

# 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, JULY 7, 2025

- 1.0 CALL TO ORDER - 6:00 P.M. – Pledge of Allegiance**
- 2.0 PUBLIC COMMENT**
- 3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS – None**

#### **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 June 16, 2025 and Budget Meeting minutes of June 16, 2025
- 4.2 Approval of claims
- 4.3 Approval of accepting the CenterPoint Energy Community Safety Grant for purchasing a thermal imaging camera for the Fire Department
- 4.4 Approval of the 2026 Law Enforcement Contract with the Anoka County Sheriff's Office
- 4.5 Approval of completed probationary period for a firefighter and acceptance as a regular member
- 4.6 Approval of a Resolution accepting a \$2,000 donation from the Ham Lake Chamber of Commerce
- 4.7 Approval of accepting the County Ditch #58 cross-culvert under 152<sup>nd</sup> Avenue NE and commencing the one-year warranty period
- 4.8 Approval of the RFC Engineering, Inc Contract, effective July 1, 2025
- 4.9 Approval of the Lot Line Adjustment for Lot 1, Block 1, Hentges Addition (3225 155<sup>th</sup> Avenue NE)
- 4.10 Approval of allowing the one-year warranty period to expire for the upgrade of the streets in Creek Valley

#### **5.0 PLANNING COMMISSION RECOMMENDATIONS**

- 5.1 Ernie and Marian Rud requesting Preliminary and Final Plat approval, and rezoning of a portion of land from R-A (Rural Single Family Residential) to R-1 (Single Family Residential), for Ruds Skogsted, a residential development of one single-family residential lot and one outlot in Section 23 (this is considered the First Reading of a rezoning Ordinance)
- 5.2 Art Rosenberg of Lincoln Street Commercial, LLC, requesting Final Plat approval for the Elwell Commercial Park Development (four commercial lots and one residential outlot) in Section 29

#### **6.0 ECONOMIC DEVELOPMENT AUTHORITY – None**

#### **7.0 APPEARANCES – None**

#### **8.0 CITY ATTORNEY**

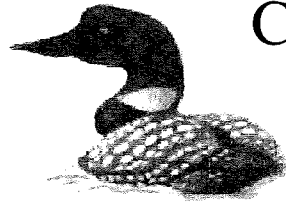
- 8.1 Discussion of negotiating the purchasing of Lot 8, Block 5, Evergreen Estates Trail Easement and adoption of a Resolution

#### **9.0 CITY ENGINEER**

#### **10.0 CITY ADMINISTRATOR**

#### **11.0 COUNCIL BUSINESS**

- 11.1 Committee Reports
- 11.2 Announcements and future agenda items



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## **CITY OF HAM LAKE CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY MINUTES MONDAY, JUNE 16, 2025**

The Ham Lake City Council and Economic Development Authority met for its regular meeting on Monday, June 16, 2025 at 6:00 p.m. in the Council Chambers at the Ham Lake City Hall located at 15544 Central Avenue NE in Ham Lake, Minnesota.

**MEMBERS PRESENT:** Mayor Brian Kirkham and Councilmembers Jim Doyle, Andrew Hallberg, Al Parranto, and Mike Van Kirk

**MEMBERS ABSENT:** None

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

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

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

### **2.0 PUBLIC COMMENT – None**

### **3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS**

#### **3.1 Presentation of a Certification of Appreciation for Eagle Scout Jonathan Werner**

Mayor Kirkham presented Eagle Scout Jonathan Werner with a Certificate of Appreciation for the amazing new siding and electrical work completed at the Lion's Park pavilion.

#### **3.2 Presentation of a Certification of Appreciation for Eagle Scout Jonathan Crooks** Not present

#### **3.3 6:01 P.M. – Public Hearing – to consider the vacation of a portion of drainage and utility easement on Lot 4, Block 2, Majestic Oaks Commercial Center (13928 Lincoln Street NE) and adoption of Resolution No. 25-16**

Mayor Kirkham opened the public hearing for comment at 6:02 p.m. and with there being no comment, Mayor Kirkham closed the public hearing at 6:02 p.m.

Motion by Kirkham, seconded by Parranto, to adopt Resolution No. 25-16 approving the vacation a portion of drainage and utility easement on Lot 4, Block 2, Majestic Oaks Commercial Center (13928 Lincoln Street NE. All in favor, motion carried.

#### **3.4 6:01 P.M. – Public Hearing – For citizens to have an opportunity to given written or oral input to reduce or eliminate pollutants from storm water runoff as part of the National Pollution Discharge Elimination Systems (NPDES)**

Mayor Kirkham opened the public hearing for comment at 6:03 p.m. and with there being no comment, Mayor Kirkham closed the public hearing at 6:03 p.m.

#### **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 June 2, 2025
- 4.2 Approval of claims in the amount of \$213,004.23
- 4.3 Approval of an Ordinance 25-12 amending Article 9 of the Ham Lake City Code related to adding Cannabis Retail Business as a Permitted Use in CD-1 (Commercial Development 1) zoning, adding Therapeutic Massage Facilities as a Conditional Use in R-1 (Single Family Residential) zoning, removing Temporary Conditional Uses in its entirety in (R-1) Single Family Residential, Residential-Manufacturing (R-M) and Rural Single Family Residential (R-A) and remove the requirement of a maintenance fee for wetland banking under Article 9-330.8 and general edits related to the required trail easement
- 4.4 Approval of a variance to the buildable area requirement for Lot 8, Block 8, Birch View Acres (Pin #08-32-23-11-0018) and adoption of Resolution No. 25-17
- 4.5 Approval of a Resolution No. 25-18 requiring "No Parking" on 143<sup>rd</sup> Avenue NE (a traditional MSA street section) from Trunk Highway 65 to Lincoln Street NE
- 4.6 Approval of Plans and Specifications and authorization to advertise for bids for the construction of the 143<sup>rd</sup> Avenue NE (a traditional MSA street section) from Trunk Highway 65 to 108 feet West of Lincoln Street NE
- 4.7 Approval of Plans and Specifications and authorization to advertise for bids for the construction of the Trunk Highway 65 East Frontage Road from 171<sup>st</sup> Avenue NE to 334 feet South of Crosstown Boulevard NE

Councilmember Parranto stated that he would like to pull Item 4.5 of the Consent Agenda.

**Motion by Parranto, seconded by Van Kirk, to approve the Consent Agenda, removing Item 4.5. All in favor, motion carried.**

Councilmember Parranto questioned if residents along 143<sup>rd</sup> Avenue NE are notified that the road will be posted no parking. Engineer Krugler stated that we have not notified residents in the past of a road being designated as no parking. **Motion by Parranto, seconded by Van Kirk, to approve Item 4.5, a Resolution requiring "No Parking" on 143<sup>rd</sup> Avenue NE (a traditional MSA street section) from Trunk Highway 65 NE to Lincoln Street NE. All in favor, motion carried.**

- 5.0 PLANNING COMMISSION RECOMMENDATIONS – None**
- 6.0 ECONOMIC DEVELOPMENT AUTHORITY – None**
- 7.0 APPEARANCES – None**
- 8.0 CITY ATTORNEY – None**
- 9.0 CITY ENGINEER – None**
- 10.0 CITY ADMINISTRATOR – None**

#### **11.0 COUNCIL BUSINESS**

- 11.1 Committee Reports

Councilmember Hallberg stated that he attended the Sunrise River Watershed Management Organization (SRRWMO) meeting and upcoming events were discussed. Councilmember Doyle stated that there was a Personnel Liaison meeting, which was part of the 2026 budget discussion.

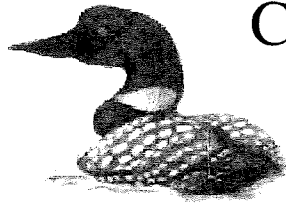
11.2 Announcements and future agenda items – None

**Motion by Van Kirk, seconded by Hallberg, to adjourn the meeting at 6:09 p.m. All in favor, motion carried.**

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Dawnette Shimek, Deputy City Clerk





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## CITY OF HAM LAKE CITY COUNCIL BUDGET WORKSHOP MINUTES MONDAY, JUNE 16, 2025

The Ham Lake City Council met for a budget workshop meeting on Monday, June 16, 2025 at 5:00 p.m. in the Conference Room at the Ham Lake City Hall located at 15544 Central Avenue NE in Ham Lake, Minnesota.

**MEMBERS PRESENT:** Mayor Brian Kirkham and Councilmembers Jim Doyle, Mike Van Kirk, Al Parranto and Andrew Hallberg (arrived at 5:24 p.m.)

**MEMBERS ABSENT:** None

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

### 1.0 Call to Order

Mayor Kirkham called the meeting to order at 5:04 p.m.

### 2.0 Discussion of the Proposed 2026 Budget and CIP Review

Finance Director Murff went over the Proposed 2026 General Fund Budget stating expenditures without transfers were going to increase 1.15 percent or \$67,690 from 2025 even after going through the budget and making cuts to the Fire Department, Public Works Department, and Parks Department and transfers would increase \$110,000 with the Revolving Street Fund increasing \$100,000 and the transfer to the Fire Department Equipment Fund increasing \$10,000. Finance Director Murff continued the most significant increase to the Budget was Anoka County Sheriff's Contract increasing \$115,155 to \$1,682,278, which includes a 0.5 FTE Investigator. Finance Director Murff also stated the Cost-of-living adjustment (COLA) increase presented this year for employees was 4.50 percent due to doing a comparison from surrounding Cities. Finance Director Murff then presented 3 options for the 2026 tax levy stating a 3.00 percent levy increase would require using \$195,463 of reserves to fund the budget, a 6.00 percent levy increase would require using \$1,589 of reserves, and a balanced budget would increase the levy to 6.02 percent and no reserves would be used to fund the budget. Finance Director Murff stated this was just preliminary estimates and that things may change from now to August and plans to do a more thorough budget presentation in August with how these levies would impact the tax capacity rate for the City. Mayor Kirkham requested to have a new 5-year plan done for roads by the next budget meeting. **It was the consensus of the City Council to keep the 4.50 percent Cost-of-living adjustment (COLA) increase for wages and to do a balanced budget for the preliminary budget, along as it does not go over the 6.02 percent levy.**

### 3.0 Discussion of the 2026 Law Enforcement Contract

The City Council discussed the 2026 Anoka County Sheriff's Law Enforcement Contract for 2026. **It was the consensus of the City Council to move forward with the 0.5 FTE Investigator option.**

**Motion by Kirkham, seconded by Parranto, to adjourn the meeting at 5:43 p.m. All in favor, motion carried.**

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Andrea Murff, Finance Director

**CITY OF HAM LAKE**  
**CLAIMS SUBMITTED TO COUNCIL**  
**July 7, 2025**

**CITY OF HAM LAKE**

<b>EFTS, CHECKS, AND BANK DRAFTS</b>	<b>06/17/25 - 07/07/25</b>	
EFT	# 2323 - 2331	\$ 12,854.83
REFUND CHECKS	#67238 - 67242, 67244 - 67247	\$ 8,680.52
CHECKS	# 67243, 67248 - 67283	\$ 119,633.92
BANK DRAFTS	DFT0002908 - DFT0002909	\$ 650.00
BANK DRAFTS	DFT0002910 - DFT0002916	\$ 33,090.07
<b>TOTAL EFTS, CHECKS, AND BANK DRAFTS</b>		<u>\$ 174,909.34</u>
<b>PAYROLL CHECKS</b>		
06/27/25	Direct Deposits	\$ 52,240.62
<b>TOTAL PAYROLL CHECKS</b>		<u>\$ 52,240.62</u>
<b>VOID CHECKS</b>		
CHECKS		\$ -
ZERO CHECKS	#67276, 67277, 62780, 62781	\$ -
ZERO EFT		\$ -
BANK DRAFTS		\$ -
<b>TOTAL VOIDS</b>		<u>\$ -</u>
<b>TOTAL OF ALL PAYMENTS</b>		<u><u>\$ 227,149.96</u></u>

APPROVED BY THE HAM LAKE CITY COUNCIL THIS 7TH DAY OF JULY 2025

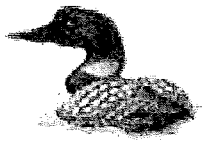
\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
COUNCILMEMBER

\_\_\_\_\_  
COUNCILMEMBER

\_\_\_\_\_  
COUNCILMEMBER

\_\_\_\_\_  
COUNCILMEMBER



Packet: ARPKT01434 - 06/17/25 TRUST REFUNDS

## Refund Detail

Account Number	Name	Check Date	Check Number	Amount
00556	GARY MAGNUSON	6/17/2025	67238	430.52
00645	CHAD STRAND	6/17/2025	67239	2,500.00
00646	ANNA GLASRUD	6/17/2025	67240	2,500.00
00669	MELISSA MCCARTY	6/17/2025	67241	150.00
00687	NATHAN HILL	6/17/2025	67242	150.00
Total Refund Amount:				5,730.52

## Revenue Totals

Revenue Code	Total Distribution
TRUST DEPOSITS - TRUST DEPOSITS	5,730.52
Revenue Totals:	5,730.52

## General Ledger Distribution

Posting Date: 06/17/2025

	Account Number	Account Name	Posting Amount	IFT
Fund:	890 - TRUST FUND			
	890-10101	Cash-claim on pooled cash	-5,730.52	Yes
	890-11501	Misc receivables	5,730.52	
	890 Total:		0.00	
Fund:	999 - POOLED CASH			
	999-10100	Pooled Cash	-5,730.52	
	999-20702	Due to other funds	5,730.52	Yes
	999 Total:		0.00	
	Distribution Total:		0.00	



City of Ham Lake, MN

# Refund Check Register

Packet: ARPKT01441 - 06/24/25 TRUST REFUNDS

## Refund Detail

Account Number	Name	Check Date	Check Number	Amount
00627	TH CONSTRUCTION OF ANOKA	6/24/2025	67244	2,500.00
00648	TRISA HANSON	6/24/2025	67245	150.00
00653	LAURA POTTSMTIH	6/24/2025	67246	150.00
00695	JENNIFER ARNTZEN	6/24/2025	67247	150.00
			Total Refund Amount:	2,950.00

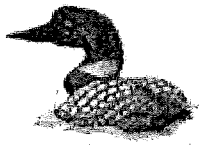
## Revenue Totals

Revenue Code	Total Distribution
TRUST DEPOSITS - TRUST DEPOSITS	2,950.00
Revenue Totals:	2,950.00

## General Ledger Distribution

Posting Date: 06/24/2025

	Account Number	Account Name	Posting Amount	IFT
Fund:	890 - TRUST FUND			
	890-10101	Cash-claim on pooled cash	-2,950.00	Yes
	890-11501	Misc receivables	2,950.00	
	890 Total:		0.00	
Fund:	999 - POOLED CASH			
	999-10100	Pooled Cash	-2,950.00	
	999-20702	Due to other funds	2,950.00	Yes
	999 Total:		0.00	
	Distribution Total:		0.00	



City of Ham Lake, MN

# Council Approval Report

By (None)

Payment Dates 6/17/2025 - 7/7/2025

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
2323	BRODIN PRESS	JULY HAM LAKER	Editing	211-41704-3125	900.00
2324	CINTAS CORP	UNIFORMS	Clothing & personal protectiv	100-43101-2210	141.73
2324	CINTAS CORP	UNIFORMS	Clothing & personal protectiv	100-44101-2210	59.08
2324	CINTAS CORP	UNIFORMS	Clothing & personal protectiv	100-43101-2210	141.73
2324	CINTAS CORP	UNIFORMS	Clothing & personal protectiv	100-44101-2210	59.08
2324	CINTAS CORP	UNIFORMS	Clothing & personal protectiv	100-43101-2210	141.73
2324	CINTAS CORP	UNIFORMS	Clothing & personal protectiv	100-44101-2210	59.08
2325	CMT JANITORIAL SERVICES	CITY HALL CLEANING	Cleaning service	100-41702-3430	612.00
2325	CMT JANITORIAL SERVICES	SHERIFF'S OFFICE CLEANING	Cleaning service	100-41702-3430	153.00
2325	CMT JANITORIAL SERVICES	FIRE #1 CLEANING	Cleaning service	100-42202-3430	161.00
2325	CMT JANITORIAL SERVICES	FIRE #2 CLEANING	Cleaning service	100-42202-3430	151.00
2325	CMT JANITORIAL SERVICES	FIRE #3	Cleaning service	100-42202-3430	387.00
2325	CMT JANITORIAL SERVICES	PW CLEANING	Cleaning service	100-43104-3430	148.00
2325	CMT JANITORIAL SERVICES	SR CENTER CLEANING	Cleaning service	100-44202-3430	300.00
2326	DELTA DENTAL PLAN OF MINN	JULY COBRA - DK	COBRA receivable	100-11502	52.06
2326	DELTA DENTAL PLAN OF MINN	JULY DENTAL	Dental Insurance	100-21711	906.47
2327	FES, INC	2 HELMETS	Clothing & personal protectiv	100-42201-2210	602.39
2328	GRAINGER	TRASH BAGS	Operating supplies	100-44101-2290	182.16
2329	MOBILE HEALTH SERVICES LLC	PHYSICALS, FIT TESTS, BLOOD	Personnel testing & recruitme	100-42201-3150	7,450.00
2330	O'REILLY AUTOMOTIVE STORE	#52 PLUG/CAP KIT	Vehicle parts & supplies	100-43101-2340	154.27
2330	O'REILLY AUTOMOTIVE STORE	SENIOR CENTER BUS AIR FILTE	Vehicle parts & supplies	100-44201-2340	13.55
2330	O'REILLY AUTOMOTIVE STORE	#52 FUEL FILTERS & OIL FILTE	Vehicle parts & supplies	100-43101-2340	52.90
2331	SUSAN KNOUSE	APR - JUN 21ST CENTURY BAN	Mileage	100-41401-3960	26.60
67243	EMPIRE ENDEAVORS LLC	FREEDOM FEST ENTERTAINM	Community celebrations	100-41701-4115	1,000.00
67248	AKER DOOR SALES INC	FIRE #3 GARAGE DOOR SERVI	Building repair & maintenanc	100-42202-3420	248.75
67249	ANOKA COUNTY TREASURY D	APX BATTERY	Equipment parts & supplies	100-42201-2320	106.50
67250	ANOKA COUNTY TREASURY D	JUNE BROADBAND CITY HALL	Internet & website	100-41707-3220	37.50
67250	ANOKA COUNTY TREASURY D	JUNE BROADBAND FIRE #2	Internet	100-42201-3220	75.00
67251	BERGANKDV	2024 AUDIT	Audit & actuarial services	100-41402-3115	7,100.00
67252	BJORKLUND TRUCKING LLC	8.22 TN CLASS 5	Street repair & maintenance s	100-43101-2330	200.98
67253	BUREAU OF CRIMINAL APPRE	CHILD PROTECTION BACKGRO	Personnel testing & recruitme	100-44101-3150	15.00
67254	COMCAST BUSINESS	JULY FIRE #1 ADD'L CABLE BO	Rentals-other	100-42201-3390	11.32
67255	DEHN OIL CO	250 GAL GASOLINE	Fuel	100-43101-2230	620.40
67255	DEHN OIL CO	250 GAL DIESEL	Fuel	100-43101-2230	627.75
67256	DELL MARKETING L.P.	DELL PRO MICRO QCM1250 -	Capital assets	100-42201-5110	783.56
67256	DELL MARKETING L.P.	DELL PRO MICRO QCM1250 -	Capital assets	100-43101-5110	783.56
67256	DELL MARKETING L.P.	DELL PRO 16 PLUS & THUNDE	Capital assets	100-43101-5110	1,712.94
67257	FIRE INSTRUCTION & RESCUE	FIRE BEHAVIOR COORDINATE	Training/conferences/schools	100-42201-3510	650.00
67257	FIRE INSTRUCTION & RESCUE	VENTILATION TRAINING	Training/conferences/schools	100-42201-3510	650.00
67258	FIRE SAFETY USA INC	CLASS A FOAM	Operating supplies	100-42201-2290	809.70
67259	GUY BLECHINGER	#122 DOT REPAIRS - LIGHTS, B	Equipment repair & maintena	100-43101-3440	1,287.86
67259	GUY BLECHINGER	#122 DOT - BRAKE AWAY, BRA	Equipment repair & maintena	100-43101-3440	1,490.10
67260	HAM LAKE HARDWARE INC	PARACORD	Operating supplies	100-44101-2290	23.98
67261	KINGS III EMERGENCY COMM	JULY ELEVATOR PHONE	Phones/radios/pagers	100-41701-3210	39.17
67262	LEPAGE & SONS INC	6/6/25 YARDWASTE	Waste management & recycli	231-43601-3630	482.00
67262	LEPAGE & SONS INC	6/9 YARDWASTE	Waste management & recycli	231-43601-3630	482.00
67262	LEPAGE & SONS INC	6/16 YARDWASTE	Waste management & recycli	231-43601-3630	482.00
67263	MENARDS-CR	TRASH BAGS	Operating supplies	100-44101-2290	44.45
67264	MINNESOTA EQUIPMENT	LOCK NUT, EYE BOLT	Operating supplies	100-44101-2290	6.58
67265	MN FIRE SERVICE CERT BOAR	FAO-PUMPER - JF, MF,ZF,MG,J	Training/conferences/schools	100-42201-3510	1,426.50
67265	MN FIRE SERVICE CERT BOAR	FAO-PUMPER RETEST - JF	Training/conferences/schools	100-42201-3510	75.00
67266	NORTHDALE CONSTRUCTION	COUNTY DITCH #58	Contractors	431-43301-3810	31,348.09
67267	OCCUPATIONAL HEALTH CENT	DRUG TESTING	Personnel testing & recruitme	100-44101-3150	285.00
67268	PRINT CENTRAL	# 10 ADDRESS ENVELOPES	Office supplies	100-41701-2110	193.92

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
67269	S & S INDUSTRIAL SUPPLY INC	MISC PARTS	Operating supplies	100-43101-2290	8.06
67270	SITEONE LANDSCAPE SUPPLY	HERBICIDE	Operating supplies	100-44101-2290	74.56
67271	THE MPX GROUP	JULY HAM LAKER DELIVERY	Other services and charges	211-41704-3990	400.00
67272	TRANSWEST TRUCKS ST. MICH	OIL DRY	Operating supplies	100-43101-2290	70.00
67273	TURFWERKS	#65 GEAR CASE & GASKET	Equipment parts & supplies	100-44101-2320	781.44
67274	TYLER TECHNOLOGIES INC	OUTPUT DIRECTOR SUPPORT	Prepaid expense	100-15501	516.20
67274	TYLER TECHNOLOGIES INC	OUTPUT DIRECTOR SUPPORT	Computer & software support	100-41401-3120	516.20
67275	US BANK CORPORATE PAYME	GOOD CUSTOMER REBATE	Refunds & reimbursements	100-37601	-437.51
67275	US BANK CORPORATE PAYME	MCFOA-mcfoa dues - dw-DW	Dues & subscriptions	100-41201-3920	50.00
67275	US BANK CORPORATE PAYME	ZOOM-zoom-NW	Dues & subscriptions	100-41201-3920	13.83
67275	US BANK CORPORATE PAYME	GFOA-GFOA 2024 COA-AM	Other professional services	100-41401-3190	460.00
67275	US BANK CORPORATE PAYME	GFOA-GFOA DUES - AM-AM	Dues & subscriptions	100-41401-3920	190.00
67275	US BANK CORPORATE PAYME	MCFOA-MCFOA - JB-JB	Dues & subscriptions	100-41601-3920	50.00
67275	US BANK CORPORATE PAYME	IOS-pens, paper-NW	Office supplies	100-41701-2110	57.14
67275	US BANK CORPORATE PAYME	IOS-copier paper, binder clips-	Office supplies	100-41701-2110	52.39
67275	US BANK CORPORATE PAYME	IOS-toilet paper-NW	Operating supplies	100-41701-2290	50.34
67275	US BANK CORPORATE PAYME	AMAZON-usb flash drives-NW	Operating supplies	100-41701-2290	26.75
67275	US BANK CORPORATE PAYME	AMAZON-amazon prime subs	Dues & subscriptions	100-41701-3920	129.00
67275	US BANK CORPORATE PAYME	AMAZON-laptop cases for De	Computer supplies/small equi	100-41707-2520	30.98
67275	US BANK CORPORATE PAYME	AMAZON-computer cables-N	Computer supplies/small equi	100-41707-2520	16.98
67275	US BANK CORPORATE PAYME	AMAZON-laptop case dw-NW	Computer supplies/small equi	100-41707-2520	-14.99
67275	US BANK CORPORATE PAYME	PANTHEON-website-NW	Internet & website	100-41707-3220	350.00
67275	US BANK CORPORATE PAYME	PUBLIC SAFETY STORE-wildlan	Clothing & personal protectiv	100-42201-2210	1,259.94
67275	US BANK CORPORATE PAYME	ALL HANDS FIRE EQUIP-nozzle	Operating supplies	100-42201-2290	629.44
67275	US BANK CORPORATE PAYME	AMAZON-surface pro charger-	Operating supplies	100-42201-2290	16.85
67275	US BANK CORPORATE PAYME	FIREHOSE DIRECT-rubber hos	Operating supplies	100-42201-2290	1,043.50
67275	US BANK CORPORATE PAYME	GRAINGER-fire rakes-NW	Operating supplies	100-42201-2290	107.48
67275	US BANK CORPORATE PAYME	GRAINGER-backpack pumps,	Operating supplies	100-42201-2290	1,309.12
67275	US BANK CORPORATE PAYME	IOS-fire #3 trash bags-NW	Operating supplies	100-42201-2290	44.80
67275	US BANK CORPORATE PAYME	IOS-#1 trash bags, #2 urinal sc	Operating supplies	100-42201-2290	63.26
67275	US BANK CORPORATE PAYME	MN STATE COLLEGE-hazardou	Training/conferences/schools	100-42201-3510	2,045.00
67275	US BANK CORPORATE PAYME	HOLTZ-Straw for training burn	Training supplies	100-42201-3530	100.72
67275	US BANK CORPORATE PAYME	ACTIVE 911-active 911 subscri	Dues & subscriptions	100-42201-3920	5.90
67275	US BANK CORPORATE PAYME	IOS-pens-NW	Office supplies	100-42401-2110	18.94
67275	US BANK CORPORATE PAYME	AMAZON-turn signal switch-N	Vehicle parts & supplies	100-43101-2340	25.92
67275	US BANK CORPORATE PAYME	AUTO AIR-#65 A/C HOSE-JC	Equipment parts & supplies	100-44101-2320	90.53
67275	US BANK CORPORATE PAYME	IOS-trash can liners-NW	Operating supplies	100-44201-2290	39.06
67275	US BANK CORPORATE PAYME	AMAZON-window blind hang	Operating supplies	100-44201-2290	45.10
67278	WICK COMMUNICATIONS CO-	JULY HAM LAKER	Printing	211-41704-3970	746.07
67279	CONNEXUS ENERGY	GARAGE	Electricity	100-41702-3610	39.34
67279	CONNEXUS ENERGY	CITY HALL	Electricity	100-41702-3610	987.87
67279	CONNEXUS ENERGY	SOUTH WELCOME	Electricity	100-41703-3610	16.52
67279	CONNEXUS ENERGY	CITY SIGN	Electricity	100-41703-3610	346.55
67279	CONNEXUS ENERGY	FIRE #3	Electricity	100-42202-3610	226.95
67279	CONNEXUS ENERGY	FIRE #2	Electricity	100-42202-3610	317.77
67279	CONNEXUS ENERGY	FIRE #1	Electricity	100-42202-3610	584.05
67279	CONNEXUS ENERGY	SIRENS	Electricity	100-42302-3610	70.20
67279	CONNEXUS ENERGY	PW	Electricity	100-43104-3610	943.06
67279	CONNEXUS ENERGY	BUNKER/JEFFERSON SIGNALS	Electricity	100-43401-3610	68.02
67279	CONNEXUS ENERGY	STREET LIGHTS #2	Electricity	100-43401-3610	275.02
67279	CONNEXUS ENERGY	HWY 65/CONSTANCE SIGNALS	Electricity	100-43401-3610	134.35
67279	CONNEXUS ENERGY	HWY 65/BUNKER SIGNALS	Electricity	100-43401-3610	91.01
67279	CONNEXUS ENERGY	LEXINGTON/CROSSTOWN SIG	Electricity	100-43401-3610	50.30
67279	CONNEXUS ENERGY	HWY 65/ANDOVER BLVD SIGN	Electricity	100-43401-3610	86.43
67279	CONNEXUS ENERGY	CROSSTOWN/HWY 65 SIGNAL	Electricity	100-43401-3610	82.22
67279	CONNEXUS ENERGY	STREET LIGHTS #1	Electricity	100-43401-3610	23.80
67279	CONNEXUS ENERGY	RADISSON/BUNKER SIGNALS	Electricity	100-43401-3610	80.82
67279	CONNEXUS ENERGY	BUNKER/LEXINGTON SIGNALS	Electricity	100-43401-3610	69.60
67279	CONNEXUS ENERGY	HAM LAKE AERATOR	Electricity	100-44101-3610	15.50
67279	CONNEXUS ENERGY	SODERVILLE PARK WELL	Electricity	100-44101-3610	15.50

## Council Approval Report

Payment Dates: 6/17/2025 - 7/7/2025

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
67279	CONNEXUS ENERGY	SODERVILLE PARK	Electricity	100-44101-3610	36.92
67279	CONNEXUS ENERGY	HAM LAKE WELL	Electricity	100-44101-3610	59.36
67279	CONNEXUS ENERGY	HAM LAKE PARK	Electricity	100-44101-3610	121.60
67279	CONNEXUS ENERGY	LION'S PARK CONCESSION	Electricity	100-44102-3610	78.34
67279	CONNEXUS ENERGY	LION'S PARK PAVILION	Electricity	100-44102-3610	90.00
67279	CONNEXUS ENERGY	HAM LAKE PARK SHELTER	Electricity	100-44102-3610	31.95
67279	CONNEXUS ENERGY	HAM LAKE PARK BUILDING	Electricity	100-44102-3610	98.48
67279	CONNEXUS ENERGY	HAM LAKE PARK CONCESSION	Electricity	100-44102-3610	91.73
67279	CONNEXUS ENERGY	SR CENTER	Electricity	100-44202-3610	531.93
67279	CONNEXUS ENERGY	STREET LIGHTS	Electricity	232-43701-3610	4,760.92
67282	TASC	COBRA ADMINISTRATION	Other professional services	100-41701-3190	28.30
67283	WRIGHT-HENNEPIN COOPERA	ELEVATOR MONITORING	Monitoring	100-41702-3145	10.00
67283	WRIGHT-HENNEPIN COOPERA	SECURITY MONITORING	Monitoring	100-41702-3145	33.95
67283	WRIGHT-HENNEPIN COOPERA	PW FIRE PANEL MONITORING	Monitoring	100-43104-3145	52.95
67284	MORPHEW LAW OFFICE, PLLC	EVERGREEN EASEMENT AGRE	Performance bonds	890-22804	45,000.00
DFT0002910	COMPENSATION CONSULTAN	Health Savings Account	HSA Account	100-21712	150.00
DFT0002911	EMPOWER	Deferred Compensation	Deferred compensation	100-21704	2,485.00
DFT0002911	EMPOWER	Roth IRA	Deferred compensation	100-21704	50.00
DFT0002912	IRS-Payroll Tax	Federal Withholding	Federal WH/FICA/MC	100-21701	-18.00
DFT0002912	IRS-Payroll Tax	Medicare Payable	Federal WH/FICA/MC	100-21701	-4.36
DFT0002912	IRS-Payroll Tax	Social Security Payable	Federal WH/FICA/MC	100-21701	-18.60
DFT0002912	IRS-Payroll Tax	Federal Withholding	Federal WH/FICA/MC	100-21701	6,568.42
DFT0002912	IRS-Payroll Tax	Medicare Payable	Federal WH/FICA/MC	100-21701	2,169.20
DFT0002912	IRS-Payroll Tax	Social Security Payable	Federal WH/FICA/MC	100-21701	8,670.20
DFT0002913	MN STATE DEPT OF REVENUE-	MN State Withholding	State W/H	100-21702	-8.40
DFT0002913	MN STATE DEPT OF REVENUE-	MN State Withholding	State W/H	100-21702	2,893.18
DFT0002914	PERA	Retirement-Coordinated	PERA	100-21703	7,337.10
DFT0002914	PERA	Retirement-Elected Officials	PERA	100-21703	40.84
DFT0002914	PERA	Retirement-Police & Fire	PERA	100-21703	1,318.92
DFT0002915	US POSTMASTER	JULY HAM LAKER POSTAGE	Postage	211-41704-2120	1,414.30
DFT0002916	US POSTMASTER	SR CENTER POSTAGE	Postage Liability	100-20204	42.27
Grand Total:					165,578.82



City of Ham Lake, MN

# EFT Payroll Check Register Report Summary

Pay Period: 6/8/2025-6/21/2025

Packet: PYPKT01778 - PPE 06/21/25 PAID 06/27/25

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	76	52,240.62
<b>Total</b>	<b>76</b>	<b>52,240.62</b>



**Meeting Date: July, 7 2025**



**CITY OF HAM LAKE  
STAFF REPORT**

**To: Mayor and Councilmembers**

**From: Andrea Murff, Finance/HR Director**

**Subject: The CenterPoint Energy Community Safety Grant**

**Introduction/Discussion:**

The CenterPoint Energy Community Safety Grant provides financial support for critical safety equipment and safety projects. The City applied for the grant and received \$2,500 to go towards a thermal imaging camera for the Fire Department.

**Recommendation: I recommend approval of the grant proceeds of \$2,500 for a thermal imaging camera.**

## Denise Webster

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**From:** Michael Raczkowski  
**Sent:** Tuesday, June 17, 2025 1:35 PM  
**To:** Denise Webster  
**Subject:** FW: CenterPoint Energy - Community Safety Grant Update!

### Michael Raczkowski

Fire Chief  
City of Ham Lake  
15544 Central Ave NE  
Direct: 763-235-1661  
Cell: 612-240-4594  
[Mraczkowski@hamlakemn.gov](mailto:Mraczkowski@hamlakemn.gov)



---

**From:** Hillmann, Amanda X <[amanda.hillmann@centerpointenergy.com](mailto:amanda.hillmann@centerpointenergy.com)>  
**Sent:** Tuesday, June 17, 2025 11:34 AM  
**To:** Michael Raczkowski <[mraczkowski@hamlakemn.gov](mailto:mraczkowski@hamlakemn.gov)>  
**Subject:** CenterPoint Energy - Community Safety Grant Update!

You don't often get email from [amanda.hillmann@centerpointenergy.com](mailto:amanda.hillmann@centerpointenergy.com). [Learn why this is important](#)

**Caution:** This email originated outside our organization; please use caution.

Dear Michael,

Thank you for submitting a Community Safety Grant application to CenterPoint Energy. I'm pleased to inform you that your application for *Ham Lake Fire Department* has been approved for funding in the amount of **\$2,500.00** for the project that you applied for.

#### Next Steps:

- ☒ We are working to get the checks distributed and will follow up with additional details soon via email.
- ☒ You can expect to receive your check within the next *4–6 weeks*, possibly sooner.
- ☒ Your check will be delivered or mailed to the contact person and address listed in your application.

Should you have any questions, please do not hesitate to reach out.

Best regards,  
Amanda



Amanda Hillmann

**Specialist, Community Relations**

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**CenterPoint Energy** | Community Relations

612.321.5219 w | 612.723.5931 c

[CenterPointEnergy.com](http://CenterPointEnergy.com)

Anoka County Contract No. \_\_\_\_\_

## **LAW ENFORCEMENT CONTRACT**

THIS CONTRACT is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2025, by and between the County of Anoka, a political subdivision of the State of Minnesota, and the Anoka County Sheriff, hereinafter referred to as the "County," and the City of Ham Lake, Minnesota, 15544 Central Avenue Northeast, Ham Lake, Minnesota 55304, hereinafter referred to as the "Municipality", for the period of January 1, 2026, through December 31, 2026, hereinafter referred to as the "Contract Term".

### **WITNESSETH:**

WHEREAS, the Municipality is desirous of entering into a contract with the County, through the Office of the Anoka County Sheriff (hereinafter Sheriff), for the performance of the law enforcement functions hereinafter described within the corporate limits of said Municipality; and

WHEREAS, the County is agreeable to rendering such services and law enforcement functions on the terms and conditions hereinafter set forth; and

WHEREAS, such contracts are authorized and provided for by Minn. Stat. §§ 471.59 and 436.05.

NOW, THEREFORE, pursuant to the terms of the aforesaid statutes, and in consideration of the mutual covenants expressed herein, it is agreed as follows:

#### **I. PURPOSE**

The County, through its Sheriff, agrees to provide police protection within the corporate limits of the Municipality to the extent and in the manner as hereinafter set forth.

#### **II. SERVICES TO BE PROVIDED BY THE COUNTY**

A. Except as otherwise hereinafter specifically set forth, such services shall encompass the duties and functions of the type normally coming within the jurisdiction of the Sheriff pursuant to Minnesota Law, and, in addition, the Sheriff and his duly assigned deputies shall, within the Municipality's corporate limits, exercise all the police powers and duties of city police officers as provided by Minn. Stat. § 436.05.

B. The rendition of services, the standard of performance, the discipline of the deputies, and other matters incident to the performance of such services and the control of personnel so employed, shall remain in and under the sole control of the Sheriff.

C. Such services shall include the enforcement of Minnesota State Statutes and the municipal ordinances of the Municipality.

D. Except as otherwise noted, the County maintains control, and autonomy with respect to the methods, times, means and personnel to be used in furnishing services to the Municipality under this Contract.

E. The County shall furnish and supply all necessary labor, supervision, equipment, and communication facilities for dispatching, jail detention (including the cost of such detention), and daily patrol service as specified in Paragraph II.F. and Attachment A of this Contract and shall be responsible for the direct payment of any salaries, wages, or other compensation to any County personnel performing services pursuant to this Contract. All County property and equipment used in rendering services under this agreement is, and shall remain, County property.

F. The County agrees to provide law enforcement protection as follows: During the Contract Term, the Sheriff will provide 36 hours per day of daily patrol service. The costs associated with the patrol service are set forth in Attachment A. Patrol service shall be exercised through the employment of assigned patrol cars supplied, equipped, and maintained by the County, and staffed by the Sheriff's deputies. The Sheriff shall determine the time of day and how patrol service shall be provided and may periodically change the patrol schedule in order to maximize the effectiveness of the coverage. Daily patrol service will provide and fulfill those services and duties ordinarily provided and fulfilled by city police officers as provided by state law and municipal ordinances. Notwithstanding the number of hours of patrol services listed in this agreement, the County agrees to provide additional law enforcement services and emergency assistance, as the demand arises and resources allow, at no additional cost to the municipality.

The Sheriff will also provide a Patrol Investigator. The Investigator will provide an additional forty (20) hours per week coverage investigating crimes within the City of Ham Lake. The investigator will be issued a vehicle and be granted take-home privileges, per Anoka County Sheriff's Office Policy, for that vehicle.

G. The County patrol cars used for providing the services pursuant to this Contract shall be stored on premises owned by the Municipality. In the event that a suitable and

secure storage location is not provided, in the determination of the Sheriff, the patrol cars will be returned to the Sheriff's Office at the end of each shift.

H. The patrol duties shall be conducted out of office space to be located at a suitable location in the Municipality which is sufficient to provide for the clerical needs of the assigned deputies. In the event that a suitable location is not provided, the deputies shall work out of the Sheriff's Office.

### **III. DUTIES OF MUNICIPALITY**

A. It is agreed that the Sheriff shall have all reasonable and necessary cooperation and assistance from the Municipality, its officers, agents, and employees, so as to facilitate the performance of this Contract.

B. This Contract shall not alter the responsibility for prosecution of offenses occurring within the Municipality as is currently provided by law. Likewise, collection and distribution of fine monies and any proceeds from forfeited property resulting from violations occurring in the municipality shall be controlled in the manner provided by law.

### **IV. COMPENSATION/TERM**

The Municipality hereby agrees to pay to the County the sum of One Million Seven Hundred Thirty-Six Thousand Five Hundred Forty-Eight Dollars and 00/100s (\$1,736,548.00) for the contract term for law enforcement protection consisting of 36 hours per day of daily patrol service, and twenty-four (24) hour call and general services from the Sheriff during the term of this Contract. Said contract sum is payable in four (4) equal quarterly installments due on March 31, June 30, September 30, and December 31 of the Contract Term.

The County agrees that the Municipality will receive a credit against its contract price obligation as a result of anticipated Police State Aide. The amount of the credit will be determined by the amount of money received per sworn officer from the State of Minnesota times the number of sworn officers charged for to service this Contract.

### **V. RENEWAL/AUTOMATIC RENEWAL**

This Contract may be renewed for a successive period of one (1) year. Said renewal shall be accomplished in the following manner:

A. Not later than one hundred fifty (150) days prior to the expiration of the current Contract, the County, through its Sheriff, shall notify the Municipality in writing of its intention to renew. Said notification shall include notice of any increase in total contract cost.

B. Not later than ninety (90) days prior to the expiration of the current Contract, the Municipality shall notify the Sheriff in writing if the Municipality does not wish to renew a Contract for a successive one year term. If the Municipality fails to notify the County in writing that it does not intend to renew the Contract, the Contract shall automatically renew for another one-year period under the terms of this Contract and any increase in costs provided to the Municipality under the notice requirement of section V.A. of this Contract.

## **VI. COLLABORATION**

The County, through its Sheriff or his designee(s), agrees to meet as needed with the governing council of the Municipality. The purpose of said meetings shall be for the Municipality to provide feedback to the County and for the parties to confer and discuss potential improvements in the implementation of services under this Contract. The Sheriff shall make reasonable efforts to consider the Municipality's concerns or requests. The time and place of these meetings shall be determined by the Municipality with reasonable notice to the Sheriff.

## **VII. DISBURSEMENT OF FUNDS**

All funds disbursed by the County or the Municipality pursuant to this Contract shall be disbursed by each entity pursuant to the method provided by law.

## **VIII. STRICT ACCOUNTABILITY**

A strict accounting shall be made of all funds, and reports of all receipts and disbursements shall be made upon request by either party.

## **IX. AFFIRMATIVE ACTION**

In accordance with Anoka County's Affirmative Action Policy and the County Commissioners' policies against discrimination, no person shall illegally be excluded from full-time employment rights in, be denied the benefits of, or be otherwise subjected to discrimination in the program which is the subject of this Contract on the basis of race, creed, color, sex, sexual orientation, marital status, public assistance status, age, disability, or national origin.

#### **X. INDEMNIFICATION**

The Municipality and the County mutually agree to indemnify and hold harmless each other from any claims, losses, costs, expenses, or damages, injuries or sickness resulting from the acts or omissions of the respective offices, agents, or employees, relating to the activities conducted by either party under this Contract.

#### **XI. TERMINATION**

This Contract may be terminated by the mutual agreement of the parties. This Contract may be unilaterally terminated by either party at any time with or without cause upon not less than one hundred eighty (180) days written notice delivered by mail or in person to the other party. Notices delivered by mail shall be deemed to be received two (2) days after mailing. Such termination shall not be effective with respect to services rendered prior to such notice of termination.

#### **XII. NOTICE**

For purposes of delivering any notices hereunder, notice shall be effective if delivered to the Anoka County Sheriff, 13301 Hanson Blvd NW, Andover, Minnesota 55304, on behalf of the County; and the City Administrator of the City of Ham Lake, 15544 Central Avenue Northeast, Ham Lake, Minnesota 55304, on behalf of the Municipality.

#### **XIII. ENTIRE AGREEMENT/REQUIREMENT OF A WRITING**

It is understood and agreed that the entire agreement of the parties is contained herein and that this Contract supersedes all oral and written agreements and negotiations between the parties relating to the subject matter hereof, as well as any previous contract presently in effect between the parties relating to the subject matter thereof. Any alterations, variations, or modifications of the provisions of this Contract shall be valid only when they have been reduced to writing and duly signed by the parties herein.



IN WITNESS WHEREOF, the Municipality, by resolution duly adopted by its governing body, has caused this Contract to be signed by its Mayor and attested by its Clerk, and the County, by resolution of the County Board of Commissioners, has caused this Contract to be signed by the Chairman of the County Board of Commissioners, attested by the County Administrator, and signed by the County Sheriff, all on the day and year first above written.

**COUNTY OF ANOKA**

**CITY OF HAM LAKE**

By: \_\_\_\_\_  
Mike Gamache, Chair  
County Board of Commissioners

By: \_\_\_\_\_  
Its: \_\_\_\_\_

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

**ATTEST**

By: \_\_\_\_\_  
Jim Dickinson  
County Administrator

By: \_\_\_\_\_  
Its: \_\_\_\_\_

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Brad Wise  
Sheriff

Dated: \_\_\_\_\_

**APPROVED AS TO FORM**

By: \_\_\_\_\_  
Bryan Frantz  
Assistant County Attorney

Dated: \_\_\_\_\_

**Ham Lake**

January 2026 - December 2026

**36 Hour Coverage****1/2 Patrol Investigator**

365 DAYS/YEAR

Attachment A

**I. PERSONNEL****A. Sworn Deputy Sheriff**

1.) 7.60 Deputies at \$9,733 /month	887,619
2.) 0.50 Patrol Investigator	59,696
4.) 10 Overtime (Average hours/month per Deputy)	76,813

**B. Non-Sworn C.S.O.****\*\*C. Benefits for Sworn and Non-Sworn Personnel**

P.E.R.A. (Sworn)	181,271
P.E.R.A. (Non-Sworn)	0
FICA	0
Medicare	14,850
Severance Allowance	25,578
Unemployment Compensation	1,536
Life Insurance	340
Health Insurance	125,874
Dental Insurance	4,487
Long Term Disability Insurance	1,434
Worker's Compensation	18,557
Uniforms	9,283
<i>Total Benefits</i>	<b>383,209</b>

**TOTAL PERSONNEL COSTS****\$1,407,338****II. VEHICLE**

<b>A. Police Equipped Vehicles</b>	<b>0.83 Squads</b>	(1- replaced every other yr)	<b>45,650</b>
<b>B. Investigator Vehicle</b>	<b>0.5 Squads</b>	(1- replaced every 5 yrs)	<b>3,834</b>
<b>C. Maintenance Costs</b>			
1.) Vehicle			56,700
2.) Emergency & Communications Equipment & replc/maint fees			39,987
3.) Emergency Vehicle Equipment replc. Fee			3,000
4.) Insurance			9,423
5.) Cellular Telephone			4,853
<i>Total Maintenance Costs</i>			<b>113,963</b>

**TOTAL VEHICLE COSTS****\$163,448****III. Administrative Costs**

<b>A. PSDS &amp; APS Maintenance costs</b>	<b>19,253</b>
<b>B. Administrative, Clerical, + computer and line charges, Etc.</b>	<b>146,509</b>
<i>Total Administrative Costs</i>	<b>\$165,762</b>

**IV. TOTAL COST TO CONTRACTING MUNICIPALITY****\$1,736,548**

\*Less Amount Received From State for Police State Aid

**54,270****NET COST TO CONTRACTING MUNICIPALITY****\$1,682,278**

\*This figure is determined by the State and is subject to fluctuation.

\*\* These figures subject to change for 2026.

The latest figure available is \$6,700 per Deputy.

Revenue received is for previous years Deputy hours.

**Meeting Date: July 7 2025**

**CITY OF HAM LAKE**  
**STAFF REPORT**

**To:** Mayor and Councilmembers

**From:** Mike Raczkowski, Fire Chief

**Item/ Title/ Subject:** Firefighter Approval to Regular Member

**Introduction/ Discussion:**

Firefighter Jeff Landwehr has served as a probationary member since joining the department on January 9, 2024. As of June 30, 2025, he will have met the requirements listed in the department's regulations for removal of his probationary status. The regulations also require approval of the Ham Lake City Council for acceptance as a regular member.

**Recommendation:**

I recommend the acceptance of Jeff Landwehr as a regular member of the Ham Lake Fire Department.

RESOLUTION NO. 25-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 Ham Laker)</i>	\$2,000.00

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 7th day of July, 2025.

\_\_\_\_\_  
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: Ham Lake Chamber of Commerce

License

Number: 02948-00Address: 15644 Central Ave.City/State/Zip: Ham Lake, MN 55304

1. Amount of proposed lawful purpose expenditure: \$ 2000
2. 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:

Money for the Ham Lake

- **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)

T. B. S. S.  
Chief Executive Officer's Signature

Date

6/18/25

Tim Sofie  
Print Name

Daytime Phone

612-396-9763**GOVERNMENT APPROVAL/ACKNOWLEDGMENT**

Contribution amount: \$ 2000.00. 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: City of Ham LakePhone: 763-434-9555Address: 15544 Central Ave. NECity/State/Zip: Ham Lake, MN 55304

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

Signature

Maria Rainbolt

Date

6/24/25

Print Name


Maria Rainbolt

Title

Admin. Ast.

**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: July 1, 2025  
To: Mayor and Councilmembers  
From: David A. Krugler, City Engineer   
Subject: County Ditch #58 cross culvert under 152<sup>nd</sup> Avenue

---

### **Introduction:**

The final payment for Northdale Construction Company for the replacement of the twin 72-inch CMP culverts with a concrete box culvert is attached. All work for this project has been satisfactorily completed.

### **Discussion:**

The total construction cost of the work completed is \$302,978.53. This is \$447.61 (0.15%) less than the contract amount of \$303,426.14. The reduction is primarily due to the bituminous driveway replacement not being completed. The driveway was included to the project as a precautionary measure in the event of settling or damage occurred due to close proximity to the construction site.

There was an increase in cost for bituminous pavement removal and erosion control. The bituminous pavement removal increased by \$588.00 due to an additional collapse of the roadway on the construction limits from rainfall. There was a combined increase of \$2,584.00 for erosion control for Flotation Silt Curtain and Rolled Erosion Prevention Blankets. This was due to the CCWD changing the layout of the silt curtain to run parallel with the stream and additional erosion along the banks of the creek which required additional erosion blankets.

### **Recommendation:**

It is recommended that the project be accepted and the attached payment to Northdale Construction Company be approved. Approval will commence the one-year warranty period that the project is free from all defects due to faulty workmanship or defective materials.

Date June 23, 2025

To: Mayor and Councilmembers  
City of Ham Lake  
15544 Central Avenue NE  
Ham Lake, Minnesota 55304

Re: COUNTY DITCH #58 CROSSING UNDER 152ND AVENUE

Contractor: Northdale Construction  
9760 71st Street NE  
Albertville, Minnesota 55301

Contractor Payment Final

STATEMENT OF WORK

ITEM NUMBER	ITEM DESCRIPTION	UNIT	EST. QTY	UNIT PRICE	TOTAL	PRIOR UNITS	UNITS THIS EST.	UNITS TO DATE	AMOUNT TO DATE
2021.501	MOBILIZATION	LUMP SUM	1.0	\$42,658.75	\$42,658.75	0.8	0.2	1.0	\$42,658.75
2101.505	CLEARING	ACRE	0.1	\$15,750.00	\$1,575.00	0.1	0	0.1	\$1,575.00
2101.505	GRUBBING	ACRE	0.1	\$15,750.00	\$1,575.00	0.1	0	0.1	\$1,575.00
2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH) DRIVEWAY	LIN FT	10	\$5.00	\$50.00	0	11	11	\$55.00
2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH) DRIVEWAY	LIN FT	24	\$5.00	\$120.00	0	0	0	\$0.00
2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	58	\$5.00	\$290.00	62	0	62	\$310.00
2104.503	REMOVE PIPE CULVERTS	LIN FT	173	\$75.14	\$12,999.22	173	0	173	\$12,999.22
2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	SQ YD	31	\$10.00	\$310.00	0	29.6	29.6	\$296.00
2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SQ YD	49	\$10.00	\$490.00	0	0	0	\$0.00
2104.505	REMOVE BITUMINOUS PAVEMENT	SQ YD	255	\$10.00	\$2,550.00	300.0	13.8	313.8	\$3,138.00
2106.507	EXCAVATION - COMMON	CU YD	271	\$45.00	\$12,195.00	271	0	271	\$12,195.00
2106.507	GRANULAR EMBANKMENT (CV)	CU YD	263	\$41.16	\$10,825.08	263	0	263	\$10,825.08
2211.509	AGGREGATE BASE CLASS 5	TON	88.0	\$34.62	\$3,046.56	122.5	0	122.5	\$4,240.95
2211.604	AGGREGATE BASE (CV) CLASS 5 4.0" THICK-DRIVEWAY	SQ YD	49	\$24.40	\$1,195.60	0	0	0	\$0.00
2360.504	TYPE SP 9.5 WEARING COURSE MIXTURE (2:C) 2.0" THICK-DRIVEWAY	SQ YD	49	\$43.05	\$2,109.45	0	0	0	\$0.00
2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (2:C)	TON	23	\$261.45	\$6,013.35	25	0	25	\$6,536.25
2360.509	TYPE SP 12.5 WEARING COURSE MIXTURE (2:C)	TON	31	\$222.60	\$6,900.60	35	0	35	\$7,791.00
2412.502	10X6 PRECAST CONCRETE BOX CULVERT END SECTION TYPE 1	EACH	1	\$21,781.80	\$21,781.80	1	0	1	\$21,781.80
2412.502	10X6 PRECAST CONCRETE BOX CULVERT END SECTION TYPE 3, 30° SKEW	EACH	1	\$34,262.30	\$34,262.30	1	0	1	\$34,262.30
2412.503	10X6 PRECAST CONCRETE BOX CULVERT	LIN FT	84	\$1,439.87	\$120,949.08	84	0	84	\$120,949.08
2531.504	6" CONCRETE DRIVEWAY PAVEMENT	SQ YD	31	\$203.75	\$6,316.25	0	29.6	29.6	\$6,031.00
2535.503	BITUMINOUS CURB	LIN FT	161	\$23.10	\$3,719.10	181	0	181	\$4,181.10
2563.601	TRAFFIC CONTROL	LUMP SUM	1	\$1,890.00	\$1,890.00	1	0	1	\$1,890.00
2573.501	STABILIZED CONSTRUCTION EXIT	LUMP SUM	1	\$2,500.00	\$2,500.00	0	0	0	\$0.00
2573.502	STORM DRAIN INLET PROTECTION	EACH	2	\$300.00	\$600.00	2	0	2	\$600.00
2573.503	FLOTATION SILT CURTAIN TYPE MOVING WATER	LIN FT	50	\$30.00	\$1,500.00	100	0	100	\$3,000.00
2575.504	ROLLED EROSION PREVENTION CATEGORY 20	SQ YD	501	\$4.00	\$2,004.00	647	125	772	\$3,088.00
2575.605	TURF ESTABLISHMENT	ACRE	0.2	\$15,000.00	\$3,000.00	0.1	0.1	0.2	\$3,000.00
TOTAL CONTRACT AMOUNT					\$303,426.14				\$302,978.53

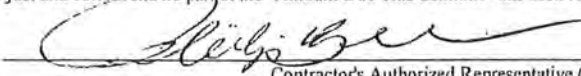
SUMMARY

Original Contract Amount	\$303,426.14
Value Completed To Date	\$302,978.53
Material on Hand	\$0.00
SUBTOTAL	\$302,978.53
Amount Retained - 0%	\$0.00
Less Pay Estimate #1	\$271,630.44
AMOUNT DUE THIS ESTIMATE	\$31,348.09

### CERTIFICATION OF THE CONTRACTOR

I hereby certify that the work performed and the materials supplied under the terms of the Contract for the referenced project, and all authorized changes to the Contract have an actual value under the Contract of the amounts shown on this estimate (and the final quantities of the final estimate are correct) and that this estimate is just and correct and no part of the "Amount Due This Estimate" has been received.

By



Contractor's Authorized Representative (Title)

Date

6/24/25

### CERTIFICATION OF THE ENGINEER

I hereby certify that I have prepared or examined this estimate and that the Contractor is entitled to payment of this estimate under the Contract for the referenced project.

By



RFC Engineering, Inc.

Date

6/24/25

Respectfully submitted,

RFC Engineering, Inc.



David Krugler, P.E.  
Ham Lake City Engineer



Meeting Date: July 7, 2025

**CITY OF HAM LAKE**  
**STAFF REPORT**

**To: Mayor and Councilmembers**

**From: Denise Webster, City Administrator**

**Subject: RFC Engineering, Inc. Contract**

**Introduction/Discussion:** Dave Krugler has officially purchased RFC Engineering, Inc. as of July 1, 2025. The only change from the previous contract is on page 7, paragraph 5 Compensation, which adds b. Professional Licensure and Compensation Adjustment for when an Engineer-In-Training obtains their Professional Engineer's License. The last page is Exhibit A - the hourly rate schedule, which has remained the same.

The Attorney has reviewed the contract and has no recommended changes.

**Recommendation: I recommend approval of the attached RFC Engineering, Inc. Contract.**

## **AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES**

**AGREEMENT**, made this \_\_\_\_ day of \_\_\_\_\_, 2025, between the City of Ham Lake, Minnesota, a Political Subdivision (City") and R.F.C. Engineering, Inc., a Minnesota Corporation ("RFC").

### **Recitals**

RFC provides professional engineering services, employing civil engineers registered as professional engineers by the State of Minnesota. City has need of utilizing professional civil engineering services for a variety of public works and other purposes.

**It is therefore agreed as follows:**

### **1. Engagement**

City does hereby engage the services of RFC to provide the services herein described. The initial term of engagement shall run from the date hereof until December 31, 2025. This agreement will automatically renew for successive periods of one calendar year each unless either party gives notice of non-renewal on or before November 1 of a given year. This agreement may be amended as to compensation from time to time by the substitution of a new Exhibit A as approved by the City Council. Unless so amended, an automatic renewal of this agreement shall be under the same terms and conditions as stated herein.

### **2. Termination**

City may terminate this Agreement at any time for good cause. Good cause includes, without limitation, the following conditions:

- a) The failure of RFC to employ at least one registered professional civil engineer;
- b) The engagement by RFC or any employee thereof in any self-dealing or conflict of interest involving the use of RFC's position as the City's engineer to gain a business advantage or to solicit work from clients who require or may require City approval of projects, permits or other action;
- c) The failure of RFC to follow industry standards in the performance of the scope of services provided herein;
- d) The failure of RFC to timely complete its duties hereunder.
- e) Billing the City for time not actually expended.

If City terminates this agreement for cause, City shall be liable to pay reasonable, bona fide invoices for work in progress based on completed work as of the date of termination, subject to the right of City to employ dispute resolution practices described in paragraph 7 hereof.

### **3. Scope of Services**

RFC shall perform the following services for City. Unless specifically enumerated below as an “Ongoing Service”, RFC shall not expend billable time unless directed to do so by the City Administrator or the City Council

**a. Ongoing Services** - the following services are to be performed by RFC as a matter of course, and do not require a directive from City.

- Bridge Inspections, submittal to MnDOT
- MSA Allotment Report, 5-year plan, street designation alternatives, traffic counts, funds updates, allotment report, mapping, Needs updating, Certification of Mileage
- GIS updates, coordination with Anoka County
- NPDES/SWPPP implementation, updates, compliance, FEMA letter of map amendments, Stormwater Pond Inventory
- SRWMO/URRWMO duties - Annual Report, wetland standards, LGU, Watershed Management Plan

**b. Drafting and Design Work**

- Cross-Sections
- Ponds
- Roadways
- Sanitary Sewer
- Storm Drain
- Topography
- Water and/or Sewer Plant
- Watermain
- Bike Paths
- Sewage Treatment
- Site Grading
- Stormwater Collection
- Stormwater Detention Pond
- Water Distribution
- Water Treatment

**c. Plans and Specifications**

- Construction Plan
- Detail Sheets
- Demolition/Removal Plan

- Standard Policies and Procedures
- Dimension and Paving Plan
- Grading, Drainage and Erosion Plan
- Irrigation Plan
- Landscape Plan
- Quantities
- Signage/Striping Plan
- Site Plan
- Sketch Plan
- Specifications
- Title Sheet
- Turf, Tree Clearing
- Utility Plan

**d. Construction Bid/Negotiation**

- Bid Advertisement and Award
- Prebid Conferences
  - Council Reports
  - Correspondence/Communications
  - Addenda Preparation
- Contract Compliance
- Contract Documentation

**e. Construction Administration**

- Field Orders
- Payment Certification
- Engineer Site Visit
- Preconstruction Conference
- Site Inspections

**f. Development Review -Studies and Report**

- Drainage
- Sewer
- Traffic
- Water

**g. Meeting Attendance**

RFC shall attend all regular meetings of the Ham Lake City Council as directed by the City Administrator, and at the request of City, any special meetings of the City Council or regular or

special meetings of the Planning Commission, Park and Tree Commission, Road Committee or other standing committees. Attendance shall be by the most senior principal of RFC unless otherwise approved by City in advance of a given meeting.

**h. Miscellaneous Services**

- Anoka County road plan review
- Asset computations
- Bike Path Plans
- Comprehensive Plan updates
- Deviation Permits
- Excavation/reclamation project review
- FEMA Map revisions
- Fire Maps
- Floodplain maps
- License Agreement issuance assistance
- Mailing labels
- Maps and spreadsheets - basemap, street inventory updates, thoroughfare plan, 5-year plan,
- zoning map, floodplain map, snow plow maps
- Meeting attendance - Council, Planning, Park and Tree, Road Committee
- Overlay plans and specifications
- Park and Tree Maps
- Plan review for individual commercial development
- Plat/Plan review for commercial/residential development
- Public Work Traffic Sign Policy
- Public Works Maps
- Right of Way permits
- Seal Coat Plans
- Subwatershed Divides
- Sump Inventories
- Voting Precinct Maps

**i. Available Capability**

RFC shall maintain staff capable of performing the following additional services when requested by City:

- As Built's
- Change Orders

- Construction Field Layout
- Control Survey
- County Approval
- Coordinating Consultant Services
- Correspondence/Communication
- Cross Sections
- Documents - Alternative Bids
- Drainage
- Easement Acquisition & Recording
- Easement Location & Staking
- Easement Preparation
- Environmental Assessment
- Expert Witness
- Existing Conditions
- Feasibility Studies
- Field Inventory
- Field Orders
- Field Survey
- Field Testing
- Final Platting
- Financial Studies
- Gather Data
- Geotechnical
- Grant Administration
- Grant Application
- Hydrogeological Survey
- Insurance Claim
- Intergovernmental Agreement
- Irrigation Plans
- ISTS Evaluation
- Legal & Recording
- Level Control
- Litigation Arbitration
- Local Watershed
- Local Watershed Replacement Plan Map Work
- Mitigation Alternative
- Municipal State Aid
- NPDES Permit Assistance

- Operation and Maintenance Manual Permits
- Plan Delivery
- Planning Commission Approval Platting
- Ponds & Wetlands
- Preliminary Platting Printing/Copying
- Project Observation/Issue
- Rate Studies
- Rebidding
- Record Drawings
- Research
- Resident Notification
- Previously Approved Work
- Right to Trespass
- Right of Way
- Site Inspection
- Sketch Plan
- Soil Borings
- Special Assessment
- Speed Study
- Structural
- Survey Coordination
- Subdivision Planning
- Supplemental Agreement
- Survey Calculations
- Survey Stakeout
- SWPPP
- Topography
- Utility & Building Relocation
- Utility Easement Coordination
- Utility Location
- Variance
- Warranty Inspection
- Watershed Approval
- Water Quality Research
- Watershed Delineation
- Watershed Hydraulics
- Web Updates
- Wetland Delineation (Field)

- Wetland Delineation (Office)
- Wetland Mitigation
- Witnesses

#### **4. Warranty**

RFC warrants that it will at all times perform its duties in a timely and professional manner, and of a quality that meets industry standards

#### **5. Compensation**

RFC shall invoice City on a monthly basis, and will be paid within 30 days of invoice as required by law. Compensation will be as follows, and invoices itemized to reflect the following elements:

##### **a. Labor Costs**

During the present term of this agreement, RFC will invoice for labor costs according to the hourly rate schedule noted on Exhibit A hereto attached. When assigning personnel to perform specific duties, RFC will make best efforts to assign duties to the lowest paid staff members that are qualified to perform a specific task.

##### **b. Professional Licensure and Compensation Adjustment**

Due to the nature of the engineering profession, employees in design engineering roles are expected to pursue and obtain professional licensure (e.g., Professional Engineer [P.E.] license). Upon obtaining such licensure, RFC may, at its sole discretion, and notification to the City, provide an increase in the employee's compensation in recognition of the added credential and associated responsibilities.

##### **c. Out of Pocket Expense**

City will reimburse RFC for its reasonable out-of-pocket expenses, including, without limitation, Printing and Reproduction, Report Binding and assembly and Subcontracted work, such as surveying and soils borings/analysis. When using subcontractors, RFC shall first obtain at least two quotes, and shall not accept any referral fees or otherwise share in the fees of subcontractors.

#### **6. Ownership of Tangible Work Product**

All tangible work product of any kind generated by RFC during the term of this agreement shall be the property of City, and may be used by City for any purpose. Tangible work product includes data that is electronically stored. RFC shall be free to maintain duplicates of all work product.

#### **7. Dispute Resolution**



In the event of any dispute arising out of this agreement, the parties shall first attempt to resolve the dispute by good faith efforts at mediation, through a qualified mediator. If unsuccessful, the parties shall cooperate in binding arbitration under the rules of the American Arbitration Association, with each party responsible for half the cost of the Arbitrator and each party responsible for their own attorney's and other fees. The laws of the State of Minnesota shall govern all disputes.

#### **8. Liability Insurance**

RFC shall carry professional errors and omissions coverage from an insurer acceptable to City, in limits of not less than \$1,000,000.00 per occurrence, insuring RFC against claims of negligence, and shall, on request of City and at the time of any renewal of this agreement, furnish evidence that such insurance is in effect, including a notification provision to City in the event of any termination of coverage.

#### **9. Notices**

Any notices required or permitted under this agreement will be effective if personally delivered to or mailed by regular US Mail as follows:

As to City:

City Administrator  
City of Ham Lake  
15544 Central Avenue NE  
Ham Lake, MN 55304

As to RFC:

David A. Krugler  
RFC Engineering, Inc.  
13635 Johnson Street NE  
Ham Lake, MN 55304

**Executed the date above written.**

**City of Ham Lake**

**RFC Engineering, Inc.**

---

**Brian Kirkham, Mayor**

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**David A. Krugler, President**

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**Denise Webster, City Clerk**

Exhibit A  
Hourly Rate Schedule  
July 1, 2025

<u>Employee/Classification</u>	<u>Hourly Rate</u>
Dave Krugler, Principal Engineer	\$ 151.42
Professional Engineer	\$ 134.60
Cindy Adriaens, Design Engineer	\$ 99.17
Luke Zellmer, Design Engineer	\$ 95.61
Jenny Otten, Office Manager/Accountant	\$ 72.60

Attendance at Council, Planning and Zoning, and Park Commission meetings will be billed at one hour.

City Council approval is required for new hires with a proposed hourly rate that is higher than the above rates for different employee classifications.

## Memorandum

Date: July 2, 2025

To: Mayor and Councilmembers

From: David A. Krugler, City Engineer 

Subject: Proposed lot line adjustment – 3225 155<sup>th</sup> Avenue, Lot 1 Block 1 of Hentges Addition and 22-32-23-12-0001

---

**Introduction:**

A lot line adjustment and lot combination is proposed between the 65.7 acre Lot 1 Block 1 of Hentges Addition (<https://gis.anokacountymn.gov/propertysearch/?find=15-32-23-44-0004>), the 40.2-acre parcel (<https://gis.anokacountymn.gov/propertysearch/?find=22-32-23-12-0001>) Parcel A and the 2.1-acre 3225 155<sup>th</sup> Avenue Parcel B. A 500-scale aerial photo, a 400-scale zoning map and a 400-scale half-section map are attached.

**Discussion:**

The proposed lot line adjustment combines 65.7-acre Lot 1 Block 1 of Hentges Addition and the 40.2-acre parcel 22-32-23-12-0001. In addition to the combination, there is a lot line adjustment of the combined parcel with 3225 155<sup>th</sup> Avenue. The combination and adjustment result in an increase in area for both parcels without a modification requiring soil borings to show proof of livability as a result of the adjustment. Anoka County has not updated the half section maps to show Hentges Addition as of June 11<sup>th</sup>, however, the plat has been recorded to allow this combination.

The MSA designated 153<sup>rd</sup> Avenue/155<sup>th</sup> Avenue from Xylite Street to Naples Street is shown on the attached Municipal State Aid Street System map. Right-of-way has been dedicated for this future roadway. Both parcels will remain Rural Single Family Residential R-A.

**Recommendation:**

It is recommended that the lot line adjustment be approved, subject to the following:

- The dedication of a 10-foot-wide drainage and utility easement inside the perimeter of both Parcel A and Parcel B north of 155<sup>th</sup> Avenue.
- The dedication of the road and utility easement on the south portion of Parcel B.



## 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 4-9-25

DEPOSIT \$ 200.00  
RECEIPT # 101989

CITY COUNCIL MEETING DATE  
(if all required information is received) 7/7/25

APPLICANT'S NAME KEVIN HENTGES

MAILING ADDRESS 15421 RENDOVA ST. NE

CITY, STATE, ZIP CODE Ham Lake MN 55304

PHONE (daytime) 612-369-6321

EMAIL ADDRESS hstg55turf@aol.com

#### SITE ADDRESS / NATURE OR REQUEST:

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

Lot line adjustment LI, BI, Hentges Addition  
3025 155<sup>th</sup> Ave. NE

[Signature]  
Signature of Applicant

4-8-25  
Date

[Signature]  
Signature of Current Property Owner

4-8-25  
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:**

**DATE:**

*4-8-25*



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

The undersigned, Kevin Hentges, 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:

Lot Line Adjustment  
Type of Application

acknowledges that the sum of \$ 200.00, 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**

[Signature]

**Dated**

4-8-25

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

GARY HENTGES, 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**

[Signature]

**Dated**

4 8 25



~for~ HENTGES TURF FARMS, INC.  
~of~ 3225 155TH AVENUE  
HAM LAKE, MN 55304

- DELETED TAUN MONUMENT FILING AS JAWBRO
- DELETED TAUN MONUMENT SET, MARKED:  
KUSA 4/17/78
- DELETED ANCHOR CREDIT (CUT TAUN MONUMENT  
DELETED EXISTING SPACE EXPANSION)
- DELETED KITE MARKING:  
OFF TAUN (SHALL KITE FESTIVAL)  
DELETED (KUSA 4/17/78)
- DELETED (KUSA 4/17/78)

\* ☐ I have a strong opinion.

\* ☐ I have a weak opinion.

mean (SD) age	6.1 (1.40)
mean IQ	92.0
mean IQ SD	15.0

right eye  
right hand  
right leg

May 2015 194 | *Journal of Translational Medicine* | www.jtmjournal.com

**NOTE**  
Full-length and 3' UTR sequences are available in GenBank.

[illegible]

## (ELDON HENTGES TRUSTS) PROPERTY DESCRIPTION TO SUBD. A AND DEED A. HENTGES PROPERTY DESCRIPTION

That part of S. River is 4457222 4457230N, 4456400E, Minnesota, which lies nearly and perfectly in the following direction:

(PARTIAL) 8 - ELSON PORTLAND TRUSTEE AND ELSON PORTLAND HIGHWAY PARTIAL DESCRIPTION

Figure 1. (a) and (b) are the first two principal components (PCs) of the 10 variables that best describe the variability of the following parameters: (a)  $\text{Ca}^{2+}$  concentration in the effluent (b) the water flow rate (both in the North and South basins) and the total volume of water used for irrigation (c) the water flow rate (both in the North and South basins) and the total volume of water used for irrigation (d) the water flow rate (both in the North and South basins) and the total volume of water used for irrigation (e) the water flow rate (both in the North and South basins) and the total volume of water used for irrigation (f) the water flow rate (both in the North and South basins) and the total volume of water used for irrigation (g) the water flow rate (both in the North and South basins) and the total volume of water used for irrigation (h) the water flow rate (both in the North and South basins) and the total volume of water used for irrigation (i) the water flow rate (both in the North and South basins) and the total volume of water used for irrigation (j) the water flow rate (both in the North and South basins) and the total volume of water used for irrigation.

A complete description for coverage and policy questions must include and address the following description points:

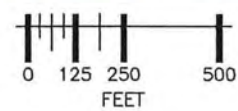
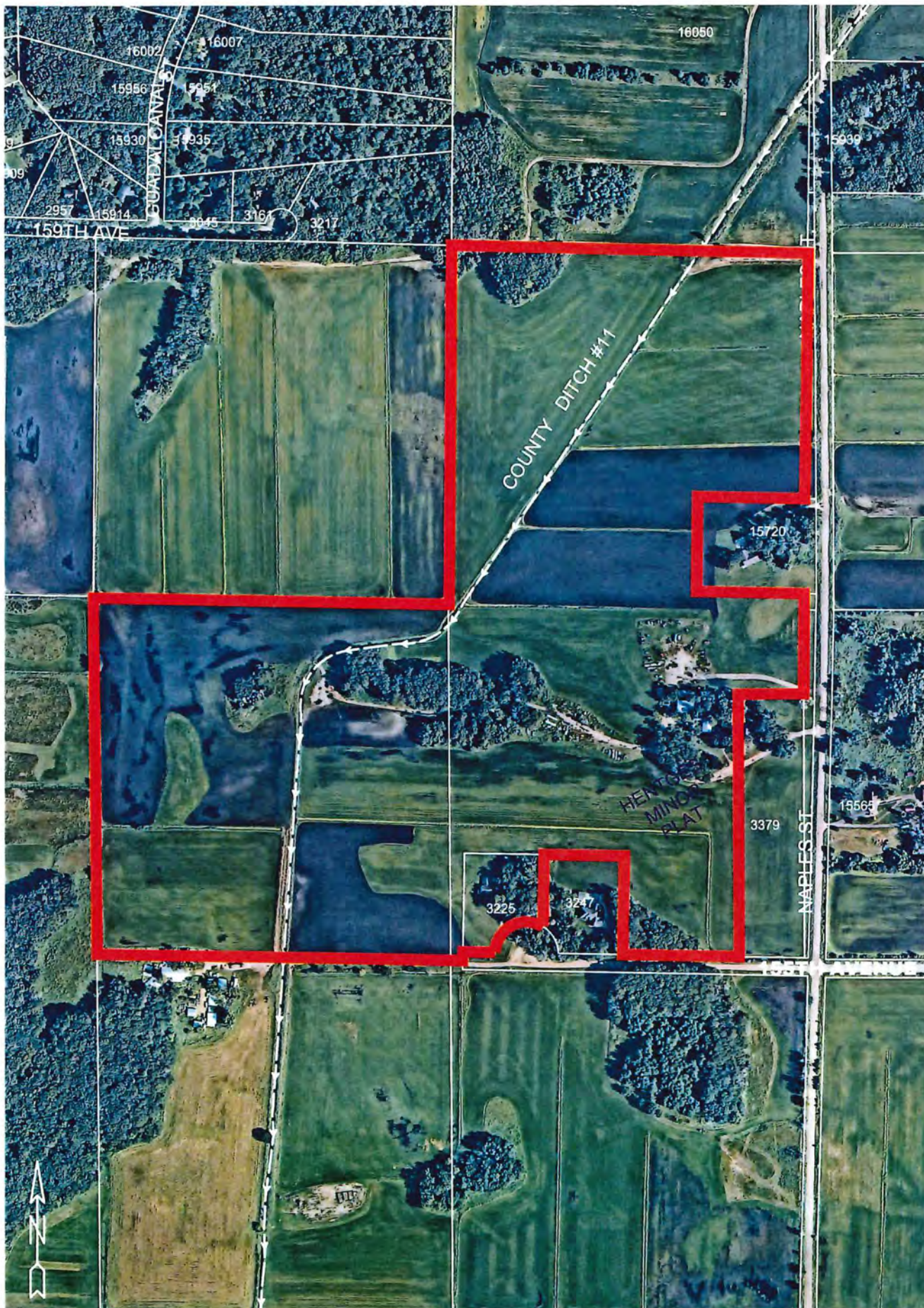
The northwest quarter of the northwest quarter of Section 22, Township 34, Range 34, Apache County, Arizona.

Any property reported for estate tax will be subject to a 20% surcharge over the estate tax credit for tax on prior transfers. The credit for tax on prior transfers is limited to the amount of the credit for tax on prior transfers.

**Industry News Alert**  
<http://www.enr.construction.com/resources/special/>

[illegible]







15914  
AVE  
GUA  
3045  
3161  
3217

**R-A**

15720

15714  
22 23

3225

3247

3379

15565

**155TH AVENUE**

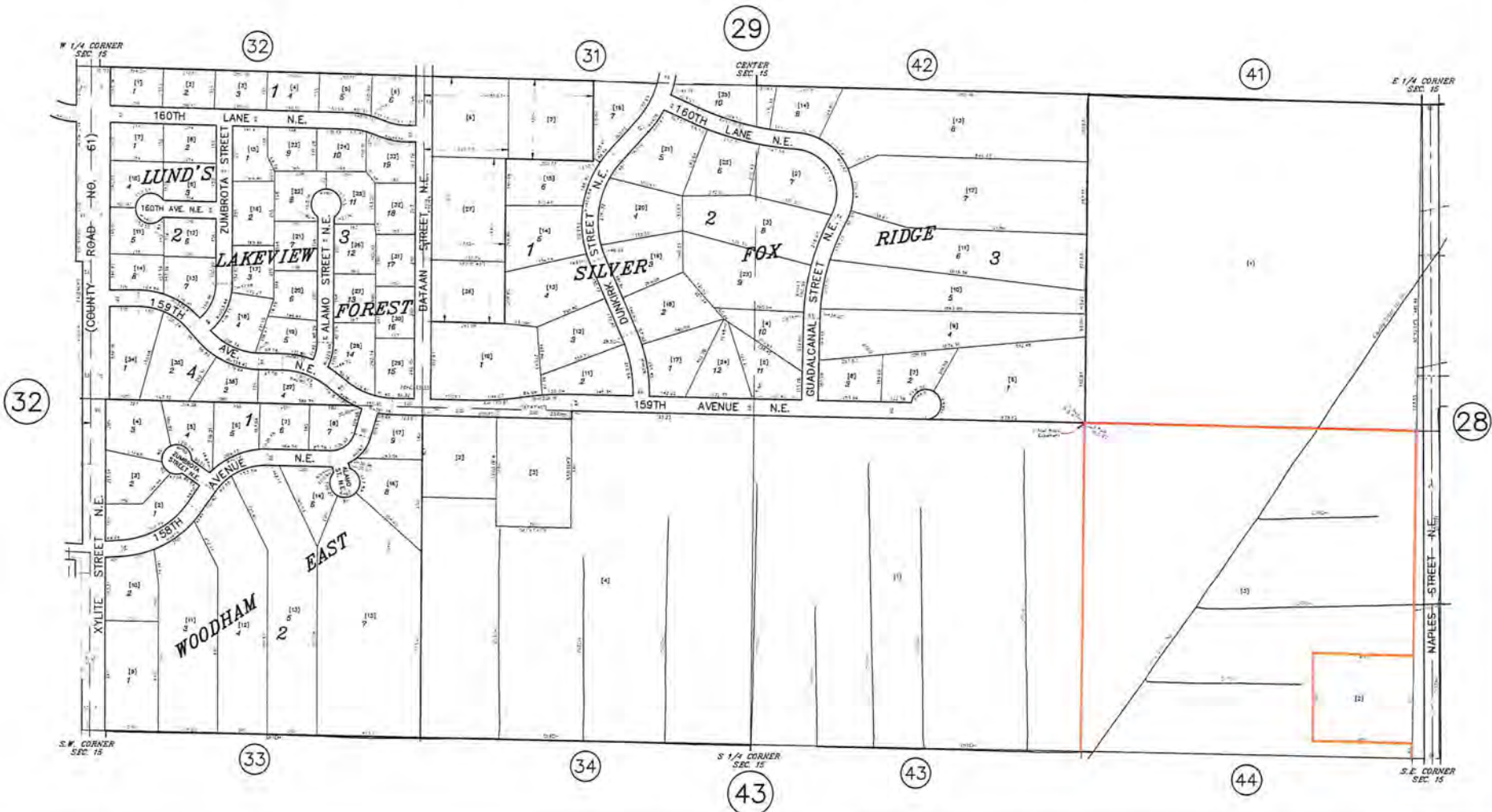
**R-1**

**NAPLES STREET**

0 100 200 400  
FEET

# S 1/2 SECTION 15, 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

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33	34	43	44

NORTH HALF  
OF SECTION

SOUTH HALF  
OF SECTION

## PROPERTY IDENTIFICATION NUMBER

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

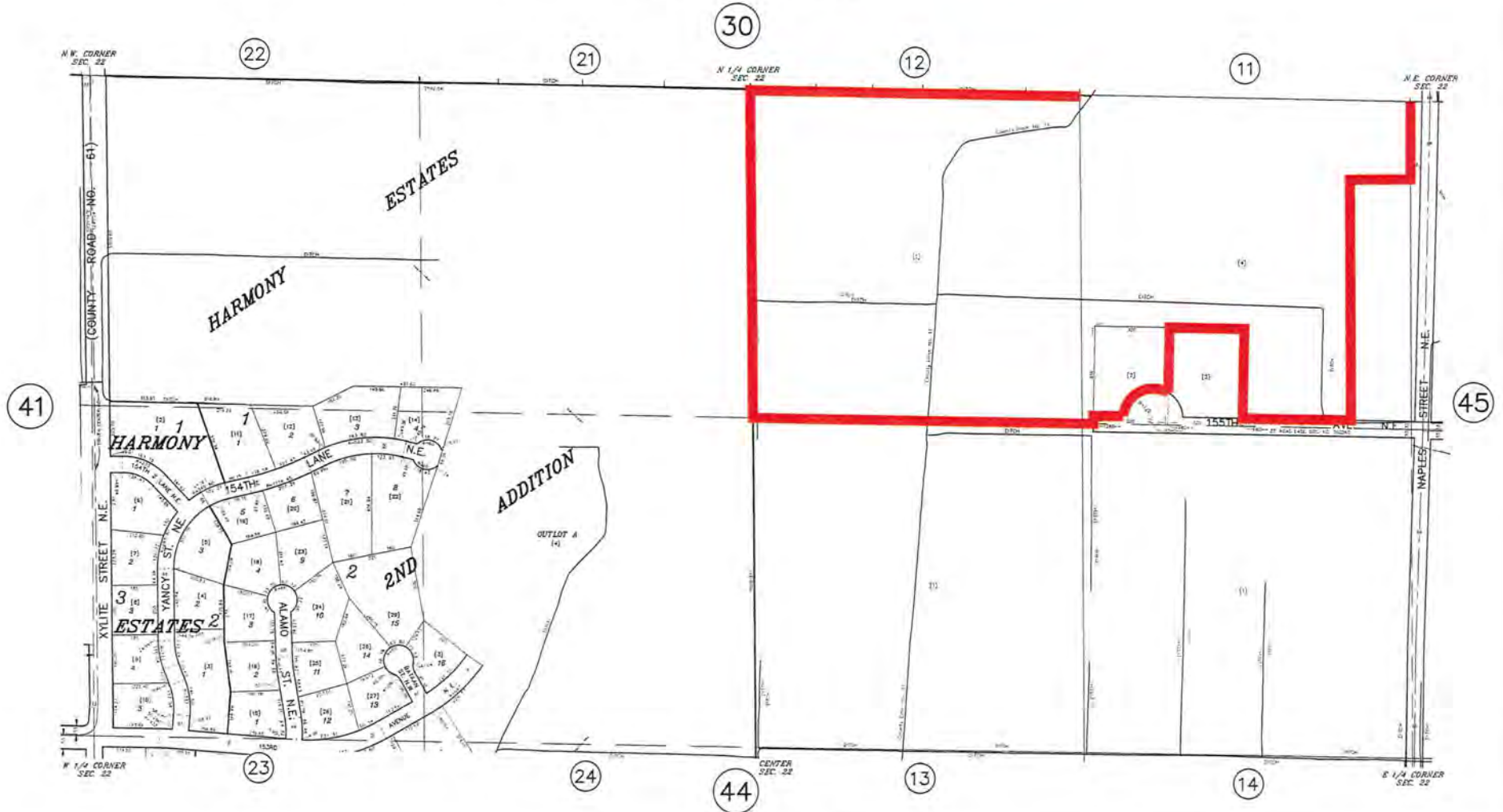
SPECIFIC PARCEL NUMBERS ARE IN BRACKETS (1)  
EXAMPLE OF PIN NUMBER: 15-32-23-33-012

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.

# N 1/2 SECTION 22, T. 32, R. 23

CITY OF HAM LAKE

43



GRAPHIC SCALE  
0 100 200  
SCALE IN FEET

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

## QUARTER QUARTER INDEX

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NORTH HALF  
OF SECTION

SOUTH HALF  
OF SECTION

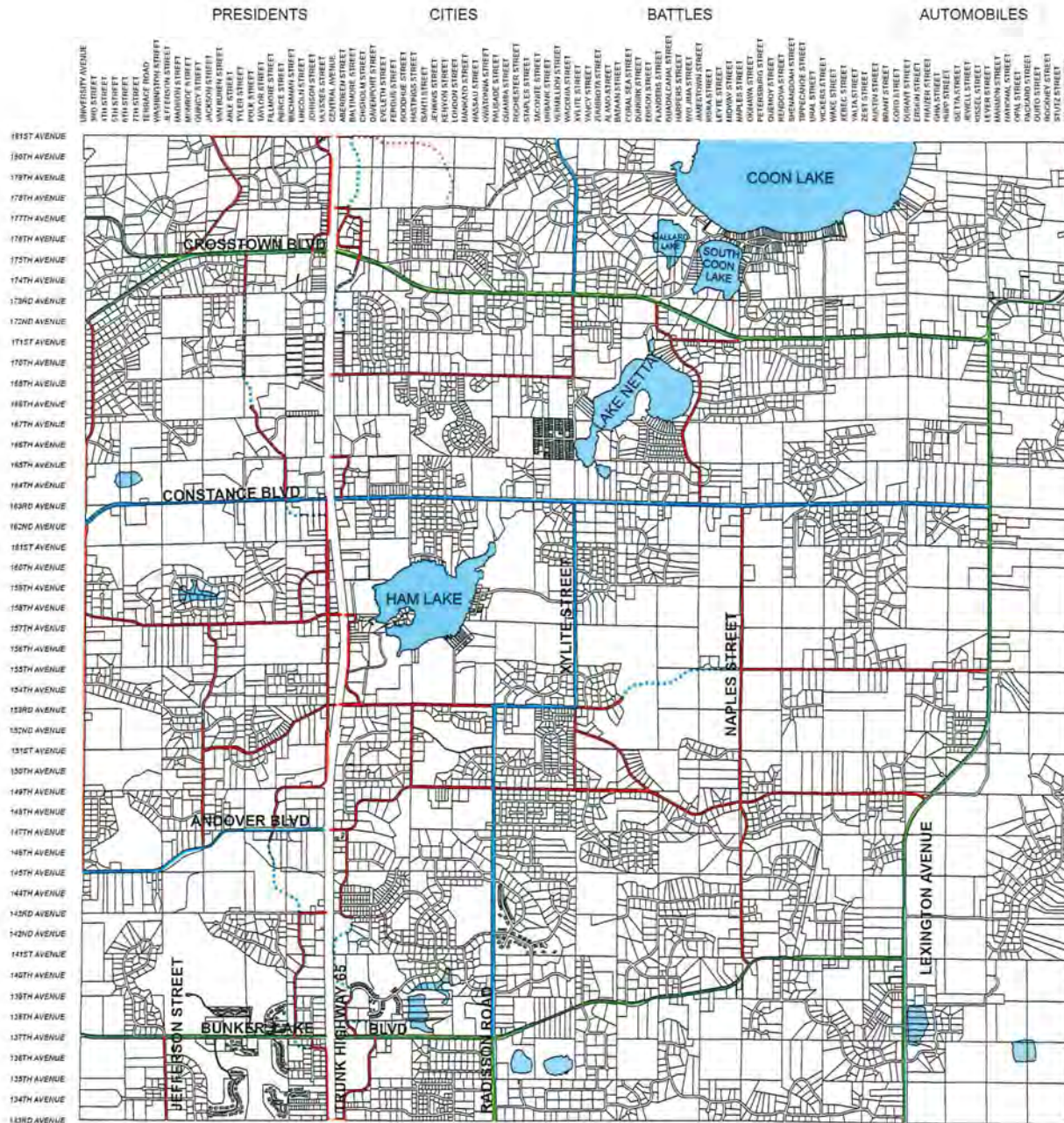
## PROPERTY IDENTIFICATION NUMBER

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

SPECIFIC PARCEL NUMBERS ARE IN BRACKETS: [1]  
EXAMPLE OF PIN NUMBER: 22-32-23-13-0001

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.



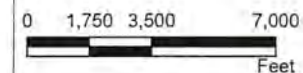


**HAM LAKE,  
MINNESOTA**

## MUNICIPAL STATE AID STREET SYSTEM

### LEGEND

- County Road
- County State Aid Highway
- Municipal State Aid Street
- ⋯ Non-Existing MSA Street
- - - Possible MSA Designation




MAP DATE:

7/1/2025

**RFC**  
Engineering, Inc.

## Memorandum

Date: July 2, 2025  
To: Mayor and Councilmembers  
From: David A. Krugler, City Engineer   
Subject: Creek Valley Street Reconstruction

---

**Introduction:**

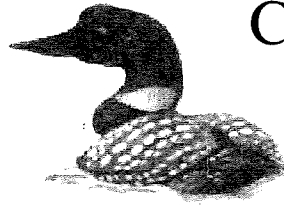
The Creek Valley Street Reconstruction was accepted at the July 15, 2024 City Council meeting, which commenced the one-year maintenance period.

**Discussion:**

An inspection of the project was completed on June 17, 2025. The inspection noted that all items had been completed and the site was still in good condition. The one-year maintenance period is scheduled to end on July 15, 2025.

**Recommendations:**

It is recommended that the maintenance period be allowed expire and Douglas-Kerr Underground LLC be released from all warranty items on the project.



# 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 MONDAY, JUNE 23, 2025

The Ham Lake Planning Commission met for its regular meeting on Monday, June 23, 2025, in the Council Chambers at Ham Lake City Hall located at 15544 Central Avenue NE in Ham Lake, Minnesota.

**MEMBERS PRESENT:** Commissioners Brian Pogalz, Kyle Lejonvarn, Dave Ringler, Jeff Entsminger, Jonathan Fisher, David Ross and Erin Dixon

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** City Engineer Dave Krugler and Building and Zoning Clerk Jennifer Bohr

**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 Ringler, seconded by Dixon, to approve the minutes of the May 27, 2025 Planning Commission meeting as written. All in favor, motion carried.**

### **PUBLIC HEARING:**

Ernie and Marian Rud requesting Preliminary and Final Plat approval, and rezoning of a portion of land from R-A (Rural Single Family Residential) to R-1 (Single Family Residential), for Ruds Skogsted, a residential development of one single-family residential lot and one outlot in Section 23

Mr. Ernie Rud and Mrs. Marian Rud were present. Mr. Jason Rud spoke on their behalf. Mr. Rud stated Mr. & Mrs. Rud are creating this plat for estate planning purposes. Mr. Jason Rud stated city requirements of proving livability on Outlot A, ordering a septic compliance inspection for the existing septic system on proposed Lot 1 and other criterion of the City Engineer have been addressed. Chair Pogalz asked Engineer Krugler to comment on the plat. Engineer Krugler stated the 19.2-acre parcel is being divided into one residential lot and one outlot. Engineer Krugler stated livability has been proven on the outlot so it will be treated as another lot for the purpose of meeting the requirements of Article 10-420 of the City Code with respect to easement dedication, parkland dedication and drainage fund contributions and no building restrictions will be placed on the outlot. Engineer Krugler stated proposed Lot 1 is 5.1 acres so that the existing pole



building can remain on the lot as is. Engineer Krugler stated the City Council granted the applicants permission to construct a pole building larger than 3,000 square feet on May 20, 2013. Engineer Krugler stated Public Works Superintendent Witkowski has recommended monies be paid in lieu of dedicating parkland. Engineer Krugler stated 155<sup>th</sup> Avenue NE was upgraded in 2020 and a special assessment for the upgrade was charged to residents along 155<sup>th</sup> Avenue NE. Engineer Krugler stated Mr. and Mrs. Rud must pay a portion of the deferred special assessment balance upon approval of this plat. Engineer Krugler stated right-of-way dedication, along the western edge of proposed Outlot A, for the northward extension of Vickers Street NE, will be required if Outlot A is subdivided in the future. Commissioner Lejonvarn completed the inspection, a copy which is on file. Commissioner Lejonvarn stated he met with Mr. and Mrs. Rud at the site. Commissioner Lejonvarn stated the parcel is suitable for subdivision. Commissioner Lejonvarn stated he spoke with Mr. and Mrs. Rud about monies that must be paid to satisfy the parkland dedication requirement, the drainage fees and the portion of the deferred, special assessment upon approval of the plat.

**Chair Pogalz opened the public hearing at 6:06 p.m. and asked for public comment; with there being none, Chair Pogalz closed the public hearing at 6:07 p.m.**

**Motion by Lejonvarn, seconded by Fisher, to recommend approval of the Preliminary and Final Plat, and rezoning of a portion of land from R-A (Rural Single Family Residential) to R-1 (Single Family Residential), for Ruds Skogsted, a residential development of one single-family residential lot and one outlot in Section 23 as presented by Mr. Ernie Rud and Mrs. Marian Rud subject to a payment of \$16,009.64 for a portion of the deferred special assessment due for Outlot A, paying \$5,000 for parkland dedication for Lot 1 and Outlot A, paying \$400 for drainage fees for Lot 1 and Outlot A, meeting all the requirements of the City Engineer and meeting all City, County and State requirements. All in favor, motion carried. This application will be placed on the City Council's Monday, July 7, 2025, agenda.**

*Commissioner Entsminger removed himself from the table due to his ownership interest in property adjacent to the proposed Elwell Commercial Park development and the potential for financial benefit as a contractor for the development.*

#### **NEW BUSINESS:**

Art Rosenberg of Lincoln Street Commercial, LLC, requesting Final Plat approval for the Elwell Commercial Park Development (four commercial lots and one residential outlot) in Section 29

Mr. Paul Boerboom, Mr. Art Rosenberg's counterpart, was present. Mr. Boerboom stated excavation work has started at the site and approval of the final plat will allow further progress to be made within the development. Mr. Boerboom stated he is aware that there are some outstanding details to discuss with the City Engineer related to the plat. Chair Pogalz asked Engineer Krugler to comment. Engineer Krugler stated the 37.3 acres, and four existing parcels will be platted into four commercial lots and one outlot. Engineer Krugler stated the two lots adjacent to Highway 65 NE will be zoned CD-1 (Commercial Development I) and the two lots west of the proposed Johnson Street NE extension will

be zoned CD-2 (Commercial Development II). Engineer Krugler stated Outlot A, on the western edge of the plat, will be rezoned to R-A (Rural Single Family Residential) and combined with the adjacent 29-32-23-32-0005 (1163 143<sup>rd</sup> Ave NE) parcel. Engineer Krugler stated the Johnson Street NE cul-de-sac exceeds the minimum 300-foot spacing requirement from the Highway 65 NE right-of-way as required by Resolution 05-10. Engineer Krugler stated the City Council has authorized the solicitation of bids for the upgrade and reconstruction of 143<sup>rd</sup> Avenue NE. Engineer Krugler stated 143<sup>rd</sup> Avenue NE will be upgraded to MSA standards from Highway 65 NE to Lincoln Street NE to provide structural capacity for commercial traffic. Engineer Krugler stated bids for the reconstruction of 143<sup>rd</sup> Avenue NE will be opened mid-July. Engineer Krugler stated the applicants are coordinating the intersection details with him to ensure a proper connection of Johnson Street NE with 143<sup>rd</sup> Avenue NE. Engineer Krugler stated the applicants have dedicated easements as required by city code and Coon Creek Watershed District (CCWD), they have completed a wetland delineation and obtained a permit from CCWD. Engineer Krugler stated CCWD amended their permit on May 27, 2025 due to the potential tenant of Lot 1, Block 1, modifying their design for stormwater treatment. Engineer Krugler stated the existing billboard on proposed Lot 2 will need to be taken down and the geotechnical report adequately addresses prior review comments. Engineer Krugler stated the applicant is aware of a 50-foot Northern Natural Gas (NNG) easement that is along the southern border of the plat; the applicant is to have a NNG representative on-site when working within 25 feet of the pipeline. Engineer Krugler stated the Lincoln Street NE extension, north of 143<sup>rd</sup> Avenue NE to Andover Boulevard NE, does not align with the dedicated road easement recorded with the Entsminger Farms plat; additional road easement within Entsminger Farms, that aligns with the proposed roadway easements of Elwell Commercial Park is required to be recorded prior to consideration of releasing the Elwell Commercial Park plat to the applicants to file with Anoka County. Engineer Krugler stated recording of the road easement will be required in the development agreement. Commissioner Lejonvarn asked if Outlot A was not buildable. Engineer Krugler stated proof of livability, or buildability, has not been proven so Outlot A must be combined with an adjacent lot. Chair Pogalz asked if the billboard had been removed. Mr. Boerboom stated the billboard is still in place but will be taken down by the end of July. **Motion by Pogalz, seconded by Fisher, to recommend approval of the Final Plat of Elwell Commercial Park, a four lot, one outlot commercial subdivision in Section 29 as presented by Art Rosenberg, of Lincoln Street Commercial, LLC, subject to dedicating roadway, drainage and utility easements that align with the roadway, drainage and utility easements recorded with the Entsminger Farms plat prior to filing the plat with Anoka County, requesting vacation of the excess roadway, drainage and utility easements within 1163 143<sup>rd</sup> Avenue NE after the revised roadway easement has been filed with Anoka County, combining Outlot A with 1163 143<sup>rd</sup> Avenue NE and providing proof of filing the combination request with Anoka County prior to the issuance of building permits for any lot within the development, razing the existing billboard on proposed Lot 2, new signage meeting the requirements of Article 11-310, future land use approvals, including rezoning, will be required within any portion of the expanded 1163 143<sup>rd</sup> Avenue NE parcel, meeting all the requirements of the City Engineer and meeting all City, County and State requirements. Commissioners Pogalz, Lejonvarn, Ringer, Ross, Fisher and Dixon voted yes, Commissioner**



**Entsminger abstained from the vote. Motion carried.** *This application will be placed on the City Council's Monday, July 7, 2025, agenda.*

*Commissioner Entsminger returned to his seat at the table.*

**COMMISSION BUSINESS:**

City Council Update

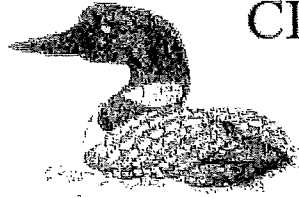
Chair Pogalz informed the Commissioners that the City Council concurred with the Commission's recommendations to approve the Special Home Occupancy Permit for Therapy Roots, LLC and the amendments to Article 9 of the City Code. A Planning Commissioner will not be present at the July 7, 2025, City Council meeting.

**ADJOURNMENT:**

**Motion by Dixon, seconded by Fisher, to adjourn the Planning Commission meeting at 6:20 p.m. All in favor, motion carried.**

---

Jennifer Bohr  
Building and Zoning Clerk



## 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 MONDAY, JUNE 23, 2025

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

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES:** May 27, 2025

**PUBLIC HEARING:**

**6:01 p.m.** Ernie and Marian Rud requesting Preliminary and Final Plat approval, and rezoning of a portion of land from R-A (Rural Single Family Residential) to R-1 (Single Family Residential), for Ruds Skogsted, a residential development of one single-family residential lot and one outlot in Section 23.

**NEW BUSINESS:**

1. Art Rosenberg of Lincoln Street Commercial, LLC, requesting Final Plat approval for the Elwell Commercial Park Development (four commercial lots and one residential outlot) in Section 29.

**COMMISSION BUSINESS:**

1. City Council Update

**ORDINANCE NO. 25-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 (Family Residential) for Ruds Skogsted in Section 23.

The west 1152.14 feet of the north 726 feet of the South Half of the Northeast Quarter of Section 23, Township 32, Range 23, Anoka County, Minnesota.

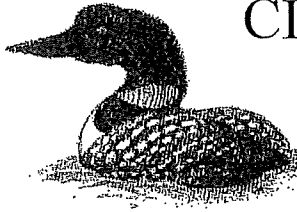
**Presented to the Ham Lake City Council on July 7, 2025 and adopted by a unanimous vote this \_\_\_\_ day of \_\_\_\_, 2025.**

---

**Brian Kirkham, Mayor**

---

**Denise Webster, City Clerk**



# CITY OF HAM LAKE

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

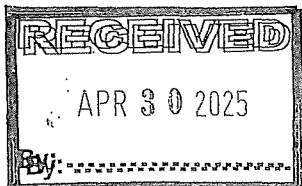
## NOTICE OF PUBLIC HEARING CITY OF HAM LAKE COUNTY OF ANOKA STATE OF MINNESOTA

TAKE NOTICE, that pursuant to the requirements of Minnesota Law, a public hearing shall be held before the Ham Lake Planning Commission on Monday, June 23, 2025 at 6:01 p.m. at the City Hall located at 15544 Central Avenue NE for the purpose of considering the application of Ernie and Marian Rud, requesting preliminary and final plat approval and rezoning of a portion of land from R-A (Rural Single Family Residential) to R-1 (Single Family Residential) for Ruds Skogsted in Section 23, a parcel of certain land situated in the City of Ham Lake, Anoka County, Minnesota and which is described as follows to wit:

The west 1152.14 feet of the north 726 feet of the South Half of the  
Northeast Quarter of Section 23, Township 32, Range 23, Anoka County,  
Minnesota.

At such hearing both written and oral comments will be heard.

DATED: June 13, 2025  
Jennifer Bohr  
Building and Zoning Clerk  
City of Ham Lake



# CITY OF HAM LAKE

## PLANNING REQUEST

15544 Central Avenue NE

Ham Lake, MN 55304

Phone (763) 434-9555 Fax (763) 235-1697

Date of Application 4-30-2025 Date of Receipt 4-30-25

Receipt # \_\_\_\_\_ Amount \$ \_\_\_\_\_

Meeting Appearance Dates:

Planning Commission 6-23-2025 City Council \_\_\_\_\_

Please check request(s):

- |  |   |
|--|---|
| <input type="checkbox"/> Metes & Bounds Conveyance             | <input type="checkbox"/> Commercial Building Permit       |
| <input type="checkbox"/> Sketch Plan                           | <input type="checkbox"/> Certificate of Occupancy         |
| <input checked="" type="checkbox"/> Preliminary Plat Approval* | <input type="checkbox"/> Home Occupation Permit           |
| <input checked="" type="checkbox"/> Final Plat Approval        | <input type="checkbox"/> Conditional Use Permit (New)*    |
| <input type="checkbox"/> Rezoning*                             | <input type="checkbox"/> Conditional Use Permit (Renewal) |
| <input type="checkbox"/> Multiple Dog License*                 | <input type="checkbox"/> Other _____                      |

**\*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: RUDS SKOGSTED

Address/Location of property: 3958 155TH AVENUE NE

Legal Description of property: PT. NE 1/4, SEC. 32, T. 32, R. 23

PIN # 23-32-23-13-0003 Current Zoning \_\_\_\_\_ Proposed Zoning R-1

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

Applicant's Name: ERNIE AND MARIAN RUD

Business Name: N/A

Address 3958 155TH AVENUE NE

City HAM LAKE State MN Zip Code 55304

Phone \_\_\_\_\_ Cell Phone 612-867-2424 Fax \_\_\_\_\_

Email address erud@egrud.com egmerud@gmail.com

**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 Ernie & Marian Rud DATE 4-30-2025

\*\*\*\*\*


### - FOR STAFF USE ONLY -

ACTION BY: Planning Commission \_\_\_\_\_ PROPERTY TAXES CURRENT YES NO  
City Council \_\_\_\_\_ Any Active/Deferred Assessments YES NO

## Memorandum

Date: June 18, 2025

To: Planning Commissioners

From: David A. Krugler, City Engineer 

Subject: Ruds Skogsted Minor Plat

---

**Introduction:**

The Preliminary and Final Plat for Ruds Skogsted subdivides the 19.2-acre 3958 155<sup>th</sup> Avenue / 23-32-23-13-0003 parcel into one lot and one outlot. The parcel is currently zoned Rural Single Family Residential (R-A). The existing house and accessory building are located on the proposed Lot 1. Lot 1 will be rezoned to Single Family Residential (R-1) following final plat approval, the outlot will remain in the R-A zoning district. A 600-scale zoning map, 300 scale half-section map and a 400-scale aerial photo are attached.

**Discussion:**

The Final Plat, Preliminary Plat and Livability Plan received on April 29<sup>th</sup> address prior review comments. The proposed subdivision qualifies as a Minor Plat under City Code Section 10-101 which allows expedition of the plat approval process by approving both the preliminary and final plat at the same Council meeting

The existing house and pole building are located on the proposed Lot 1. Pole barns are permitted on parcels larger than 5.0 acres. Permission to exceed the 3,000 square feet limit on the pole barn was granted at the May 20, 2013 City Council meeting per the attached meeting minutes.

Per correspondence with Public Works Superintendent John Witkowski, parkland dedication fees are recommended rather than parkland or trail easement dedications. No bike easement is required as 155<sup>th</sup> Avenue between Naples Street and Lexington Avenue is not a proposed bike route. The developer will need to pay a \$200 drainage fund contribution along with a \$2,500 parkland dedication fee for Lot 1 and the outlot. The intent of the owner to further develop the property, however, since the developer has shown compliance with livability, it is recommended they pay the parkland dedication fee and drainage fee as if this was identified as Lot 2.

Special assessments were assigned for the 2020 155<sup>th</sup> Avenue upgrade. The City Council approved a deferral of the special assessment in 2020, per the attached Resolution 21-35 which states the special assessment shall be deferred until 2041 or until the property is sold or subdivided. The parcel was determined at the time of the project that it could be split into five lots. This resulted in one paid assessment and four deferred assessments. A portion of the special assessment must be remitted prior to the plat being filed with Anoka County. The total special assessment for parcel 23-32-23-13-0003 remaining is \$64,038.56. The portion to be paid prior to filing with Anoka County is \$16,009.64.

The Final Plat includes 33-feet of right-of-way dedication for 155<sup>th</sup> Avenue. The final plat also shows a 10-foot drainage and utility easement around the perimeter of Lot 1.

Because the minor plat is utilizing the existing infrastructure and no construction is shown on the plans, a Development Agreement will not be required. A Coon Creek Watershed District (CCWD) permit is not required. A wetland delineation was completed in 2024 to identify easement limits for Lot 1.

The Soil Boring Test Report confirms that there is adequate area for a primary and secondary septic system for the outlot. The attached April 10<sup>th</sup> Tradewell septic certification certifies that the outlot will support two standard septic systems in accordance with Minnesota Rules 7080. As the developer has proven livability for the outlot, combining the outlot with an adjacent parcel is not required.

**Recommendations:**


It is recommended that the Preliminary Plat and Final Plat for Ruds Skogsted be recommended for approval subject to:

- Paying \$16,009.64 for the required special assessment for the outlot
- \$5,000 for parkland dedication for Lot 1 and the outlot
- \$400 for the drainage fees for Lot 1 and the outlot

By \_\_\_\_\_, Deputy

RENOVA  
FOODS  
225 C STREET N.W.  
WASHINGTON, D.C. 20001

GRAPHIC SCALE



( SCALE IN FEET )  
1 INCH = 60 FEET



PRELIMINARY PLAT OF:

# **RUDS SKOGSTED**

~for~ ERNIE AND MARIAN RUD  
~of~ 3958 155TH AVENUE NE  
HAM LAKE, MN 55304

## **PROPERTY DESCRIPTION**

The west 1152.14 feet of the north 726 feet of the South Half of the Northeast Quarter of Section 23, Township 32, Range 23, Anoka County, Minnesota. Subject to easements of record.

## **NOTES**

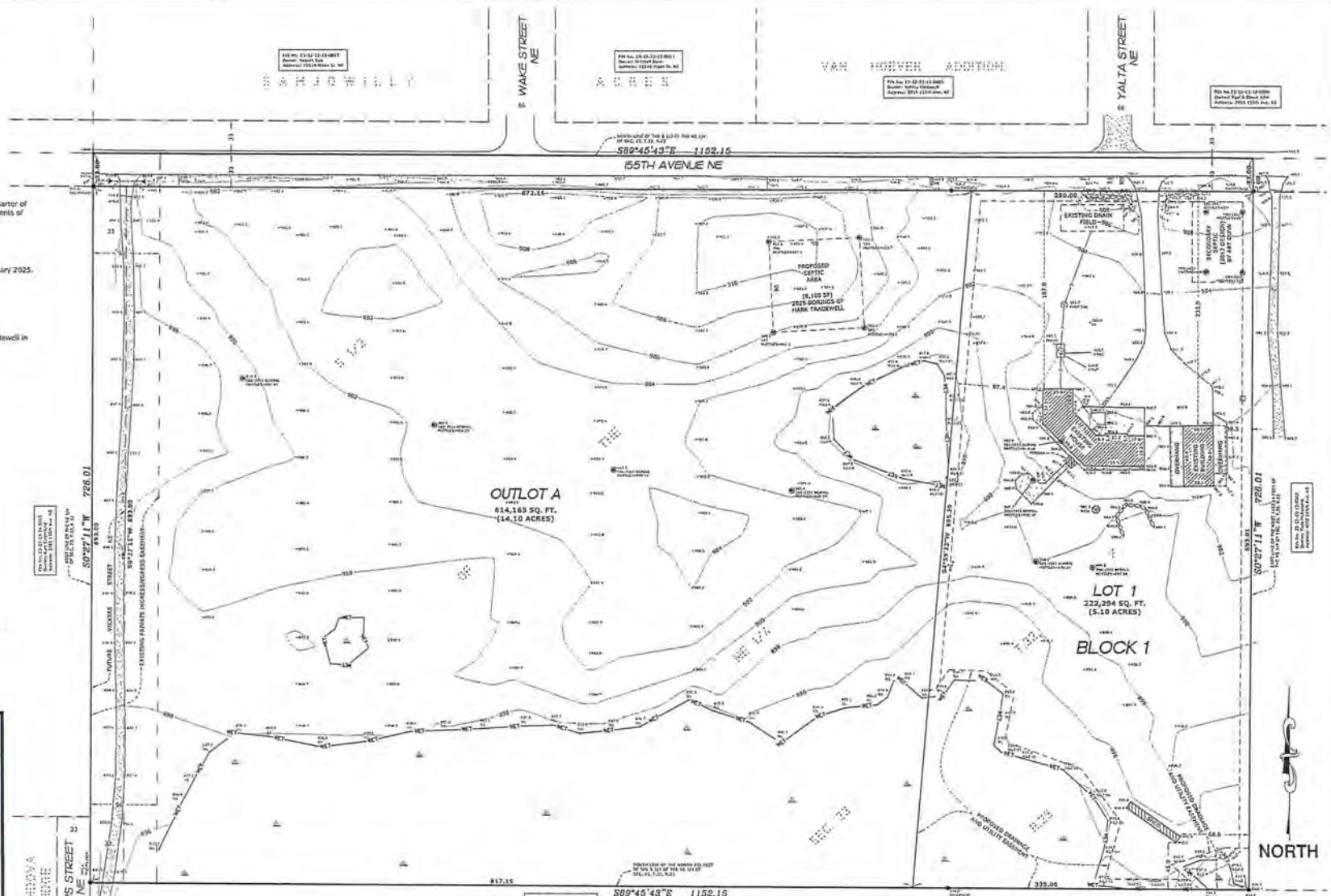
- Field survey was completed by E.G. Rud and Sons, Inc. on 8/9/2024 and January 2025.
- Bearings shown are on the Anoka Co. Coordinate System.
- FID: 23-32-23-13-0003.
- Wetland delineation by Jacobson Environmental in 2024.
- Soil borings by Art Dunn on 12/29/11 and 4/7/12 as labeled and by Mark Tradewell in February of 2025.
- Proposed lot areas are measured to the centerline of 155th Avenue NE.

## **LEGEND**

- DENOTES IRON MONUMENT FOUND AS LABELED
- DENOTES ELECTRIC METER
- DENOTES FIBER OPTIC BOX
- DENOTES GAS METER
- DENOTES MAILBOX
- ⊙ DENOTES SEPTIC SEWER MANHOLE
- ⊙ DENOTES SIGN
- ⊙ DENOTES SOIL BORING (BY OTHERS)
- ⊙ DENOTES STORM SEWER APRON
- ⊙ DENOTES WELL
- ⊙ DENOTES WET LAND
- ⊙ DENOTES RETAINING WALL
- ⊙ DENOTES EXISTING SPOT ELEVATION
- ⊙ DENOTES EXISTING CONTOURS
- ⊙ DENOTES BITUMINOUS SURFACE
- ⊙ DENOTES CONCRETE SURFACE
- ⊙ DENOTES ADJACENT PARCEL OWNER INFORMATION (PER ANOKA COUNTY TAX INFORMATION)

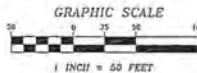
## **VICINITY MAP**

PART OF SEC. 23, TWP. 32, RNG. 23  
ANOKA COUNTY, MINNESOTA  
(NO SCALE)



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

JASON E. RUD  
Date: 4/29/2025 License No. 41578



## **TYPICAL EASEMENT DETAIL**

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



BEING 10 FEET IN WIDTH AND ADJOINING ALL LOT LINES UNLESS OTHERWISE SHOWN ON THIS PLAT.

## **DEVELOPMENT DATA**

TOTAL SITE AREA = 843,460 SF/19.20+ ACRES  
1 PROPOSED SINGLE-FAMILY LOT AND 1 OUTLOT  
AVERAGE LOT SIZE = 9.60 ACRES  
MINIMUM STREET FRONTAGE = 200 FEET  
PROPOSED ZONING = R-1  
BUILDING SETBACKS  
FRONT = 30 FEET  
SIDE = 10 FEET  
REAR = 50 FEET

## **BENCHMARK**

ANOKA COUNTY BENCHMARK NO. 2005			
ELEVATION = 905.730 (NAVD83)			
DRAWING NO.	DATE	BY	CHECKED
1	2025	JB	JB
2			
3			

**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  
www.egrud.com

# RUDS SKOGSTED

## PROPERTY DESCRIPTION

## LEGEND

- 
- 0-22-14-0000  
 X  
 000000
- A diagram showing a layout of rectangular boxes and patterns. The boxes contain text, numbers, and symbols. The patterns include a grid of 'X's and a hatched area.

## NOTES

- \_\_\_\_\_  
JASON E. RUD  
Date: 4/29/2025 License No. 41578

PH 89-22-25-13-0004  
Owner: Paul & Dawn John  
Address: 2752 155th Ave. NE

LOT 1  
222,294 SQ. FT.  
(5.10 ACRES)  
BLOCK 1

NORTH

GRAPHIC SCALE

1 INCH = 50 FEET

## BENCHMARK

ANOKA COUNTY BENCHMARK NO. 2005  
ELEVATION = 905.730 (NAVD88)

DRAWN BY: BAB		JOB NO: 10.031BT		DATE: 4/14/2025	
CHECK BY: JER		FIELD CREW: BH/WJ			
1					
2					
3					







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

CITY OF HAM LAKE



GRAPHIC SCALE  
SCALE IN FEET  
0 50 100 200

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

## QUARTER QUARTER INDEX

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23	24	13	14

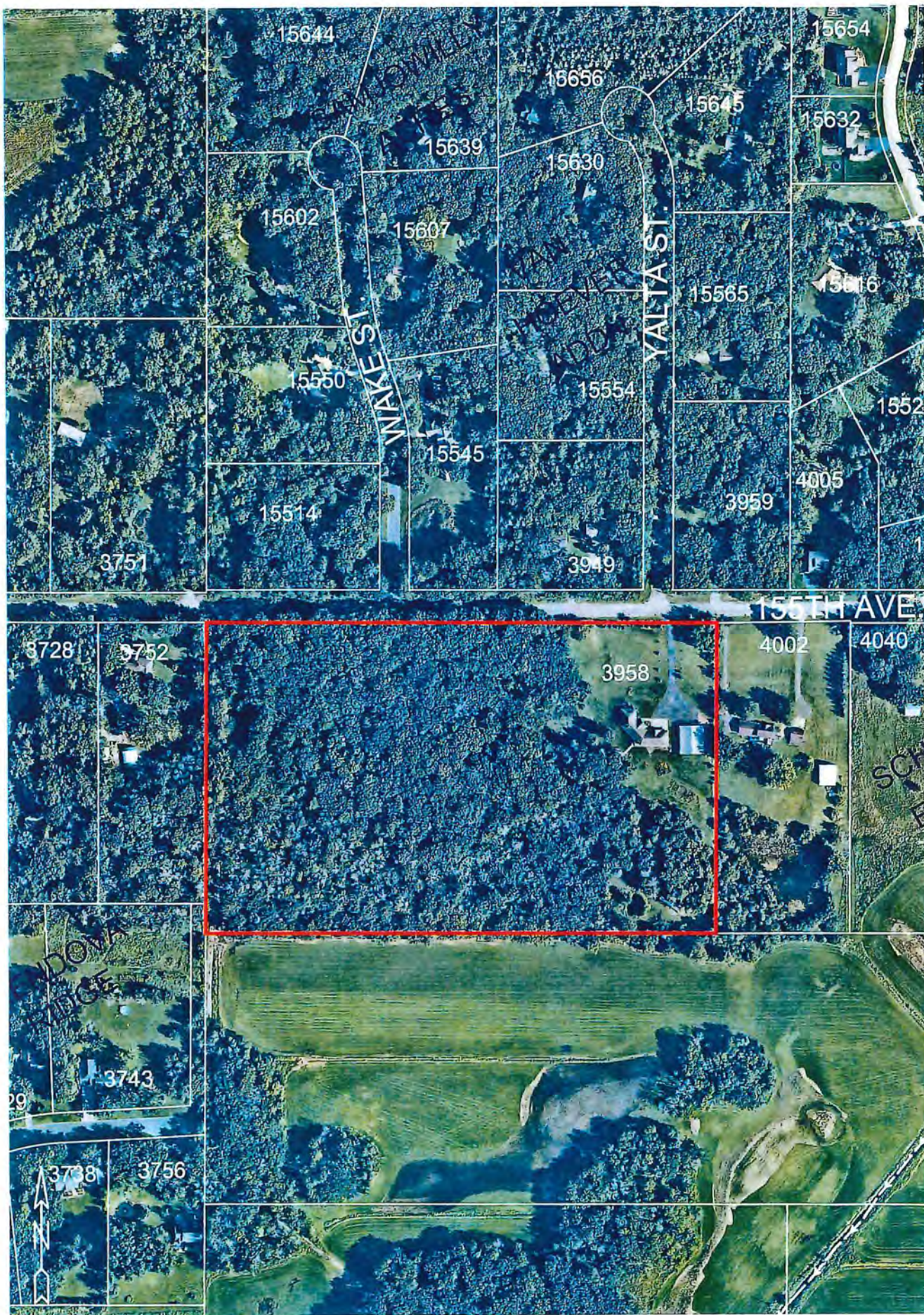
## PROPERTY IDENTIFICATION NUMBER

Section Number	Township	Range	Quarter	Specific
XX	XX	XX	XX	XXXX

SPECIFIC PARCEL NUMBERS ARE IN BRACKETS: (1)  
EXAMPLE OF PIN NUMBER: 23-22-23-24-0006

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.



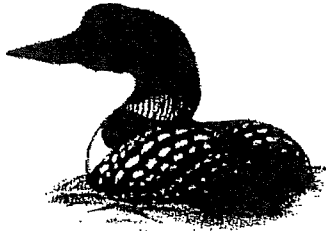




3958 - 155<sup>th</sup> AVE NE

C.C.  
approved  
5/20/13

Meeting Date: May 20, 2013



## **CITY OF HAM LAKE**

### ***Staff Report***

**To:** Mayor and Councilmembers

**From:** Doris Nivala, Administrator

A handwritten signature in black ink, appearing to read 'Doris Nivala', is written over the printed name in the 'From:' field.

**Subject:** Ernie & Marian Rud Oversized Accessory Building

**Introduction/Discussion:** Ernie and Marian Rud are requesting approval for construction of an oversized accessory building. The building will be 3,240 square feet of pole-type construction. This is a 19+ acre parcel zoned R-A. The City Code allows the pole-type construction on parcels exceeding five acres, but the proposed size is discretionary with the Council on parcels exceeding ten acres. The Ruds have obtained approval from the neighbor that is immediately adjacent to the proposed accessory building.

**Recommendation:** Approval of this request is discretionary with the Council, but I am not aware of any objections to the building.

## 8.0 APPEARANCES

### 8.1 Nancy Braastad, Harmony Estates – Requesting Deferment of Parkland Dedication Fees

Nancy Braastad from Harmony Estates was present. Ms. Braastad stated that she has final plat approval, but has not recorded the plat because of the \$36,000 parkland dedication fees that would be due. Ms. Braastad stated that she is before the Council to request to pay the \$3,000 parkland dedication fee as each lot is sold. Attorney Dorn stated that there would need to be a change to the City Code and precedence would be set for all future developments. There was discussion of other options for paying parkland dedication fees. Acting Mayor Johnson stated that he is not comfortable with changing the City Code at this time. **It was the consensus of the City Council to have City Staff research what other cities in Anoka County are doing regarding parkland dedication fees.**

### 8.2 Ernie Rud – Requesting an oversized accessory building on 20 acres, 3958 155<sup>th</sup> Avenue NE

Ernie Rud was present. **Motion by Kirkeide, seconded by Doyle, to approve the request of Ernie Rud for a 3,240 square foot oversized pole-type building to be constructed on a 20-acre parcel located at 3958 155<sup>th</sup> Avenue NE. All present in favor, motion carried.**

## 9.0 CITY ATTORNEY

### 9.1 Adoption of Resolution directing a Charter amendment regarding management of oakwilt trees

Attorney Dorn explained that the state statute has changed regarding the management of oakwilt trees and is suggesting that the City Council request an amendment to the Charter to update the changes. **Motion by Johnson, seconded by Doyle, to adopt Resolution No. 13-35, requesting the Charter Commission to amend Chapter 8.0 regarding the management of oakwilt trees. All present in favor, motion carried.**

### 9.2 First Reading of amendments to Financial Assistance Program for wells and septic

Attorney Dorn stated that there has been an ordinance in effect for the last 10 to 15 years that provides for financial assistance to residents who meet certain financial criteria (income and assets) who have a failed well or septic system. Attorney Dorn stated that it has only been used once, but with the project in Hiawatha Beach/Comfort Resorts, there may be more use of the financial assistance. Attorney Dorn stated that the ordinance currently is not adequate and should be updated. Attorney Dorn stated that the new policy would state that if you do qualify for assistance you would make payments over a 10 year span with the City Council setting the interest rate. Attorney Dorn stated that the financial hardship was increased from \$25,000 to \$50,000 of the individual net worth and also increased the amount of assistance available from \$20,000 to \$25,000. **This is the First Reading to amend Article 11-1900 of the Ham Lake City Code regarding the Financial Assistance Program for wells and septic.**

## 10.0 CITY ENGINEER

### 10.1 Road Committee – Discussion of proposed stormwater basins/rain gardens within right-of-way of future phases of Deer Haven Hills

Engineer Collins explained that in 2009 the Coon Creek Watershed District Rules (CCWD) changed to require that the first inch of precipitation be infiltrated through stormwater volume management practices. Engineer Collins stated that a vertical separation from the bottom of all infiltration basins to the seasonally high ground water table of three feet is required. Engineers Collins stated that there are four

Document No.: 2384923.005 ABSTRACT

02/03/2023 11:15 AM

Fees/Taxes In the Amount of: \$46.00

Pamela J. LeBlanc  
Anoka Cty Property Records and Taxation  
Property Tax Administrator and  
Recorder/Registrar of Titles  
Deputy: gmivers



CITY OF HAM LAKE )

COUNTY OF ANOKA )

STATE OF MINNESOTA )

CERTIFICATE OF DEFERRED ASSESSMENTS

I, Dawnette Shimek, being the duly qualified and acting Deputy City Clerk of the City of Ham Lake, Minnesota, do hereby state that pursuant to Statute 429.061 there are deferred assessments against certain properties situated in the City of Ham Lake more fully described on Exhibit A attached hereto and further that the amount of such assessment and commencement of payment are further set forth on Exhibit A.

IN TESTIMONY WHEREOF, I have hereunto subscribed my had on this 2nd day of February, 2023.

CITY OF HAM LAKE

(SEAL)

Dawnette Shimek  
Dawnette Shimek – Deputy City Clerk



## Exhibit A

23-32-23-14-0002 – Project # 85640: 155TH AVENUE NE FROM NAPLES STREET NE TO LEXINGTON AVENUE NE  
THE SOUTH  $\frac{1}{2}$  OF THE NE  $\frac{1}{4}$  OF SECTION 23, TOWNSHIP 32, RANGE 23; EXCEPT THE NORTH 726 FEET OF THE WEST 2052.14 FEET THEREOF; EX ROAD; SUBJECT TO EASEMENTS OF RECORD

23-32-23-23-0001 – Project # 85640: 155TH AVENUE NE FROM NAPLES STREET NE TO LEXINGTON AVENUE NE  
UNPLATTED HAM LAKE TWP SW  $\frac{1}{4}$  OF NW  $\frac{1}{4}$  SECTION 23, TOWNSHIP 32, RANGE 23

Deferred Assessment Amount: \$15,218.85

Assessments will be deferred until such time as the property loses its Green Acre status is requested by the property owner and the public hearing is waived.

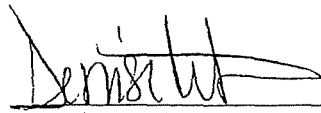
RESOLUTION NO. 21-35

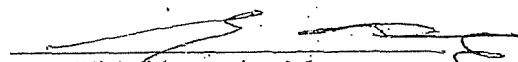
WHEREAS, pursuant to proper notice duly given as required by law, the Council has met and passed upon all objections to the proposed assessment for the reconstruction of 155<sup>th</sup> Avenue NE from Naples Street NE to Lexington Avenue NE.

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

1. Such proposed assessment, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.
2. Such assessment shall be payable in equal and annual installments extending over a period of twenty years, the first of the installments to be payable on or before the first Monday in January, 2022 and shall bear interest at the rate of 0.25 percent per annum from the date of the adoption of this assessment resolution. To the first installment shall be added interest on the entire assessment from the date of this resolution until December 31, 2021. To each subsequent installment when due shall be added interest for one year on all unpaid installments.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Clerk/Treasurer, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of this resolution; and he may, at any time thereafter, pay to the City Clerk/Treasurer the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15, or interest will be charged through December 31 of the next succeeding year.
4. The Clerk shall forthwith transmit a certified duplicate of this assessment to the County Auditor to be extended on the same property tax lists of the County. Such assessments shall be collected and paid over in the same manner as other municipal taxes.

Adopted by the City Council of the City of Ham Lake this 4th day of October, 2021.

  
Denise Webster, City Clerk

  
Gary Kirkende, Acting Mayor

## CITY OF HAM LAKE

## FUND # 85648

## 155th Avenue NE from Maple Street NE to Leasington Avenue NE Street Improvement Project

PIN	PIN ADDRESS	Total Assessment	Active	Deferred	GRAND	Deferred	Active	Total	1st	2nd - 19th	Last	2021		2022		2023		2024		2025		2026	
					TOTAL	Assessment	Assessment	Interest	Installment	Installment	Installment	P	I	P	I	P	I	P	I	P	I	P	I
22-02-23-11-0007	4003 155th Ave Ne		1		\$ 16,433.02		\$ 16,000.00	\$ 433.02	\$ 830.81	\$ 821.17	\$ 821.14	\$ 790.79	\$ 40.02	\$ 783.12	\$ 38.05	\$ 785.08	\$ 36.09	\$ 787.04	\$ 34.13	\$ 789.01	\$ 32.16		
23-02-23-12-0004	3959 155th Ave Ne		1		\$ 16,433.02		\$ 16,000.00	\$ 433.02	\$ 830.81	\$ 821.17	\$ 821.14	\$ 790.79	\$ 40.02	\$ 783.12	\$ 38.05	\$ 785.08	\$ 36.09	\$ 787.04	\$ 34.13	\$ 789.01	\$ 32.16		
23-02-23-12-0005	3949 155TH AVENUE		1		\$ 16,433.02		\$ 16,000.00	\$ 433.02	\$ 830.81	\$ 821.17	\$ 821.14	\$ 790.79	\$ 40.02	\$ 783.12	\$ 38.05	\$ 785.08	\$ 36.09	\$ 787.04	\$ 34.13	\$ 789.01	\$ 32.16		
23-02-23-12-0002	4001 155th Ave Ne		1		\$ 16,433.02		\$ 16,000.00	\$ 433.02	\$ 830.81	\$ 821.17	\$ 821.14	\$ 790.79	\$ 40.02	\$ 783.12	\$ 38.05	\$ 785.08	\$ 36.09	\$ 787.04	\$ 34.13	\$ 789.01	\$ 32.16		
23-02-23-12-0003	3938 155th Ave Ne		1		\$ 16,433.02		\$ 16,000.00	\$ 433.02	\$ 830.81	\$ 821.17	\$ 821.14	\$ 790.79	\$ 40.02	\$ 783.12	\$ 38.05	\$ 785.08	\$ 36.09	\$ 787.04	\$ 34.13	\$ 789.01	\$ 32.16		
23-02-23-14-0003	UNASSIGNED ADDRESS		1		\$ 16,433.02		\$ 16,000.00	\$ 433.02	\$ 830.81	\$ 821.17	\$ 821.14	\$ 790.79	\$ 40.02	\$ 783.12	\$ 38.05	\$ 785.08	\$ 36.09	\$ 787.04	\$ 34.13	\$ 789.01	\$ 32.16		
23-02-23-14-0003	4012 155TH AVENUE		2	1	\$ 32,433.02	\$ 16,000.00	\$ 16,000.00	\$ 433.02	\$ 830.81	\$ 821.17	\$ 821.14	\$ 790.79	\$ 40.02	\$ 783.12	\$ 38.05	\$ 785.08	\$ 36.09	\$ 787.04	\$ 34.13	\$ 789.01	\$ 32.16		
23-02-23-21-0003	3715 155th Ave Ne		1		\$ 16,433.02		\$ 16,000.00	\$ 433.02	\$ 830.81	\$ 821.17	\$ 821.14	\$ 790.79	\$ 40.02	\$ 783.12	\$ 38.05	\$ 785.08	\$ 36.09	\$ 787.04	\$ 34.13	\$ 789.01	\$ 32.16		
23-02-23-21-0004	3731 155th Ave Ne		1		\$ 16,433.02		\$ 16,000.00	\$ 433.02	\$ 830.81	\$ 821.17	\$ 821.14	\$ 790.79	\$ 40.02	\$ 783.12	\$ 38.05	\$ 785.08	\$ 36.09	\$ 787.04	\$ 34.13	\$ 789.01	\$ 32.16		
23-02-23-21-0005	3601 155TH AVENUE		1		\$ 16,433.02		\$ 16,000.00	\$ 433.02	\$ 830.81	\$ 821.17	\$ 821.14	\$ 790.79	\$ 40.02	\$ 783.12	\$ 38.05	\$ 785.08	\$ 36.09	\$ 787.04	\$ 34.13	\$ 789.01	\$ 32.16		
23-02-23-22-0001	UNASSIGNED ADDRESS		1		\$ 16,433.02		\$ 16,000.00	\$ 433.02	\$ 830.81	\$ 821.17	\$ 821.14	\$ 790.79	\$ 40.02	\$ 783.12	\$ 38.05	\$ 785.08	\$ 36.09	\$ 787.04	\$ 34.13	\$ 789.01	\$ 32.16		
23-02-23-24-0011	3658 155th Ave Ne		1		\$ 16,433.02		\$ 16,000.00	\$ 433.02	\$ 830.81	\$ 821.17	\$ 821.14	\$ 790.79	\$ 40.02	\$ 783.12	\$ 38.05	\$ 785.08	\$ 36.09	\$ 787.04	\$ 34.13	\$ 789.01	\$ 32.16		
23-02-23-24-0012	3732 155th Ave Ne		1		\$ 16,433.02		\$ 16,000.00	\$ 433.02	\$ 830.81	\$ 821.17	\$ 821.14	\$ 790.79	\$ 40.02	\$ 783.12	\$ 38.05	\$ 785.08	\$ 36.09	\$ 787.04	\$ 34.13	\$ 789.01	\$ 32.16		
23-02-23-24-0014	3728 155th Ave Ne		1		\$ 16,433.02		\$ 16,000.00	\$ 433.02	\$ 830.81	\$ 821.17	\$ 821.14	\$ 790.79	\$ 40.02	\$ 783.12	\$ 38.05	\$ 785.08	\$ 36.09	\$ 787.04	\$ 34.13	\$ 789.01	\$ 32.16		
23-02-23-24-0015	3714 155th Ave Ne		1		\$ 16,433.02		\$ 16,000.00	\$ 433.02	\$ 830.81	\$ 821.17	\$ 821.14	\$ 790.79	\$ 40.02	\$ 783.12	\$ 38.05	\$ 785.08	\$ 36.09	\$ 787.04	\$ 34.13	\$ 789.01	\$ 32.16		
24-02-23-21-0002	15510 LEXINGTON AVENUE		1		\$ 16,433.02		\$ 16,000.00	\$ 433.02	\$ 830.81	\$ 821.17	\$ 821.14	\$ 790.79	\$ 40.02	\$ 783.12	\$ 38.05	\$ 785.08	\$ 36.09	\$ 787.04	\$ 34.13	\$ 789.01	\$ 32.16		
24-02-23-21-0003	4545 155TH AVENUE		1		\$ 16,433.02		\$ 16,000.00	\$ 433.02	\$ 830.81	\$ 821.17	\$ 821.14	\$ 790.79	\$ 40.02	\$ 783.12	\$ 38.05	\$ 785.08	\$ 36.09	\$ 787.04	\$ 34.13	\$ 789.01	\$ 32.16		
24-02-23-21-0007	4411 155TH AVENUE		1		\$ 16,433.02		\$ 16,000.00	\$ 433.02	\$ 830.81	\$ 821.17	\$ 821.14	\$ 790.79	\$ 40.02	\$ 783.12	\$ 38.05	\$ 785.08	\$ 36.09	\$ 787.04	\$ 34.13	\$ 789.01	\$ 32.16		
24-02-23-21-0008	4515 155TH AVENUE		1		\$ 16,433.02		\$ 16,000.00	\$ 433.02	\$ 830.81	\$ 821.17	\$ 821.14	\$ 790.79	\$ 40.02	\$ 783.12	\$ 38.05	\$ 785.08	\$ 36.09	\$ 787.04	\$ 34.13	\$ 789.01	\$ 32.16		
24-02-23-21-0015	4451 155TH AVENUE		1		\$ 16,433.02		\$ 16,000.00	\$ 433.02	\$ 830.81	\$ 821.17	\$ 821.14	\$ 790.79	\$ 40.02	\$ 783.12	\$ 38.05	\$ 785.08	\$ 36.09	\$ 787.04	\$ 34.13	\$ 789.01	\$ 32.16		
24-02-23-21-0016	4441 155TH AVENUE		1		\$ 16,433.02		\$ 16,000.00	\$ 433.02	\$ 830.81	\$ 821.17	\$ 821.14	\$ 790.79	\$ 40.02	\$ 783.12	\$ 38.05	\$ 785.08	\$ 36.09	\$ 787.04	\$ 34.13	\$ 789.01	\$ 32.16		
24-02-23-23-0003	4325 155TH AVENUE		2	1	\$ 32,433.02	\$ 16,000.00	\$ 16,000.00	\$ 433.02	\$ 830.81	\$ 821.17	\$ 821.14	\$ 790.79	\$ 40.02	\$ 783.12	\$ 38.05	\$ 785.08	\$ 36.09	\$ 787.04	\$ 34.13	\$ 789.01	\$ 32.16		
24-02-23-23-0004	UNASSIGNED ADDRESS		2	1	\$ 32,433.02	\$ 16,000.00	\$ 16,000.00	\$ 433.02	\$ 830.81	\$ 821.17	\$ 821.14	\$ 790.79	\$ 40.02	\$ 783.12	\$ 38.05	\$ 785.08	\$ 36.09	\$ 787.04	\$ 34.13	\$ 789.01	\$ 32.16		
24-02-23-23-0005	UNASSIGNED ADDRESS		1		\$ 16,433.02		\$ 16,000.00	\$ 433.02	\$ 830.81	\$ 821.17	\$ 821.14	\$ 790.79	\$ 40.02	\$ 783.12	\$ 38.05	\$ 785.08	\$ 36.09	\$ 787.04	\$ 34.13	\$ 789.01	\$ 32.16		
24-02-23-23-0006	4318 155TH AVENUE		1		\$ 16,433.02		\$ 16,000.00	\$ 433.02	\$ 830.81	\$ 821.17	\$ 821.14	\$ 790.79	\$ 40.02	\$ 783.12	\$ 38.05	\$ 785.08	\$ 36.09	\$ 787.04	\$ 34.13	\$ 789.01	\$ 32.16		
24-02-23-23-0007	4234 155TH AVENUE		1		\$ 16,433.02		\$ 16,000.00	\$ 433.02	\$ 830.81	\$ 821.17	\$ 821.14	\$ 790.79	\$ 40.02	\$ 783.12	\$ 38.05	\$ 785.08	\$ 36.09	\$ 787.04	\$ 34.13	\$ 789.01	\$ 32.16		
24-02-23-24-0002	4424 155TH AVENUE		1		\$ 16,433.02		\$ 16,000.00	\$ 433.02	\$ 830.81	\$ 821.17	\$ 821.14	\$ 790.79	\$ 40.02	\$ 783.12	\$ 38.05	\$ 785.08	\$ 36.09	\$ 787.04	\$ 34.13	\$ 789.01	\$ 32.16		
24-02-23-24-0008	4539 155TH AVENUE		1		\$ 16,433.02		\$ 16,000.00	\$ 433.02	\$ 830.81	\$ 821.17	\$ 821.14	\$ 790.79	\$ 40.02	\$ 783.12	\$ 38.05	\$ 785.08	\$ 36.09	\$ 787.04	\$ 34.13	\$ 789.01	\$ 32.16		
24-02-23-24-0009	4516 155TH AVENUE		1		\$ 16,433.02		\$ 16,000.00	\$ 433.02	\$ 830.81	\$ 821.17	\$ 821.14	\$ 790.79	\$ 40.02	\$ 783.12	\$ 38.05	\$ 785.08	\$ 36.09	\$ 787.04	\$ 34.13	\$ 789.01	\$ 32.16		
Total					\$ 588,537.52	\$ 112,000.00	\$ 464,000.00	\$12,537.52															

\*The 1st installment amount is based on repaying the encumbrance on October 1st, 2021 with one year and 88 days interest. The interest rate is 0.25% over 20 years. (LIBOR Rate)

### Active Assessment

[illegible]

**Tradewell Soil Testing  
18330 Dahlia Street NW  
Cedar, MN 55011**

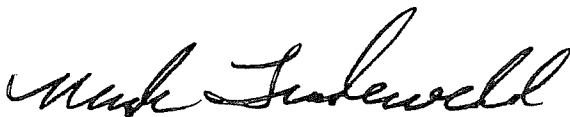
May 19<sup>th</sup>, 2025

RFC Engineering  
13635 Johnson Street NE  
Ham Lake, MN 55304

To whom it may concern:

As a licensed site evaluator who conducted the soil borings in Ruds Skogsted Plat, for Ernest Rud, I found the following: Each boring has at least 12" of natural, undisturbed soil with no redox features (mottled soil). In order to design and install a standard soil treatment system according to MN Chapter 7080 Code, at least 12" of natural soil with no signs of redox (mottling) is required. Therefore, each of the proposed lots will support 2 "standard" septic systems within the 7,500 square feet septic area as shown on the Grading Plan.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Tradewell". The signature is fluid and cursive, with the first name "Mark" and last name "Tradewell" clearly distinguishable.

Mark Tradewell  
MPCA #307



# CITY OF HAM LAKE

## PLANNING REQUEST

15544 Central Avenue NE

Ham Lake, MN 55304

Phone (763) 434-9555 Fax (763) 235-1697

Date of Application 06/13/2025

Date of Receipt 6-16-2025

Receipt # \_\_\_\_\_ Amount \$ \_\_\_\_\_

Meeting Appearance Dates:

Planning Commission 6-23-2025 City Council \_\_\_\_\_

Please check request(s):

☐ Metes & Bounds Conveyance

☐ Commercial Building Permit

☐ Sketch Plan

☐ Certificate of Occupancy

☐ Preliminary Plat Approval\*

☐ Home Occupation Permit

☒ Final Plat Approval

☐ Conditional Use Permit (New)\*

☐ Rezoning\*

☐ Conditional Use Permit (Renewal)

☐ Multiple Dog License\*

☐ Other \_\_\_\_\_

**\*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: Lincoln Street Commercial, LLC

Address/Location of property: 14334 & 14350 Hwy 65 NE; 1323 143rd Ave NE

Legal Description of property: SEE ATTACHED

29-32-23-24-0004, 29-32-23-31-0003, CD-1 (Parcels 1,3) CD-1 (Lots 1,2)  
PIN # 29-32-23-31-0005, 29-32-23-31-0004 Current Zoning CD-2 (Parcel 2) Proposed Zoning CD-2 (Lots 3,4) R-A (Outlot)

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

Applicant's Name: Art Rosenberg

Business Name: Lincoln Street Commercial LLC

Address 3835 Oakridge Loop E

City West Fargo State ND Zip Code 58078

Phone 701-219-4828 Cell Phone 701-219-4828 Fax \_\_\_\_\_

Email address artrosenberg@icloud.com

**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 6/13/25


**- FOR STAFF USE ONLY -**

ACTION BY: Planning Commission \_\_\_\_\_  
City Council \_\_\_\_\_

PROPERTY TAXES CURRENT ☒ YES NO  
Any Active/Deferred Assessments YES NO



## Memorandum

Date: June 18, 2025  
To: Planning Commissioners  
From: David A. Krugler, City Engineer   
Subject: Elwell Commercial Park

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### Introduction:

The Preliminary Plat, Grading, Erosion Control and Tree Protection Plan, Livability Plan, Removal Plan, Soil Amendment Plan, Details, and SWPPP were received on June 2<sup>nd</sup>. The Final Plat and Plan/Profile Johnson St NE Plan were received June 11<sup>th</sup> for the proposed 4 lot commercial development located on 37.25 acres of parcels 29-32-23-24-0004, 29-32-23-31-0003, 29-32-23-31-0004 and 29-32-23-31-0005. All of the prior review comments have been addressed. A 300-scale aerial photo, a 1,000-scale zoning map and 400-scale half-section maps are attached.

### Discussion:

Lots 1 and 2 are proposed to be zoned CD-1 and Lots 3 and 4 are proposed to be zoned CD-2. The 21.54-acre Outlot A will need to be combined with the adjacent 29-32-23-32-0005 (1163 143rd Avenue) parcel, that is Lot 2, Block 1 of Entsminger Farms. Outlot A will be rezoned to the same Rural Single Family Residential (R-A) zoning as 1163 143rd Avenue. Two potential future lots are shown in the R-A zoning southwest of the future Lincoln Street extension. Future approvals, including rezoning, would be required for any future lots within any portion of the expanded 1163 143rd Avenue parcel. The Development Agreement will include conveyance of Outlot A to 1163 143rd Avenue, stipulating that building permits for the four commercial lots cannot be considered until Outlot A is conveyed.

The Johnson Street cul-de-sac exceeds the minimum 300-foot spacing requirement from the Highway 65 right-of-way, per the attached Resolution 05-10. The MSA commercial portion of 143rd Avenue from TH 65 to Lincoln Street does not have structural capacity for commercial traffic and will need to be upgraded. The City Council has authorized the City Engineer to obtain bids for the reconstruction of 143<sup>rd</sup> Avenue from Lincoln Street to Trunk Highway 65 at the June 16<sup>th</sup> Council Meeting.

The Lincoln Street extension north of 143rd Avenue does not align with the roadway, drainage and utility easements recorded in conjunction with the Entsminger Farms plat, per the attached sketch and description. Additional roadway, drainage and utility easements, that align with the proposed roadway easements, are required, prior to consideration of final plat approval of the Elwell Commercial Park development. A public hearing can be scheduled for the vacation of excess roadway, drainage and utility easements within 1163 143rd Avenue after the revised roadway easement is recorded with Anoka County.

County Ditch 59 (Coon Creek) is located in the northerly portion of the proposed development. An easement is required for that portion of the plat within 50-feet of each side of Coon Creek. There are FEMA Zone A limits adjacent to the County Ditch but a FEMA Letter of Map Amendment will not be required. The attached July 21, 2021 Existing Conditions Wetland Boundary Delineation was approved by the Coon Creek Watershed District in September of 2022. All wetlands within the four lots will be contained within drainage and utility easements.

Per Article 10-700 of City Code, the minimum building setback from TH 65 right-of-way is 50 feet. Per the attached Article 11-1850 of City Code, decorative tree planting is required along the right-of-way lines of 143rd Avenue west of Johnson Street, TH 65 and the Lincoln Street extension. The use of conifers is encouraged and preferred. Tree planting will be reviewed on an individual basis in conjunction with each of the future four commercial site plan approval applications.

The billboard on the proposed Lot 2 is non-compliant with the 10-foot setback requirement per Article 11-310.1 of City Code. The billboard must be relocated or razed. If the billboard is relocated, it will require compliance with 11-320 of City Code and a sign permit will be required, per Article 11-310.2 of City Code. Access to the billboard will also be required.

The Haugo Geotechnical Services revised Summary of Water Level Readings and Lowest Floor Slab Recommendations that was received November 18<sup>th</sup> 2024 adequately addressed prior review comments. The attached November 5<sup>th</sup> 2024 Tradewell letter certifies that each of the proposed lots will support two standard septic systems in accordance with Minnesota Rules 7080.

There is a 50-foot Northern Natural Gas (NNG) easement over the southerly portion of the property as shown on the attached Site Plan and half section map. The plans outline requirements of working within the pipeline easement that include a NNG representative to be on-site when working within 25 feet of the pipeline. Lumen has confirmed there is no telephone facilities within the area shown on the half section maps and is not needed for any future use.

The attached revised Coon Creek Watershed District permit was issued on May 29<sup>th</sup>. The Minnesota Pollution Control Agency Construction Stormwater Permit was issued on May 22<sup>nd</sup>. The Minnesota Department of Transportation has completed their review and offered no comments and is attached. The attached Midwest Natural Resources rare plant survey documented there are no rare plants within the site.

**Recommendations:**

It is recommended that the Final Plat of Elwell Commercial Park be recommended for approval to the City Council with the following stipulations:

- A recorded quit claim deed is to be provided for the realignment of Lincoln Street connection from 143rd Avenue to Andover Boulevard.
- The Development Agreement will require conveyance of Outlot A to 1163 143rd Avenue, stipulating that building permits for the four commercial lots cannot be considered until proof of Outlot A conveyance is received.
- The existing billboard is required to be razed. Any new billboard will be required to conform to Article 11-310.
- Future approvals, including rezoning, will be required for any future lots within any portion of the expanded 1163 143rd Avenue parcel.



# PRELIMINARY PLAT

~of~ ELWELL COMMERCIAL PARK  
~for~ LINCOLN STREET COMMERCIAL, LLC  
P.O. BOX 9076  
FARGO, ND 58106  
(701) 219-4828

## PROPERTY DESCRIPTION

### Parcel 1:

All that part of the SE 1/4 of the NW 1/4 and the NE 1/4 of SW 1/4 of Section 29, Township 32, Range 23, lying south of Coon Creek, according to the United States Government Survey interest, Anoka County, Minnesota.

### EXCEPT:

That part of the NE 1/4 of SW 1/4 of Section 29, Township 32, Range 23, Anoka County, Minnesota described as follows:

Commencing at a point on the South line of said Northeast Quarter of the Southwest Quarter distance 280 feet West from the Southeast corner of said Northeast Quarter of the Southwest Quarter; thence North at right angles to said South line a distance of 233.00 feet to actual Point of Beginning of the tract of land to be hereby described; thence continue North along last course a distance of 200.00 feet; thence East and parallel with the South line of said Northeast Quarter of the Southwest Quarter to the East line of said Northeast Quarter of the Southwest Quarter; thence South along said East line a distance of 200 feet, more or less, to its intersection with a line drawn parallel with the South line of said Northeast Quarter of the Southwest Quarter from the actual point of beginning; thence west along said parallel line to the actual Point of Beginning. Except that part thereof taken for State Trunk Highway No. 65.

AND EXCEPT, That part of the Northeast 1/4 of the Southwest 1/4 of Section 29, Township 32, Range 23, Anoka County, Minnesota, described as follows:

Commencing at a point on the South line of said Northeast 1/4 of the Southwest 1/4 distant 286.00 feet West from the Southeast corner of said Northeast 1/4 of the Southwest 1/4; thence West along said South line a distance of 150.00 feet; thence North at right angles to said South line a distance of 233 feet; thence East at right angles to last course a distance of 150.00 feet; thence South at right angles to last course a distance of 233.00 feet to the point of commencement. Subject to an easement for road purposes over the South 33.00 feet thereof. Subject to an easement for telephone purposes over the West 10.00 feet thereof. According to this map an old line of the line of record in the office of the Register of Deeds is and for Anoka County, Minnesota, together with any part or portion of any street or alley lying adjacent thereto heretofore vacated or to be vacated.

### AND

### Parcel 2:

That part of the Northeast 1/4 of the Southwest 1/4 of Section 29, Township 32, Range 23, Anoka County, Minnesota, described as follows:

Commencing at a point on the South line of said Northeast 1/4 of the Southwest 1/4 distant 286.00 feet West from the Southeast corner of said Northeast 1/4 of the Southwest 1/4; thence West along said South line a distance of 150.00 feet; thence North at right angles to said South line a distance of 233 feet; thence East at right angles to last course a distance of 150.00 feet; thence South at right angles to last course a distance of 233.00 feet to the point of commencement. Subject to an easement for road purposes over the South 33.00 feet thereof. Subject to an easement for telephone purposes over the West 10 feet thereof.

### AND

### Parcel 3:

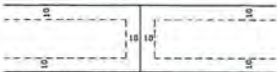
That part of the Northeast Quarter of the Southwest Quarter of Section 29, Township 32, Range 23, Anoka County, Minnesota, described as follows:

Commencing at a point on the South line of said Northeast Quarter of the Southwest Quarter a distance of 280.00 feet West from the Southeast corner of said Northeast Quarter of the Southwest Quarter; thence North at right angles to said South line a distance of 233.00 feet to the actual Point of Beginning of the tract of land to be hereby described; thence continue North along last course a distance of 200.00 feet; thence East parallel with the South line of said Northeast Quarter of the Southwest Quarter to the East line of said Northeast Quarter of the Southwest Quarter; thence South along said East line a distance of 200.00 feet, more or less, to its intersection with a line drawn parallel with the South line of said Northeast Quarter of the Southwest Quarter from the actual point of beginning; thence west along said parallel line to the actual Point of Beginning.

Except that part thereof taken for State Trunk Highway No. 65.

## TYPICAL EASEMENTS

(NOT TO SCALE)



BEING 10 FEET IN WIDTH ADJOINING RIGHT OF WAY LINES  
AND 10 FEET IN WIDTH ADJOINING LOT LINES UNLESS  
OTHERWISE SHOWN.

**E. G. RUD & SONS, INC.**  
Professional Land Surveyors  
6776 Lake Drive NE, Suite 110  
Lino Lakes, MN 55014  
Tel (651) 961-8900 Fax (651) 961-8751

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

JASOPE-RUD  
Date: 05/29/2023 License No. 41570

## VICINITY MAP

PART OF SEC. 29, TWP. 32, RING. 23



ANOKA COUNTY, MINNESOTA  
(NO SCALE)

## BENCHMARK

MARK NAME: 0208 N  
GRID STATION: #563  
ELEVATION: 959.397 (NAVD83)

## NOTES:

- Bearings shown are on Anoka County datum.
- Parcel ID Numbers: 29-32-23-24-0004, 29-32-23-31-0003, 29-32-23-31-0005 and 29-32-23-31-0004.
- Contours shown per MNDOT lidar distribution.
- Wetlands delineated by Kjaerhaug Environmental, Inc.
- OUTLOT A to be conveyed to westerly adjacent property owner.

## DEVELOPMENT DATA

TOTAL SITE AREA = 37.324 ACRES

EXISTING ZONING:

CD-1 COMMERCIAL DEVELOPMENT TIER 1 (Parcel 1 and 2)

CD-2 COMMERCIAL DEVELOPMENT TIER 2 (Parcel 2)

PROPOSED ZONING:

CD-1 COMMERCIAL DEVELOPMENT TIER 1 (LOTS 1 AND 2)

CD-2 COMMERCIAL DEVELOPMENT TIER 2 (LOTS 3 AND 4)

R-1A SINGLE FAMILY RESIDENTIAL (OUTLOT A)

HIGHWAY STREET FRONTAGE = 200 FEET

MINIMUM LOT SIZE = 1.00 ACRES (INCLUDING HALF OF STREET ROW)

## LEGEND

- DENOTES IRON MONUMENT FOUND AS LABELED
- DENOTES IRON MONUMENT SET, MARKED RL54 41576
- DENOTES CABLE POSTAL
- DENOTES ELECTRICAL BOX
- DENOTES ELECTRICAL MANHOLE
- DENOTES FIBER OPTIC BOX
- DENOTES GAS METER
- DENOTES WELL
- DENOTES EXISTING CONTOURS (2' INTERVAL)
- DENOTES DRAINAGE AND UTILITY EASEMENT
- DENOTES WETLAND LINE DELINEATED BY KJAERHAUG ENVIRONMENTAL SERVICES INC.
- DENOTES WETLAND BUFFER LINE
- DENOTES EXISTING GAS LINE
- DENOTES UNDERGROUND CABLE LINE
- DENOTES EXISTING FIBER OPTIC LINE
- DENOTES EXISTING ELECTRIC LINE
- DENOTES OVERHEAD UTILITY
- DENOTES APPROXIMATE FEMA FLOOD ZONE LINES FROM FEMA FLOOD INSURANCE RATE MAP NO. 27002C0242E PANEL NO. 0326 SUFFIX 6, EFFECTIVE DATE DECEMBER 18TH, 2015.
- DENOTES ADJACENT PARCEL OWNER INFORMATION (PER ANOKA COUNTY TAX INFORMATION)
- DENOTES AREA 1' ABOVE HOTLIES

## GRAPHIC SCALE



OWNER	REV.	DATE	DESCRIPTION	DATE
1	1/18/2024	CITY / WATERSHED COMMENTS	1/18/2024	
2	1/18/2024	CITY COMMENTS	1/18/2024	
3	1/18/2024	CITY COMMENTS	1/18/2024	
4	1/18/2024	CITY COMMENTS	1/18/2024	
5	1/18/2024	REVISION DESCRIPTION	1/18/2024	
6	1/18/2024	REVISION DESCRIPTION	1/18/2024	
7	1/18/2024	FINAL PLAN	1/18/2024	





# LIVABILITY PLAN

~of~ ELWELL COMMERCIAL PARK  
~for~ LINCOLN STREET COMMERCIAL, LLC  
P.O. BOX 9076  
FARGO, ND 58106  
(701) 219-4828

## LEGEND

- DENOTES SOIL BORING BY TRIADWELL SOIL TESTING
- DENOTES PNEUMATIC OR PENETRATION BORING BY MAHO GEOTECHNICAL SERVICES
- DENOTES EMERGENCY OVERFLOW ELEVATION
- DENOTES EXISTING SPOT ELEVATION
- DENOTES EXISTING 3 FOOT CONTOUR
- DENOTES PROPOSED 3 FOOT CONTOURS
- DENOTES WETLAND DELINEATED BY KODJANUG ENVIRONMENTAL SERVICES COMPANY
- DENOTES EASEMENT LINE
- DENOTES SETBACK LINE
- DENOTES PROPOSED STORM SEWER
- DENOTES PROPOSED SALT / TREE PROTECTION FENCE
- DENOTES DIRECTION OF DRAINAGE
- DENOTES PROPOSED WELL LOCATION
- DENOTES WETLAND/VEGETATIVE BUFFER
- DENOTES WETLAND/VEGETATIVE BUFFER SIGN
- DENOTES PROPOSED BUILDING PAD AREA
- DENOTES PROPOSED YARD AREA
- DENOTES PROPOSED SEPTIC AREA
- DENOTES 12' POND ACCESS
- DENOTES FLOODPLAIN FILL

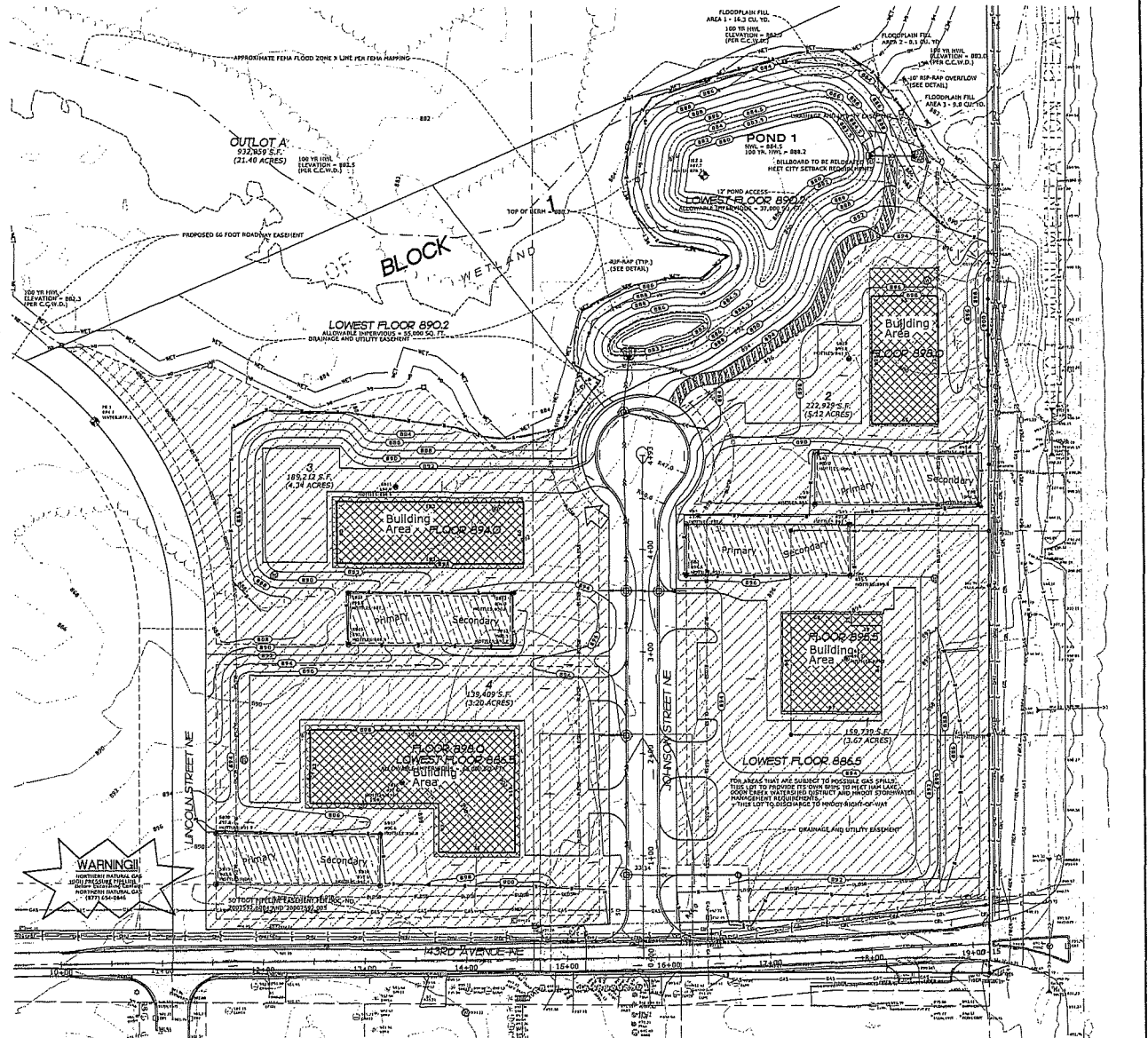
## NOTES

- BEARINGS SHOWN ARE ON ANOKA COUNTY DATUM.
- TOTAL LOT AREAS ARE CALCULATED TO STREET CENTERLINE PER ORDINANCE.
- 3 FOOT CONTOUR INTERVAL (NAVD83)
- CONTOURS SHOWN ARE THE HIGHEST USABLE DISTRIBUTION AND FIELD VERIFICATION
- ALL HATCH POINTS AND PAVEMENT PATCHES TO BE SCALED AT FULL DEPTH
- SEE UTILITY PLANS FOR STORM DRAINAGE, SEWER, AND SIZES
- TRIADWELL SOIL TESTING CONVEYED TO SEPTIC, SOIL BORING, PENETRATION BORING AND PNEUMATIC BY MAHO GEOTECHNICAL SERVICES.
- ALL PIPE SPACING 48" PROVIDED WITH HATCH POINTS
- PROVIDE CLASS B RIMP WITH FILTER FABRIC FOR ALL PIPE OUTLETS. INSTALL 6" OF TOPSOIL ON RIMP IN WETLAND BUFFERS AND 24" WITH 24" HATCH POINTS
- IF DRAINAGE IS REQUIRED, THE CONTRACTOR SHALL APPLY FOR A RIN OUR DRAINAGE PERMIT AND WILL PROVIDE WELL FIELD LOCATIONS, RATES, DISCHARGE LOCATION, SCHEDULE AND QUANTITIES TO COME 7 DAYS PRIOR TO ANY DRAINAGE OPERATIONS.
- CONTRACTORS MUST BE PROVIDED WITH OUR PLATES / FACT SHEETS ON BLANDHORN'S TURTLES.
- DISTURBED SOILS AND STOCKPILES WILL BE TEMPORARILY OR PERMANENTLY STABILIZED WITHIN 24 HOURS AFTER CONSTRUCTION ACTIVITY IN THAT AREA HAS TEMPORARILY OR PERMANENTLY CEASED

## BENCHMARK

MINDOT NAME: 0288 N  
GSID STATION: #563  
ELEVATION: 890.297 (NAVD83)

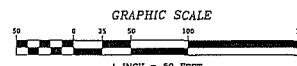
NORTH



**WARNING!!**

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

JASON E. RUD



CHECK BY	DATE	FIELD CHECK/STUT
1	10/18/24	CITY COMMENTS
2	11/27/24	CITY COMMENTS
3	12/28/24	CITY COMMENTS
4	01/31/25	CITY COMMENTS
5	04/02/25	POND / FILL
6	05/29/25	FINAL PLAN

PONDING CALCULATIONS AND STORM SEWER DESIGN BY  
PLOWE ENGINEERING, INC.

**PLOWE ENGINEERING, INC.**  
877E LAKE DRIVE  
SUITE 110  
LINO LAKES, MN 55014

PHONE: (863) 281-8210  
FAX: (863) 281-8701

SITE PLANNING & ENGINEERING

I HEREBY CERTIFY THAT THE STORMWATER MANAGEMENT AND DRAINAGE REPORT FOR THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

*Adam Oriskany*  
ADAM ORISKANY  
DATE: 05.28.2025 LIC. NO. 43960

**E.G. RUD & SONS, INC.**  
Professional Land Surveyors  
6776 Lake Drive NE, Suite 110  
Lino Lakes, MN 55014

~of~ ELWELL COMMERCIAL PARK  
~for~ LINCOLN STREET COMMERCIAL, LLC  
P.O. BOX 9076  
FARGO, ND 58106  
(701) 219-4828

**Minimum Standards**  
All residential lots shall contain at least 20,500 square feet of land which lies above the 100 year flood contour. Of this 20,500 square feet, the following additional requirements must be present.

A. **1575 AREA.** Each lot must contain at least 7,500 square feet of contiguous area which is reserved for both the 1575's originally constructed and a future 1575. The 1575's need not be contiguous with the existing 1575 area or the Yard Area, but the entire 1575 Area must exist at an elevation at least one foot above Unstable Soils, and must contain Undisturbed Soils or soils which meet the requirements of Rule 7000 of the Minnesota Pollution Control Agency for 1575 construction standards. The 1575 Area may be irregular in shape, provided they do not encroach into areas reserved by easement or otherwise for roadway, drainage or utility purposes, and provided that all of the area can be reasonably used for 1575 construction without the need for variances.

**B. Eligible Building Area.** Each lot shall contain at least 10,000 square feet of contiguous land which lies at an elevation at least four feet above Unstable Soil. The Eligible Building Area may not be irregular in shape, and should be generally rectangular or oval, with no peninsulas, narrow necks or peninsula. Eligible Building Area may not encroach into any areas reserved by easement otherwise for roadway, drainage or utility purposes. Fill may be used to create Eligible Building Area.

C. Yard Area Each lot shall contain at least 12,000 contiguous square feet which:

- g) Lies above the 100 year flood contour, and  
h) Lies at least one foot above tides unsuitable for the intended use of the Yard area, and
- ii) Is contiguous to the Eligible Building Area for a distance of at least fifty percent of the linear perimeter of the Eligible Building Area.
- Yard Areas may encroach into the dedicated easement area which lies at a distance of ten feet from the easement boundary and may be used for purposes not reserved by easement or otherwise for other public utility purposes, but they will not encroach into any other area reserved by dedication or otherwise for road or drainage purposes, nor may they encroach into the easement area reserved for the purpose of protecting adjacent lands from tidal wetlands. Yard Areas may be irregular in shape except within thirty feet of the locations where the Yard Area is contiguous to the Eligible Building Area, at which point they must conform to the minimum width requirements set forth in Section 6.07. Rectangular or oval shaped areas of the Eligible Building Area, if able to be used to create

3. **Building Pad Areas** The entire Building Pad must lie within the Eligible Building Area, and shall meet the separation requirements for the Eligible Building Area.


### E. Low Floor Elevations

- d) For walkout designs, the low floor elevation shall be at least two feet above the 100 year flood contour, but, notwithstanding the 100 year flood contour, not less than one foot above unsuitable soils, as determined by the City's engineer.
- e) For other designs, the low floor elevation shall be at least two feet above the 100 year flood contour, but, notwithstanding the 100 year flood contour, not less than one foot above unsuitable soils, as determined by the City's engineer.

Lot	Block	Total Lot Area (sq. ft.)	Yard Area (sq. ft.)	Septic Area (sq. ft.)	Building Pad Area (sq. ft.)	Proposed Building Pad 4' Above Unusable (sq. ft.)	Proposed Low Floor Elev.	Proposed Low Opening	Lowest Floor Elevation	Highest Anticipated Groundwater Elevation	Low Floor Determining Factor	Soiling #			Building Type	Cost Gr.
												Soiling #	Soiling #	Soiling #		
1	1	159,738	86,455	6,117	10,000	18,000	885.5	885.5	885.9	883.5	Anticipated Groundwater	1	883.2	889.2	SLAB	N
												2	887.8	889.8		
												3	897.0	892.8		
												4	895.6	889.8		
												5	887.8	895.5		
2	1	222,828	48,055	8,117	18,455	16,455	898.0	898.0	895.2	883.0	POND 1 HW	6	858.4	885.4	SLAB	N
												7	850.3	NONE		
												8	884.3	890.1		
												9	895.0	891.0		
												10	892.8	893.5		
												11	887.7	878.7 (W)		
3	1	189,212	63,199	8,117	13,187	12,187	894.0	894.0	890.2	883.5	POND 1 HW	12	886.0	886.0	SLAB	N
												13	890.5	897.8		
												14	885.5	881.5		
												15	881.1	885.0		
												16	884.1	877.1 (W)		
4	1	139,400	77,114	8,117	21,250	21,250	898.0	898.0	885.5	883.5	Anticipated Groundwater	17	887.0	884.1	SLAB	N
												18	896.0	892.8		
												19	897.0	893.4		
												20	895.5	NONE		
												21	887.0	891.8		
CHINA A		832,059										22	885.1	881.0 (W)		N

NOTES: (V) INDICATES STATIC GROUNDWATER ELEVATION

FOUNDING CALCULATIONS  
AND STORM SEWER DESIGN BY  
PLOWE ENGINEERING, INC.



**PLOWE**  
ENGINEERING, INC.  
8772 LAKE DRIVE  
SUITE 110  
LINCOLN LAKE, MN 55014

**SITE PLANNING  
& ENGINEERING**

PHONE: (851) 351-9210  
FAX: (851) 351-0701

I HEREBY CERTIFY THAT THE STORMWATER  
MANAGEMENT AND DRAINAGE REPORT FOR THIS  
PLAN WAS PREPARED BY ME OR UNDER MY DIRECT  
SUPERVISION AND THAT I AM A LICENSED  
PROFESSIONAL ENGINEER UNDER THE LAWS OF  
THE STATE OF MINNESOTA.

*Adam Orinkel*

ADAM ORINKEL

DATE: 05/28/2025      UCL NO. 43963

 **E. G. RUD & SONS, INC.**  
Professional Land Surveyors  
6776 Lake Drive NE, Suite 110  
Long Lakes, MN 55014  
www.egrud.com

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

DRAWN BY: HMD		JOB NO: 23.064PP		DATE: 09/10/24	
CHECK BY: JER		FIELD CREW DT/CT			
1	10/10/24	CITY / WATERSHED COMMENTS			HMD
2	11/27/24	CITY COMMENTS			HMD
3	12/26/24	CITY COMMENTS			HMD
4	04/29/25	POND / 147MD			HMD
5	05/29/25	FINAL PLAT			HMD

# ELWELL COMMERCIAL PARK

CITY OF HAM LAKE  
 COUNTY OF ANOKA  
 SEC. 29, T32N, R23W

KNOW ALL PERSONS BY THESE PRESENTS: That Lincoln Street Commercial, LLC, A North Dakota limited liability company, fee owner of the following described property:

**Parcel 1:**

All that part of the Southeast Quarter of the Northwest Quarter and the Northeast Quarter of the Southwest Quarter of Section 29, Township 32, Range 23, lying south of Coon Creek, according to the United States Government Survey thereof, Anoka County, Minnesota,

**EXCEPT:**

That part of the Northeast Quarter of the Southwest Quarter of Section 29, Township 32, Range 23, Anoka County, Minnesota described as follows:

Commencing at a point on the South line of said Northeast Quarter of the Southwest Quarter distance 288 feet West from the Southeast corner of said Northeast Quarter of the Southwest Quarter; thence North at right angles to said South line a distance of 233 feet to actual point of beginning of the tract of land to be hereby described; thence continue North along last course a distance of 200 feet; thence East and parallel with the South line of said Northeast Quarter of the Southwest Quarter to the East line of said Northeast Quarter of the Southwest Quarter, thence South along said East line a distance of 200 feet, more or less, to its intersection with a line drawn parallel with the South line of said Northeast Quarter of the Southwest Quarter from the actual point of beginning; thence west along said parallel line to the actual point of beginning. Except that part thereof taken for State Trunk Highway No. 65.

AND EXCEPT, That part of the Northeast Quarter of the Southwest Quarter of Section 29, Township 32, Range 23, Anoka County, Minnesota, described as follows:

Commencing at a point on the South line of said Northeast Quarter of the Southwest Quarter distant 386 feet west from the Southeast corner of said Northeast Quarter of the Southwest Quarter; thence West along said South line a distance of 150 feet; thence North at right angles to said South line a distance of 233 feet; thence East at right angles to last course a distance of 150 feet; thence South at right angles to last course a distance of 233 feet to the point of commencement. Subject to an easement for road purposes over the South 33 feet thereof. Subject to an easement for telephone purposes over the West 10 feet thereof. According to the map or plat thereof on file and of record in the office of the Register of Deeds in and for Anoka County, Minnesota, together with any part or portion of any street or alley lying adjacent thereto heretofore vacated or to be vacated.

AND

**Parcel 2:**

That part of the Northeast Quarter of the Southwest Quarter of Section 29, Township 32, Range 23, Anoka County, Minnesota, described as follows:

Commencing at a point on the South line of said Northeast Quarter of the Southwest Quarter distant 386 feet west from the Southeast corner of said Northeast Quarter of the Southwest Quarter; thence West along said South line a distance of 150 feet; thence North at right angles to said South line a distance of 233 feet; thence East at right angles to last course a distance of 150 feet; thence South at right angles to last course a distance of 233 feet to the point of commencement. Subject to an easement for road purposes over the South 33 feet thereof. Subject to an easement for telephone purposes over the West 10 feet, thereof.

AND

**Parcel 3:**

That part of the Northeast Quarter of the Southwest Quarter of Section 29, Township 32, Range 23, Anoka County, Minnesota, described as follows:

Commencing at a point on the South line of said Northeast Quarter of the Southwest Quarter a distance of 288 feet west from the southeast corner of said Northeast Quarter of the Southwest Quarter; thence North at right angles to said south line a distance of 233 feet to the actual point of beginning of the tract of land to be hereby described; thence continue north along last course a distance of 200 feet; thence east parallel with the south line of said Northeast Quarter of the Southwest Quarter to the east line of said Northeast Quarter of the Southwest Quarter; thence south along said east line a distance of 200 feet, more or less, to its intersection with a line drawn parallel with the south line of said Northeast Quarter of the Southwest Quarter from the actual point of beginning; thence west along said parallel line to the actual point of beginning.

Except that part thereof taken for State Trunk Highway No. 65.

Has caused the same to be surveyed and platted as ELWELL COMMERCIAL PARK and does hereby dedicate to the public for public use the public ways and the drainage and utility easements as shown on this plat.

In witness whereof said Lincoln Street Commercial, LLC, A North Dakota limited liability company, has caused these presents to be signed by its proper officer this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

STATE OF \_\_\_\_\_  
 COUNTY OF \_\_\_\_\_

This instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ by \_\_\_\_\_

\_\_\_\_\_  
 (Signature)  
 \_\_\_\_\_  
 (Print Name)  
 Notary Public, \_\_\_\_\_ County, \_\_\_\_\_  
 My Commission Expires \_\_\_\_\_

I Jason E. Rud do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Jason E. Rud, Licensed Land Surveyor  
 Minnesota License No. 41578

STATE OF MINNESOTA  
 COUNTY OF \_\_\_\_\_

This instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ by Jason E. Rud.

\_\_\_\_\_  
 (Signature)  
 \_\_\_\_\_  
 (Print Name)  
 Notary Public, \_\_\_\_\_ County, Minnesota  
 My Commission Expires \_\_\_\_\_

**CITY COUNCIL, CITY OF HAM LAKE, MINNESOTA**

This plat of ELWELL COMMERCIAL PARK was approved and accepted by the City Council of the City of Ham Lake, Minnesota at a regular meeting thereof held this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

City Council, City of Ham Lake, Minnesota

By \_\_\_\_\_ Mayor

By \_\_\_\_\_ Clerk

**COUNTY SURVEYOR**

I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

David M. Ziegler  
 Anoka County Surveyor

**COUNTY AUDITOR/TREASURER**

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20\_\_ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Property Tax Administrator

By \_\_\_\_\_ Deputy

COUNTY RECORDER/REGISTRAR OF TITLES  
 COUNTY OF ANOKA, STATE OF MINNESOTA

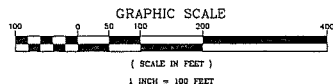
I hereby certify that this plat of ELWELL COMMERCIAL PARK was filed in the office of the County Recorder/Registrar of Titles for public record on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_, at \_\_\_\_\_ o'clock \_\_\_\_\_ M., and was duly recorded as Document Number \_\_\_\_\_.

County Recorder/Registrar of Titles

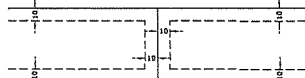
By \_\_\_\_\_ Deputy

LAST SAVED BY: CBA5SETT on Wednesday, June 31, 2025 at 11:05:14 AM  
LOCATION: S:\RVD\CAD\23PROJ\23006.dwg;FINAL PLAT  
FILENAME: 23006.dwg;FINAL\_e.l.t.dwg  
LSEIZE: 2,121B

## NORTH



DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



BEING 10 FEET IN WIDTH ADJOINING RIGHT OF WAY LINES AND 10 FEET IN WIDTH ADJOINING LOT LINES UNLESS OTHERWISE SHOWN.

- ◆ DENOTES ANOKA COUNTY CAST IRON MONUMENT
- DENOTES 1/2 INCH BY 14 INCH IRON MONUMENT SET AND MARKED RLS NO. 41578.
- DENOTES 1/2 INCH IRON PIPE FOUND, MARKED RLS NO. 41578, UNLESS OTHERWISE NOTED.

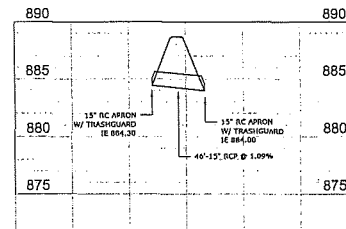
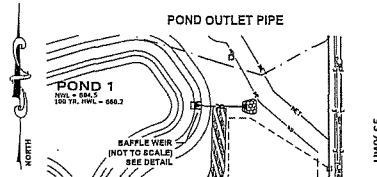
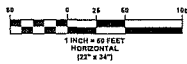
DENOTES WETLAND AS  
DELINEATED BY KOOLHAUG  
ENVIRONMENTAL IN JULY, 2021

DENOTES RESTRICTED ACCESS CONTROL PER  
MINNESOTA DEPARTMENT OF TRANSPORTATION

FOR THE PURPOSE OF THIS PLAT THE SOUTH LINE OF THE  
NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF  
SECTION 29, TOWNSHIP 32, RANGE 23 IS ASSUMED TO  
BEAR 89 NORTH DEGREES 51 MINUTES 06 SECONDS WEST



STORM SEWER STRUCTURE SCHEDULE			
STR.	SIZE	CASTING	DETAIL
102	60" DIA.	NEENAH R-3246-C	HL-465A2
104	48" DIA.	NEENAH R-3246-C	HL-465A1
106	48" DIA.	NEENAH R-3246-C	HL-458C
107	48" DIA.	NEENAH R-3246-C	HL-465A1
109	48" DIA.	NEENAH R-3246-C	HL-465A1
110	48" DIA.	NEENAH R-2577	HL-465C2



### GENERAL NOTES

1. THE INFORMATION SHOWN ON THESE DRAWINGS CONCERNING TYPE AND LOCATION OF EXISTING UTILITIES IS NOT GUARANTEED TO BE ACCURATE OR ALL INCLUSIVE. THE CONTRACTOR IS RESPONSIBLE FOR MAKING HIS OWN DETERMINATION AS TO TYPE AND LOCATION OF UTILITIES AS NECESSARY TO AVOID DAMAGE TO THESE UTILITIES.
2. CALL "X" FOR EXISTING UTILITIES LOCATIONS PRIOR TO ANY EXCAVATIONS.
3. THE CONTRACTOR SHALL FIELD VERIFY SIZE, ELEVATION, AND LOCATION OF EXISTING UTILITIES AND NOTIFY ENGINEER OF ANY DISCREPANCIES PRIOR TO THE START OF INSTALLATIONS.
4. INSTALLATIONS SHALL CONFORM TO THE CITY STANDARD SPECIFICATIONS AND DETAIL PLATES.
5. STORAGE OF MATERIAL OR EQUIPMENT SHALL NOT BE ALLOWED ON PUBLIC STREETS OR WITHIN PUBLIC RIGHT-OF-WAY.
6. NOTIFY CITY AND COOK CREEK WATERSHED DISTRICT (CCWD) A MINIMUM OF 48 HOURS PRIOR TO THE COMMENCEMENT OF CONSTRUCTION.
7. ALL ELECTRIC, TELEPHONE, AND GAS EXTENSIONS INCLUDING SERVICE LINES SHALL BE CONSTRUCTED TO THE APPROPRIATE UTILITY COMPANY SPECIFICATIONS. ALL UTILITY DISCONNECTIONS SHALL BE COORDINATED WITH THE APPROPRIATE UTILITY COMPANY.

### STORM SEWER NOTES

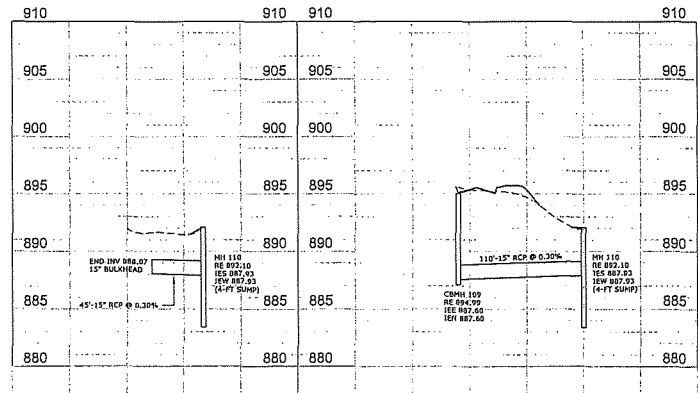
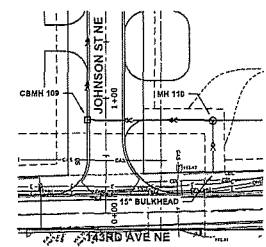
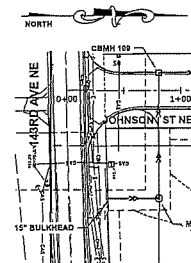
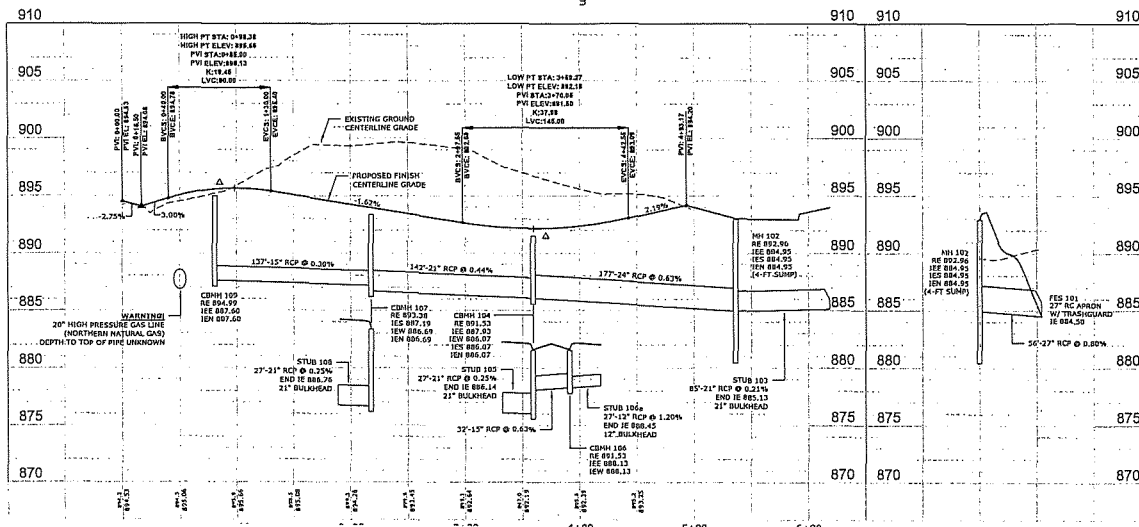
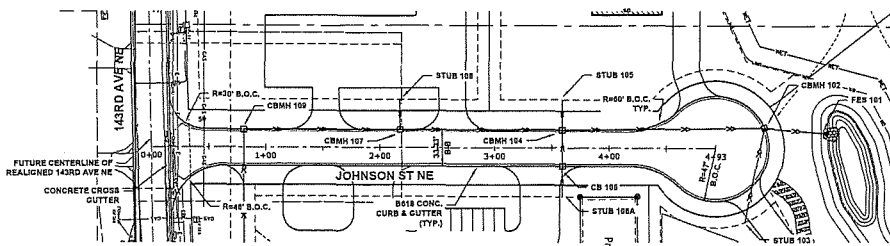
1. FIELD VERIFY SIZE, ELEVATION, AND LOCATION OF EXISTING STORM SEWER AND NOTIFY ENGINEER OF ANY DISCREPANCIES PRIOR TO ANY INSTALLATIONS.
2. STORM SEWER SHALL BE:
  - (a) REINFORCED CONCRETE PIPE (RCP) ANSI CTS WITH R4 GASKETS.
  - (b) HDPE PIPE SHALL MEET THE REQUIREMENTS OF AASHTO M294, TYPE S WITH WATER TIGHT CONNECTIONS. USE SAND/GRANULAR MATERIAL FOR BACKFILLING AND COMPACTION OF AROUND PIPE IN ACCORDANCE WITH THE REQUIREMENTS OF ASTM 2321.
3. DO NOT BACKFILL CATCH BASINS UNTIL FABRIC WRAP IS INSPECTED BY CITY.
4. TRASH GUARDS ARE REQUIRED FOR ALL FLARED-END SECTIONS LESS THAN 48" IN DIAMETER.
5. PROVIDE CLASS III RIP-RAP W/ FILTER FABRIC AT ALL PIPE OUTLETS.
6. THE LAST THREE SECTIONS OF CONCRETE PIPE, INCLUDING APRON, FOR CONCRETE PIPES LESS THAN 48" IN DIAMETER.
7. STORM SEWER LENGTHS INCLUDE THE LAYING LENGTH OF THE FLARED-END SECTION, LAYING LENGTH OF FLARED-END SECTION TO BE DEDUCTED FROM PAYMENT LENGTH OF PIPE.
8. ARCH PIPE JOINTS MUST BE WRAPPED WITH FABRIC OR OTHER PROTECTION TO PREVENT SEDIMENT FROM ENTERING PIPE.

### CURB & BITUMINOUS NOTES

1. REMOVAL AND DISPOSAL OF EXISTING STREET MATERIALS AS REQUIRED FOR CONSTRUCTION IS CONSIDERED INCIDENTAL.
2. ALL MATCH POINTS AND PAVEMENT PATCHES TO BE SAW-CUT AT FULL DEPTH.
3. RESTORE DISTURBED STREET TO EXISTING OR BETTER SECTION.
4. BACKFILLING OF CURB IS INCIDENTAL TO CURB INSTALLATION.

### LEGEND

- EXISTING STORM SEWER
- EXISTING STORM MANHOLE
- EXISTING CATCH BASIN
- EXISTING FLARED-END SECTION
- EXISTING DELINEATED WETLAND EDGE
- WETLAND BUFFER
- WETLAND BUFFER SIGNAGE
- EXISTING WELL
- EXISTING TELEPHONE BOX
- EXISTING TELEPHONE POLE
- EXISTING SIGN
- EXISTING HALOBOX
- EXISTING UTILITY POLE
- EXISTING STREET LIGHT
- EXISTING 30" HIGH PRESSURE GAS LINE
- EXISTING UNDERGROUND ELECTRIC
- EXISTING OVERHEAD WIRE
- PROPOSED STORM SEWER PIPE
- PROPOSED STORM MANHOLE
- PROPOSED CATCH BASIN
- PROPOSED FLARED-END SECTION
- PROPOSED RIP-RAP
- PROPOSED SPOT ELEVATION (GUTTER/EDGE)



**PLOWE**  
ENGINEERING, INC.  
11111 111TH AVE NE  
SUITE 100  
SHALIMA, WA 98148  
PHONE (425) 341-1810  
FAX (425) 341-1811



PROJECT NO. 22-0002  
DATE 08/11/2023  
DRAWN BY: AD  
CHECKED BY: JG  
IN CHARGE: JG

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I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer in the State of Washington.  
Date 08/11/2023 License No. 54963  
JG

**ELWELL COMMERCIAL PARK**  
HARRIS LANE, WA  
**PLAN / PROFILE - JOHNSON ST NE**  
PREPARED FOR: LINCOLN STREET COMMERCIAL, LLC

[illegible]

## STORM SEWER NOTES

1. FIELD VIBRATORY SIZE, ELEVATION, AND LOCATION OF EXISTING STORM SEWER AND VIBRATORY ENLARGER OF ANY DISCHARGES/STORM SEWER SHALL BE:
- A. IF EXISTING EXPOSED CONCRETE PIPE (C/P) AND C/P WITH R-4 INSULATION SHALL BE REPAIRED OR REPLACED WITH R-4 INSULATION. IF R-4 INSULATION IS DAMAGED, IT SHALL BE REPAIRED OR REPLACED WITH R-4 INSULATION.
- B. IF R-4 INSULATION IS DAMAGED, IT SHALL BE REPAIRED OR REPLACED WITH R-4 INSULATION.
- C. IF R-4 INSULATION IS DAMAGED, IT SHALL BE REPAIRED OR REPLACED WITH R-4 INSULATION.
- D. IF R-4 INSULATION IS DAMAGED, IT SHALL BE REPAIRED OR REPLACED WITH R-4 INSULATION.
- E. IF R-4 INSULATION IS DAMAGED, IT SHALL BE REPAIRED OR REPLACED WITH R-4 INSULATION.
- F. IF R-4 INSULATION IS DAMAGED, IT SHALL BE REPAIRED OR REPLACED WITH R-4 INSULATION.
- G. IF R-4 INSULATION IS DAMAGED, IT SHALL BE REPAIRED OR REPLACED WITH R-4 INSULATION.
- H. IF R-4 INSULATION IS DAMAGED, IT SHALL BE REPAIRED OR REPLACED WITH R-4 INSULATION.
- I. IF R-4 INSULATION IS DAMAGED, IT SHALL BE REPAIRED OR REPLACED WITH R-4 INSULATION.
- J. IF R-4 INSULATION IS DAMAGED, IT SHALL BE REPAIRED OR REPLACED WITH R-4 INSULATION.
- K. IF R-4 INSULATION IS DAMAGED, IT SHALL BE REPAIRED OR REPLACED WITH R-4 INSULATION.
- L. IF R-4 INSULATION IS DAMAGED, IT SHALL BE REPAIRED OR REPLACED WITH R-4 INSULATION.
- M. IF R-4 INSULATION IS DAMAGED, IT SHALL BE REPAIRED OR REPLACED WITH R-4 INSULATION.
- N. IF R-4 INSULATION IS DAMAGED, IT SHALL BE REPAIRED OR REPLACED WITH R-4 INSULATION.
- O. IF R-4 INSULATION IS DAMAGED, IT SHALL BE REPAIRED OR REPLACED WITH R-4 INSULATION.
- P. IF R-4 INSULATION IS DAMAGED, IT SHALL BE REPAIRED OR REPLACED WITH R-4 INSULATION.
- Q. IF R-4 INSULATION IS DAMAGED, IT SHALL BE REPAIRED OR REPLACED WITH R-4 INSULATION.
- R. IF R-4 INSULATION IS DAMAGED, IT SHALL BE REPAIRED OR REPLACED WITH R-4 INSULATION.
- S. IF R-4 INSULATION IS DAMAGED, IT SHALL BE REPAIRED OR REPLACED WITH R-4 INSULATION.
- T. IF R-4 INSULATION IS DAMAGED, IT SHALL BE REPAIRED OR REPLACED WITH R-4 INSULATION.
- U. IF R-4 INSULATION IS DAMAGED, IT SHALL BE REPAIRED OR REPLACED WITH R-4 INSULATION.
- V. IF R-4 INSULATION IS DAMAGED, IT SHALL BE REPAIRED OR REPLACED WITH R-4 INSULATION.
- W. IF R-4 INSULATION IS DAMAGED, IT SHALL BE REPAIRED OR REPLACED WITH R-4 INSULATION.
- X. IF R-4 INSULATION IS DAMAGED, IT SHALL BE REPAIRED OR REPLACED WITH R-4 INSULATION.
- Y. IF R-4 INSULATION IS DAMAGED, IT SHALL BE REPAIRED OR REPLACED WITH R-4 INSULATION.
- Z. IF R-4 INSULATION IS DAMAGED, IT SHALL BE REPAIRED OR REPLACED WITH R-4 INSULATION.





### SOIL AMENDMENT AREAS (DISTURBED AREAS ONLY)

1. APPLY A 2" LAYER OF COMPOST TO SOIL AREAS.  
1.1. NOTE: RETAIN RECORDS & RECEIPTS FOR COMPOST DELIVERED TO SITE FOR RCWD INSPECTIONS.
2. ROTOTILL COMPOST INTO SOIL TO A MIN. DEPTH OF 8" BY USING A PRIMARY TILLING OPERATION SUCH AS A CHISEL FLOW, RIPPER OR SUBSOILER.

### GENERAL NOTES

1. THE INFORMATION SHOWN ON THESE DRAWINGS CONCERNING TYPE AND LOCATION OF EXISTING UTILITIES IS NOT GUARANTEED TO BE ACCURATE OR ALL INCLUSIVE. THE CONTRACTOR IS RESPONSIBLE FOR LOCATING HIS OWN DETERMINATION AS TO TYPE AND LOCATION OF UTILITIES AS NECESSARY TO AVOID DAMAGE TO THESE UTILITIES.
2. CALL "811" FOR EXISTING UTILITIES LOCATIONS PRIOR TO ANY EXCAVATIONS.
3. THE CONTRACTOR SHALL FIELD VERIFY SIZE, ELEVATION, AND LOCATION OF EXISTING UTILITIES AND NOTIFY ENGINEER OF ANY DISCREPANCIES PRIOR TO THE START OF INSTALLATIONS.
4. INSTALLATIONS SHALL CONFORM TO THE CITY STANDARD SPECIFICATIONS AND DETAIL PLATES.
5. STORAGE OF MATERIALS OR EQUIPMENT SHALL NOT BE ALLOWED ON PUBLIC STREETS OR WITHIN PUBLIC RIGHT-OF-WAY.
6. NOTIFY CITY AND COON CREEK WATERSHED DISTRICT (CCWD) A MINIMUM OF 48 HOURS PRIOR TO THE COMMENCEMENT OF CONSTRUCTION.
7. ALL ELECTRIC, TELEPHONE, AND GAS EXTENSIONS INCLUDING SERVICE LINES SHALL BE CONSTRUCTED TO THE APPROPRIATE UTILITY COMPANY SPECIFICATIONS. ALL UTILITY DISCONNECTIONS SHALL BE COORDINATED WITH THE APPROPRIATE UTILITY COMPANY.

### STORM SEWER NOTES

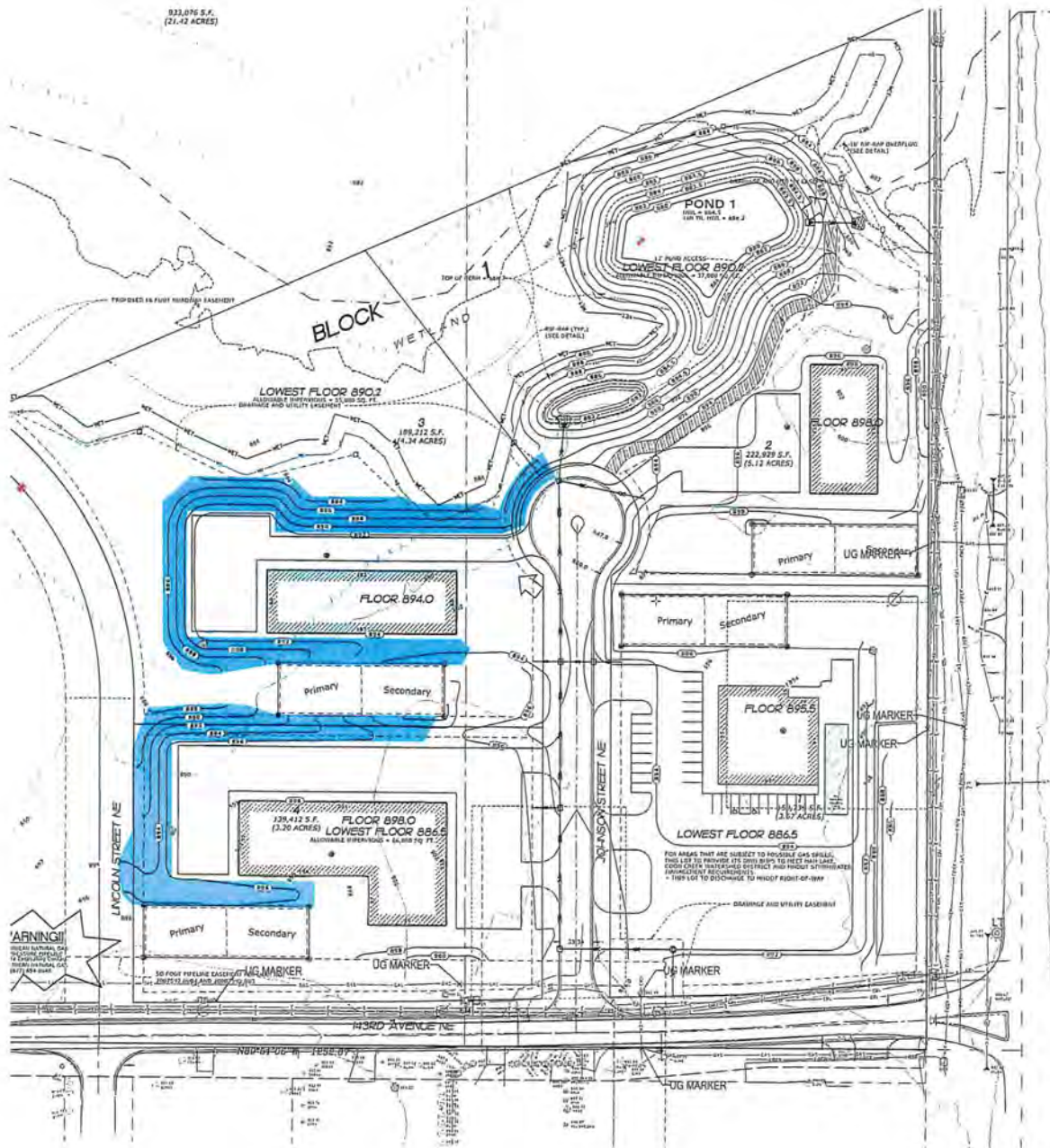
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2. STORM SEWER SHALL BE:  
(A) REINFORCED CONCRETE PIPE (RCP) AND 275 WITH R-4 GASKETS.  
(B) PIPE SHALL MEET THE REQUIREMENTS OF AASHTO M294, TYPE S WITH WATER-TIGHT CONNECTIONS. USE SUDGENSULAR AR MATERIAL FOR BACKFILLING AND COMPACTION OF NON-PIPE PIPE IN ACCORDANCE WITH THE REQUIREMENTS OF ASTM D2321.
3. DO NOT BACKFILL CATCH BASINS UNITS, FACING WRAP IS SPECIFIED BY CITY.
4. TIE-IN GUARDS ARE REQUIRED FOR ALL FLARED-END SECTIONS LESS THAN 48" IN DIAMETER.
5. PROVIDE CLASS II OR BAPI FILTER FABRIC AT ALL PIPE OUTLETS.
6. THE LAST THREE SECTIONS OF CONCRETE PIPE, INCLUDING APPROX. FOR CONCRETE PIPES LESS THAN 48" IN DIAMETER.
7. STORM SEWER LENGTHS INCLUDE THE LAYING LENGTH OF THE FLARED-END SECTION. LAYING LENGTH OF FLARED-END SECTION TO BE DEDUCTED FROM PAYMENT LENGTH OF PIPE.
8. JACOBI PIPE JOINTS MUST BE WRAPPED WITH FACING OR OTHER PROTECTION TO PREVENT SEGMENT FROM ENTERING OTHER

### CURB & BITUMINOUS NOTES

1. REMOVAL AND DISPOSAL OF EXISTING STREET MATERIALS AS REQUIRED FOR CONSTRUCTION IS CONSIDERED INCIDENTAL.
2. ALL MATCH POINTS AND PAVEMENT PATCHES TO BE SAW-CUT AT FULL DEPTH.
3. RESTORE DISTURBED STREET TO EXISTING OR BETTER SECTION.
4. BACKFILLING OF CURB IS INCIDENTAL TO CURB INSTALLATION.

### LEGEND

	EXISTING STORM SEWER
	EXISTING STORM MANHOLE
	EXISTING CATCH BASIN
	EXISTING FLARED-END SECTION
	EXISTING CULMINATED WETLAND EDGE
	WETLAND BUFFER
	WETLAND BUFFER SIGNAGE
	EXISTING WELL
	EXISTING TELEPHONE BOX
	EXISTING TELEPHONE POLE
	EXISTING SIGN
	EXISTING MANHOLE
	EXISTING UTILITY POLE
	EXISTING STREET LIGHT
	EXISTING 30" HIGH PRESSURE GAS LINE
	EXISTING UNDERGROUND ELECTRIC
	EXISTING OVERHEAD ELECTRIC
	PROPOSED STORM SEWER PIPE
	PROPOSED STORM MANHOLE
	PROPOSED CATCH BASIN
	PROPOSED FLARED-END SECTION
	PROPOSED RCP-JAC
	PROPOSED SPOT CHECK/SPOT (EUTERLUS)



**PLOWE**  
ENGINEERING, INC.  
1000 N. 10TH AVE.  
SUITE 100  
MINNEAPOLIS, MN 55412  
PHONE: (612) 344-4477  
FAX: (612) 344-4477



PROJECT NO. 22-0001  
SHEET NO. 13  
DATE: 08/24/2023

NO.	DATE	DESCRIPTION
1	08/24/2023	SHEET ADDED TO PLAN SET
2	08/24/2023	REVISED CONDUITS
3	08/24/2023	REVISED CONDUITS
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PLANNED BY: [Signature]  
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CHECKED BY: [Signature]  
DATE: 08/24/2023  
PROJECT NO. 22-0001  
SHEET NO. 13  
DATE: 08/24/2023

**ELWELL COMMERCIAL PARK**  
HAM LAKE, MN  
**SOIL AMENDMENT PLAN**  
PREPARED FOR: LINCOLN STREET COMMERCIAL, LLC

## ELWELL COMMERCIAL PARK

### DETAILS

SECTION	DATE	BY	CHECKED	DATE	BY
1	11/27/11	SPC	CH	11/27/11	SPC
2					
3					
4					
5					
6					
7					
8					

**PLOWE ENGINEERING INC.**  
 1875 ADE DRIVE  
 SUITE 100  
 LENOIR, NC 28755  
 PHONE: (435) 344-1212  
 FAX: (435) 344-1213

**NOTES:** 1. SEE ALL NOTES ON PLANS AND SPECIFICATIONS FOR THIS PROJECT.

2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.

3. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.

4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.

5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.

6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.

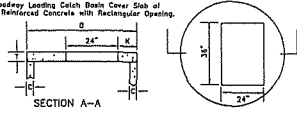
7. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.

8. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.

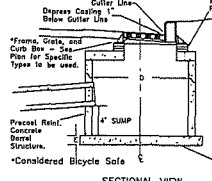
\_\_\_\_\_  
 PROJECT MANAGER

\_\_\_\_\_  
 PROJECT MANAGER

NOTE:  
H220 Roadway Loading Catch Basin Cover Slab at  
Precast Reinforced Concrete with Rectangular Opening.



Notes:  
1. Slope needed for structure height greater than 4'.  
2. Cover Slab to Rest on Bed of Mortar on Full Thickness of Structure Walls, not to Rest on Pipe Tongues or Grooves.  
3. Location of Structure in Shows in Plans.  
4. See Plan for Size and Grade Type.



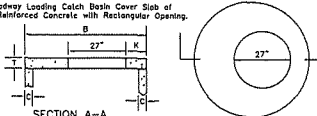
STRUCTURE REQUIREMENTS

D	B	C	E	T	K
48"	30"	8"	8"	8"	14"
54"	35"	8"	8"	8"	14"
60"	42"	8"	8"	8"	14"
66"	48"	8"	8"	8"	14"
72"	54"	8"	8"	8"	14"
78"	60"	8"	8"	8"	14"
84"	66"	8"	8"	8"	14"
90"	72"	8"	8"	8"	14"
96"	78"	8"	8"	8"	14"
102"	84"	8"	8"	8"	14"

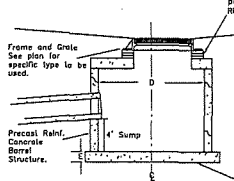
MOOT Spec. ref. 2506, Detail ref. 4011, 4020, 4022

RECTANGULAR INLET  
FOR ROUND MANHOLE HL-465A2  
NOT TO SCALE

NOTE:  
H220 Roadway Loading Catch Basin Cover Slab of  
Precast Reinforced Concrete with Rectangular Opening.



Notes:  
1. Slope needed for structure height greater than 4'.  
2. Cover Slab to Rest on Bed of Mortar on Full Thickness of Structure Walls, not to Rest on Pipe Tongues or Grooves.  
3. Location of Structure as Shown in Plans.

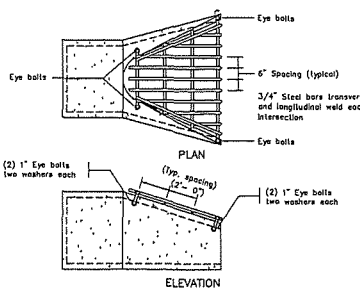


STRUCTURE REQUIREMENTS

D	B	C	E	T	K
48"	30"	8"	8"	8"	6"
54"	35"	8"	8"	8"	6"
60"	42"	8"	8"	8"	7"
66"	48"	8"	8"	8"	7"
72"	54"	8"	8"	8"	8"
78"	60"	8"	8"	8"	8"
84"	66"	8"	8"	8"	9"

MOOT Spec. ref. 2506, Detail ref. 4011, 4020

ROUND MANHOLE HL-465C2  
NOT TO SCALE



Notes:  
1. Trash guard to be galvanized after fabrication.  
2. The size of each trash guard will vary to fit the open size.  
3. All bolts to be non-rusting stainless steel.  
4. Weld all bolts to prevent entry after flood storm sewer flooding.  
5. Round all steel bars such that ends are smooth and free of burrs.

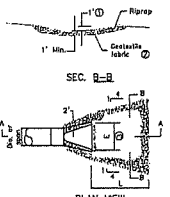
FOR PIPE DIAMETERS 30" AND SMALLER  
RCP TRASH GUARD HL-466B  
NOT TO SCALE

TABLE OF QUANTITIES  
Riprap at RCP Outlets

Class I D <sub>50</sub> = 4"	Class II D <sub>50</sub> = 6"	Class III D <sub>50</sub> = 12"
Depth Riprap (Cu. Yds.)	Depth Riprap (Cu. Yds.)	Depth Riprap (Cu. Yds.)
12	8	3.0
15	8	3.5
18	10	4.3
21	10	4.7
24	12	6.2
27	12	6.8
30	14	9.3
38	16	10.8
42	18	12.5
48	20	14.8

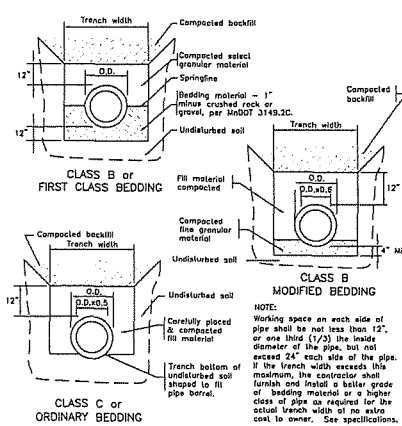
Riprap at RCPA Outlets

Class I D <sub>50</sub> = 4"	Class II D <sub>50</sub> = 6"	Class III D <sub>50</sub> = 12"
Depth Riprap (Cu. Yds.)	Depth Riprap (Cu. Yds.)	Depth Riprap (Cu. Yds.)
22	10	4.1
28	12	5.1
35	14	7.5
43	16	9.3
51	18	11.3
58	20	13.5

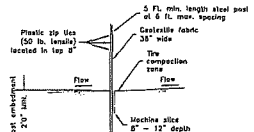


Notes:  
1. For pipes greater than 12" use 12" Class III.  
2. Geotextile fabric, Spec. 3601. The fabric should cover the area of the riprap and extend under the outlet open 3 feet.  
3. Recommendations for riprap size to allow in the plans.

RIPRAP AT RCP OUTLETS HL-480A1  
NOT TO SCALE



PIPE BEDDING EXCEPT PVC PIPE HL-652C  
NOT TO SCALE

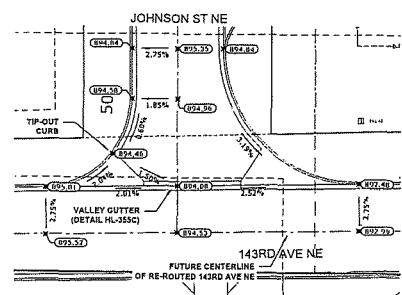


GENERAL SILT FENCE NOTES:  
Refer to MOOT spec. 2573 & 3086  
Silt fence shall be installed along the contour (on a level horizontal plane).  
Curve the end of the silt fence up-gradient so that it contains the muddy water.  
Maximum contributing area shall be one acre.  
No single fencing unit should exceed 330 feet.  
Follow slope grade/length guidelines:

SLOPE GRADE

SLOPE GRADE	MAX. LENGTH
1:1	100 FT.
2:1	150 FT.
3:1	200 FT.
4:1	250 FT.
5:1	300 FT.

SILT FENCE: MACHINE SLICED HL-760A  
NOT TO SCALE



INTERSECTION DETAIL  
SCALE = 1:20



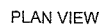
Plow Engineering Inc.  
1430 LANE, SUITE 100  
MINNETONKA, MN 55345  
TEL: 952.891.1111  
FAX: 952.891.1112  
WWW.PLOWENGINEERING.COM

DESIGNED BY: J. L. L. (JLL)  
CHECKED BY: J. L. L. (JLL)  
DATE: 02/28/22

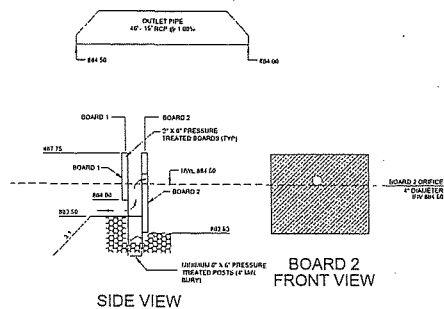
REVISIONS

NO.	DATE	DESCRIPTION
1	02/28/22	ISSUED FOR PERMIT
2	02/28/22	REVISIONS
3	02/28/22	REVISIONS
4	02/28/22	REVISIONS
5	02/28/22	REVISIONS
6	02/28/22	REVISIONS
7	02/28/22	REVISIONS
8	02/28/22	REVISIONS
9	02/28/22	REVISIONS
10	02/28/22	REVISIONS

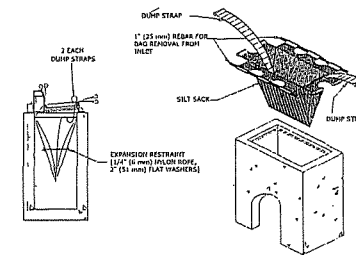
ELWELL COMMERCIAL PARK  
HALL LANE, MN  
DETAILS  
PREPARED FOR: LINCOLN STREET COMMERCIAL, LLC



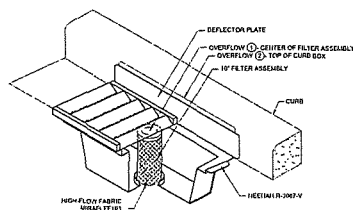
 BASIN OUTLET BAFFLE WEIR  
N.T.S.



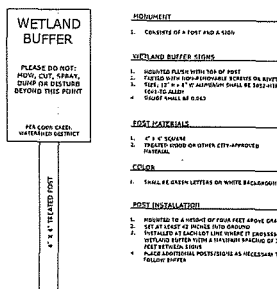
ROCK CONSTRUCTION  
EXIT  
N.T.S.




SILT SACK  
N.T.S.

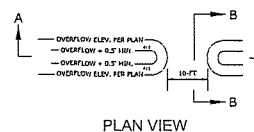


WIMCO INLET PROTECTION  
N.T.S.

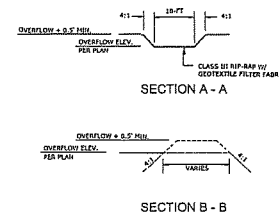


EXAMPLE ONLY - TO BE APPROVED BY CITY OF HAM LAKE  
AND COON CREEK WATERSHED DISTRICT

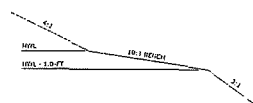
 WETLAND BUFFER SIGNAGE  
N.T.S.



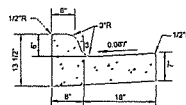
RIP-RAP OVERFLOWS  
N.T.S.



SECTION B - B



TYPICAL POND SECTION  
N.T.S.



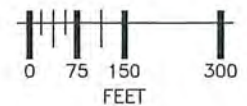
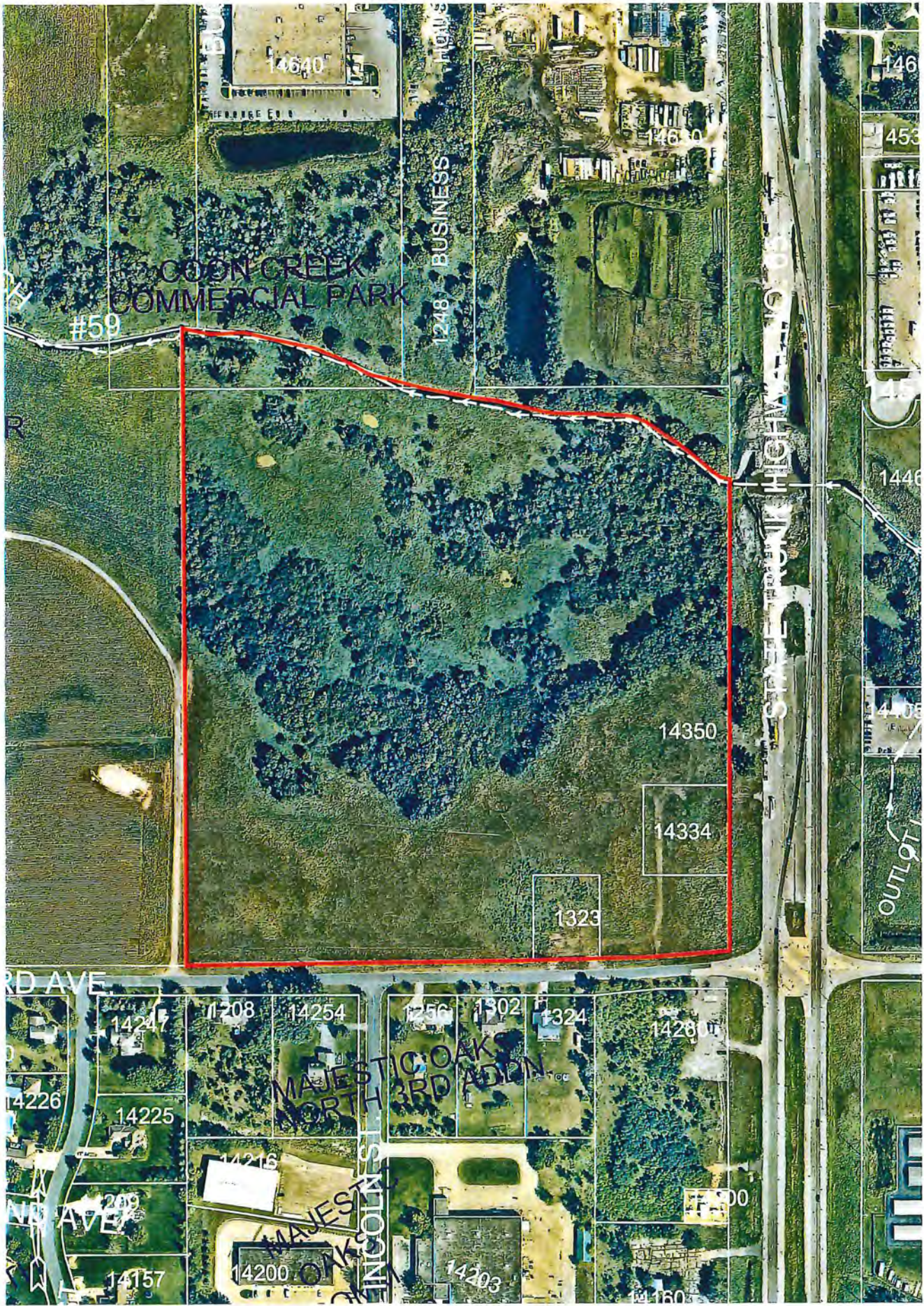
B618 CONCRETE  
CURB & GUTTER  
N.T.S.





100



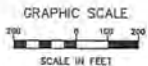
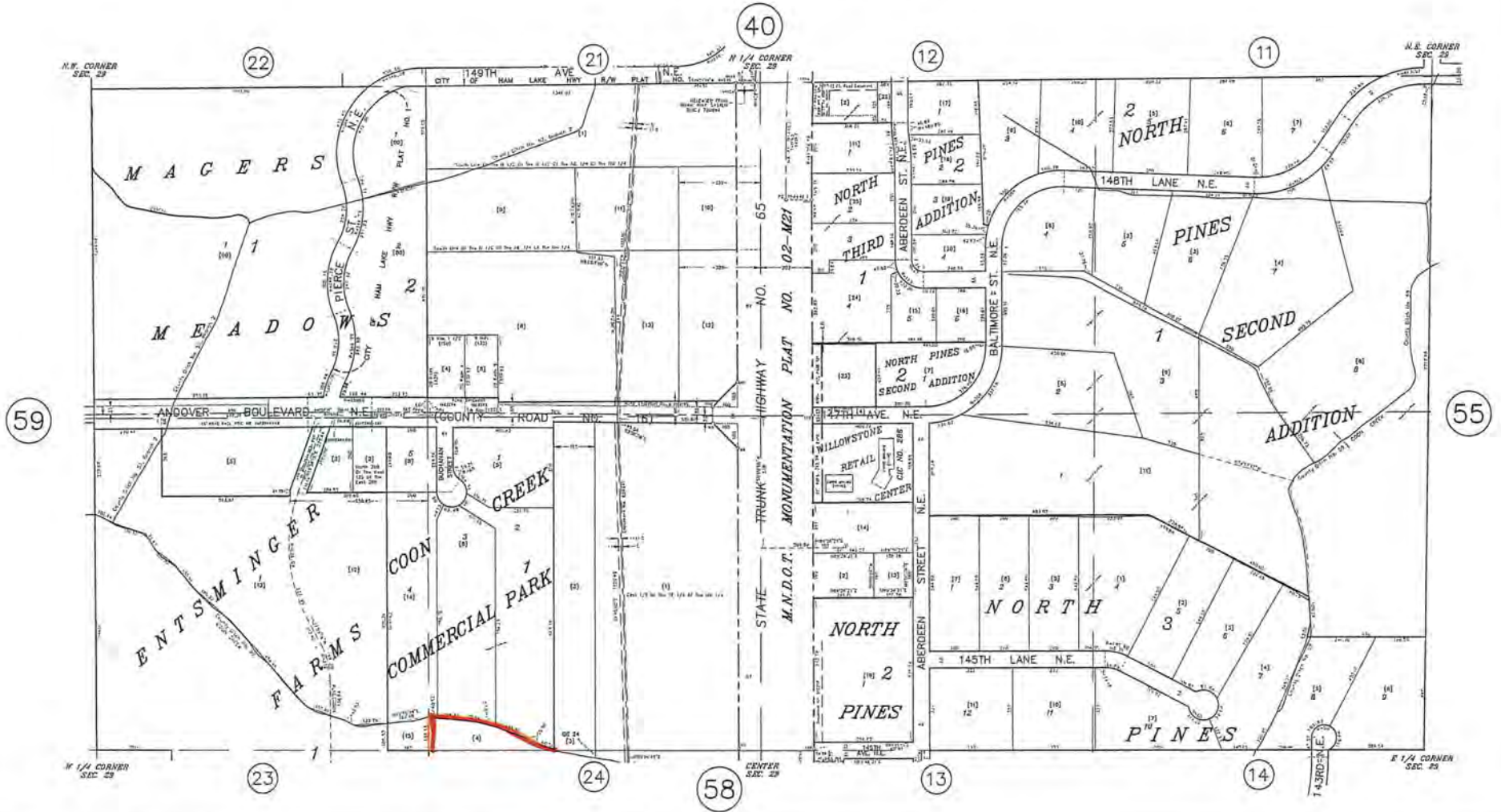






# N 1/2 SECTION 29, T. 32, R. 23

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	

PROPERTY IDENTIFICATION NUMBER

Section	Township	Range	Quarter	Specific
XX	XX	XX	XX	XXXX

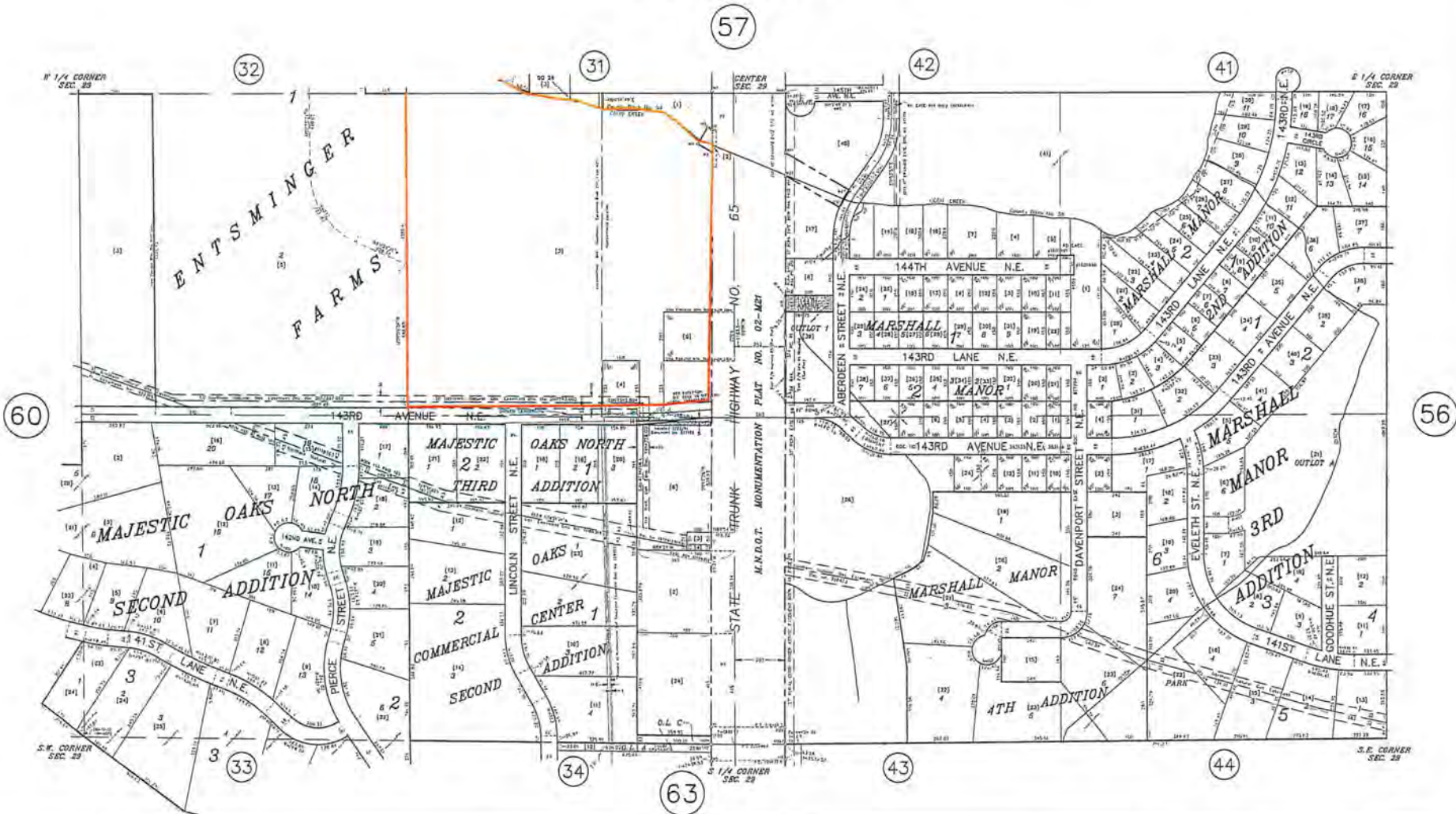
SPECIFIC PARCEL NUMBERS ARE IN BRACKETS: [1]  
EXAMPLE OF PIN NUMBER: 29-32-23-13-0011

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.



# S 1/2 SECTION 29, T. 32, R. 23

CITY OF HAM LAKE



GRAPHIC SCALE  
1" = 100'  
SCALE IN FEET

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

## QUARTER QUARTER INDEX

32	21	12	11
23	24	13	14
32	31	42	41
33	34	43	44

NORTH HALF OF SECTION  
SOUTH HALF OF SECTION

## PROPERTY IDENTIFICATION NUMBER

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

SPECIFIC PARCEL NUMBERS ARE IN BRACKETS: (1)  
EXAMPLE OF PIN NUMBER: 29-32-23-43-0022

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.



# SKETCH AND DESCRIPTION

~for~ LINCOLN STREET COMMERCIAL  
~of~ PIERCE STREET EASEMENT

## ROADWAY EASEMENT DESCRIPTION

A 66 foot wide perpetual easement for drainage and utility purposes over, under and across Lot 2, Block 1, ENTSHINGER FARMS, and Outlot A, ELWELL COMMERCIAL PARK, all in Anoka County, Minnesota. The certificate of said easement is described as follows:

Commencing at the southeast corner of Lot 2, Block 1, ENTSHINGER FARMS; thence North 00 degrees 09 minutes 36 seconds West, on an assumed bearing along the east line of said Lot 2, Block 1, a distance of 583.80; thence North 65 degrees 24 minutes 21 seconds West, a distance of 228.78 feet; thence Northwesterly a distance of 353.86 feet along a tangential curve concave to the northeast, said curve having a radius of 312.00 feet and a central angle of 64 degrees 59 minutes 00 seconds; thence North 00 degrees 35 minutes 21 seconds West, tangent to the last described curve, a distance of 460.05 feet to the north line of said Lot 2, Block 1; thence South 50 degrees 35 minutes 21 seconds East, a distance of 387.95 feet to the point of beginning of the centerline to be described; thence southeasterly a distance of 379.64 feet along a tangential curve concave to the northeast, said curve having a radius of 312.00 feet and a central angle of 69 degrees 43 minutes 00 seconds; thence South 70 degrees 18 minutes 21 seconds East, tangent to the last described curve, a distance of 433.33 feet; thence southerly a distance of 263.65 feet along a tangential curve concave to the southwest, said curve having a radius of 312.00 feet and a central angle of 70 degrees 27 minutes 15 seconds; thence South 00 degrees 08 minutes 54 seconds West, tangent to the last described curve, a distance of 293.40 feet to the south line of said Outlot A and said line three terminating.

The side lines of said easement are prolonged or shortened to terminate on the southerly lot line of said Outlot A.

(NOTE: THE PLAT OF ELWELL COMMERCIAL PARK IS NOT OF RECORD AT THIS TIME)

## NOTES

Bearings shown are on Anoka County datum.

NORTH

## LEGEND

- DENOTES IRON MONUMENT FOUND AS LABELED
- DENOTES IRON MONUMENT SET, MARKED RLS# 41578
- DENOTES SOIL BORING (BY MARK TRADEWELL)
- DENOTES WELL
- DENOTES EXISTING CONTOURS
- DENOTES ADJACENT PARCEL OWNER INFORMATION (PER ANOKA COUNTY TAX INFORMATION)
- DENOTES WET LAND PER DELINEATION BY JACOBSON ENVIRONMENTAL
- DENOTES WET LAND AERIAL MAPPING (NOT DELINEATED)
- DENOTES RIGHT OF ACCESS DEDICATED TO THE COUNTY OF ANOKA
- DENOTES ROADWAY EASEMENT

## BENCHMARK

POINT NAME: 0206 N  
GSID STATION: 4593  
ELEVATION: 690.297 (HARD)

**E. G. RUD & SONS, INC.**

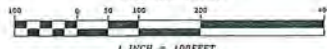
Professional Land Surveyors

6776 Lake Drive NE, Suite 110

Lino Lakes, MN 55014

Tel. (651) 361-8200 Fax (651) 361-8701

GRAPHIC SCALE



1 INCH = 100 FEET

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

JASON E. RUD

Date: 12/26/2024 License No. 41578

DRAWN BY: CMB	JOB NO: 210533P	DATE: 11/22/24
CHECK BY: JRK	FIELD CREW: DT / CT	
1	12-20-24	CITY COMMENTS
2		
3		
4		
5		
6		
7		
8		
9		
10		



RESOLUTION NO. 05-10

WHEREAS, Article 10-430K states that specific design standards for streets and roads shall be established from time to time by Resolution of the City Council, upon recommendation of the City Engineer;

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Ham Lake that the following specific design standards for streets and roads be adopted.

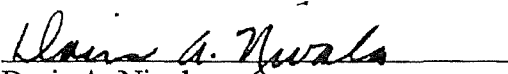
GENERAL REQUIREMENTS

In the case of subdivisions for commercial, industrial and public purposes, no street giving access upon arterial road shall be located closer than three hundred (300) feet from right-of-way line to right-of-way line along the same side of such arterial road, to any other driveway, public or private street in the same or another subdivision.

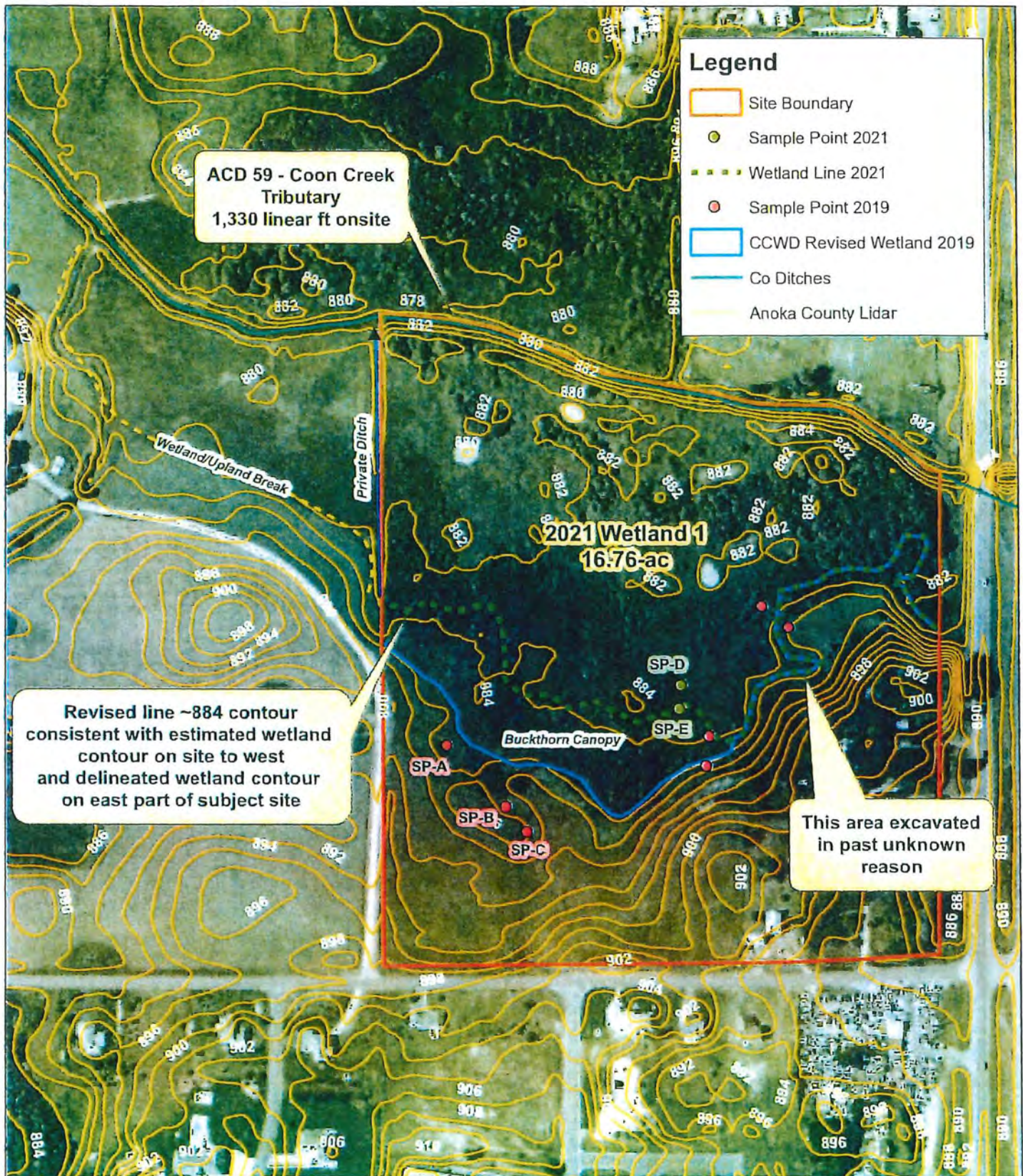
- A. As a general requirement, a 66-foot minim right-of-way width service road shall be dedicated to the public parallel with the Minnesota State right-of-way. Such service road to be provided on both sides of the highways and lands adjacent to the highway are subdivided and platted.
- B. The intersection of a Service Road with a street which intersects the Minnesota State Highway, shall observe a minimum distance of 300 feet from the Minnesota State right-of-way.
- C. Where access is restricted to one directional ingress and same directional egress, and competent professional review of traffic patterns indicates that no traffic hazard will be present, a right-in/right-out ingress/egress point may be permitted at a distance closer than 300 feet from the right-of-way of a public street, in the sound discretion of the City Council, and upon review of the Planning Commission, City Engineer, and such other professionals as the City may choose to engage.

Adopted by a unanimous vote of the Ham Lake City Council this 7<sup>th</sup> day of March, 2005.

  
Gary W. Kirkeide, Mayor

  
Doris A. Nivala  
Administrator





7-21-2021 - Existing Conditions (2016 MnGEO)



- E. Other areas where other than natural wooded vegetation is to be used as ground cover, identifying the ground cover to be used;
- F. Locations, trunk size, height and species of all trees to be planted;
- G. Locations where existing natural wooded vegetation will remain undisturbed;
- H. All other landscaping features to be used.

#### **11-1850 MINIMUM LANDSCAPING REQUIREMENTS**

**11-1851 Paved Surfaces** All surfaces upon which motor vehicles will be parked or driven, and all areas in which pedestrians will be walking from point to point shall be surfaced with asphalt or concrete, to specifications established by the City's engineer.

**11-1852 Ground Cover** On any side of a lot which abuts a public road, the area from the road right-of-way to the nearest building side shall be entirely covered with ground cover consisting of pavement, decorative rock bordered with edging, lawn grass intended for regular mowing, mulch, bark, wood chips or other commonly used landscaping ground cover. Shingles, aggregate and clay mixtures such as Class V material, recycled concrete or asphalt, and other non-conventional ground covers shall not be permitted. Loose ground cover shall be installed to a depth of at least three inches. Any area which is covered by landscaping ground cover (not lawn or pavement) shall also include one decorative shrub for each ten square feet of ground cover.

Side yards and rear yards which do not contain existing natural wooded vegetation shall either be covered with ground cover in the manner stated above for front yards, or shall be planted so as to encourage the emergence of natural wooded vegetation, through the planting of tree species expected to reach a height of at least twenty five feet. Areas so prepared shall not be required to have mown lawn areas, but may be allowed to return to a natural state.

**11-1853 Tree Plantings** Trees which are planted outside of areas intended to return to a natural wooded state shall be of a variety indigenous to the local climate. Deciduous trees shall, when planted, have a trunk size of at least one and one half inches at a height of four feet from ground level. Conifers shall have a height of at least five feet. Tree locations are subject to review and approval of the City in the landscaping plan review process, and while no specific number of trees are required, the following general principles shall be observed;

- A. Where property lines are adjacent to residential areas, a planting screen of conifers shall be required, of sufficient size and proximity to provide an intermingled screen within five years;
- B. Decorative trees shall be planted along the right of way lines of adjacent public roadways;

- C. The use of conifers shall be encouraged and preferred.
- D. Whenever possible, an attempt will be made to preserve stands of existing vegetation, particularly treed or wooded areas.

#### **11-1860 Case by Case Evaluation**

Recognizing that the City contains a wide variety of commercial land, the landscape approval process shall be on a case by case basis. Where wetlands are present, or where large distances separate a commercial lot from adjacent lands, for example, strict adherence to screening requirements may be unnecessary. Likewise, strict adherence to the remaining provisions of Article 11-1800 may be unnecessary where size, spatial relationships, topography or other physical features render a given landscaping plan aesthetically acceptable, and departures from the strict observance of the elements of Article 11-1800 shall not be considered variances requiring a showing of physical hardship. Conversely, an applicant shall be expected to meet the general spirit of this article in establishing an aesthetically pleasing landscaping plan.

#### **11-1900 ILLICIT DISCHARGES AND CONNECTIONS TO STORM DRAINAGE SYSTEM**

The purpose of this ordinance is to provide for the health, safety, and general welfare of the citizens of Ham Lake through the regulation of non-storm water discharges to the storm sewer drainage system to the maximum extent practicable as required by federal and state law. This ordinance establishes methods for controlling the introduction of pollutants into the Municipal Separate Storm Sewer System (MS4) in order to comply with requirements of the National Pollutant Discharge Elimination System (NPDES) permit process. The objectives of this ordinance are:

1. To regulate and minimize the contribution of pollutants to the municipal separate storm sewer system (MS4) by stormwater discharges by any user.
2. To prohibit Illicit Connections and Discharges to the municipal separate storm sewer system.
3. To establish legal authority to carry out all inspection, surveillance and monitoring procedures necessary to ensure compliance with this ordinance.

#### **11-1900.10 DEFINITIONS**

For the purposes of this Code, the following shall mean:

- a) Authorized Enforcement Agency:** employees or designees of the Administrator of the City of Ham Lake designated to enforce this Ordinance.
- b) Best Management Practices (BMPs):** schedules of activities, prohibitions of practices, general good house keeping practices, pollution prevention and educational practices, maintenance procedures and other management practices to prevent or reduce the

**Tradewell Soil Testing  
18330 Dahlia Street NW  
Cedar, MN 55011**

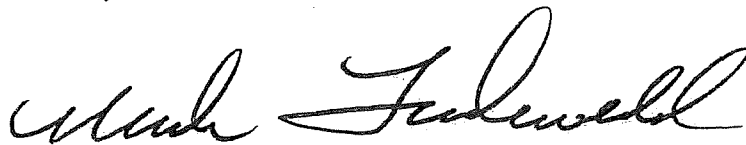
November 5<sup>th</sup>, 2024

RFC Engineering  
13635 Johnson Street NE  
Ham Lake, MN 55304  
Attention: Tom Collins

Dear Mr. Collins:

As a licensed site evaluator who conducted the soil borings in Elwell Commercial Park, for Lincoln Street Commercial, LLC, I found the following: Each boring has at least 12" of natural, undisturbed soil with no redox features (mottled soil). In order to design and install a standard soil treatment system according to MN Chapter 7080 Code, at least 12" of natural soil with no signs of redox (mottling) is required. Therefore, each of the proposed lots will support 2 "standard" septic systems within the 7,500 square feet septic area as shown on the Grading Plan.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mark Tradewell', written in a cursive style.

Mark Tradewell  
MPCA #307





To: Jason Godwin  
From: Jim Wilmes  
CC: Bryan Kruger, Joe Anderson, Mat Ellman, Ryan Brant  
Subject: New Commercial Park – 143<sup>rd</sup> Ave NE, Ham Lake, MN  
Maximo # 97230

Date: 11/13/2024

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Northern Natural Gas (NNG) engineering has reviewed the plan provided by the developer for the proposed Elwell Commercial Park. The developer's plan consists of grading and constructing a new road for access to several new commercial buildings. NNG holds a 50-foot wide strip easement in this location.

The proposed development will encroach upon one NNG high pressure natural gas branch line, the 20-inch-diameter Elk River Loop (MNB87702) in Section 29, Township 32N, Range 23 W of Anoka County, MN, near pipeline milepost 17.67. The proposed project area is currently a class 3 population density area.

#### **Pipeline History**

The Elk River Loop branch line consists of 20.000" outside diameter (OD), 0.375" wall thickness (WT), API-5L, X60 grade steel pipe. The line was originally installed in 2009 and was electric resistance welded (ERW) by the manufacturer. Fusion bonded epoxy (FBE) is the exterior coating of the pipe, and the pipeline operates at a 900 psig maximum allowable operating pressure (MAOP).

#### **Engineering Notes**

Engineering **does not approve** the proposed development, due to the following concerns:

- The proposed catch basin is located within the pipeline easement. NNG will require that the catch basin be located off the pipeline easement.
- Engineering makes note of additional Encroachment Guidelines listed below:

#### **Encroachment Guidelines**

- **Representation:** An NNG representative shall be present at all times when excavation work is being performed within 25 feet of NNG's pipeline. This requirement is per NNG operating procedure OP 80.102, "Damage Prevention Program." The contractor shall provide NNG with a Minnesota utility one call ticket with 48-hour notice prior to excavating in the area.
- **Excavation:** Mechanical excavation is allowed up to 24 inches from the NNG pipeline. Hand excavation or hydrovac excavation is required when excavating 24 inches or closer to NNG's pipeline.
- **Permanent Structures:** Any enclosed structure or building permanent in nature, regardless of purpose, may not be installed inside the NNG easement and should be installed a minimum of 35 feet from NNG facilities.
- **Foreign Utilities:** All foreign utilities (water, gas, sanitary, sewer, oil, communication, etc.) must cross NNG's pipelines at or near a right angle with a required minimum of 12 inches of separation. It is preferred that foreign utilities cross under NNG's pipeline where reasonable. Foreign utilities running parallel to NNG facilities must be placed a required minimum offset of 30 feet from NNG facilities.
  - Below grade power cables having conductors at more than 60 volts to ground should be encased in a non-metallic casing for a minimum distance of ten feet on either side of the pipeline. Cables energized to 600 volts or more should cross a minimum of three feet below the pipeline, encased in concrete, color coded red, across the entire right of way width, and have external, spiral wound, neutrals grounded on each side of the right of way. The cable crossing should be clearly and permanently marked on each side of the right of way.
- **Appurtenances:** All above grade appurtenances shall not interfere with ground patrols or leak surveys. All light poles, manholes, signs, trees, shrubs, etc. must be placed a required offset distance of 30 feet from NNG facilities.

- **Fence Posts:** New residential, commercial, and industrial fences may not cross pipelines. Fences running parallel to NNG facilities have a minimum required offset of 20 feet.
- **Parking Lot and Pavement:** NNG requires a designated 15-foot-wide “green belt” space to accommodate future leak tests. If concrete or asphalt surfaces will extend within the proposed “green belt” space for more than 100 feet over NNG’s pipeline, NNG requires automatic sealing testing ports (cast iron valve boxes or approved equivalent) be installed in the proposed parking lot to accommodate regular leak detection surveys by NNG field operations personnel. Testing ports are to be installed 1-2 feet off the centerline of the pipe with a maximum distance of 100 feet between testing ports.
- **Grade Modifications (Excluding New Roads):** Earthwork and other grade modification must maintain a minimum of 36 inches of cover (or existing cover if less than 36 inches) over NNG’s pipeline after construction in all locations. Grading modifications shall not be designed to impound water above NNG facilities. See “Road Crossings” below for cover requirements for public roadways.
- **Road Crossings:** All public road crossings must cross the NNG pipeline at or near a right angle and maintain a minimum of four feet of cover over the pipeline within the roadway and road ditches. Roads running parallel to NNG’s facilities must be outside the easement and offset a required distance of 25 feet from NNG facilities.
- **Heavy Vehicle Crossings:** As a guideline, all vehicular crossings over the NNG pipeline have the following load restrictions (per wheel) without additional protection:
  - >24” Cover – 20,000 lbs.

NNG engineering requests vehicle specifications for all construction equipment exceeding 80,000 lbs. gross vehicle weight or exceeding the specified load restrictions that will be anticipated to cross NNG facilities. NNG engineering shall recommend appropriate crossing protection methods, if required, and any vehicle crossings are preferred to cross NNG facilities at or near right angles. Potential crossing protection methods include use of timber/steel plate matting, temporary bridge structures or pipeline reinforcement. It is the responsibility of the encroaching party to deploy crossing protection methods.

- **Damages Caused by Encroaching Party:** Any damages caused by the encroaching party to NNG facilities shall be repaired at the expense of the encroaching party. An estimate can be provided by NNG for any repairs, as required.
- **Modifications to NNG Facilities:** If the encroaching party requests that NNG relocate or modify existing facilities to accommodate the encroachment, NNG engineering can provide an estimate to do so. Modifications will be at the expense of the encroaching party.

NNG requires that the aforementioned encroachment conditions be met to ensure pipeline integrity and safety during and after construction. NNG engineering will continue to review any revised construction plans and new proposals as they are developed.



## Matt Davich

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**From:** Villarreal, Elena <Elena.Villarreal@lumen.com>  
**Sent:** Wednesday, December 11, 2024 4:15 PM  
**To:** Matt Davich  
**Subject:** Re: Prior Rights - P864057 - 143rd Ave NE, Ham Lake, MN 55304, Anoka County, MN

Good afternoon Matt,

Below is an image of our existing facilities in the area.



Thank you,  
Elena Villarreal  
ROW Agent  
361-218-1457

[Elena.Villarreal@Lumen.com](mailto:Elena.Villarreal@Lumen.com)

Direct Report: [Omar.Amaral@Lumen.com](mailto:Omar.Amaral@Lumen.com)

**LUMEN**  **SELECTROW**

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**From:** Garcia, Luis G <[Luis.Garcia@lumen.com](mailto:Luis.Garcia@lumen.com)>

**Date:** Wednesday, December 4, 2024 at 5:00 PM

**To:** Matt Davich <[mdavich@egrud.com](mailto:mdavich@egrud.com)>, Villarreal, Elena <[Elena.Villarreal@lumen.com](mailto:Elena.Villarreal@lumen.com)>

**Cc:** Amejorado, Aaron <[Aaron.Amejorado@lumen.com](mailto:Aaron.Amejorado@lumen.com)>, Amaral, Omar <[Omar.Amaral@lumen.com](mailto:Omar.Amaral@lumen.com)>

**Subject:** Re: Prior Rights - P864057 - 143rd Ave NE, Ham Lake, MN 55304, Anoka County, MN

Hello Matt,

This project is currently being researched by Elena Villarreal, who is copied on this email.

@Villarreal, Elena - Could you please provide an update on the project?

Thank you,

Luis Garcia

ROW Agent | SelectROW Team

(361) 894-5272 | [Luis.Garcia@Lumen.com](mailto:Luis.Garcia@Lumen.com)

Direct Report: [Omar.Amaral@Lumen.com](mailto:Omar.Amaral@Lumen.com)

**LUMEN**



SELECTROW

---

**From:** Matt Davich <[mdavich@egrud.com](mailto:mdavich@egrud.com)>

**Date:** Wednesday, December 4, 2024 at 2:50 PM

**To:** Garcia, Luis G <[Luis.Garcia@lumen.com](mailto:Luis.Garcia@lumen.com)>

**Cc:** Villarreal, Elena <[Elena.Villarreal@lumen.com](mailto:Elena.Villarreal@lumen.com)>, Amejorado, Aaron

<[Aaron.Amejorado@lumen.com](mailto:Aaron.Amejorado@lumen.com)>, Amaral, Omar <[Omar.Amaral@lumen.com](mailto:Omar.Amaral@lumen.com)>

**Subject:** RE: Prior Rights - P864057 - 143rd Ave NE, Ham Lake, MN 55304, Anoka County, MN

**CAUTION:** This email originated outside of Lumen Technologies. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Luis,

Is there any update on this issue? The question if Lumen has an active line on our property is holding up our Preliminary Plat approval



**PERMIT AMENDMENT**  
COON CREEK WATERSHED DISTRICT  
13632 Van Buren St NE  
Ham Lake, MN 55304

**Project:** Elwell Commercial Park

**Issued To:** Lincoln Street Commercial LLC  
Attn: Paul Boerboom  
PO Box 9076  
Fargo, ND 58106-9076

**Location:** 14350 and 14334 Hwy 65 NE; 1323 143rd Ave NE, Ham Lake, MN 55304

**Permit Application #:** P24-048

**Purpose:** Grading and lot preparation for four commercial lots with associated stormwater management features

This letter is in response to the April 30, 2025, submittal from the applicant providing updated construction plans and revised stormwater management report for additional scope of work to be included in the previously permitted project.

**BACKGROUND:**

CCWD authorized, as part of CCWD permit #2396 issued 11/25/2024, the grading and lot preparation for four commercial lots with associated stormwater management features.

On April 30, 2025, the applicant submitted additional construction plans and a revised stormwater management report which included an additional scope of work. This additional scope includes the treatment of impervious from the neighboring road reconstruction project as well as treatment for non-drivable impervious surfaces from Lot 1 of the development. This lot was originally not proposed to be treated as part of the first permit.

On May 27, 2025, the revised project application was presented to the Board of Managers, where it was approved with no new conditions.

**FINDINGS**

1. The Coon Creek Board of Managers reviewed and approved the revised permit application documents on May 27, 2025.

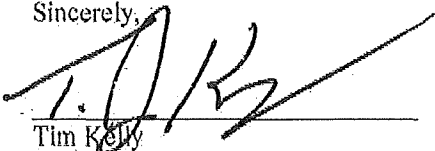
**CONCLUSIONS**

Coon Creek Watershed Permit #2396 is hereby amended and expires May 28, 2026, with the following conditions and stipulations:

1. Adherence to all general permit conditions of permit #2396.
2. The applicant must apply for coverage under the Minnesota Pollution Control Agency's (MPCA's) Construction Stormwater Permit (Permit No: MNR100001)
3. If dewatering is required, provide DNR dewatering permit prior to construction. If a DNR permit is not required, provide well-field location, rates, discharge location, schedule and quantities prior to construction.
4. Submittal of as-builts for the stormwater management practices and associated structures listed in Table 2, including volume, critical elevations and proof of installation for hydrodynamic separators.

If you have questions, please call me at 763-755-0975.

Sincerely,

A handwritten signature in black ink, appearing to read 'T. Kelly', is written over a horizontal line.

Tim Kelly  
District Administrator

Cc: File P24-048  
Eileen Weigel, Stantec  
Dave Krugler, RFC Engineering  
Jennifer Bohr, City of Ham Lake

**PERMIT**  
COON CREEK WATERSHED DISTRICT  
13632 Van Buren St NE  
Ham Lake, MN 55304  
Permit Number: 2396

**Project:** Elwell Commercial Park

**Issued to:** Lincoln Street Commercial LLC  
Attn: Paul Boerboom  
PO Box 9076  
Fargo, ND 58106-9076

**Location:** 14350 and 14334 Hwy 65 NE; 1323 143rd Ave NE  
Ham Lake, MN 55304

**Permit Application #:** P-24-048

**Purpose:** Grading and lot preparation for four commercial lots with associated stormwater management features

At its meeting on 10/28/2024, the Board of Managers of the Coon Creek Watershed District reviewed and approved your permit application. The following exhibits are on file describing the approved project:

1. Grading Plan by Plowe, dated 10/18/2024, received 10/18/2024.
2. Geotechnical Report by Haugo Geotechnical, dated 07/25/2023, received 09/11/2024.
3. Stormwater Management Report by Plowe, dated 10/18/2024, received 10/18/2024.
4. Storm Sewer Sizing by Plowe, dated 10/10/2024, received 10/10/2024.
5. Preliminary Plat by E.G. Rud & Sons, dated 10/10/2024, received 10/10/2024.
6. Construction Plan Set (7 Sheets) by Plowe, dated 10/10/2024, received 10/18/2024

The Board of Managers found the project as planned to be in accordance with the Rules and Regulations, and Guidelines of the District, and therefore, approved the permit with 3 stipulations.

1. The applicant must apply for coverage under the Minnesota Pollution Control Agency's (MPCA's) Construction Stormwater Permit (Permit No: MNR100001)
2. If dewatering is required, provide DNR dewatering permit prior to construction. If a DNR permit is not required, provide well-field location, rates, discharge location, schedule and quantities prior to construction.
3. Submittal of as-builts for the stormwater management practices and associated structures listed in Table 2, including volume, critical elevations and proof of installation for hydrodynamic separators.

A follow up inspection will be conducted at the project site to assure compliance with all stipulations to this Permit. Failure to comply with the foregoing may result in rescission of the Permit, and is a violation of Minnesota Statutes section 103D.545, a misdemeanor.

This document is not transferable.

Date of Issuance: 11/25/2024  
Date of Expiration: 11/25/2025

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Eileen Weigel, District Engineer

cc: File- P24-048  
Tom Collins, Ham Lake  
Tim Kelly, District Administrator

**\*\*\*IMPORTANT PERMIT REQUIREMENTS OUTLINED ON REVERSE\*\*\***

**GENERAL PERMIT STIPULATIONS:**

1. The permittee must maintain the project authorized by this permit in good condition and in conformance with the terms and conditions of this permit.
2. The permittee shall grant access to the site at all reasonable times during and after construction to authorized representatives of the District for inspection of the work authorized hereunder.
3. The permittee shall utilize best management practices on the project site to minimize the potential for adverse impacts associated with erosion and sedimentation.
4. This permit applies only to the permitted project and the dated plans approved on this permit. If the design, location or purpose of the project changes you should contact the District to make sure the changes would not violate District Rules or applicable state law.
5. Construction work authorized under this permit shall be completed on or before the date specified above. The permittee may request an extension of the time to complete the project, stating the reason thereof, upon written request to the District.
6. The District may reevaluate its decision on this permit at any time the circumstances warrant. Circumstances that could require a reevaluation include, but are not limited to, the following:
  - a. You fail to comply with the terms and conditions of this permit.
  - b. The information provided by you or in support of your permit application proves to have been false, incomplete, or inaccurate.
  - c. Significant new information surfaces which this office did not consider in reaching the original public interest decision.
7. Permittee shall ensure that the contractor has received and thoroughly understands all conditions of this permit.

**ADDITIONAL WETLAND-RELATED PERMIT CONDITIONS:**

The following additional terms and conditions apply to replacement wetland(s) approved as part of this permit.

1. The replacement wetland approved as part of this permit must be constructed concurrent with or prior to any wetland fill or draining activity; or the District has received and accepted an irrevocable bank letter of credit, a performance bond, or other security acceptable to the District in an amount sufficient to guarantee the successful completion of the wetland replacement as provided under Minn. Rules 8420.0530 (B)(2), as amended.
2. The Notice of Use Restrictions and Maintenance Responsibilities specified in Minn. Rules 8420.0530(D)(6), as amended, must be recorded and proof of recording provided to the District within 30 days of completing construction of the replacement wetland (completion of construction as determined by the District).
3. The permittee each year for five years following completion of the replacement wetland must submit to the District a Monitoring Report on the replacement wetland, which Report includes the information specified in Minn. Rules 8420.0620, as amended. The Report must be submitted to the District no later than October 1 of each year.

THIS CERTIFICATION ONLY APPLIES TO THE WCA OF 1991, AS AMENDED. Permits from local, state, and federal agencies may be required. Check with the appropriate authorities before commencing work in or near wetlands. The Combined Project Notification form can be used for this purpose.

**REFUNDING OF ESCROWS:** Upon completion of the project the applicant shall notify the District that:

1. The project is complete
2. The site is stabilized
3. The project is ready for final inspection
4. All stipulations listed on this permit have been fulfilled
5. If applicable, the applicant would like return of its escrow

Upon receipt of such notification the District will inspect the project for conformance with the permit conditions and requirements, permitted plans and water resources associated with the implementation of those plans resulting from construction. If the District determines the project is not complete and/or not stabilized the District will inform the applicant in writing. If the District determines the site is complete and stabilized, the permit conditions and requirements have been satisfied, the District will execute the appropriate refund at its next regularly scheduled meeting where the Board pays bills (typically the second Monday of each month).

Escrow refunds will be calculated as follows and shown on the refund check

1. Amount of escrow balance paid in cash;
2. Minus any permit review and/or inspection fees
3. Minus any other project-related expenses incurred by the District.



## David Krugler

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**From:** MN\_DOT\_MetroDevReviews <metrodevreviews.dot@state.mn.us>  
**Sent:** Monday, December 16, 2024 3:43 PM  
**To:** Jennifer Bohr  
**Cc:** Erickson, Daniel (DOT)  
**Subject:** RE: Elwell Commercial Park (Anoka Co/Ham Lake) Plat

Dear Ms. Bohr,

I wanted to send my apologies for you not receiving our response to your request for review of the Elwell Commercial Park. We did review it, and there were no comments from staff. I thought I had sent a No Comment response but I can't find a record that I did-so it either didn't go out or I forgot to send it. But I wanted to officially close the record to our response.

Sincerely,

Cameron Muhic  
Principal Planner  
651-234-7797  
[Cameron.Muhic@state.mn.us](mailto:Cameron.Muhic@state.mn.us)

**From:** Jennifer Bohr <[JBohr@hamlakemn.gov](mailto:JBohr@hamlakemn.gov)>  
**Sent:** Friday, September 27, 2024 7:21 AM  
**To:** MN\_DOT\_MetroDevReviews <[metrodevreviews.dot@state.mn.us](mailto:metrodevreviews.dot@state.mn.us)>  
**Cc:** Erickson, Daniel (DOT) <[dan.erickson@state.mn.us](mailto:dan.erickson@state.mn.us)>  
**Subject:** RE: Elwell Commercial Park (Anoka Co/Ham Lake) Plat

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Hello!

Attached are Preliminary Plat documents for the Preliminary Plat of Elwell Commercial Park located in Section 29, Township 32, Range 23, Anoka County, Minnesota as submitted by Art Rosenberg of Lincoln Street Commercial, LLC. Under the provisions of Article 10-204 of the Ham Lake City Code, your agency has 30 days from the date hereof to either submit your written comments, or to request an extension of time, in writing, for such review. Failure of your agency to do either of the above will result in an assumption by the City that your agency either approves of or has no comment on the proposed subdivision.

Sincerely,  
Jennifer

**Jennifer Bohr**  
*Building & Zoning Clerk/Deputy City Clerk*  
City of Ham Lake  
763-434-9555  
[www.hamlakemn.gov](http://www.hamlakemn.gov)



Melissa Lauterbach-Barrett  
Kjolhaug Environmental Services  
2500 Shadywood Road, Suite 130  
Orono, MN 55331

December 12, 2019

Ms. Lauterbach-Barrett,

Midwest Natural Resources, Inc. (MNR) is pleased to provide the following rare plant habitat assessment for the Lincoln Street project site located northwest of the intersection of 143<sup>rd</sup> Ave. NE and Highway 65 in Ham Lake, Minnesota (**Figure 1**).

### **Project Limits and Existing Background Data**

The project area, which is approximately 34.6 acres, is located in Township 32 North, Range 23 West in the NESW Quarter Section of Section 29. Based on the initial assessment using existing Minnesota Department of Natural Resources (DNR) data, there are no native plant communities within the project limits. Similarly, the DNR Sites of Biodiversity Significance data layer does not identify any areas of ecological importance within the project area.

### **Methods**

Prior to the field assessment, MNR staff examined aerial photography of the site to determine areas with higher potential for rare species. This included, but was not limited to, wetlands, intact woodlands, and other unique aerial signatures. Field efforts were conducted on November 22, 2019 by the undersigned. Meander surveys were implemented throughout the site, with particular attention focused on areas with intact native vegetation. A general species list was collected at this time as were representative site photographs.

### **Results**

The site includes three main components, the first of which is a large wetland feature in the northern half of the site. This feature is the most intact of the three components of the project area, and it is dominated by sedges (*Carex* spp.), reed canary grass (*Phalaris arundinacea*), and Canada bluejoint (*Calamagrostis canadensis*) with patchy shrubs, primarily red osier dogwood (*Cornus sericea*) and alder-leaved buckthorn (*Rhamnus alnifolia*). Small pockets of intact wetland vegetation are scattered throughout this area. The southern half of the project area consists of two distinct anthropogenic vegetation types. The largest of these is an open field which was likely farmed or grazed in the past. This area is dominated by pasture grasses such as Kentucky bluegrass (*Poa pratensis*) and smooth brome (*Bromus inermis*). The final vegetative system is a forested component, in the southeast corner of the site, which is associated with the existing residential structures. The forested component is dominated by non-native woody species including black locust (*Robinia pseudoacacia*), Siberian elm (*Ulmus pumila*), and glossy buckthorn (*Rhamnus cathartica*).

In all, 41 species of vascular plants were observed within the project area (**Appendix A**). None of the species encountered during the field reconnaissance are state-listed rare species. Representative site photographs are provided in **Appendix B**.

### **Conclusion**

No habitats for state-listed species were observed during the recent field review. Based on the overall condition of the site, there is unlikely to be potential for any state-listed species. With that, further surveys are not recommended.

Please feel free to contact us with any questions.

Respectfully submitted,



Otto T. Gockman  
Sr. Botanist  
Midwest Natural Resources, Inc.

**RESOLUTION NO. 25-XX**  
**A RESOLUTION TO DRAW UPON THE EVERGREEN DEVELOPMENT COMPANY**  
**ESCROW FOR OBTAINING THE REQUIRED TRAIL EASEMENT**

**WHEREAS**, the City of Ham Lake passed Resolution No. 24-55 which addressed the required trail easement over Lot 8, Block 5, Evergreen Estates pursuant to the terms of the development agreement for Evergreen Estates that had not been obtained by the Developer;

**WHEREAS**, pursuant to Resolution No. 24-55 the City required the Developer to deposit into escrow Fifty Thousand and 00/100 Dollars (\$50,000) to be utilized by the City to obtain the necessary trail easement;

**WHEREAS**, the City engaged in negotiations with the owners of Lot 8, Block 5, Evergreen Estates ("Owners") which included potential litigation and resulted in early mediation that occurred on June 18, 2025 to obtain the required easement;

**WHEREAS**, a mediated settlement agreement was reached with the Owners to pay the sum of Forty-five Thousand and 00/100 Dollars (\$45,000) to the Owners and for the City to waive the building permit fee for the Owners to build a detached garage and deck once the applications for those projects have met all City, County and State requirements. A copy of said mediated settlement agreement is attached hereto as Exhibit A.

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

1. The City of Ham Lake confirms acceptance of the terms of the mediated settlement agreement dated June 18, 2025.
2. The City Administrator shall take all necessary steps to comply with the terms of the mediated settlement agreement dated June 18, 2025 including drawing upon the Development Company Escrow.
3. Any funds after that remain in escrow after the City has obtained and recorded the easement and all costs and expenses related thereto are paid in full, shall be returned to the Developer.

Passed by the City Council of Ham Lake, Minnesota this 7th day of July, 2025.

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

Attested:

\_\_\_\_\_  
Denise Webster, City Administrator



## **Mediated Settlement Agreement**

**Controversy:** *City of Ham Lake v. Shawn Christensen and Stacy Skjervold*

Following a mediation in the above-entitled controversy before James A. Yarosh, the Mediator, on June 18, 2025, the parties agree to settle as follows:

1. Pursuant to the requirements of the Minnesota Civil Mediation Act, the Mediated Settlement Agreement is a binding and enforceable agreement. Under this Act, the Mediator further advises the parties that: (a) he has no duty to protect their interests or provide them with information about their legal rights; (b) signing a mediated settlement agreement may adversely affect their legal rights; and (c) they should consult an attorney before signing the Mediated Settlement Agreement if they are uncertain of their rights.
2. The Agreement to Mediate is incorporated by reference. To the extent that there is any discrepancy between this Mediated Settlement Agreement and the Agreement to Mediate, the Mediated Settlement Agreement shall control.
3. This Mediated Settlement Agreement contains the entire agreement between the parties, which is binding and enforceable.
4. The enforcement of this settlement is not dependent on the preparation of formal documents, stipulation and/or releases. The parties and counsel shall use their best efforts to concur as to the detail of such formal documentation, and agree that should any formal documentation detail be the subject of dispute, the Mediator shall serve as a binding arbitrator to resolve such dispute and determine such dispute documentation detail based on his determination of what is consistent with the intent and spirit of the negotiations and/or what is fair and equitable under the circumstances. This Mediated Settlement Agreement shall not be construed against any party by reason of that party being the drafter of the Mediated Settlement Agreement.
5. This Agreement may be executed in any number of counterparts and by different parties in separate counterparts, each of which when so executed shall be deemed to be an original and all of which taken together shall constitute one and the same agreement. Delivery by facsimile or by electronic transmission in portable document format (PDF) or other similar electronic form of an executed counterpart of this Agreement is as effective as delivery of an originally executed counterpart of this Agreement.
6. The material and essential terms of the settlement are:

**See Attachment A which is made a part hereof and incorporated herein:**

*[Signatures Appear on following page]*

[Signature Page to Mediated Settlement Agreement]

City of Ham Lake



Its: City Administrator

Date: 6/18/2025

COUNSEL:



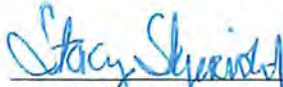
Mark Berglund, attorney for City of Ham Lake

Date 6/18/25



Shawn Christiansen

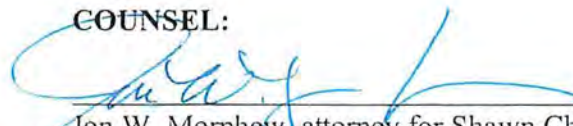
Date: 06/18/25



Stacy Skjervold

Date: 06/18/25

COUNSEL:



Jon W. Morphew, attorney for Shawn Christiansen  
and Stacy Skjervold

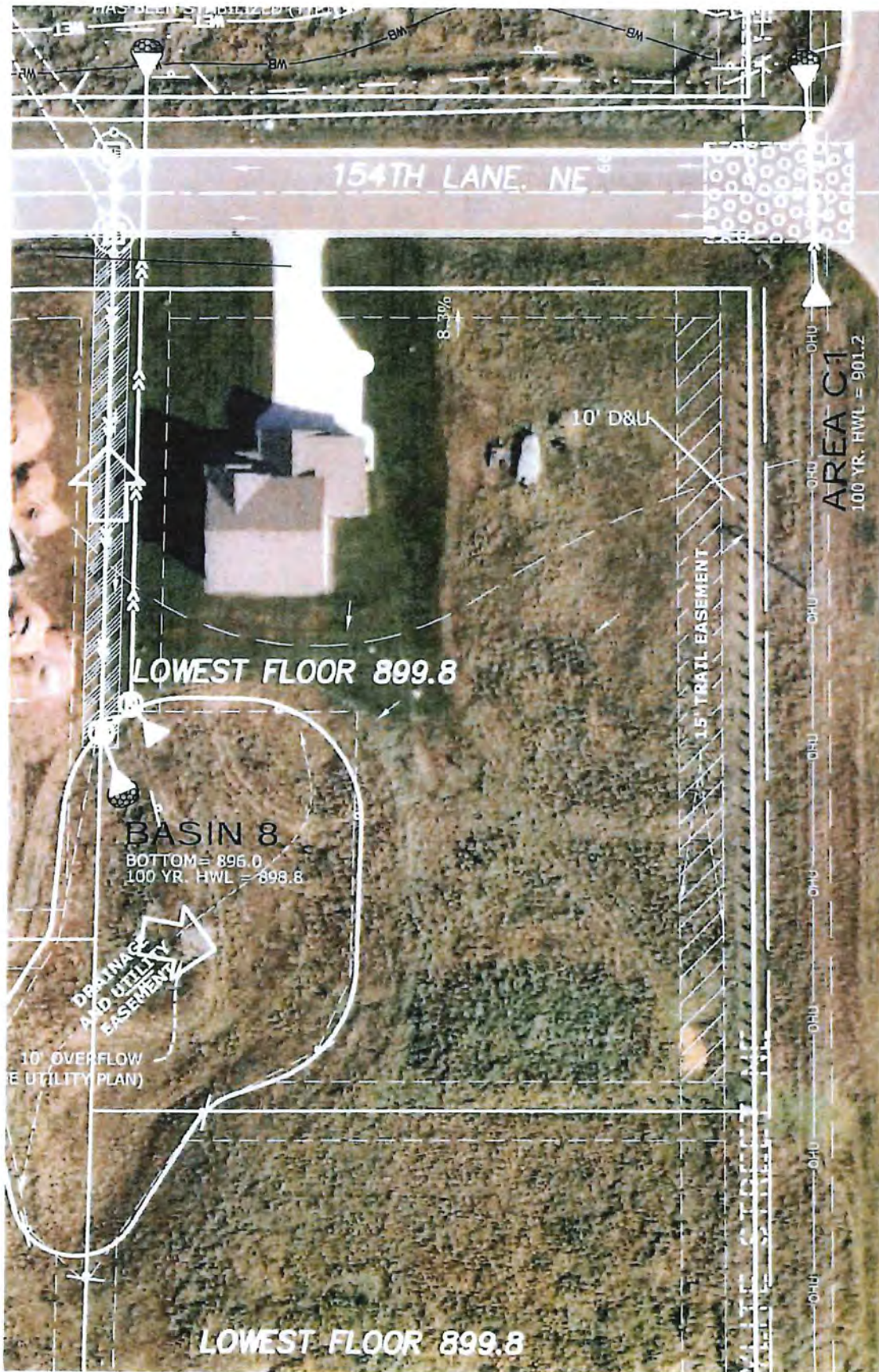
Date 06/18/25

## ATTACHMENT A

1. City of Ham Lake ("City") shall pay a total of \$45,000.00 to Shawn Christiansen and Stacy Skjervold (collectively "Owners") for acquisition of a trail easement located on the eastern edge of the Owner's property (Lot 8, Block 5, Evergreen Estates, Anoka County, Minnesota) as shown on Exhibit A attached hereto ("Easement") in exchange for Owners' release of all claims related to the acquisition of the Easement, including without limitation, attorneys' fees, costs, witness fees, appraisal fees, interest and all damages relating to the acquisition of the Easement. The payment shall be made by check payable to Morphew Law Office, PLLC and delivered to Morphew Law Office, PLLC, 80 South 8<sup>th</sup> Street, Suite 900, Minneapolis, MN 55402 no later than July 15, 2025.
2. Owners will execute a deed to the City for the Easement as depicted in Exhibit A "Deed"). If the Deed is executed before payment is made, counsel for the City will hold the Deed in trust and not release it until Owner's counsel notifies the City's attorney that the City's check has cleared the bank. If payment is made to Owner's counsel before the Deed has been executed, Owner's counsel shall not distribute the funds until the City has received the Deed.
3. The terms of this Agreement are contingent upon the approval by the City. City staff will recommend approval of this Agreement to the City Council.
4. The parties acknowledge that the Owners have submitted an application for building permit for a detached garage and intend to submit an application for building permit to build a deck. The City will waive the building permit application fee for both of these applications. The City will expedite the review of these applications and will approve the same when all City, County and State codes, ordinances and statutes are met.
5. The parties shall split the mediator's fee equally for the mediation conducted in this matter on June 18, 2025.
6. Signatories below represent they have the authority to execute this Agreement on behalf of the named parties.



# EXHIBIT A





**RESOLUTION NO. 24-55**  
**A RESOLUTION TO DRAW UPON THE EVERGREEN DEVELOPMENT COMPANY**  
**ESCROW FOR THE PROJECT KNOWN AS EVERGREEN ESTATES**

**WHEREAS**, the City of Ham Lake called upon the Letter of Credit provided to the City from Evergreen Development Company LLC (the "Developer") for Evergreen Estates on September 16, 2024, Resolution No. 24-47;

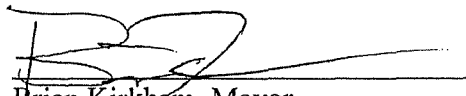
**WHEREAS**, the Developer has completed all of the requirements of the development agreement for Evergreen Estates with the exception of obtaining a trail easement over Lot 8, Block 5, Evergreen Estates;

**WHEREAS**, in lieu of calling upon the Letter of Credit and at the request of the Developer, the City has accepted Fifty Thousand and 00/100 Dollars (\$50,000) to be held in escrow by the City to cover the cost to obtain the required trail easement


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

1. The City of Ham Lake confirms receipt of the \$50,000 escrow.
2. The Letter of Credit can and is released.
3. The City shall use the funds in escrow to cover the costs of obtaining the easement over Lot 8, Block 5, Evergreen Estates
4. Any remaining funds after the City has obtained the easement, if any, shall be returned to the Developer.

Passed by the City Council of Ham Lake, Minnesota this 4th day of November, 2024.

  
Brian Kirkham, Mayor

Attested:

  
Denise Webster, City Administrator