

CITY OF HAM LAKE

15544 Central Avenue NE
Ham Lake, Minnesota 55304
(763) 434-9555
info@hamlakemn.gov

CITY OF HAM LAKE CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY AGENDA MONDAY, SEPTEMBER 21, 2026

- 1.0 CALL TO ORDER - 6:00 P.M. – Pledge of Allegiance**
- 2.0 PUBLIC COMMENT**
- 3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS**
- 3.1 Lt. Anthony Mendoza, Anoka County Sheriff's Office Monthly Report

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 September 8, 2026
- 4.2 Approval of claims
- 4.3 Approval of a Proclamation proclaiming September 17 - September 23 as Constitution Week
- 4.4 Approval of a Resolution requesting funds from the Metropolitan Council Planning Assistance Grant to complete the 2050 Comprehensive Plan update
- 4.5 Approval of appointing Levi Boyer to the open position of the Upper Rum River Watershed Management Organization (URRWMO)
- 4.6 Approval of accepting the 2026 bituminous overlay project and commencing the one-year warranty period
- 4.7 Approval of New Tobacco Licenses for Hop and Vine, LLC dba Hop and Vine, 1434 147th Avenue NE, Suite #102, Ham Lake, MN and Kwik Trip, Inc. dba Kwik Trip #1790, 14323 Johnson Street NE, Ham Lake, MN
- 4.8 Approval of new Liquor Licenses:

On-Sale and Sunday On-Sale

- The Burrow MN dba The Burrow, 1434 147th Avenue NE, Suite #101, Ham Lake, MN

Off-Sale

- Hop and Vine, LLC dba Hop and Vine, 1434 147th Avenue NE, Suite #102, Ham Lake, MN

3.2% Off-Sale

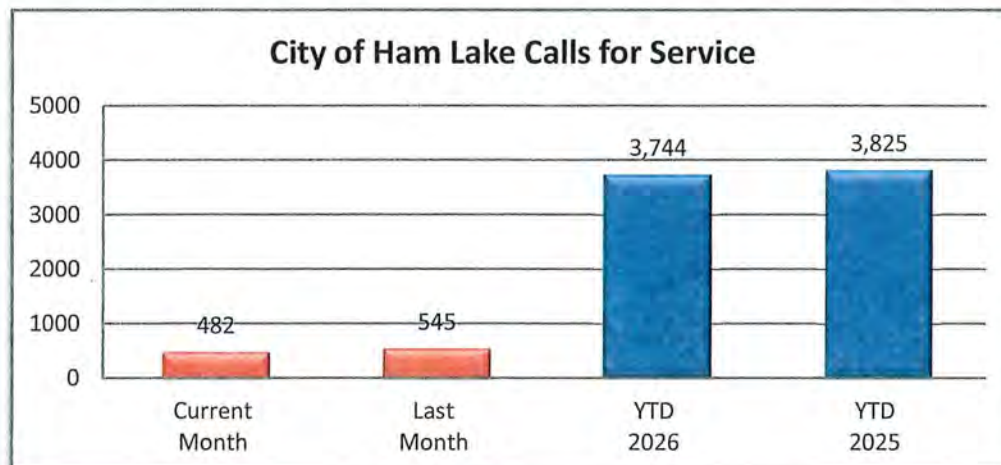
- Kwik Trip, Inc., dba Kwik Trip #1790, 14323 Johnson Street NE, Ham Lake, MN

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

PATROL DIVISION

CITY OF HAM LAKE - AUGUST 2026

OFFENSE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD 2026	YTD 2025
Call for Service	394	364	448	463	484	564	545	482					3,744	3,825
Burglaries	0	0	0	0	0	3	2	1					6	11
Thefts	8	8	4	4	7	7	8	8					54	60
Crim Sex Conduct	1	0	0	1	1	2	0	0					5	4
Assault	3	2	1	0	3	1	2	2					14	15
Dam to Property	1	2	0	2	4	3	1	3					16	14
Harass Comm	0	0	0	0	0	0	0	0					0	1
PI Accidents	5	4	4	4	4	7	3	7					38	53
PD Accidents	23	20	31	20	24	39	20	18					195	186
Medical	70	54	67	66	60	65	77	61					520	519
Animal Complaint	18	14	18	33	36	32	28	23					202	194
Alarms	21	25	32	24	19	29	26	28					204	245
Felony Arrests	0	2	1	1	1	2	1	1					9	18
GM Arrests	5	2	3	3	2	6	5	7					33	35
Misd Arrests	3	3	6	7	5	2	2	5					33	46
DUI Arrests	1	2	5	4	1	3	1	3					20	24
Drug Arrests	0	0	0	0	0	1	0	0					1	6
Domestic Arrests	2	1	0	0	3	2	2	2					12	12
Warrant Arrests	2	3	2	4	0	3	5	7					26	21
Traffic Stops	186	195	210	201	157	224	215	241					1,629	1093
Traffic Arrests	44	43	46	48	41	42	47	46					357	339



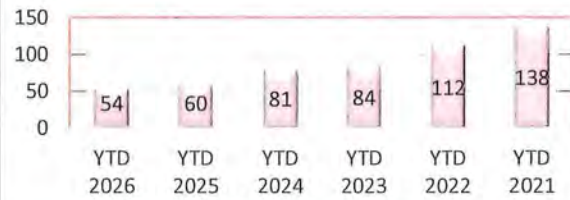
CITY OF HAM LAKE

YEAR TO DATE - AUGUST 2021-2026

BURGLARIES



THEFTS



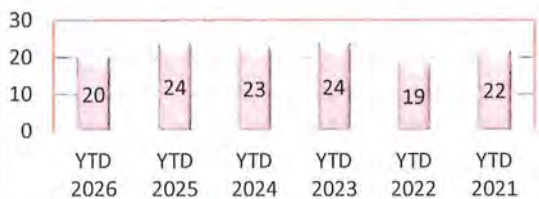
ASSAULTS



DAMAGE TO PROPERTY



DUI ARRESTS



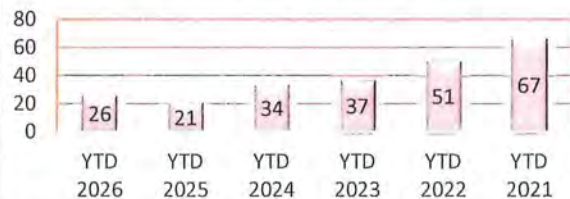
DRUG ARRESTS



DOMESTIC ARRESTS



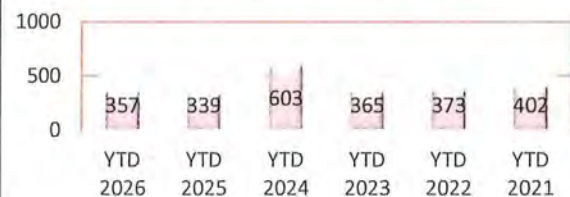
WARRANT ARRESTS



TRAFFIC STOPS



TRAFFIC ARRESTS



Problem Type Summary

10:01 AM 09/14/2026

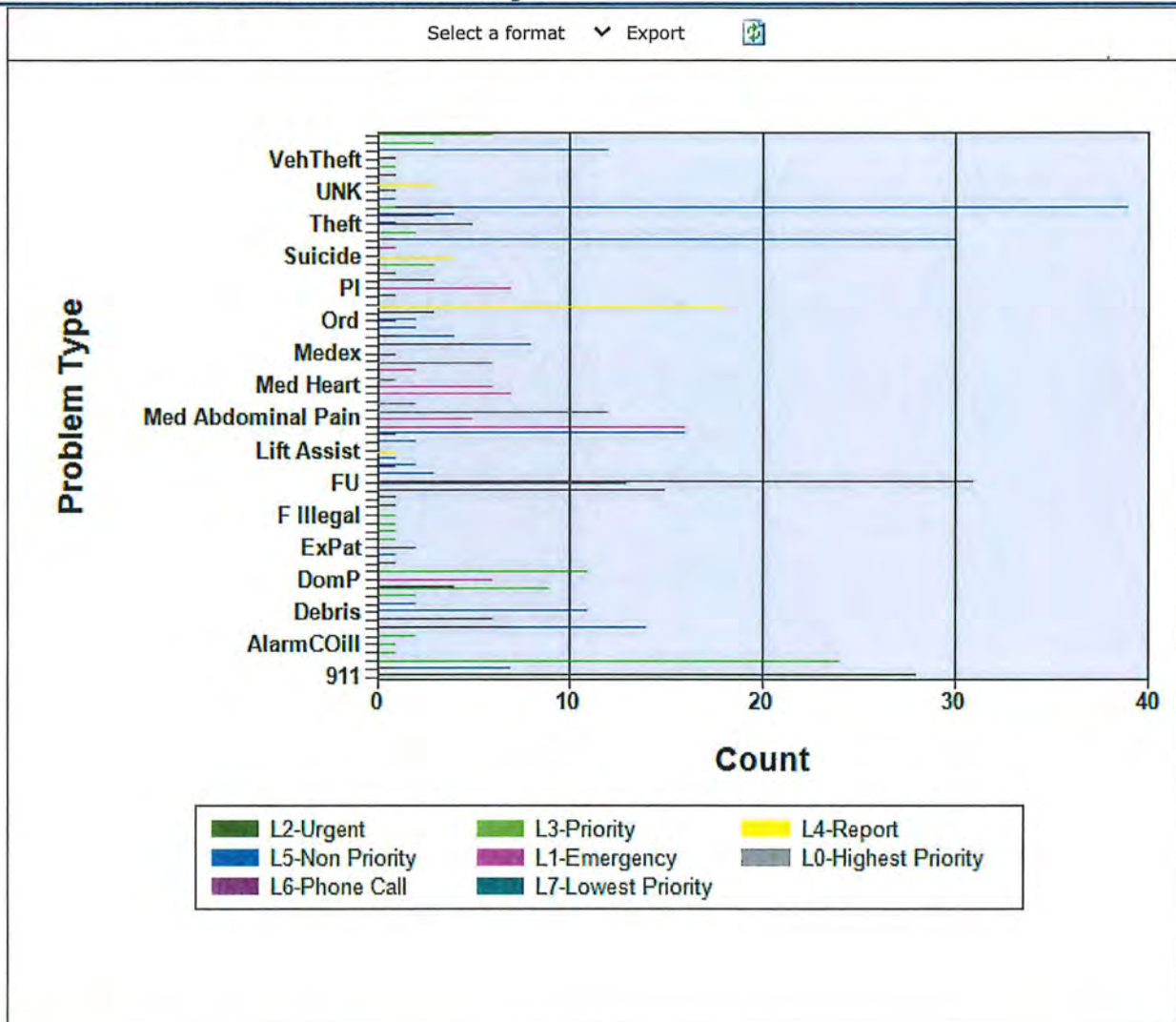
Data Source: Data Warehouse

Agency: LAW ENFORCEMENT

Division: Ham Lake Law

Day Range: Date From 8/1/2026 To 8/31/2026

Exclusion: • Calls canceled before first unit assigned



Priority	Description
0	L0-Highest Priority
1	L1-Emergency
2	L2-Urgent
3	L3-Priority
4	L4-Report
5	L5-Non Priority
6	L6-Phone Call
7	L7-Lowest Priority

Problem Type	0	1	2	3	4	5	6	7	Total
911			28						28
Abandon						7	1		8
Abuse									
AbuseP									
AlarmB				24					24

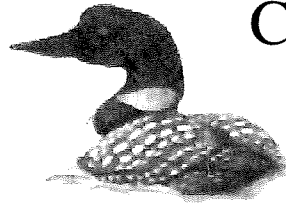
AlarmCO			1					1
AlarmCOIll			1					1
AlarmF			2					2
AlarmFsmoke								
AlarmHoldup								
AlarmV								
AlarmWF								
Animal					14	7		21
AnimalResc								
Arson								
Assault								
AssaultP								
Boat Assist								
Bomb								
BombP								
Broadcast								
Burg								
BurgP								
Civil					1	6		7
CivilP								
CSC								
Debris					11			11
Deer					2			2
Disorderly			2					2
Dom			9			4		13
DomP	6							6
Drugs								
DUI			11					11
Dumping						1		1
Escort					1			1
ExPat							2	2
F Aircraft								
F Assist								
F CleanUp								
F Collapse								
F Dump			1					1
F Elec Smell								
F Expl								
F Gas Odor In			1					1
F Gas Odor Out			1					1
F Grass fire								
F Illegal			1					1
F Misc								
F Mutual Aid								
F Oven								
F Powerlines								
F SmokeIn								
F SmokeOut								
F Structure		1						1
F Train								
F Veh		1						1
F Water Rescue								
Fight								
Flood in								
Flood out								
Fraud					4	15		19
FraudP								
FU						31	13	44
FW					3			3
Gun								
Harass					2	1		3
Info					1			1
Lift Assist				1				1
Liq								
Lockout					2			2
LockoutP								

MA					16	1		17
MASS								
Med -	16							16
Med Abdominal Pain	5							5
Med Alarm								
Med Allergic								
Med Assault								
Med Bleed								
Med Breathing Diff	12							12
Med Breathing Not	2							2
Med Choking								
Med Drown								
Med Electro								
Med Fall	7							7
Med Heart	6							6
Med Hold								
Med Info								
Med OB	1							1
Med Priority								
Med Seizure								
Med Stab-Gunshot								
Med Stroke	2							2
Med Uncon	6							6
Medex							1	1
Misc					8	5		13
MiscO					4	1		5
Noise					2			2
NoTag								
Ord					2	1		3
Other								
Park					1	3		4
PD				18				18
Person						1		1
PI	7							7
POR								
Property					3	3		6
PW							1	1
REPO-TOW								
RJ								
RoadClosure								
Robbery								
RobberyP								
Shots			3					3
Slumper								
StolenProp								
Suicide				4				4
SuicideP	1							1
Susp					30	1		31
SuspP			2					2
Theft					1	5		6
TheftP								
Threat					4	3		7
ThreatP								
Traf			1		39	4		44
Tres					1			1
UNK		1						1
Unsecure				3				3
Vand						1		1
VandP			1					1
VehTheft						1		1
VehTheftP								
Weapon								
Weather								
Welfare					12			12
WelfareP			3					3
WT			6					6

Total

21	50	31	70	26	171	96	17	482
----	----	----	----	----	-----	----	----	-----

[Go Back](#) [Close](#)



CITY OF HAM LAKE

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

CITY OF HAM LAKE CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY MINUTES TUESDAY, SEPTEMBER 8, 2026

The Ham Lake City Council and Economic Development Authority met for its regular meeting on Tuesday, September 8, 2026 at 6:00 p.m. in the Council Chambers at the Ham Lake City Hall located at 15544 Central Avenue NE in Ham Lake, Minnesota.

MEMBERS PRESENT: Mayor Biran Kirkham and Councilmembers Al Parranto and Andrew Hallberg

MEMBERS ABSENT: Councilmembers Jim Doyle and Mike Van Kirk

OTHERS PRESENT: City Attorney, Mark Berglund; City Engineer, Dave Krugler; City Administrator, Denise Webster; and Administrative Assistant, Nicole Wheeler

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

2.0 PUBLIC COMMENT - None

3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS

3.1 6:01 P.M. – Public Hearing – to consider the vacation of a prescriptive roadway easement and any prescriptive drainage and utility easement within Lot 1, Block 3, Timberline 2nd Addition and adoption of Resolution No. 26-34

Mayor Kirkham opened the public hearing at 6:01 p.m. for public comment.

Greg Gilborn, 14854 Washington St NE, Ham Lake, MN inquired what would happen with the cul-de-sac once the vacation is approved tonight. Engineer Krugler stated that Mr. Weber will need to remove the cul-de-sac and restore it to grass once construction is complete.

Mayor Kirkham asked for further comment, with there being none closed the public hearing at 6:03 p.m.

Motion by Kirkham, seconded by Parranto, to approve Resolution No. 26-34 approving the vacation of a prescriptive roadway easement and any prescriptive drainage and utility easement within Lot 1, Block 3, Timberline 2nd Addition. All present in favor, motion carried.

3.2 6:01 P.M. – Public Hearing – to consider the assessment roll for 2027 Street Light Fees and adoption of Resolution No. 26-35

Mayor Kirkham opened the public hearing for comment at 6:07 p.m. and with there being none closed the public hearing at 6:08 pm.

Attorney Berglund stated that a written objection was received from Sherry Mokita, 14230 London Street NE, Ham Lake, MN. Attorney Berglund stated that he doesn't agree with all of her objections, but some issues were raised for consideration. Attorney Berglund stated that he is recommending removing Ms. Mokita from the 2027 streetlight assessment roll and granting her objection. Attorney Berglund stated that he will work with Finance Director Murff to address Ms. Mokita's concerns and make corrections to next year's streetlight assessment notices that will go out to residents. **Motion by Parranto, seconded by Hallberg, to adopt Resolution No. 26-35 approving the assessment roll for the 2027 Street Light Fees and approve the objection of Ms. Mokita, 14230 London Street NE, and to remove her from the 2027 streetlight assessment roll. All present in favor, motion carried.**

4.0 CONSENT AGENDA

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

- 4.1 Approval of minutes of August 17, 2026 and Budget Meeting minutes of August 17, 2026
- 4.2 Approval of claims in the amount of \$302,969.45
- 4.3 Approval of scheduling the Truth-In-Taxation meeting allowing public input for December 7, 2026 at 6:01 p.m. to consider the 2027 Budget and Property Tax Levy
- 4.4 Approval of an Off-Site Gambling Permit for the Ham Lake Chamber of Commerce at Lion's Park, 1220 157th Avenue NE, on October 11, 2026
- 4.5 Approval of a 50% reduction of the Performance Security for Elwell Farms from \$1,050,450 to \$525,225
- 4.6 Approval of Resolution No. 26-36 accepting a \$2,000 donation from the Ham Lake Chamber of Commerce
- 4.7 Approval of Resolution No. 26-37 scheduling a public hearing to vacate a drainage and utility easement lying over, under, and across Lots 22, 23 and 24, Block 3, within the plat of Elwell Farms

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

5.0 PLANNING COMMISSION RECOMMENDATIONS

- 5.1 Piotr Kendysh requesting a Conditional Use Permit to operate PK Autobody, a light auto repair shop, at 13408 Highway 65 NE, Unit #110 and adoption of Resolution No. 26-38

Motion by Kirkham, seconded by Hallberg, to concur with the recommendation of the Planning Commission and approve the request of Piotr Kendysh for a Conditional Use Permit to operate PK Autobody, a light auto repair shop, at 13408 Highway 65 NE, Unit #110, with the following conditions:

1. No motor vehicle sales
2. Allocating a total of three parking spaces; All parking to be on approved surfaces in designated areas shown on the site plan: one in front of the suite the business is renting and two in the fenced in area.
3. A maximum of one other employee.
4. All fluids to be done inside the building – repairs include general auto maintenance and mechanical work such as replacing breaks, headlights, and bulbs.
5. No body work or painting of vehicles at this location.

6. No outdoor storage of any kind is permitted. All automotive parts must be stored indoors.
7. All hours of operation must be between Monday through Saturday 7:00 a.m. to 9:00 p.m.
8. Security lighting required.
9. All City, County, and State requirements are met for an auto body shop.

All present in favor, motion carried.

6.0 ECONOMIC DEVELOPMENT AUTHORITY – None

7.0 APPEARANCES – None

8.0 CITY ATTORNEY – None

9.0 CITY ENGINEER

Engineer Krugler stated that the Crosstown Shopping Center reconstruction project is under way.

10.0 CITY ADMINISTRATOR – None

11.0 COUNCIL BUSINESS

11.1 Committee Reports

Councilmember Parranto stated that he, Councilmember Hallberg and Finance Director Murff had a meeting with Fire Chief Raczkowski regarding maintenance cost of the fleet vehicles and insurance cost. Councilmember Parranto stated that Finance Director Murff would look into the insurance cost.

11.2 Consideration of Resolution No. 26-39 approving the proposed 2027 budget and the proposed 2026 levy for payable in 2027

Mayor Kirkham stated that Finance Director Murff added two more options regarding the proposed 2027 budget. Finance Director Murff outlined four options for the City Council to consider: a balanced budget, maintaining the tax capacity rate at its current level, increasing the tax levy by 4.5 percent, or increasing the tax levy by 3.5 percent. Finance Director Murff recommended maintaining the current tax levy, explaining that when market values flatten, the tax capacity rate would need to increase even if expenditures remained unchanged. Finance Director Murff reminded the City Council that the decision was ultimately theirs to make. Mayor Kirkham reminded the Council that the budget approved at this stage could not be increased at the final approval in December, but it could be decreased. **Motion by Kirkham, seconded by Hallberg, to adopt Resolution No. 26-39 approving the 4.5 percent levy increase for the proposed 2027 budget and the 2026 levy for payable in 2027. All present in favor, motion carried.**

11.3 Announcements and future agenda items

Mayor Kirkham stated he will not be present at the September 21, 2026 City Council meeting.

Motion by Kirkham, seconded by Parranto, to adjourn the City Council meeting at 6:25 p.m. All present in favor, motion carried.

Nicole Wheeler, Administrative Assistant

CITY OF HAM LAKE
CLAIMS SUBMITTED TO COUNCIL
September 21, 2026

CITY OF HAM LAKE

EFTS, CHECKS, AND BANK DRAFTS		09/09/26 - 09/21/26	
EFT	# 2644 -2653	\$	15,541.10
REFUND CHECKS	# 68452 - 68457, 68459 - 68463	\$	12,550.34
CHECKS	# 68458, 68464 - 68502	\$	1,492,512.14
BANK DRAFTS	DFT0003142 - DFT0003147	\$	32,843.35
TOTAL EFTS, CHECKS, AND BANK DRAFTS		<u>\$</u>	<u>1,553,446.93</u>
 PAYROLL CHECKS			
09/18/26	Direct Deposits	\$	53,795.88
 TOTAL PAYROLL CHECKS		<u>\$</u>	<u>53,795.88</u>
 VOID CHECKS			
CHECKS			
ZERO CHECKS	#68491	\$	-
ZERO EFT		\$	-
BANK DRAFT NOT USED		\$	-
TOTAL VOIDS		<u>\$</u>	<u>-</u>
 TOTAL OF ALL PAYMENTS		<u>\$</u>	<u>1,607,242.81</u>

APPROVED BY THE HAM LAKE CITY COUNCIL THIS 21ST DAY OF SEPTEMBER 2026

MAYOR

COUNCILMEMBER

COUNCILMEMBER

COUNCILMEMBER

COUNCILMEMBER



City of Ham Lake, MN

Refund Check Register

Packet: ARPKT01847 - 09/08/26 TRUST REFUNDS

Refund Detail

Account Number	Name	Check Date	Check Number	Amount
00849	PRICE HOMES	9/8/2026	68452	5,100.00
00891	TIFFANY WEEKS	9/8/2026	68453	150.00
00893	MARY JOSEPHSON	9/8/2026	68454	150.00
00901	WILLIAM KROLL	9/8/2026	68455	150.00
00910	ABU BILL BARRY	9/8/2026	68456	150.00
			Total Refund Amount:	5,700.00

Revenue Totals

Revenue Code	Total Distribution
TRUST DEPOSITS - TRUST DEPOSITS	5,700.00
Revenue Totals:	5,700.00

General Ledger Distribution

Posting Date: 09/08/2026

	Account Number	Account Name	Posting Amount	IFT
Fund:	890 - TRUST FUND			
	890-10101	Cash-claim on pooled cash	-5,700.00	Yes
	890-11501	Misc receivables	5,700.00	
	890 Total:		0.00	
Fund:	999 - POOLED CASH			
	999-10100	Pooled Cash	-5,700.00	
	999-20702	Due to other funds	5,700.00	Yes
	999 Total:		0.00	
	Distribution Total:		0.00	



City of Ham Lake, MN

Refund Check Register

Packet: ARPKT01858 - 09/10/26 TRUST REFUND

Refund Detail

Account Number	Name	Check Date	Check Number	Amount
00871	NICHOLAS CORRELL	9/10/2026	68457	2,500.00
Total Refund Amount:				2,500.00

Revenue Totals

Revenue Code	Total Distribution
TRUST DEPOSITS - TRUST DEPOSITS	2,500.00
Revenue Totals:	2,500.00

General Ledger Distribution

Posting Date: 09/10/2026

	Account Number	Account Name	Posting Amount	IFT
Fund:	890 - TRUST FUND			
	890-10101	Cash-claim on pooled cash	-2,500.00	Yes
	890-11501	Misc receivables	2,500.00	
	890 Total:		0.00	
Fund:	999 - POOLED CASH			
	999-10100	Pooled Cash	-2,500.00	
	999-20702	Due to other funds	2,500.00	Yes
	999 Total:		0.00	
	Distribution Total:		0.00	



City of Ham Lake, MN

Refund Check Register

Packet: ARPKT01862 - COMCAST REFUND CANCELLED PERMITS

Refund Detail

Account Number	Name	Check Date	Check Number	Amount
00004	COMCAST	9/16/2026	68459	400.34
			Total Refund Amount:	400.34

Revenue Totals

Revenue Code	Total Distribution
UCA - GEN FUND - UNAPPLIED CREDIT GENERAL FUND	400.34
Revenue Totals:	400.34

General Ledger Distribution

Posting Date: 09/16/2026

Account Number	Account Name	Posting Amount	IFT
Fund: 100 - GENERAL			
100-10101	Cash	-400.34	Yes
100-11501	Misc receivables	400.34	
100 Total:		0.00	
Fund: 999 - POOLED CASH			
999-10100	Pooled Cash	-400.34	
999-20702	Due to other funds	400.34	Yes
999 Total:		0.00	
Distribution Total:		0.00	



City of Ham Lake, MN

Refund Check Register

Packet: ARPKT01863 - 09/16/26 TRUST REFUNDS

Refund Detail

Account Number	Name	Check Date	Check Number	Amount
00899	LAURA HOLLINGSWORTH	9/16/2026	68460	150.00
00900	LANG BUILDERS	9/16/2026	68461	3,500.00
00906	DAWN WELCH	9/16/2026	68462	150.00
00913	HEIDI YAGER	9/16/2026	68463	150.00
Total Refund Amount:				3,950.00

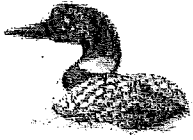
Revenue Totals

Revenue Code	Total Distribution
TRUST DEPOSITS - TRUST DEPOSITS	3,950.00
Revenue Totals:	3,950.00

General Ledger Distribution

Posting Date: 09/16/2026

Account Number	Account Name	Posting Amount	IFT
Fund: 890 - TRUST FUND			
890-10101	Cash-claim on pooled cash	-3,950.00	Yes
890-11501	Misc receivables	3,950.00	
890 Total:		0.00	
Fund: 999 - POOLED CASH			
999-10100	Pooled Cash	-3,950.00	
999-20702	Due to other funds	3,950.00	Yes
999 Total:		0.00	
Distribution Total:		0.00	



City of Ham Lake, MN

Council Approval List

By (None)

Payment Dates 9/9/2026 - 9/21/2026

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
2644	ACCESS	AUGUST SHREDDING	Waste management & recycli	231-43601-3630	288.13
2645	BERGLUND, BAUMGARTNER,	8/17/26 COUNCIL MEETING	Attorney	100-41101-3110	188.71
2645	BERGLUND, BAUMGARTNER,	HERITAGE PARK DAMAGE	Attorney	100-41101-3110	69.93
2645	BERGLUND, BAUMGARTNER,	8/3/26 COUNCIL MEETING	Attorney	100-41101-3110	241.15
2645	BERGLUND, BAUMGARTNER,	SHORELAND ORDINANCE	Attorney	100-41102-3110	419.55
2645	BERGLUND, BAUMGARTNER,	2026 BALLOT REVIEW	Attorney	100-41302-3110	139.86
2645	BERGLUND, BAUMGARTNER,	LODGING TAX	Attorney	100-41401-3110	34.97
2645	BERGLUND, BAUMGARTNER,	PROPOSED CAR LOT AT 1305	Attorney	100-41601-3110	262.24
2645	BERGLUND, BAUMGARTNER,	PROPOSED TOWING CO. AT 1	Attorney	100-41601-3110	262.25
2645	BERGLUND, BAUMGARTNER,	14260 HWY 65 CODE ENFORC	Attorney	100-42401-3110	139.86
2645	BERGLUND, BAUMGARTNER,	FAILED SEPTIC	Attorney	100-42401-3110	69.93
2645	BERGLUND, BAUMGARTNER,	15150 RADISSON RD CODE EN	Attorney	100-42401-3110	69.93
2645	BERGLUND, BAUMGARTNER,	05-32-23-43-0001 PERM & TE	Attorney	431-43301-3110	52.45
2645	BERGLUND, BAUMGARTNER,	NORTH METRO CUP (763)	Attorney	890-90001-3110	753.84
2645	BERGLUND, BAUMGARTNER,	ELWELL FARMS (585)	Attorney	890-90001-3110	987.64
2645	BERGLUND, BAUMGARTNER,	ELWELL FARMS 2ND (749)	Attorney	890-90001-3110	1,763.88
2645	BERGLUND, BAUMGARTNER,	PROSECUTIONS	Attorney	100-41501-3110	7,102.73
2646	BRODIN PRESS	OCT HAM LAKER	Editing	211-41704-3125	900.00
2647	CINTAS CORP	UNIFORMS	Clothing & personal protectiv	100-43101-2210	118.81
2647	CINTAS CORP	UNIFORMS	Clothing & personal protectiv	100-44101-2210	82.41
2647	CINTAS CORP	UNIFORMS	Clothing & personal protectiv	100-43101-2210	118.81
2647	CINTAS CORP	UNIFORMS	Clothing & personal protectiv	100-44101-2210	82.41
2647	CINTAS CORP	HL BALLFIELDS - DISINFECT SE	Safety supplies	100-44101-2240	8.03
2648	EASTERN FIRE EQUIPMENT SE	CHAIN SAW PARTS	Equipment parts & supplies	100-42201-2320	469.66
2649	FIRST ADVANTAGE LNS OCC H	ANNUAL ENROLLMENT - DH	Personnel testing & recruitme	100-44101-3150	36.71
2650	HEALTH PARTNERS INC	SEPT EAP	Other professional services	100-41701-3190	22.95
2651	O'REILLY AUTOMOTIVE STORE	#69 HYD FILTER	Vehicle parts & supplies	100-43101-2340	84.13
2651	O'REILLY AUTOMOTIVE STORE	THREAD GAUGE	Small tools	100-43101-2410	3.34
2651	O'REILLY AUTOMOTIVE STORE	#69 WIRE HARNESS, RECEIVE	Vehicle parts & supplies	100-43101-2340	83.98
2651	O'REILLY AUTOMOTIVE STORE	HOSE CLAMPS, OIL JUG	Operating supplies	100-43101-2290	30.07
2651	O'REILLY AUTOMOTIVE STORE	#97 HUB CAP	Vehicle parts & supplies	100-43101-2340	59.72
2651	O'REILLY AUTOMOTIVE STORE	WIRE TERMINALS	Operating supplies	100-43101-2290	8.11
2651	O'REILLY AUTOMOTIVE STORE	#97 PIGGY KIT	Vehicle parts & supplies	100-43101-2340	53.34
2652	STAR TRIBUNE MEDIA COMPA	ELECTION NOTICE	Legal notices/publications/bid	100-41302-3950	167.48
2652	STAR TRIBUNE MEDIA COMPA	2027 STREETLIGHT ASSESME	Other professional services	232-43701-3190	72.68
2652	STAR TRIBUNE MEDIA COMPA	PK AUTOBODY CUP	Legal notices/publications/bid	890-90001-3950	71.10
2652	STAR TRIBUNE MEDIA COMPA	L1B3 TIMBERLINE 2ND VACAT	Legal notices/publications/bid	890-90001-3950	139.04
2653	UNLIMITED SUPPLIES INC	BATTERIES, DUCT TAPE	Operating supplies	100-43101-2290	81.27
68458	ANOKA COUNTY	FIRE VEHICLE REGISTRATION (	Vehicle parts & supplies	100-42201-2340	290.00
68464	ADAM'S PEST CONTROL, INC	INSECT CONTROL	Building repair & maintenanc	100-41702-3420	248.39
68465	ALLINA HEALTH SYSTEMS	INITIAL CERTIFICATION COURS	Training/conferences/schools	100-42201-3510	750.00
68466	ALLSTATE REPAIR	#71 INSTALL BUSHINGS	Equipment repair & maintena	100-43101-3440	551.25
68467	ANOKA COUNTY PROPERTY	ELWELL FARMS 2ND DEVELOP	Filing fees	890-90001-3980	46.00
68467	ANOKA COUNTY PROPERTY	ELWELL FARMS 2ND DEVELOP	Filing fees	890-90001-3980	46.00
68468	ANOKA COUNTY TREASURY D	3RD QTR LAW ENFORCEMENT	Police protection	100-42101-3155	434,137.00
68469	ASPEN MILLS INC	UNIFORM - DH	Clothing & personal protectiv	100-42201-2210	273.55
68470	AT&T MOBILITY/FIRSTNET	AUGUST SURFACE PRO TABLE	Phones/radios/pagers	100-42201-3210	198.65
68471	BITUMINOUS ROADWAYS INC	2026 BITUMINOUS OVERLAY	Contractors	431-43301-3810	869,537.28
68472	BLUE CROSS BLUE SHIELD OF	OCTOBER VISION	Vision Insurance	100-21715	37.00
68473	CALIBER COLLISION	C-1 ACCIDENT REPAIR	Insurance Deductible	100-42201-3941	16,786.07
68474	CENTERPOINT ENERGY	CITY HALL	Natural gas	100-41702-3620	93.89
68474	CENTERPOINT ENERGY	FIRE #1	Natural gas	100-42202-3620	33.31
68474	CENTERPOINT ENERGY	FIRE #2	Natural gas	100-42202-3620	31.53
68474	CENTERPOINT ENERGY	PW	Natural gas	100-43104-3620	74.20

Council Approval List

Payment Dates: 9/9/2026 - 9/21/2026

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
68474	CENTERPOINT ENERGY	H.L. PARK BUILDING	Natural gas	100-44102-3620	28.00
68474	CENTERPOINT ENERGY	H.L. PARK PAVILION	Natural gas	100-44102-3620	17.00
68474	CENTERPOINT ENERGY	SR CENTER	Natural gas	100-44202-3620	50.55
68475	CM2 SUPPLY	2 YEAR CYLINDER LEASE	Equipment rentals	100-43101-3320	70.00
68476	COMCAST BUSINESS-INTERNE	SEPT FIRE #3 INTERNET	Internet	100-42201-3220	371.40
68477	D & D CONTRACTING LLC	CROSSTOWN SHOPPING CENT	Contractors	262-46101-3810	107,078.47
68478	DAMA METAL PRODUCTS INC	3 LOCK BOXES	Operating supplies	100-42201-2290	537.00
68479	DEAN'S HOME SERVICES	CANCELLED PERMIT #2026-00	Surcharge	100-22801	1.00
68479	DEAN'S HOME SERVICES	CANCELLED PERMIT #2026-00	Other construction permits	100-32202	200.00
68480	DEHN OIL CO	360.3 GAL GASOLINE	Fuel	100-43101-2230	1,188.35
68480	DEHN OIL CO	472.9	Fuel	100-43101-2230	2,185.75
68481	FIRE SAFETY USA INC	E-3 V-BAND CLAMP, GASKET,	Fire apparatus repair & maint	100-42201-3450	2,717.25
68481	FIRE SAFETY USA INC	A-1 ANNUAL MAINT	Fire apparatus repair & maint	100-42201-3450	1,275.00
68482	HOFFMAN BROS. SOD INC.	HIDDEN FOREST EAST PARK PL	Capital assets	440-44103-5110	2,175.00
68482	HOFFMAN BROS. SOD INC.	HIDDEN FOREST EAST PARK PL	Capital assets	440-44103-5110	2,175.00
68483	HYLEN OIL	OIL ANALYSIS KITS	Operating supplies	100-43101-2290	156.00
68484	LEAGUE OF MN CITIES INS. TR	FIRE RELIEF BOND INCREASE	Insurance	100-42201-3940	55.00
68485	LEAGUE OF MN CITIES INS. TR	WORK COMP	Prepaid expense	100-15501	10,209.75
68485	LEAGUE OF MN CITIES INS. TR	WORK COMP	Worker's comp insurance	100-41101-1510	12.75
68485	LEAGUE OF MN CITIES INS. TR	WORK COMP	Worker's comp insurance	100-41201-1510	113.75
68485	LEAGUE OF MN CITIES INS. TR	WORK COMP	Worker's comp insurance	100-41301-1510	50.07
68485	LEAGUE OF MN CITIES INS. TR	WORK COMP	Worker's comp insurance	100-41302-1510	75.87
68485	LEAGUE OF MN CITIES INS. TR	WORK COMP	Worker's comp insurance	100-41401-1510	135.67
68485	LEAGUE OF MN CITIES INS. TR	WORK COMP	Worker's comp insurance	100-41601-1510	52.65
68485	LEAGUE OF MN CITIES INS. TR	WORK COMP	Worker's comp insurance	100-42201-1510	5,408.36
68485	LEAGUE OF MN CITIES INS. TR	WORK COMP	Worker's comp insurance	100-42401-1510	173.13
68485	LEAGUE OF MN CITIES INS. TR	WORK COMP	Worker's comp insurance	100-43101-1510	3,204.50
68485	LEAGUE OF MN CITIES INS. TR	WORK COMP	Worker's comp insurance	100-44101-1510	982.50
68486	LEPAGE & SONS INC	8/24 YARDWASTE	Waste management & recycli	231-43601-3630	462.00
68486	LEPAGE & SONS INC	8/31 YARDWASTE	Waste management & recycli	231-43601-3630	462.00
68486	LEPAGE & SONS INC	09/08 YARDWASTE	Waste management & recycli	231-43601-3630	462.00
68487	LINCOLN NATIONAL LIFE INSU	OCT LT DISABILITY	STD/LTD	100-21713	904.35
68488	MACQUEEN EQUIPMENT/MA	#94 STOP LIGHT SWITCH	Equipment parts & supplies	100-43101-2320	69.17
68489	MCCLELLAN SALES INC	SAFETY SWEATSHIRTS, PULL O	Safety supplies	100-43101-2240	292.67
68490	METRO - INET	LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-41201-2510	47.53
68490	METRO - INET	LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-41301-2510	37.43
68490	METRO - INET	LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-41401-2510	64.75
68490	METRO - INET	LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-41601-2510	27.33
68490	METRO - INET	PHONES	Phones/radios/pagers	100-41701-3210	106.84
68490	METRO - INET	IT SUPPORT	Computer & software support	100-41707-3120	3,751.60
68490	METRO - INET	LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-42201-2510	64.75
68490	METRO - INET	IT SUPPORT	Computer & software support	100-42201-3120	1,612.16
68490	METRO - INET	PHONES	Phones/radios/pagers	100-42201-3210	44.52
68490	METRO - INET	LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-42401-2510	112.28
68490	METRO - INET	IT SUPPORT	Computer & software support	100-42401-3120	980.96
68490	METRO - INET	PHONES	Phones/radios/pagers	100-42401-3210	53.42
68490	METRO - INET	LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-43101-2510	26.93
68490	METRO - INET	IT SUPPORT	Computer & software support	100-43101-3120	995.28
68490	METRO - INET	PHONES	Phones/radios/pagers	100-43101-3210	26.71
68490	METRO - INET	PHONES	Phones/radios/pagers	100-44101-3210	8.90
68490	METRO - INET	PHONES	Phones/radios/pagers	100-44201-3210	35.61
68490	METRO - INET	MICROSOFT 365 LICENSE - KP	Software licenses & upgrades	100-42401-2510	344.00
68492	MINNESOTA EQUIPMENT	#53 TIRE & WHEEL ASSEMBLY	Equipment parts & supplies	100-44101-2320	457.34
68493	MN PEIP	KP SEPT HEALTH INSURANCE	Health Insurance	100-21710	804.64
68493	MN PEIP	OCT HEALTH INSURANCE	Health Insurance	100-21710	12,576.48
68494	NCPERS GROUP LIFE INSURAN	OCT LIFE	Life Insurance	100-21714	96.00
68495	ON-LINE RETRIEVERS	AUG ANIMAL CONTROL	Other professional services	100-42501-3190	1,140.50
68496	PRECISE MRM LLC	GPS MONITORING ACCESSORI	Monitoring	100-43101-3145	877.79
68496	PRECISE MRM LLC	JULY TRUCK MONITORING SU	Monitoring	100-43101-3145	76.00
68497	PREMIUM WATERS INC	SEPT WATER COOLER RENTAL	Equipment rentals	100-41701-3320	14.00

Council Approval List

Payment Dates: 9/9/2026 - 9/21/2026

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
68497	PREMIUM WATERS INC	AUGUST WATER	Equipment rentals	100-41701-3320	23.85
68498	PRINT CENTRAL	BUSINESS CARDS - MH	Office supplies	100-41601-2110	39.00
68498	PRINT CENTRAL	LETTERHEAD	Office supplies	100-41701-2110	255.70
68498	PRINT CENTRAL	ENVELOPES	Office supplies	100-41701-2110	238.14
68499	RDO EQUIPMENT CO.	#71 BUSHING	Equipment parts & supplies	100-43101-2320	95.57
68500	SIEGFRIED FAMILY TOOLS INC	FUEL EXTENDED REACH RATC	Small tools	100-43101-2410	-550.95
68500	SIEGFRIED FAMILY TOOLS INC	IMPACT WRENCH COMBO KIT	Small tools	100-43101-2410	-999.00
68500	SIEGFRIED FAMILY TOOLS INC	UNIVERSAL HOOK SET	Small tools	100-43101-2410	22.95
68500	SIEGFRIED FAMILY TOOLS INC	LUG NUT COVER REMOVER	Small tools	100-43101-2410	57.95
68500	SIEGFRIED FAMILY TOOLS INC	AUTOMATIC CENTER PUNCH	Small tools	100-43101-2410	42.95
68500	SIEGFRIED FAMILY TOOLS INC	DRIVER	Small tools	100-43101-2410	22.95
68500	SIEGFRIED FAMILY TOOLS INC	HEADLAMPS	Small tools	100-43101-2410	97.90
68500	SIEGFRIED FAMILY TOOLS INC	SOCKET, SCREWDRIVER SET, B	Small tools	100-43101-2410	624.81
68500	SIEGFRIED FAMILY TOOLS INC	SOCKET, SCREWDRIVER SET, B	Small tools	100-43101-2410	-624.81
68500	SIEGFRIED FAMILY TOOLS INC	SOCKET, SCREWDRIVER SET, B	Small tools	100-43101-2410	577.85
68500	SIEGFRIED FAMILY TOOLS INC	SCISSOR	Small tools	100-43101-2410	44.95
68500	SIEGFRIED FAMILY TOOLS INC	AIR COMB	Small tools	100-43101-2410	56.95
68500	SIEGFRIED FAMILY TOOLS INC	RECHARGABLE CLIP LIGHT	Small tools	100-43101-2410	78.95
68500	SIEGFRIED FAMILY TOOLS INC	FAN, BATTERY	Small tools	100-43101-2410	522.90
68500	SIEGFRIED FAMILY TOOLS INC	HEX BIT SOCKET, COMBO RAT	Small tools	100-43101-2410	89.90
68501	SPECIALTY SOLUTIONS LLC	HIDDEN FOREST EAST PARK G	Capital assets	440-44103-5110	893.56
68502	XCEL ENERGY	AUG FIRE #3 NATURAL GAS	Natural gas	100-42202-3620	30.24
DFT0003142	MN STATE DEPT OF REVENUE-	AUGUST FUEL TAX	Fuel	100-43101-2230	79.22
DFT0003143	COMPENSATION CONSULTAN	Health Savings Account	HSA Account	100-21712	100.00
DFT0003144	IRS-Payroll Tax	Federal Withholding	Federal WH/FICA/MC	100-21701	6,533.34
DFT0003144	IRS-Payroll Tax	Medicare Payable	Federal WH/FICA/MC	100-21701	2,228.28
DFT0003144	IRS-Payroll Tax	Social Security Payable	Federal WH/FICA/MC	100-21701	8,897.62
DFT0003145	MN STATE DEPT OF REVENUE-	MN State Withholding	State W/H	100-21702	2,926.75
DFT0003146	PERA	Retirement-Coordinated	PERA	100-21703	7,749.02
DFT0003146	PERA	Retirement-Elected Officials	PERA	100-21703	40.84
DFT0003146	PERA	Retirement-Police & Fire	PERA	100-21703	1,378.28
DFT0003147	VOYA-DEF COMP	Deferred Compensation	Deferred compensation	100-21704	2,610.00
DFT0003147	VOYA-DEF COMP	Roth IRA	Deferred compensation	100-21704	300.00

Grand Total: 1,540,896.59

Report Summary**Fund Summary**

Fund	Payment Amount
100 - GENERAL	552,530.52
211 - HAM LAKER	900.00
231 - RECYCLING	1,674.13
232 - STREET LIGHT	72.68
262 - HAM LAKE EDA	107,078.47
431 - REVOLVING STREET	869,589.73
440 - PARK & BEACH LAND	5,243.56
890 - TRUST FUND	3,807.50
Grand Total:	1,540,896.59

Account Summary

Account Number	Account Name	Payment Amount
100-15501	Prepaid expense	10,209.75
100-21701	Federal WH/FICA/MC	17,659.24
100-21702	State W/H	2,926.75
100-21703	PERA	9,168.14
100-21704	Deferred compensation	2,910.00
100-21710	Health Insurance	13,381.12
100-21712	HSA Account	100.00
100-21713	STD/LTD	904.35
100-21714	Life Insurance	96.00
100-21715	Vision Insurance	37.00
100-22801	Surcharge	1.00
100-32202	Other construction per	200.00
100-41101-1510	Worker's comp insuranc	12.75
100-41101-3110	Attorney	499.79
100-41102-3110	Attorney	419.55
100-41201-1510	Worker's comp insuranc	113.75
100-41201-2510	Software licenses & upgr	47.53
100-41301-1510	Worker's comp insuranc	50.07
100-41301-2510	Software licenses & upgr	37.43
100-41302-1510	Worker's comp insuranc	75.87
100-41302-3110	Attorney	139.86
100-41302-3950	Legal notices/publicatio	167.48
100-41401-1510	Worker's comp insuranc	135.67
100-41401-2510	Software licenses & upgr	64.75
100-41401-3110	Attorney	34.97
100-41501-3110	Attorney	7,102.73
100-41601-1510	Worker's comp insuranc	52.65
100-41601-2110	Office supplies	39.00
100-41601-2510	Software licenses & upgr	27.33
100-41601-3110	Attorney	524.49
100-41701-2110	Office supplies	493.84
100-41701-3190	Other professional servi	22.95
100-41701-3210	Phones/radios/pagers	106.84
100-41701-3320	Equipment rentals	37.85
100-41702-3420	Building repair & mainte	248.39
100-41702-3620	Natural gas	93.89
100-41707-3120	Computer & software su	3,751.60
100-42101-3155	Police protection	434,137.00
100-42201-1510	Worker's comp insuranc	5,408.36
100-42201-2210	Clothing & personal prot	273.55
100-42201-2290	Operating supplies	537.00
100-42201-2320	Equipment parts & suppl	469.66
100-42201-2340	Vehicle parts & supplies	290.00
100-42201-2510	Software licenses & upgr	64.75
100-42201-3120	Computer & software su	1,612.16

Account Summary

Account Number	Account Name	Payment Amount
100-42201-3210	Phones/radios/pagers	243.17
100-42201-3220	Internet	371.40
100-42201-3450	Fire apparatus repair &	3,992.25
100-42201-3510	Training/conferences/sc	750.00
100-42201-3940	Insurance	55.00
100-42201-3941	Insurance Deductible	16,786.07
100-42202-3620	Natural gas	95.08
100-42401-1510	Worker's comp insuranc	173.13
100-42401-2510	Software licenses & upgr	456.28
100-42401-3110	Attorney	279.72
100-42401-3120	Computer & software su	980.96
100-42401-3210	Phones/radios/pagers	53.42
100-42501-3190	Other professional servi	1,140.50
100-43101-1510	Worker's comp insuranc	3,204.50
100-43101-2210	Clothing & personal prot	237.62
100-43101-2230	Fuel	3,453.32
100-43101-2240	Safety supplies	292.67
100-43101-2290	Operating supplies	275.45
100-43101-2320	Equipment parts & suppl	164.74
100-43101-2340	Vehicle parts & supplies	281.17
100-43101-2410	Small tools	69.59
100-43101-2510	Software licenses & upgr	26.93
100-43101-3120	Computer & software su	995.28
100-43101-3145	Monitoring	953.79
100-43101-3210	Phones/radios/pagers	26.71
100-43101-3320	Equipment rentals	70.00
100-43101-3440	Equipment repair & mai	551.25
100-43104-3620	Natural gas	74.20
100-44101-1510	Worker's comp insuranc	982.50
100-44101-2210	Clothing & personal prot	164.82
100-44101-2240	Safety supplies	8.03
100-44101-2320	Equipment parts & suppl	457.34
100-44101-3150	Personnel testing & recr	36.71
100-44101-3210	Phones/radios/pagers	8.90
100-44102-3620	Natural gas	45.00
100-44201-3210	Phones/radios/pagers	35.61
100-44202-3620	Natural gas	50.55
211-41704-3125	Editing	900.00
231-43601-3630	Waste management & r	1,674.13
232-43701-3190	Other professional servi	72.68
262-46101-3810	Contractors	107,078.47
431-43301-3110	Attorney	52.45
431-43301-3810	Contractors	869,537.28
440-44103-5110	Capital assets	5,243.56
890-90001-3110	Attorney	3,505.36
890-90001-3950	Legal notices/publicatio	210.14
890-90001-3980	Filing fees	92.00
Grand Total:		1,540,896.59

Project Account Summary

Project Account Key	Payment Amount
None	557,310.70
202205-140	107,078.47
202505-130	52.45
231004009	1,386.00
231010001	288.13
HFE Park-160	5,243.56

Project Account Summary

Project Account Key	Payment Amount
MISC-100	869,537.28
Grand Total:	<u>1,540,896.59</u>



City of Ham Lake, MN

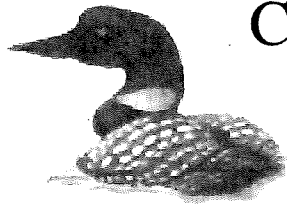
EFT Payroll Check Register Report Summary

Pay Period: 8/30/2026-9/12/2026

Packet: PYPKT01960 - PPE 09/12/26 PAID 09/18/26

Payroll Set: City of Ham Lake - 01

Type	Count	Amount
Regular Checks	0	0.00
Manual Checks	0	0.00
Reversals	0	0.00
Voided Checks	0	0.00
Direct Deposits	75	53,795.88
Total	75	53,795.88



CITY OF HAM LAKE

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

PROCLAMATION

WHEREAS: September 17, 2026, marks the two hundred thirty-ninth anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS: It is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary; and to the patriotic celebrations which will commemorate the occasion; and

WHEREAS: Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week,

NOW, THEREFORE I, Al Parranto by virtue of the authority vested in me as the Acting Mayor of Ham Lake, do hereby proclaim the week of September 17 through 23 as

CONSTITUTION WEEK

AND ask our citizens to reaffirm the ideals of the Framers of the constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remembering that lost rights may never be regained.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City to be affixed this 21st day of September of the year of our Lord two thousand twenty-six.

Al Parranto, Acting Mayor

Meeting Date: 09/21/2026

CITY OF HAM LAKE
STAFF REPORT

To: Mayor and Councilmembers

From: Matt Holzworth, City Planner

Subject: Met Council Grant Application

Introduction/: Discussion:

The City must periodically prepare and submit updates to its comprehensive plan to the Metropolitan Council. We have begun preparations for work on the 2050 Comprehensive Plan Update. The updated plan is due at the end of 2028.

The Metropolitan Council has made grant funds of up to \$20,000 available for the City of Ham Lake. We do not anticipate any significant changes or new initiative in this plan from what was included in past plans. However, we are required to submit the plan and the grant may help cover some of the cost of preparation.

Staff Recommendation:

Approval of the resolution authorizing submittal of the Metropolitan Council's Planning Assistance Grant application.

RESOLUTION NO. 26-XX

CITY OF HAM LAKE, MINNESOTA

**RESOLUTION IDENTIFYING THE NEED FOR FUNDING TO COMPLETE ITS 2050
COMPREHENSIVE PLAN UPDATE AND AUTHORIZING AN APPLICATION FOR
PLANNING ASSISTANCE GRANT FUNDS**

WHEREAS, the City of Ham Lake must review and update its comprehensive plan as required by the “decennial” review provision of Minnesota Statutes section 473.864 , subdivision 2; and

WHEREAS, on **December 17 2025**, the Metropolitan Council adopted need-based eligibility criteria for awarding available local planning assistance grant funds and established maximum grant amounts, including bonus incentive grants, for eligible grantees to help grantees review and update their comprehensive plans as required by the “decennial” review provisions of Minnesota Statutes section 473.864, subdivision 2; and

WHEREAS, the City is an eligible city, county, or town in the metropolitan area as defined in Minnesota Statutes section 473.121; AND

WHEREAS, planning assistance grant funds will be made available to eligible applicants subject to terms and conditions contained in Metropolitan Council grant agreements.

NOW THEREFORE BE IT RESOLVED that, after appropriate examination and due consideration, the governing body of the City:

Authorizes its City Planner and City Engineer to:

- 1) submit on behalf of the City an application to the Metropolitan Council for Local Planning Assistance grant funds for the decennial review and update of the City’s local comprehensive plan required under Minnesota Statutes section 473.864; and
- 2) execute on behalf of the City a grant agreement with the Metropolitan Council for planning assistance grant funds.

Adopted by the City Council of the City of Ham Lake this 21st day of September, 2026.

Al Parranto, Acting Mayor

Denise Webster, City Clerk

Meeting Date: September 21, 2026



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

To: Mayor and Councilmembers

From: Denise Webster, City Administrator

**Item/Title/Subject: Upper Rum River Watershed Management Organization
Position**

Introduction/Discussion: With the April 2026 resignation of Jeff Entsminger from the Upper Rum River Watershed Management Organization, there is an open position. Levi Boyer has indicated interest in the open position.

Recommendation: I am recommending appointing Levi Boyer to the open position of the Upper Rum River Watershed Management Organization.

Memorandum

Date: September 16, 2026

To: Mayor and Councilmembers

From: David A. Krugler, City Engineer 

Subject: 2026 Bituminous Overlay Project

Introduction:

The low bid in the amount of \$878,295.90 from Bituminous Roadways for completion of the 2026 bituminous overlay project was approved at the January 19th Council meeting. The project consisted of the bituminous overlays within the residential subdivisions of Amberwood, Clayton Park Estates, Naples Estates 2nd Addition, Prairie Creek, Rosewood Addition, West Coon Lake Shores Estates, Wisen's 14th Addition, and Woodland Preserve, the commercial subdivision of Landborg Industrial Park, TH 65 West Frontage Road South of Crosstown Boulevard including Johnson Street, 174th Avenue, and Ulysses Street; and Polk Street North of Constance Boulevard.

Discussion:

The project was expanded through a field change, as directed by the Public Works Superintendent, to include approximately 926 feet of Alexa Woods, which was not included in the original bid. It was determined that overlaying Alexa Woods as part of the project would provide a better finished roadway while taking advantage of the contractor already being mobilized in the area.

The cost of the additional Alexa Woods work was \$31,326.84. Excluding this additional work, the cost of the original project scope was \$838,210.44, which was \$40,085.46 (4.6%) less than the original bid amount of \$878,295.90. With the addition of Alexa Woods, the final project cost was \$869,537.28, which was \$8,758.62 (1.0%) less than the original bid amount.

Recommendation:

It is recommended that the project be accepted and the attached contractor payment to Bituminous Roadways be approved. Approval will commence the one-year warranty that the overlay project is free from all defects due to faulty workmanship or defective materials.

Date: September 14, 2026

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

Ref: 2026 Bituminous Overlay Project

Contractor: Bituminous Roadways

Contractor Final Payment

Bituminous Overlay Original Contract

ITEM NUMBER	ITEM DESCRIPTION	UNIT	EST. QTY.	UNIT PRICE	TOTAL	UNITS THIS EST.	UNITS TO DATE	AMOUNT TO DATE
2021.503	MOBILIZATION	LUMP SUM	1	\$43,000.00	\$43,000.00	1	1	\$43,000.00
2232.501	6-FOOT WIDE EDGE MILL BITUMINOUS SURFACE	SQ YD	1,136	\$1.50	\$1,704.00	1,136	1,136	\$1,704.00
2331.604	MILL BITUMINOUS SURFACE	SQ YD	72,561	\$1.00	\$72,561.00	74,679	74,679	\$74,679.00
2501.609	HAUL BITUMINOUS PAVEMENT RECLAMATION	CU YD	2,933	\$43.00	\$126,119.00	3,018	3,018	\$129,774.00
2360.501	TYPE SPWEB240C WEARING COURSE MIXTURE	TON	8,779.00	\$71.50	\$627,698.50	8,549.85	8,549.85	\$611,314.28
2357.502	BITUMINOUS MATERIAL FOR TACK COAT	SQ YD	72,134	\$0.10	\$7,213.40	90,660	90,660	\$9,066.00
TOTAL					\$878,295.90			\$869,537.28

SUMMARY

Original Contract Amount	\$878,295.90
Change Order Contract Amount	\$0.00
Total Contract Amount	\$878,295.90
Value Completed to Date	\$869,537.28
Amount Retained 0%	\$0.00
AMOUNT DUE THIS ESTIMATE	\$869,537.28

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 Jack Peterson
Contractor's Authorized Representative (Title)

Digitally signed by Jack Peterson
DN: C=US, E=petersonj@bitroads.com, O="Bituminous Roadways, Inc.",
OU=Estimating/Project Management, CN=Jack Peterson
Date: 2026.09.15 15:14:41-05'00'

Date _____

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 9/15/2026

Respectfully submitted,

RFC Engineering, Inc.


David Krugler, P.E.
Ham Lake City Engineer

Meeting Date: September 21, 2026



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

To: Mayor and Councilmembers

From: Denise Webster, City Administrator

Item/Title/Subject: New Tobacco License

INTRODUCTION/DISCUSSION:

Tamara Michaletz dba Hop and Vine at 1434 147th Avenue NE, Suite #102 and Kwik Trip, Inc. dba Kwik Trip #1790 at 14323 Johnson Street NE has applied for Tobacco Licenses. Due to the timing of the renewal of tobacco licenses on January 1, 2027, I would like to issue the license from the effective date of opening the establishments to December 31, 2027.

RECOMMENDATION:

The Tobacco Licenses for Tamara Michaletz dba Hop and Vine at 1434 147th Avenue NE, Suite 102, and Kwik Trip, Inc., dba Kwik Trip #1790, 14323 Johnson Street NE, has been reviewed and are being recommended for approval.



CITY OF HAM LAKE

To: Mayor and Councilmembers
From: Denise Webster, City Administrator
Item/Title/Subject: New Liquor Licenses

Introduction:

There have been three applications received for new Liquor Licenses. The following licensees have applied for new liquor licenses and have submitted the required documentation.

On-Sale and Sunday On-Sale

- The Burrow MN dba The Burrow, 1434 147th Avenue NE, Suite #101, Ham Lake, MN

Off-Sale

- Hop and Vine, LLC dba Hop and Vine, 1434 147th Avenue NE, Suite #102, Ham Lake, MN

3.2% Off-Sale

- Kwik Trip, Inc., dba Kwik Trip #1790, 14323 Johnson Street NE, Ham Lake, MN

Recommendation:

I recommend approving the New Liquor Licenses, effective the date of the establishments opening until June 30, 2027.