slopes of less than 1.5% of grade.

During paving application, it may be necessary to run roller into garage. Czars of Tar will not be responsible for garage floor cracking and chipping.

Czars of Tar, Inc. is not responsible for brick facing in brick molding when removing and recycling the existing asphalt, concrete, grass, etc.

**Balance is due upon completion. Any warranty works shall be addressed after balance has been paid in full.**

***Financial responsibility: the undersigned agrees to be personally responsible for such indebtedness under the terms of this contract, which include all collection costs and responsible attorney fees.***

# Proposal Acceptance

30% down, Balance upon completion

**Terms of Services.** Customer agrees to the Services to be provided and the Terms and Conditions as outlined in this proposal.



**Terms of Payment.** Customer agrees to pay the amount indicated above for the Services to be provided upon completion of the Services, within the agreed time period, without any deduction or set-off for any reason.



**Terms of Changes.** Customer agrees that upon signing, any changes to the Services outlined in this Proposal may result in additional charges.



**Click To Enter Signature**

Full Name

Title

Email

Date

05/27/2026

# H&H Contractors

15454 Central Avenue Northeast  
Ham Lake, Minnesota 55304  
763-234-7393  
sales@mnretainingwalls.com | MNretainingwalls.com



## RECIPIENT:

### The City of Ham Lake

15544 Central Avenue NE  
Ham Lake, MN 55304

Phone: 763-235-1662

## SERVICE ADDRESS:

4121 161ST Lane Northeast  
Ham Lake, Minnesota 55304

## Estimate #42934

Sent on Apr 29, 2026  
Accepted Payment Methods Check, cash, or credit card.  
Credit card fees are 3% per transaction. Cards accepted: Visa, Mastercard, or American Express.


**Total \$9,985.00**

Product/Service	Description	Qty.	Unit Price	Total
Install Asphalt Pad	- see attached site map  Install 50'x50' Asphalt Pad (approx 2,500 sq.ft.)  1) Install 5" compacted base on average throughout area Using MNDOT spec Class 5 Rec foundation material. 3) Pave 2"-2.5" compacted asphalt mat. Using Martin Marietta Blaine Plant hot mix asphalt MV4R or MV3R.	1	\$9,985.00	\$9,985.00

**Total \$9,985.00**

## Attachments

View online <https://l.jbbr.io/Yn2cglO>

 Basketball court enchanted estates.png

## H&H Contractors

15454 Central Avenue Northeast  
Ham Lake, Minnesota 55304  
763-234-7393  
sales@mnretainingwalls.com | MNretainingwalls.com



### Reviews

#### Kathy Knutson



H&H did wonderful job of rebuilding a backyard fireplace and patio that had begun to sink. They were very easy to work with, and very clean and efficient. They took everything down, reinforced the entire patio and fireplace. They also repaired stairs and added mulch to the entire yard. We are very pleased with thier work and will definitely use them in the future.

#### Dennis Hepp



2nd job this season. Completed quickly with high quality

#### Kelsey Mork



Wow, H&H did SUCH a good job on our project. We needed a raised portion of our yard transformed from rocks and scrub to garden soil and mulch plus some grass to garden bed transformations and they did it so beautifully. Their team was efficient and so respectful. The results were even better than we imagined and we're so pleased! Highly recommend.

John,

My team and I will do an excellent job for you.

- John Heinrich  
H&H Contractors  
763-267-5055

This quote is valid for 30 days, after which values may change. Equipment operation will begin as early as 7:00 AM, Monday through Friday. Homeowners must mark irrigation and private utilities. The homeowner is responsible for ensuring clear access for equipment and personnel. Sod and seed repairs are not included unless requested for an additional fee. Ground protection mats are available upon request at an extra cost. Unforeseen obstacles discovered after excavation may result in a change order, additional costs, and added time to project duration.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Meeting Date: June 1, 2026



**CITY OF HAM LAKE  
STAFF REPORT**

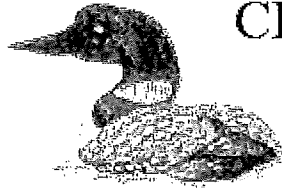
**To: Mayor and Councilmembers**

**From: John Witkowski, Public Works Superintendent, on behalf of  
the Personnel Liaison's**

**Item/Title/Subject: Street/Parks Maintenance Worker**

**Introduction/Discussion:** There has been an open position in the Public Works Department since March of 2026. Staff conducted interviews in May of qualified individuals and found a candidate that would be a great fit for the Public Works Department and City. After confirming with the Personnel Liaison's Councilmember Doyle and Van Kirk, they felt that staff could decide who would be the best fit for the position. We are requesting to offer the open position to Derek Parks with a starting date of June 22, 2026.

**Recommendation:** The Personnel Committee recommends hiring Derek Parks as a full-time Streets/Parks Maintenance Workers in the Public Works Department with a comp worth rating of 178 at the starting rate of \$27.05/per hour with an effective start date of June 22, 2026 subject to a BCA check and CDL drug test.



# CITY OF HAM LAKE

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

## CITY OF HAM LAKE PLANNING COMMISSION AGENDA TUESDAY, MAY 26, 2026

**CALL TO ORDER:** 6:00 p.m.

**PLEDGE OF ALLEGIANCE**

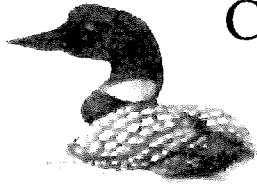
**APPROVAL OF MINUTES:** May 11, 2026

### **PUBLIC HEARING:**

1. Ronald and Connie Claflin, Thunderstuck, request to consider the following amendment to the mining overlay district map to include the following addresses:
  - PID: 01-32-23-44-0001
  - PID: 01-32-23-44-0007
2. Stoson LLC request to consider the application for a Conditional Use Permit for Wetland Banking of three parcels on, Durant St. NE.

**NEW BUSINESS:**

**COMMISSION BUSINESS:**



# CITY OF HAM LAKE

15544 Central Avenue NE  
Ham Lake, Minnesota 55304  
(763) 434-9555  
info@ci.ham-lake.mn.us

## CITY OF HAM LAKE PLANNING COMMISSION MINUTES TUESDAY, MAY 26, 2026

The Ham Lake Planning Commission met for its regular meeting on Tuesday, May 26, 2026, in the Council Chambers at Ham Lake City Hall located at 15544 Central Avenue NE in Ham Lake, Minnesota.

**MEMBERS PRESENT:** Commissioners Brian Pogalz, Dave Ringler, Jeff Entsminger, Lorrie Albers, Michael Frid, and Erin Dixon

**MEMBERS ABSENT:** Commissioner Kyle Lejonvarn

**OTHERS PRESENT:** City Planner, Matt Holzworth and City Engineer, David Krugler

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

### **PLEDGE OF ALLEGIANCE:**

The pledge of allegiance was recited by all in attendance.

### **APPROVAL OF MINUTES:**

**Motion by Dixon, seconded by Ringler, to approve the minutes of the May 11, 2026, Planning Commission meeting as amended. All present in favor, motion carried.**

### **PUBLIC HEARING:**

1. Ronald and Connie Clafin, Thunderstuck, request to consider the following amendment to the mining overlay district map to include the following parcels:
  - PID: 01-32-23-44-0001
  - PID: 01-32-23-44-0007

Mr. Clafin was present and stated that he is requesting the two parcels be added to the mining overlay district which he then plans to excavate the existing private pond on the property into a larger pond that would extend into the property next door. (PID: 01-32-23-0007)

Chair Pogalz asked if Mr. Clafin plans on selling the proposed excavated material. Mr. Clafin stated that he was not the one doing the excavation, and that the contractor doing the work would likely sell the excavated material and explained in further detail the process that has been proposed.

Commissioner Entsminger asked Engineer Krugler if dewatering would occur. Engineer Krugler stated that it will be up to the contractor and a DNR permit, but that is not where the current application is in the city's process.

Chair Pogalz acknowledged the staff report from Engineer Krugler providing a recommendation for approval.

Engineer Krugler stated that the areas that are specifically mentioned in the report to be added to the mining overlay district have soils that are not compliant with a standard septic system, therefore it is eligible to be included in the Mining Overlay District.

Commissioner Ringler stated that he was assigned the inspection of the property and stated that it was a straightforward inspection and seemed to be suitable area.

**Chair Pogalz opened the public hearing at 6:10 p.m. and asked for public comment.**

Paddy Jones, 4135 Constance Boulevard NE, Ham Lake, MN, expressed concerns about the future of the wells and water pressure.

Chair Pogalz stated that the wells are relatively lower than the excavation and will likely not affect wells in the area. Mr. Claflin stated more in-depth conversations he had with the DNR that had been about the wells and water pressure and that there was no cause for concern.

Pattie Callahan, 17440 Lexington Avenue, Ham Lake, MN, expressed concern that the pond on her property may drain.

Engineer Krugler stated that during the construction and dewatering they may see a slight drop in the water levels, but it will regenerate when the dewatering is completed.

**Chair Pogalz asked for further comment and with there being none, closed the public hearing at 6:21 p.m.**

**Motion by Ringler, seconded by Entsminger, to recommend approval of the request of Ronald and Connie Claflin to consider the following amendment to the mining overlay district map to include PID: 01-32-23-44-0001 and PID: 01-32-23-44-0007 meetings all City, State, and County requirements limited to the description provided in the survey of the two properties. All present in favor, motion carried. *This application will be placed on the City Council's Monday, June 1, 2026, agenda.***

2. Stoson LLC, request to consider the application for a Conditional Use Permit for Wetland Banking of three parcels on PID: 11-32-23-44-0003, PID 11-32-23-42-0003, and PID 11-32-23-41-0001.

Mr. Stoddard was present and gave a summary of the application request to the Commissioners and asked for any questions.

Chair Pogalz stated that he was on the property and noticed that there was excess soil and inquired about if there would be water visible on the property. Mr. Stoddard stated it will be used to fill ditches and that the site will be built to retain water better.

Commissioner Dixon asked Engineer Krugler regarding the maximum length of cul-de-sac as there will not be any future roadway as planned. Engineer Krugler stated that because the cul-de-sac length starts at an intersection, the current roadways are compliant and that Xebec Street would be removed north of the cul-de-sac and the temporary cul-de-sac will remain.

Engineer Krugler and Mr. Stoddard explained the Wetland Banking system process and how the future of the property would look more towards completion.

**Chair Pogalz opened the public hearing at 6:49 p.m. and asked for public comment.**

Paddy Jones, 4135 Constance Boulevard NE, Ham Lake, MN, expressed concerns about the ditch on his property, if a potential fence will be on the property, and the construction vehicles.

Chair Pogalz and Engineer Krugler addressed questions and concerns regarding the low potential impacts that may occur in the future regarding construction, vehicles, and a fence could be constructed on Mr. Johnsons property.

Jana Pargeter, 4227 165<sup>th</sup> Avenue NE, Ham Lake, MN expressed concerns on the impact of the proposed future nature trail, if there will be hunting allowed and where the access would be.

Chair Pogalz and Engineer Krugler stated that no work will be done in the city right-of-way and that Fox Run Park would be the closest spot for parking. Mr. Stoddard stated that he proposed to have no “No Trespassing” signs around the permitter.

Paddy Johnson, 4135 Constance Boulevard NE, Ham Lake, MN, asked about the Article 9 requirement and improved road frontage, and if future bathrooms along the trail will be provided.

Chair Pogalz explained that no bathrooms would be installed and it was determined that they would use a different road to the north for construction to alleviate that need and the applicants have opted to use the appropriate road with the proper weight restriction.

Jon Huffmaster, 3752 169<sup>th</sup> Lane NE, Ham Lake, MN, expressed concerns about parking and the additional wear and tear on the existing park infrastructure and roads.

Chair Pogalz stated that there has been no traffic study done at this time and it is typically done on an as need basis. Engineer Krugler stated that the roads are rated well within potential traffic that may be generated.

Commissioner Frid asked who would maintain the trail. Engineer Krugler stated that it will be up to the city’s parks department. Mr. Stoddard stated that it will be a grass trail that is proposed.

**Chair Pogalz asked for further comment and with there being none, closed the public hearing at 7:14 p.m.**

Chair Pogalz inspected the property and reported that it is open land in various states that it is typically used for sod and could be a good idea for the community.

**Motion by Pogalz, seconded by Entsminger, to recommend approval of the request to consider Stoson LLC request to consider the application for a Conditional Use Permit for Wetland Banking of three parcels on Durant St. NE at PID: 11-32-23-44-0003, PID 11-32-23-42-0003, and PID 11-32-23-41-0001 with the following conditions:**

- 1. Coon Creek Watershed District Permit is in place**
- 2. National Pollutant Discharge Elimination System permits are in place**
- 3. Minnesota Board of Water and Soil Resources approval**
- 4. US Army Corps of Engineers approval**
- 5. The proposed trail easement is dedicated to the City**
- 6. All requirements recommended from the City Engineer**
- 7. Review of the Conditional Use Permit that the wetland bank complies with City Requirements**
- 8. Access for construction will come from Crosstown Boulevard NE or Constance Boulevard NE**
- 9. Meet all City, State and County requirements**

**All present in favor, motion carried.**

*This application will be placed on the City Council's Monday, June 1, 2026 agenda.*

**NEW BUSINESS:**

**COMMISSION BUSINESS:**

City Council Update

City Planner Holzworth stated that all items from the Planning Commissions previous meeting were approved by the City Council. A Planning Commissioner will not be attending the City Council's June 1, 2026, meeting.

**ADJOURNMENT:**

**Motion by Dixon, seconded by Pogalz, to adjourn the Planning Commission meeting at 7:16 p.m. All present in favor, motion carried.**

---

Matt Holzworth, City Planner

**ORDINANCE NO. 26-XX**

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

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

There is hereby added to the list of parcels described in the Exhibit (the Mining Overlay Districts) attached to Ordinance No. 07-14 the following:

LEGAL DISCRIPTIONS

Address: 17340 Lexington Avenue NE, Ham Lake, Minnesota 55304

PID: 01-32-23-44-0001

That portion of the Southeast Quarter of the Southeast Quarter of Section 1, Township 32, Range 23, Anoka County, Minnesota, described as follows: Beginning at a point on the east line of said Quarter of Quarter of said section, 400 feet North of the Southeast corner of said section; thence West 990 feet, parallel to the South line of said section, to a point 400 feet North of the South line of said section; thence North, parallel to the West line, to a point 660 feet North of the South line of said section; thence West, parallel to the South line, 330 feet to a point 660 feet North of the South line on the west line of said Southeast Quarter of the Southeast Quarter of said section; thence North, along the West line to a point 945 feet North of the South line of said section; thence East, parallel to the South line, to a point 525 feet from the East line of said section; thence South, parallel to the East Line, 279 feet; thence East, parallel to the South line, 525 feet to a point on the East line, to the point of beginning, according to the Government Survey thereof.

Except the West 625 feet and East 345 feet of the above-described parcel.

Address: Unassigned Situs, Ham Lake, Minnesota 55304

PID: 01-32-23-44-0007

That part of the Southeast Quarter of the Southeast Quarter of Section 1, Township 32, Range 23, Anoka County, Minnesota, described as follows: Beginning at a point 666 feet North of the Southeast corner of the Southeast Quarter of the Southeast Quarter of Section 1, Township 32, Range 23, Anoka County; thence West 525 feet; thence North 279 feet; thence East 200 feet; thence South 225 feet; thence East 325 feet; thence South 54 feet to the point of beginning.

Except the East 345 feet of the above-described parcel.

and so shall be identified on the Zoning Map described in Article 9-120 of the Ham Lake City Code.

**Presented to the Ham Lake City Council on June 1, 2026 and adopted by a unanimous vote this \_\_\_\_ day of \_\_\_\_\_, 2026.**

\_\_\_\_\_  
**Brian Kirkham, Mayor**

\_\_\_\_\_  
**Denise Webster, City Clerk**

**Mining Overlay District**  
**Exhibit to Ordinance 07-14**

<u>Number</u>	<u>Parcel ID Number</u>	<u>Number</u>	<u>Parcel ID Number</u>	<u>Number</u>	<u>Parcel ID Number</u>
1	1-32-23-12-0001	27	13-32-23-41-0001	53	24-32-23-21-0017
2	1-32-23-21-0001	28	13-32-23-33-0001	54	24-32-23-13-0001
3	1-32-23-33-0001	29	13-32-23-34-0001	55	25-32-23-24-0001
4	2-32-23-44-0005	30	14-32-23-32-0003	56	25-32-23-31-0001
5	2-32-23-43-0001	31	14-32-23-33-0001	57	25-32-23-34-0001
6	6-32-23-44-0001	32	15-32-23-13-0001	58	25-32-23-33-0001
7	6-32-23-43-0006	33	15-32-23-11-0001	59	29-32-23-22-0001
8	6-32-23-34-0006	34	18-32-23-13-0001	60	34-32-23-14-0002
9	6-32-23-33-0001	35	18-32-23-24-0001	61	34-32-23-41-0001
10	8-32-23-22-0002	36	18-32-23-31-0003	62	35-32-23-12-0007
11	8-32-23-23-0001	37	19-32-23-32-0001	63	36-32-23-22-0010
12	8-32-23-23-0002	38	19-32-23-33-0004	64	36-32-23-21-0004
13	8-32-23-34-0002	39	19-32-23-34-0001	65	36-32-23-21-0005
14	10-32-23-11-0001	40	21-32-23-13-0002	66	36-32-23-12-0003
15	11-32-23-22-0001	41	21-32-23-12-0002	67	36-32-23-11-0001
16	11-32-23-21-0005	42	21-32-23-11-0002	68	36-32-23-14-0001
17	11-32-23-11-0003	43	21-32-23-14-0004	69	36-32-23-24-0002
18	11-32-23-41-0001	44	22-32-23-13-0001	70	36-32-23-23-0001
19	11-32-23-42-0001	45	22-32-23-14-0001	71	36-32-23-31-0001
20	11-32-23-44-0001	46	22-32-23-42-0002	72	36-32-23-42-0001
21	12-32-23-22-0002	47	22-32-23-41-0003	73	36-32-23-41-0001
22	12-32-23-24-0005	48	23-32-23-23-0001	74	36-32-23-44-0001
23	12-32-23-32-0001	49	23-32-23-14-0002	75	36-32-23-43-0001
24	13-32-23-32-0001	50	23-32-23-42-0001	76	36-32-23-34-0001
25	13-32-23-31-0001	51	23-32-23-41-0001	77	36-32-23-33-0001
26	13-32-23-42-0001	52	24-32-23-22-0002	78	01-32-23-44-0001
				79	01-32-23-44-0007



**CITY OF HAM LAKE  
MINING OVERLAY DISTRICTS  
ORDINANCE 07-14**

DATE: 5/28/26

Map prepared by:



13635 Johnson Street  
Ham Lake, Minnesota 55304  
(763) 862-8000

Drawing name: L:\MapInfo\HamLake.mxd | User:





# CITY OF HAM LAKE

15544 Central Avenue NE

Ham Lake, MN 55304

(763) 434-9555 info@hamlakemn.gov

## PLANNING REQUEST

Date of Application 5/19/26

Date of Receipt 5/19/26

Receipt # 0105713

Amount \$ 500.00

Meeting Appearance Dates:

Planning Commission 5/26/26 City Council 6/1/26

Please check request(s):

- Metes & Bounds Conveyance \$500.00
- Sketch Plan \$700.00 per lot/unit
- Preliminary Plat Approval\*
- Final Plat Approval
- Rezoning\* \$400.00
- Multiple Dog License\* \$400.00

- Commercial Building Permit \$1,000.00
- Certificate of Occupancy
- Home Occupation Permit \$200.00
- Special Home Occupation Permit \$400.00
- Conditional Use Permit\* New or Amend. \$1,000.00

✓ Other add parcel to mining overlay District

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

Development/Business Name: NA

Address/Location of property: 17340 Lexington Ave NE, Ham Lake, Mn

Legal Description of property: 17416 Lexington Ave, Ne ham Lake 55304

PIN # \_\_\_\_\_ Current Zoning Res Proposed Zoning NA

Notes: \_\_\_\_\_

Applicant's Name: Connie + Ron Claffin / Christian Manzik

Business Name: NA

Address 17340 Lexington Ave NE

City Ham Lake State mn Zip Code 55304

Phone 612-806-7048 Email \_\_\_\_\_

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

SIGNATURE Connie Claffin / Christian Manzik DATE 4/27/26

\*\*\*\*\*

- FOR STAFF USE ONLY -

Action By: Planning Commission \_\_\_\_\_ Property Taxes Current YES NO  
 City Council \_\_\_\_\_ Any Active/Deferred Assessments YES NO

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

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

---

*Type of Application*

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

Applicant Signature Connie Clafin Ron Clafin Dated 4/27/26

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

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

I am aware of the application being submitted by the applicant and approve the request.

Property Owner Signature Ron Clafin Chris Monte Dated 4/27/26  
Connie Clafin

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

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


**DATA PRACTICES ADVISORY  
TENNESSEN WARNING  
REQUIRED BY MINNESOTA STATUTES CHAPTER 13.04**

*Chris Munn*  
SIGNED BY Lonnie Claffin, Ronald Claffin

COMPANY/TITLE: NA

DATE: 4/27/26

## Memorandum

Date: May 20, 2026  
To: Planning Commissioners  
From: David A. Krugler, City Engineer   
Subject: Claflin-Maneske Private Pond

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**Introduction:**

In 2006, the City of Ham Lake commissioned an Excavation Task Force to evaluate the amount of excavation occurring within the City. In 2007, the City adopted revisions to Article 11-600 limiting excavation activities to Mining Overlay Districts, which were established in areas where standard Individual Sewage Treatment Systems (ISTS) cannot reasonably be installed. The purpose of these limitations was to preserve buildable land within Ham Lake. Attached are a 300-foot scale aerial map, 300-foot scale zoning map, and 400-foot scale half-section map.

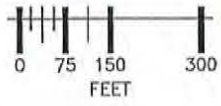
**Discussion:**

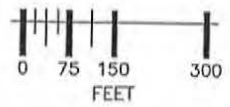
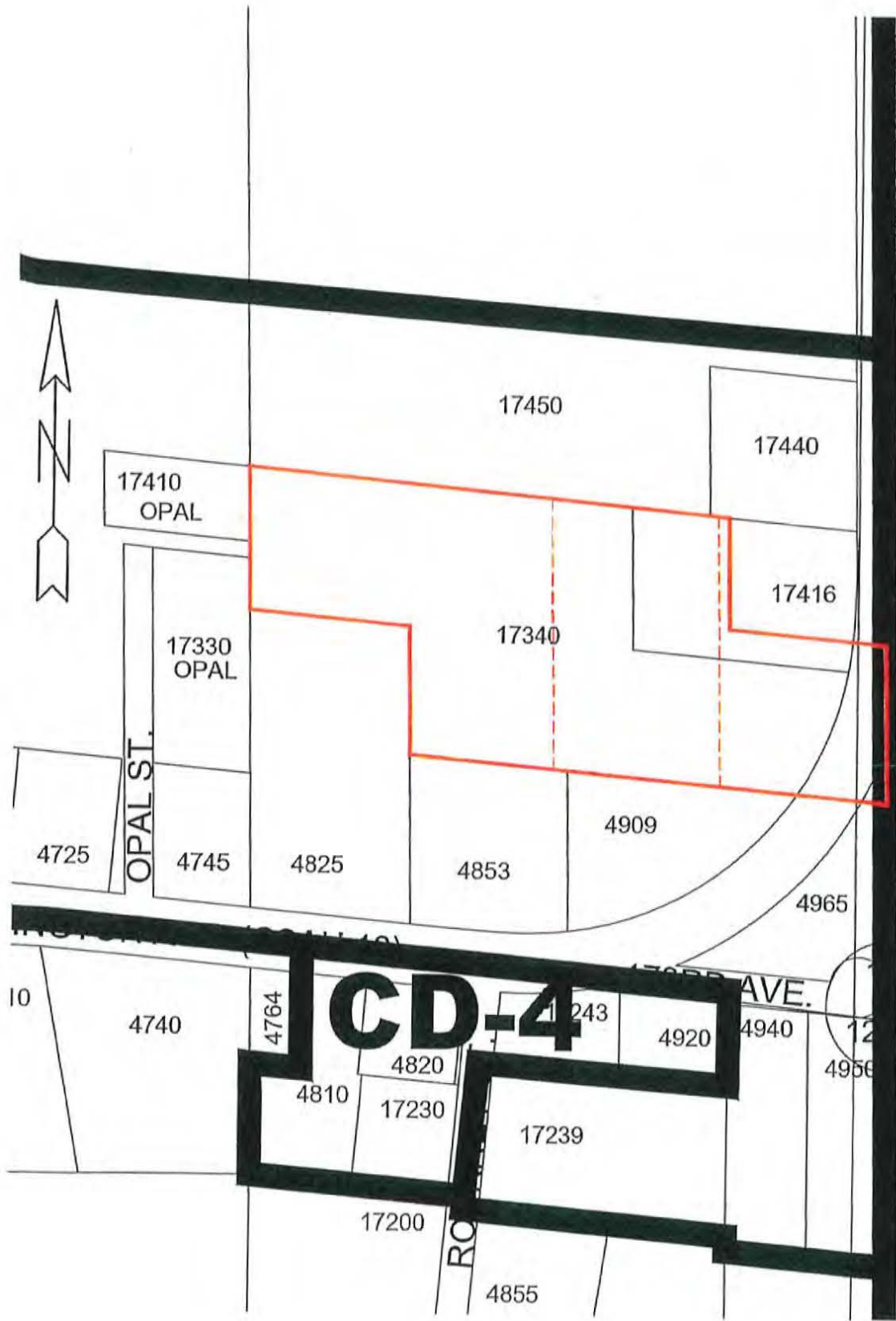
The site plan received on May 5<sup>th</sup> shows the location of a proposed private pond on the properties 01-32-23-44-0001 (17340 Lexington Avenue NE) and 01-32-23-44-0007. As a first step toward allowing excavation of a private pond larger than 2,000 square feet, the proposed pond area must be included within the Mining Overlay District pursuant to Article 11-600. The submittal includes the soil borings report conducted within the proposed pond area. All four borings indicate that the upper two feet consist of organic peat soils.

Based on review by the Building Official under Minnesota Rules Chapter 7080, the site cannot be remediated to support a Type I septic system. This finding supports inclusion of the area within the Mining Overlay District. The submittal also includes a legal description limiting the proposed overlay district to the proposed pond area, thereby preserving areas of the parcels that may remain suitable for a Type I septic system and which, absent additional information, would not qualify for inclusion within the Mining Overlay District.

**Recommendation:**

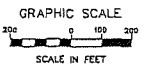
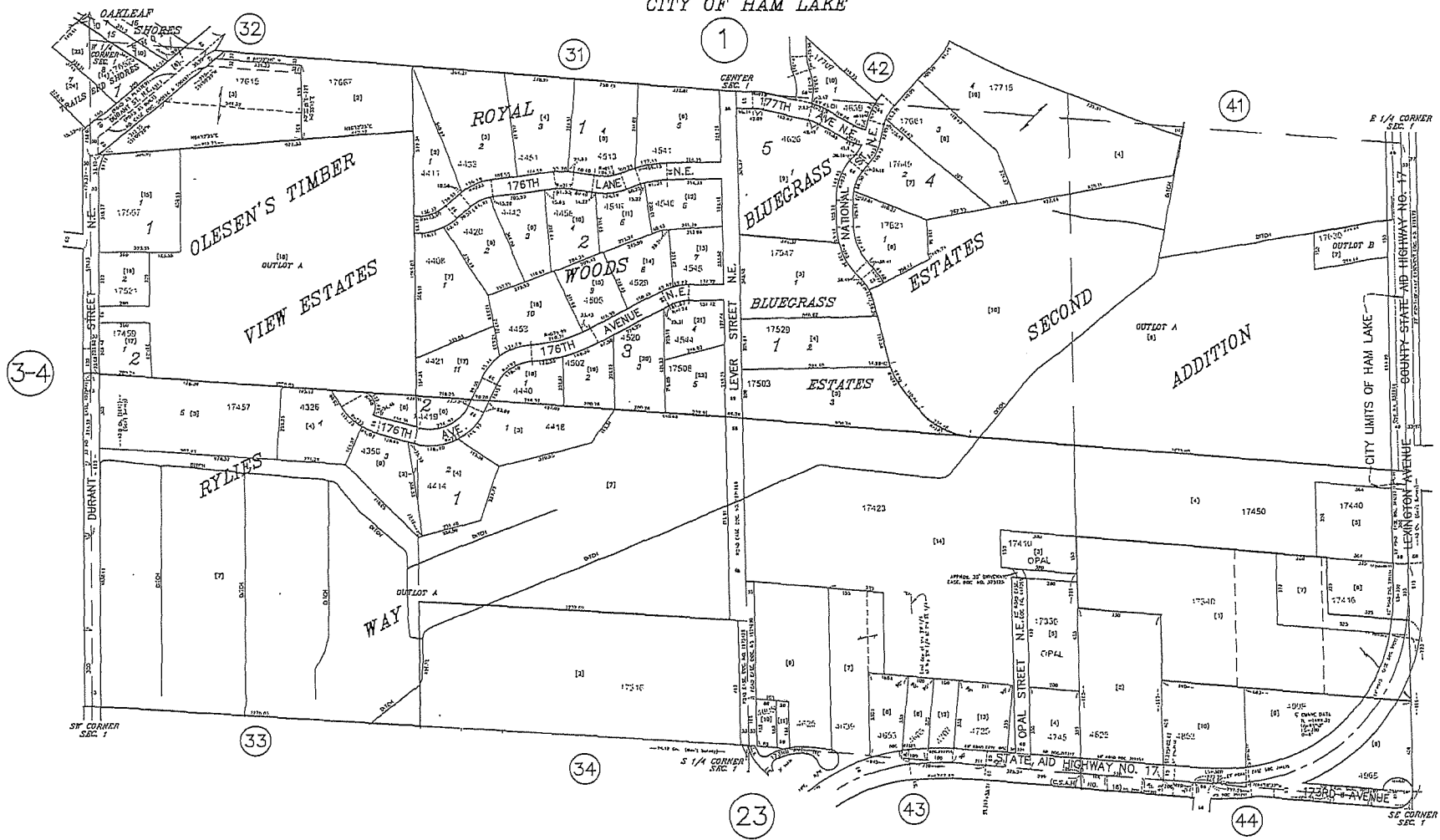
It is recommended that the Claflin and Maneske request for inclusion into the Mining Overlay District be recommended for approval.





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

CITY OF HAM LAKE



ANOKA COUNTY  
SURVEYOR'S OFFICE  
ROOM 224  
2100 3RD AVENUE  
ANOKA, MN 55303  
(763) 224-3700

QUARTER QUARTER INDEX

22	23	12	11
NORTH HALF		OF SECTION	
23	24	13	14
SOUTH HALF			
31	31	42	41

PROPERTY IDENTIFICATION NUMBER

Section	Township	Range	Quarter	Specific
XX	XX	XX	XX	XXXX

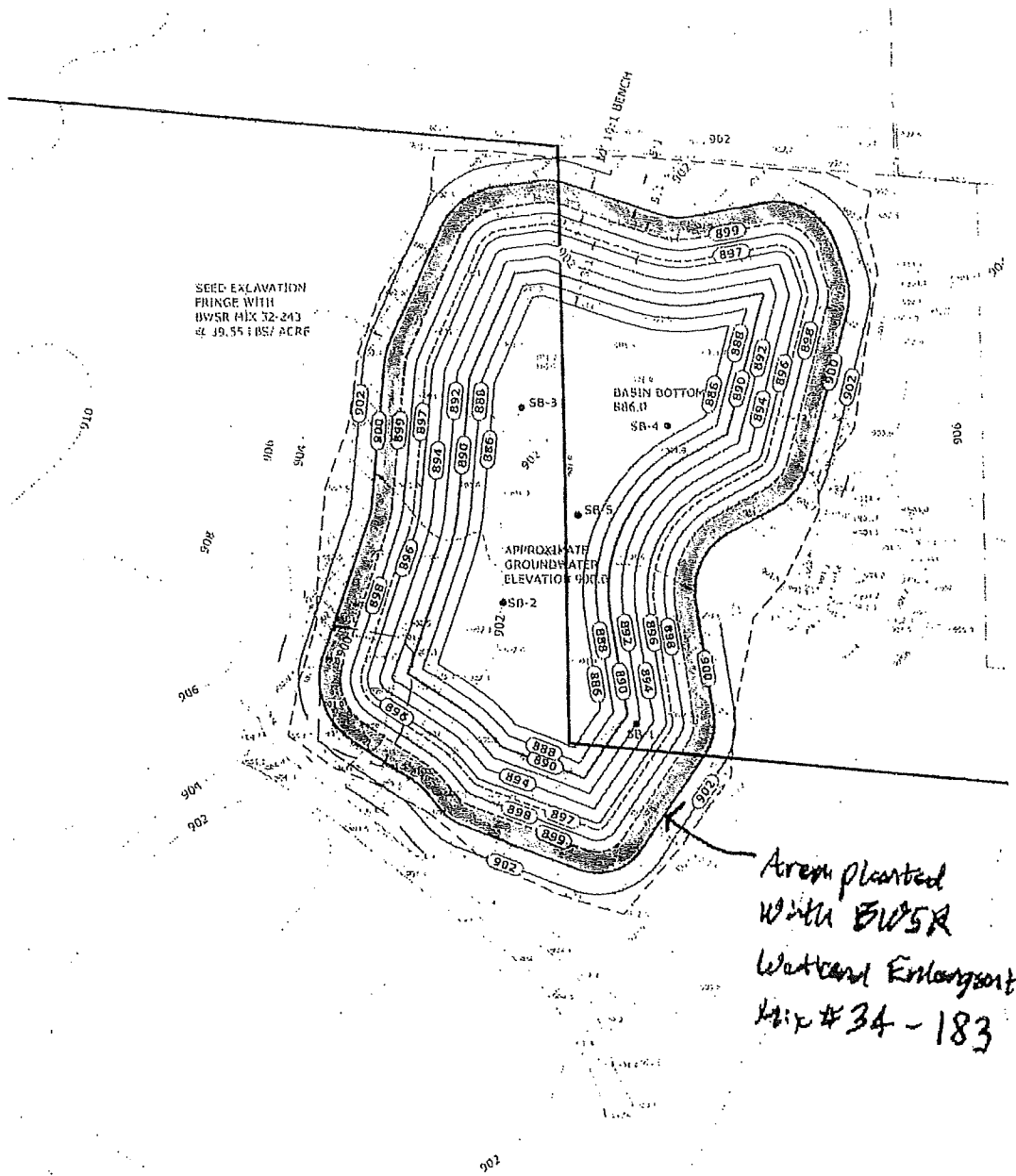
SPECIFIC PARCEL NUMBERS ARE IN BRACKETS: [1]

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

# EXCAVATION EXHIBIT

Figure 1

-for- KYLE CLAFLIN  
 -of- 17340 LEXINGTON AVENUE NE  
 HAM LAKE, MN



I hereby certify that this plan, survey or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

By: \_\_\_\_\_  
 Minnesota License No. XXXXX  
 Dated XX day of (month) 2026.

DATUM: Anoka	JOB NO. 26076BS
REVISIONS	SCALE: 1" = 50'
	DATE: 03-11-26
	DRAWN BY: HMD
	CREW: TBD

**E. G. RUD & SONS, INC.**  
 Professional Land Surveyors  
 6776 Lake Drive NE, Suite 110  
 Lino Lakes, MN 55014  
 Tel: (651) 301-8200 Fax: (651) 301-8701  
 www.egrud.com

## U of MN Onsite Sewage Treatment Program Soil Boring Log

Site Address: 17340 Lexington Ave NE, Ham Lake	Legal Description/GPS: T32N, R23W, Sec. 1	Date: 2/27/2026
		Job Number: 2026-42
		Soil Boring Number: <u>SP-1</u>
Soil Parent Materials: (circle)	Till      Outwash      Lacustrine      Alluvium      Loess <u>Organic Matter</u> Bedrock	
Landscape Position: (circle)	Summit      Shoulder      Back/Side Slope      Foot Slope      Toe Slope <u>Depression</u>	
Vegetation: Reed Canarygrass	Soil Survey Map Unit(s): Rifle	Slope (%): Weather conditions:

Depth (in.)	Texture	Matrix Color(s)	Mottle Color(s)	Redox Kind(s)	Hydric Soil Indicator(s)	-----Structure----- Shape	Grade	Consistence
-------------	---------	--------------------	--------------------	------------------	-----------------------------	------------------------------	-------	-------------

0-24	<i>hemic peat</i>	<i>10YR 2/2</i>						
24-36	<i>fine sand</i>	<i>10YR 4/1</i>						
36-72	<i>fine sand</i>	<i>10YR 4/2</i>						
72-120	<i>silty sand</i>	<i>10YR 4/1</i>						
					Concentrations Depletions			
					Concentrations Depletions			
					Concentrations Depletions			
					Concentrations Depletions			
					Concentrations Depletions			

Shape: Granular, Platy, Blocky, Prismatic, Single Grain, Massive  
 Grade: Weak, Moderate, Strong, Loose  
 Consistence: Loose, Friable, Firm, Extremely Firm, Rigid

Depth to Soil Saturation: 17 inches bgs  
 Comments: Depth to Water = 24 inches bgs  
 Wayne E. Jacobson, P.S.S. #30611

## U of MN Onsite Sewage Treatment Program Soil Boring Log

Site Address: 17340 Lexington Ave NE, Ham Lake		Legal Description/GPS: T32N, R23W, Sec. 1		Date: 2/27/2026			
				Job Number: 2026-42			
				Soil Boring Number: <u>SP-2</u>			
Soil Parent Materials: (circle)	Till	Outwash	Lacustrine	Alluvium	Loess	<u>Organic Matter</u>	Bedrock
Landscape Position: (circle)	Summit	Shoulder	Back/Side Slope	Foot Slope	Toe Slope	<u>Depression</u>	
Vegetation: Reed Canarygrass	Soil Survey Map Unit(s): Rifle			Slope (%):			Weather conditions:

Depth (in).	Texture	Matrix Color(s)	Mottle Color(s)	Redox Kind(s)	Hydric Soil Indicator(s)	-----Structure----- Shape	Grade	Consistence
-------------	---------	--------------------	--------------------	------------------	-----------------------------	------------------------------	-------	-------------

0-24	hemie peat	10YR 2/2		Concentrations Depletions				
24-34	Sand	10YR 3/2		Concentrations Depletions				
34-48	Sand	10YR 4/2		Concentrations Depletions				
48-72	Silty Sand	10YR 4/1		Concentrations Depletions				
				Concentrations Depletions				
				Concentrations Depletions				
				Concentrations Depletions				
				Concentrations Depletions				

Shape: Granular, Platy, Blocky, Prismatic, Single Grain, Massive  
 Grade: Weak, Moderate, Strong, Loose  
 Consistence: Loose, Friable, Firm, Extremely Firm, Rigid

Depth to Soil Saturation: 17 inches bgs  
 Comments: Depth to Water = 24 inches bgs  
 Wayne E. Jacobson, P.S.S. #30611

## U of MN Onsite Sewage Treatment Program Soil Boring Log

Site Address: 17340 Lexington Ave NE, Ham Lake	Legal Description/GPS: T32N, R23W, Sec. 1	Date: 2/27/2026
		Job Number: 2026-42
		Soil Boring Number: <b>SP-3</b>
Soil Parent Materials: (circle)	Till      Outwash      Lacustrine      Alluvium      Loess <b>Organic Matter</b> Bedrock	
Landscape Position: (circle)	Summit      Shoulder      Back/Side Slope      Foot Slope      Toe Slope <b>Depression</b>	
Vegetation: Reed Canarygrass	Soil Survey Map Unit(s): Rifle	Slope (%): Weather conditions:

Depth (in).	Texture	Matrix Color(s)	Mottle Color(s)	Redox Kind(s)	Hydric Soil Indicator(s)	-----Structure-----	
						Shape      Grade      Consistence	

0-24	hectic peat	10YR 2/2		Concentrations Depletions				
24-36	Sand	10YR 3/2		Concentrations Depletions				
36-60	Sand	10YR 4/2		Concentrations Depletions				
60-78	Sand	10YR 4/1		Concentrations Depletions				
78-96	silty sand	10YR 4/1		Concentrations Depletions				
				Concentrations Depletions				
				Concentrations Depletions				
				Concentrations Depletions				

Shape: Granular, Platy, Blocky, Prismatic, Single Grain, Massive  
 Grade: Weak, Moderate, Strong, Loose  
 Consistence: Loose, Friable, Firm, Extremely Firm, Rigid

Depth to Soil Saturation: 17 inches bgs  
 Comments: Depth to Water = 24 inches bgs  
 Wayne E. Jacobson, P.S.S. #30611

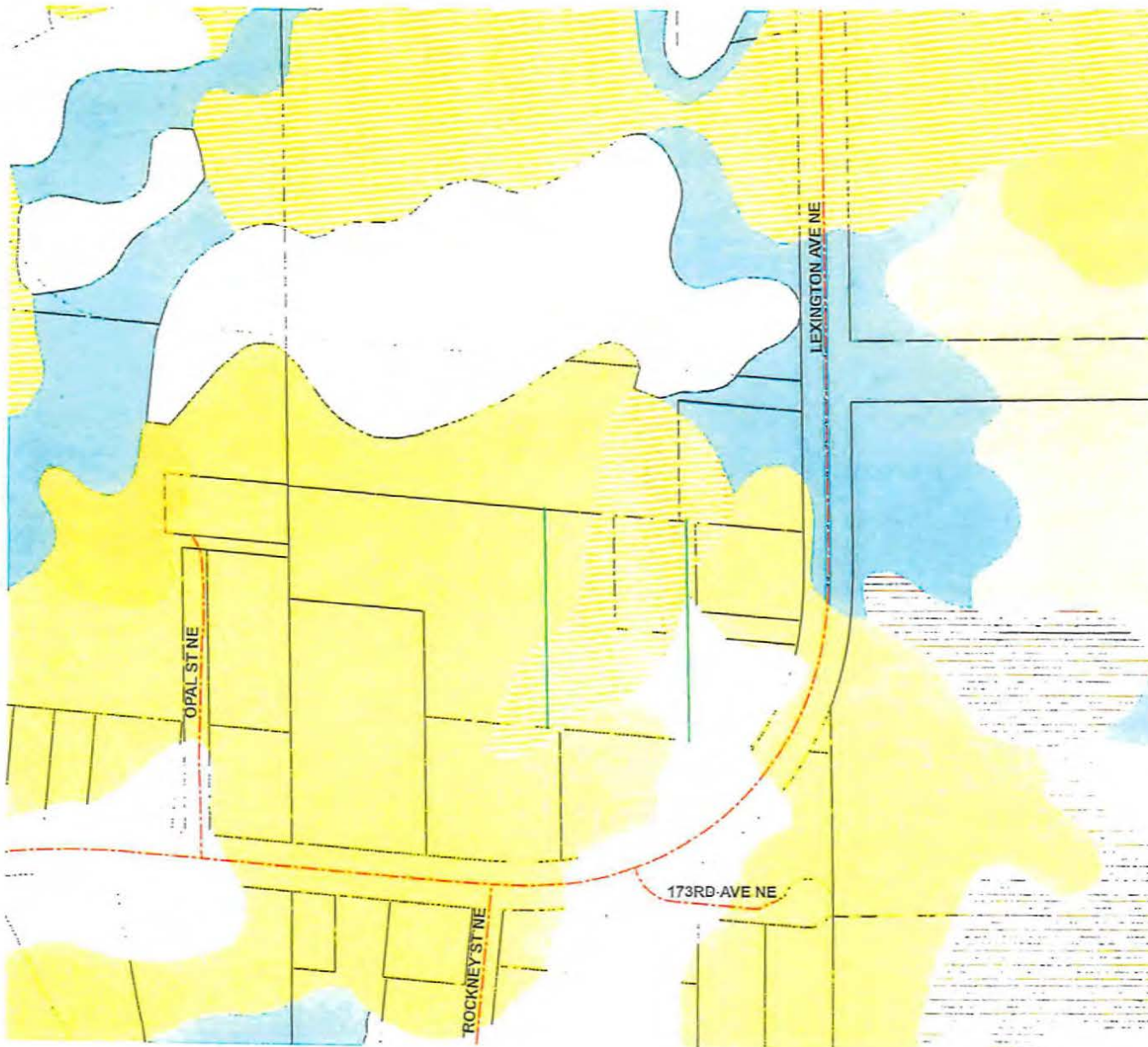
## U of MN Onsite Sewage Treatment Program Soil Boring Log


Site Address: 17340 Lexington Ave NE, Ham Lake	Legal Description/GPS: T32N, R23W, Sec. 1	Date: 2/27/2026
		Job Number: 2026-42
		Soil Boring Number: <u>SP-4</u>
Soil Parent Materials: (circle)	Till    Outwash    Lacustrine    Alluvium    Loess <u>Organic Matter</u> Bedrock	
Landscape Position: (circle)	Summit    Shoulder    Back/Side Slope    Foot Slope    Toe Slope <u>Depression</u>	
Vegetation: Reed Canarygrass	Soil Survey Map Unit(s): Rifle	Slope (%): Weather conditions:

Depth (in.)	Texture	Matrix Color(s)	Mottle Color(s)	Redox Kind(s)	Hydric Soil Indicator(s)	Structure		
						Shape	Grade	Consistence
0-24	fibric peat	10YR 2/2						
24-36	sand	10YR 2/3						
36-54	sand	10YR 4/2						
54-66	silty sand	10YR 4/2						
66-84	silty sand	10YR 4/1						









Shape: Granular, Platy, Blocky, Prismatic, Single Grain, Massive  
 Grade: Weak, Moderate, Strong, Loose  
 Consistence: Loose, Friable, Firm, Extremely Firm, Rigid


Depth to Soil Saturation: 12 inches bgs  
 Comments: Depth to Water = 24 inches bgs  
 Wayne E. Jacobson, P.S.S. #30611




  
**HAM LAKE, MINNESOTA**  
**SOILS MAP**


**Legend**

-  Parcels
- SOIL TYPES**
-  Cut and Fill Land (Cu)
-  Isanti Fine Sandy Loam (Iw)
-  Lino Loamy Fine Sand (LnA)
-  Markey Muck (Ma)
-  Rifle Mucky Peat (Rf)
-  Soderville Fine Sand (SoA)
-  Zimmerman Fine Sand B (ZmB)



MAP DATE: 5/20/2026

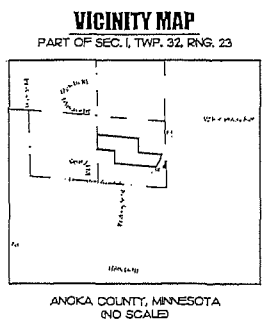
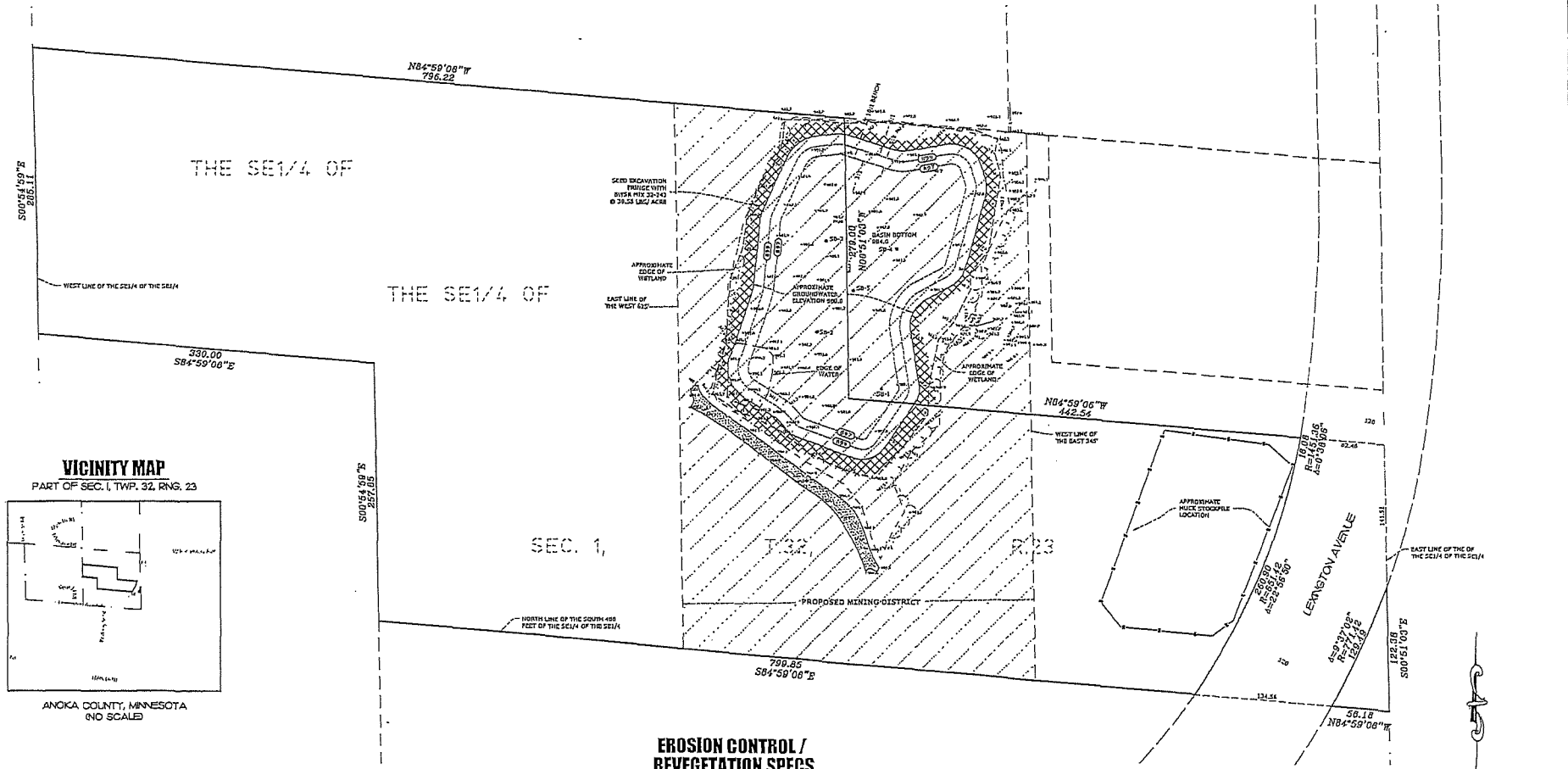

 0 125 250 500  
 Feet

  
**RFC**  
 Engineering, Inc.  
 Consulting Engineers

File: L:\4\2025\HamLake\SoilsMap\HamLake\_SoilsMap.dwg

# PROPOSED MINING DISTRICT EXHIBIT

~for~ KYLE CLAFLIN  
 ~of~ 17340 LEXINGTON AVENUE NE  
 HAM LAKE, MN



## EROSION CONTROL / REVEGETATION SPECS.

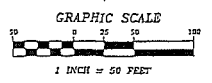
1. PRIOR TO ROUGH GRADING, INSTALL SILT STOP FENCE IN LOCATIONS SHOWN. ADDITIONAL SILT STOP FENCE WILL BE DETERMINED THROUGH LOCAL EROSION CONTROL. INSTALL TREE PROTECTION AS DEEMED NECESSARY BY THE CITY ENGINEER PRIOR TO ANY GRADING.
2. ANY GRADING SHALL PROCEED ON AN AREA BY AREA BASIS TO MINIMIZE UNGRADED AREAS.
3. AS EACH AREA OUTSIDE THE POND IS GRADED, PROMOTE NATIVE TOPSOIL SEEDS AND MULCH ANCHORED WITH A STRAIGHT-JET GEC 100MM SODM MATS AFTER ROUGH GRADING.
4. MAINTAIN AND REPAIR SILT STOP FENCES INCLUDING REMOVAL OF ACCUMULATED SALT UNTIL VEGETATION IS ESTABLISHED.
5. SEE "STREAM WATER POLLUTION PREVENTION PLAN" FOR ADDITIONAL EROSION CONTROL NOTES AND SITE SEQUENCING.

## LEGAL DESCRIPTION

THAT PART OF SE1/4 OF SEC. 1, T.32, R.23, DESCRIBED AS FOLLOWS: COMMENCING AT SE CORNER THEREOF; THENCE NORTH ALONG THE EAST LINE OF SAID SE1/4 OF THE SE1/4, A DISTANCE OF 400.1 FEET TO THE POINT OF BEGINNING ON NORTH LINE OF THE SOUTH 400 FEET OF SAID SE1/4 OF THE SE1/4, AS MEASURED AT RIGHT ANGLES TO THE SOUTH LINE OF SAID SE1/4 OF THE SE1/4; THENCE CONTINUING NORTHERLY ALONG SAID EAST LINE, A DISTANCE OF 202.0 FEET TO A POINT 666 FEET NORTH OF SAID SE CORNER; THENCE WESTERLY AND PARALLEL WITH SAID SOUTH LINE, A DISTANCE OF 525 FEET; THENCE NORTHERLY AND PARALLEL WITH SAID EAST LINE, A DISTANCE OF 279 FEET; THENCE WESTERLY AND PARALLEL WITH SAID SOUTH LINE, A DISTANCE OF 795.35 FEET TO THE WEST LINE OF SAID SE1/4 OF THE SE1/4; THENCE SOUTHERLY ALONG SAID WEST LINE, A DISTANCE OF 245.11 FEET TO A POINT 660 FEET NORTH OF THE SOUTHWEST CORNER THEREOF; THENCE EASTERLY AND PARALLEL WITH SAID SOUTH LINE 330 FEET; THENCE SOUTHERLY AND PARALLEL WITH SAID WEST LINE, A DISTANCE OF 257.05 FEET TO THE NORTH LINE OF THE SOUTH 400 FEET OF SAID SE1/4 OF THE SE1/4, AS MEASURED AT RIGHT ANGLES TO SAID SOUTH LINE; THENCE EASTERLY ALONG SAID NORTH LINE 990.72 FEET TO THE POINT OF BEGINNING.

## LEGEND

- DENOTES EXISTING SPOT ELEVATION
- DENOTES FENCE
- DENOTES EXISTING CONTOURS
- DENOTES PROPOSED CONTOURS
- DENOTES TREE LINE
- DENOTES PROPOSED SILT FENCE
- DENOTES GRAVEL SURFACE
- DENOTES POND SEEDING AREA
- DENOTES PROPOSED MINING DISTRICT



**E. G. RUD & SONS, INC.**  
 Professional Land Surveyors  
 6776 Lake Drive NE, Suite 110  
 Lino Lakes, MN 55014  
 Tel: (651) 361-8200 Fax: (651) 361-8701

DRAWN BY:	BCD	JOB NO:	2482982	DATE:	03/29/26
CHECK BY:	MHO	FIELD CROWD:	CAHR		
1					
2					
3					
NO.	DATE	DESCRIPTION	BY		



# CITY OF HAM LAKE

15544 Central Avenue NE

Ham Lake, MN 55304

(763) 434-9555 info@hamlakemn.gov

## PLANNING REQUEST

Date of Application \_\_\_\_\_

Date of Receipt 4/6/2026

Receipt # 0105469

Amount \$ 1,000<sup>00</sup>

Meeting Appearance Dates:

Planning Commission 5/26/26

City Council 6/1/26

Please check request(s):

- Metes & Bounds Conveyance \$500.00
- Sketch Plan \$700.00 per lot/unit
- Preliminary Plat Approval\*
- Final Plat Approval
- Rezoning\* \$400.00
- Multiple Dog License\* \$400.00
- Commercial Building Permit \$1,000.00
- Certificate of Occupancy
- Home Occupation Permit \$200.00
- Special Home Occupation Permit \$400.00
- Conditional Use Permit\* New or Amend.\$1,000.00
- Other Perpetual Condition Use Permit

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

Development/Business Name: STOSON LLC

Address/Location of property: DURANT ST NE, HAM LAKE MN

Legal Description of property: \_\_\_\_\_

PIN # 11-32-23-44-0003 | 11-32-23-42-0003 | 11-32-23-41-0001 Current Zoning 2A Proposed Zoning 2A

Notes: Perpetual conditional use permit for a proposed wetland mitigation bank

Applicant's Name: William Stoddard

Business Name: Stoson LLC

Address 5705 Wood Duck Circle

City Excelsior State MN Zip Code 55331

Phone 612-802-3666 Email t

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

SIGNATURE [Signature]

DATE 4/2/2026

\*\*\*\*\*

- FOR STAFF USE ONLY -

Action By: Planning Commission \_\_\_\_\_  
City Council \_\_\_\_\_

Property Taxes Current YES NO  
Any Active/Deferred Assessments YES NO


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

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

---

*Type of Application*

acknowledges that the sum of \$ 1,000, has been deposited with the City of Ham Lake to reimburse the City of Ham Lake for any out of pocket expenses incurred by the City in reviewing the proposal, including but not limited to a staff review fee, any signage required by ordinance, and City Engineer and City Attorney's fees for their review, in amounts which are not known to the City at this time. The applicant acknowledges that it is the responsibility of the undersigned to reimburse the City for any such engineering or attorney's fees incurred in review of the applicant's request, or any other expenses incurred by the City in connection with this requires, and further acknowledges that in the event that the undersigned fails to promptly remit any amounts incurred by the City in excess of the deposit, the City shall have the right to discontinue further consideration or action upon the undersigned's request, shall have the right to rescind any approvals, withdraw any permits, licenses or other consents, shall have the right to vacate any street or road, plat or other dedication, and the undersigned waives the right to claim damages arising out of any such act by the City. Furthermore, the applicant agrees that in the event that the City is required to take legal action in order to effect recovery of any of the expenses incurred by the City from the undersigned, the City shall be entitled, in addition to principle and interest, to recover its reasonable attorney's fees incurred in collecting said sums from the undersigned.

Applicant Signature  Dated 4/2/2026  
AS/ FOR OWNER OF STODSON LLC

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

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

I am aware of the application being submitted by the applicant and approve the request.

Property Owner Signature \_\_\_\_\_ Dated \_\_\_\_\_

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

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

**DATA PRACTICES ADVISORY  
TENNESSEN WARNING  
REQUIRED BY MINNESOTA STATUTES CHAPTER 13.04**

SIGNED BY \_\_\_\_\_

COMPANY/TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_



STANON LLC

4/2/2026

**CITY OF HAM LAKE, MINNESOTA  
RESOLUTION NO. 26-XX**

**APPROVAL OF CONDITIONAL USE PERMIT**

**WHEREAS**, William Stoddard, Stoson LLC, (the “Applicant”) filed an application dated April 6, 2026, Receipt #0105469, requesting a Conditional Use Permit for a wetland bank located at PID #11-32-23-44-0003, #11-32-23-42-0003 and #11-32-23-41-0001. The subject property is legally described as follows:

PID #11-32-23-44-0003, #11-32-23-42-0003 and #11-32-23-41-0001

The Northwest Quarter of the Southeast Quarter (NW1/4 of SE1/4) of Section Eleven (11), Township Thirty-two (32), Range Twenty-three (23), except the South 246.00 feet of the North 446.00 feet of the West 350 feet thereof, Anoka County, Minnesota.

AND

The Northeast Quarter of the Southeast Quarter (NE1/4 of SE1/4) of Section Eleven (11), Township Thirty-two (32), Range Twenty-three (23), Anoka County, Minnesota.

AND

Outlot A, Hedgewood, Anoka County, Minnesota. (the “Property”)

**WHEREAS**, the Property is located in the Rural Single Family Residential (R-A) Zoning District; and

**WHEREAS**, the intended use of the Property is for wetland banking; and

**WHEREAS**, under Section 9-330.8 of the Ham Lake City Code, wetland banking is a conditional use in R-A Zoning Districts; and

**WHEREAS**, pursuant to Section 9-310.2 of the Ham Lake City Code, the Ham Lake Planning Commission reviewed the conditional use application and held a public hearing at their regular meeting on May 26, 2026, and recommended approval of the Conditional Use Permit with conditions;

**WHEREAS**, the Ham Lake Planning Commission meeting minutes and materials from its May 26, 2026 meeting shall be used to support the Ham Lake City Council’s findings of fact.

**NOW, THEREFORE, BE IT RESOLVED** that the Ham Lake City Council hereby approves the Conditional Use Permit for the properties located at PID #11-32-23-44-0003, #11-32-23-42-0003 and #11-32-23-41-0001, subject to the conditions and approval as recommended by the Planning Commission to wit:

1. The Applicant obtaining a Coon Creek Watershed District (CCWD) Permit
2. The Applicant obtaining a National Pollutant Discharge Elimination System (NPDES) Permit
3. The Applicant obtaining Minnesota Board of Water and Soil Resources (BWSR) approval
4. The Applicant obtaining US Army Corps of Engineers approval
5. The Applicant dedicates a trail easement to the City of Ham Lake

6. The Applicant meets all requirements recommended by the City Engineer
7. The Applicant must access Crosstown Boulevard NE and Constance Boulevard NE for all construction access
8. Meeting and staying in compliance with all above identified and required permits and City, County, and State requirements.

**FURTHERMORE**, the Ham Lake City Council hereby approves the Conditional Use Permit for PID #11-32-23-44-0003, #11-32-23-42-0003 and #11-32-23-41-0001, subject to the following additional conditions:

1. Written receipt by the City, and approval by the City Attorney, of acknowledgement and approval of the Conditional Use Permit by the owner of PID #11-32-23-44-0003, #11-32-23-42-0003 and #11-32-23-41-0001.
2. Ongoing and complete compliance with all applicable Ham Lake City Code requirements.

Adopted by the Ham Lake City Council this 1st day of June, 2026.

ATTEST:

\_\_\_\_\_  
Denise Webster, City Clerk

\_\_\_\_\_  
Brian Kirkham, Mayor

## Memorandum

Date: May 20, 2026  
To: Planning Commissioners  
From: David A. Krugler, City Engineer  
Subject: Stoson LLC Wetland Bank



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### Introduction:

The General Notes & Specifications, Construction Details, Existing Conditions & Removal Plan, Overall Site Plan, Construction Plan, Shallow Swale Plan & Profile, County Ditch 11 Profile, Central Weir Outlet Plan & Profile, Central Weir Outlet Section Profiles, East Weir Outlet Plan & Profile, East Outlet Section Profiles, Proposed Seeding Plan, Interpretive Nature Trail, Floodplain Impact, Interpretive Nature Trail Placard Example and Hydrology Report were received April 16<sup>th</sup>. The Street Improvement Removals and Street Improvement Site Plan were received May 13<sup>th</sup> for the proposed wetland bank development located on 118.7 acres of parcels 11-32-23-42-0003, 11-32-23-41-0001 and 11-32-23-44-0003 (Outlot A of the Hedgewood subdivision). All of the prior review comments have been addressed. The parcels are currently zoned Rural Single Family Residential (R-A). Attached are a 600-foot scale aerial map, 600-foot scale zoning map, and 400-foot scale half-section map.

### Discussion:

The proposed 118.7-acre wetland bank project has been reviewed by Coon Creek Watershed District (CCWD) and the Mn Board of Water and Soils Resources (BWSR). Because CCWD is the LGU for the parcels, it will be responsible for inspections and compliance with the wetland bank requirements; therefore, no monitoring fees will be required to be collected by the City.

The plans show a 1.5-acre meandering trail dedication area to satisfy the trail requirement of Article 9.330.8(C), including a kiosk, benches and a trail connection to the west linking to the existing trail within the Fox Run Park. The Park Committee has reviewed the plan and is agreeable the proposed improvements.

The plans also specify that the construction traffic shall utilize either Durant Street or the private easement for access to Crosstown Boulevard (CSAH 18) or Constance Boulevard (CR60). Truck traffic is prohibited from utilizing 168<sup>th</sup> Avenue, Vickers Street, or 166<sup>th</sup> Lane thereby satisfying the required 9-ton access route. The plans also eliminate the future street stub connections at Vickers Street and Xebec Street. As part of a future roadway rehabilitation project, the City intends to convert the temporary cul-de-sac on 166<sup>th</sup> Lane into a permanent installation.

The parcels are within the new CCWD 100-year floodplain area, which has not been formally adopted. No Letters of Map Amendments (FEMA-LOMA) are required because no structures are proposed. The plans indicate no increase in fill below the CCWD 100-year flood elevation.

The Plans have been reviewed by the US Army Corp of Engineers, BWSR and CCWD and are awaiting the vacation of the easements along the property line of parcel 11-32-23-42-0003, which is scheduled for the first reading at the June 1<sup>st</sup> Council Meeting. The development will require an NPDES permit from the Minnesota Pollution Control Agency.

**Recommendations:**

It is recommended that the Stoson LLC Wetland Bank Conditional Use Permit be recommended for approval to the City Council contingent on the developer providing the following:

- Coon Creek Watershed District Permit
- NPDES Permit
- Minnesota Board of Water and Soil Resources approval
- US Army Corp approval
- Trail easement be dedicated to the City

**9-330.8 Wetland Bank** A "Wetland Bank," "State Wetland Banking System," or "Bank" means a system of identifying wetlands restored or created for replacement credit and providing for, facilitating, and tracking the exchange of wetland banking credits for projects that require replacement plans or wetland mitigation required by other local, state, or federal authorities.

**A. Statutory Conditions** It shall be a mandatory condition of any Conditional Use Permit issued for a Wetland Bank that the party holding the permit has complied with all standards and procedures related to a State wetland banking system as provided in Minnesota Rules parts 8420.0700 to 8420.0820.

**B. Monitoring Fees** To the extent the City is responsible for the role of the Local Government Unit, the City shall collect a monitoring fee for its required monitoring activities according to the City of Ham Lake Fee Schedule as amended from time to time.

**C. Easement** It shall be a mandatory condition of any Conditional Use Permit issued for a Wetland Bank that the permit holder dedicate to the City a 20-foot wide easement through and/or adjacent to the Wetland Bank to accommodate a 10-foot wide trail installed by the permit holder to include sufficient sloping and drainage as determined by the City Engineer. The easement shall be for public use. Permit holder shall install, at permit holder's expense, appropriate signage identifying the trail and associated area and any rules or regulations for the use of the trail and associated area as determined by the City.

In the event dedication of a trail easement is not economically feasible or possible, then the permit holder shall pay parkland dedication fees in lieu of the easement dedication. The parkland dedication fee will be based on the current per lot parkland dedication fee schedule. The parkland dedication fee will be collected for each credit available for sale in the wetland bank. However, at the discretion of the City Council, the per credit fee can be waived or reduced with credit given for amenities provided to the residential developments associated with the wetland banking application, if any, that exceed the parkland dedication fee required for the residential development.

**D. Road Frontage** Wetland Banks shall have improved roadway frontage for access as determined by the City Engineer. If any excavation is required for the creation of the Wetland Bank, road access of at least 9 tons bearing capacity shall be required.

**Minnesota Meadows Restoration  
Preserve Wetland Mitigation Bank  
Ham Lake MN**

**Wetland Bank & Perpetual CUP Permit Application Narrative  
for a 127 Acre Parcel in Ham Lake, MN by STOSON LLC**

**Application Narrative for Perpetual CUP & Wetland Bank:**

After years and numerous renditions, agency meetings, and planning, we are pleased to confirm we have received preliminary approvals from Minnesota Board of Water and Soil Resources (BWSR), the United States Army Corps of Engineers (USACE), Coon Creek Watershed District and Anoka County Soil & Water for our proposed Wetland Mitigation Bank (Minnesota Meadows Restoration Preserve Wetland Mitigation Bank). This Narrative and attached Exhibits accompanies our City of Ham Lake Perpetual CUP/Wetland Bank Application.

The City of Ham Lake addresses in numerous areas of its Comprehensive Plan various Visions, Goals and Policies it desires with its land planning including Open Space and Wetland Banks. Our proposed Minnesota Meadows Restoration Preserve Wetland Mitigation Bank is consistent with both the Comprehensive Plan and Surface Water Management Plan.

The original land survey conducted in 1855 identifies the project area as “wet prairie”. Historic aerial photos, as early as 1938, depict the site being drained via open ditches for agricultural purposes with forested oak knolls. Drainage is accomplished via private and public (Anoka County Ditch #11) ditches draining to Coon Creek (a listed impaired water), tributary to the Mississippi River. **Our proposed Wetland Bank would restore active sod fields to historic wet prairie conditions and protect via perpetual conservation easement both the restored wetlands and forested oak knolls aligning with the City of Ham Lake Comprehensive Plan principles and goals as follows:**

This Narrative and accompanying Plans & Exhibits will further detail items as requested by City requirements.

**Ham Lake City Code Wetland Bank Information:**

We have addressed City Code-Article 9, Section 9-330.8 Wetland Bank requirements highlighted as follows:

STOSON LLC is offering the City a very “low maintenance” Interpretive Nature Trail & Easement in lieu of any Parkland Dedication Fees, (refer to Exhibits No. 4 & No. 5. STOSON LLC will construct trail in the wooded uplands area abutting Fox Run City Park, with Trail access from the adjoining City Park. It will be constructed at approved elevations with signage of trail location, and existing & added flora signage along the trail. A couple low-maintenance park benches will be provided by STOSON LLC along with specimen tree and flora signage, and QR codes for student interpretive learning, all at STOSON LLC expense. As is common at abutting MAC Wetland Bank’s Trail, we assume our trail will possibly requiring lawn mowing about twice per year, however in this heavily shaded and wooded area, grass is slow-growing, if at all.

Our proposed trail will offer the City a 50 ft. wide easement with a 10 ft. wide trail, while only a 20 ft. wide easement is required by the City. Very minor trail grading will be performed by STOSON LLC, and our insurance company will also require STOSON LLC to be named as an “additional insured” on the City of Ham Lake’s insurance policy.

**Ham Lake City Code CUP Information:**

We have addressed City Code-Article 9-310 Conditional Use Permits highlighted as follows:

- The community's wetlands, wooded areas and open spaces are defining elements of the City's rural character and should be protected.
- Specific vegetative and soil resources have significant importance for aesthetic, environmental and hydrological purposes and greater measures are needed to protect these elements.

#### Section 7 – Water Resources

- To protect the City's ground and surface water resources so that the City's population will continue to have a safe and adequate water supply.

#### Section 8 – Parks, Trails and Open Space

- To align park and trail development needs with probable funding.

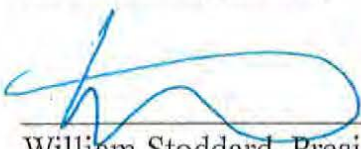
#### **Proposed Wetland Bank Benefits**

- Perpetual easement protection of restored wet prairie and oak knoll habitat;
  - Increased wildlife, bird, amphibian, and pollinator friendly habitat;
  - Increased diversity of native grasses, flowers, shrubs and trees;
  - Reduced annual tilling, soils erosion, and dust;
  - Reduced herbicide and pesticide applications;
  - Reduced groundwater well pumping for irrigation;
  - Decreased stormwater runoff rates;
  - Increased stormwater infiltration;
  - Increased green space corridor continuity (MAC wetland bank & Fox Run Park); and
  - Increased public trail experience (MAC wetland bank & Fox Run Park).
- No soil import or soil export is required in our Wetland Bank Plan.
- We require perpetual Conditional Use Permit (not required to have it reviewed annually) as MN BWSR handles that mission. Additionally, the Wetland Bank will be encumbered by a perpetual easement held by the State of Minnesota through BWSR, therefore the necessity of City vacating the D&U easement in the NE quadrant of our site, along with the perpetual CUP requirements, if a CUP is required by the City at all?

STOSON LLC has or will, obtain Agency approvals, attached City Forms, Application Fees, Earnest money fees, and other items we believe are required, including providing easements to City for Interpretive Nature Trail, and met City Wetland Bank and CUP requirements.

We are pleased to forward any additional information as requested by City in prompt fashion.

  
\_\_\_\_\_  
Benjamin J. Hodapp, Principal Scientist  
Anderson Engineering

  
\_\_\_\_\_  
William Stoddard, President  
STOSON LLC

**ATTACHED**  
**EXHIBITS:**

- Exhibit 1: Site Location Map;**
- Exhibit 2: PID's & Limited Legal Description of Property;**
- Exhibit 3: Zoning Map;**
- Exhibit 4: Proposed Interpretive Nature Trail;**
- Exhibit 5: Interpretive Nature Trail Legal Description;**
- Exhibit 6: Wetland Bank Plan Highlights of:**
  - a Existing Conditions; and**
  - b Proposed Wetland Bank.**

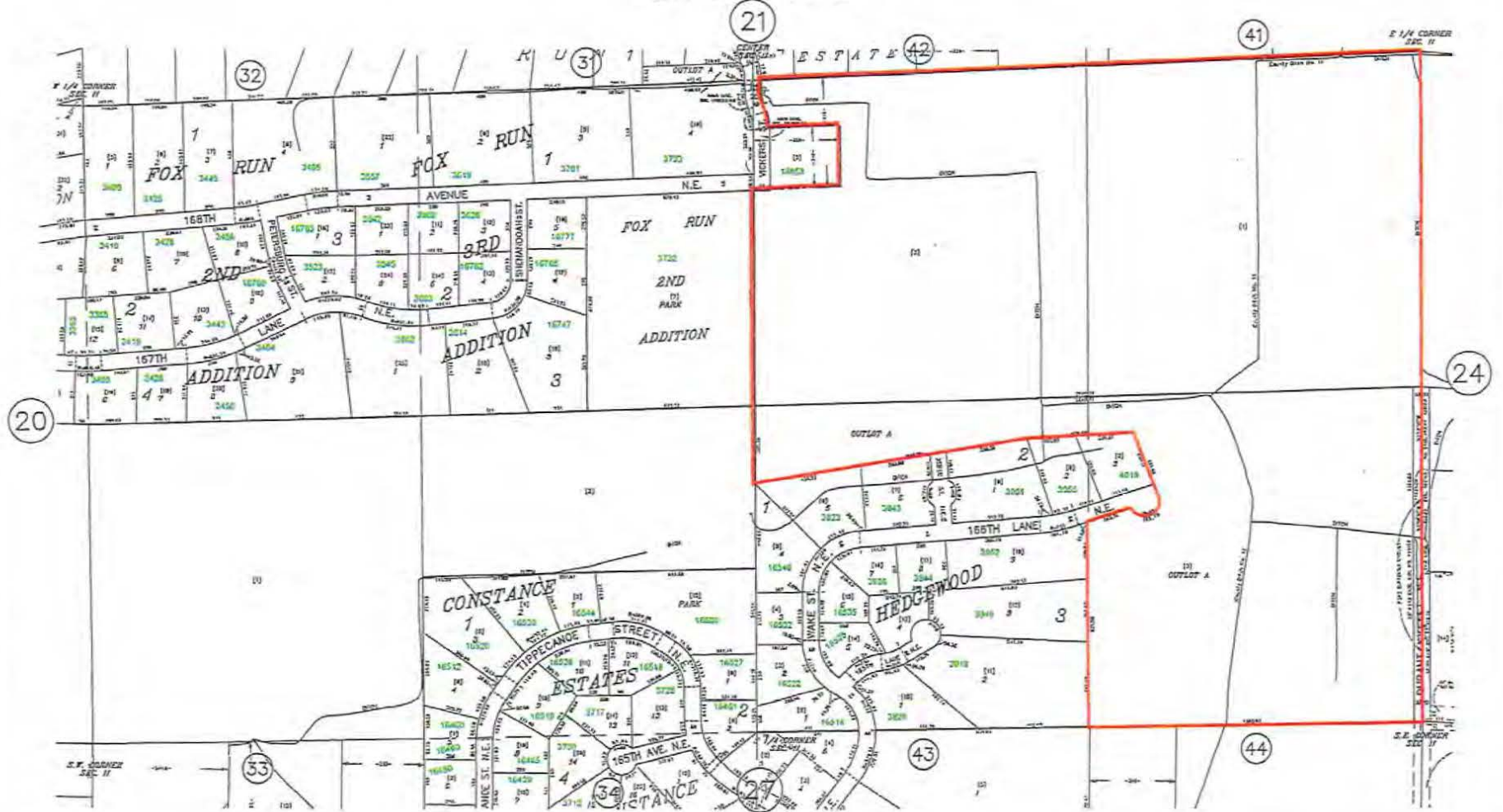
*Minnesota Meadows Restoration  
Preserve Wetland Mitigation Bank  
Ham Lake, MN*

**Wetland Bank & Perpetual CUP Narrative Exhibits**

**EXHIBIT NO. 1: Site Location Map**

# S 1/2 SECTION 11, T. 32, R. 23

CITY OF HAM LAKE



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

QUARTER QUARTER INDEX

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

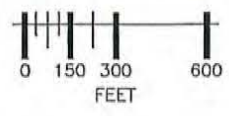
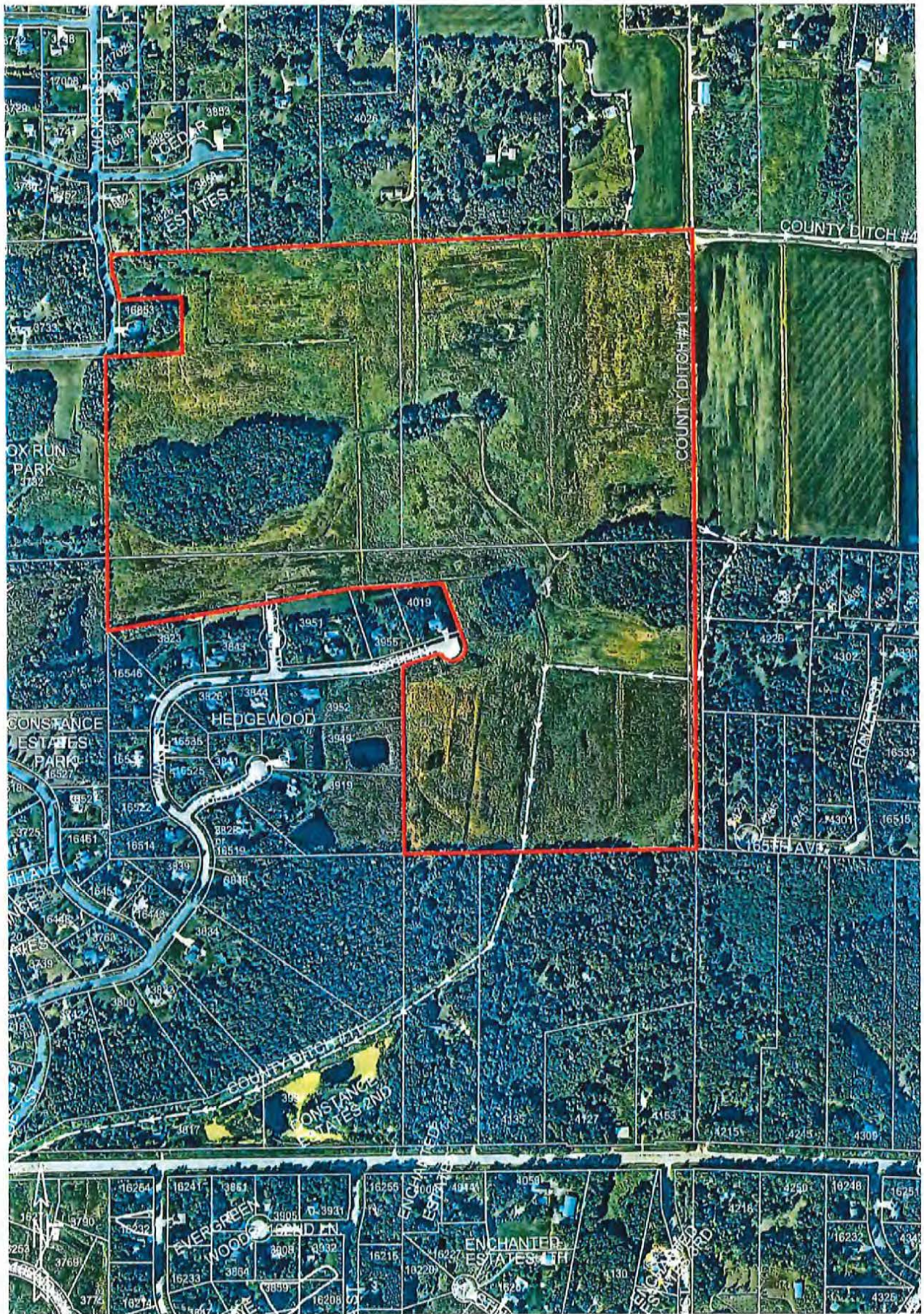
PRIORITY IDENTIFICATION NUMBER

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

SPECIFIC PARCEL NUMBERS ARE IN BRACKETS: (1)  
EXAMINE PLAT FOR DETAILS: 11.13.21.14-2012

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





**ATTACHMENT C:**

**Interpretative Nature Trail Placard Example**

Minnesota Environment  
from planning to planting

Learn more

**Public Note**  
This project was funded by the Minnesota Department of Transportation, the Minnesota Department of Natural Resources, and the Minnesota Department of Agriculture. All activities are subject to the availability of funding.

**Be a Good Neighbor**  
Please do not feed or disturb the waterfowl. Observe from a distance. Do not approach within 50 feet. Do not use flash photography. Do not use binoculars or telescopes. Do not use drones. Do not use drones. Do not use drones.

Minnesota  
Restoration  
Preserve

**Dear Visitor**  
This project was funded by the Minnesota Department of Transportation, the Minnesota Department of Natural Resources, and the Minnesota Department of Agriculture. All activities are subject to the availability of funding.

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This project was funded by the Minnesota Department of Transportation, the Minnesota Department of Natural Resources, and the Minnesota Department of Agriculture. All activities are subject to the availability of funding.

**River Birch**

**Key Features**  
This tree is a hybrid of the European larch and the American larch. It is a fast-growing tree that can reach heights of 60 feet. It is a hardy tree that can tolerate a wide range of soil conditions. It is a beautiful tree that adds color to the landscape.

Minnesota Department of Transportation  
Minnesota Department of Natural Resources  
Minnesota Department of Agriculture

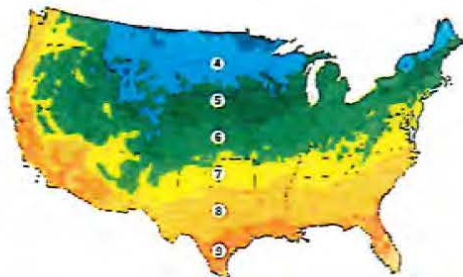
**Key Features**  
This tree is a hybrid of the European larch and the American larch. It is a fast-growing tree that can reach heights of 60 feet. It is a hardy tree that can tolerate a wide range of soil conditions. It is a beautiful tree that adds color to the landscape.



# River Birch

As its name suggests, the river birch naturally grows along riverbanks. But as a landscape tree, it can be planted almost anywhere in the U.S. The species is valued for its relatively rapid growth, tolerance of wetness and some drought, unique curling bark, spreading limbs, and relative resistance to birch borer.

Provides brilliant yellow fall color  
Develops a cinnamon-colored bark that curls and peels (once mature).



The River Birch Grows in zones 4 - 9

## Wildlife Value

The catkins of the River Birch are used by redpolls and pine siskins. The foliage is eaten by deer and other browsers. The small but plentiful seeds are appreciated by a wide range of songbirds.

## History/Lore

River birch wood was once used for ox yokes, wooden shoes and other products around the farm. But they were rather distained by loggers as knotty and spindly, therefore often left to grow along the river bank to control erosion.



## Description

Close up of river birch trunks in summer with golden brown peeling bark and green shrub in background  
Bark ranges from cream to tan to golden brown and provides year-round interest

Erect green female flowers of river birch  
Female catkin of river birch  
Deciduous tree; it drops its leaves in fall

- Height: 50 to 75 feet; smaller cultivated varieties available
- Width: 35 to 50 feet; smaller cultivated varieties available
- Narrow form in youth to more rounded shape at maturity
- Ivory, tan, and cinnamon-colored peeling bark
- Male flowers: hanging catkins 2- to 4-inches long
- Female flowers: erect catkins ½- to 1½-inch tall
- Leaves are bright and shiny green in spring and summer
- Foliage turns golden in fall



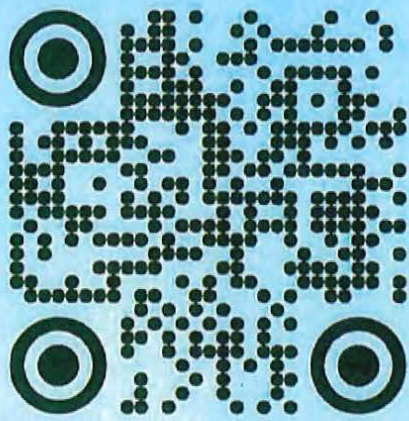
A Minnesota Favorite  
from planting to painting.

Minnesota  
Meadows  
Restoration  
Preserve



learn more

# Minnesota Meadows Restoration Preserve



learn more





**MN MEADOWS  
 WETLAND BANK**

HAM LAKE,  
 MINNESOTA

STOSON LLC

DESIGNER: STOSON LLC  
 DATE: 08/20/2018  
 PROJECT: MN MEADOWS WETLAND BANK  
 DRAWING NO.: 18-001

SCALE: AS SHOWN  
 SHEET NO.: 1 OF 1  
 DRAWING TITLE: FLOODPLAIN IMPACT EXHIBIT G

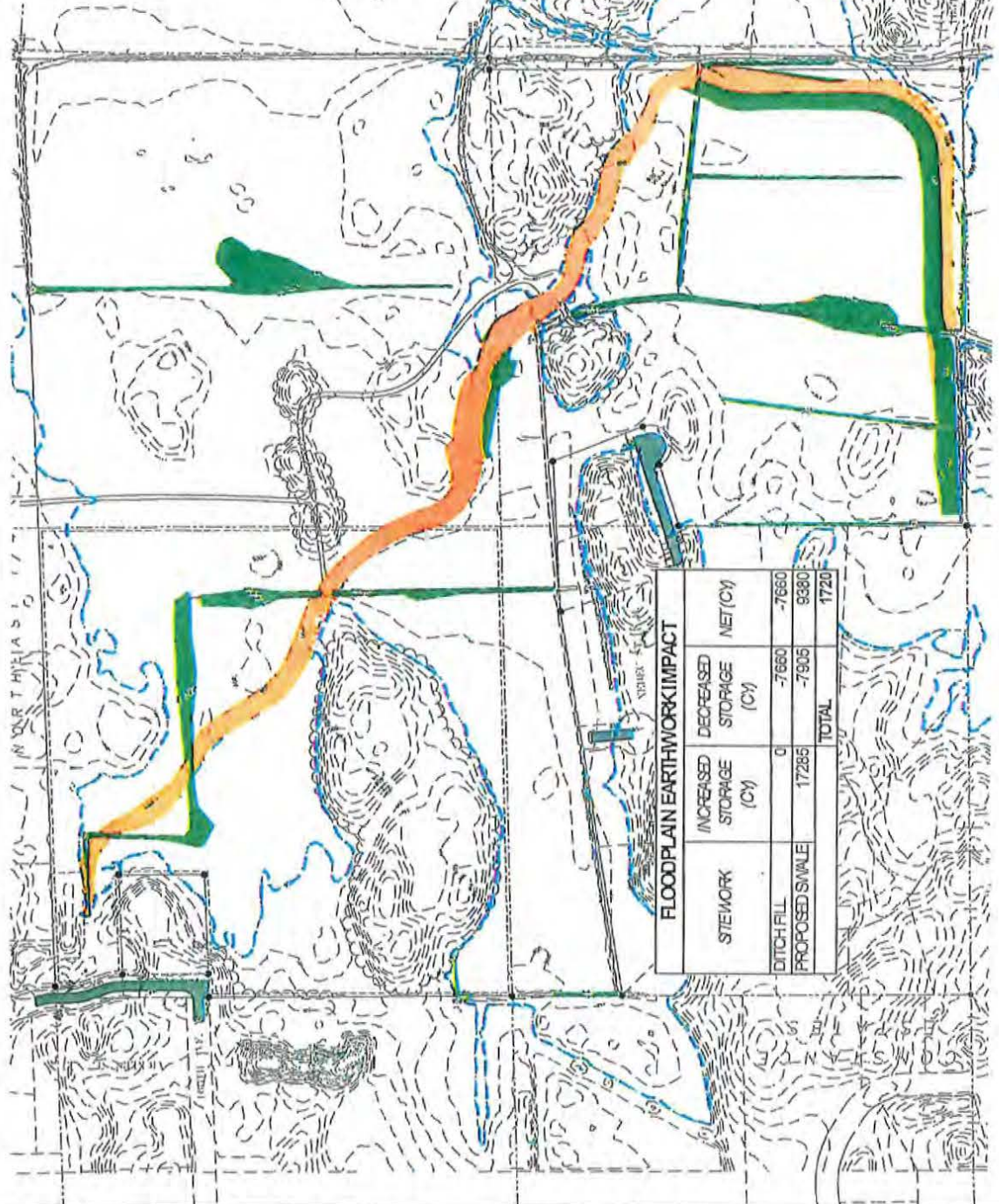
DATE: 08/20/2018  
 DRAWING NO.: 18-001

PROJECT: MN MEADOWS WETLAND BANK

DATE: 08/20/2018  
 DRAWING NO.: 18-001

**LEGEND**

- EXISTING MAJOR CONTIGUR (dashed line)
- EXISTING LAKE/CONTIGUR (dashed line)
- FLOODPLAIN BOUNDARY (dashed line)
- INCREASED FLOODPLAIN STORAGE (orange fill)
- DECREASED FLOODPLAIN STORAGE (green fill)



**FLOODPLAIN EARTHWORK IMPACT**

STEADY STATE	INCREASED STORAGE (CY)	DECREASED STORAGE (CY)	NET (CY)
DITCH FILL	0	-7660	-7660
PROPOSED SWALE	17285	-7905	9380
<b>TOTAL</b>			<b>1720</b>









**ANDERSON**

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P 763.412.6000 | F 763.412.4000  
Anderson Engineering of Minnesota, LLC

**MN MEADOWS  
WETLAND BANK**

HAM LAKE,  
MINNESOTA

STOSON LLC

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REPORT WAS PREPARED BY ME OR UNDER MY DIRECT  
SUPERVISION AND THAT I AM A duly LICENSED  
PROFESSIONAL LANDSCAPE ARCHITECT UNDER THE LAWS  
OF THE STATE OF MINNESOTA.

PRINT NAME:  
SIGNATURE: NOT FOR CONSTRUCTION

DATE: 04/08/2015 LICENSE NO. \_\_\_\_\_

**REVISION LOG**

NO.	DATE	DESCRIPTION OF REVISION

**FINAL PROSPECTUS**

DESIGNED BY: YS	DRAWN BY: MS	CHECKED BY: MS
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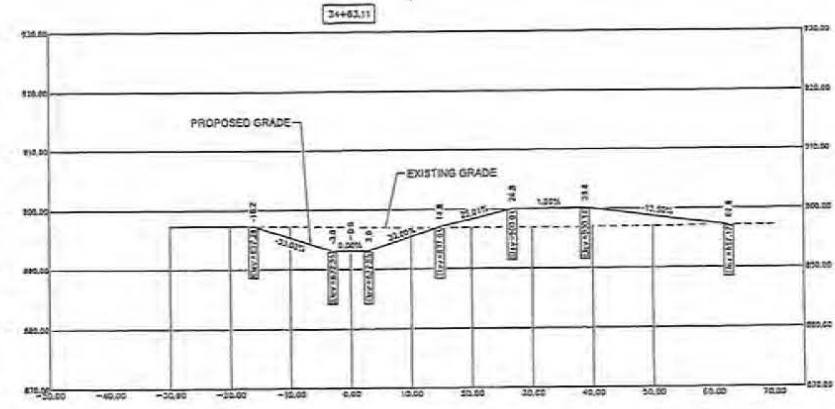
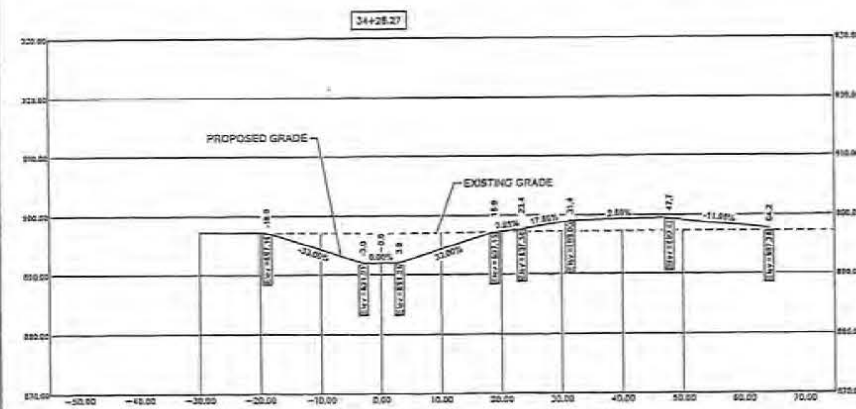
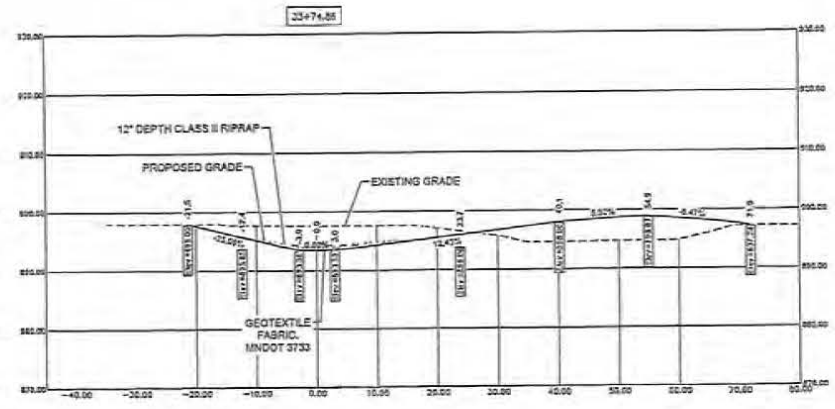
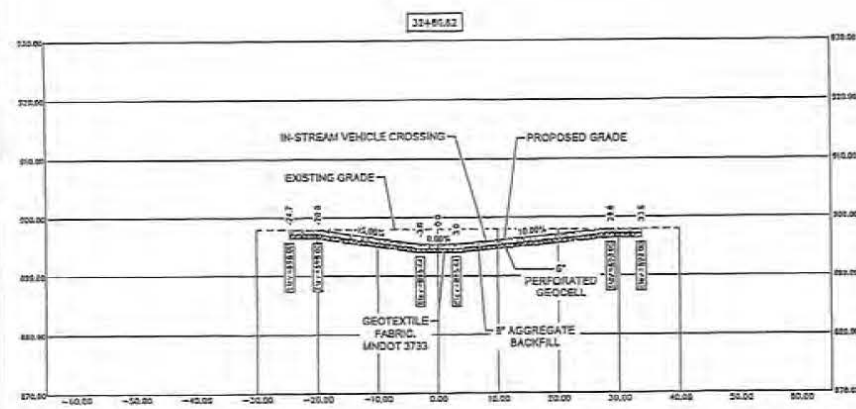
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**EAST OUTLET  
SECTION PROFILES**

DRAWING NO.

**CP-108**

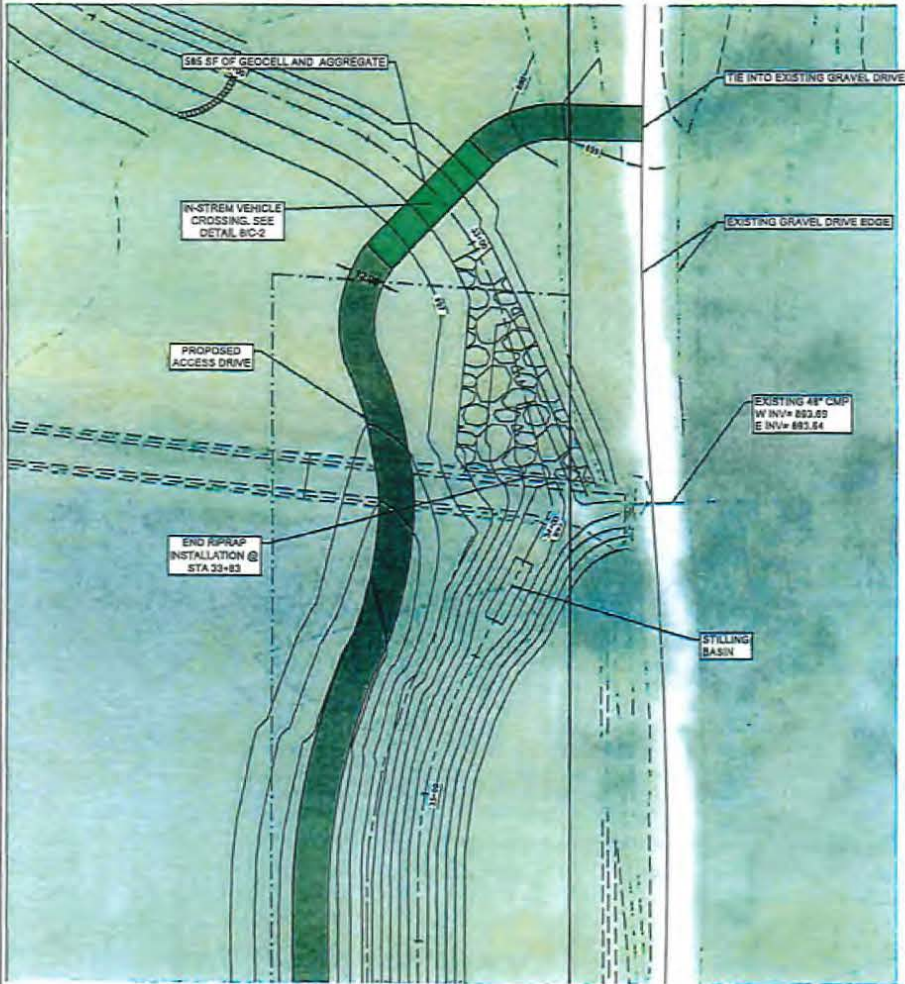
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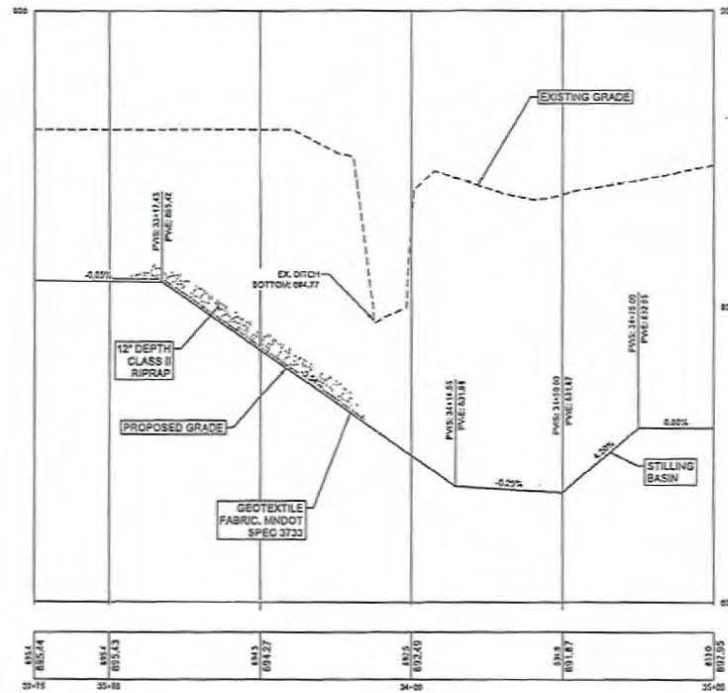
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SCALE: 1" = 10'



S:\projects\108\108.dwg (15/04/2015 10:00:00 AM) - Anderson Engineering of Minnesota, LLC



1 EAST WEIR OUTLET PLAN  
SCALE: 1" = 20'



2 EAST WEIR OUTLET PROFILE  
SCALE: 1" = 20'



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763.432.0000 | # 763.432.4000  
Anderson Engineering of Minnesota, LLC

MN MEADOWS  
WETLAND BANK

HAM LAKE,  
MINNESOTA

STOSON LLC

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DATE: 8/26/2022 LICENSE NO. \_\_\_\_\_

**REVISION LOG**

NO.	DATE	DESCRIPTION OF REVISION

**FINAL PROSPECTUS**

DESIGNED BY	DRAWN BY	CHECKED BY
KS	KS	KS

DRAWING TITLE

EAST WEIR  
OUTLET PLAN &  
PROFILE

DRAWING NO.

CP-107

PLOTTED:	CORR. NO.
04/06/2025	1000



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MINNESOTA

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REVISION LOG

NO. DATE DESCRIPTION OF REVISIONS

NO.	DATE	DESCRIPTION OF REVISIONS

FINAL PROSPECTUS

DESIGNED BY: KS	DRAWN BY: KS	CHECKED BY: KS
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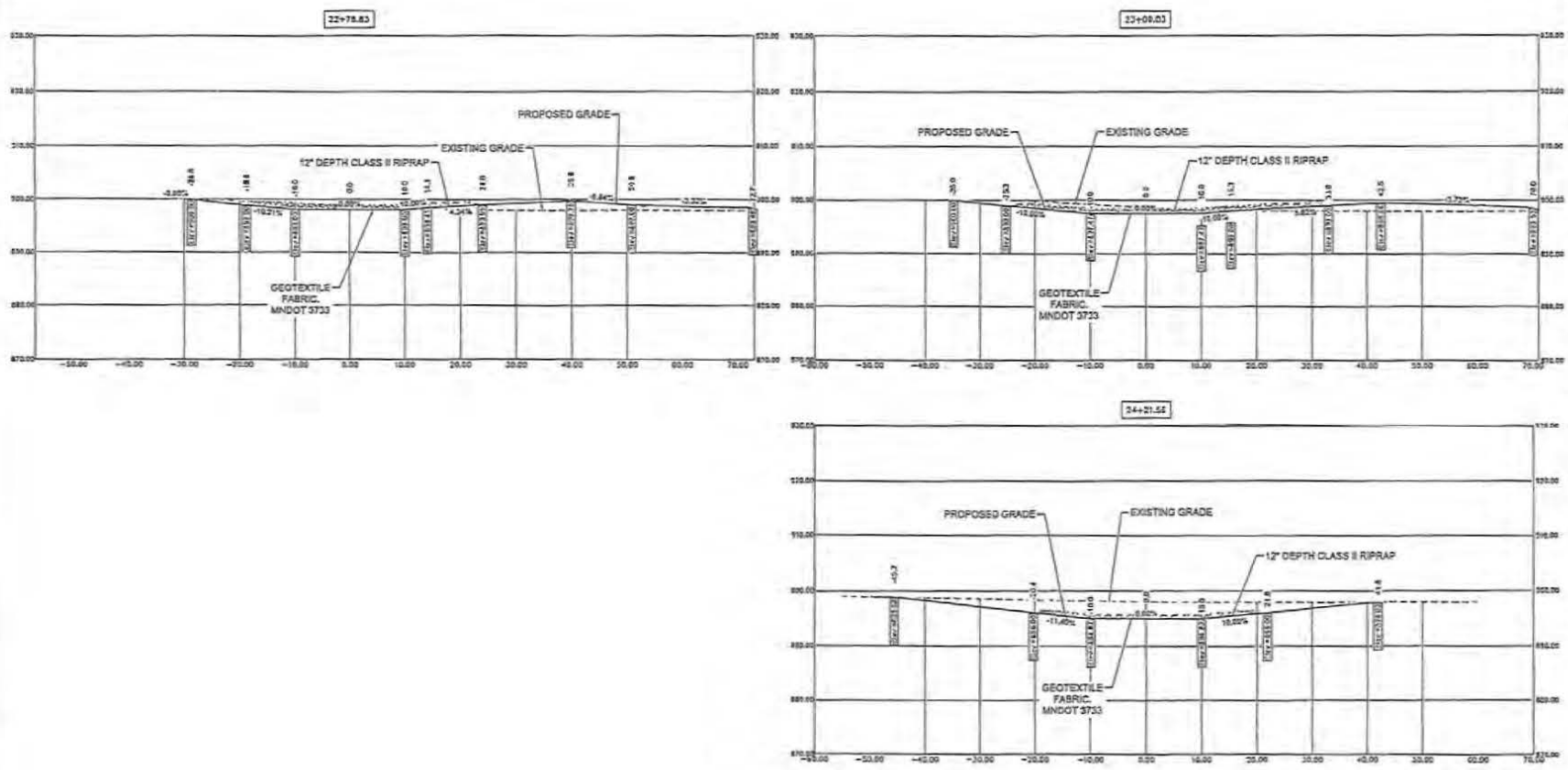
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CENTRAL WEIR OUTLET  
SECTION PROFILES

DRAWING NO.

CP-106

PLOTTED: 04/26/2018	CORR. NO. 1000
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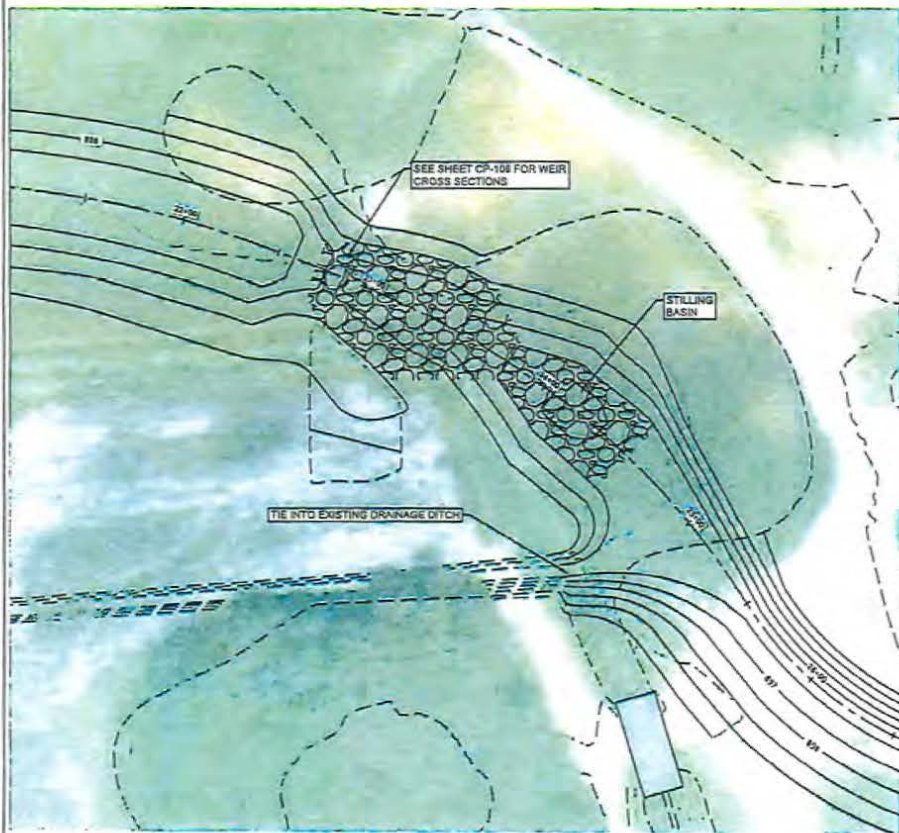


1 CENTRAL WEIR OUTLET CROSS SECTION PROFILES

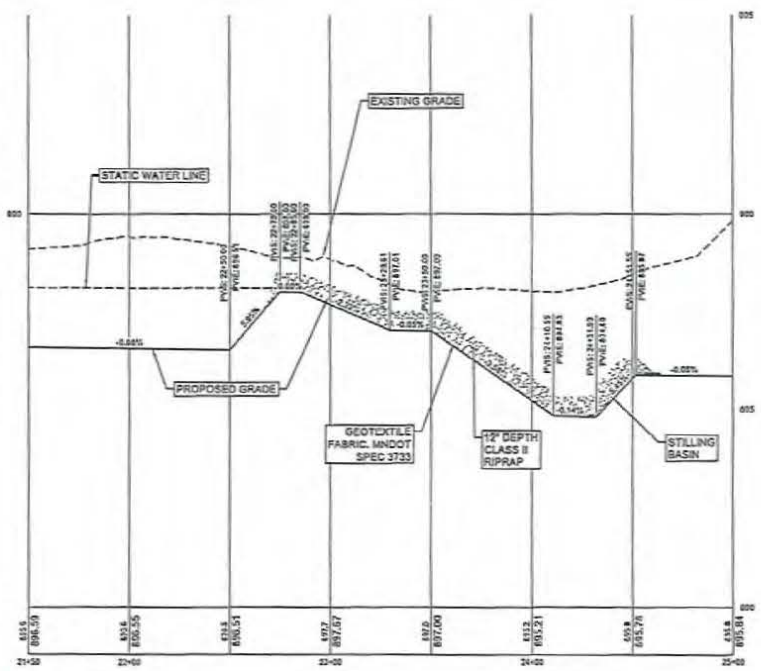
SCALE: 1" = 10'



A:\2018\CP-106\CP-106.dwg



1 CENTRAL WEIR OUTLET PLAN  
SCALE: 1" = 30'



2 CENTRAL WEIR OUTLET PROFILE  
SCALE: 1" = 30'



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WETLAND BANK**

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MINNESOTA

STOSON LLC

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SIGNATURE: NOT FOR CONSTRUCTION  
DATE: 08/20/25 LICENSE NO. \_\_\_\_\_

**REVISION LOG**

NO.	DATE	DESCRIPTION OF REVISIONS

**FINAL PROSPECTUS**

DESIGNED BY: KS	DRAWN BY: KS	CHECKED BY: KS
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**DRAWING TITLE**

**CENTRAL WEIR  
OUTLET PLAN &  
PROFILE**

**DRAWING NO.**

**CP-105**

PLOTTED: 04/06/2025	COMPL. NO. 1028
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WETLAND BANK

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MINNESOTA

STOSON LLC

LEGIST CERTIFIED P.E. PROFESSIONAL OF MINNESOTA  
REGISTERED PROFESSIONAL ENGINEER  
EXERCISING AUTHORITY AS A REGISTERED PROFESSIONAL ENGINEER UNDER THE JURISDICTION OF THE STATE OF MINNESOTA

PRINT NAME: \_\_\_\_\_  
SIGNATURE: NOT FOR CONSTRUCTION  
DATE: \_\_\_\_\_ LICENSE NO. \_\_\_\_\_

REVISION LOG

NO.	DATE	DESCRIPTION OF REVISION

FINAL PROSPECTUS

DESIGNED BY: \_\_\_\_\_ DRAWN BY: \_\_\_\_\_ CHECKED BY: \_\_\_\_\_

DRAWING TITLE

SHALLOW SWALE PLAN  
& PROFILE

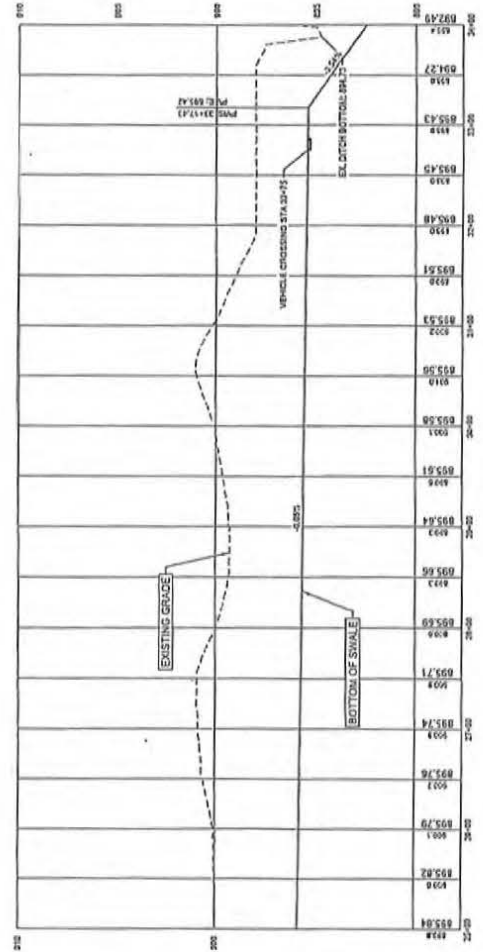
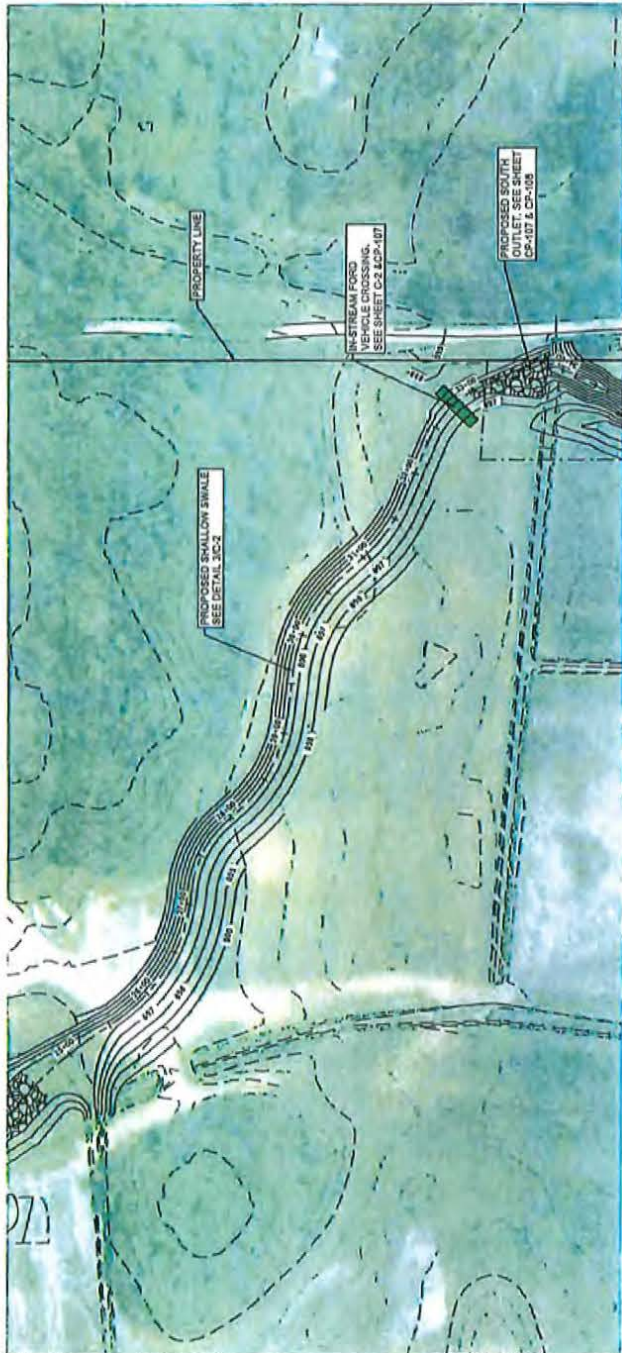
DRAWING NO. CP-103

PLOTTED: \_\_\_\_\_ DATE: \_\_\_\_\_

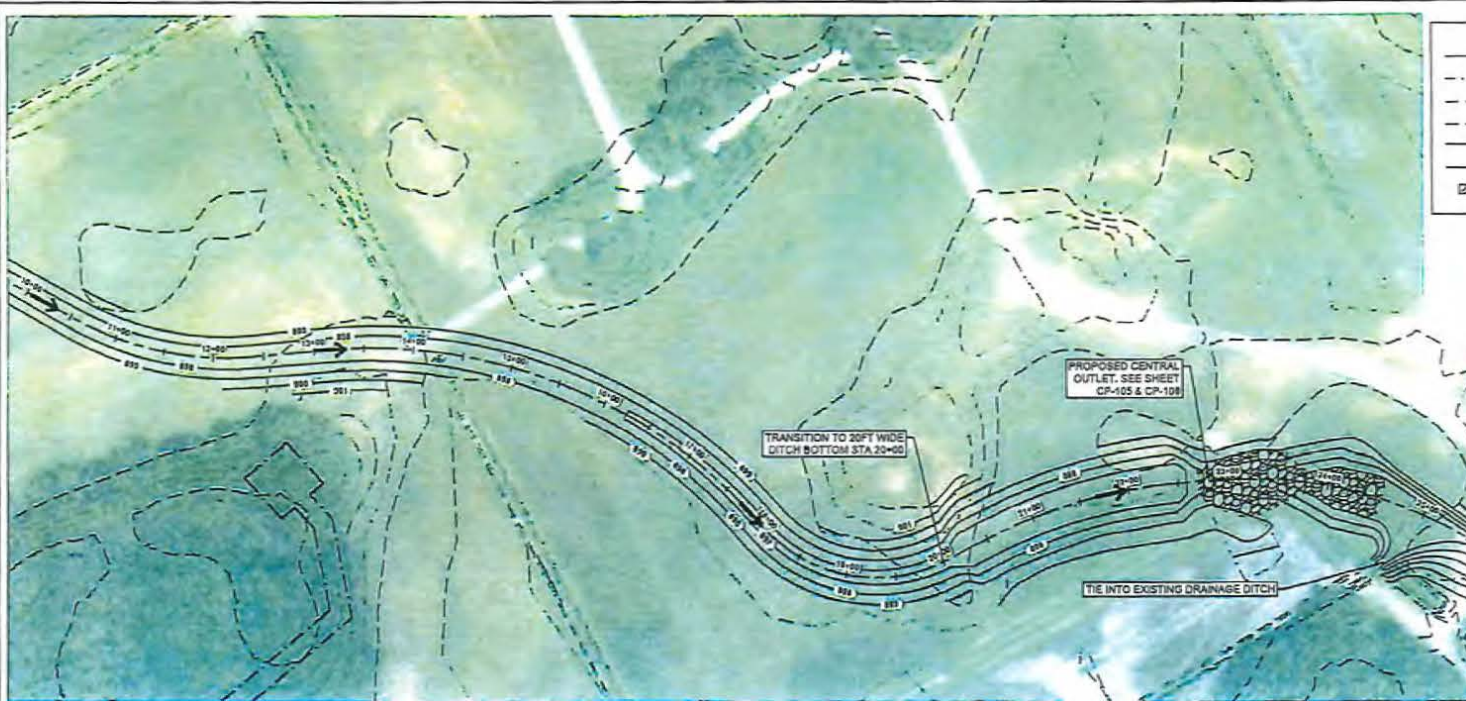
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LEGEND

---	PROPERTY LINE
---	CONVECTION LASHBURY
---	EXISTING MAJOR CONTOUR
---	EXISTING MINOR CONTOUR
---	PROPOSED MAJOR CONTOUR
---	PROPOSED MINOR CONTOUR
---	CLASS B SWAMP



1 SHALLOW SWALE PROFILE - STA 25+00 TO 34+00 SHEET 103



**LEGEND**

- PROPERTY LINE
- - - CONSERVATION EASEMENT
- - - EXISTING MAJOR CONTOUR
- - - EXISTING MINOR CONTOUR
- - - PROPOSED MAJOR CONTOUR
- - - PROPOSED MINOR CONTOUR
- ▨ CLASS II RIPRAP



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FRONT NAME:  
 SIGNATURE: NOT FOR CONSTRUCTION  
 DATE: 5/28/2025 LICENSE NO.:

**REVISION LOG**

NO.	DATE	DESCRIPTION OF REVISION

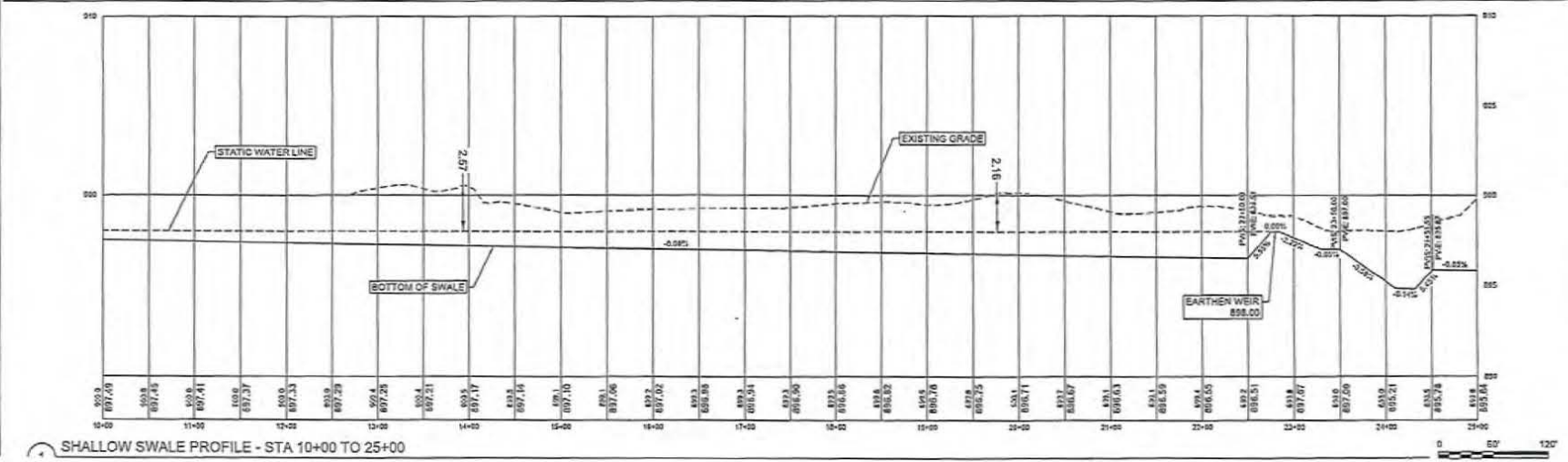
**FINAL PROSPECTUS**

DESIGNED BY: KS      DRAWN BY: KC      CHECKED BY: KC

DRAWING TITLE  
**SHALLOW SWALE  
 PLAN & PROFILE**

DRAWING NO.  
**CP-102**

PLOTTED: 04/08/2025      COMM. NO. 1838



SHALLOW SWALE PROFILE - STA 10+00 TO 25+00



C:\Users\jacob\OneDrive\Documents\Projects\CP-102\Drawings\CP-102\_Swale\_Profile.dwg  
 2025/05/28 10:00 AM  
 PLOT: 04/08/2025 10:00 AM  
 PLOTTER: HP DesignJet T1100e







**MN MEADOWS WETLAND BANK**

HAM LAKE, MINNESOTA

STOSON LLC

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SIGNATURE: NOT FOR CONSTRUCTION

DATE: \_\_\_\_\_ LICENSE NO.: \_\_\_\_\_

REVISION LOG

REV. DATE DESCRIPTION OF REVISION

FINAL PROSPECTUS

REVISION: \_\_\_\_\_ DRAWING: CS CREATED BY: AS

DRAWING TITLE

**CONSTRUCTION PLAN (SOUTHWEST)**

DRAWING NO.

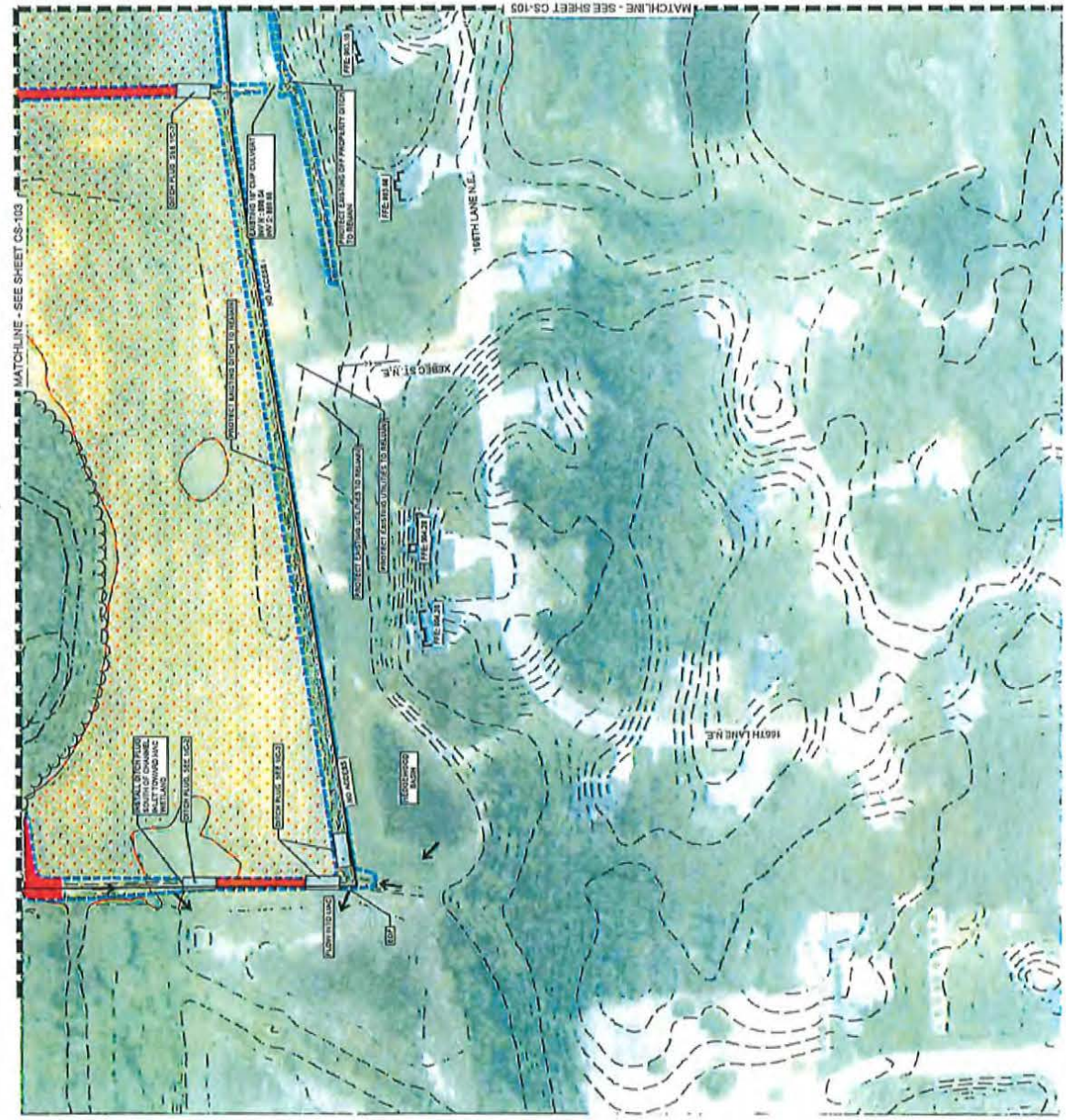
**CS-104**

PLOTTED: ANDERSON

CAD FILE NO.: 100404

**LEGEND**

- EXISTING MAJOR CONTOUR
- EXISTING MINOR CONTOUR
- EXISTING WETLAND
- EXISTING DITCH
- PROPERTY LINE
- CONSERVATION EASEMENT
- PROPOSED MAJOR CONTOUR
- PROPOSED MINOR CONTOUR
- PROPOSED SUBCELL/DITCH CHECK
- PROPOSED SWALLOW SWALE
- PROPOSED DITCH/PLUG LOCATION
- DITCH FILL
- PROPOSED DRIVE/ACCESS ROUTE
- REMOVE GRAVEL ACCESS ROAD
- FLOW PATH
- TREE LINE





**ANDERSON**

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**MN MEADOWS  
 WETLAND BANK**

HAM LAKE,  
 MINNESOTA

STOSON LLC

DESIGNED BY: [ ]  
 CHECKED BY: [ ]  
 DATE: 08/02/2015  
 LICENSE NO. [ ]

PROJECT NAME: [ ]

SIGNATURE: NOT FOR CONSTRUCTION

DATE: 08/02/2015

LICENSE NO. [ ]

REVISION LOG

NO. DATE DESCRIPTION OF REVISIONS

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[ ] [ ] [ ]

[ ] [ ] [ ]

FINAL PROSPECTUS

DATE: 08/02/2015

LICENSE NO. [ ]

DESIGNED BY: [ ]

CHECKED BY: [ ]

DATE: 08/02/2015

LICENSE NO. [ ]

PROJECT NAME: [ ]

SIGNATURE: NOT FOR CONSTRUCTION

DATE: 08/02/2015

LICENSE NO. [ ]

REVISION LOG

NO. DATE DESCRIPTION OF REVISIONS

[ ] [ ] [ ]

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[ ] [ ] [ ]

[ ] [ ] [ ]

CONSTRUCTION PLAN  
 (NORTHWEST)

DATE: 08/02/2015

LICENSE NO. [ ]

DESIGNED BY: [ ]

CHECKED BY: [ ]

DATE: 08/02/2015

LICENSE NO. [ ]

PROJECT NAME: [ ]

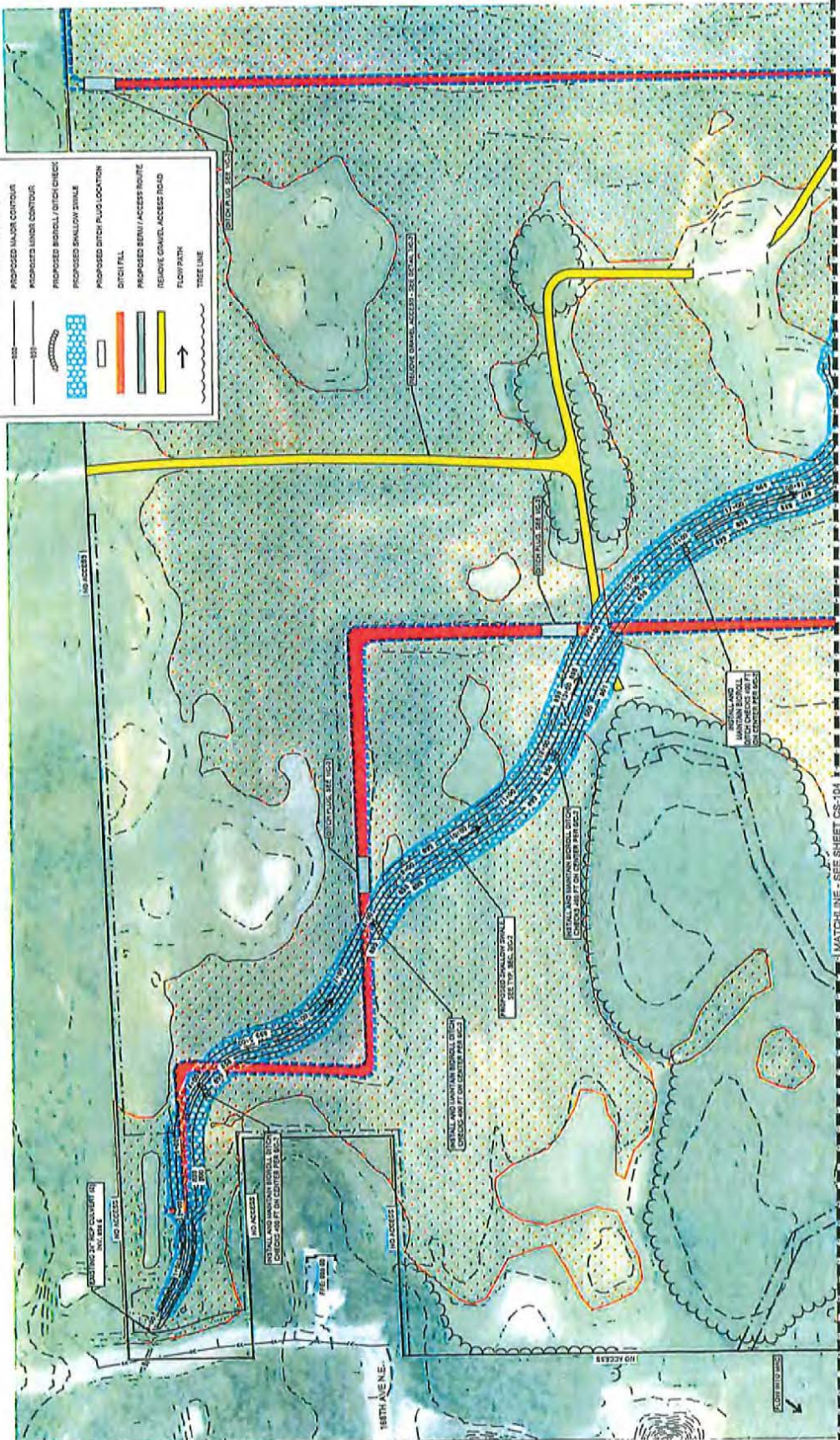
SIGNATURE: NOT FOR CONSTRUCTION

DATE: 08/02/2015

LICENSE NO. [ ]

**LEGEND**

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---	EXISTING MINOR CONTOUR
---	EXISTING WETLAND
---	EXISTING DITCH
---	PROPERTY LINE
---	CONSERVATION EASEMENT
---	PROPOSED MAJOR CONTOUR
---	PROPOSED MINOR CONTOUR
---	PROPOSED BODRILL / DITCH CHECK
---	PROPOSED SHALLOW SWALE
---	PROPOSED DITCH POND LOCATION
---	DITCH FILL
---	PROPOSED BERM / ACCESS ROUTE
---	EXISTING CANAL / ACCESS ROAD
---	FLOW PATH
---	TREE LINE



MATCHLINE - SEE SHEET CS-104

MATCHLINE - SEE SHEET CS-104





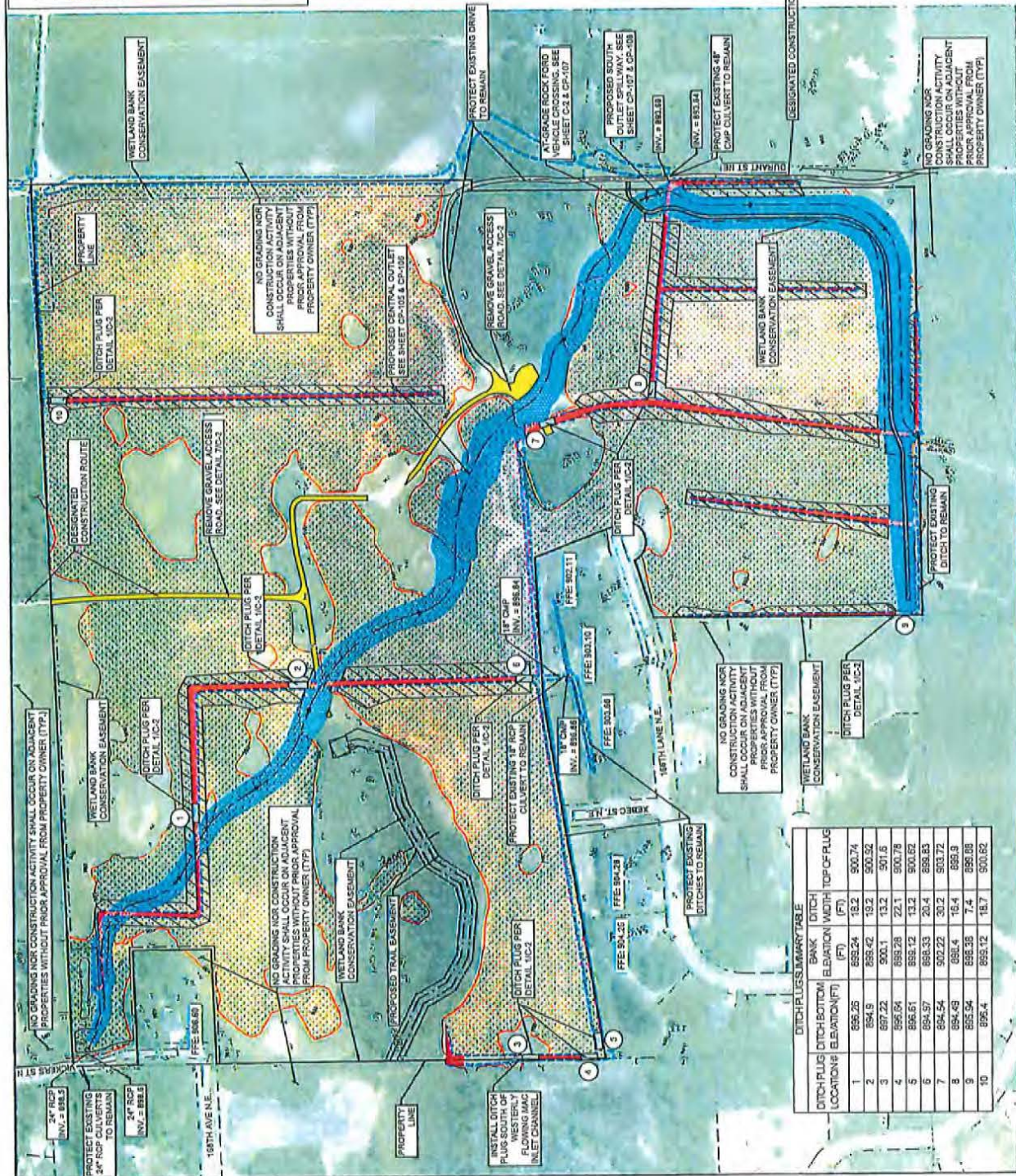
**MN MEADOWS WETLAND BANK**  
 HAM LAKE, MINNESOTA  
 STOSON, LLC

DESIGNED BY: [ ] CHECKED BY: [ ]  
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 DRAWING NO.: CS-101  
 PROJECT NO.: 0402020  
 SCALE: AS SHOWN  
 DATE: 08/09/2023  
 SHEET NO.: 10 OF 10  
 REVISION LOG:  
 NO. DATE DESCRIPTION OF REVISION  
 SIGNATURE: [ ] NOT FOR CONSTRUCTION  
 DATE: 08/09/2023 LICENSE NO.: [ ]  
 PROJECT NAME: [ ]  
 NO. DATE DESCRIPTION OF REVISION

**LEGEND**

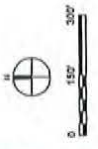
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[Symbol]	EXISTING MINOR CONTOUR
[Symbol]	EXISTING WETLAND
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[Symbol]	PROPOSED DITCH PLUG LOCATION
[Symbol]	DITCH FILL
[Symbol]	PROPOSED BERM/ACCESS ROUTE
[Symbol]	REMOVE GRAVEL ACCESS ROAD
[Symbol]	IN-STREAM FORD VEHICLE CROSSING
[Symbol]	FLOW PATH
[Symbol]	TRAIL LINE

**NOTES:**  
 1. DITCH FILL MATERIAL WILL BE TAKEN FROM PROPOSED SWALE EXCAVATION AS WELL AS EXISTING DITCH BANKS AND ADJACENT AREAS AS SHOWN ON DRAWINGS.



**DITCH PLUG SUMMARY TABLE**

DITCH PLUG LOCATION#	DITCH BOTTOM ELEVATION (FT)	BANK ELEVATION (FT)	DITCH WIDTH (FT)	TOP OF PLUG ELEVATION (FT)
1	896.26	896.42	18.2	900.74
2	894.9	900.1	13.2	901.5
3	897.22	899.28	22.1	900.78
4	895.64	898.12	13.2	900.62
5	896.61	898.33	20.4	899.83
6	894.57	902.22	30.2	903.72
7	894.54	895.4	16.4	899.9
8	894.49	898.38	7.4	899.09
9	895.54	895.12	18.7	900.62
10	896.4	895.12	18.7	900.62







**KEY NOTES**

- ① MATCH INTO EXISTING CURB FLOW LINE
- ② MATCH INTO EXISTING ASPHALT PAVEMENT
- ③ TRANSITION FROM TIP-OUT TO TIP-IN CURB

**GENERAL NOTES:**

1. ALL PAVEMENT MATERIALS, INCLUDING CONCRETE CURBS AND GUTTER, SHALL BE IN ACCORDANCE AND CONSTRUCTED PER MNDOT 2025 SPECIFICATIONS. AGGREGATE BASE MATERIAL SHALL FOLLOW MNDOT SPEC 2211.
2. BITUMINOUS PAVEMENT SHALL BE AS FOLLOWS: SURFACE COURSE SHALL BE TYPE SP 9.5 BITUMINOUS WEAR COURSE, (SPWE2400 OR SPWE3400) MNDOT SPEC 2369, RAH NOT PERMITTED IN SURFACE COURSE. NON-WEARING COURSE SHALL BE TYPE SP 12.5 BITUMINOUS WEAR COURSE, (SPWE2300 OR SPWE3300) MNDOT SPEC 2369.
3. WHERE APPLICABLE, MATCH INTO EXISTING FLOW LINE FOR PROPOSED CURBS. PROPOSED CURB LIP SHALL MATCH INTO TOP OF PAVEMENT SHOWN ON PLAN. PROPOSED CURB SHALL FOLLOW EXISTING ELEVATION PROFILE IN THE FIELD. TIP-OUT CURB SHALL HAVE SAME DIMENSIONS/SLOPES AS D-312 WITH GUTTER PAN SLOPPING TOWARD PAVEMENT.
4. CONTRACTOR TO VERIFY PROPOSED CURB ALIGNMENT WILL NOT INTRODUCE LOW SPOTS/BIRD BATHS. CONTRACTOR TO NOTIFY ENGINEER IMMEDIATELY.
5. PROPOSED ASPHALT PAVEMENT SECTION SHALL MATCH EXISTING ASPHALT PAVEMENT SECTION. MAX LIFT THICKNESS SHALL NOT EXCEED 3IN. SURFACE COARSE SHALL SIT 1/2 INCH ABOVE THE LIP OF CURB.
6. CONTRACTOR TO VERIFY THAT PROPOSED PAVEMENTS HAVE MINIMUM 6IN OF AGGREGATE BASE MATERIAL. AREAS WHERE CONTRACTOR NEEDS TO REMOVE ADDITIONAL AGGREGATE TO INSTALL PROPOSED PAVEMENT, CONTRACTOR TO REMOVE SUBGRADE AND INSTALL ADDITIONAL AGGREGATE BASE MATERIAL.
7. SEEDING AREAS SHALL RECEIVE 4" OF APPROVED TOPSOIL. SEEDING AREAS SHALL BE PREPPED, INSTALLED AND FINISHED PER MNDOT 2025 SPECIFICATIONS. SEEDING MIXTURE SHALL BE MNDOT STANDARD NON-NATIVE SEED MIX 25-121.

**LEGEND**

-  NEW ASPHALT PAVEMENT
-  PROPOSED CURB AND GUTTER. SEE DETAIL 10-3
-  TOPSOIL AND SEED
-  TIP-OUT CURB AND GUTTER



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HAM LAKE,  
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STOSON LLC

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

PRINT NAME: \_\_\_\_\_  
 SIGNATURE: NOT FOR CONSTRUCTION  
 DATE: 05/08/2025 LICENSE NO. \_\_\_\_\_

**REVISION LOG**

NO.	DATE	DESCRIPTION OF REVISION

**FINAL PROSPECTUS**

DESIGNED BY:	DRAWING BY:	CHECKED BY:
KS	KS	KS

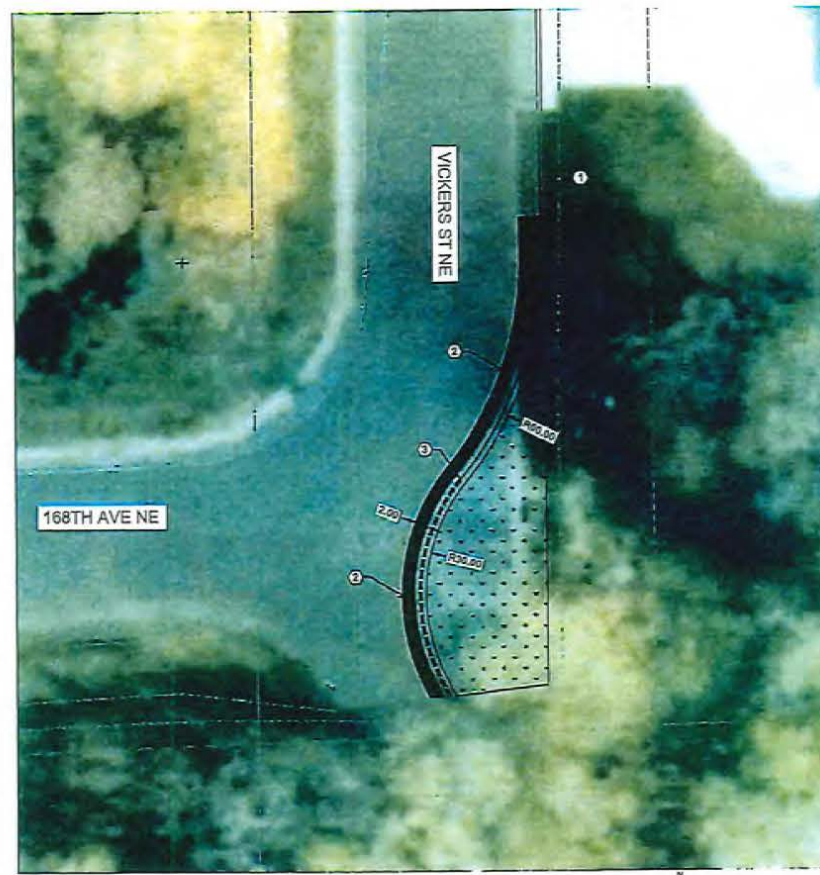
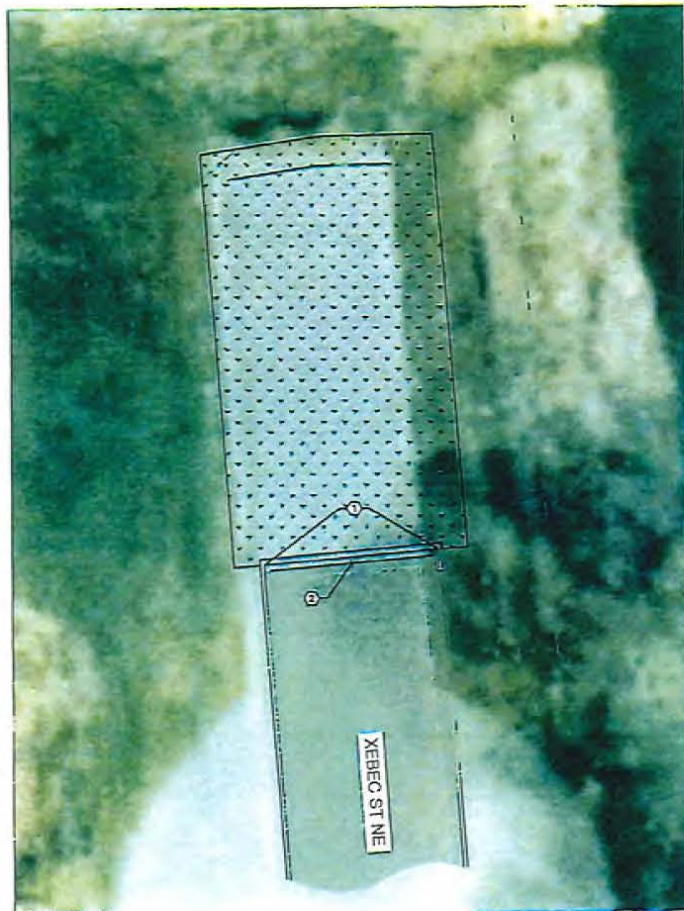
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 SITE PLAN

DRAWING NO.

CS-106





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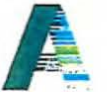


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**GENERAL NOTES:**

1. ALL PAVEMENTS NOTED FOR REMOVAL, INCLUDING CONCRETE CURB AND GUTTER SHALL RECEIVE A FULL DEPTH SAW CUT BEFORE EXCAVATION.
2. FULL DEPTH ROAD SECTION REMOVAL SHALL CONSIST OF REMOVING EXISTING ASPHALT PAVEMENT AND AGGREGATE BASE SECTION DOWN TO SUBGRADE.
3. CONTRACTOR TO PROTECT ALL ITEMS NOT NOTED FOR REMOVAL. ANY DAMAGE TO EXISTING TREES/VEGETATION, PAVEMENTS, UTILITIES, STRUCTURES, ETC. SHALL BE REPLACED AT CONTRACTORS EXPENSE.

LEGEND	
	FULL DEPTH SAWCUT
	REMOVE CURB AND GUTTER
	REMOVE ROAD SECTION - FULL DEPTH
	REMOVE ASPHALT PAVEMENT



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DATE: 05/09/2025 LICENSE NO. \_\_\_\_\_

REVISION LOG	
NO.	DESCRIPTION OF REVISION

FINAL PROSPECTUS

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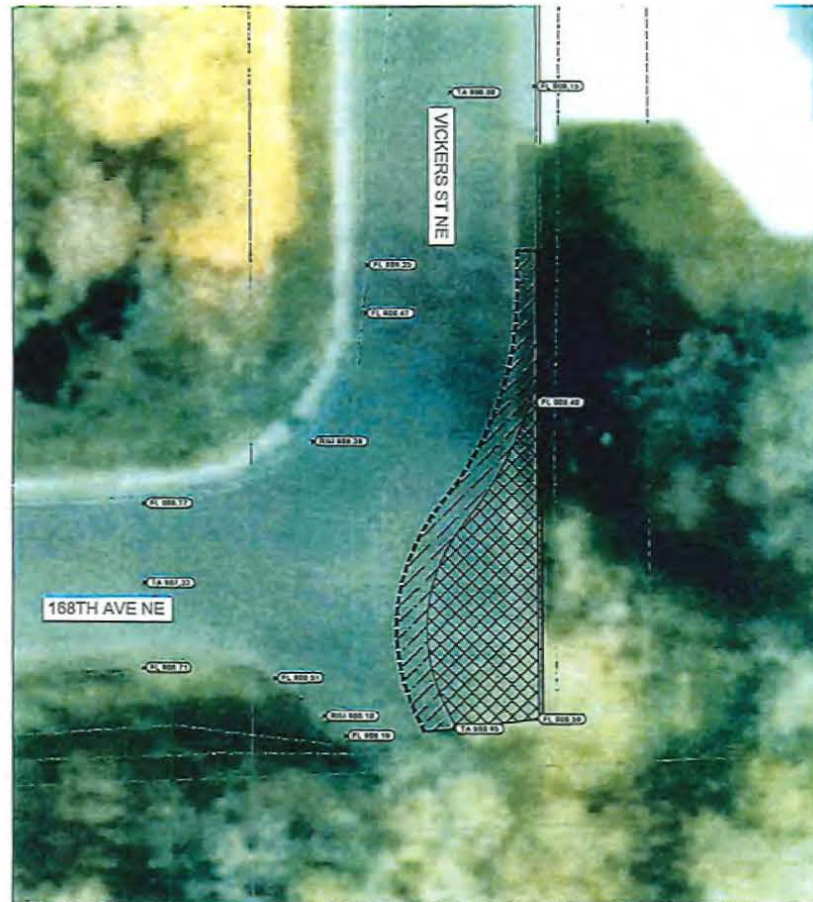
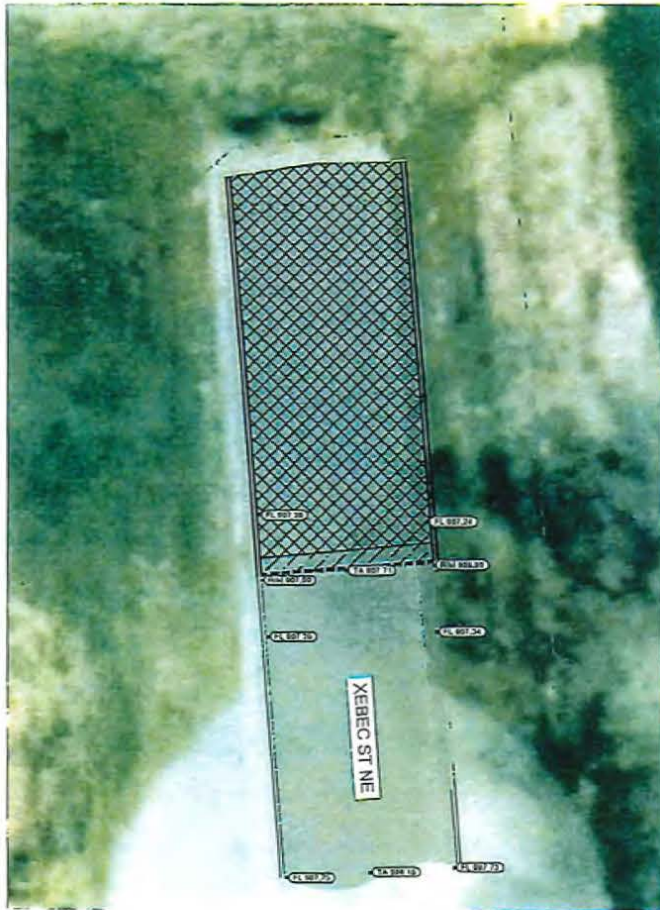
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STREET  
IMPROVEMENT  
REMOVALS

DRAWING NO.

CD-102

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