

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, OCTOBER 19, 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. Mendoza, Anoka County Sheriff's Office Monthly Report

3.2 Joseph Radach, Contour Development LLC – discussion of the parking lot at Elwell Farms Clubhouse and Pool

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 October 5, 2026

4.2 Approval of claims

4.3 Approval of scheduling a Budget Meeting on Monday, November 2, 2026 at 5:30 p.m.

4.4 Approval of accepting an Assistance to Firefighters (AFG) Grant for thermal imaging cameras for the Fire Department

4.5 Approval of the re-appointment of District Chief's to the Fire Department

4.6 Approval of a Resolution scheduling a public hearing to vacate the road easement of the temporary cul-de-sac located at PIN #05-32-23-43-0021

4.7 Approval of a Resolution scheduling a public hearing to vacate the road easements within PIN #08-32-23-12-0003

4.8 Approval of a Resolution scheduling a public hearing to vacate the road easements within PIN #08-32-23-12-0020

4.9 Approval of a Resolution scheduling a public hearing to vacate the road and drainage and utility easements over Lots 7, 8, and 9, Block 2 of Meadow Park

5.0 PLANNING COMMISSION RECOMMENDATIONS

5.1 Kennedy Okonkwo of Relief Auto LLC, requesting a Conditional Use Permit for an automotive repair shop and site plan approval for motor vehicles sales lot located at 1354 McKay Drive NE and adoption of a Resolution

5.2 T.E.S. Construction requesting Sketch Plan approval for Acre Hills, a 2-lot Single-Family Residential (R-1) and Rural Single Family (R-A) development in Section 23

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

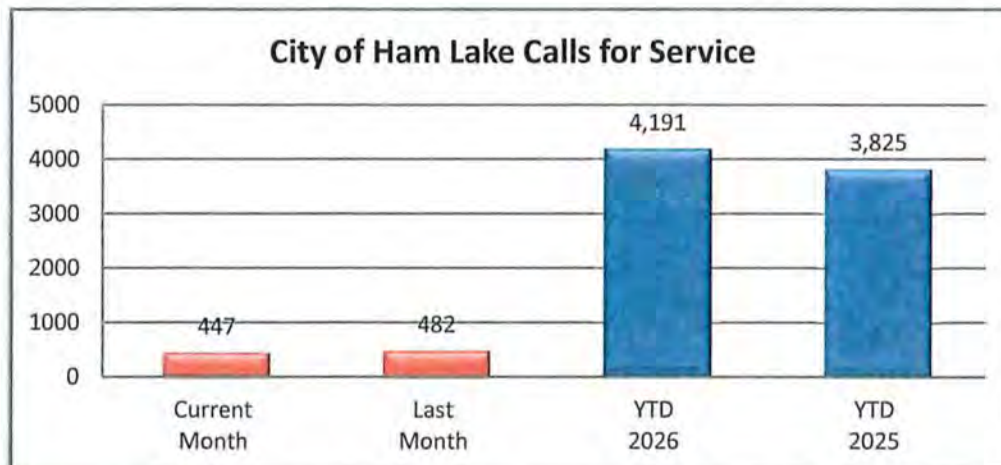
11.1 Committee Reports

11.2 Announcements and future agenda items

PATROL DIVISION

CITY OF HAM LAKE - SEPTEMBER 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	447				4,191	4,311
Burglaries	0	0	0	0	0	3	2	1	1				7	13
Thefts	8	8	4	4	7	7	8	8	4				58	66
Crim Sex Conduct	1	0	0	1	1	2	0	0	1				6	6
Assault	3	2	1	0	3	1	2	2	3				17	16
Dam to Property	1	2	0	2	4	3	1	3	2				18	15
Harass Comm	0	0	0	0	0	0	0	0	0				0	1
PI Accidents	5	4	4	4	4	7	3	7	10				48	63
PD Accidents	23	20	31	20	24	39	20	18	25				220	214
Medical	70	54	67	66	60	65	77	61	70				590	578
Animal Complaint	18	14	18	33	36	32	28	23	23				225	232
Alarms	21	25	32	24	19	29	26	28	14				218	264
Felony Arrests	0	2	1	1	1	2	1	1	2				11	22
GM Arrests	5	2	3	3	2	6	5	7	5				38	37
Misd Arrests	3	3	6	7	5	2	2	5	17				50	49
DUI Arrests	1	2	5	4	1	3	1	3	5				25	25
Drug Arrests	0	0	0	0	0	1	0	0	1				2	7
Domestic Arrests	2	1	0	0	3	2	2	2	4				16	12
Warrant Arrests	2	3	2	4	0	3	5	7	2				28	24
Traffic Stops	186	195	210	201	157	224	215	241	294				1,923	1227
Traffic Arrests	44	43	46	48	41	42	47	46	92				449	377



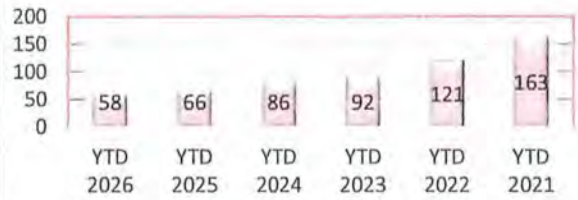
CITY OF HAM LAKE

YEAR TO DATE - SEPTEMBER 2021-2026

BURGLARIES



THEFTS



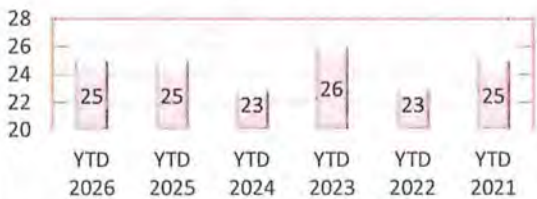
ASSAULTS



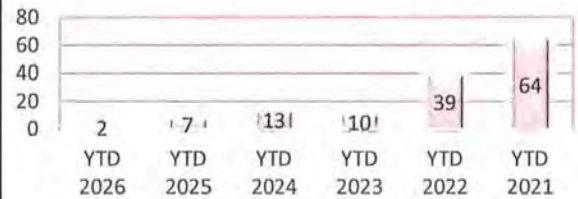
DAMAGE TO PROPERTY



DUI ARRESTS



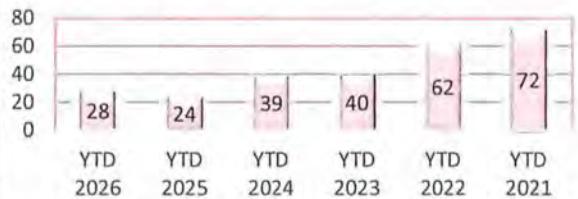
DRUG ARRESTS



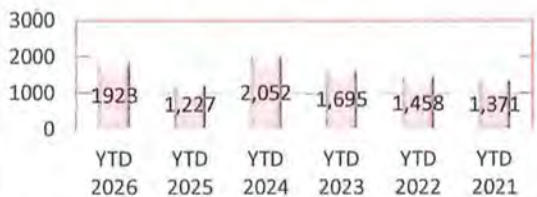
DOMESTIC ARRESTS



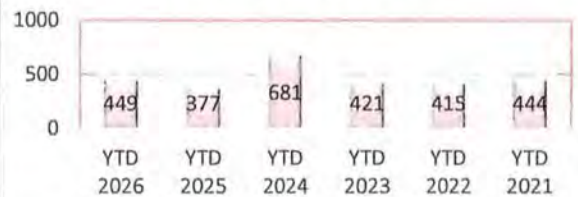
WARRANT ARRESTS



TRAFFIC STOPS



TRAFFIC ARRESTS



Problem Type Summary

3:24 PM 10/09/2026

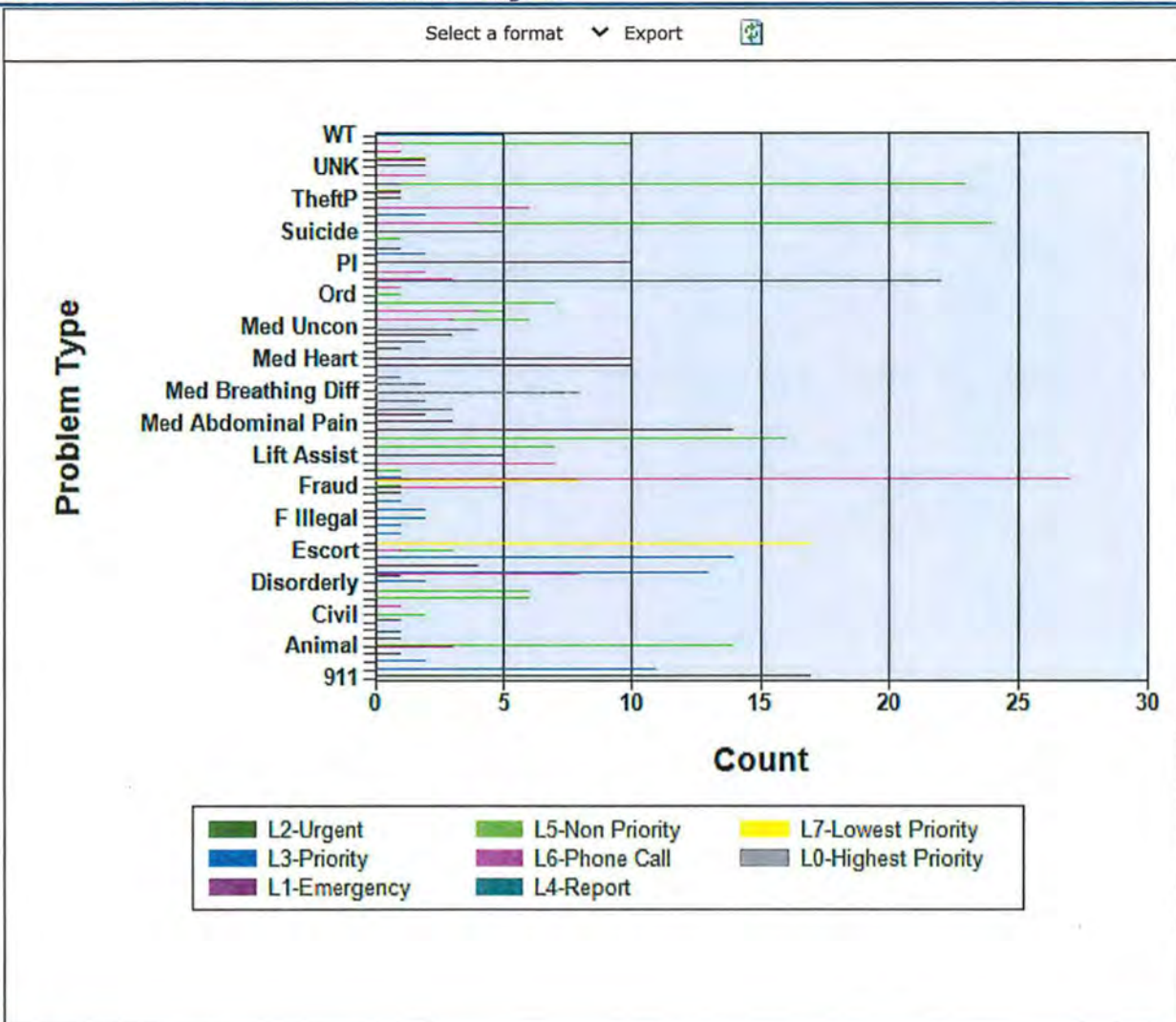
Data Source: Data Warehouse

Agency: LAW ENFORCEMENT

Division: Ham Lake Law

Day Range: Date From 9/1/2026 To 9/30/2026

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			17						17
Abandon									
Abuse									
AbuseP									
AlarmB				11					11

AlarmCO								
AlarmCOIll								
AlarmF			2					2
AlarmFsmoke								
AlarmHoldup	1							1
AlarmV								
AlarmWF								
Animal					14	3		17
AnimalResc								
Arson								
Assault				1		1		2
AssaultP								
Boat Assist								
Bomb								
BombP								
Broadcast								
Burg				1				1
BurgP		1						1
Civil					2			2
CivilP								
CSC					1	1		2
Debris					6			6
Deer					6			6
Disorderly			2					2
Dom			13	1		8		22
DomP	4							4
Drugs								
DUI			14					14
Dumping								
Escort					3	1		4
ExPat							17	17
F Aircraft								
F Assist								
F CleanUp								
F Collapse								
F Dump								
F Elec Smell			1					1
F Expl			1					1
F Gas Odor In								
F Gas Odor Out								
F Grass fire								
F Illegal			2					2
F Misc								
F Mutual Aid								
F Oven								
F Powerlines			2					2
F SmokeIn								
F SmokeOut			1					1
F Structure								
F Train								
F Veh								
F Water Rescue								
Fight		1						1
Flood in								
Flood out								
Fraud					1	5		6
FraudP								
FU			1		1	27	8	37
FW					1			1
Gun								
Harass						7		7
Info								
Lift Assist				5				5
Liq								
Lockout					7			7
LockoutP								

MA					16			16
MASS								
Med ~	14							14
Med Abdominal Pain	3							3
Med Alarm	2							2
Med Allergic	3							3
Med Assault								
Med Bleed	2							2
Med Breathing Diff	8							8
Med Breathing Not	2							2
Med Choking	1							1
Med Drown								
Med Electro								
Med Fall	10							10
Med Heart	10							10
Med Hold		1						1
Med Info								
Med OB								
Med Priority								
Med Seizure	2							2
Med Stab-Gunshot								
Med Stroke	3							3
Med Uncon	4							4
Medex								
Misc					6	3		9
MiscO					5	4		9
Noise					7			7
NoTag								
Ord					1			1
Other								
Park						1		1
PD				22		3		25
Person						2		2
PI	10							10
POR								
Property								
PW								
REPO-TOW								
RJ								
RoadClosure								
Robbery								
RobberyP								
Shots		2						2
Slumper			1					1
StolenProp				1				1
Suicide			5					5
SuicideP								
Susp					24	4		28
SuspP		2						2
Theft						6		6
TheftP		1						1
Threat					1	1		2
ThreatP								
Traf			1		23	1		25
Tres					2	2		4
UNK		2						2
Unsecure								
Vand					2	2		4
VandP								
VehTheft						1		1
VehTheftP								
Weapon								
Weather								
Welfare					10	1		11
WelfareP								
WT			5					5

Total

20	59	23	59	37	140	84	25	447
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Go Back

Close



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 10/14/26

DEPOSIT \$ N/A
RECEIPT #

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

APPLICANT'S NAME Joseph Radach - Contour Development LLC

MAILING ADDRESS PO Box 89

CITY, STATE, ZIP CODE Rockford, MN 55373

PHONE (daytime) 612-730-2265

EMAIL ADDRESS jradach@contourcd.com

SITE ADDRESS / NATURE OR REQUEST:

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

Elwell Farms

We would like to discuss the parking requirement for the proposed Elwell Farms clubhouse

and pool. Please see attached letter and presentation.


Signature of Applicant

Joseph T. Radach
2026.10.14 14:29:12-05'00'

10/14/26
Date

Jesse Neumann
Signature of Current Property Owner

Digitally signed by Jesse Neumann
Date: 2026.10.14 14:29:02-05'00'

10/14/26
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

Joseph T. Radach
2026.10.14
14:30:04-05'00'

COMPANY/TITLE: Contour Development LLC

DATE: 10/14/26

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

The undersigned, Joseph Radach, 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:

Elwell Farms Clubhouse

Type of Application

acknowledges that the sum of \$^{na} _____, 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 _____



Joseph T. Radach
2026.10.14 14:27:53-05'00'

Dated 10/14/26

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

Jesse Neumann, Elwell Farms LLC, 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 _____

Jesse Neumann

Digitally signed by Jesse Neumann
Date: 2026.10.14 14:28:25-05'00'

Dated 10/14/26



October 14, 2026

Matt Holzworth – City Planner
Members of the City Council

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

Re: **ELWELL FARMS**
Clubhouse Parking Requirement

Mr. Holzworth and Members of the City Council:

Our contractor, Rochon Construction, met with city staff including Matt Holzworth and Mark Jones on July 10, 2026 to discuss the upcoming building permit application for the Elwell Farms Clubhouse. The purpose of the meeting was to briefly review the plans to ensure the building permit application was complete and in line with city expectations. At that meeting the parking requirement was discussed and it was our understanding that a minimum of 19 parking spaces would be required and that proof of parking would need to be shown to accommodate one parking space per four occupants. The plans were updated accordingly, and a building permit application was submitted on July 23, 2026. A plan review letter was received from RFC Engineering on August 4, 2026 with miscellaneous plan review comments, none of which were regarding additional parking. Revised plans were submitted to the city on August 26, 2026 addressing the RFC Engineering comments. A subsequent plan review letter was received from RFC Engineering on September 2, 2026 stating that based on the established occupancy of 150 persons, a total of 39 parking stalls is required. Based on further correspondence from the city, the building official, Mark Jones, calculated the building occupancy at 200 persons, based on occupant loads established under the Minnesota State Building Code. Based on an email from Matt Holzworth received on September 16, 2026, we understand a code committee convened and determined that 50 parking stalls are required to be constructed on the site and that no proof of parking is allowed.

We are respectfully requesting that the city consider a lesser parking requirement that more closely aligns with the intended use of the clubhouse and aligns with what other communities are approving for similar private neighborhood clubhouses. Our building partners have built communities throughout the metro area and many of the new communities feature a private clubhouse and pool for private use by residents of the neighborhood. Below is a list of several neighborhoods featuring a clubhouse and pool and lists the number of lots in the neighborhood and how many parking spaces are provided for the clubhouse/pool amenity.

Example Clubhouse/Pool Complexes in other Neighborhoods

1. Wagamon Ranch – Blaine, MN

Lots: 104
Parking Spaces: none



2. Lexington Waters – Blaine, MN

Lots: 91
Parking Spaces: 2



3. Hollydale – Plymouth, MN

Lots: 229
Parking Spaces: none



4. Marsh Hollow – Victoria, MN

Lots: 110
Parking Spaces: none



5. Edgewater – Maple Grove, MN

Lots: 58
Parking Spaces: none



6. Weston Woods – Medina, MN

Lots: 39
Parking Spaces: none



General Discussion

The above examples show similar clubhouse and pool complexes in neighborhoods that are HOA controlled like Elwell Farms. These private neighborhood clubhouses really do not require much by way of parking. While we do want to provide some parking, we feel that providing 50 parking spaces will take away from the rural character we are trying to maintain in Elwell Farms and Ham Lake neighborhoods. It is our opinion that the 19 parking spaces currently proposed will provide more than adequate parking for the intended use of the clubhouse.

Additionally, the storm sewer infrastructure in place serving the proposed clubhouse lot was not sized to accommodate a parking lot consisting of 50 parking spaces. If 50 parking spaces are required, additional costly stormwater improvements will be required.

Possible Solutions

Below are a few ideas in order of preference that we would like to discuss if council is willing to allow a more reasonable number of parking spaces for the clubhouse.

1. Flexibility through the PUD

Based on email correspondence from the city, we understand that city council can provide parking flexibility through the already established PUD. A PUD amendment could be processed to incorporate the proposed clubhouse site plan as design with 19 parking spaces.

2. Code Amendment

It is still unclear to us the specific code that is requiring the 50 parking spaces. However, assuming there is code language that requires 50 parking spaces, we could process a code amendment to allow for less parking for private community clubhouse/pool complexes.

3. Variance

Similar to above, if there is code language that requires 50 parking spaces, we could process a variance request to allow for less parking.

There may be other tools the city can use to provide flexibility on the parking requirement, and we would be happy to consider any option. Ultimately, we are looking to provide a reasonable amount of parking that will allow the clubhouse/pool to function as designed/intended but not detract from the rural characteristics of the Elwell Farms development.

Closing

We look forward to discussing the clubhouse parking requirements at the City Council meeting on October 19, 2026. If you have any questions or require further information, please contact me at 612-730-2265 or via email at jradach@contourcd.com.

Respectfully,

A handwritten signature in blue ink, appearing to read "Joe T. R.", is positioned above the typed name.

Joseph Radach PE
Contour Development LLC
P.O. Box 89
Rockford, MN 55373

INFORMATION

PROVIDED FROM STAFF:

Pages 1-13

- **No Building Permit can be issued until Site Plan Approval goes before the Planning Commission and City Council.**
- **The Community Pool needs to be reviewed by the Minnesota Department of Health.**
- **No On-Street Parking is allowed.**

Minimum Parking Space Requirements - Whenever a Certificate of Occupancy is required for any new construction or change of usage in any of the following categories, the following provisions shall be made for the parking of motor vehicles on locations (all parking must be on-site, no on street parking is allowed. Hard surfaced parking area with minimum 9' x 20' spaces, handicap parking spaces to be a minimum of 8' x 20' plus 8' x 20' hashed spaces, and minimum 24' wide driving isles. The following are general parking requirements for business establishments:

- a) Automobile service stations: At least one (1) parking space for each employee, plus two (2) for each service stall.
- b) Banks: At least one (1) parking space for each four hundred (400) square feet of floor area, plus one (1) for each employee and four (4) for each inside teller window.
- c) Bowling alley, recreational buildings: At least five (5) parking spaces for each lane, one (1) space per each employee per maximum shift, plus additional spaces as may be required for affiliated uses.
- d) Professional office or public administration buildings: At least one (1) parking space for each two hundred fifty (250) square feet of floor area.
- e) Churches and synagogues: At least one (1) parking space for each four (4) seats in accordance with design capacity of the main auditorium.
- f) Private clubs, lodges and other establishments handling the sale and consumption of food and refreshment on premises: At least one (1) parking space for each four (4) seats.
- g) Furniture and appliance stores, motor vehicle sales, stores for repair of household equipment or furniture: At least one (1) parking space for each two hundred fifty (250) square feet of land used for showroom or exterior sales lot.
- h) Libraries and museums: At least one (1) parking space for each two hundred fifty (250) square feet of floor area.
- i) Manufacturing, fabricating, general industrial building, and processing plants not engaged in retail trade: At least one (1) parking space for each two (2) employees on a maximum working shift or one (1) parking space for every two hundred fifty (250) square feet of floor area, whichever is greater.
- j) Medical and dental clinics: At least two spaces for each examining or treatment room, plus one (1) for each doctor and employee in the building.
- k) Motels: at least one (1) parking space for each dwelling unit, plus one (1) space per employee.
- l) Public utility and public service uses: At least one (1) parking space for each three (3) employees, plus spaces in adequate number as determined by the Zoning Administrator to serve the visiting public.
- *m) Recreational buildings or community centers: Spaces in adequate number as determined by the Zoning Administrator.
- n) Schools, elementary, junior high, public or private: At least one (1) parking space for each faculty member and other full-time employees, plus adequate off-street parking for visitors.
- o) Supermarkets, discount houses, mail order outlets, retail stores and other stores with high customer volume: At least one (1) parking space for each two hundred fifty (250) square feet of floor area.
- p) Warehouse and storage establishments and freight terminals: at least one (1) off-street parking space for each two thousand (2000) square feet of floor area or one (1) parking space for each employee on maximum working shift.
- q) Other uses: Spaces in adequate number as determined by the Zoning Officer.

Elwell Farms

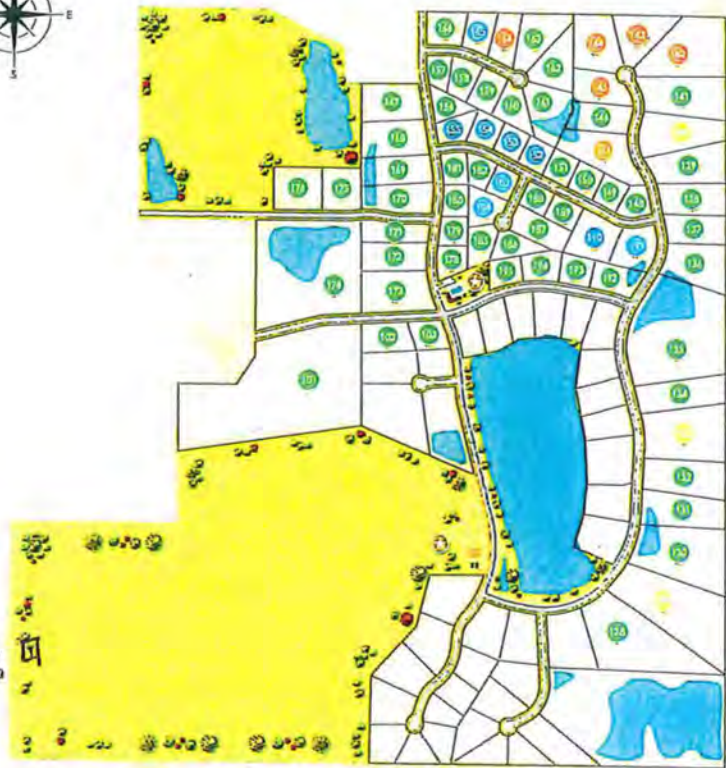
Map Legend

Status

 Available To-Be-Built	1
 Available	52
 Home Available	3
 Model Home	5
 Reserved	3
 Sale Pending	1
 Sold	5

Markers

 Places	2
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Elwell Farms

Pool Size 36' x 80'

Pool Depth 3'-8"

Pool occupancy Load 166

Building Usable Space 2,746

Occupancy per Space

Multi purpose room 295

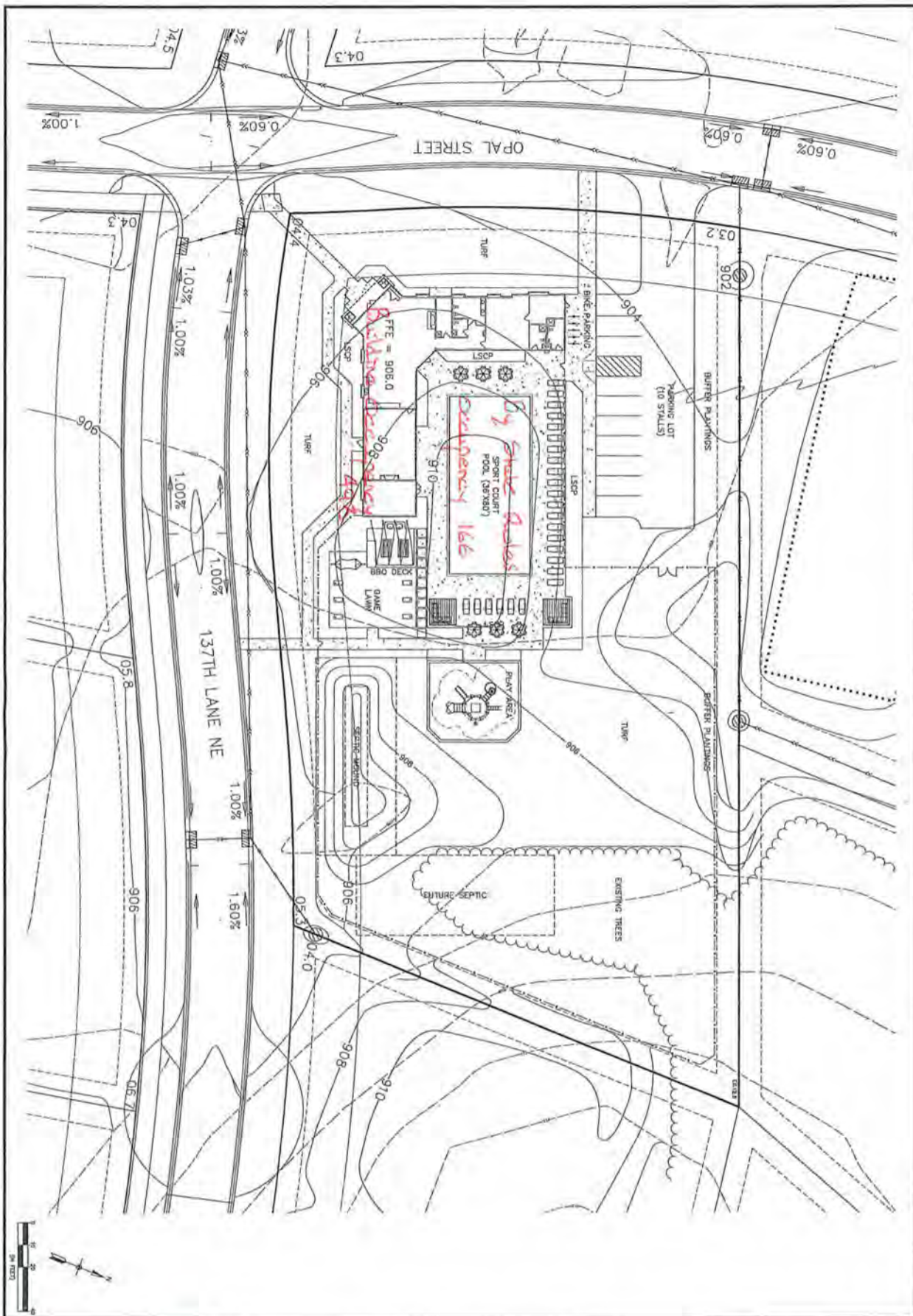
Room other use side 153

Alcove 45

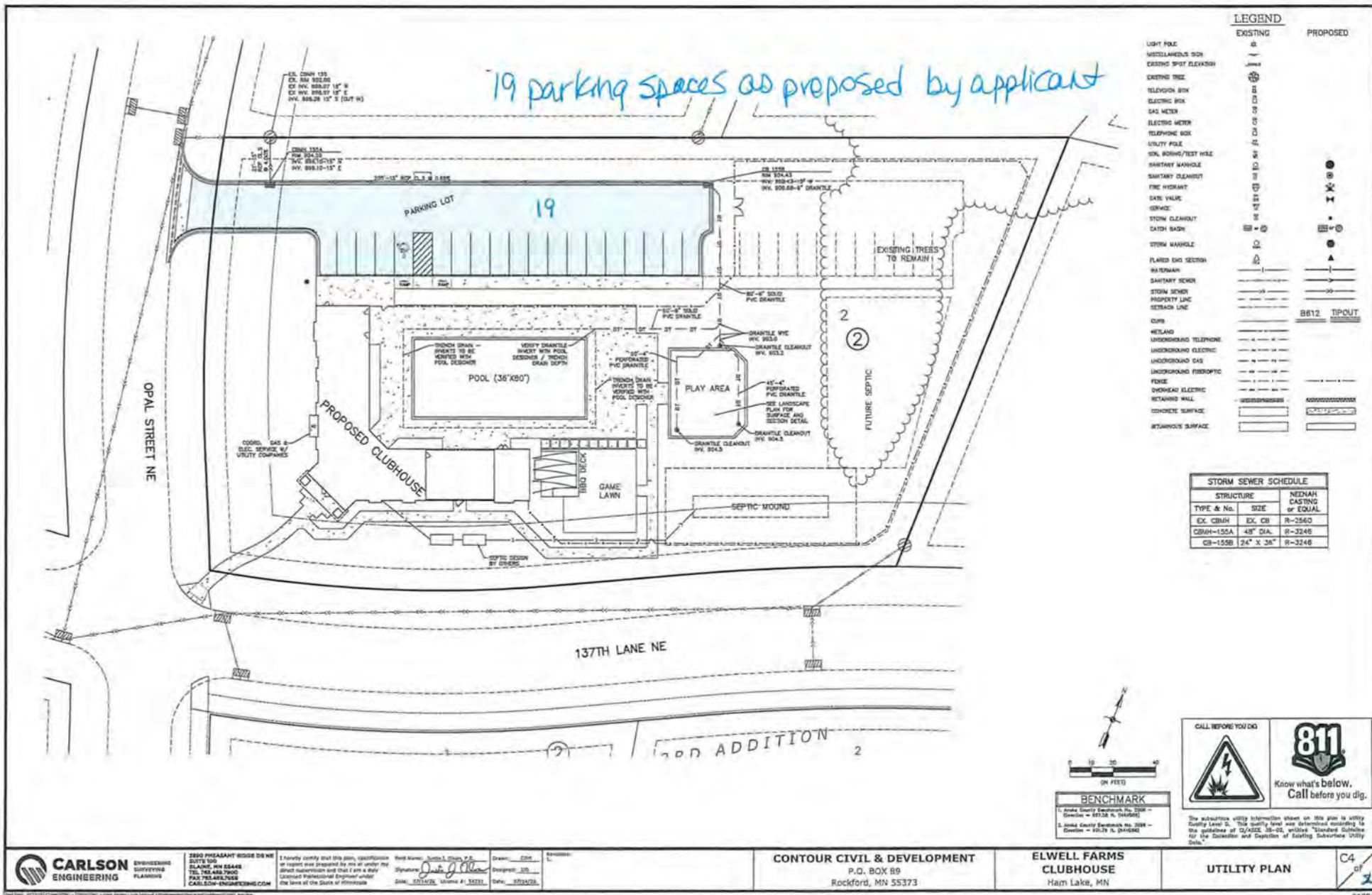
Total Occupancy 493

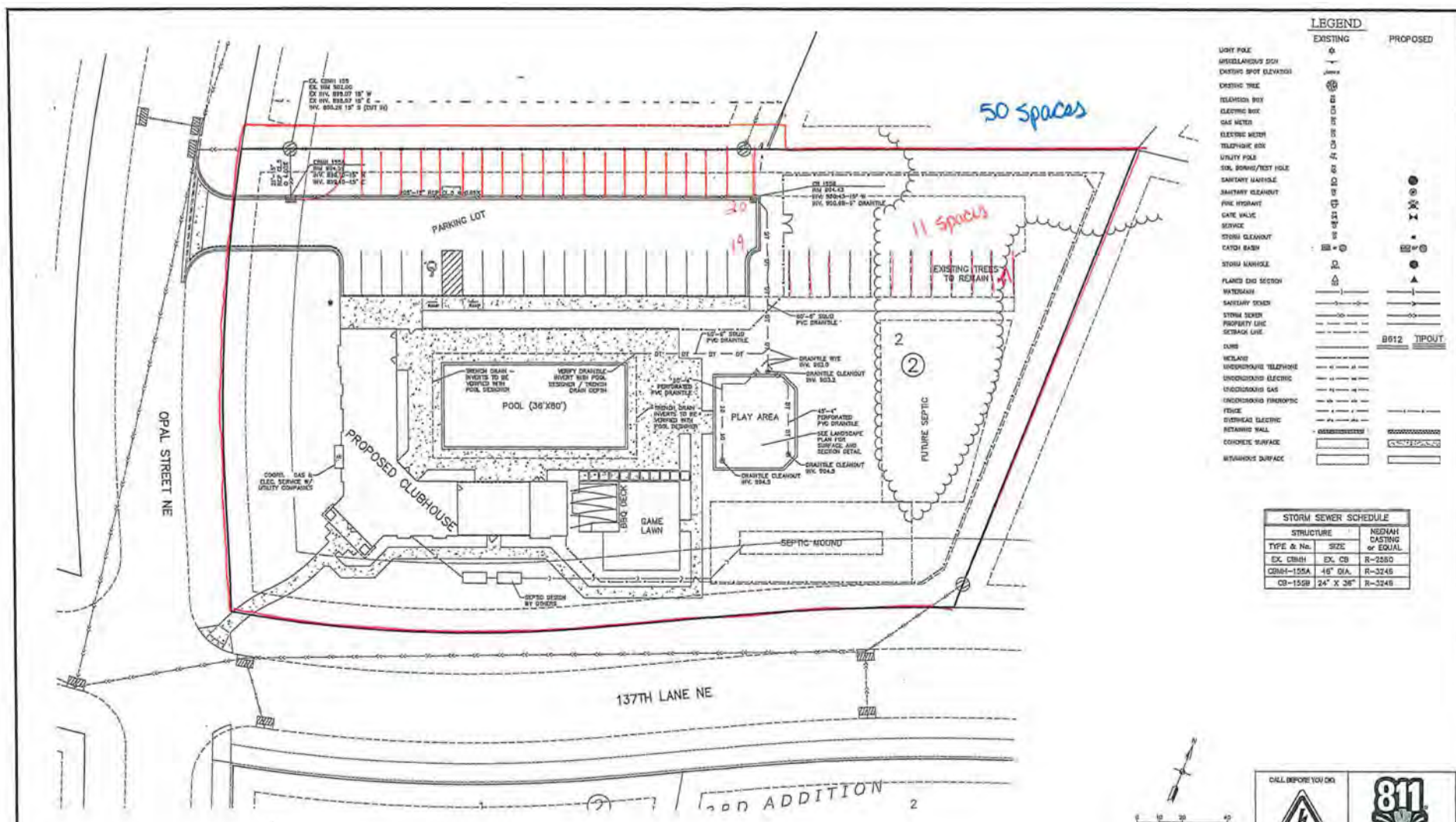
+ Pool occupancy 166

659 maximum occupancy



REVIEW COPY DATE: 07/10/10 BY: [Signature] FOR: [Signature]	CONTOUR CIVIL & DEVELOPMENT P.O. BOX 89 Rockford, MN 55373	CONCEPT PLAN A ELWELL FARMS CLUBHOUSE Ham Lake, MN	CARLSON ENGINEERING ENGINEERING SURVEYING PLANNING 3800 PHILABANT RIDGE DRIVE NE, SUITE 100, BLAINE, MN 55449 TEL: 763.488.7900 \ FAX: 763.488.7909 \ CARLSON-ENGINEERING.COM
	3		



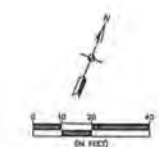


LEGEND

EXISTING	PROPOSED
UTILITY POLE	
MISCELLANEOUS SIGN	
EXISTING SPOT ELEVATION	
EXISTING TREE	
RELATION BOX	
ELECTRIC BOX	
GAS METER	
ELECTRIC METER	
TELEPHONE BOX	
UTILITY POLE	
SOIL BOMB/TEST HOLE	
SAFETY MARKER	
SAFETY CLEANOUT	
PAVE HYDRANT	
GATE VALVE	
SERVICE	
STORM CLEANOUT	
CATCH BASIN	
STORM MANHOLE	
PLANT END SECTION	
WATERMAIN	
SAFETY SIGN	
STORM SIGN	
PROPERTY LINE	
SETBACK LINE	
DUNE	
WELAND	
UNDERGROUND TELEPHONE	
UNDERGROUND ELECTRIC	
UNDERGROUND GAS	
UNDERGROUND FIBEROPTIC	
FENCE	
OVERHEAD ELECTRIC	
RETAINING WALL	
CONCRETE SURFACE	
WETLAND SURFACE	

STORM SEWER SCHEDULE

STRUCTURE	NEIGH CASTING or EQUAL
TYPE & No.	
EX. CBH	EX. CB R-2250
CBH-155A	48" DIA. R-3248
CB-155B	24" X 36" R-3248



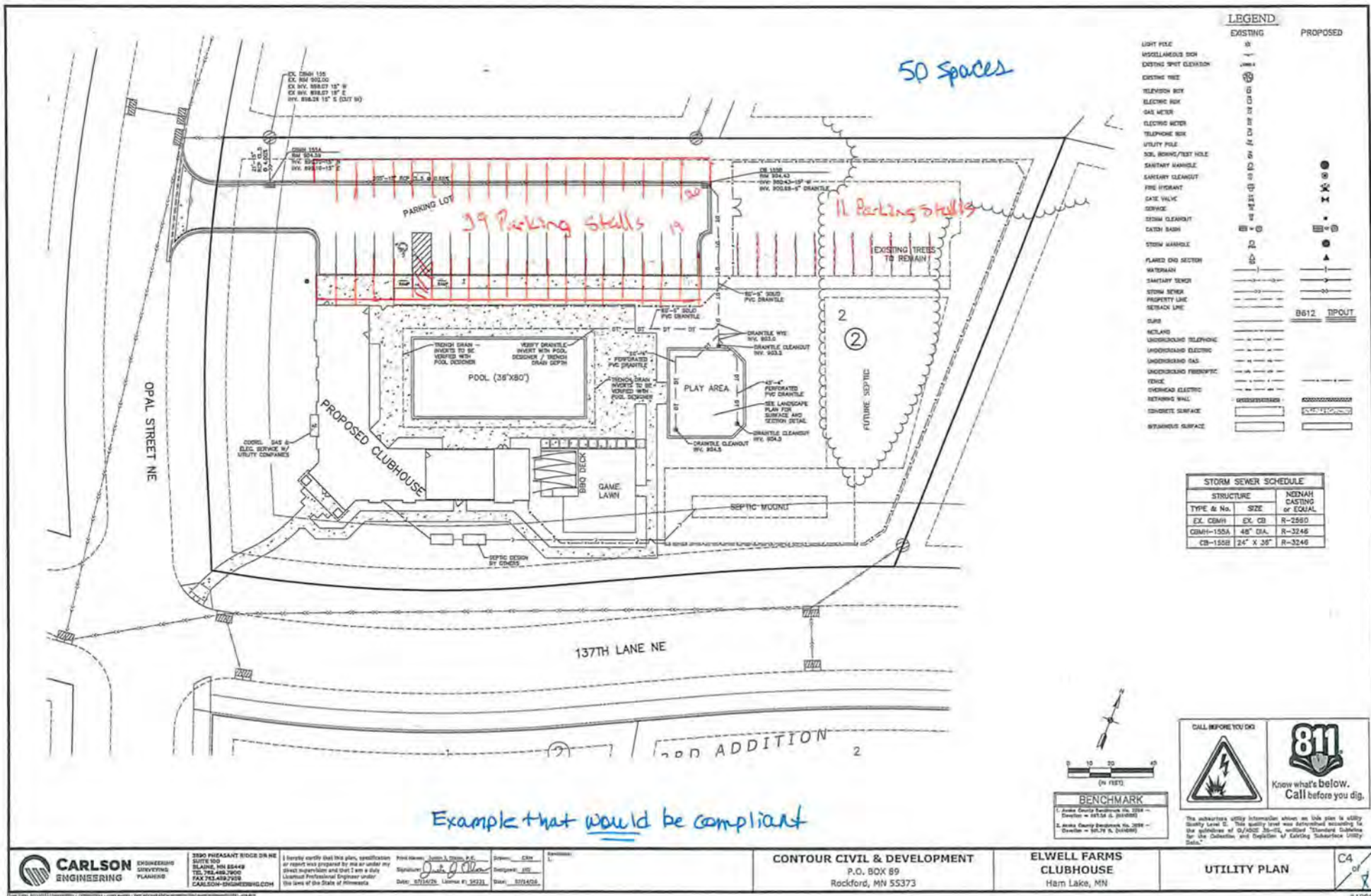
BENCHMARK
 1. Public County Benchmark No. 2004 -
 Elev. = 815.00 ft. (1995)
 2. Public County Benchmark No. 2005 -
 Elev. = 815.00 ft. (1995)

CALL BEFORE YOU DIG



The subsurface utility information shown on this plan is utility quality level 2. This quality level was determined according to the guidelines of C/AACE 58-05, entitled "Standard Guidelines for the Collection and Definition of Calling Subsurface Utility Data."

Example that would make compliant



3590 PLEASANT RIDGE DR NE
SUITE 100
BLAINE, MN 55449
TEL 763.488.7900
FAX 763.488.7918
CARLSON-ENGINEERING.COM

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

Print Name: Justin J. Carlson, P.E.
Signature: *Justin J. Carlson*
Date: 07/15/2014 License #: 30733

Drawn: CDM
Designed: CDM
Checked: CDM

CONTOUR CIVIL & DEVELOPMENT
P.O. BOX 89
Rockford, MN 55373

ELWELL FARMS
CLUBHOUSE
Ham Lake, MN

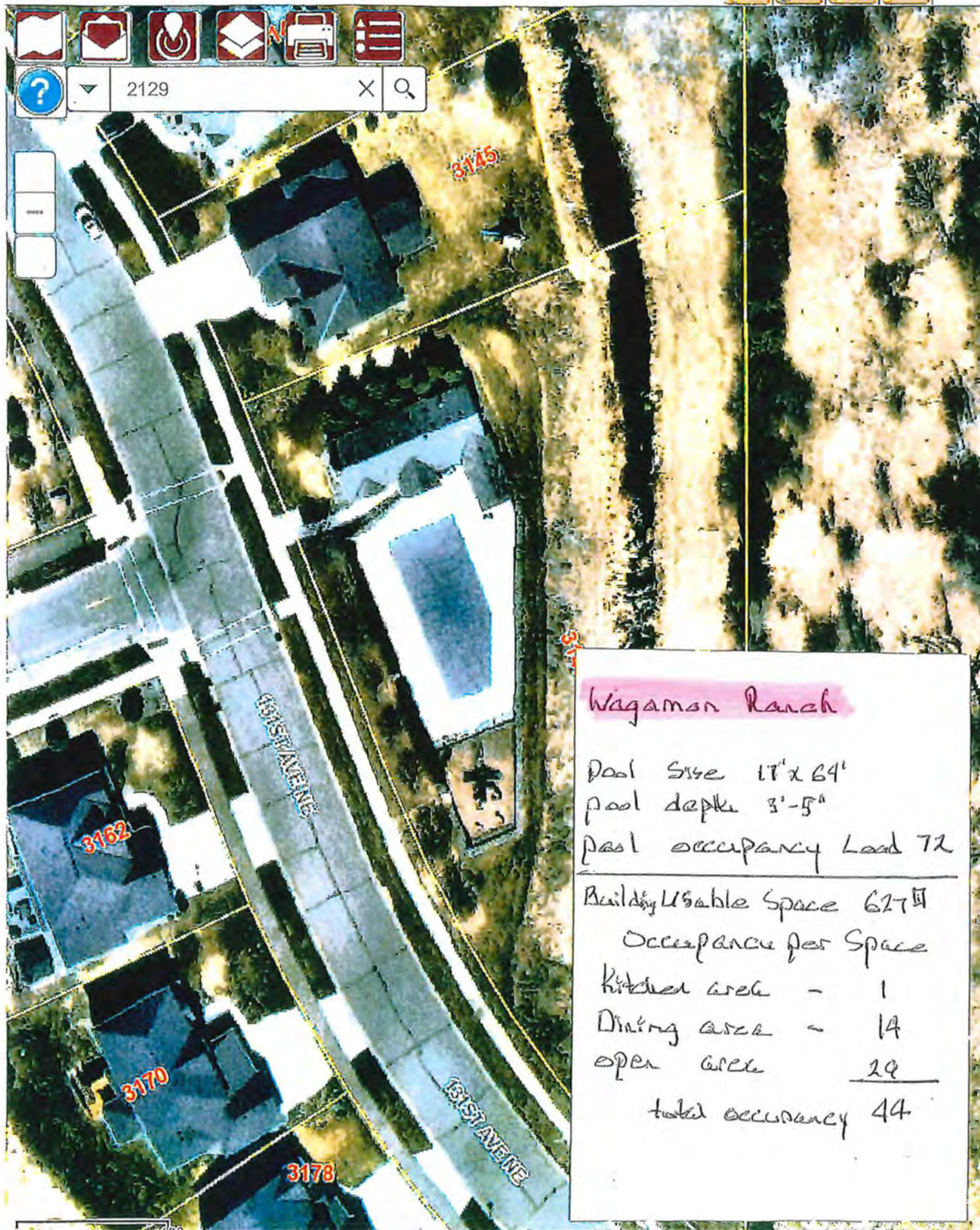
UTILITY PLAN

C4 of 8

#10941



Anoka County Parcel Viewer



Wagamon Ranch

Pool size 17' x 64'
 pool depth 3'-5'
 pool occupancy Load 72

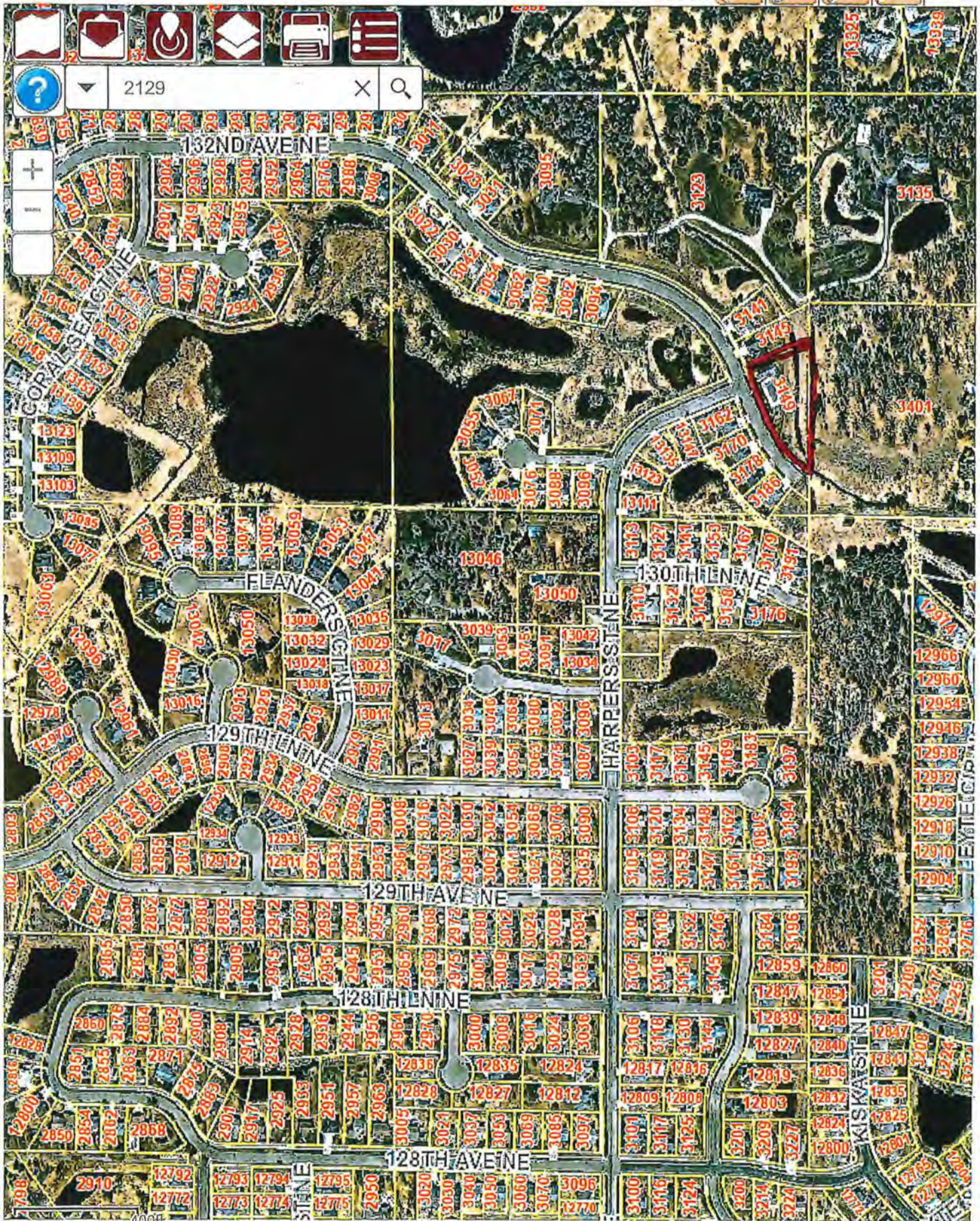
Building Usable Space 627 sq ft

Occupancy per Space

Kitchen area	-	1
Dining area	-	14
open area		<u>29</u>
total occupancy		44



Anoka County Parcel Viewer



400ft

519,786.610 162,789.260 Feet

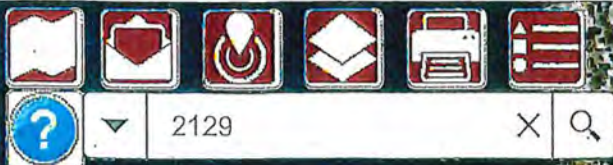




Anoka County Parcel Viewer

13202

Jewell St



2129

Lexington Westers

pool size 18' x 56'

pool depth 3' 5'

pool occupancy load 45

Building usable space 1097

Occupancy per space

exercise room 5310 10

meeting room 566 37

total occupancy 47

528,700.642 163,622.759 Feet



Anoka County Parcel Viewer





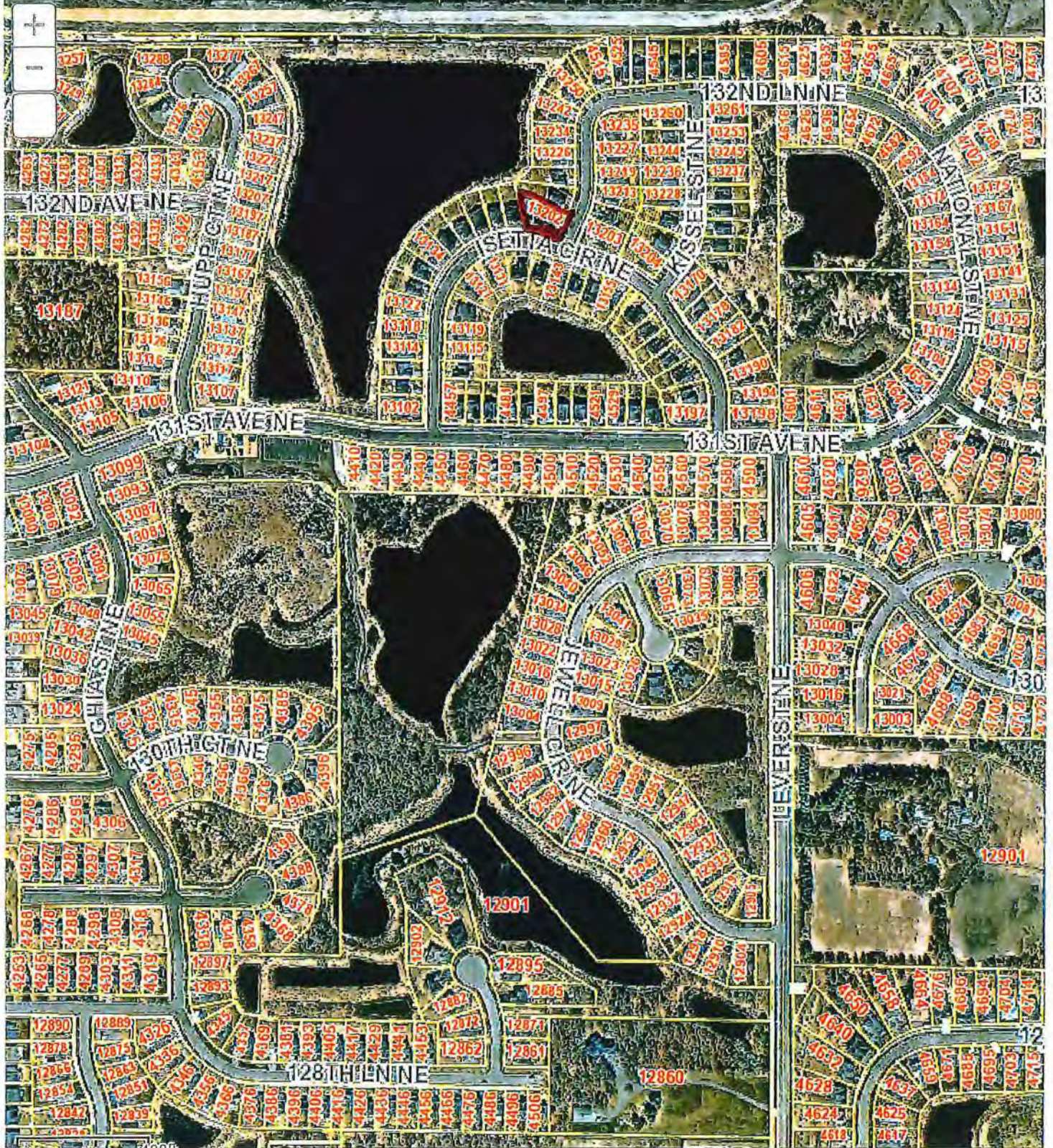


▼

2129

X

Q

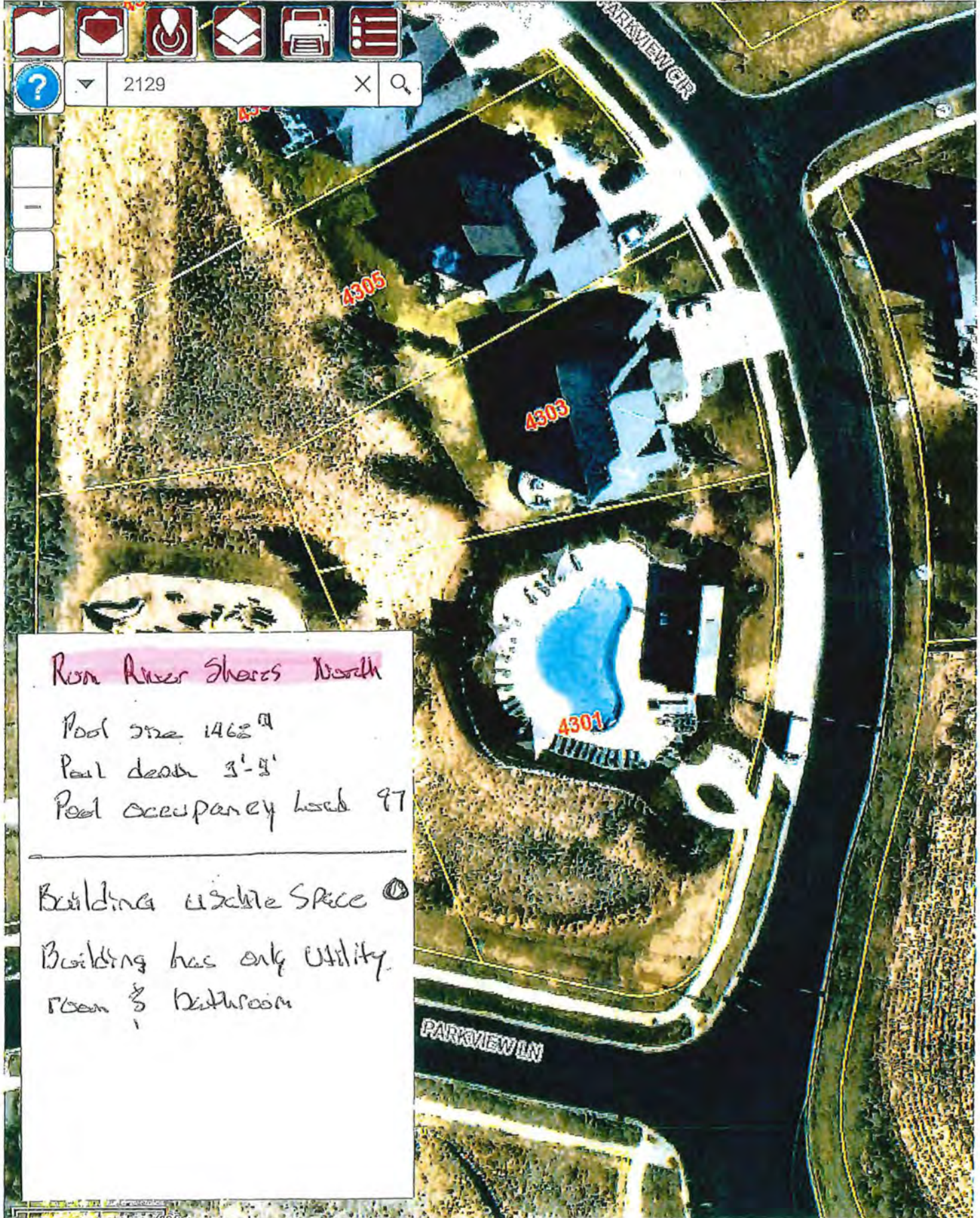


531,330.850 162,901.404 Feet

10
X



Anoka 4301 Parkview Cir
Anoka County Parcel Viewer



Ron Arner Shores North

Pool size 1462 sq

Pool depth 3'-9"

Pool occupancy load 97

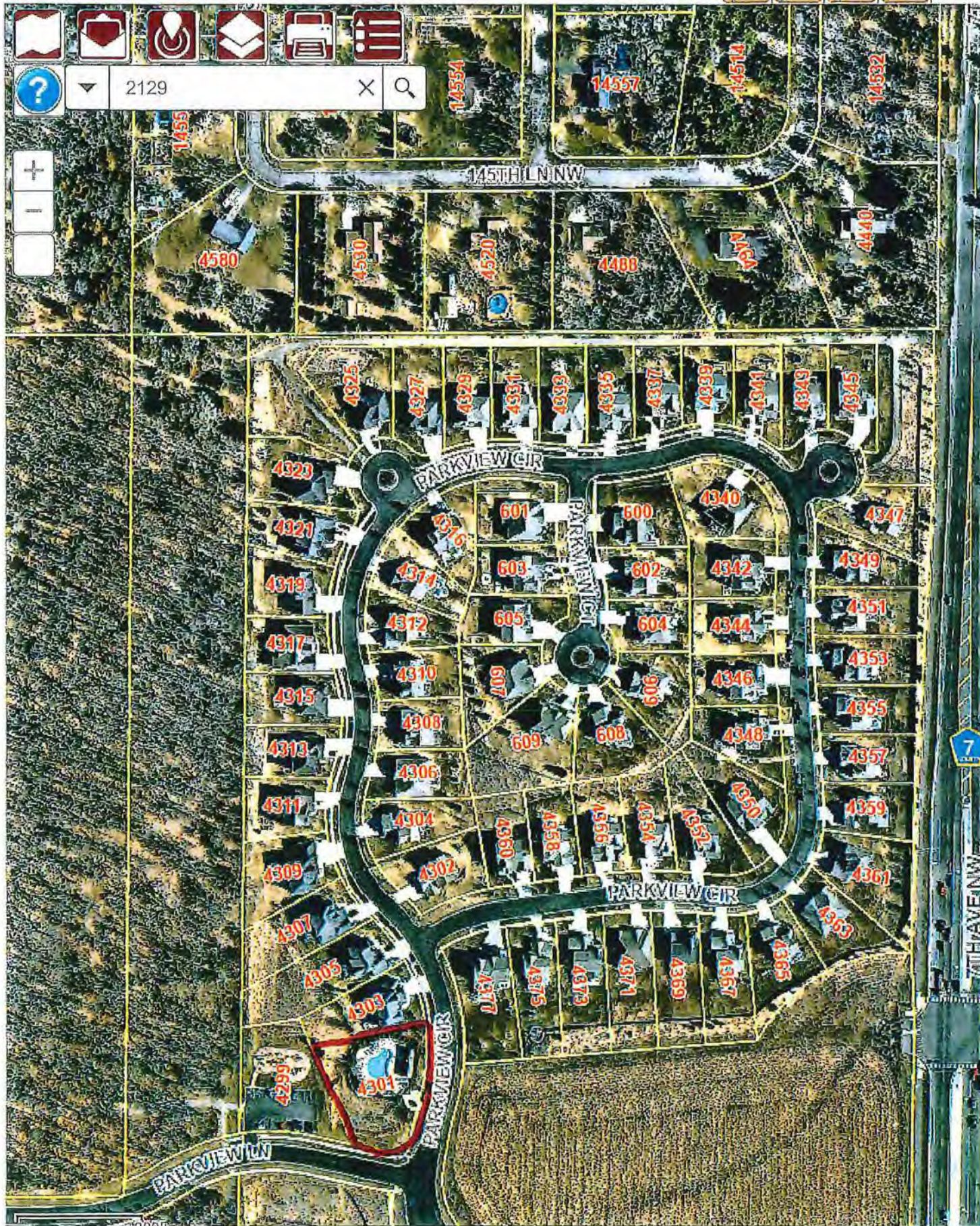
Building usable space

Building has only utility
room & bathroom

470,452.491 171,354.063 Feet

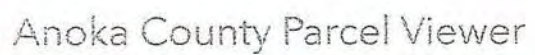


Anoka County Parcel Viewer



470,918.637 171,273.855 Feet

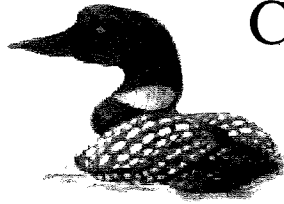
12 x



35 parking spaces

Club West - Blaine





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 MINUTES MONDAY, OCTOBER 5, 2026

The Ham Lake City Council and Economic Development Authority met for its regular meeting on Monday, October 5, 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: Acting Mayor Al Parranto and Councilmembers Jim Doyle, and Mike Van Kirk

MEMBERS ABSENT: Mayor Brian Kirkham and Councilmember Andrew Hallberg

OTHERS PRESENT: City Attorney, Mark Berglund; City Engineer, Dave Krugler; Deputy City Clerk, Dawnette Shimek; 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 drainage and utility easement lying over, under, and across Lots 22, 23 and 24, Block 3, within the plat of Elwell Farms and adoption of Resolution No. 26-41

Acting Mayor Parranto opened the public hearing at 6:01 p.m. for public comment and with there being none, closed the public hearing at 6:01 p.m.

Motion by Van Kirk, seconded by Doyle, to adopt Resolution No. 26-41 approving the vacation of a drainage and utility easement lying over, under, and across Lots 22, 23 and 24, Block 3, within the plat of Elwell Farms. 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 September 21, 2026
- 4.2 Approval of claims in the amount of \$468,782.43
- 4.3 Approval of a 3% increase for RFC Engineering, Inc., effective January 1, 2027
- 4.4 Approval of phased-retirement contract with Deputy City Clerk
- 4.5 Approval of a Lot Line Adjustment between Lots 22 and 23, Block 3, Elwell Farms
- 4.6 Approval of hiring Early Voting Election Staff

- 4.7 Approval of Resolution No. 26-42 appointing Election Judges for the General Election on November 3, 2026 and allowing the City Clerk to appoint additional judges as needed
- 4.8 Approval of Resolution No. 26-43 re-activating a Deferred Assessment
- 4.9 Approval of accepting the Trunk Highway 65 East Frontage Road reconstruction project from 171st Avenue NE to 334 feet South of Crosstown Boulevard NE (CSAH 18) and commencing the one-year warranty period

Motion by Doyle, seconded by Van Kirk, to approve the Consent Agenda as written. All present 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

Engineer Krugler stated that the Crosstown Shopping Center project is moving along and they plan to lay curb on Wednesday.

10.0 CITY ADMINISTRATOR – None

11.0 COUNCIL BUSINESS

11.1 Committee Reports – None

11.2 Announcements and future agenda items – None

Motion by Van Kirk, seconded by Doyle, to adjourn the City Council meeting at 6:04 p.m. All present in favor, motion carried.

Nicole Wheeler, Administrative Assistant

CITY OF HAM LAKE
CLAIMS SUBMITTED TO COUNCIL
October 19, 2026

CITY OF HAM LAKE

EFTS, CHECKS, AND BANK DRAFTS		10/06/26 - 10/19/26	
EFT	# 2663 - 2674		\$ 74,951.77
REFUND CHECKS	# 68576 - 68577		\$ 5,250.00
CHECKS	# 68578 - 68621		\$ 545,421.60
BANK DRAFTS	DFT0003154 - DFT0003159		\$ 32,438.71
TOTAL EFTS, CHECKS, AND BANK DRAFTS			<u>\$ 658,062.08</u>
 PAYROLL CHECKS			
10/16/26	Direct Deposits		\$ 48,975.88
 TOTAL PAYROLL CHECKS			<u>\$ 48,975.88</u>
 VOID CHECKS			
CHECKS			
ZERO CHECKS	# 68603		\$ -
ZERO EFT	# 2669		\$ -
BANK DRAFT NOT USED			\$ -
TOTAL VOIDS			<u>\$ -</u>
 TOTAL OF ALL PAYMENTS			<u><u>\$ 707,037.96</u></u>

APPROVED BY THE HAM LAKE CITY COUNCIL THIS 19TH DAY OF OCTOBER 2026

MAYOR

COUNCILMEMBER

COUNCILMEMBER

COUNCILMEMBER

COUNCILMEMBER



City of Ham Lake, MN

Refund Check Register

Packet: ARPKT01881 - 10/12/26 TRUST REFUNDS

Refund Detail

Account Number	Name	Check Date	Check Number	Amount
00616	MIKE & AARON DEMENG	10/12/2026	68576	5,100.00
00931	KATI OLSON	10/12/2026	68577	150.00
Total Refund Amount:				5,250.00

Revenue Totals

Revenue Code	Total Distribution
TRUST DEPOSITS - TRUST DEPOSITS	5,250.00
Revenue Totals:	5,250.00

General Ledger Distribution

Posting Date: 10/12/2026

Account Number	Account Name	Posting Amount	IFT
Fund: 890 - TRUST FUND			
890-10101	Cash-claim on pooled cash	-5,250.00	Yes
890-11501	Misc receivables	5,250.00	
890 Total:		0.00	
Fund: 999 - POOLED CASH			
999-10100	Pooled Cash	-5,250.00	
999-20702	Due to other funds	5,250.00	Yes
999 Total:		0.00	
Distribution Total:		0.00	



City of Ham Lake, MN

Council Approval List

By (None)

Payment Dates 10/6/2026 - 10/19/2026

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
2663	ACCESS	SEPTEMBER SHREDDING	Waste management & recycli	231-43601-3630	262.04
2663	ACCESS	FALL RECYCLING EVENT SHRE	Waste management & recycli	231-43601-3630	607.75
2664	BERGLUND, BAUMGARTNER,	9/8/26 COUNCIL MEETING	Attorney	100-41101-3110	538.37
2664	BERGLUND, BAUMGARTNER,	9/21/26 COUNCIL MEETING	Attorney	100-41101-3110	276.12
2664	BERGLUND, BAUMGARTNER,	SHORELAND ORDINANCE	Attorney	100-41102-3110	192.31
2664	BERGLUND, BAUMGARTNER,	PROPOSED CAR LOT @ 1305 C	Attorney	100-41601-3110	384.63
2664	BERGLUND, BAUMGARTNER,	MISC CODE ENFORCEMENT	Attorney	100-42401-3110	122.38
2664	BERGLUND, BAUMGARTNER,	LARRY SCHWARTS - NEW HO	Attorney	100-42401-3110	87.42
2664	BERGLUND, BAUMGARTNER,	15150 RADISSON ROAD CODE	Attorney	100-42401-3110	87.42
2664	BERGLUND, BAUMGARTNER,	15204 RADISSON ROAD CODE	Attorney	100-42401-3110	174.83
2664	BERGLUND, BAUMGARTNER,	17456 DURANT ST CODE ENF	Attorney	100-42401-3110	244.76
2664	BERGLUND, BAUMGARTNER,	STREET LIGHT ASSESSMENT O	Other professional services	232-43701-3190	174.83
2664	BERGLUND, BAUMGARTNER,	CSAH 17 N BROADWAY	Attorney	431-43301-3110	291.73
2664	BERGLUND, BAUMGARTNER,	HWY 65/BUNKER OVERPASS	Attorney	431-43301-3110	367.14
2664	BERGLUND, BAUMGARTNER,	ELWELL FARMS 2ND CLUB HO	Attorney	890-90001-3110	1,179.92
2664	BERGLUND, BAUMGARTNER,	NORTH METRO CUP (763)	Attorney	890-90001-3110	81.94
2664	BERGLUND, BAUMGARTNER,	ELWELL FARMS 2ND (749)	Attorney	890-90001-3110	691.57
2664	BERGLUND, BAUMGARTNER,	ELWELL FARMS (585)	Attorney	890-90001-3110	639.12
2664	BERGLUND, BAUMGARTNER,	L22 & 23 B3 ELWELL FARMS (9	Attorney	890-90001-3110	163.88
2664	BERGLUND, BAUMGARTNER,	HARMONEY ESTATES 4TH (92	Attorney	890-90001-3110	1,096.93
2664	BERGLUND, BAUMGARTNER,	STODDARD WETBANK (835)	Attorney	890-90001-3110	983.26
2664	BERGLUND, BAUMGARTNER,	SEPT PROSECUTIONS	Attorney	100-41501-3110	7,102.73
2665	CINTAS CORP	UNIFORMS	Clothing & personal protectiv	100-43101-2210	118.81
2665	CINTAS CORP	UNIFORMS	Clothing & personal protectiv	100-44101-2210	82.41
2665	CINTAS CORP	UNIFORMS	Clothing & personal protectiv	100-43101-2210	118.81
2665	CINTAS CORP	UNIFORMS	Clothing & personal protectiv	100-44101-2210	87.06
2665	CINTAS CORP	HL BALLFIELDS - DISINFECT SE	Safety supplies	100-44101-2240	8.03
2666	GREATAMERICA FINANCIAL SE	OCT MAILING MACHINE LEAS	Equipment rentals	100-41701-3320	160.95
2667	O'REILLY AUTOMOTIVE STORE	MEGACRIMPS	Operating supplies	100-43101-2290	171.64
2667	O'REILLY AUTOMOTIVE STORE	SUPERWELD	Operating supplies	100-43101-2290	14.99
2667	O'REILLY AUTOMOTIVE STORE	#63 TRANSMISSION SOLENOI	Vehicle parts & supplies	100-43101-2340	208.78
2667	O'REILLY AUTOMOTIVE STORE	#63 TRANS PAN GASKET	Vehicle parts & supplies	100-43101-2340	51.29
2667	O'REILLY AUTOMOTIVE STORE	#61 RET RING KIT	Equipment parts & supplies	100-43101-2320	14.75
2667	O'REILLY AUTOMOTIVE STORE	ADHESIVE ERASER WHEEL	Small tools	100-43101-2410	36.08
2667	O'REILLY AUTOMOTIVE STORE	#63 BATTERY	Vehicle parts & supplies	100-43101-2340	181.11
2667	O'REILLY AUTOMOTIVE STORE	#63 BATTERY CORE	Vehicle parts & supplies	100-43101-2340	22.00
2667	O'REILLY AUTOMOTIVE STORE	#63 CORE	Vehicle parts & supplies	100-43101-2340	-22.00
2668	RFC ENGINEERING, INC.	CROSSTOWN BUSINESS PARK	Engineering	262-46101-3135	3,418.76
2668	RFC ENGINEERING, INC.	CROSSTOWN SHOPPING CENT	Engineering	431-43301-3135	12,834.35
2668	RFC ENGINEERING, INC.	143RD AVENUE	Engineering	431-43301-3135	265.56
2668	RFC ENGINEERING, INC.	W FRONT RD S OF CONSTANC	Engineering	431-43301-3135	18,720.77
2668	RFC ENGINEERING, INC.	COUNCIL MEETING	Engineering	100-41101-3135	140.36
2668	RFC ENGINEERING, INC.	CITY CODE UPDATE	Engineering	100-41102-3135	556.04
2668	RFC ENGINEERING, INC.	BASE MAP	Engineering	100-41601-3135	15.60
2668	RFC ENGINEERING, INC.	L3B1 MAJESTIC VIEW PARKIN	Engineering	100-41601-3135	15.60
2668	RFC ENGINEERING, INC.	2050 COMPREHENSIVE PLAN	Engineering	100-41601-3135	46.79
2668	RFC ENGINEERING, INC.	PLANNING/POTENTIAL DEVEL	Engineering	100-41601-3135	436.69
2668	RFC ENGINEERING, INC.	HAM LAKE BUILDING PERMIT	Engineering	100-42401-3135	311.91
2668	RFC ENGINEERING, INC.	L8B8 BIRCH VIEW ACRES FEM	Engineering	100-42401-3135	62.38
2668	RFC ENGINEERING, INC.	927 ANDOVER BLVD MPCA CO	Engineering	100-42401-3135	124.77
2668	RFC ENGINEERING, INC.	20-32-23-12-0021 TAX FORFEI	Engineering	100-43101-3135	93.57
2668	RFC ENGINEERING, INC.	14405 TH 65 DRAINAGE ISSUE	Engineering	100-43103-3135	46.79
2668	RFC ENGINEERING, INC.	CCWD RULES AMENDMENTS	Engineering	100-43103-3135	311.90
2668	RFC ENGINEERING, INC.	NPDES	Engineering	230-43201-3135	31.19

Council Approval List

Payment Dates: 10/6/2026 - 10/19/2026

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
2668	RFC ENGINEERING, INC.	THOROUGHFARE PLAN	Engineering	431-43301-3135	10.21
2668	RFC ENGINEERING, INC.	CSAH 116/TH 65/BUNKER LAK	Engineering	431-43301-3135	421.07
2668	RFC ENGINEERING, INC.	CSAH 116/NAPLES STREET RO	Engineering	431-43301-3135	389.89
2668	RFC ENGINEERING, INC.	2026 REHAB	Engineering	431-43301-3135	1,082.88
2668	RFC ENGINEERING, INC.	CSAH 17 N OF CSAH 18	Engineering	431-43301-3135	93.57
2668	RFC ENGINEERING, INC.	L1 B2 ENTERPRISE PLAZA 2ND	Engineering	890-90001-3135	202.74
2668	RFC ENGINEERING, INC.	ELWELL FARMS EXPANSION (9	Engineering	890-90001-3135	62.39
2668	RFC ENGINEERING, INC.	ELWELL FARMS 2ND (749)	Engineering	890-90001-3135	41.40
2668	RFC ENGINEERING, INC.	L22/23 ELWELL FARMS LOT LI	Engineering	890-90001-3135	35.00
2668	RFC ENGINEERING, INC.	ENTHUSIASTIC CAR (736)	Engineering	890-90001-3135	109.17
2668	RFC ENGINEERING, INC.	15155 UNIVERSITY AVE LOT LI	Engineering	890-90001-3135	194.60
2668	RFC ENGINEERING, INC.	ELWELL FARMS WETLAND MI	Engineering	890-90001-3135	31.19
2668	RFC ENGINEERING, INC.	SOLID ROCK CONSTRUCTION (	Engineering	890-90001-3135	31.19
2668	RFC ENGINEERING, INC.	ACRE HILLS (935)	Engineering	890-90001-3135	77.98
2668	RFC ENGINEERING, INC.	L22/23 ELWELL FARMS LOT LI	Engineering	890-90001-3135	233.93
2668	RFC ENGINEERING, INC.	L3B1 CHITROWSKE LOT SPLIT	Engineering	890-90001-3135	265.12
2668	RFC ENGINEERING, INC.	ELWELL FARMS 3RD (865)	Engineering	890-90001-3135	88.19
2668	RFC ENGINEERING, INC.	STODDARD WETLAND BANK (	Engineering	890-90001-3135	124.77
2668	RFC ENGINEERING, INC.	TRACTOR SUPPLY (757)	Engineering	890-90001-3135	137.27
2668	RFC ENGINEERING, INC.	NORTH METRO EXPANSION (7	Engineering	890-90001-3135	15.60
2668	RFC ENGINEERING, INC.	HARMONY ESTATES 3RD (709)	Engineering	890-90001-3135	552.59
2668	RFC ENGINEERING, INC.	ENTSMINGER ESTATES (565)	Engineering	890-90001-3135	371.24
2668	RFC ENGINEERING, INC.	ELWELL FARMS CLUBHOUSE (	Engineering	890-90001-3135	795.36
2668	RFC ENGINEERING, INC.	KOHLER FARMS (649)	Engineering	890-90001-3135	829.93
2668	RFC ENGINEERING, INC.	HOGDAL ESTATES OUTLOT A F	Engineering	890-90001-3135	3,273.34
2668	RFC ENGINEERING, INC.	HARMONY ESTATES 4TH (922)	Engineering	890-90001-3135	1,263.21
2668	RFC ENGINEERING, INC.	SWEDISH CHAPEL ESTATES (44	Engineering	890-90001-3135	10.21
2668	RFC ENGINEERING, INC.	ELWELL FARMS (585)	Engineering	890-90001-3135	1,871.92
2668	RFC ENGINEERING, INC.	GROUP PERMIT BILLING	Engineering - ROW	100-43501-3135	5,727.66
2668	RFC ENGINEERING, INC.	ROW2025-090 CROSSTOWN B	Engineering	262-46101-3135	14.96
2668	RFC ENGINEERING, INC.	ROW2025-097 143RD AVE	Engineering	431-43301-3135	14.96
2668	RFC ENGINEERING, INC.	ROW2026-226 TH65/BUNKER	Engineering	431-43301-3135	44.87
2668	RFC ENGINEERING, INC.	MSA GROUP BILLING	Engineering	431-43301-3135	187.14
2670	STAR TRIBUNE MEDIA COMPA	L22 & 23 B3 ELWELL FARMS V	Legal notices/publications/bid	890-90001-3950	287.56
2671	SUSAN KNOUSE	3RD QTR 21ST CENTURY BAN	Mileage	100-41401-3960	26.10
2672	TOM DIETRICH	SAFETY BOOT REIMBURSEME	Clothing & personal protectiv	100-42401-2210	250.00
2673	UNLIMITED SUPPLIES INC	REMOVAL TOOL, SCREWS, NU	Operating supplies	100-43101-2290	111.58
2674	WRUCK SEWER & PORTABLE	SBAA HAM LAKE BALL FIELD T	Rentals-other	100-44101-3390	39.50
2674	WRUCK SEWER & PORTABLE	LARSON'S HERITAGE OAKS TOI	Rentals-other	100-44101-3390	50.00
2674	WRUCK SEWER & PORTABLE	GRANT PARK TOILET RENTAL	Rentals-other	100-44101-3390	50.00
2674	WRUCK SEWER & PORTABLE	CONSTANCE ESTATES PARK TO	Rentals-other	100-44101-3390	50.00
2674	WRUCK SEWER & PORTABLE	BLUEGRASS ESTATES TOILET R	Rentals-other	100-44101-3390	50.00
2674	WRUCK SEWER & PORTABLE	PATRICIA'S WILDERNESS TOILE	Rentals-other	100-44101-3390	25.00
2674	WRUCK SEWER & PORTABLE	SBAA SODERVILLE PARK TOILE	Rentals-other	100-44101-3390	54.00
2674	WRUCK SEWER & PORTABLE	HAM LAKE BOAT LANDING TO	Rentals-other	100-44101-3390	79.00
2674	WRUCK SEWER & PORTABLE	LION'S PARK PLAYGROUND TO	Rentals-other	100-44101-3390	82.16
2674	WRUCK SEWER & PORTABLE	LION'S PARK TOILET RENTALS	Rentals-other	100-44101-3390	158.00
2674	WRUCK SEWER & PORTABLE	SBAA LION'S PARK TOILET REN	Rentals-other	100-44101-3390	158.00
2674	WRUCK SEWER & PORTABLE	TENNIS COURT TOILET RENTA	Rentals-other	100-44101-3390	168.00
2674	WRUCK SEWER & PORTABLE	SODERVILLE PARK TOILET REN	Rentals-other	100-44101-3390	54.00
2674	WRUCK SEWER & PORTABLE	HAM LAKE BALL FIELD TOILET	Rentals-other	100-44101-3390	39.50
2674	WRUCK SEWER & PORTABLE	SBAA PATRICIA'S WILDERNESS	Rentals-other	100-44101-3390	25.00
2674	WRUCK SEWER & PORTABLE	PINGER'S PARK TOILET RENTA	Rentals-other	100-44101-3390	25.00
2674	WRUCK SEWER & PORTABLE	SBAA TWIN BIRCH PARK TOILE	Rentals-other	100-44101-3390	25.00
2674	WRUCK SEWER & PORTABLE	TWIN BIRCH PARK TOILET REN	Rentals-other	100-44101-3390	25.00
2674	WRUCK SEWER & PORTABLE	SBAA WISEN'S PARK TOILET R	Rentals-other	100-44101-3390	25.00
2674	WRUCK SEWER & PORTABLE	WISEN'S PARK TOILET RENTAL	Rentals-other	100-44101-3390	25.00
2674	WRUCK SEWER & PORTABLE	SBAA PINGER'S PARK TOILET R	Rentals-other	100-44101-3390	25.00
68578	ACE SOLID WASTE INC	OCT ORGANICS	Waste management & recyccli	231-43601-3630	423.46
68579	AIR PRO LLC	DUPLICATE PAYMENT FOR 202	Refunds & reimbursements	100-37601	104.03

Council Approval List

Payment Dates: 10/6/2026 - 10/19/2026

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
68580	ALL CITY ELEVATOR INC	4TH QTR MAINTENANCE	Building repair & maintenanc	100-41702-3420	248.20
68581	ANOKA COUNTY PROPERTY	PK AUTOBODY CUP	Filing fees	890-90001-3980	46.00
68581	ANOKA COUNTY PROPERTY	STOSON TRAIL EASEMENT	Filing fees	890-90001-3980	46.00
68581	ANOKA COUNTY PROPERTY	L1B3 TIMBERLINE 2ND VACAT	Filing fees	890-90001-3980	46.00
68581	ANOKA COUNTY PROPERTY	SOLID ROCK CBP	Filing fees	890-90001-3980	46.00
68582	ANOKA COUNTY TREASURY D	4 - APX BATTERIES	Equipment parts & supplies	100-42201-2320	426.00
68583	AT&T MOBILITY/FIRSTNET	SEPT SURFACE PRO TABLETS	Phones/radios/pagers	100-42201-3210	198.65
68584	BLUE CROSS BLUE SHIELD OF	OCT VISION - KP	Vision Insurance	100-21715	5.38
68584	BLUE CROSS BLUE SHIELD OF	NOV VISION	Vision Insurance	100-21715	42.38
68585	CENTERPOINT ENERGY	CITY HALL	Natural gas	100-41702-3620	89.21
68585	CENTERPOINT ENERGY	FIRE #2	Natural gas	100-42202-3620	29.76
68585	CENTERPOINT ENERGY	FIRE #1	Natural gas	100-42202-3620	34.21
68585	CENTERPOINT ENERGY	PW	Natural gas	100-43104-3620	74.13
68585	CENTERPOINT ENERGY	H.L. PARK BUILDING	Natural gas	100-44102-3620	32.43
68585	CENTERPOINT ENERGY	H.L. PARK PAVILION	Natural gas	100-44102-3620	17.00
68585	CENTERPOINT ENERGY	SR CENTER	Natural gas	100-44202-3620	48.04
68586	COMCAST BUSINESS-INTERNE	OCT FIRE #3 INTERNET	Internet	100-42201-3220	372.76
68587	CUSTOM SEPTIC INC	CANCELLED PERMIT #2026-00	Other construction permits	100-32202	300.00
68588	D & D CONTRACTING LLC	CROSTOWN SHOPPING CENT	Contractors	431-43301-3810	500,179.42
68589	DEHN OIL CO	500 GAL DIESEL	Fuel	100-43101-2230	2,532.15
68589	DEHN OIL CO	175.10 GAL GASOLINE	Fuel	100-43101-2230	656.34
68590	EGAN COMPANIES	ELECTRICAL INSTALL FOR CAM	Capital assets	100-41701-5110	900.00
68591	FIRE INSTRUCTION & RESCUE	BUILDING CONSTRUCTION	Training/conferences/schools	100-42201-3510	650.00
68592	FIRE SAFETY USA INC	A-1 PRESSURE SWITCH	Fire apparatus repair & maint	100-42201-3450	236.10
68592	FIRE SAFETY USA INC	G2 VSS SENSOR & LIGHT SWIT	Fire apparatus repair & maint	100-42201-3450	431.22
68593	GOODYEAR TIRE	#75 TIRE	Vehicle parts & supplies	100-43101-2340	333.42
68593	GOODYEAR TIRE	#91 TIRES	Vehicle parts & supplies	100-43101-2340	1,307.78
68594	HAM LAKE HARDWARE INC	BRASS END CAP	Operating supplies	100-43101-2290	6.99
68595	HOFFMAN BROS. SOD INC.	PLAYGROUND MULCH	Operating supplies	100-44101-2290	4,350.00
68596	J.R.'S ADVANCED RECYCLERS	RECYCLING DAY - DUMPED ITE	Waste management & recycli	231-43601-3630	30.00
68596	J.R.'S ADVANCED RECYCLERS	RECYCLING DAY - DUMPED TI	Waste management & recycli	231-43601-3630	40.00
68596	J.R.'S ADVANCED RECYCLERS	RECYCLING DAY	Waste management & recycli	231-43601-3630	200.00
68597	LEAGUE OF MN CITIES INS. TR	ENDORSEMENT - PR 10-02-26	Insurance	100-42201-3940	209.00
68598	LEPAGE & SONS INC	9/21 YARDWASTE	Waste management & recycli	231-43601-3630	462.00
68598	LEPAGE & SONS INC	9/28 YARDWASTE	Waste management & recycli	231-43601-3630	462.00
68598	LEPAGE & SONS INC	10/05 YARDWASTE	Waste management & recycli	231-43601-3630	462.00
68599	LINCOLN NATIONAL LIFE INSU	NOV LT DISABILITY	STD/LTD	100-21713	904.35
68600	MARGARET BITNER	REFUND #2026-00844 DUPLIC	Credit Card fees	100-22802	310.03
68601	MENARDS-BLAINE	DRIVE BITS, SCREWS, STAKES	Operating supplies	100-43101-2290	147.79
68601	MENARDS-BLAINE	COFFEE MAKER, SILICONE, BA	Operating supplies	100-43101-2290	60.33
68601	MENARDS-BLAINE	WALLMOUNT MAILBOX	Building repair & maintenanc	100-43104-2310	29.99
68601	MENARDS-BLAINE	DRIVEWAY MARKERS, BUG SP	Operating supplies	100-43101-2290	348.99
68602	METRO - INET	LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-41201-2510	47.53
68602	METRO - INET	LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-41301-2510	37.43
68602	METRO - INET	LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-41401-2510	64.75
68602	METRO - INET	LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-41601-2510	27.33
68602	METRO - INET	PHONES	Phones/radios/pagers	100-41701-3210	106.84
68602	METRO - INET	IT SUPPORT	Computer & software support	100-41707-3120	3,751.60
68602	METRO - INET	LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-42201-2510	64.75
68602	METRO - INET	IT SUPPORT	Computer & software support	100-42201-3120	1,612.16
68602	METRO - INET	PHONES	Phones/radios/pagers	100-42201-3210	44.52
68602	METRO - INET	LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-42401-2510	112.28
68602	METRO - INET	IT SUPPORT	Computer & software support	100-42401-3120	980.96
68602	METRO - INET	PHONES	Phones/radios/pagers	100-42401-3210	53.42
68602	METRO - INET	LASERFICHE & ADOBE LICENS	Software licenses & upgrades	100-43101-2510	26.93
68602	METRO - INET	IT SUPPORT	Computer & software support	100-43101-3120	995.28
68602	METRO - INET	PHONES	Phones/radios/pagers	100-43101-3210	26.71
68602	METRO - INET	PHONES	Phones/radios/pagers	100-44101-3210	8.90
68602	METRO - INET	PHONES	Phones/radios/pagers	100-44201-3210	35.61
68604	MINNESOTA EQUIPMENT	FILTERS	Operating supplies	100-44101-2290	261.83

Council Approval List

Payment Dates: 10/6/2026 - 10/19/2026

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
68604	MINNESOTA EQUIPMENT	FLANGE NUT	Operating supplies	100-44101-2290	19.98
68605	MN DEPARTMENT OF LABOR	3RD QTR SURCHARGE	Surcharge	100-22801	3,990.40
68606	MN FIRE SERVICE CERT BOAR	HAZMAT AWARENESS - JR	Training/conferences/schools	100-42201-3510	75.00
68607	MN PEIP	NOV HEALTH INSURANCE	Health Insurance	100-21710	12,576.48
68608	NCPERS GROUP LIFE INSURAN	NOV LIFE	Life Insurance	100-21714	96.00
68609	ON-LINE RETRIEVERS	SEPTEMBER ANIMAL CONTRO	Other professional services	100-42501-3190	400.00
68610	OPG-3 INC	UPDATE PERMIT OPTIONS	Computer & software support	100-42401-3120	205.00
68611	PARK SUPPLY OF AMERICA IN	LION'S PARK - PLUMBER'S PU	Building repair & maintenanc	100-44102-2310	330.98
68612	PRECISE MRM LLC	AUG TRUCK MONITORING SU	Monitoring	100-43101-3145	76.00
68613	PREMIUM WATERS INC	OCT WATER COOLER RENTAL	Equipment rentals	100-41701-3320	14.00
68613	PREMIUM WATERS INC	SEPT WATER	Equipment rentals	100-41701-3320	14.31
68614	PRINT CENTRAL	BUILDING DEPARTMENT BUSI	Office supplies	100-42401-2110	39.00
68614	PRINT CENTRAL	2ND SHEET LETTERHEAD	Office supplies	100-41701-2110	85.66
68615	PTL TIRE INC	#78 TIRE REPAIR	Vehicle repair & maintenance	100-43101-3470	77.53
68616	RECYCLE TECHNOLOGIES INC	FALL RECYCLING DAY - DUMPE	Waste management & recycli	231-43601-3630	80.00
68616	RECYCLE TECHNOLOGIES INC	FALL RECYCLING DAY - CITY IT	Waste management & recycli	231-43601-3630	2.00
68616	RECYCLE TECHNOLOGIES INC	FALL RECYCLING DAY	Waste management & recycli	231-43601-3630	600.00
68617	RIVARD COMPANIES	TREE WASTE	Operating supplies	100-43101-2290	300.00
68618	S & S INDUSTRIAL SUPPLY INC	PLOW BOLTS, WASHERS	Equipment parts & supplies	100-43101-2320	5.94
68619	SMITH'S SEPTIC & EXCAVATIN	CANCEL PERMIT 2025-01294	Surcharge	100-22801	1.00
68619	SMITH'S SEPTIC & EXCAVATIN	CANCEL PERMIT 2025-01294	Other construction permits	100-32202	200.00
68620	SUMMIT COMPANIES	C1 EXTINGUISHER RECHARGE	Equipment repair & maintena	100-42201-3440	63.00
68621	XCEL ENERGY	SEPT FIRE #3 NATURAL GAS	Natural gas	100-42202-3620	30.95
DFT0003154	MN STATE DEPT OF REVENUE-	SEPT '26 FUEL TAX	Fuel	100-43101-2230	89.98
DFT0003155	COMPENSATION CONSULTAN	Health Savings Account	HSA Account	100-21712	100.00
DFT0003156	IRS-Payroll Tax	Federal Withholding	Federal WH/FICA/MC	100-21701	6,898.06
DFT0003156	IRS-Payroll Tax	Medicare Payable	Federal WH/FICA/MC	100-21701	1,924.60
DFT0003156	IRS-Payroll Tax	Social Security Payable	Federal WH/FICA/MC	100-21701	7,650.36
DFT0003157	MN STATE DEPT OF REVENUE-	MN State Withholding	State W/H	100-21702	3,073.20
DFT0003158	PERA	Retirement-Coordinated	PERA	100-21703	8,289.23
DFT0003158	PERA	Retirement-Police & Fire	PERA	100-21703	1,378.28
DFT0003159	VOYA-DEF COMP	Deferred Compensation	Deferred compensation	100-21704	2,735.00
DFT0003159	VOYA-DEF COMP	Roth IRA	Deferred compensation	100-21704	300.00

Grand Total: 652,812.08

Report Summary**Fund Summary**

Fund	Payment Amount
100 - GENERAL	94,711.01
230 - FUTURE DRAINAGE	31.19
231 - RECYCLING	3,631.25
232 - STREET LIGHT	174.83
262 - HAM LAKE EDA	3,433.72
431 - REVOLVING STREET	534,903.56
890 - TRUST FUND	15,926.52
Grand Total:	652,812.08

Account Summary

Account Number	Account Name	Payment Amount
100-21701	Federal WH/FICA/MC	16,473.02
100-21702	State W/H	3,073.20
100-21703	PERA	9,667.51
100-21704	Deferred compensation	3,035.00
100-21710	Health Insurance	12,576.48
100-21712	HSA Account	100.00
100-21713	STD/LTD	904.35
100-21714	Life Insurance	96.00
100-21715	Vision Insurance	47.76
100-22801	Surcharge	3,991.40
100-22802	Credit Card fees	310.03
100-32202	Other construction per	500.00
100-37601	Refunds & reimburseme	104.03
100-41101-3110	Attorney	814.49
100-41101-3135	Engineering	140.36
100-41102-3110	Attorney	192.31
100-41102-3135	Engineering	556.04
100-41201-2510	Software licenses & upgr	47.53
100-41301-2510	Software licenses & upgr	37.43
100-41401-2510	Software licenses & upgr	64.75
100-41401-3960	Mileage	26.10
100-41501-3110	Attorney	7,102.73
100-41601-2510	Software licenses & upgr	27.33
100-41601-3110	Attorney	384.63
100-41601-3135	Engineering	514.68
100-41701-2110	Office supplies	85.66
100-41701-3210	Phones/radios/pagers	106.84
100-41701-3320	Equipment rentals	189.26
100-41701-5110	Capital assets	900.00
100-41702-3420	Building repair & mainte	248.20
100-41702-3620	Natural gas	89.21
100-41707-3120	Computer & software su	3,751.60
100-42201-2320	Equipment parts & suppl	426.00
100-42201-2510	Software licenses & upgr	64.75
100-42201-3120	Computer & software su	1,612.16
100-42201-3210	Phones/radios/pagers	243.17
100-42201-3220	Internet	372.76
100-42201-3440	Equipment repair & mai	63.00
100-42201-3450	Fire apparatus repair &	667.32
100-42201-3510	Training/conferences/sc	725.00
100-42201-3940	Insurance	209.00
100-42202-3620	Natural gas	94.92
100-42401-2110	Office supplies	39.00
100-42401-2210	Clothing & personal prot	250.00
100-42401-2510	Software licenses & upgr	112.28
100-42401-3110	Attorney	716.81

Account Summary

Account Number	Account Name	Payment Amount
100-42401-3120	Computer.& software su	1,185.96
100-42401-3135	Engineering	499.06
100-42401-3210	Phones/radios/pagers	53.42
100-42501-3190	Other professional servi	400.00
100-43101-2210	Clothing & personal prot	237.62
100-43101-2230	Fuel	3,278.47
100-43101-2290	Operating supplies	1,162.31
100-43101-2320	Equipment parts & suppl	20.69
100-43101-2340	Vehicle parts & supplies	2,082.38
100-43101-2410	Small tools	36.08
100-43101-2510	Software licenses & upgr	26.93
100-43101-3120	Computer & software su	995.28
100-43101-3135	Engineering	93.57
100-43101-3145	Monitoring	76.00
100-43101-3210	Phones/radios/pagers	26.71
100-43101-3470	Vehicle repair & mainten	77.53
100-43103-3135	Engineering	358.69
100-43104-2310	Building repair & mainte	29.99
100-43104-3620	Natural gas	74.13
100-43501-3135	Engineering - ROW	5,727.66
100-44101-2210	Clothing & personal prot	169.47
100-44101-2240	Safety supplies	8.03
100-44101-2290	Operating supplies	4,631.81
100-44101-3210	Phones/radios/pagers	8.90
100-44101-3390	Rentals-other	1,232.16
100-44102-2310	Building repair & mainte	330.98
100-44102-3620	Natural gas	49.43
100-44201-3210	Phones/radios/pagers	35.61
100-44202-3620	Natural gas	48.04
230-43201-3135	Engineering	31.19
231-43601-3630	Waste management & r	3,631.25
232-43701-3190	Other professional servi	174.83
262-46101-3135	Engineering	3,433.72
431-43301-3110	Attorney	658.87
431-43301-3135	Engineering	34,065.27
431-43301-3810	Contractors	500,179.42
890-90001-3110	Attorney	4,836.62
890-90001-3135	Engineering	10,618.34
890-90001-3950	Legal notices/publicatio	287.56
890-90001-3980	Filing fees	184.00
Grand Total:		652,812.08

Project Account Summary

Project Account Key	Payment Amount
None	110,843.55
202111-100	3,433.72
202205-100	12,834.35
202205-140	500,179.42
202505-100	280.52
202509-100	18,720.77
231002001	910.00
231004009	1,386.00
231005003	40.00
231009001	423.46
231010001	869.79
231999999	2.00
MISC-100	2,888.50

Project Account Summary

Project Account Key	Payment Amount
MISC-100	
Grand Total:	<u>652,812.08</u>



City of Ham Lake, MN

EFT Payroll Check Register Report Summary

Pay Period: 9/27/2026-10/10/2026

Packet: PYPKT01968 - PPE 10/10/26 PAID 10/16/26

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	30	48,975.88
Total	30	48,975.88

Meeting Date: October 19, 2026

CITY OF HAM LAKE

STAFF REPORT

To: Mayor and Councilmembers

From: Mike Raczkowski, Fire Chief

Item/Title/Subject: 2025 Assistance to Firefighters Grant

Introduction/Discussion:

The Assistance to Firefighters Grant from FEMA has awarded the Ham Lake Fire Department a \$30,000 grant. These grants are highly competitive, and we are very fortunate to have secured one. The grant requested was for 3 new thermal imaging cameras. The new cameras would be NFPA compliant and would replace our two current cameras that are almost 20 years old, giving us one for each station. The grant requires a 5% match from the city on the purchase price; this will come from the General Fund.

Recommendation:

Accept the 2025 Assistance to Firefighters Grant in the amount of \$30,000, less the 5% matching fund requirement.

Michael Raczkowski

From: Bauer, Joseph <joseph.bauer4@fema.dhs.gov>
Sent: Wednesday, October 7, 2026 10:32 AM
Cc: Ryan, William; Burton, Marlon
Subject: FY25 Assistance to Firefighters Grant Program Welcome

You don't often get email from joseph.bauer4@fema.dhs.gov. [Learn why this is important](#)
Greetings Grant Recipient,

Congratulations on your 2025 Assistance to Firefighters Grant (AFG) award. Marlon Burton and I are FEMA Region V Preparedness Grants Programs Officers located in Chicago, Illinois. We will be your initial point of contact for the AFG Program as we support our Headquarters Program Officers; we may refer your inquiries as appropriate as the Headquarters staff manage Headquarters grants, such as AFG. Our goal is to work with you towards the successful completion of your grant award.

If you have not yet accepted the award in the FEMA GO system, please be mindful of the timeframe in which to accept the award. Please read the award document thoroughly and save a copy for your files. Included in the document is the total amount approved for the Federal share and the required agency match. These amounts may be different than the initial request in the application. The approved scope of work may also be reduced, or select items zeroed out. The document details which items have been approved for purchase.

There may be an additional pending task in your FEMA GO grant summary: EHP review. [Read your award packet and if this is listed for your grant](#), the FEMA Environmental Planning and Historic Preservation (EHP) Screening Form must be completed, and approval received from FEMA prior to beginning work on any project with a possible EHP impact. Failure to comply may result in funds being denied. Further guidance is provided in the current FY 2025 AFG Notice of Funding Opportunity (NOFO).

As a recipient of a Federal award, your agency is required to adhere to the Federal procurement policies, as outlined in 2 C.F.R. §§ 200.317–200.326. Your agency must have a written procurement procedure that reflects state, local and Federal law.

The System for Award Management (SAM) is required to be active at time of grant submission, award, and request for payment. Monitor your SAM account at <https://sam.gov/> to ensure it is current and active.

Listed below are web links to other useful grant tools.

AFG Website: <https://www.fema.gov/grants/preparedness/firefighters>

FEMA GO Help Desk: femago@fema.dhs.gov or 1-877-585-3242

Guides and Tutorials: <https://www.fema.gov/grants/preparedness/firefighters/rules-tools>

EHP Screening Form: <https://www.fema.gov/grants/preparedness/firefighters/rules-tools#ehp>

We are also conducting a Post Award Orientation webinar. Below is the date, time and Zoom link to access the information. You are invited to attend, as we will cover the Award Document, Grant Requirements, Procurement Rules, and Payment Requests.

AFG Post Award Orientation sessions:

- October 13, 2026 1:00 PM – 2:00 PM CST
 - [Meeting Link](#)

- 165 901 3591
- Passcode: 986906
- October 13, 2026 3:00 PM – 4:00 PM CST
 - Meeting Link
 - 165 333 1186
 - Passcode: 798497
- October 15, 2026 11:00 AM – 12:00 PM CST
 - Meeting Link
 - 165 174 2444
 - Passcode: 360466

Congratulations again on securing this highly competitive award. We look forward to working with you throughout your grant process.

Respectfully,

Joseph Bauer
Program Officer Preparedness Grants | Grants Division | FEMA Region 5
Mobile: (771) 202-1260
joseph.bauer4@fema.dhs.gov

Federal Emergency Management Agency
[fema.gov](https://www.fema.gov)



FEMA

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You have successfully accepted your award.

x

Award offered

EMW-2025-FG-04595: Fiscal Year (FY) 2025 Assistance to Firefighters Grant

HAM LAKE FIRE DEPARTMENT

Period of performance	09/28/2026 - 09/27/2028
Federal resources awarded	\$28,571.42
Required non-federal resources	\$1,428.58
Federal resources disbursed to recipient	\$0.00
Pending disbursements to recipient	\$0.00
Balance of federal resources available	\$28,571.42

My to do list

Description	Status	Date of status	Due date	Action
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Organization : HAM LAKE FIRE DEPARTMENT

This information is current of SAM.gov as of: 10/04/2026

Registration summary

UEI-EFT

RLP7LM11KEG5

DUNS	619257533
Registration status	Active
Registration last update date	01/15/2026
Registration expiration date	
Has active exclusion?	
Debt subject to offset?	N

Business Information

Doing business as name	
Physical address	ANDOVER, MN 55304
Mailing address	ANDOVER, MN 55304

Financial reports

Report	Due date	Status	Date of status	Action
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Performance progress reports

Report	Due date	Status	Date of status	Action
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Closeout reports

Report	Due date	Status	Date of status	Action
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Request for Information

RFI number	Request date	Status	Date of status	Action
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Meeting Date: October 19, 2026

CITY OF HAM LAKE
STAFF REPORT

To: Mayor and Councilmembers
From: Mike Raczkowski
Item/Title/Subject: District Chief's Re-appointments

Introduction/Discussion:

The term of District Chief Officer will expire at the end of this year. The term will last for two years beginning January 1, 2027. Each firefighter in that position has applied and shown interest in continuing in their role. Each firefighter is in good standing with the department.

Recommendation:

I am recommending re-appointment for the following positions for the 2027 -2028 term.
Pat McGrath District Chief 6 and Steve Schahn District Chief 3.

Memorandum

Date: October 14, 2026
To: Mayor and Councilmembers
From: David A. Krugler, City Engineer 
Subject: Crosstown Business Park – Temporary Cul-de-Sac Easement Vacation

Introduction:

A temporary cul-de-sac easement was established at the southerly end of Chisholm Street NE within Outlot B, Holiday Station Store Ham Lake (PID No. 05-32-23-43-0021). The road, drainage and utility easement was established under Document No. 2417211.007 to provide a temporary turnaround at the end of Chisholm Street NE.

Discussion:

The temporary cul-de-sac easement extends into Outlot B, Holiday Station Store Ham Lake, and consists of a semicircular turnaround with a 60-foot radius. The easement was established to accommodate a temporary roadway turnaround until the frontage road connecting Chisholm Street to 171st Avenue was constructed.

With the completion of the frontage road connection, the temporary cul-de-sac is no longer necessary. The proposed vacation would eliminate the temporary turnaround easement while maintaining the existing 60-foot-wide Chisholm Street NE right-of-way.

Recommendation:

It is recommended that the City Council schedule a public hearing for consideration of vacating the temporary road, drainage and utility easement located within Outlot B, Holiday Station Store Ham Lake (PID No. 05-32-23-43-0021), as described in the attached Easement Vacation Exhibit.

RESOLUTION NO. 26-XX

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

PROPOSED ROAD EASEMENT VACATION DESCRIPTION:

Per Quit Claim Deed Doc. No. 2434231.005

THAT PART OF OUTLOT B, HOLIDAY STATION STORE HAM LAKE, ACCORDING TO THE PLAT THEREOF, ANOKA COUNTY, MINNESOTA, IS DESCRIBED AS FOLLOWS:

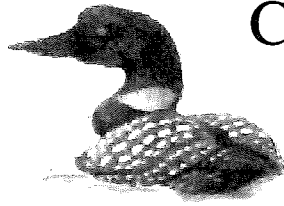
COMMENCING AT THE INTERSECTION OF THE SOUTHERLY RIGHT OF WAY LINE OF COUNTY STATE AID HIGHWAY NO. 18 AND THE EAST LINE OF SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER; THENCE NORTH 72 DEGREES 52 MINUTES 01 SECONDS WEST, ASSUMED BEARING ALONG THE SOUTHERLY RIGHT OF WAY LINE OF COUNTY STATE AID HIGHWAY NO. 18 A DISTANCE OF 322.87 FEET TO THE EASTERLY LINE OF CHISHOLM STREET; THENCE SOUTH 17 DEGREES 07 MINUTES 59 SECONDS WEST ALONG SAID CHISHOLM STREET A DISTANCE OF 227.00 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING SOUTH 17 DEGREES 07 MINUTES 59 SECONDS WEST ALONG SAID CHISHOLM STREET A DISTANCE OF 120.00 FEET; THENCE EASTERLY, NORTHERLY AND WESTERLY ALONG A NONTANGENTIAL CURVE CONCAVE TO THE NORTHWEST HAVING A RADIUS OF 60.00 FEET, A CENTRAL ANGLE OF 180 DEGREES 00 MINUTES 00 SECONDS, AN ARC LENGTH OF 188.50 FEET, A CHORD LENGTH OF 120.00 FEET AND A CHORD BEARING OF NORTH 17 DEGREES 07 MINUTES 59 SECONDS EAST TO THE POINT OF BEGINNING.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Ham Lake, that the City Clerk is directed to post in a conspicuous place in the City Hall between the dates of October 20, 2026 and November 16, 2026 and to cause publication of a NOTICE OF PUBLIC HEARING, a copy of which is attached to this Resolution, for a public hearing to be held on November 16, 2026, with publication to occur in the Star Tribune on October 23, 2026 and October 30, 2026.

Adopted by the City Council of the City of Ham Lake on this 19th day of October, 2026.

Al Parranto, Acting Mayor

Denise Webster, City Clerk



CITY OF HAM LAKE

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

NOTICE OF PUBLIC HEARING VACATION OF PUBLIC LAND

NOTICE IS HEREBY GIVEN, that a Public Hearing will be held before the Ham Lake City Council on November 16, 2026 at 6:01 p.m. in the City Council Chambers, City Hall, 15544 Central Avenue NE, Ham Lake, Minnesota 55304, to hear comments and questions concerning the proposed vacation of the following described land within the City of Ham Lake, Minnesota:

PROPOSED ROAD EASEMENT VACATION DESCRIPTION:

Per Quit Claim Deed Doc. No. 2434231.005

THAT PART OF OUTLOT B, HOLIDAY STATION STORE HAM LAKE, ACCORDING TO THE PLAT THEREOF, ANOKA COUNTY, MINNESOTA, IS DESCRIBED AS FOLLOWS:

COMMENCING AT THE INTERSECTION OF THE SOUTHERLY RIGHT OF WAY LINE OF COUNTY STATE AID HIGHWAY NO. 18 AND THE EAST LINE OF SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER; THENCE NORTH 72 DEGREES 52 MINUTES 01 SECONDS WEST, ASSUMED BEARING ALONG THE SOUTHERLY RIGHT OF WAY LINE OF COUNTY STATE AID HIGHWAY NO. 18 A DISTANCE OF 322.87 FEET TO THE EASTERLY LINE OF CHISHOLM STREET; THENCE SOUTH 17 DEGREES 07 MINUTES 59 SECONDS WEST ALONG SAID CHISHOLM STREET A DISTANCE OF 227.00 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING SOUTH 17 DEGREES 07 MINUTES 59 SECONDS WEST ALONG SAID CHISHOLM STREET A DISTANCE OF 120.00 FEET; THENCE EASTERLY, NORTHERLY AND WESTERLY ALONG A NONTANGENTIAL CURVE CONCAVE TO THE NORTHWEST HAVING A RADIUS OF 60.00 FEET, A CENTRAL ANGLE OF 180 DEGREES 00 MINUTES 00 SECONDS, AN ARC LENGTH OF 188.50 FEET, A CHORD LENGTH OF 120.00 FEET AND A CHORD BEARING OF NORTH 17 DEGREES 07 MINUTES 59 SECONDS EAST TO THE POINT OF BEGINNING.

Said hearing is conducted pursuant to Minnesota Statutes Chapter 412.851.

Dated: October 21, 2026

Dawnette Shimek, Deputy City Clerk

Posted at City Hall between the dates of October 20, 2026 and November 16, 2026.

Published in the Star Tribune on October 23, 2026 and October 30, 2026.

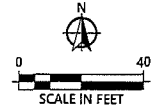
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(per Quit Claim Deed Doc. No. 2434231.005)

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EASEMENT VACATION EXHIBIT



ANOKA COUNTY HIGHWAY
RIGHT OF WAY PLAT NO. 71
C.S.A.H. NO. 18
N72°52'01"W 322.87

CROSTOWN BOULEVARD NE
SOUTHERLY RIGHT OF WAY LINE OF
COUNTY STATE AID HIGHWAY NO. 18

INTERSECTION OF THE SOUTHERLY RIGHT OF WAY
LINE OF COUNTY STATE AID HIGHWAY NO. 18 AND
THE EAST LINE OF THE SOUTHWEST QUARTER OF
THE SOUTHEAST QUARTER

OUTLOT C

STORE

HAM

LAKE

HOLIDAY

LOT 1
BLOCK 1

STATION

OUTLOT B

PID NO. 05-32-23-43-0021

CHISHOLM STREET NE

EASTERLY RIGHT OF WAY LINE OF
CHISHOLM STREET NE

S17°07'59"W 227.00

POINT OF BEGINNING

S17°07'59"W 120.00

ROAD, DRAINAGE AND
UTILITY EASEMENT
PER DOC. NO. 247271.007

Δ=180°00'00" L=188.50 R=60.00
C.B. 19.-N17°07'59"E C.=120.00

LEGEND

- RIGHT-OF-WAY LINE
- EASEMENT LINE
- PLATTED LOT LINE
- EASEMENT VACATION AREA

WIDSETH
ARCHITECTS • ENGINEERS • SCIENTISTS • SURVEYORS

DRAWN BY:
JAS
CHECKED BY:
SMK

DATE	AMENDMENT DESC.	PREPARED FOR: CITY OF HAM LAKE	PROJECT #:
		I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.	2026-11736
		Shawn M. Kuntzsch	DATE: 10/11/2025

PROPOSED ROAD EASEMENT VACATION DESCRIPTION:

Per Quit Claim Deed Doc. No. 2434231.005

THAT PART OF OUTLOT B, HOLIDAY STATION STORE HAM LAKE, ACCORDING TO THE PLAT THEREOF, ANOKA COUNTY, MINNESOTA, IS DESCRIBED AS FOLLOWS:

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Memorandum

Date: October 14, 2026

To: Mayor and Councilmembers

From: David A. Krugler, City Engineer 

Subject: Crosstown Business Park – Road Easement Vacation

Introduction:

A 30-foot-wide road easement was established along the east side of State Trunk Highway 65, north of 171st Avenue NE, within PID No. 08-32-23-12-0003. The easement extends approximately 700 feet north from 171st Avenue NE and is described in Document No. 1312841.

Discussion:

The existing road easement extends along the east side of Trunk Highway 65, between the highway right-of-way and the property to the east. The easement was established to accommodate a potential roadway connection along Trunk Highway 65.

With the construction of the frontage road connecting Chisholm Street NE to 171st Avenue NE, the City was unable to utilize the existing 30-foot-wide road easement along Trunk Highway 65 for the roadway connection. As a result, the easement is no longer needed. The proposed vacation would eliminate this easement while maintaining the existing Trunk Highway 65 frontage road right-of-way.

Recommendation:

It is recommended that the City Council schedule a public hearing for consideration of vacating the 30-foot-wide road easement along the east side of State Trunk Highway 65, north of 171st Avenue NE (PID No. 08-32-23-12-0003), as described in the attached Easement Vacation Exhibit.

RESOLUTION NO. 26-XX

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

PROPOSED ROAD EASEMENT VACATION DESCRIPTION:

A strip of land 30.00 feet in width over that part of the Northwest Quarter of the Northeast Quarter of Section 8, Township 32, Range 23, Anoka County, Minnesota, the West line of said strip of land being the East right-of-way line of State Trunk Highway No. 65 and said strip lying North of the following described Line "A" and lying South of the following described Line "B":

Line "A" is described as follows:

Commencing at the point of intersection of the South Line of the Northwest Quarter of the Northeast Quarter and the East right-of-way line of State Trunk Highway No. 65 as the same is now located in said Northwest Quarter of the Northeast Quarter; thence North 00 degrees 11 minutes 52 seconds East, along said East right-of-way line, 33.00 feet to the Point of Beginning of said Line "A"; thence North 89 degrees 01 minute 13 seconds East, parallel with the South line of the Northwest Quarter of the Northeast Quarter, 330.00 feet to the point hereinafter referred to as Point "A" and said Line "A" there terminating.

Line "B" is described as follows:

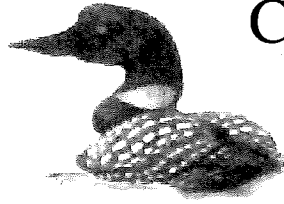
Commencing at the previously described Point "A"; thence North 00 degrees 12 minutes 23 seconds East, parallel with the West line of said Northwest Quarter of the Northeast Quarter, 700.00 feet to the Point of Beginning of said Line "B"; thence South 89 degrees 05 minutes 45 seconds West, parallel with the North line of said Northwest Quarter of the Northeast Quarter, 328.66 feet to said East right-of-way line of State Trunk Highway No. 65 and said Line "B" there terminating.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Ham Lake, that the City Clerk is directed to post in a conspicuous place in the City Hall between the dates of October 20, 2026 and November 16, 2026 and to cause publication of a NOTICE OF PUBLIC HEARING, a copy of which is attached to this Resolution, for a public hearing to be held on November 16, 2026, with publication to occur in the Star Tribune on October 23, 2026 and October 30, 2026.

Adopted by the City Council of the City of Ham Lake on this 19th day of October, 2026.

Al Parranto, Acting Mayor

Denise Webster, City Clerk



CITY OF HAM LAKE

15544 Central Avenue NE
Ham Lake, Minnesota 55304
(763) 434-9555
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Line "A" is described as follows:

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Line "B" is described as follows:

Commencing at the previously described Point "A"; thence North 00 degrees 12 minutes 23 seconds East, parallel with the West line of said Northwest Quarter of the Northeast Quarter, 700.00 feet to the Point of Beginning of said Line "B"; thence South 89 degrees 05 minutes 45 seconds West, parallel with the North line of said Northwest Quarter of the Northeast Quarter, 328.66 feet to said East right-of-way line of State Trunk Highway No. 65 and said Line "B" there terminating.

Said hearing is conducted pursuant to Minnesota Statutes Chapter 412.851.

Dated: October 21, 2026

Dawnette Shimek, Deputy City Clerk

Posted at City Hall between the dates of October 20, 2026 and November 16, 2026.

Published in the Star Tribune on October 23, 2026 and October 30, 2026.

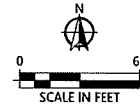
EASEMENT VACATION EXHIBIT

SEC. 8

LINE "B"
PARALLEL WITH THE NORTH LINE OF
THE NW 1/4 OF THE NE 1/4

S89°05'45"W 328.66

POINT OF BEGINNING OF LINE "B"



NW 1/4 - NE 1/4
TWP. 32

PID NO. 08-32-23-12-0003

PROPOSED ROAD EASEMENT VACATION DESCRIPTION:

A strip of land 30.00 feet in width over that part of the Northwest Quarter of the Northeast Quarter of Section 8, Township 32, Range 23, Anoka County, Minnesota, the West line of said strip of land being the East right-of-way line of State Trunk Highway No. 65 and said strip lying North of the following described Line "A" and lying South of the following described Line "B":

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Commencing at the point of intersection of the South Line of the Northwest Quarter of the Northeast Quarter and the East right-of-way line of State Trunk Highway No. 65 as the same is now located in said Northwest Quarter of the Northeast Quarter; thence North 00 degrees 11 minutes 52 seconds East, along said East right-of-way line, 33.00 feet to the Point of Beginning of said Line "A"; thence North 89 degrees 01 minute 13 seconds East, parallel with the South line of the Northwest Quarter of the Northeast Quarter, 330.00 feet to the point hereinafter referred to as Point "A" and said Line "A" there terminating.

Line "B" is described as follows:

Commencing at the previously described Point "A"; thence North 00 degrees 12 minutes 23 seconds East, parallel with the West line of said Northwest Quarter of the Northeast Quarter, 700.00 feet to the Point of Beginning of said Line "B"; thence South 89 degrees 05 minutes 45 seconds West, parallel with the North line of said Northwest Quarter of the Northeast Quarter, 328.66 feet to said East right-of-way line of State Trunk Highway No. 65 and said Line "B" there terminating.

ROAD EASEMENT DESCRIBED IN DOC. NO. 1312841

EAST RIGHT-OF-WAY LINE OF STATE TRUNK HIGHWAY NO. 65

WEST RIGHT-OF-WAY LINE OF BALTIMORE STREET NW

BALTIMORE ST NE

500°17'12"W 358.77

N00°12'23"E 700.00

PARALLEL WITH THE WEST LINE OF THE NW 1/4 OF THE NE 1/4

ROAD EASEMENT PER
DOC. NO. 2417211.007

171ST
AVE
NE

LEGEND

- QUARTER QUARTER SECTION LINE
- - - RIGHT-OF-WAY LINE
- - - EASEMENT LINE
- ▭ EASEMENT VACATION AREA

ROAD EASEMENT DESCRIBED IN DOC. NO. 1312841

POINT OF BEGINNING OF LINE "A"

SOUTH LINE OF THE NW 1/4 OF THE NE 1/4

INTERSECTION OF THE SOUTH LINE OF THE NW 1/4 OF THE NE 1/4
OF SEC. 8, TWP. 32, RNG. 23 AND THE EAST RIGHT-OF-WAY LINE
OF STATE TRUNK HIGHWAY NO. 65

SW 1/4 - NE 1/4

RNG. 23

WIDSETH
ARCHITECTS • ENGINEERS • SCIENTISTS • SURVEYORS

DRAWN BY:
JAS
CHECKED BY:
SMK

DATE	AMENDMENT DESC.

PREPARED FOR: CITY OF HAM LAKE PROJECT #: 2026-11736
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY
DIRECT SUPERVISION AND THAT I AM A FULLY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE
STATE OF MINNESOTA.
Shawn M. Kupcho L.S. LIC. NO. 49021 DATE: 08/11/2026

PROPOSED ROAD EASEMENT VACATION DESCRIPTION:

A strip of land 30.00 feet in width over that part of the Northwest Quarter of the Northeast Quarter of Section 8, Township 32, Range 23, Anoka County, Minnesota, the West line of said strip of land being the East right-of-way line of State Trunk Highway No. 65 and said strip lying North of the following described Line "A" and lying South of the following described Line "B":

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Memorandum

Date: October 14, 2026
To: Mayor and Councilmembers
From: David A. Krugler, City Engineer 
Subject: Crosstown Business Park – Road Easement Vacation

Introduction:

A road easement was established along the north side of 171st Avenue NE between State Trunk Highway 65 and Baltimore Street NE within PID No. 08-32-23-12-0020. The easement is 33 feet wide and extends approximately 274 feet between the two roadways.

Discussion:

The existing road easement extends along the north side of 171st Avenue NE from State Trunk Highway 65 to Baltimore Street NE. The easement was established to accommodate the roadway connection between the two roads.

With the construction of the frontage road connecting Chisholm Street NE to 171st Avenue NE, the City no longer requires the roadway easement providing access to Trunk Highway 65. The proposed vacation would eliminate the 33-foot-wide road easement along the north side of 171st Avenue NE, as shown on the attached Easement Vacation Exhibit.

Recommendation:

It is recommended that the City Council schedule a public hearing for consideration of vacating the road easement located along the north side of 171st Avenue NE between State Trunk Highway 65 and Baltimore Street NE (PID No. 08-32-23-12-0020), as described in the attached Easement Vacation Exhibit.

RESOLUTION NO. 26-XX

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

PROPOSED ROAD EASEMENT VACATION DESCRIPTION:

That part of the Northwest Quarter of the Northeast Quarter of Section 8, Township 32, Range 23, Anoka County, Minnesota, described as follows:

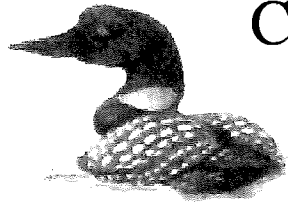
Beginning at the point of intersection of the South line of said Northwest Quarter of the Northeast Quarter and the East right-of-way line of State Trunk Highway No. 65 as the same is now located in said Northwest Quarter of the Northeast Quarter; thence North 00 degrees 11 minutes 52 seconds East, along said East right-of-way line, 33.00 feet; thence North 89 degrees 01 minute 13 seconds East, parallel with the South line of said Northwest Quarter of the Northeast Quarter, 274.32 feet to the westerly right-of-way line of Baltimore Street NE; thence South 00 degrees 17 minutes 12 seconds West, along said westerly right-of-way line, 33.00 feet to the South line of said Northwest Quarter of the Northeast Quarter; thence South 89 degrees 01 minute 13 seconds West along said South line, 274.27 feet to the Point of Beginning.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Ham Lake, that the City Clerk is directed to post in a conspicuous place in the City Hall between the dates of October 20, 2026 and November 16, 2026 and to cause publication of a NOTICE OF PUBLIC HEARING, a copy of which is attached to this Resolution, for a public hearing to be held on November 16, 2026, with publication to occur in the Star Tribune on October 23, 2026 and October 30, 2026.

Adopted by the City Council of the City of Ham Lake on this 19th day of October, 2026.

Al Parranto, Acting Mayor

Denise Webster, City Clerk



CITY OF HAM LAKE

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

NOTICE OF PUBLIC HEARING VACATION OF PUBLIC LAND

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Said hearing is conducted pursuant to Minnesota Statutes Chapter 412.851.

Dated: October 21, 2026

Dawnette Shimek, Deputy City Clerk

Posted at City Hall between the dates of October 20, 2026 and November 16, 2026.

Published in the Star Tribune on October 23, 2026 and October 30, 2026.

EASEMENT VACATION EXHIBIT

SECTION 8

TWP. 32 N.

RNG. 23 W.

STATE TRUNK HIGHWAY NO. 65

MNDOT MONUMENTATION PLAT NO. 02-M24

PROPOSED ROAD EASEMENT VACATION DESCRIPTION:

That part of the Northwest Quarter of the Northeast Quarter of Section 8, Township 32, Range 23, Anoka County, Minnesota, described as follows:
Beginning at the point of intersection of the South line of said Northwest Quarter of the Northeast Quarter and the East right-of-way line of State Trunk Highway No. 65 as the same is now located in said Northwest Quarter of the Northeast Quarter; thence North 00 degrees 11 minutes 52 seconds East, along said East right-of-way line, 33.00 feet; thence North 89 degrees 01 minute 13 seconds East, parallel with the South line of said Northwest Quarter of the Northeast Quarter, 274.32 feet to the westerly right-of-way line of Baltimore Street NE; thence South 00 degrees 17 minutes 12 seconds West, along said westerly right-of-way line, 33.00 feet to the South line of said Northwest Quarter of the Northeast Quarter; thence South 89 degrees 01 minute 13 seconds West along said South line, 274.27 feet to the Point of Beginning.

LEGEND

- QUARTER QUARTER SECTION LINE
- RIGHT-OF-WAY LINE
- EASEMENT LINE
- EASEMENT VACATION AREA

ROAD EASEMENT DESCRIBED IN DOC. NO. 1312841-

PARALLEL WITH THE SOUTH LINE OF THE NW 1/4 OF THE NE 1/4

N89°01'13"E 274.32

N89°01'13"E 330.00

ROAD EASEMENT DESCRIBED IN DOC. NO. 1312841-PID NO. 08-32-23-12-0020

S89°01'13"W 274.27

SOUTH LINE OF THE NW 1/4 OF THE NE 1/4

INTERSECTION OF THE SOUTH LINE OF THE NW 1/4 OF THE NE 1/4 OF SEC. 8, TWP. 32, RNG. 23 AND THE EAST RIGHT-OF-WAY LINE OF STATE TRUNK HIGHWAY NO. 65

BALTIMORE ST NE

WEST RIGHT-OF-WAY LINE OF BALTIMORE STREET NW

171ST AVE. NE

SCALE IN FEET

WIDSETH ARCHITECTS • ENGINEERS • SCIENTISTS • SURVEYORS

DRAWN BY: JAS

CHECKED BY: SMK

DATE

AMENDMENT DESC.

PREPARED FOR: CITY OF HAM LAKE

PROJECT #: 2026-1173

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

Shawn M. Kurchio L.S.

LIC. NO.: 49021

DATE: 08/11/2026

WIDSETH
ARCHITECTS • ENGINEERS • SCIENTISTS • SURVEYORS

DRAWN BY:
JAS

CHECKED BY:
SMK

DATE _____

AMENDMENT DESC.

PREPARED FOR: CITY OF HAM LAKE

PROJECT #:	2026-11736
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I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

Shawn M. Kuehl

MINN. LAND SURV. LIC. NO. 10023 DATE 02/14/2026

PROPOSED ROAD EASEMENT VACATION DESCRIPTION:

That part of the Northwest Quarter of the Northeast Quarter of Section 8, Township 32, Range 23, Anoka County, Minnesota, described as follows:

Beginning at the point of intersection of the South line of said Northwest Quarter of the Northeast Quarter and the East right-of-way line of State Trunk Highway No. 65 as the same is now located in said Northwest Quarter of the Northeast Quarter; thence North 00 degrees 11 minutes 52 seconds East, along said East right-of-way line, 33.00 feet; thence North 89 degrees 01 minute 13 seconds East, parallel with the South line of said Northwest Quarter of the Northeast Quarter, 274.32 feet to the westerly right-of-way line of Baltimore Street NE; thence South 00 degrees 17 minutes 12 seconds West, along said westerly right-of-way line, 33.00 feet to the South line of said Northwest Quarter of the Northeast Quarter; thence South 89 degrees 01 minute 13 seconds West along said South line, 274.27 feet to the Point of Beginning.

Memorandum

Date: October 14, 2026

To: Mayor and Councilmembers

From: David A. Krugler, City Engineer 

Subject: Meadow Park – 163rd Lane NE and Isanti Street NE Right-of-Way and Easement Vacations

Introduction:

As part of the road reconstruction project within the Meadow Park subdivision involving 163rd Lane NE and Isanti Street NE, the teardrop cul-de-sac at the intersection of the two roadways was removed. As a result, portions of the existing street right-of-way and adjacent drainage and utility easements within the plat of Meadow Park are no longer needed.

Discussion:

The teardrop cul-de-sac was originally constructed at the intersection of 163rd Lane NE and Isanti Street NE to accommodate vehicle turn movements. With the removal of the cul-de-sac as part of the roadway project, the additional right-of-way dedicated for the teardrop cul-de-sac is no longer necessary.

The proposed right-of-way vacation includes portions of 163rd Lane NE and Isanti Street NE adjacent to Lots 7, 8, and 9, Block 2 of Meadow Park, as shown on the attached Street Vacation Exhibit.

The proposed drainage and utility easement vacation includes the existing 10-foot-wide easements along the northeasterly line of Lot 9, the northwesterly line of Lot 8, and the southwesterly line of Lot 7, Block 2 of Meadow Park. These easements were originally dedicated with the plat of Meadow Park and are no longer needed following the removal of the cul-de-sac.

The proposed street vacation would reserve a 10-foot-wide public drainage and utility easement along the northwesterly portion of the vacated right-of-way. The proposed vacations and reserved easement are shown on the attached exhibits.

Recommendation:

It is recommended that the City Council schedule a public hearing for consideration of vacating portions of the 163rd Lane NE and Isanti Street NE right-of-way and the adjacent 10-foot-wide drainage and utility easements within Lots 7, 8, and 9, Block 2 of Meadow Park, as described in the attached vacation exhibits.

RESOLUTION NO. 26-XX

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

PROPOSED DRAINAGE AND UTILITY EASEMENT VACATION DESCRIPTIONS:

That part of the drainage and utility easement as dedicated in the plat of MEADOW PARK according to the plat thereof, Anoka County, Minnesota, described as follows:

The northeasterly 10.00 feet of Lot 9, Block 2, MEADOW PARK, except the North 10.00 thereof.

AND

The northwesterly 10.00 feet of Lot 8, Block 2, said MEADOW PARK.

AND

The southwesterly 10.00 feet of Lot 7, Block 2, said MEADOW PARK, except the West 10.00 thereof.

PROPOSED STREET VACATION DESCRIPTION:

That part of 163rd Lane NE and Isanti Street NE as dedicated in the plat of MEADOW PARK, according to the plat thereof, Anoka County, Minnesota, lying southeasterly of the following described line:

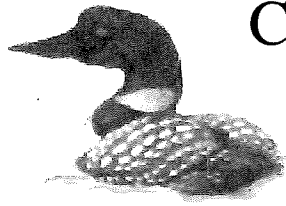
Commencing at the northwest corner of Lot 9, Block 2, said MEADOW PARK; thence South 87 degrees 27 minutes 49 seconds East, assumed bearing, along the North line of said Lot 9, a distance of 183.98 feet to the most northeasterly corner of said Lot 9 and the Point of Beginning of the line to be described; thence continue South 87 degrees 27 minutes 49 seconds East along the easterly extension of said North line of Lot 9, a distance of 0.75 feet; thence northeasterly 129.50 feet, along a tangential curve concave to the northwest, having a radius of 81.00 feet and a central angle of 91 degrees 36 minutes 15 seconds to the southerly extension of the West line of Lot 7, said Block 2; thence North 00 degrees 56 minutes 16 seconds East along said southerly extension, 0.75 feet to the southwesterly line of said Lot 7 and said line there terminating. Reserving a public drainage and utility easement over, under and across the northwesterly 10.00 feet thereof.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Ham Lake, that the City Clerk is directed to post in a conspicuous place in the City Hall between the dates of October 20, 2026 and November 16, 2026 and to cause publication of a NOTICE OF PUBLIC HEARING, a copy of which is attached to this Resolution, for a public hearing to be held on November 16, 2026, with publication to occur in the Star Tribune on October 23, 2026 and October 30, 2026.

Adopted by the City Council of the City of Ham Lake on this 19th day of October, 2026.

Al Parranto, Acting Mayor

Denise Webster, City Clerk



CITY OF HAM LAKE

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

NOTICE OF PUBLIC HEARING VACATION OF PUBLIC LAND

NOTICE IS HEREBY GIVEN, that a Public Hearing will be held before the Ham Lake City Council on November 16, 2026 at 6:01 p.m. in the City Council Chambers, City Hall, 15544 Central Avenue NE, Ham Lake, Minnesota 55304, to hear comments and questions concerning the proposed vacation of the following described land within the City of Ham Lake, Minnesota:

PROPOSED DRAINAGE AND UTILITY EASEMENT VACATION DESCRIPTIONS:

That part of the drainage and utility easement as dedicated in the plat of MEADOW PARK according to the plat thereof, Anoka County, Minnesota, described as follows:

The northeasterly 10.00 feet of Lot 9, Block 2, MEADOW PARK, except the North 10.00 thereof.

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Said hearing is conducted pursuant to Minnesota Statutes Chapter 412.851.

Dated: October 21, 2026

Dawnette Shimek, Deputy City Clerk

Posted at City Hall between the dates of October 20, 2026 and November 16, 2026.

Published in the Star Tribune on October 23, 2026 and October 30, 2026.

© 2005 WIDSETH FILE: \\DATA\WIDSETH\PROJECTS\BFC ENGINEERING-40936\2025-12047\04 DESIGN\SURVEY\CAOVN-EASE-VACATE-2025-12047.DWG PLOTTED BY: JACK SAMEC December 17, 2025

EASEMENT VACATION EXHIBIT

CITY OF HAM LAKE

ANOKA COUNTY, MINNESOTA

LEGEND

- DRAINAGE & UTILITY EASEMENT TO BE VACATED
- RIGHT-OF-WAY LINE
- EASEMENT LINE
- PROPOSED EASEMENT LINE
- LOT LINE
- CENTERLINE

MEADOW

163RD LANE NE

NORTH LINE OF LOT 9

NORTHEASTERY LINE OF LOT 9, BLOCK 2, MEADOW PARK

10 FOOT WIDE DRAINAGE AND UTILITY EASEMENT
AS DEDICATED IN THE PLAT OF MEADOW PARK

ISANTI STREET NE

WEST LINE OF LOT 7



SOUTHWESTERLY LINE
OF LOT 7, BLOCK 2
MEADOW PARK

NEW DRAINAGE &
UTILITY EASEMENT
PORTION OF ISANTI STREET NE AND 163RD
LANE NE VACATED PER RESOLUTION NO.

NORTH LINE OF LOT 8

NORTHWESTERLY LINE OF LOT 8, BLOCK 2, MEADOW PARK

WEST LINE OF LOT 8

PARK

PROPOSED DRAINAGE AND UTILITY EASEMENT VACATION DESCRIPTIONS:

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AND

The southwesterly 10.00 feet of Lot 7, Block 2, said MEADOW PARK, except the West 10.00 thereof.

WIDSETH
ARCHITECTS • ENGINEERS • SCIENTISTS • SURVEYORS

DRAWN BY:
JAS
CHECKED BY:
KLU

DATE

AMENDMENT DESC.

PREPARED FOR: RPC ENGINEERING

PROJECT # 2025-12047

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

Kelly L. Jordan

LIC. NO.: 42648

DATE: 12/17/2025

© 2025 WIDSETH FILE: \\DATA\\WIDSETH\\PROJECTS\\BRC\\ENGINEERING\\40830205-12047\\04 DESIGN\\SURVEY\\CADD\\VACATE\\2025-12047.DWG PLOTTED BY: JAC SAMBC December 18, 2025

STREET VACATION EXHIBIT

CITY OF HAM LAKE

ANOKA COUNTY, MINNESOTA

LEGEND

- PORTION OF ISANTI STREET NE AND 163RD LANE NE TO BE VACATED
- RIGHT-OF-WAY LINE
- EASEMENT LINE
- PROPOSED EASEMENT LINE
- LOT LINE
- CENTERLINE
- RESERVED DRAINAGE AND UTILITY EASEMENT FOR A PORTION OF ISANTI STREET NE AND 163RD LANE NE



MEADOW

163RD LANE NE

NW CORNER OF LOT 9

NORTH LINE OF LOT 9

MOST NORTHEASTERLY CORNER OF LOT 9

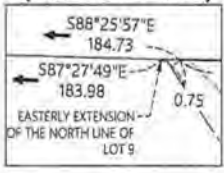
S87°27'49"E 184.73
183.98

PROPOSED STREET VACATION DESCRIPTION:

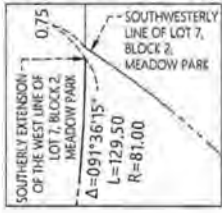
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DETAIL 1 (NOT TO SCALE)



DETAIL 2 (NOT TO SCALE)



WIDSETH
ARCHITECTS • ENGINEERS • SCIENTISTS • SURVEYORS

DRAWN BY: JAS
CHECKED BY: KJL

DATE	AMENDMENT DESC	PREPARED FOR: RPC ENGINEERING	PROJECT #: 2025-12047
		I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.	
		Kelly L. Jordan LIC. NO.: 42648	DATE: 12/19/2025

PROPOSED STREET VACATION DESCRIPTION:

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PROPOSED DRAINAGE AND UTILITY EASEMENT VACATION
DESCRIPTIONS:

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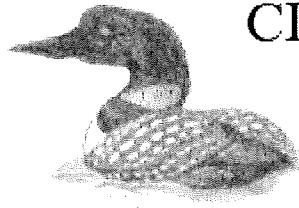
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AND

The northwesterly 10.00 feet of Lot 8, Block 2, said MEADOW PARK.

AND

The southwesterly 10.00 feet of Lot 7, Block 2, said MEADOW PARK, except the West 10.00 thereof.



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, OCTOBER 12, 2026

CALL TO ORDER: 6:00 p.m.

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: August 24, 2026

PUBLIC HEARING:

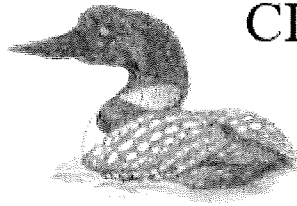
6:01 p.m. Kennedy Okonkwo of Relief Auto LLC, requesting a Conditional Use Permit for an automotive repair shop and site plan approval for a motor vehicle sales lot located at 1354 McKay Drive NE.

NEW BUSINESS:

1. T.E.S Construction requesting Sketch Plan approval for Acre Hills, a Residential Development (R-1) (two lots) in Section 23

COMMISSION BUSINESS:

1. City Council Update.



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 MINUTES MONDAY, OCTOBER 12, 2026

The Ham Lake Planning Commission met for its regular meeting on Monday, October 12, 2026, in the Council Chambers at Ham Lake City Hall located at 15544 Central Avenue NE in Ham Lake, Minnesota.

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

MEMBERS ABSENT: Commissioners Kyle Lejonvarn and Michael Frid

OTHERS PRESENT: City Planner, Matt Holzworth and City Engineer, Dave Krugler

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

PLEDGE OF ALLEGIANCE:

The pledge of allegiance was recited by all in attendance.

APPROVAL OF MINUTES:

Motion by Dixon, seconded by Entsminger, to approve the minutes of the August 24, 2026 Planning Commission meeting as written. All present in favor, motion carried.

PUBLIC HEARING:

Kennedy Okonkwo of Relief Auto LLC, requesting a Conditional Use Permit for an automotive repair shop and site plan approval to operate a motor vehicle sales lot located at 1354 McKay Drive NE

Mr. Okonkwo was present and stated that he is requesting a Conditional Use Permit for an automotive vehicle repair shop and motor vehicle sales lot approval at 1354 McKay Drive NE. The applicant stated that a surveyor was required to complete a survey of the property and was unaware that approval of the permit was required before conducting business at the property.

Chair Pogalz stated that he was assigned to do the inspection. Chair Pogalz stated that there is an existing commercial building on the property and that an enclosed garbage area has been put into place with a vinyl white fence. Chair Pogalz stated that the asphalt shown on the survey would allow for some cars for sale and the other parking areas are currently not installed as pending conditional approval. Chair Pogalz stated that he has some concerns regarding the parking area marked near the south of the property on survey for cars that need repair. Chair Pogalz stated that

there was some existing screening along the property line, but that it is recommended additional screening and surfacing be installed. Chair Pogalz stated that the site has formerly been used for automotive repairs. Chair Pogalz asked if there were any additional questions about the inspection conducted at the site before opening the public hearing.

Chair Pogalz opened the public hearing at 6:06 p.m. and asked for public comment.

Kirk Wiener, 1333 McKay Drive NE, Ham Lake, MN, expressed concerns about the existing lighting attached to the fade outside of the building.

Chair Pogalz stated that he understood the on-going lighting pollution and that he would be recommending that the existing lighting be replaced, not modified.

Alina Sciorrotta, 1319 McKay Drive NE, Ham Lake, MN, expressed concerns about the potential for additional traffic off of McKay Drive NE, and the potential security concerns.

Karen Wiener, 1333 McKay Drive, NE, Ham Lake, MN, expressed concerns about the existing lighting and if there will be an increase in the number of vehicles on the site.

Chair Pogalz stated that the application is for auto sales and automotive work and that the current request is to allow them to pave those spots for display and to approve of the proposed parking spaces. Chair Pogalz stated that he does not see this adding additional traffic to the site and referenced that the property has been used for automotive work and an electrical business prior to the current ownership.

Chair Pogalz asked for further comment and with there being none, closed the public hearing at 6:27 p.m.

Chair Pogalz included additional comments that this property is zoned Commercial District Tier 2 (CD-2) and that this is an allowable use within the zoning district as a Conditional Use Permit. Chair Pogalz confirmed with City Planner Holzworth that the city does not do annual reviews of Conditional Use Permits, but if there are violations, a Conditional Use Permit can be reviewed on a case-by-case basis.

Motion by Pogalz, seconded by Entsminger, to recommend approval of the request of Kennedy Okonkwo requesting a Conditional Use Permit to operate Relief Autobody, an auto repair shop and site plan approval to operate a motor vehicle sales lot at 1354 McKay Drive NE, with the following conditions:

- 1. All parking must be maintained on-site. Driveways and Fire lanes are to be maintained. Allocating eight (8) parking spaces, including one (1) designated handicap spot. Also designating a minimum of five (5) parking spaces for display of vehicles for sale. All spaces to be on hard surfaces and striped.**
- 2. Parking and driving isles to area for cars waiting to be worked on must be surfaced with a minimum of class 5 material.**

3. **Parking area for cars waiting to be worked on must be screened. Current tree cover and fence sections are to be reviewed with the City Building Official to meet conformance with City Code.**
4. **A revised site plan to be drafted, submitted to the city, and approved by the City Building Official shall become a permanent part of the file.**
5. **Allowing one additional employee.**
6. **All work and repairs to be done inside the building including, but not limited to general auto maintenance, mechanical work including replacing brakes, headlights, bulb, body work, cleaning and detailing.**
7. **No automobile painting on-site**
8. **No outside storage of any kind is permitted. All automotive parts must be stored indoors.**
9. **All refuse containers shall be stored in a location that is completely screened from outside view. All fluids and hazardous materials shall be stored and disposed of according to County and State requirements.**
10. **Hours of operation: Open to the public Monday through Sunday, 9:00 a.m. to 6:00 p.m. Any work not involving the public is limited to inside the building area only and from 9:00 a.m. to 10:00 p.m.**
11. **Any security lighting is required to meet the 4-foot candle meter reading as measured at the residential property line. Existing lights that are non-conforming shall be replaced.**
12. **Motor vehicle sales lot licenses must be obtained and maintained through the State of Minnesota and the City of Ham Lake.**
13. **No on-street parking is allowed.**
14. **Must meet all City, County and State requirements.**

All present in favor, motion carried.

NEW BUSINESS:

T.E.S. Construction requesting Sketch Plan approval for Acre Hills, a 2-lot Single-Family Residential (R-1) and Rural Single Family (R-A) development in Section 23.

Jason Rud, E.G. Rud was present and stated that the applicant is looking to build a new home on Lot 2. Mr. Rud stated that Lot 2 will have frontage on 155th Avenue NE. Mr. Rud stated that a wetland delineation has been completed and that there have been soil borings done to confirm livability for a future septic area and other livability standards as required by the city.

Chair Pogalz asked City Engineer Krugler to give highlights from his provided memo. City Engineer Krugler stated that the existing lot is 31 acres and that the applicant is looking to split into two parcels. They are looking to keep the larger parcel zoned as R-A and the new lot to be rezoned to R-1. City Engineer Krugler stated that he had confirmed with the Public Works Superintendent and that the city is looking for money in lieu of the parkland. City Engineer Krugler stated that there are no road improvements required for this plat.

Motion by Pogalz, seconded by Entsminger, to recommend approval of the sketch plan as presented by T.E.S. Construction for Acre Hills, an R-1 (single family residential) / R-A (rural single family residential) minor two lot plat subject to taking money in lieu of parkland, rezoning Lot 2 to R-1 (Single-Family Residential), and subject to meeting the requirements of the City Engineer and all State, County and City requirements. All present in favor, motion carried.

COMMISSION BUSINESS:

City Council Update

City Planner Holzworth stated that there were no new items from the Planning Commissions previous meeting that needed to be approved by the City Council. A Planning Commissioner will not be attending the City Council's October 19, 2026, meeting.

ADJOURNMENT:

Motion by Dixon, seconded by Entsminger, to adjourn the Planning Commission meeting at 6:38 p.m. All present in favor, motion carried.

Matt Holzworth, City Planner



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 09/22/26 Date of Receipt 09/22/26
Receipt # 0107413 Amount \$ 1000

Meeting Appearance Dates:

Planning Commission 10/12/2026 City Council 10/19/2026

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: Relief Auto LLC

Address/Location of property: 1354 McKay DR NE Ham Lake MN 55304-6118, Anoka County
Legal Description of property: THAT PRT OF E 219.42 FT OF N 434.91 FT OF NE1/4 OF SW1/4 OF SEC 20 TWP 32 RGE 23 LYG S OF C/L OF CRANDALL DR , AKA MCKAY DRIVE NE, EX RD, SUBJ TO EASE OF REC

PIN # 203223310001 Business/Commercial, Other
Current Zoning CD-2 Proposed Zoning CD-2

Notes: _____

Applicant's Name: Kennedy Chidiebere Okonkwo

Business Name: Relief Auto LLC

Address 1354 McKay DR NE,

City Ham Lake, State MN Zip Code 55304-6118

Phone +1 (612) 481-4706 Cell Phone +1 (612) 481-4706 Fax _____

Email address _____

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 9/22/26

- FOR STAFF USE ONLY -

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

**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**

Authentisign
Kennedy Okonkwo

SIGNED BY _____

COMPANY/TITLE: RELIEF AUTO

DATE: 03/10/26

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

**APPROVAL OF CONDITIONAL USE PERMIT
1354 MCKAY DRIVE NE**

WHEREAS, Kennedy Okonkwo, filed an application dated September 22, 2026, Receipt #0107413, requesting a Conditional Use Permit to operate Relief Augo LLC, an automotive repair shop located at 1354 McKay Drive NE. The subject property is legally described as follows:

PID#20-32-23-31-0001 (the "Property")

THAT PRT OF E 219.42 FT OF N 434.91 FT OF NE1/4 OF SW1/4 OF SEC 20 TWP 32 RGE 23 LYG S OF C/L OF CRANDALL DR , AKA MCKAY DRIVE NE, EX RD, SUBJ TO EASE OF REC

WHEREAS, the Property is located in the Commercial Development II (CD-2) Zoning District; and

WHEREAS, CD-2 Zoning Districts are located adjacent to the CD-1 Zoning Districts, and constitute a second tier of commercial activities along the Trunk Highway 65 corridor. CD-2 Zoning Districts also have importance in presenting a visually pleasing image to the traveling public, but are less visible from the Trunk Highway 65 roadway than the CD-1 Zoning Districts; and

WHEREAS, the intended use of the Property is for an automotive repair shop; and

WHEREAS, under Section 9-220.2 (c) of the Ham Lake City Code, an automotive repair shop is a conditional use in CD-2 Zoning Districts; and

WHEREAS, pursuant to Section 9-310.2 of the Ham Lake City Code, the Ham Lake Planning Commission reviewed the conditional use application and held a public hearing at their regular meeting on October 12, 2026, and recommended approval of the Conditional Use Permit with conditions;

WHEREAS, the Ham Lake Planning Commissions meeting minutes and materials from its October 12, 2026 meeting shall be used to support the Ham Lake City Council's findings of fact.

NOW, THEREFORE, BE IT RESOLVED that the Ham Lake City Council hereby approves the Conditional Use Permit for the property located at 1354 McKay Drive NE, subject to the conditions and approval as recommended by the Planning Commission to wit:

1. All parking must be maintained on-site. Driveways and Fire lanes are to be maintained. Allocating eight (8) parking spaces, including one (1) designated handicap spot. Also designating a minimum of five (5) parking spaces for display of vehicles for sale. All spaces to be on hard surfaces and striped.
2. Parking and driving isles to area for cars waiting to be worked on must be surfaced with a minimum of class 5 material.
3. Parking area for cars waiting to be worked on must be screened. Current tree cover and fence sections are to be reviewed with the City Building Official to meet conformance with City Code.

4. A revised site plan to be drafted, submitted to the city, and approved by the City Building Official shall become a permanent part of the file.
5. Allowing one additional employee.
6. All work and repairs to be done inside the building including, but not limited to general auto maintenance, mechanical work including replacing brakes, headlights, bulb, body work, cleaning and detailing.
7. No automobile painting on-site
8. No outside storage of any kind is permitted. All automotive parts must be stored indoors.
9. All refuse containers shall be stored in a location that is completely screened from outside view. All fluids and hazardous materials shall be stored and disposed of according to County and State requirements.
10. Hours of operation: Open to the public Monday through Sunday, 9:00 a.m. to 6:00 p.m. Any work not involving the public is limited to inside the building area only and from 9:00 a.m. to 10:00 p.m.
11. Any security lighting is required to meet the 4-foot candle meter reading as measured at the residential property line. Existing lights that are non-conforming shall be replaced.
12. Motor vehicle sales lot licenses must be obtained through the State of Minnesota and the City of Ham Lake.
13. No on-street parking is allowed.
14. Must meet all City, County and State requirements.

FURTHERMORE, the Ham Lake City Council hereby approves the Conditional Use Permit for 1354 McKay Drive NE, subject to the following additional conditions:

1. Written receipt by the City, and approval by the City Attorney, of acknowledgement and approval of the Conditional Use Permit by the owner of the Property located at 1354 McKay Drive NE.
2. Ongoing and complete compliance with all applicable Ham Lake City Code requirements.

Adopted by the Ham Lake City Council this 19th day of October, 2026.

ATTEST:

Denise Webster, City Clerk

Al Parranto, Acting Mayor

Meeting Date: October 12, 2026

CITY OF HAM LAKE

STAFF REPORT

To: Planning Commission

From: Matt Holzworth, City Planner

Subject: Conditional Use Permit for Relief Auto, LLC at 1354 McKay Drive NE.

Introduction/Discussion:

Mr. Okonkwo is requesting a Conditional Use Permit to operate Relief Auto LLC, an automotive vehicle repair shop and dealership. The applicant's narrative states that Relief Auto LLC intends for the primary business to be for purchasing vehicles with additional mechanical repairs, bodywork, cleaning, or detailing before being displayed for purchase. The proposed business is owner-operated and the primary interaction with the public will be with customers seeking to purchase a motor vehicle. The proposed business hours of operation will be between 9 A.M. and 6 P.M. Monday through Friday for auto sales. The auto mechanical work including bodywork, cleaning, and detailing will be done within the garage from the hours of 9 P.M. to 10 P.M. and will not be open to the public. The applicant states that one sales employee will be needed, depending on demand.

Overview:

The site is currently zoned CD-2 (Commercial Development Tier 2) and is guided for Commercial Use in the 2040 Comprehensive Plan. Used Vehicle Sales are an approved use in this zoning district under **City Code 9-220.3 (c) Conditional Uses**. The sales are limited to passenger cars and pickup trucks only. The applicant proposes a solid concrete or asphalt base to display vehicles for sale. No other alterations to the site are proposed. The existing garage on the property will be used by the applicant to prepare the vehicles to be displayed for sale. City staff have determined that a new certificate of occupancy for the existing commercial building is not necessary at this time after reviewing the original building permit was commercially rated for a warehouse/office space for a previous electrical company. Warehouse occupancy is a more restrictive use, and the building was reviewed as an S1 use.

Landscaping/Site Plan:

Lighting:

The existing property currently has mounted non-hooded lighting that is non-compliant. Under **City Code 9-220.1(g) Standards Common to All Mercantile Districts:**

“No light or combination of lights that cast light upon a Residential Land Use shall exceed 4-foot candle meter reading as measured at the residential property line. All measurements shall be made after dark at the property line or edge of roadway.”

Any existing lighting that is shining into neighboring residential land uses needs to be removed.

Parking:

The proposed parking plan shows eight parking stalls with one handicapped stall that includes van access. The second handicapped stall that abuts the existing building is not permitted due to the existing door and canopy access. There are four proposed display parking stalls in the northern portion of the property. The Building and Zoning Official has reviewed the proposed parking stalls and finds that the applicants' request is suitable for the site. The applicants survey shows a shaded area in the south of the property for “Cars that need repair” any vehicle that requires mechanical work is only permitted inside the existing commercial building. Any outdoor storage area for vehicles needs to be screened. No mechanical repairs may occur within any other structure on the property.

Trash:

The proposed dumpster location is shown to be on the southern edge of the property.

The applicant stated that they are in contact with a waste management company on where the dumpster can be located to pick up. The applicant has stated that they are going to fully screen the trash container with an opaque fence and will need to provide an updated narrative stating that the dumpster will be stored within this enclosure unless for pick up days. **Per City Code 9-220.1 (f):**

“Refuse containers shall be stored in a location which are completely screened from outside view; hazardous materials shall be stored and disposed of in the manner provided by law.

Staff Recommendation: City staff is recommending approval of the application to operate a motor vehicle dealership and auto mechanical repair shop out of 1354 McKay Drive NE with the following conditions:

- Allocating a total of eight parking spaces; All parking spaces to be on approved surfaces in designated areas as shown on the site plan:
- A maximum of one other employee
- All fluids to be contained and disposed of according to County and State requirements.
- All repairs to be done inside the building – repairs include general auto maintenance and mechanical work such as replacing breaks, headlights, and bulbs.
- No outdoor storage of any kind is permitted. All automotive parts must be stored indoors or approved through an amendment to the Conditional Use Permit. All refuse containers shall be stored in a location that is completely screened from outside view. Hazardous materials shall be stored and disposed of in a manner provided by law.
- All hours of operation must be between Monday through Sunday 9:00 A.M. to 6:00P.M. Any work not involving the public is limited to 9 P.M. to 10 P.M.
- Security lighting required to be adjusted and may not be cast above 4-foot candle meter reading as measured at the residential property line.

- A motor vehicle sales lot license application with payment and insurance verified by City staff before any motor vehicle sales may commence at the property.
- All City, County, and State requirements are met for an auto body shop and motor vehicle sales.

To Planning Commission and City Council
Application for *Motor Vehicles Sales Lot License*

Dear Sir/Madam,

I am writing to formally request that 1354 McKay DR NE, Ham Lake, MN, be licensed for the sale and repair of motor vehicles by Relief Auto, which has a motor vehicle dealership license from the State of Minnesota.

Relief Auto's primary business is purchasing vehicles for resale. Some of these vehicles might need mechanical repairs, bodywork, cleaning, or detailing before being displayed for customers to buy.

Relief Auto is an owner-operated business. The primary interaction with the public will be with customers seeking to purchase a motor vehicle.

The construction of a motor vehicle sales lot, as shown on the survey map, is to meet the city's guidelines for a solid concrete or asphalt base to display vehicles for sale. I have attached the map showing the property and the slots to display the vehicles. The garages will be used to get our vehicles ready for market.

Relief Auto business operations will start at 9 am and end at 6 pm for auto sales. The auto mechanical, bodywork, cleaning, and detailing will be done in the garage and will not involve the public, as it is only to get the vehicles ready for sale. The hours of operation for auto body work, mechanical, and cleaning will be from 9 am to 10 pm, depending on the demand. Relief Auto, for a start, will need one sales employee.

I want to express my sincere appreciation to the City of Ham Lake for the encouragement and help we have received so far.

Thank you for your time and consideration. I look forward to hearing from you soon.

Yours sincerely,

Authentisign

03/10/26

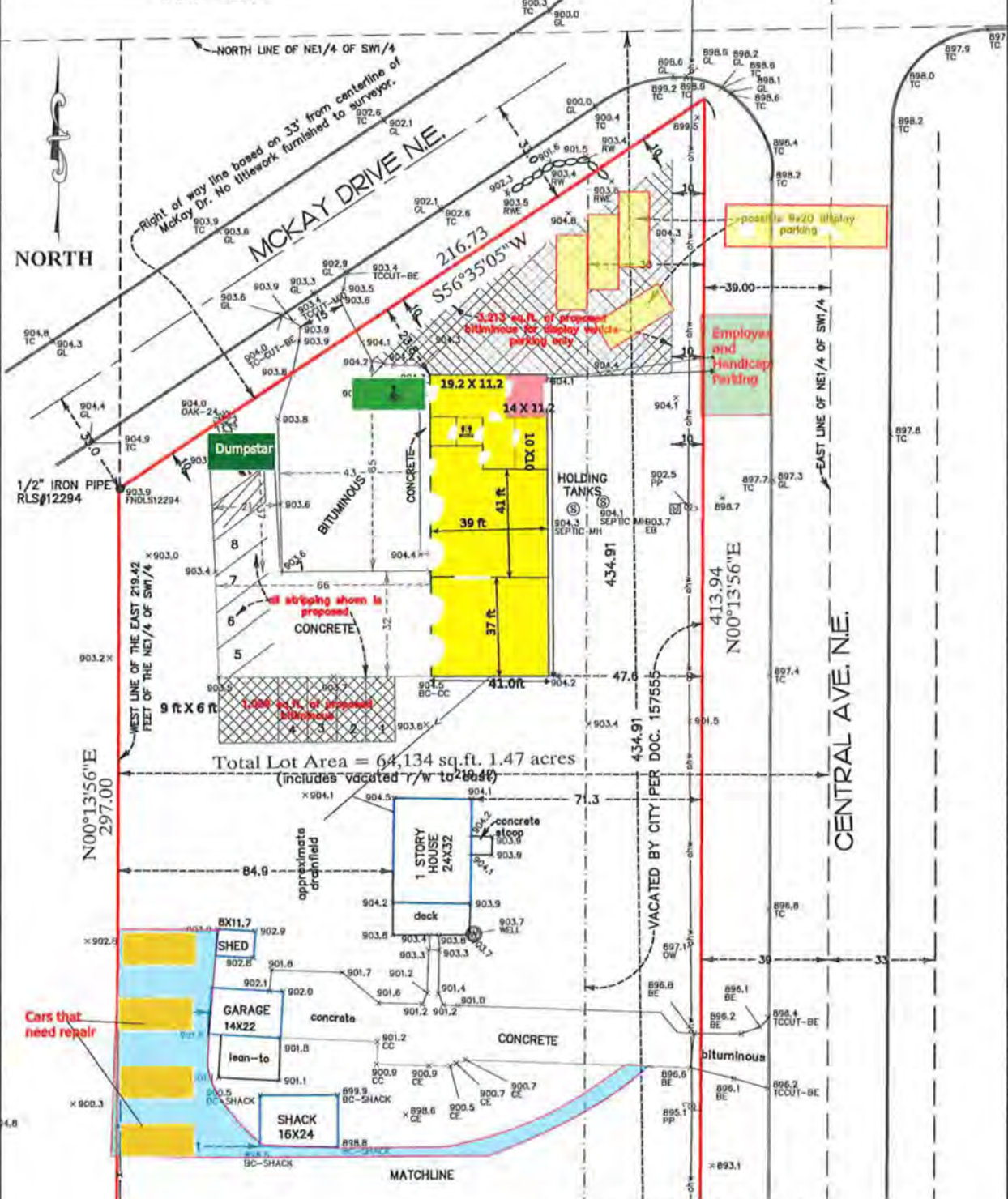
Kennedy Chidiebere Okonkwo

Owner

CERTIFICATE OF SURVEY

PROPERTY ADDRESS: #15238 Central Ave NE, Ham Lake, MN
(SHEET 1 OF 2 SHEETS)

0 30
(IN FEET)
1 inch = 30 ft.



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.

Rev. 12/06/24, add proposed improvements

Eric R. Vickaryous
ERIC R. VICKARYOUS

Date: Nov. 26th, 2024 Reg. No. 44125

JOB #24234

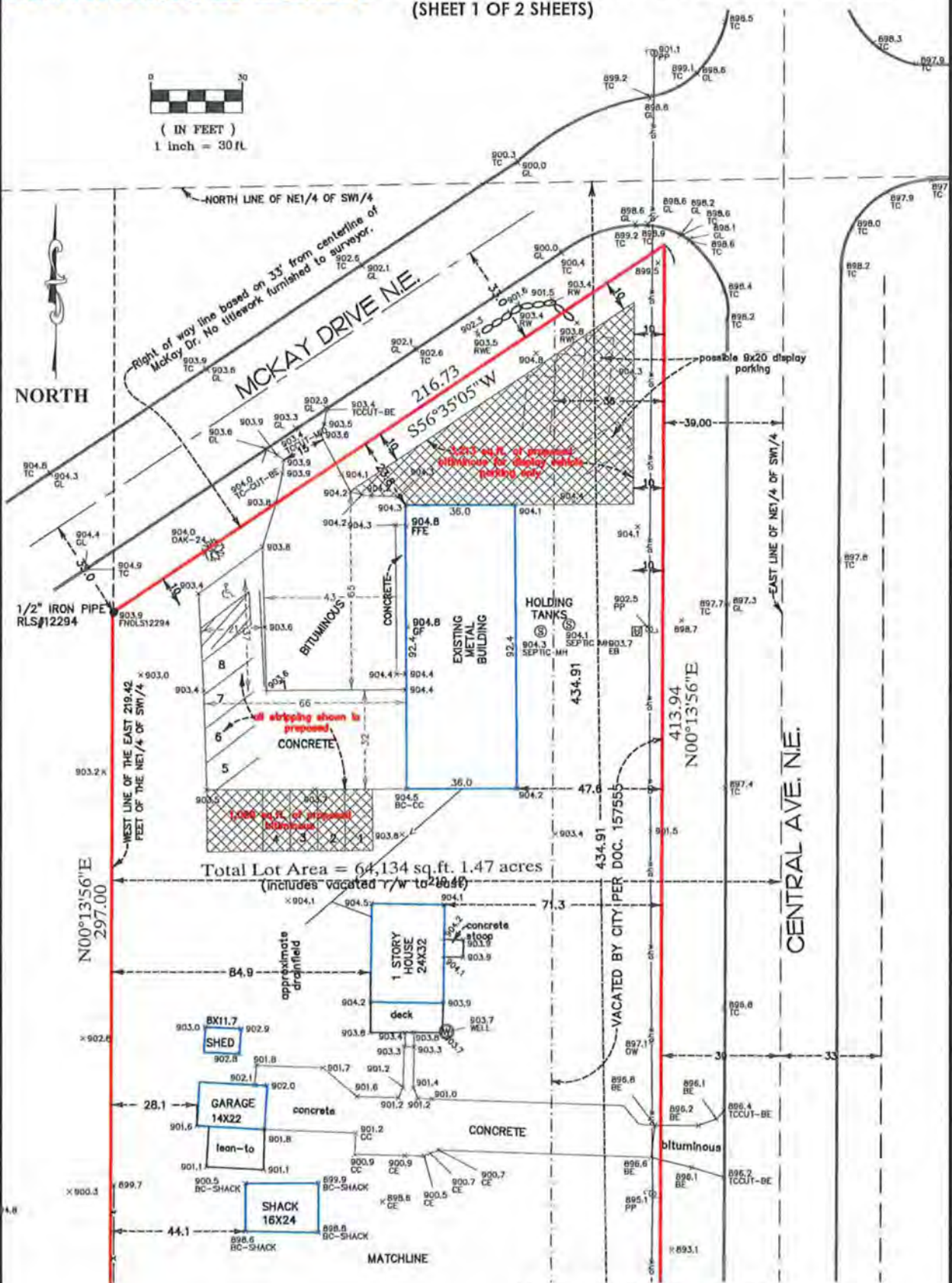
ACRE LAND SURVEYING
Serving Twin Cities Metro area and beyond
763-458-2997 acrelandsurvey@gmail.com

CERTIFICATE OF SURVEY

PROPERTY ADDRESS: #15238 Central Ave NE, Ham Lake, MN
(SHEET 1 OF 2 SHEETS)

0 30
(IN FEET)
1 inch = 30 ft

NORTH



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.

Rev. 12/06/24, add proposed improvements

ERIC R. VICKARYOUS

Date: Nov. 26th, 2024 Reg. No. 44125

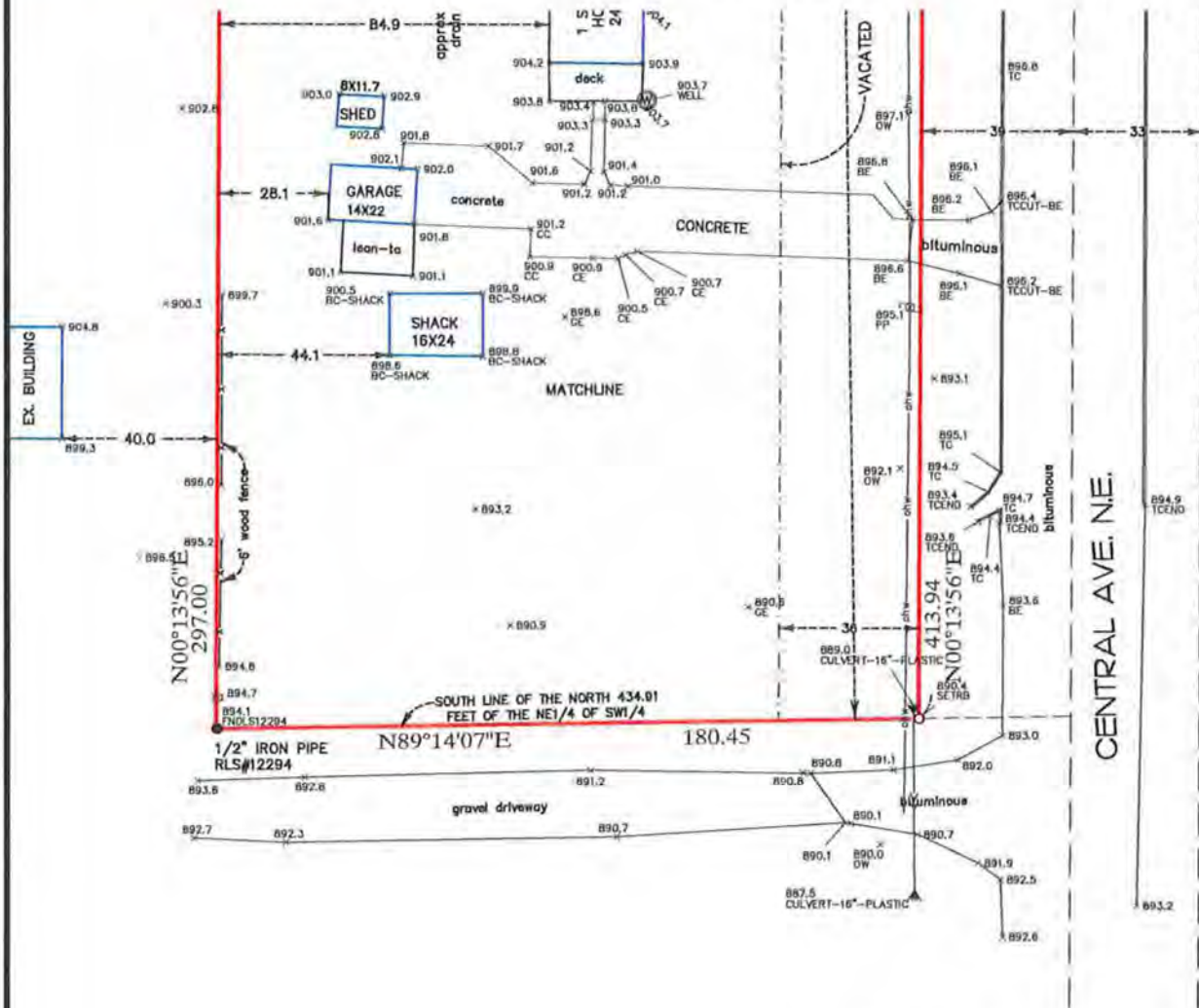
JOB #24234

ACRE LAND SURVEYING
Serving Twin Cities Metro
area and beyond
763-458-2997 acrelandsurvey@gmail.com

CERTIFICATE OF SURVEY

PROPERTY ADDRESS: #15238 Central Ave NE, Ham Lake, MN

(SHEET 2 OF 2 SHEETS)



NOTES

- CITY TO VERIFY ALL BUILDINGS ELEVATIONS AND SETBACKS.
- Bearing's shown are on assumed datum.
- Field survey conducted on 11/20/2024.
- This survey was prepared without the benefit of titlework. Easement, appurtenances and encumbrances may exist in addition to those shown hereon. This survey is subject to revision upon receipt of a title insurance commitment or attorneys title opinion.
- Curb shots taken at top and back of curb.

EXISTING PROPERTY DESCRIPTION

That part of the East 219.42 of the North 434.91 of the Northeast Quarter of the Southwest Quarter of Section 30, Township 32, Range 23, Anoka County, Minnesota, lying south of the centerline of McKay Drive N.E., EXCEPT ROAD.

LEGEND

- DENOTES IRON MONUMENT FOUND
- DENOTES IRON MONUMENT SET
- DENOTES UTILITY POLE
- DENOTES UTILITY BOX
- DENOTES RETAINING WALL
- DENOTES OVERHEAD WIRE
- DENOTES EXISTING FENCE
- x1011.2 DENOTES EXISTING ELEVATION.
- DENOTES STORM SEWER
- DENOTES SANITARY UTILITY
- Ⓢ DENOTES SANITARY SEWER MANHOLE
- Ⓢ DENOTES WELL

Rev. 12/06/24, add proposed improvements

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.

Eric R. Vickaryous
ERIC R. VICKARYOUS

JOB #24234

Date: Nov. 26th, 2024 Reg. No. 44125

ACRE LAND SURVEYING
Serving Twin Cities Metro area and beyond
763-458-2997 acrelandsurvey@gmail.com







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, October 12, 2026 at 6:01 p.m. at the Ham Lake City Hall located at 15544 Central Avenue NE, for the purpose of considering the application of Kennedy Okonkwo requesting a Conditional Use Permit to operate Relief Auto LLC (Auto Mechanical Repair Shop) at 1354 McKay Drive NE, such land is zoned Commercial Development Tier 2 (CD-2) and situated in the City of Ham Lake, Anoka County, Minnesota and which is described as follows to wit:

PID: 20-32-23-31-0001

THAT PRT OF E 219.42 FT OF N 434.91 FT OF NE1/4 OF SW1/4 OF SEC 20 TWP 32 RGE 23 LYG S OF C/L OF CRANDALL DR , AKA MCKAY DRIVE NE, EX RD, SUBJ TO EASE OF REC

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

DATED: October 2, 2026

Matt Holzworth
City Planner
City of Ham Lake

See back side for location map →



R & T PROPERTIES HAM LAKE LLC	PIN: 20-32-23-42-0004	15255 CENTRAL AVE NE	HAM LAKE, MN 55304
WIENER KIRK R & KAREN E	PIN: 20-32-23-31-0003	1333 MCKAY DR NE	HAM LAKE, MN 55304
NELSON, PATRICK M	PIN: 20-32-23-31-0008	1312 MCKAY DR NE	HAM LAKE, MN 55304
DELIGHT AUTOS LLC	PIN: 20-32-23-31-0001	10550 MAJOR AVE N	BROOKLYN PARK, MN 55443
ANOKA COUNTY SOIL CONSERVATION DISTRICT	PIN: 20-32-23-31-0010	1328 MCKAY DR NE	HAM LAKE, MN 55304
SCIORROTTA JR, NICHOLAS J	PIN: 20-32-23-31-0004	1319 MCKAY DR NE	HAM LAKE, MN 55304
NORLING WILLIAM L	PIN: 20-32-23-13-0012	15300 HWY 65 NE	HAM LAKE, MN 55304
ANYTIME INC	PIN: 20-32-23-24-0011	15312 CENTRAL AVE NE	HAM LAKE, MN 55304
DHANRAJ, DAVINDRA	PIN: 20-32-23-31-0002	1267 MCKAY DR NE	HAM LAKE, MN 55304
JEVNE, JEREMY A	PIN: 20-32-23-24-0008	1314 153RD LN NE	HAM LAKE, MN 55304

R & T PROPERTIES HAM LAKE LLC

PIN: 20-32-23-42-0004

15255 CENTRAL AVE NE, HAM LAKE,
MN 55304

DELIGHT AUTOS LLC

PIN: 20-32-23-31-0001

10550 MAJOR AVE N, BROOKLYN
PARK, MN 55443

NORLING WILLIAM L

PIN: 20-32-23-13-0012

15300 HWY 65 NE, HAM LAKE, MN
55304

JEVNE, JEREMY A

PIN: 20-32-23-24-0008

1314 153RD LN NE, HAM LAKE, MN
55304

WIENER KIRK R & KAREN E

PIN: 20-32-23-31-0003

1333 MCKAY DR NE, HAM LAKE, MN
55304

ANOKA COUNTY SOIL
CONSERVATION DISTRICT

PIN: 20-32-23-31-0010

1328 MCKAY DR NE, HAM LAKE, MN

ANYTIME INC

PIN: 20-32-23-24-0011

15312 CENTRAL AVE NE, HAM LAKE,
MN 55304

NELSON, PATRICK M

PIN: 20-32-23-31-0008

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55304

SCIORROTTA JR, NICHOLAS J

PIN: 20-32-23-31-0004

1319 MCKAY DR NE, HAM LAKE, MN
55304

DHANRAJ, DAVINDRA

PIN: 20-32-23-31-0002

1267 MCKAY DR NE, HAM LAKE, MN
55304



CITY OF HAM LAKE

15544 Central Avenue NE

Ham Lake, MN 55304

(763) 434-9555 info@hamlakemn.gov

PLANNING REQUEST

Date of Application 9/29/26

Date of Receipt 9/29/26

Receipt # 0107606

Amount \$ 700.00

Meeting Appearance Dates:

Planning Commission 10/12/2026 City Council 10/19/2026

Please check request(s):

☐ Metes & Bounds Conveyance \$500.00

☒ Sketch Plan \$700.00 per lot/unit

☐ Preliminary Plat Approval*

☐ Final Plat Approval

☐ Rezoning* \$400.00

☐ Multiple Dog License* \$400.00

☐ Commercial Building Permit \$1,000.00

☐ Certificate of Occupancy

☐ Home Occupation Permit \$200.00

☐ Special Home Occupation Permit \$400.00

☐ Conditional Use Permit* New or Amend.\$1,000.00

☐ Other _____

***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: T.E.S Construction Inc.

Address/Location of property: 3631 155th Ave NE Ham Lake

Legal Description of property: NE 1/4 of NW 1/4 of sec 23 TWP 32 RGE 23 E3 631 FT OF E 660 FT

PIN # 23-32-23-21-0005 Current Zoning R4 Proposed Zoning R4

Notes: minor plat request (Sketch Plan)

Applicant's Name: Tony Schwieters

Business Name: T.E.S. Construction Inc.

Address 17149 Lincoln St NE Suite 600

City Ham Lake State MN Zip Code 55304

Phone 612-860-6770 Email _____

612-369-7186 - TES

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] T.E.S. Construction DATE Sept 16 2026

- FOR STAFF USE ONLY -

Action By: Planning Commission _____

Property Taxes Current YES NO

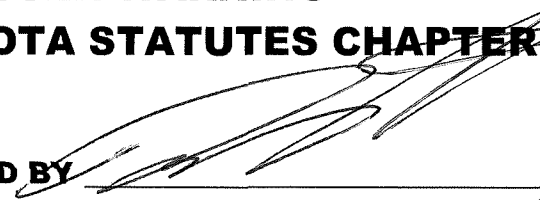
City Council _____

Any Active/Deferred Assessments YES NO

**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**

X SIGNED BY  _____

COMPANY/TITLE: AKS. Const / Pres

DATE: Sept 16 - 26

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

The undersigned, _____, 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:

Sketch Plan / minor PLAT

Type of Application

acknowledges that the sum of \$ 700, 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

T.E.S. Construction

Dated

Sept 16 2026

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

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

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

X Property Owner Signature

[Signature]

Dated

Sept 16 - 2026

Memorandum

Date: October 8, 2026
To: Planning Commissioners
From: David A. Krugler, City Engineer
Subject: Acre Hills Sketch Plan



Introduction:

The Sketch Plan proposes to subdivide the 31.3-acre 3631 155th Avenue (PID 23-32-23-21-0005) parcel (<https://gis.anokacountymn.gov/propertysearch/?find=23-32-23-21-0005>) into two lots. The parcel is zoned Rural Single Family Residential (R-A), with Lot 2 proposed to be rezoned Single Family Residential (R-1). A 400-scale zoning map, aerial map and half section map are attached.

Discussion:

The proposed subdivision falls under the Minor Plat provisions of City Code Section 10-101. Consideration of both the preliminary and final plat will be before the Planning Commission at the same meeting, following the public hearing. Drainage and utility easements will be required around the perimeter of each proposed lot. Per correspondence with Public Works Superintendent John Witkowski, it is recommended that parkland dedication fees be collected rather than requiring the dedication of parkland or trail easements.

The existing house and accessory buildings are proposed to remain. Soil borings establishing a viable secondary septic system will be required for Lot 2. The Sketch Plan identifies the location and surface elevation of one septic soil boring and one building pad boring for Lot 1. Per City Code Section 10-204.B.iii, the building pad boring shall be located approximately in the center of the Eligible Building Area. The proposed building pad boring for Lot 1 will need to be relocated accordingly; otherwise, additional soil boring logs will be required to establish a suitable Eligible Building Area.

Coon Creek Watershed District (CCWD) approval is required for the Minor Subdivision, although CCWD has confirmed that the subdivision of this property into two lots does not trigger its stormwater management requirements. The wetland delineation will need to be reviewed by the Technical Evaluation Panel (TEP), consisting of representatives from CCWD, the Anoka Conservation District, and the Board of Water and Soil Resources. The preliminary/final plat submittals will need to include the approved wetland boundary. CCWD will also determine whether a review of the Minnesota DNR Natural Heritage Information System is necessary to identify potential state-protected species within the Minor Subdivision boundary.

The Sketch Plan shows the required 10-foot drainage and utility easements adjacent to all proposed lot lines. The northerly portion of Lot 2 is designated FEMA Zone A, representing an approximate 100-year floodplain boundary for which a base flood elevation has not been determined. The preliminary/final plat submittals will need to identify the Zone A boundary to verify that the proposed building pad is located entirely outside the designated floodplain.

Recommendations:

It is recommended that the Acre Hills Sketch Plan be recommended for approval.

SKETCH PLAN

~for~ TES CONSTRUCTION
~of~ ACRE HILLS
3631 155TH AVENUE NE
HAM LAKE, MN 55304

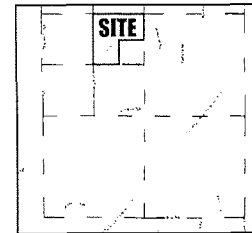
EXISTING LEGAL DESCRIPTION

(PER POLICY NO. 0-9301-004159412)

The Northeast Quarter of the Northwest Quarter of Section 23, Township 32, Range 23,
EXCEPT the South 631 feet of the East 660 feet thereof, Anoka County, Minnesota.

VICINITY MAP

PART OF SEC. 23, TWP. 32, RNG. 23



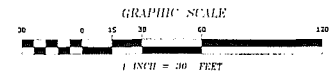
SITE

ANOKA COUNTY, MINNESOTA
(NO SCALE)

NORTH

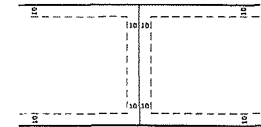
SURVEY NOTES

- Field survey was completed by E.G. Rud and Sons, Inc. on 09/17/26.
- Bearings shown are on Anoka County datum.
- Parcel ID Number: 23-32-23-21-0005.
- This survey was prepared with a title commitment prepared by Stewart Title Guaranty Company Policy No. 0-9301-004159412, dated January 17, 2017.
- Wetland delineation completed by Jacobson Environmental.
- Contours shown per a combination of LIDAR and field information.
- Surveyed premises shown on this survey map is in Flood Zone X (Areas determined to be outside the 0.2% annual chance floodplain), and Flood Zone A (No Base Flood Elevations determined) according to Flood Insurance Rate Map Community No. 270674 Panel No. 0220 Surf. E by the Federal Emergency Management Agency, effective date December 16, 2015.



TYPICAL EASEMENT DETAIL

(SCALE: 1" = 50')



DEVELOPMENT DATA

TOTAL SITE AREA = 31.274 ACRES
2 PROPOSED SINGLE-FAMILY LOTS
AVERAGE LOT SIZE = 15.64 ACRES
MINIMUM STREET FRONTAGE = 200 FEET
PROPOSED ZONING = R-1
BUILDING SETBACKS FRONT = 30 FEET
SIDE = 10 FEET
REAR = 50 FEET

LEGEND

- DENOTES IRON MONUMENT FOUND AS LABELED
- DENOTES IRON MONUMENT SET, MARKED RLS# 41578
- ▲ DENOTES FOUND LARGE SPIKE
- △ DENOTES SET LARGE SPIKE
- ⊞ DENOTES AIR CONDITIONING UNIT
- ⊞ DENOTES ELECTRICAL BOX
- ⊞ DENOTES FIBER OPTIC BOX
- ⊞ DENOTES GAS METER
- ⊞ DENOTES GUY WIRE
- ⊞ DENOTES POWER POLE
- ⊞ DENOTES SANITARY SEWER MANHOLE
- ⊞ DENOTES SIGN
- ⊞ DENOTES SOIL BORING, (BY MARK TRADEWELL)
- ⊞ DENOTES WELL
- ⊞ DENOTES RETAINING WALL
- ⊞ DENOTES EXISTING CONTOURS
- ⊞ DENOTES EXISTING STORM SEWER
- ⊞ DENOTES OVERHEAD UTILITY
- ⊞ DENOTES FEMA LINE PER FLOOD INSURANCE RATE MAP COMMUNITY NO. 270674 PANEL NO. 0220 SURF. E BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY, EFFECTIVE DATE DECEMBER 16, 2015.
- ⊞ DENOTES BITUMINOUS SURFACE
- ⊞ DENOTES CONCRETE SURFACE
- ⊞ DENOTES GRAVEL SURFACE
- ⊞ DENOTES ADJACENT PARCEL OWNER INFORMATION (PER ANOKA COUNTY TAX INFORMATION)

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: 9/28/2026 License No. 41578

DATE	DESCRIPTION	BY
09-28-26	ADDED WETLAND POINTS	RAF
09-28-26	ADDED FIELD INFO.	RAF
09-28-26		

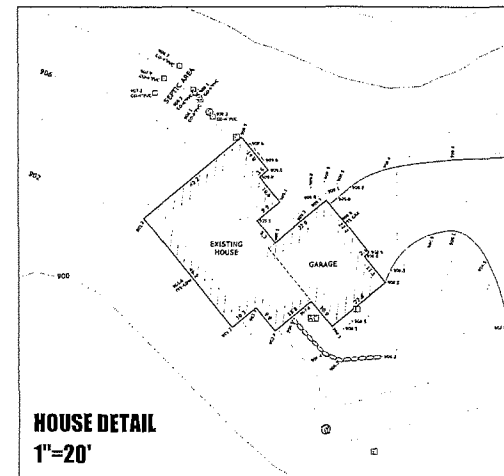
E. G. RUD & SONS, INC.
Professional Land Surveyors

BENCHMARK

BENCHMARK: ANOKA COUNTY BENCHMARK 2005
ELEVATION: 905.73 (NAVD83)

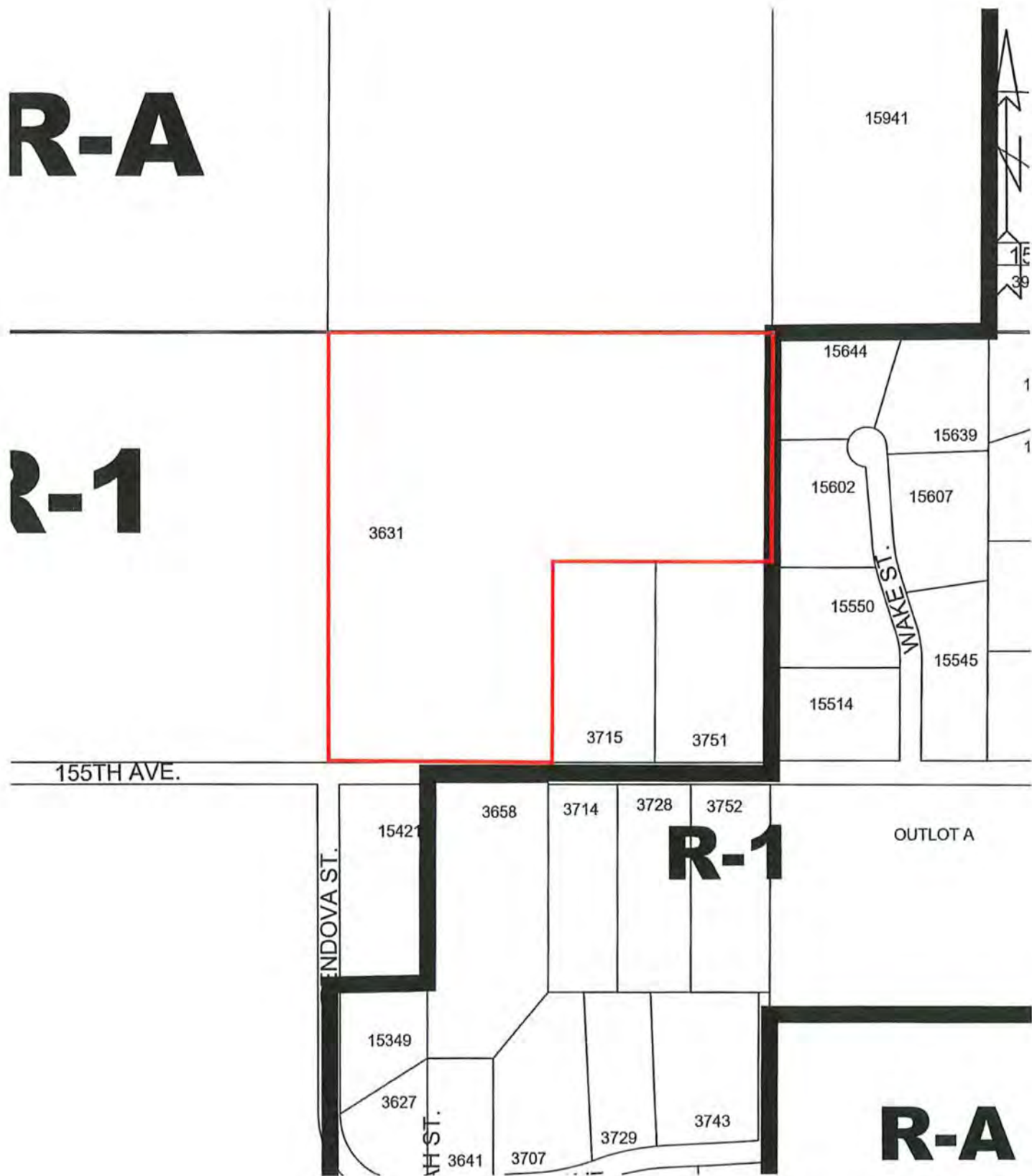
HOUSE DETAIL

1"=20'

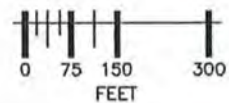


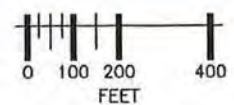
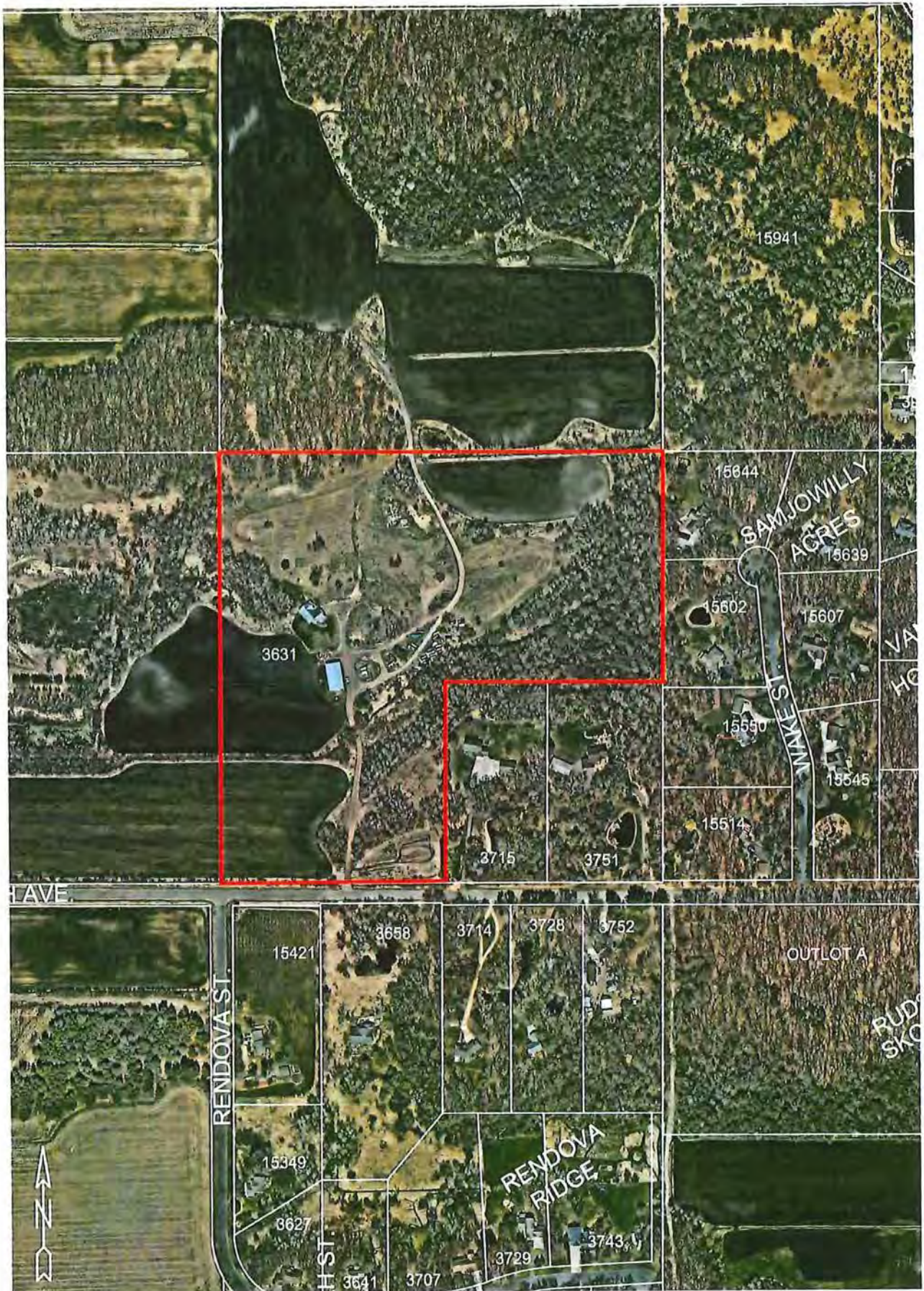
R-A

R-1



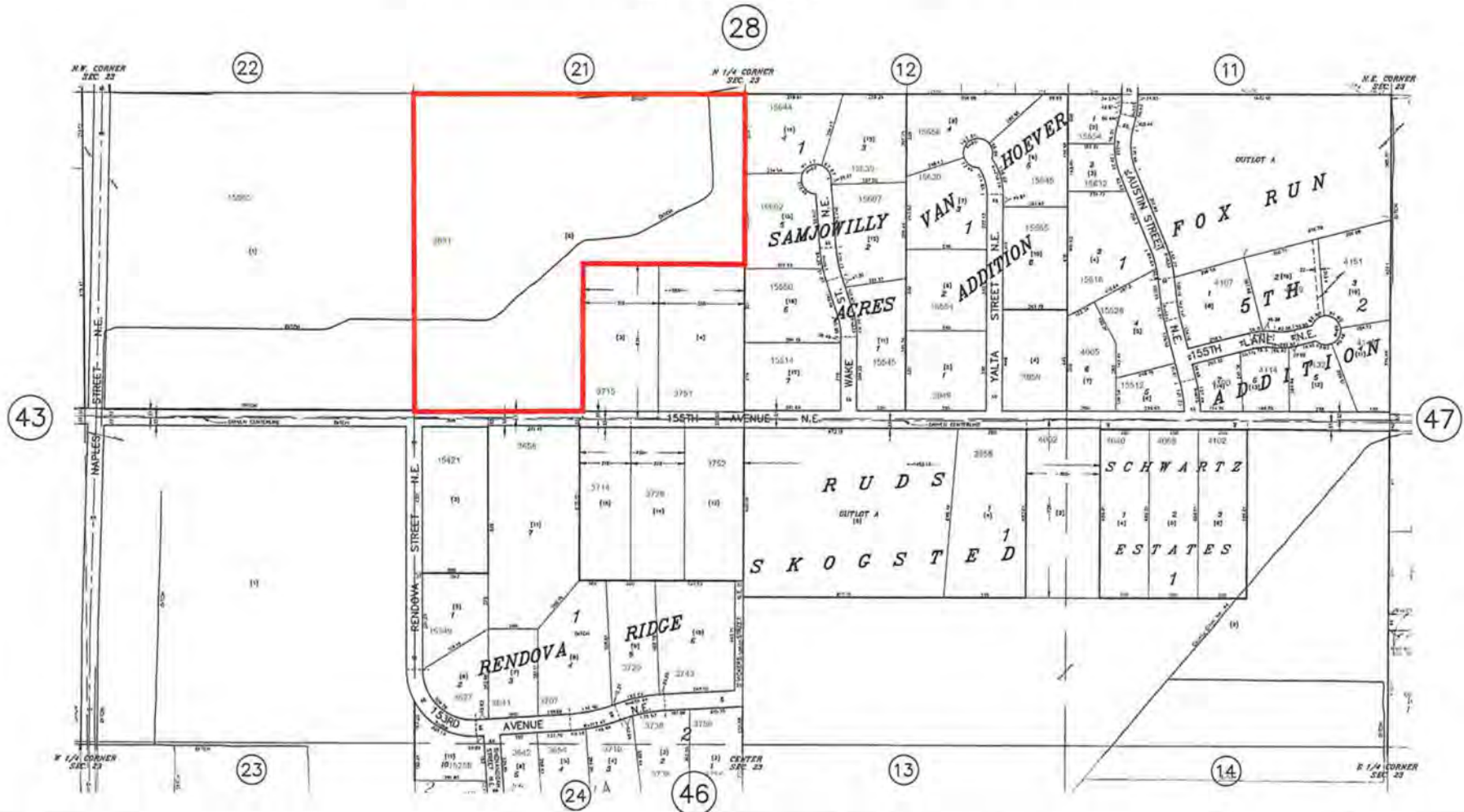
R-A





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

CITY OF HAM LAKE



GRAPHIC SCALE
SCALE IN FEET
0 100 200

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

QUARTER QUARTER INDEX

22	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 Number	Township	Range	Quarter	Specific
XX	XX	XX	XX	XXXX

SPECIFIC PARCEL NUMBERS ARE IN BRACKETS (1)
EXAMPLE OF PIN NUMBER: 23-12-23-24-0008

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.