



## **HAMBURG CITY COUNCIL AGENDA** **SEPTEMBER 26, 2023**

1. **Call City Council Meeting to Order**
  - **Pledge of Allegiance**
  
2. **Public Comment** *(Individuals may address the City Council about any non-agenda item(s) of concern. Speakers must state their name, address, and limit their remarks to three minutes. The City Council may not take official action on these items and may refer the matter to staff for a future report or direct that the matter be scheduled for a future meeting agenda.)*
  
3. **Agenda Review (Added Items) and Adoption**
  
4. **Consent Agenda** *(NOTICE TO PUBLIC: All those items listed as part of the Consent Agenda will be approved by a single motion, unless a request to discuss one of those items is made prior to that time. Anyone present at the meeting may request an item to be removed from the consent agenda. Please inform the Council when they approve the agenda for this meeting.)*
  - **Approve Payment of Added August 2023 Claims (\$77.82)**
  - **Approve Payment of Added September 2023 Claims (\$25,818.29)**
  - **Approve Cash Flow Statement for August 2023**
  
5. **Hamburg Fire Department Report**
  - **Officer Selection (Chief 3)**
  - **Firefighter Recruitment Options**
  
6. **Old City Business**
  - **Minor Subdivision (PID's 45.0282010, 45.0282500, 45.0282510)**
  
7. **New City Business**
  - **Land Use Application (Variance) for 361 Maria Avenue**
    - **Move to Hold Public Hearing October 10, 2023 @ 7:00 PM**
  
8. **2024 Preliminary Budget**
  - **2024 Proposed Tax Levy and Budget**
    - **2024 Budget Items/Wish List**
    - **Set Proposed Property Tax Levy/Preliminary Budget for 2024**
    - **Set Public Comment Meeting for Final 2024 Budget**
      - **December 12, 2023 @ 7:00 PM**
    - **Approve Resolution Number 2023-09 (2024 Preliminary Tax Levy)**
  
9. **City Council Reports**
  - **Councilmember Mitch Polzin (Streets)**
  - **Councilmember Eric Poppler (Parks)**
  - **Councilmember Jessica Weber (Buildings)**
  - **Councilmember Tim Tracy (Water/Sewer)**
  - **Mayor Chris Lund**
  
10. **Adjourn City Council Meeting**

2023 August Claims List

CHECK #	VENDOR	FUND	AUGUST 2023 CLAIM DESCRIPTION	AMOUNT	APPROVED
ACH	EFTPS	Divided	Fed, Social Security, MC - July 2023	\$3,484.70	8/8/2023
ACH	MN Dept. of Revenue	Divided	State Withholding Tax Payment - July 2023	\$673.00	8/8/2023
ACH	PERA	Divided	PERA Withholding - July 2023	\$565.58	8/8/2023
ACH	PERA	Divided	PERA Withholding - July 2023	\$843.68	8/8/2023
ACH	PERA	Divided	PERA Withholding - August 2023	\$556.81	8/8/2023
ACH	HealthPartners	Divided	Health Insurance for August 2023	\$2,939.87	8/8/2023
ACH	ZOOM	General Gov't	Video Conferencing Service for 8-6-23 to 9-5-23	\$17.17	8/8/2023
ACH	Google	General Gov't	Email Accounts (14) Administered by Google G Suite	\$201.60	8/8/2023
ACH	Security Bank & Trust	General Gov't	ACH Service Fees for July 2023	\$61.00	8/8/2023
DD	Jeremy Gruenhagen	Divided	August Wages	\$2,213.32	8/8/2023
DD	Jan Shoemaker	Divided	Wages 7/17/23 to 7/30/23	\$995.10	8/8/2023
DD	Jason Buckentin	Divided	Wages 7/17/23 to 7/30/23	\$1,881.36	8/8/2023
DD	Steve Frensko	Divided	Wages 7/17/23 to 7/30/23	\$324.93	8/8/2023
DD	Jan Shoemaker	Divided	Wages 7/31/23 to 8/13/23	\$995.02	9/12/2023
DD	Jason Buckentin	Divided	Wages 7/31/23 to 8/13/23	\$1,901.35	9/12/2023
DD	Steve Frensko	Divided	Wages 7/31/23 to 8/13/23	\$391.19	9/12/2023
ACH	Verizon Wireless	Divided	City Cell Phone/Tablets Data Plan	\$128.96	8/8/2023
ACH	Kwik Trip	Park/FD	Gas for City Vehicles and FD	\$338.67	8/8/2023
ACH	Optum	General Gov't	HSA Admin Fee's for City Employees 2nd Qtr 2023	\$22.50	9/12/2023
ACH	Optum	General Gov't	HSA Admin Fee's for City Employees 3rd Qtr 2023	\$625.00	9/12/2023
ACH	Xcel Energy	Divided	XCEL ENERGY-MN XCELENERGY 00130099230	\$160.78	9/12/2023
ACH	Xcel Energy	Divided	XCEL ENERGY-MN XCELENERGY 00051366837	\$36.27	9/12/2023
ACH	Xcel Energy	Divided	XCEL ENERGY-MN XCELENERGY 00053491855	\$1,311.03	9/12/2023
ACH	Xcel Energy	Divided	XCEL ENERGY-MN XCELENERGY 00053491844	\$998.91	9/12/2023
DC	Hamburg Post Office	Water/Sewer	Postcard Stamps for Utility Bills	\$48.60	8/8/2023
DC	Amazon	Sewer	Supplies & Parts for Sprayer Extension	\$155.84	8/8/2023
DC	Amazon	Sewer	Dawn Dish Soap for Lift station (Degreaser)	\$18.22	8/8/2023
DC	Amazon	General Govt Bldgs.	Reciprocating Blade, Faucet and Valve Grease & Hand Cleaner	\$74.62	9/12/2023
DC	Amazon	Park	Foam Concentrate	\$9.22	9/12/2023
DC	Amazon	Sewer	Dawn Dish Soap for Lift station (Degreaser)	\$18.22	9/12/2023
DC	Amazon	Sewer	Dawn Dish Soap for Lift station (Degreaser)	\$18.22	9/12/2023
DC	Amazon	Sewer	Dawn Dish Soap for Lift station (Degreaser)	\$19.18	9/12/2023
DC	Amazon	Hall	Turbo Bee 12oz Cups (1000 Cups)	\$64.99	9/12/2023
DC	Amazon	General Govt Bldgs.	Office Supplies	\$12.98	9/12/2023
DC	Amazon	Hall	Concrete Sealer	\$30.00	9/12/2023
DC	Amazon	Hall/Park	1 Box of Toilet Paper	\$79.72	9/12/2023
DC	Intuit.com	General Gov't	QuickBooks Online Monthly Payment	\$42.50	9/12/2023
DC	US Postal Service	General Gov't	August 11, 2023 Newsletter	\$78.41	9/12/2023
ACH	METRONET	FD/Hall/Water	Fiber Phone Service for 7/16/23 to 8/15/23	\$74.77	9/12/2023
ACH	METRONET	FD/Hall/Water	Fiber Phone Service for 7/16/23 to 8/15/23	\$74.83	9/26/2023
21700	30 30 Concrete, Inc	Hall/Streets	Hall/Streets Concrete Repairs	\$11,150.00	8/8/2023
21701	Ancom Communications Inc.	FD	Batteries (20)	\$639.00	8/8/2023
21702-04	Void	Void	Voided - Printing Error	Voided	8/8/2023
21705	Carver County (CarverLink)	General Gov't	Internet Services July 2023	\$120.00	8/8/2023
21706	Clarke Mosquito Management, Inc	Public Safety	Mosquito Control for 2023 (Invoice 3 of 3)	\$1,425.00	8/8/2023
21707	Coordinated Business Systems, L	General Gov't	Monthly Equipment Base Rate for 7/01/2023 to 7/31/2023	\$58.11	8/8/2023
21708	Jeremy Gruenhagen	Public Safety (FD)	National Night Out Supplies	\$274.80	8/8/2023
21709	Kurita America, Inc.	Water/Sewer	Gaskets	\$241.96	8/8/2023
21710	Loffler Companies, Inc.	General Gov't	July Copies	\$77.65	8/8/2023
21711	Mini Biff Inc.	Park	Handicap Mini Biff Rental	\$164.22	8/8/2023
21712	MNSPECT, LLC	Public Safety	Permit #23HB-00010 - 321 Jacob St	\$253.19	8/8/2023
21713	NAPA Auto Parts	Park/Water	Oil 5QT5W20 and Oil Filter	\$132.23	8/8/2023
21714	Plunkett's Pest Control, Inc	General Gov't	City Hall and Fire Department Service Date 08/02/2023	\$43.82	8/8/2023
21715	Pro Auto & Transmission Repair,	FD	Repair 2000 Ford F350	\$960.01	8/8/2023
21716	Viking Coca-Cola	Park	Pop for Park/Hall	\$232.00	8/8/2023
21717	W W Will & Son's Distributing	FD	Hot Dogs for Nat'l Night Out	\$220.00	8/8/2023
21718	W.W.O.T.A. Inc	Water/Sewer	Water/Wastewater Training & Assistance for July 2023	\$1,825.42	8/8/2023
21719	Wm Mueller & Sons, Inc.	Park/Streets	Fuel and Patches on William St and Martha St	\$1,459.70	8/8/2023
21720	Bolton & Menk, Inc	General Gov't	Invoice Draft	\$40.00	9/12/2023
21721	Canon Financial Services, Inc.	General Gov't	Canon Copier Gov't Contract for August 2023	\$33.13	9/12/2023
21722	Carver County (Public Works)	Streets	Carver County (Public Works)	\$1,171.74	9/12/2023
21723	Core & Main	Water	Fire Hydrant Marker	\$136.17	9/12/2023
21724	Gopher State One Call	Water/Sewer	July 2023 Locates	\$24.30	9/12/2023
21725	Henning Excavating	Storm Water	Replace Storm Sewer Line William Street	\$7,004.00	9/12/2023
21726	John Egan	Park	Animal and Feed Reimbursement for Ducks at Pond	\$336.46	9/12/2023
21727	Melchert-Hubert-Sjodin, PLLP	General Gov't	Legal Fees for July	\$982.30	9/12/2023
21728	Menards	General Gov't/Storm/Water/Hall	Misc Supplies	\$624.33	9/26/2023 (\$2.99)
21729	MN Department of Health	Watwr	3rd Qtr. 2023 Comm. Water Supply Serv. Conn. Fee	\$524.00	9/12/2023
21730	O.E.M. Service Co.	Sewer	Floor Grate for Ponds 39.5 x 39.5	\$867.60	9/12/2023
21731	Per Mar Security Services	Water/Sewer	Base Alarm Monitoring for WTP/Sewer TP	\$101.49	9/12/2023
21732	Right Way Plumbing LLC	Water/Park	Replace Water Meter 450 Brad St & Park Toilet	\$1,355.00	9/12/2023
21733	S.E.H. Inc.	Streets	Water Main Improvement Project (Old WTP) Technician	\$1,888.30	9/12/2023
21734	Scott County OMB	Public Safety (FD)	Fire Tower & Ground Fire Training	\$650.00	9/12/2023
21735	Security Bank & Trust Co.	Storm Water/Water	Interest - G.O. Public Utility Revenue Refunding Bonds, Series 20	\$6,127.50	9/12/2023
21736	Stephanie McMahon	Water	Final Utility Bill Refund	\$96.36	9/12/2023
21737	Viking Bottling Co.	Park	Pop for Park	\$215.00	9/12/2023
21738	Wm Mueller & Sons, Inc.	Streets	Fuel for City Vehicles	\$142.66	9/12/2023
21739	30 30 Concrete, Inc	Hall/Streets	Hall Alley Concrete Replacement (Final Payment)	\$12,856.26	9/12/2023
Debit	Security Bank & Trust	Water/Sewer/Storm	Return Check Chargeback/Return Deposit Item Fee/Utility Bill	\$113.29	9/12/2023
				\$76,940.35	
			August Claims	\$34,800.29	8/8/2023
			Added August Claims	\$42,062.24	9/12/2023
			Added August Claims	\$77.82	9/26/2023
			Total August Claims	\$76,940.35	
			QB Expenses	\$76,940.35	

2023 September Claims List

CHECK #	VENDOR	FUND	CLAIM DESCRIPTION	AMOUNT	APPROVED	
ACH	EFTPS	Divided	Fed, Social Security, MC - August 2023	\$3,452.28	9/26/2023	(\$0.01)
ACH	MN Dept. of Revenue	Divided	State Withholding Tax Payment - August 2023	\$667.00	9/12/2023	
ACH	PERA	Divided	PERA Withholding - August 2023	\$560.66	9/12/2023	
ACH	PERA	Divided	PERA Withholding - August 2023	\$843.68	9/12/2023	
ACH	PERA	Divided	PERA Withholding - September 2023	\$544.88	9/26/2023	(\$0.20)
ACH	PERA	Divided	PERA Withholding - September 2023	\$531.64	9/26/2023	
ACH	HealthPartners	Divided	Health Insurance for September 2023	\$2,939.87	9/12/2023	
ACH	Cintas	General Govt Bldgs.	Rags/Mops/Towels for July to August 2023	\$198.96	9/26/2023	
ACH	Kwik Trip	Park	Gas for City Vehicles	\$282.47	9/26/2023	
ACH	Security Bank & Trust	General Gov't	ACH Service Fees for July 2023	\$45.70	9/12/2023	
ACH	Google	General Gov't	Email Accounts (14) Administered by Google G Suite	\$201.60	9/12/2023	
ACH	ZOOM	General Gov't	Video Conferencing 9/06/2023 - 10/05/2023	\$17.17	9/12/2023	
DC	Hamburg Post Office	Water/Sever/General Gov't	Forever and Post Card Stamps	\$234.00	9/12/2023	
DC	Amazon	Hall	Hand Towel Rolls	\$104.00	9/12/2023	
DC	Amazon	Govt Buildings	Hand Towel Rolls	\$87.40	9/12/2023	
DC	Amazon	Hall	Ultrasac Black HD Garbage Bags (86 Bags)	\$23.97	9/12/2023	
DC	Amazon	Sewer	Dawn Dish Soap for LS	\$18.25	9/12/2023	
DC	Amazon	Hall	Cocktail Straws	\$5.93	9/26/2023	
DC	Amazon	General Govt Bldgs./Hall	Garden Hose Fings & Washers, Cocktail Straws	\$20.42	9/26/2023	
DC	Amazon	Hall	Turbo Bee 12oz Cups (1000 Cups)	\$59.99	9/26/2023	
DC	Amazon	Govt Buildings	Cable Hookup, Fuse Holder, Rocker Switch	\$36.97	9/26/2023	
DC	The Home Depot	Hall/General Govt Bldgs.	Bathroom Faucet, Cordless LED Stick Light	\$140.04	9/26/2023	
DC	US Postal Service	General Gov't	September 18, 2023 Newsletter	\$78.01	9/26/2023	
DD	Jeremy Gruenhagen	Divided	August Wages	\$2,213.32	9/12/2023	
DD	Jan Shoemaker	Divided	Wages 8/14/23 to 8/27/23	\$982.79	9/12/2023	
DD	Jason Buckentin	Divided	Wages 8/14/23 to 8/27/23	\$1,841.50	9/12/2023	
DD	Steve Frensko	Divided	Wages 8/14/23 to 8/27/23	\$512.10	9/12/2023	
DD	Jeremy Gruenhagen	Divided	September Wages	\$2,213.32	9/26/2023	
DD	Jeremy Gruenhagen	Divided	September Wages	\$2,213.32	9/26/2023	
DD	Jan Shoemaker	Divided	Wages 8/28/23 to 9/10/23	\$944.98	9/26/2023	
DD	Jason Buckentin	Divided	Wages 8/28/23 to 9/10/23	\$1,816.16	9/26/2023	
DD	Steve Frensko	Divided	Wages 8/28/23 to 9/10/23	\$379.64	9/26/2023	
21740	212 Equipment	FD	Honda Generator with Light	\$209.97	9/12/2023	
21741	Bolton & Menk	General Gov't	Planning Services for 7-8-23 to 8-18-23	\$600.00	9/12/2023	
21742	Bound Tree Medical, LLC.	FD	Medical Supplies	\$81.15	9/12/2023	
21743	Carver Link	General Gov't	Internet Services August 2023	\$120.00	9/12/2023	
21744	Century Fence Company	Hall	Retaining Wall Fence	\$5,994.00	9/12/2023	
21745	Coordinated Business Systems,	General Gov't	Monthly Equipment Base Rate for 8/01/2023 to 8/31/2023	\$58.11	9/12/2023	
21746	Core & Main	Water	(3) Water Meters and Supplies	\$775.40	9/12/2023	
21747	Dammann Seed Sales	Hall	Athletic Turf Mixture (5) #25lb. Bags for Lawn Behind the	\$350.00	9/12/2023	
21748	Dan Oelfke Construction, LLC	CC	Roofing, Flashing, add Snow Stop & Deflector to Fire Ha	\$2,569.41	9/12/2023	
21749	Dereck Wolter	Water	Final Utility Bill Refund	\$149.85	9/12/2023	
21750	ECM Publishers, Inc.	General Gov't	September 12 Public Hearing Minor Subdivision	\$42.00	9/12/2023	
21751	Gopher State One Call	Water/Sewer	August 2023 Locates	\$25.65	9/12/2023	
21752	Home Solutions	Hall, Park, CC, Gov't Bldgs.,	Misc. Supplies	\$230.73	9/12/2023	
21753	Jason Buckentin	General Gov't	Mileage Reimbursement (54 Miles)	\$35.37	9/12/2023	
21754	League of MN Cities Ins. Trust	Divided	Municipality Property & Casualty Insurance 7/15/23 to 7/1	\$20,229.00	9/12/2023	
21755	League of MN Cities	General Gov't	Annual Membership Dues/Mayor Dues	\$863.00	9/12/2023	
21756	Loffler Companies, Inc.	General Gov't	August Copies	\$82.03	9/12/2023	
21757	Melchert-Hubert-Sjodin, PLLP	General Gov't	Legal Fees for August	\$334.00	9/12/2023	
21758	Menards	Hall/Park	Supplies & Parts	\$119.02	9/12/2023	
21759	Mini Biff Inc.	Park	Handicap Mini Biff Rental	\$164.22	9/12/2023	
21760	MNSPECT, LLC	Public Safety	(6) Building Permits	\$507.48	9/12/2023	
21761	UNCMN Tap Line	Hall	Clean Cooler Lines	\$50.00	9/12/2023	
21762	W.W.O.T.A. Inc	Water/Sewer	Water/Wastewater Training & Assistance for August 202	\$920.00	9/12/2023	
21763	Wm Mueller & Sons, Inc.	Streets/Hall	Fuel and Black Dirt	\$353.83	9/12/2023	
21764	Xtreme Electrical	Hall	Lighting Retrofit & Relocate Pipe and Wiring	\$9,806.20	9/12/2023	
21765	C. Emery Nelson	Water	Food Grade Oil (2)	\$87.00	9/26/2023	
21766	Canon Financial Services, Inc.	General Gov't	Canon Copier Gov't Contract for September 2023	\$33.13	9/26/2023	
21767	Home Solutions	General Govt Bldgs./Hall	Whirlpool Refrigerator, Misc. Hardware	\$810.41	9/26/2023	
21768	Lano Equipment	General Govt Bldgs.	Toolcat Repairs - New Tires, Replace Filters, Oil, Switch	\$2,010.94	9/26/2023	
21769	Lee's Refrigeration	Hall	Walk-in Cooler Repaired Defrost Timer	\$449.75	9/26/2023	
21770	Melchert-Hubert-Sjodin, PLLP	General Gov't	Legal Fees for August	\$971.60	9/26/2023	
21771	MN Fire Service Cert Board	Public Safety (FD)	Recertification for FF1, FF2, Instructor, Officer	\$236.25	9/26/2023	
21772	Minnesota Pump Works	Sewer	Lift Station Inspections	\$880.00	9/26/2023	
21773	Municipal Emergency Services, I	Public Safety (FD)	3' x 500' Reinforced Caution Tape (6) - Fire Gear (3 Sets)	\$9,822.95	9/26/2023	
21774	NAPA Auto Parts	General Govt Bldgs.	Shop Supplies	\$26.97	9/26/2023	
21775	Plunkett's Pest Control Inc.	General Gov't	City Hall and Fire Department Service Date 09/05/2023	\$170.23	9/26/2023	
21776	S.E.H. Inc.	Streets	Water Main Improvement Project (Old WTP) Technician	\$547.30	9/26/2023	
21777	West Metro Mechanical	Hall	New Gas Line for Unit Heater, Clean Up Outside Gas Line	\$750.00	9/26/2023	
21778	Wm Mueller & Sons, Inc.	Streets/Park	Fuel for City Vehicles & Ball Park	\$99.72	9/26/2023	
				\$85,778.89		
			September Claims	\$59,960.60	9/12/2023	
			Added September Claims	\$25,818.29	9/26/2023	
			Total September Claims	\$85,778.89		

	Beginning Balance 1/1/2023	2023 Budget Income	2023 Budget Expense	Budget Year-End Balance	Total Income Received	Total Expenses	Ending Balance 7/31/2023
<b>General Fund</b>	<b>\$488,662.51</b>	<b>\$598,786.00</b>	<b>\$598,786.00</b>	<b>\$488,662.51</b>	<b>\$382,646.44</b>	<b>\$361,488.61</b>	<b>\$509,820.34</b>
General Gov't							
Public Safety (Fire Dept.)							
Public Works (Streets)			\$334,590.00			\$151,131.38	
Sanitation & Recycling			\$131,971.00			\$77,451.93	
Parks & Recreation			\$38,060.00			\$34,750.41	
Comm. Hall			\$4,500.00			\$296.04	
			\$41,710.00			\$46,693.78	
			\$47,955.00			\$51,165.07	
			<b>\$23,520.00</b>			<b>\$0.00</b>	
<b>Special Revenue Funds</b>	<b>\$599,033.78</b>	<b>\$7,155.00</b>	<b>\$7,155.00</b>	<b>\$582,668.78</b>	<b>\$3,814.18</b>	<b>\$0.00</b>	<b>\$602,847.96</b>
City Of Hamburg (Savings)	\$565,203.67	\$1,000.00	\$23,520.00	\$542,683.67	\$3,814.18	\$0.00	\$569,017.85
*Equipment Replacement Fund	\$88,500.00	\$0.00	\$0.00	\$88,500.00	\$0.00	\$0.00	\$88,500.00
*City Maintenance Fund	\$113,000.00	\$0.00	\$0.00	\$113,000.00	\$0.00	\$0.00	\$113,000.00
*Street Improvements (Repairs)	\$272,782.00	\$0.00	\$0.00	\$272,782.00	\$0.00	\$0.00	\$272,782.00
*Community Center Addition	\$28,000.00	\$0.00	\$0.00	\$28,000.00	\$0.00	\$0.00	\$28,000.00
*Community Hall Renovations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
*Park Handicap Bathrooms	\$20,000.00	\$0.00	\$0.00	\$20,000.00	\$0.00	\$0.00	\$20,000.00
*Water Tower	\$29,520.00	\$0.00	\$23,520.00	\$6,000.00	\$0.00	\$0.00	\$29,520.00
*Interest	\$13,401.67	\$1,000.00	\$0.00	\$14,401.67	\$3,814.18	\$0.00	\$17,215.85
*Transfers In (Out)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fire Equipment CD	\$33,830.11	\$6,155.00	\$0.00	\$39,985.11	\$0.00	\$0.00	\$33,830.11
*Fire Truck Replacement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
*Radio Replacement	\$21,000.00	\$0.00	\$0.00	\$21,000.00	\$0.00	\$0.00	\$21,000.00
*Fire Equipment	\$12,500.25	\$6,000.00	\$0.00	\$18,500.25	\$0.00	\$0.00	\$12,500.25
*Interest	\$329.86	\$155.00	\$0.00	\$484.86	\$0.00	\$0.00	\$329.86
<b>Debt Service</b>	<b>\$9,158.40</b>	<b>\$30,918.85</b>	<b>\$40,076.75</b>	<b>\$0.50</b>	<b>\$15,459.42</b>	<b>\$15,333.75</b>	<b>\$9,284.07</b>
<b>Total (Tax Revenue Funds)</b>	<b>\$1,096,854.69</b>	<b>\$636,859.85</b>	<b>\$662,382.75</b>	<b>\$1,071,331.79</b>	<b>\$401,920.04</b>	<b>\$376,822.36</b>	<b>\$1,121,952.37</b>
<b>Enterprise Funds</b>							
Water	\$100,561.11	\$279,390.21	\$282,312.53	\$97,638.79	\$126,490.17	\$187,144.17	\$39,907.11
Sewer	\$294,737.04	\$75,016.76	\$75,806.38	\$293,947.42	\$47,347.04	\$61,283.84	\$280,800.24
Storm Water	\$98,644.81	\$72,309.60	\$69,046.88	\$101,907.53	\$46,749.70	\$77,071.62	\$68,322.89
<b>Total (Enterprise Funds)</b>	<b>\$493,942.96</b>	<b>\$426,716.57</b>	<b>\$427,165.79</b>	<b>\$493,493.74</b>	<b>\$220,586.91</b>	<b>\$325,499.63</b>	<b>\$389,030.24</b>
<b>Totals</b>	<b>\$1,590,797.65</b>	<b>\$1,063,576.42</b>	<b>\$1,089,548.54</b>	<b>\$1,564,825.53</b>	<b>\$622,506.95</b>	<b>\$702,321.99</b>	<b>\$1,510,982.61</b>
<b>Debt Summary</b>	<b>Remaining Balance 1/1/2023</b>	<b>Remaining Assessment 1/1/2023</b>	<b>Cash &amp; Investments</b>	<b>2023 Principle Payments</b>	<b>Date Due</b>	<b>Maturity Date</b>	<b>Unfunded Balance 12/31/2023</b>
1992 Streets	\$0.00	\$1,126.85	\$0.00	\$0.00	2/1/22 & 8/1/22	2012	(\$1,126.85)
2007 Streets	\$15,000.00	\$0.00	\$3,778.00	\$15,000.00	10/31/2022	2/1/2023	(\$3,778.00)
Cert. of Indebtedness (2018 Pumper)	\$22,800.00	\$0.00	\$5,381.00	\$22,800.00	2/20/22 & 8/20/22	10/31/2023	(\$5,381.00)
Water Walls Project	\$0.00	\$0.00	\$0.00	\$0.00	2/20/22 & 8/20/22	8/20/2022	\$0.00
Water Treatment Plant	\$116,000.00	\$0.00	\$0.00	\$57,000.00	2/20/22 & 8/20/22	8/20/2024	\$59,000.00
Sanitary Sewer Improvements	\$88,088.23	\$36,654.78	\$0.00	\$16,000.00	2/20/22 & 8/20/22	8/20/2030	\$35,433.45
Storm Water Improvements	\$670,000.00	\$0.00	\$0.00	\$60,000.00	2/1/22 & 8/1/22	2/1/2032	\$610,000.00
Water Tower/Water Main Imp Project	\$1,264,000.00	\$0.00	\$0.00	\$51,000.00	2/20/22 & 8/20/22	8/20/2044	\$1,213,000.00
<b>Totals</b>	<b>\$2,175,888.23</b>	<b>\$37,781.63</b>	<b>\$9,159.00</b>	<b>\$221,800.00</b>			<b>\$1,907,147.60</b>

Cash Flow Actuals

	January	February	March	April	May	June	July	August	Totals
<b>Income</b>									
Property Taxes	\$4,985.62	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$294,605.41	\$0.00	\$299,591.03
Licenses & Permits	\$0.00	\$0.00	\$429.85	\$0.00	\$495.39	\$1,795.35	\$756.32	\$168.00	\$3,644.91
Intergov't Receipts (Aids)	\$3,992.90	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$43,740.50	\$0.00	\$47,733.40
Charges for Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Assessment Searches	\$0.00	\$0.00	\$600.00	\$150.00	\$150.00	\$0.00	\$0.00	\$0.00	\$1,200.00
Comm Ctr Rentals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Township Contribution	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$21,600.00	\$0.00	\$21,600.00
Fire Dept. Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	\$200.00	\$200.00	\$2,200.00
Park Rentals	\$0.00	\$200.00	\$400.00	\$600.00	\$400.00	\$1,376.55	\$200.00	\$650.00	\$5,870.80
Hall Receipts	\$0.00	\$468.00	\$1,537.00	\$351.00	\$1,288.25	\$35.00	\$36.66	\$0.00	\$609.66
Fines	\$0.00	\$180.00	\$40.00	\$105.00	\$213.00	\$35.00	\$4,926.90	\$538.16	\$13,291.58
Misc. Receipts	\$269.52	\$474.20	\$974.74	\$248.60	\$3,796.96	\$2,062.50	\$0.00	\$0.00	\$13,562.22
Other Receipts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Insurance Recovery	\$263.49	\$210.83	\$223.82	\$191.07	\$214.88	\$186.18	\$268.63	\$242.16	\$1,801.06
Interest Income (Checking)	\$0.00	\$0.00	\$1,834.98	\$0.00	\$0.00	\$1,979.20	\$0.00	\$0.00	\$3,814.18
Interest Income (Savings)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Transfers In (Savings)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Debt Proceeds/Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Water Service	\$14,468.26	\$12,924.81	\$17,911.92	\$11,118.79	\$20,614.64	\$13,951.16	\$18,910.61	\$16,589.98	\$126,490.17
Sewer Service	\$5,178.06	\$4,641.10	\$6,319.04	\$4,390.51	\$7,358.21	\$4,714.46	\$10,123.96	\$5,185.12	\$47,910.46
Sewer Water	\$5,843.48	\$5,311.25	\$6,281.58	\$4,447.33	\$8,008.29	\$5,223.07	\$6,358.00	\$5,276.70	\$46,749.70
Storm Water	\$35,001.33	\$24,560.19	\$36,552.93	\$21,602.30	\$42,539.62	\$31,523.47	\$401,876.99	\$28,850.12	\$622,506.95
<b>Expenses</b>									
General Gov't	\$7,008.61	\$29,134.35	\$32,107.59	\$18,673.72	\$16,019.44	\$13,821.70	\$22,860.64	\$11,262.80	\$150,888.85
Public Safety	\$1,608.68	\$3,834.50	\$8,647.43	\$26,756.83	\$21,728.15	\$4,223.03	\$5,656.45	\$4,996.86	\$77,451.93
Public Works	\$4,269.25	\$9,971.45	\$3,231.92	\$3,223.70	\$5,273.64	\$2,606.69	\$2,286.28	\$3,887.48	\$34,750.41
Sanitation & Recycling	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$296.04	\$0.00	\$0.00	\$296.04
Park & Recreation	\$51.00	\$10,759.70	\$1,578.84	\$522.95	\$14,518.50	\$5,583.87	\$10,244.45	\$4,855.47	\$46,693.78
Hall Expenses	\$1,228.10	\$3,216.25	\$4,736.91	\$6,169.09	\$3,328.38	\$1,743.88	\$5,785.21	\$24,957.25	\$51,165.07
Debt Service	\$15,333.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,333.75
Capital Project Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Transfers Out	\$0.00	\$0.00	\$0.00	\$0.00	\$242.53	\$0.00	\$0.00	\$0.00	\$242.53
Transfer to Savings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Water	\$3,223.86	\$5,642.22	\$7,730.31	\$5,749.54	\$12,448.98	\$5,690.71	\$9,534.53	\$9,226.49	\$59,246.64
Sewer	\$2,834.93	\$3,757.65	\$5,484.87	\$7,768.67	\$8,574.36	\$5,847.95	\$5,466.18	\$4,442.85	\$44,177.46
Storm Water	\$27.50	\$0.00	\$0.00	\$0.00	\$1,713.60	\$0.00	\$0.00	\$7,183.65	\$8,924.75
Total Expenses	\$35,585.68	\$66,316.12	\$62,096.87	\$68,864.50	\$83,847.58	\$39,813.87	\$61,833.74	\$70,812.85	\$489,171.21
<b>Other Expenses (DEBT)</b>									
Wells/WTP Bonds	\$0.00	\$1,357.20	\$0.00	\$0.00	\$0.00	\$0.00	\$58,357.20	\$0.00	\$59,714.40
Water Imp. Bonds (2011)	\$4,160.16	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$382.97	\$4,543.13
Water Tower Project	\$0.00	\$6,320.00	\$0.00	\$0.00	\$0.00	\$0.00	\$57,320.00	\$0.00	\$63,640.00
Sewer Imp. Bonds (2011)	\$0.00	\$553.19	\$0.00	\$0.00	\$0.00	\$0.00	\$16,553.19	\$0.00	\$17,106.38
Storm Water Imp. Bonds (2011)	\$62,402.34	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,744.53	\$68,146.87
Total Other Expenses	\$66,562.50	\$8,230.39	\$0.00	\$0.00	\$0.00	\$0.00	\$132,230.39	\$6,127.50	\$213,150.78
<b>Checking Balance</b>	<b>\$1,523,650.80</b>	<b>\$1,473,664.48</b>	<b>\$1,448,120.54</b>	<b>\$1,400,858.34</b>	<b>\$1,359,550.38</b>	<b>\$1,351,259.98</b>	<b>\$1,559,072.84</b>	<b>\$1,510,982.61</b>	<b>\$1,510,982.61</b>
<b>Net Income (Loss)</b>	<b>(\$67,146.85)</b>	<b>(\$49,986.32)</b>	<b>(\$25,543.94)</b>	<b>(\$47,262.20)</b>	<b>(\$41,307.96)</b>	<b>(\$8,290.40)</b>	<b>\$207,812.86</b>	<b>(\$48,090.23)</b>	<b>(\$79,815.04)</b>



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## MEMORANDUM

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**DATE:** August 8, 2023

**TO:** Honorable Mayor and City Council Members  
Jeremy Gruenhagen, City Administrator

**FROM:** Corrin Bemis, AICP, Consultant Planner  
Harry Davis, AICP, Consultant Planner

**SUBJECT: Minor Subdivision Request – Public Hearing Required**

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**Council Should Consider the Following:**

Motion to adopt Resolution **2023-XX** approving a minor subdivision for three properties in the northwest quarter of Township 115, Range 026, Section 28. The PIDs are #45.0282010, #45.0282500, and #45.0282510. The city-initiated minor subdivision will result in two new properties in place of the three existing properties. The City Council is being asked to determine if the minor subdivision, moving property lines to create two parcels from three existing parcels, should be approved. The evaluation of the proposal should be based on Chapter 160B – Subdivision Ordinance of the Hamburg City Code.

**Background**

The City of Hamburg is initiating a minor subdivision to create two new parcels from the existing parcels #45.0282010, #45.0282500, and #45.0282510 within Township 115, Range 026, Section 28. The subject properties are located in the A-1 Restricted Agricultural District (#45. 0282010), the B Business District (#45.0282500), and the R-1 Single Family District (#45. 0282510). Parcel #45.0282010 is guided for Park, Recreation, or Preserve in the Land Use chapter of the Hamburg 2040 Comprehensive Plan. Parcels #45.0282500 and #45.0282510 are guided for Mixed Use.

**Plan Review**

The city-initiated minor subdivision will decrease the number of parcels in the project area from three to two parcels. The Hamburg Zoning Code requires that the minimum lot size should be no smaller than 5,000 square feet, and each of the proposed new parcels would meet this requirement. The proposed new parcels also meet the lot width requirement of at least 40 feet and the length requirement of at least three times the lot width as specified in the Hamburg Zoning Code. On Parcel #45.0282510, there is a building that is classified by Carver County as a one-unit residential property. While Carver County considers parcel #45.0282500 to be residential vacant, there is an existing structure on the parcel that appears to be a commercial use. There is also an existing parking lot crossing over property lines between parcels #45.0282500 and #45. 0282010. Staff recommends including a condition of approval that would require the removal of the parking area encroachment from proposed Tract 2 (the southern property).

The structures located on parcels #45.0282510 and #45.0282500 meet all requirements of the B and R-1 Zoning Districts with the exception of an accessory structure carport on parcel #45.0282510. This accessory structure is legally nonconforming in terms of setbacks. The status of the structure will not change due to the minor subdivision. All structures on these two parcels would not be impacted by the proposed minor subdivision.

### **Subdivision Review**

The City Council may grant a minor subdivision in instances where the enactment of a minor subdivision would abide by regulations laid out in the Hamburg Subdivision Ordinance. These regulations provide for and guide orderly, economic, and safe development and redevelopment of land and are in place to avoid piecemeal and inefficient planning efforts, as stated in Chapter 160B, Section B, items A through H. The Hamburg Subdivision Ordinance also states that the City Council serves as the platting authority in accordance with Minnesota State Statutes 462.358 and 505. Proposed minor subdivisions should be consistent with the spirit and intent of the Zoning Ordinance.

### **Zoning Review**

Currently, the subject properties are located in the A-1 Restricted Agricultural District (#45.0282010), the B Business District (#45.0282500), and the R-1 Single Family District (#45.0282510). The proposed subdivision would result in three zoning classifications for the proposed Tract 1. Tract 2 would be classified as A-1 Restricted Agricultural District. While a split-zoning is not prohibited by the Hamburg Zoning Code, staff recommends a future rezoning action to one classify Tract 1 as one zoning district prior to recording the proposed plat. The reason for this rezoning shall be to improve the city's ability to administer the requirements of the zoning code. Staff recommends classifying proposed Tract 1 as B Business District and proposed Tract 2 as A-1 Restricted Agricultural District.

### **Findings of Fact**

The City Council must make a finding as to whether the proposed subdivision would adversely affect the surrounding neighborhood or the greater community, based on the aforementioned factors. Staff offers the following findings for consideration:

1. The subject properties are located in the A-1 Restricted Agricultural District (#45.0282010), the B Business District (#45.0282500), and the R-1 Single Family District (#45.0282510)
2. Parcel #45.0282010 is guided for Park, Recreation, or Preserve in the Land Use chapter of the Hamburg 2040 Comprehensive Plan. Parcels #45.0282500 and #45.0282510 are guided for Mixed Use.
3. The City of Hamburg is initiating the process for a minor subdivision to create two new parcels from three existing parcels, PIDs #45.0282010, #45.0282500, and #45.0282510.
4. The proposed subdivision would result in three zoning classifications, A-1 Restricted Agricultural District, B Business District, and R-1 Single Family District, for proposed Tract 1.
5. There are two existing structures within the study area, on parcels #45.0282510 and #45.0282500 (Tract 1).

6. There is an existing parking lot that extends from parcel #45.0282500 into parcel #45.0282010.
7. The proposed minor subdivision does not require a variance from the Hamburg Zoning Code.
8. The proposed minor subdivision will not be detrimental to the public welfare or injurious to adjacent tracts in the area in which the subdivision tract is located.
9. Subdivisions are only permitted when they are in harmony with the general purposes and intent of the zoning ordinance.
10. The proposed subdivision would not alter the essential character of the neighborhood because the subject properties would be consistent and compatible with the neighborhood.
11. The findings of fact above related to the proposed subject properties.

### **Notice and Public Comments**

Notice was published in the newspaper on (insert date). Consultant Staff has not received any letters, e-mails, or telephone calls from property owners or residents regarding this planning case. A public hearing for the proposed minor subdivision is being held at the City Council meeting on (insert date).

### **Council shall Consider**

Staff has provided the following motion language options for the City Council to consider.

1. Approval: Motion to adopt resolution 2023-XX approving the proposed minor subdivision for parcels 45.0282010, 45.0282500, and 45.0282510 based on the report submitted to the City Council on June 13, 2023.
2. Approval with Conditions: Motion to adopt resolution 2023-XX approving the proposed minor subdivision for parcels 45.0282010, 45.0282500, and 45.0282510 based on the report submitted to the City Council on June 13, 2023, with the following conditions:
  1. The property owner of proposed Tract 1 shall be required to remove the parking area encroachment on proposed Tract 2 before the approval of the final plat.
  2. The proposed Tract 1 shall be rezoned as B Business District and the proposed Tract 2 as A-1 Restricted Agricultural District before the approval of the final plat.
3. Denial: Motion to *deny* resolution 2023-XX for the proposed minor subdivision for parcels 45.0282010, 45.0282500, and 45.0282510: *the City Council should specifically reference the reasons for the denial and why those reasons cannot be mitigated.*
4. Table: Motion to *table* resolution 2023-XX for the proposed minor subdivision for parcels 45.0282010, 45.0282500, and 45.0282510: *the City Council should identify a specific reason and/or information request should be included with a motion to table.*

### **Attachments**

- A. Location Map
- B. Survey
- C. Resolution 2023-XX



# BOUNDARY SKETCH AND DESCRIPTION

~for~ Patrick Neaton, Attorney  
 ~Part of~ Government Lot 2, Section 28, T.115, R.26,  
 Carver County, Minnesota

## LEGEND

- DENOTES IRON NAIL/FASTENING FOUND AS Labeled
- DENOTES IRON NAIL/FASTENING SET, MARKED WITH CROSS IN SURVEY
- ⊙ DENOTES MANHOLE
- ⊞ DENOTES POWER POLE

## GRAPHIC SCALE



NORTH

## TRACT 1, PROPOSED DESCRIPTION

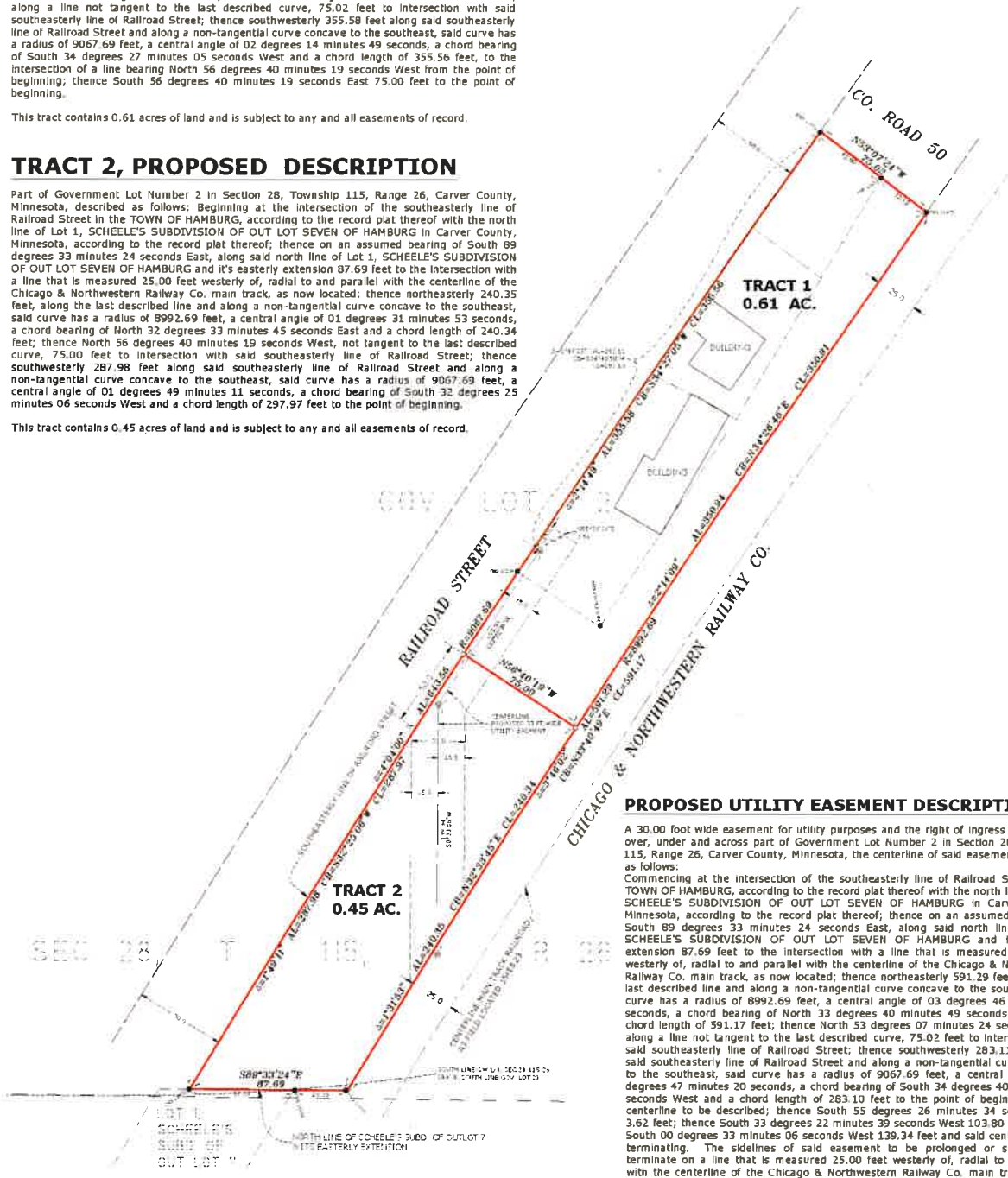
Part of Government Lot Number 2 in Section 28, Township 115, Range 26, Carver County, Minnesota, described as follows: Commencing at the intersection of the southeasterly line of Railroad Street in the TOWN OF HAMBURG, according to the record plat thereof with the north line of Lot 1, SCHEELE'S SUBDIVISION OF OUT LOT SEVEN OF HAMBURG in Carver County, Minnesota, according to the record plat thereof; thence on an assumed bearing of South 89 degrees 33 minutes 24 seconds East, along said north line of Lot 1, SCHEELE'S SUBDIVISION OF OUT LOT SEVEN OF HAMBURG and it's easterly extension 87.69 feet to the intersection with a line that is measured 25.00 feet westerly of, radial to and parallel with the centerline of the Chicago & Northwestern Railway Co. main track, as now located thence northeasterly 240.35 feet, along the last described line and along a non-tangential curve concave to the southeast, said curve has a radius of 8992.69 feet, a central angle of 01 degrees 31 minutes 53 seconds, a chord bearing of North 32 degrees 33 minutes 45 seconds East and a chord length of 240.34 feet to the point of beginning to be described; thence continuing northeasterly 350.94 feet along the extension of the last described curve and along said line measured 25.00 feet westerly of, radial to and parallel with the centerline of the Chicago & Northwestern Railway Co. main track, as now located, said curve has a radius of 8992.69 feet, a central angle of 02 degrees 14 minutes 09 seconds, a chord bearing of North 34 degrees 25 minutes 46 seconds East and a chord length of 350.91 feet; thence North 53 degrees 07 minutes 24 seconds West, along a line not tangent to the last described curve, 75.02 feet to intersection with said southeasterly line of Railroad Street; thence southwesterly 355.58 feet along said southeasterly line of Railroad Street and along a non-tangential curve concave to the southeast, said curve has a radius of 9067.69 feet, a central angle of 02 degrees 14 minutes 49 seconds, a chord bearing of South 34 degrees 27 minutes 05 seconds West and a chord length of 355.56 feet, to the intersection of a line bearing North 56 degrees 40 minutes 19 seconds East from the point of beginning; thence South 56 degrees 40 minutes 19 seconds East 75.00 feet to the point of beginning.

This tract contains 0.61 acres of land and is subject to any and all easements of record.

## TRACT 2, PROPOSED DESCRIPTION

Part of Government Lot Number 2 in Section 28, Township 115, Range 26, Carver County, Minnesota, described as follows: Beginning at the intersection of the southeasterly line of Railroad Street in the TOWN OF HAMBURG, according to the record plat thereof with the north line of Lot 1, SCHEELE'S SUBDIVISION OF OUT LOT SEVEN OF HAMBURG in Carver County, Minnesota, according to the record plat thereof; thence on an assumed bearing of South 89 degrees 33 minutes 24 seconds East, along said north line of Lot 1, SCHEELE'S SUBDIVISION OF OUT LOT SEVEN OF HAMBURG and it's easterly extension 87.69 feet to the intersection with a line that is measured 25.00 feet westerly of, radial to and parallel with the centerline of the Chicago & Northwestern Railway Co. main track, as now located; thence northeasterly 240.35 feet, along the last described line and along a non-tangential curve concave to the southeast, said curve has a radius of 8992.69 feet, a central angle of 01 degrees 31 minutes 53 seconds, a chord bearing of North 32 degrees 33 minutes 45 seconds East and a chord length of 240.34 feet; thence North 56 degrees 40 minutes 19 seconds West, not tangent to the last described curve, 75.00 feet to intersection with said southeasterly line of Railroad Street; thence southwesterly 287.98 feet along said southeasterly line of Railroad Street and along a non-tangential curve concave to the southeast, said curve has a radius of 9067.69 feet, a central angle of 01 degrees 49 minutes 11 seconds, a chord bearing of South 32 degrees 25 minutes 06 seconds West and a chord length of 297.97 feet to the point of beginning.

This tract contains 0.45 acres of land and is subject to any and all easements of record.



## PROPOSED UTILITY EASEMENT DESCRIPTION

A 30.00 foot wide easement for utility purposes and the right of ingress and egress, over, under and across part of Government Lot Number 2 in Section 28, Township 115, Range 26, Carver County, Minnesota, the centerline of said easement described as follows:

Commencing at the intersection of the southeasterly line of Railroad Street in the TOWN OF HAMBURG, according to the record plat thereof with the north line of Lot 1, SCHEELE'S SUBDIVISION OF OUT LOT SEVEN OF HAMBURG in Carver County, Minnesota, according to the record plat thereof; thence on an assumed bearing of South 89 degrees 33 minutes 24 seconds East, along said north line of Lot 1, SCHEELE'S SUBDIVISION OF OUT LOT SEVEN OF HAMBURG and it's easterly extension 87.69 feet to the intersection with a line that is measured 25.00 feet westerly of, radial to and parallel with the centerline of the Chicago & Northwestern Railway Co. main track, as now located; thence northeasterly 591.29 feet, along the last described line and along a non-tangential curve concave to the southeast, said curve has a radius of 8992.69 feet, a central angle of 03 degrees 46 minutes 02 seconds, a chord bearing of North 33 degrees 40 minutes 49 seconds East and a chord length of 591.17 feet; thence North 53 degrees 07 minutes 24 seconds West, along a line not tangent to the last described curve, 75.02 feet to intersection with said southeasterly line of Railroad Street; thence southwesterly 283.11 feet along said southeasterly line of Railroad Street and along a non-tangential curve concave to the southeast, said curve has a radius of 9067.69 feet, a central angle of 01 degrees 47 minutes 20 seconds, a chord bearing of South 34 degrees 40 minutes 50 seconds West and a chord length of 283.10 feet to the point of beginning of said centerline to be described; thence South 55 degrees 26 minutes 34 seconds East 3.62 feet; thence South 33 degrees 23 minutes 39 seconds West 103.80 feet; thence South 00 degrees 33 minutes 06 seconds West 139.34 feet and said centerline there terminating. The sidelines of said easement to be prolonged or shortened to terminate on a line that is measured 25.00 feet westerly of, radial to and parallel with the centerline of the Chicago & Northwestern Railway Co. main track, as now located.

## NOTES

1. Field survey was completed by E.G. Rud and Sons, Inc. on 12/15/23
2. Dashed lines are an assumed datum.
3. Form ID Numbers: 45322011, 45322012, 45322013
4. This survey was prepared within the benefit of the work of adjacent easements, easements in place and unrecorded and the surveyor is not responsible for the same.
5. Due to field work being completed during the winter season there may be unrecorded easements or other conditions that were not visible due to snow and ice that are not shown on this map.

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.

DATE: 12/15/23 Location: 45322011

Surveyor: E.G. RUD & SONS, INC.

NO.	DATE	DESCRIPTION	BY
1	12/15/23	NEW EASEMENT TO THE EAST	EGR

# City of Hamburg Land Use Application

**Applicant Information:**

Name Austin Schultz	Address 361 Maria Ave	City Hamburg	State/Zip MN 55339
Home Phone	Email hemicuda1995@yahoo.com	Cell 952-994-2011	Other Phone

**Location of Property:** (attach a separate sheet if necessary)

Street Address if known: 361 Maria Ave	Addition: Truwe's Addition		
Property ID# 45.7000040	Lot: 6 & 7	Block:	
Type of Use:	Property Size: (acres or square feet)		

**Property Owner Information:**

Do you Own the Property? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if no please fill in the information below)			
Owners Name(s)	Address	City	State/Zip
Home Phone	Fax	Cell	Other Phone

**Land Use Request & Fee Amt:** (please check any that apply)

<input checked="" type="checkbox"/>	Variance	\$300.00	Minor Subd 3 or less - \$300.00
<input type="checkbox"/>	Conditional Use	\$300.00	Subd. Sketch Plan - No Fee
<input type="checkbox"/>	Land Disturb/Fill	\$50.00	Subd Prel. Plat - \$300/+\$5 per lot
<input type="checkbox"/>	Rezoning	\$300.00	Subd Final Plat - \$300/+\$5 per lot
<input type="checkbox"/>	Comp Plan Amend	\$300 ea.	Park Dedication Fees - 10% Land or \$300 per lot
<input type="checkbox"/>	Other: _____		Subd Deposit for Prof. fees - \$1,000.00

Brief Description of Request (Please attach a site plan showing existing and proposed feature. Attach separate sheets if necessary, including Variance Rationale, if necessary):

*See attached documents*

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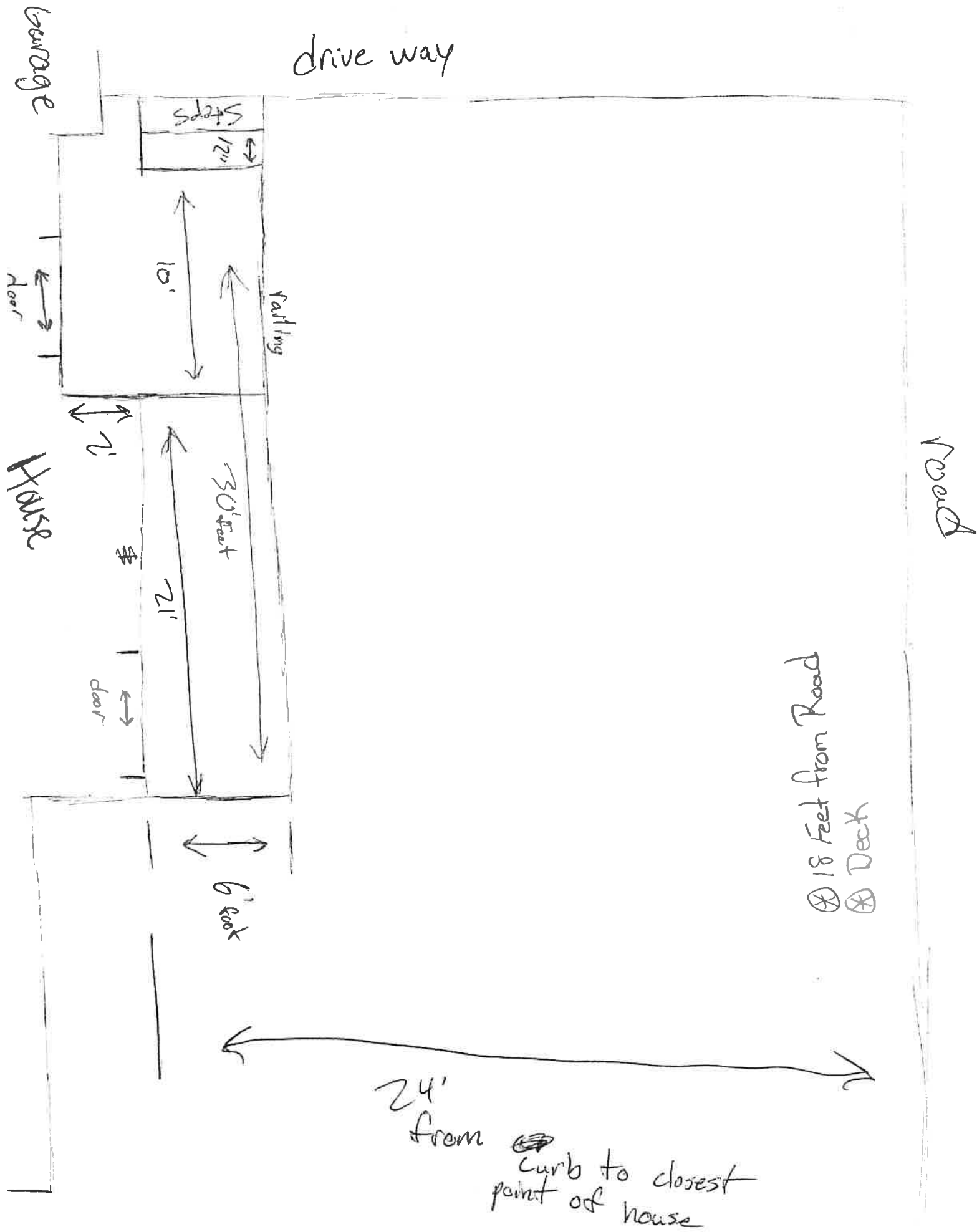


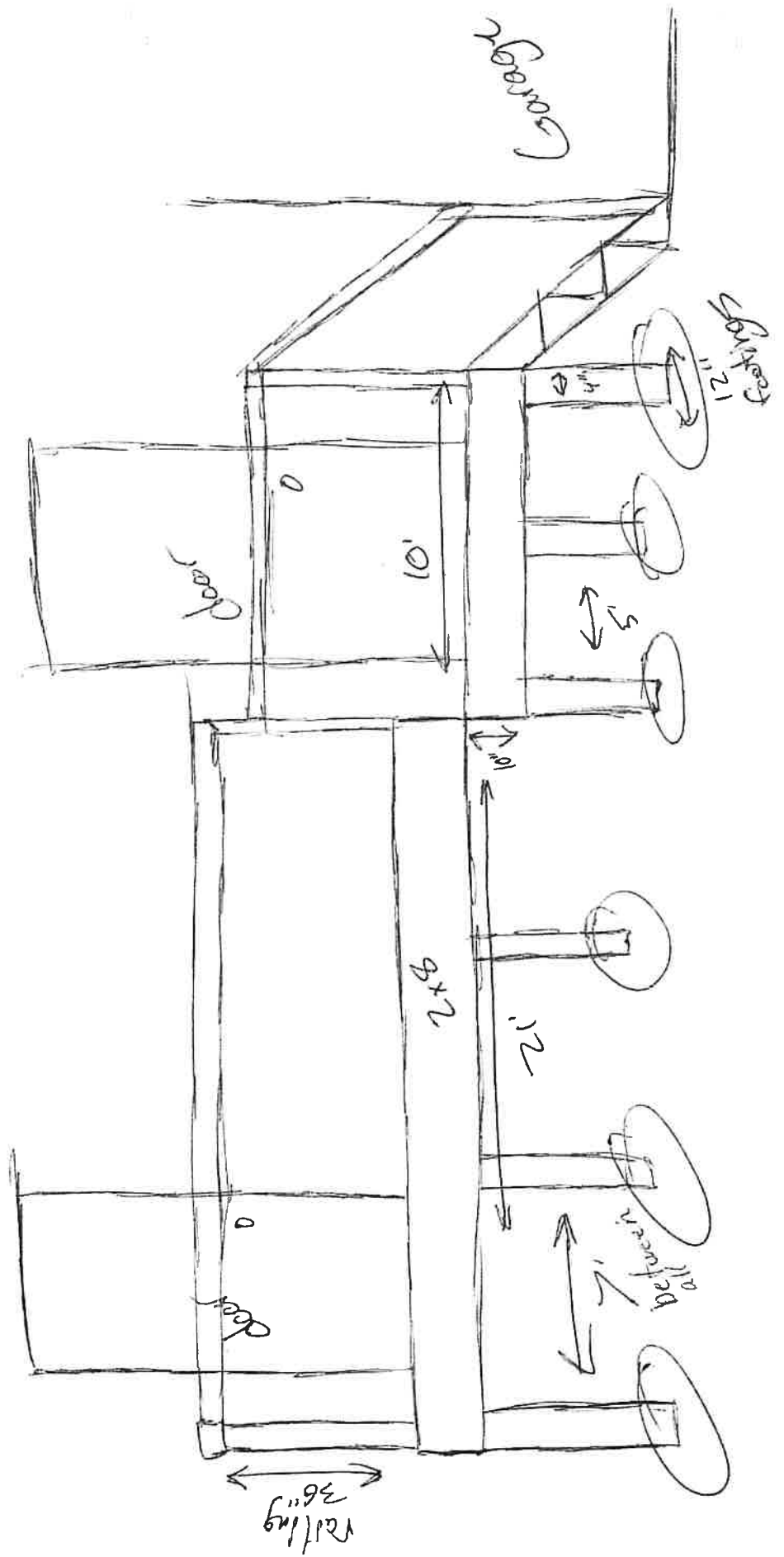
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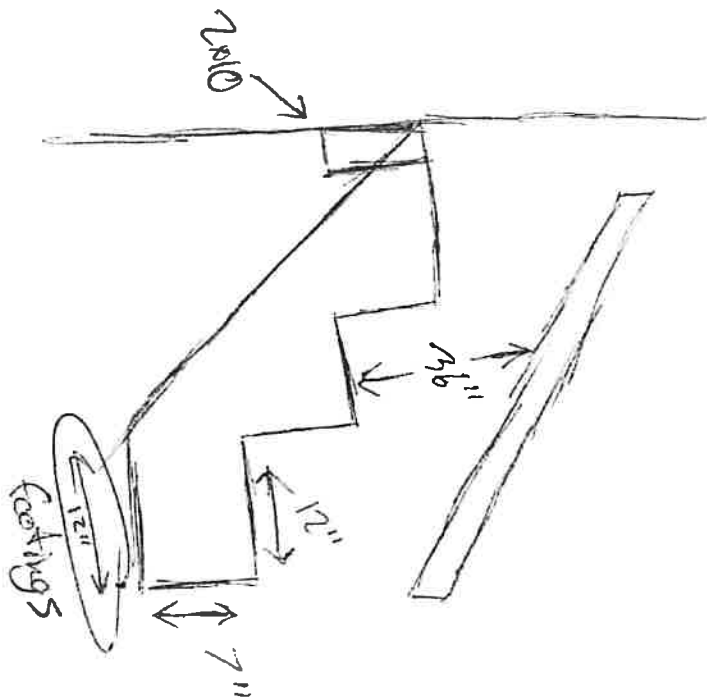
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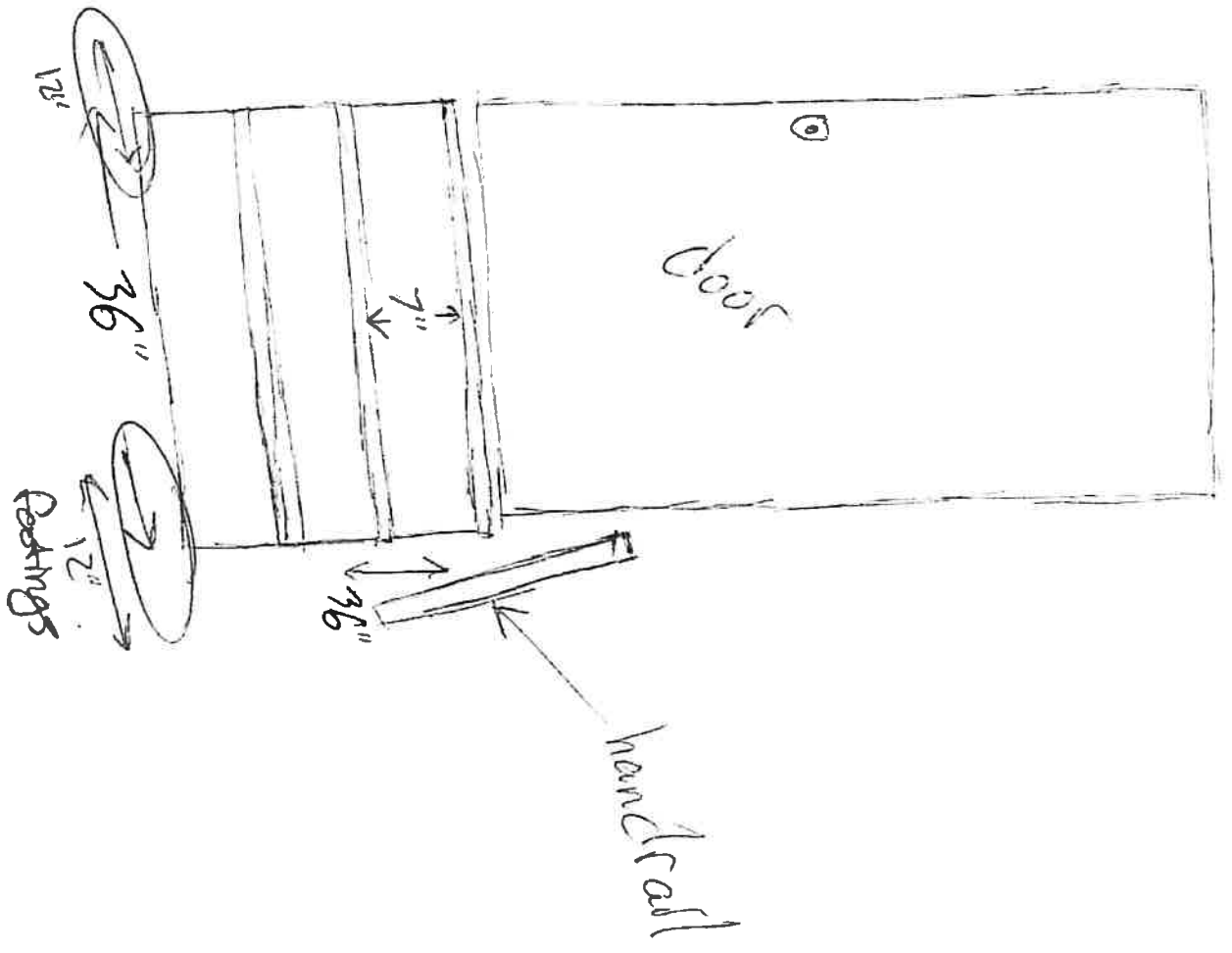
**NOTICE OF FEES:** The Property Owner and Applicant shall reimburse the city for all costs that it incurs in reviewing, investigating, and administering the application for land use permit[s] in amounts provided in the Fee Schedule. Such Costs may include, but are not limited to, direct city payroll and overhead costs, fees paid to consultants and other professionals, including attorneys and engineers, and the cost of printing, mailing and supplies. These Fees are due immediately upon billing by the City. Bills shall be mailed to the address above and shall also be emailed. The city shall provide, upon request, an itemized statement of the various costs incurred by the city. The city may deny final action on a land use application and/or rescind prior action until all Fees are paid; unless the provisions of Minn. Stat. 462.353, Subd. 4(d) are utilized and the deposit contemplated therein is made. The city may require additional deposits, if deemed necessary.





1st door  
side view

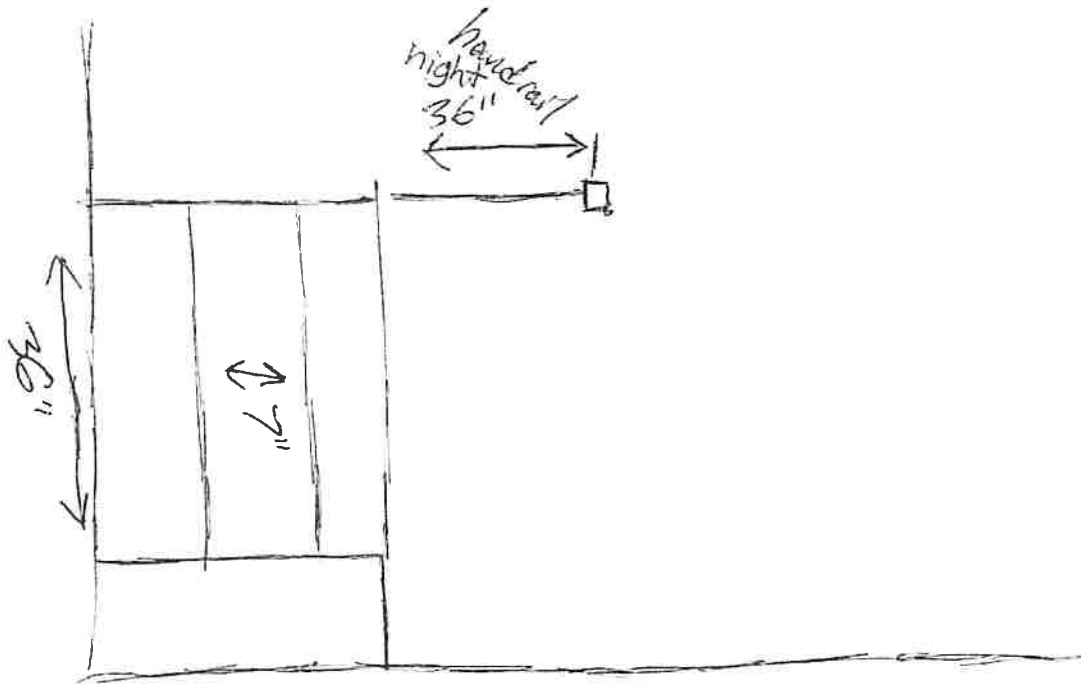




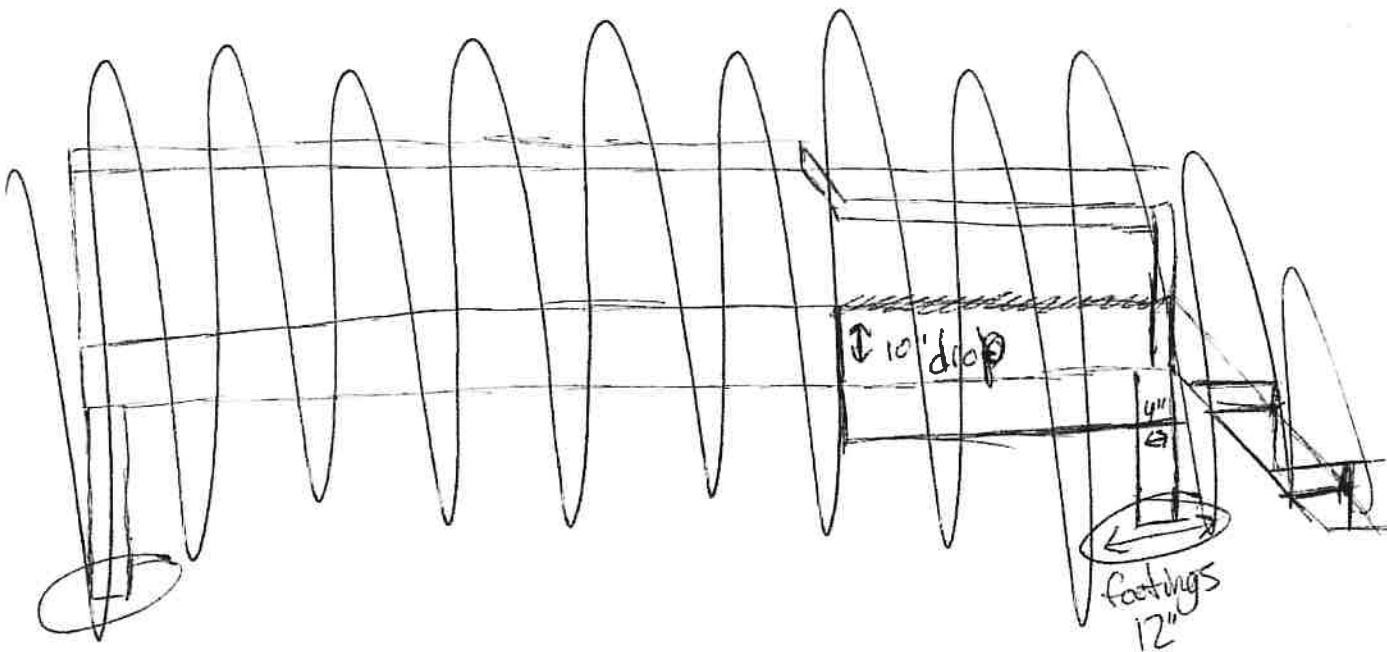
Fastenings

1st door

# Steps



Garage





Jeremy Gruenhagen &lt;cityadmin@cityofhamburgmn.com&gt;

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**Front Steps for 361 Maria Avenue**

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**Austin Schultz** <hemicuda1995@yahoo.com>  
To: Jeremy Gruenhagen <cityadmin@cityofhamburgmn.com>

Thu, Aug 31, 2023 at 6:50 PM

Good Afternoon Jeremy,

Answers are in red below and document is attached:

My deck would not exceed the closeness to the curb that our neighbor to the West of me currently has including the steps.

The applicant will need to provide some information on why they couldn't add a back porch instead. Is there a topographical limitation of the property? A significant tree?

There are already stairs on the back of the house that allow use of the back door. A deck has a valid use in order to utilize the front door and provide additional safe exits from the home in the event of an emergency.

Is the size of the front porch needed? I am thinking along the lines of "minimal necessary variance", meaning is this the needed amount of porch to deal with the practical difficulty?

Yes, the size is needed in order to connect the two front doors to a platform for exit/entry into the home. Also with width, as stated above, it will not be any wider than the current steps to my neighbor to the West of me.

I understand that it looks like they dug out something in the front with the intent to put a porch- what was there before? Why was what was there before not working for the homeowner and why will the new porch alleviate their difficulties?

There were cement steps on the doors in the front before. That is what you see was removed. They were removed because they were not up to code. The railing was too short and coming loose from the pavers used to create the steps which caused a hazard.

[Quoted text hidden]



**LAND USE APPLICATION (1).docx**  
36K





Jeremy Gruenhagen &lt;cityadmin@cityofhamburgmn.com&gt;

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**Front Steps for 361 Maria Avenue**

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Harry Davis &lt;Harry.Davis@bolton-menk.com&gt;

Tue, Sep 12, 2023 at 11:23 AM

To: Jeremy Gruenhagen &lt;cityadmin@cityofhamburgmn.com&gt;

Cc: "hemicuda1995@yahoo.com" &lt;hemicuda1995@yahoo.com&gt;

Jeremy,

If I was submitting a variance and using other examples in the neighborhood, I would try to provide:

- A written narrative addressing each of the criteria for a variance and proving 'practical difficulties' why the proposed is needed.
- Clear site plan showing property lines, the house location, the proposed deck, and showing dimensions. Scaled plans are better.
- Elevations of the deck showing how it integrates into the front façade of the house.
- Pictures of the site to help support the narrative
- County GIS, Google Maps, or any other mapping alternative to show other properties in the immediate vicinity and details on how far they are from the road for a similar condition to the one being proposed

Does that help?

Harry

**Harry Davis, AICP**

Planner II

**Bolton & Menk, Inc.**

12224 Nicollet Avenue

Burnsville, MN 55337

Mobile: 952.529.0053

**Bolton-Menk.com****From:** Jeremy Gruenhagen <cityadmin@cityofhamburgmn.com>**Sent:** Tuesday, September 12, 2023 11:03 AM**To:** Harry Davis <Harry.Davis@bolton-menk.com>**Cc:** hemicuda1995@yahoo.com**Subject:** Re: Front Steps for 361 Maria Avenue

Harry,



Jeremy Gruenhagen &lt;cityadmin@cityofhamburgmn.com&gt;

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## Front Steps for 361 Maria Avenue

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**Austin Schultz** <hemicuda1995@yahoo.com>

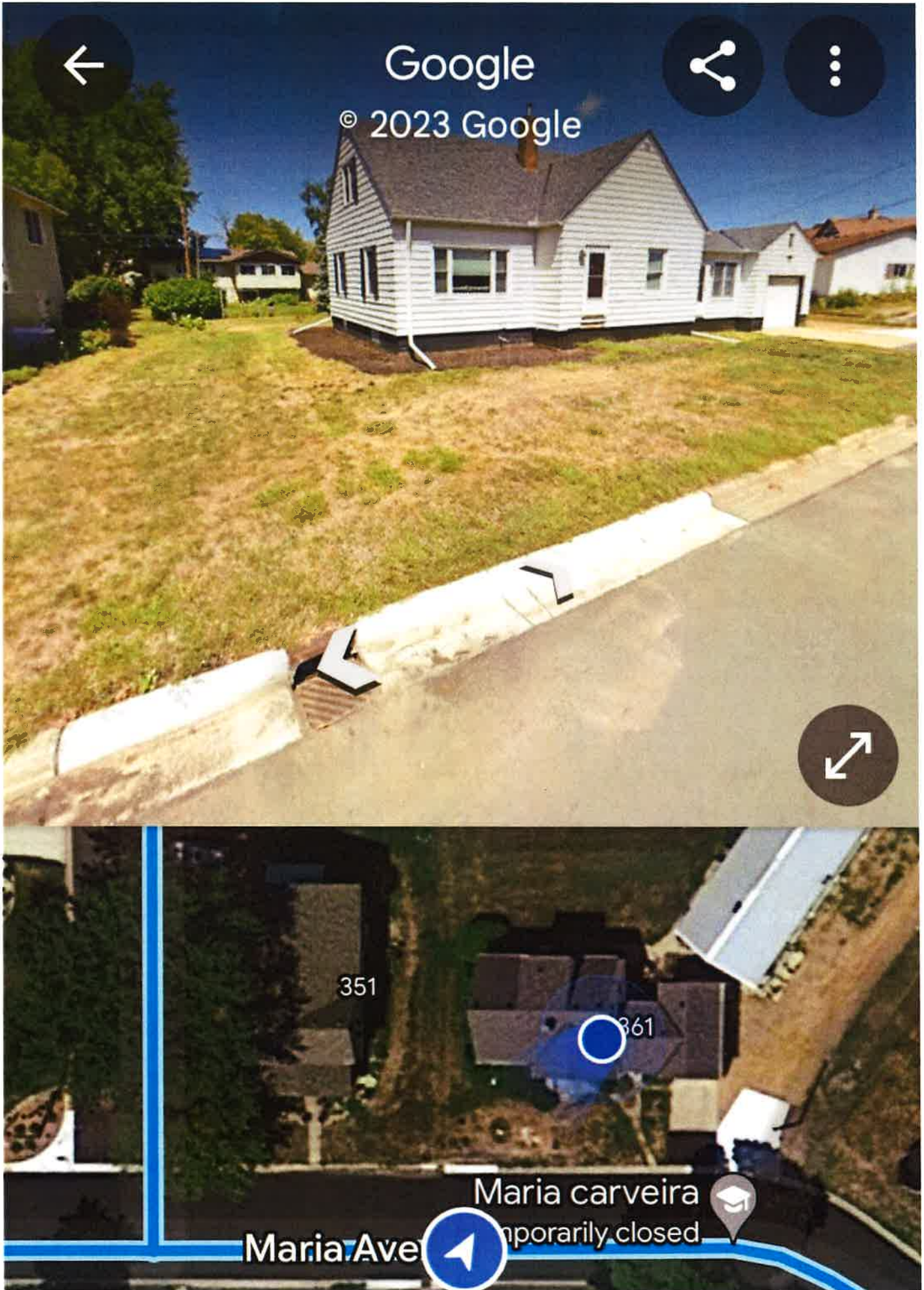
Tue, Sep 12, 2023 at 8:30 PM

Reply-To: Austin Schultz &lt;hemicuda1995@yahoo.com&gt;

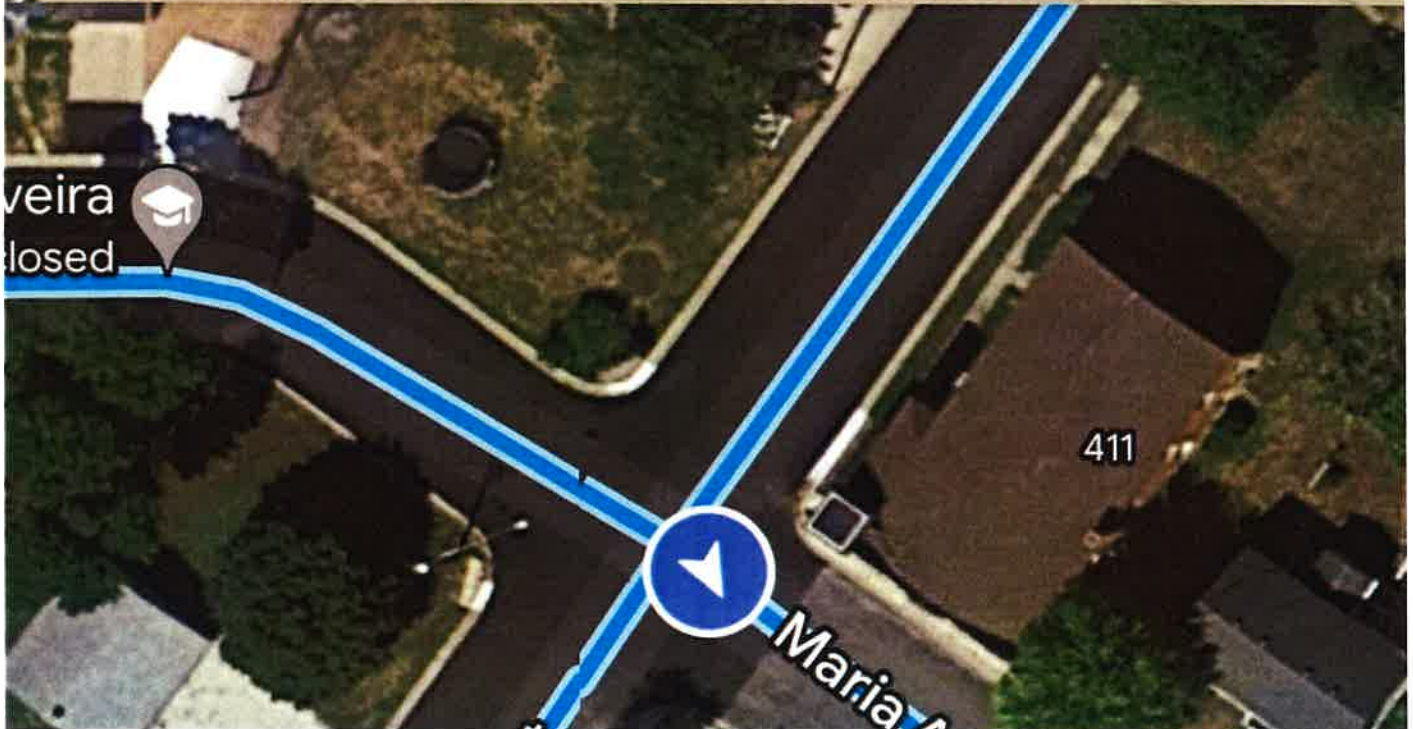
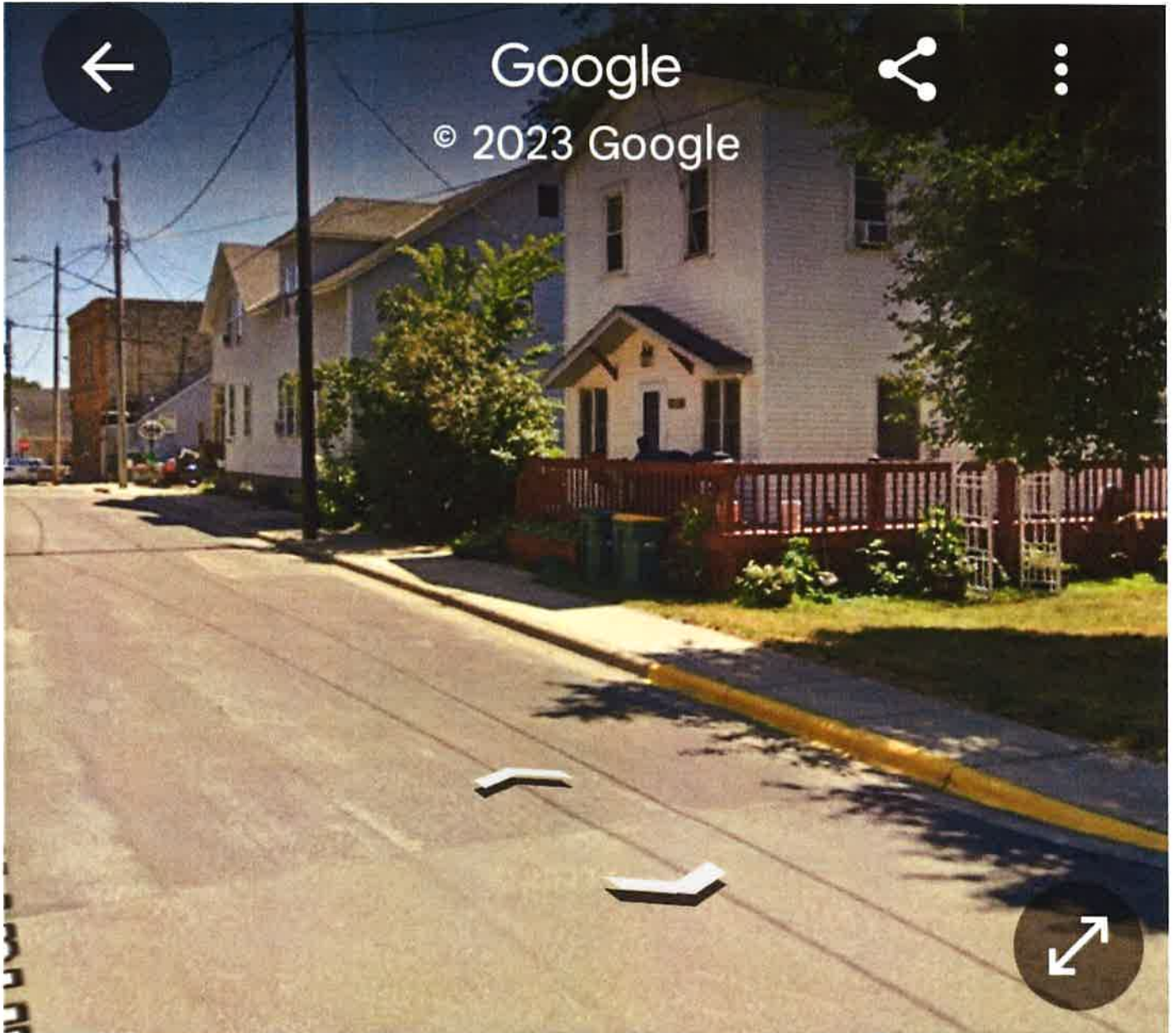
To: cityadmin@cityofhamburgmn.com, Harry Davis &lt;Harry.Davis@bolton-menk.com&gt;

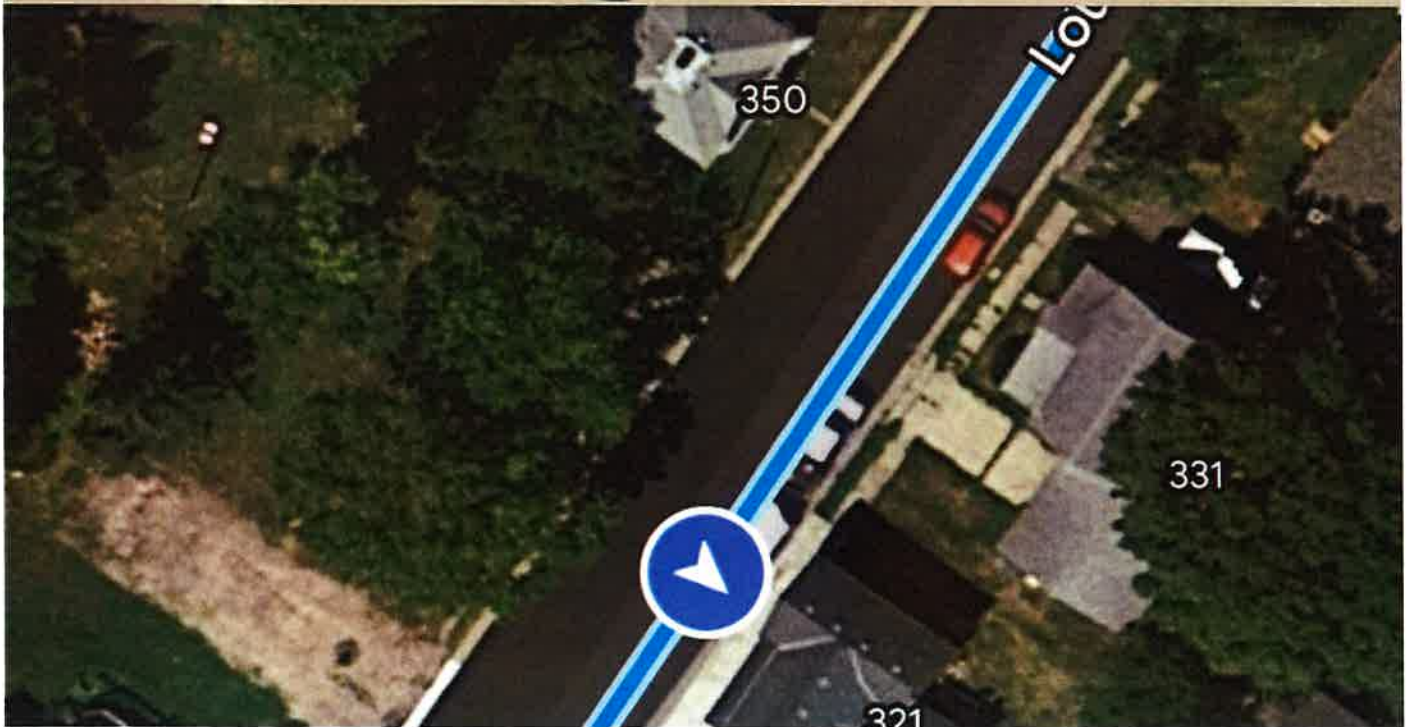
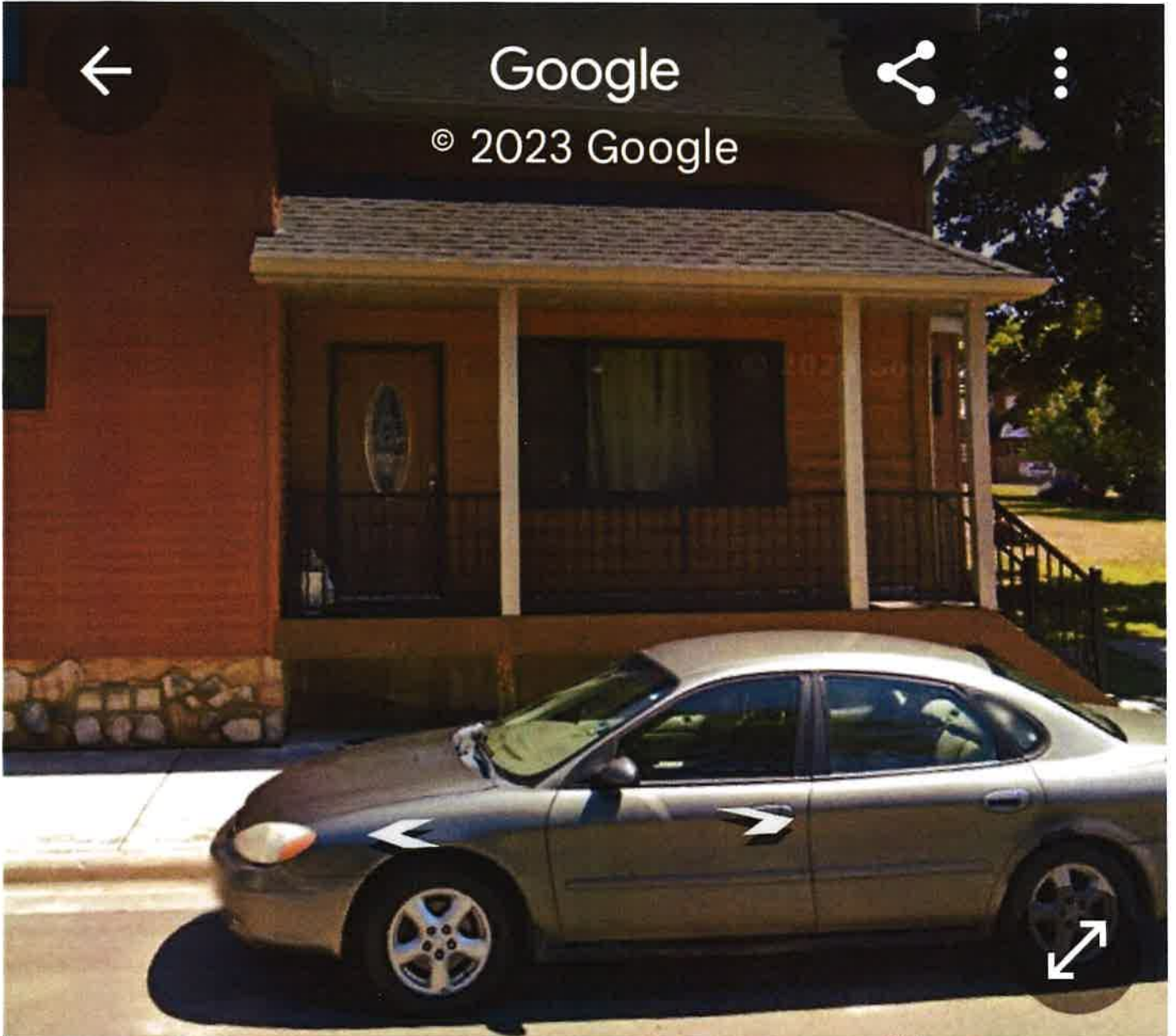
I have already answered bullet points 1, 2, and 4. For bullet point 5, I attached pictures of my house, my neighbor directly next to me showing how far out the deck would go as it wouldn't exceed the distance from the curb that step is. Also included pictures of properties surrounding mine with decks that are even closer to the street.

Based on the picture of the front of my house the need should be clear to answer bullet point 3.









<u>2024 Budget Items</u>	<u>Fund</u>	<u>Estimate Cost</u>	<u>Comments</u>	<u>2024 Budget</u>
Lighting in CC to LED	General Govt	\$ 2,000.00		
Broom Attachment (Toolcat)	General Govt	\$ 6,600.00		
Grapple Bucket	General Govt	\$ 5,000.00		
New 3/4 Ton Truck	General Govt	\$ 50,000.00	2024 GG Budget/City Savings Acct	\$ 50,000.00
Service Box for Truck	General Govt	\$ 13,000.00	2024 GG Budget/City Savings Acct	\$ 13,000.00
Dump Trailer	General Govt	\$ 10,000.00		
Shelving for Shop	General Govt	\$ 1,500.00	2024 GG Budget	\$ 1,000.00
Various Tools	General Govt	\$ 2,000.00	2024 GG Budget	\$ 2,000.00
New Lawn Mower	General Govt	\$ 15,000.00	Budget Replacement	\$ 3,000.00
Sidewalk	General Govt	\$ 1,000.00	Replace Sidewalk - Front Door	\$ 1,000.00
Plow for Bobcat	General Govt	\$ 5,000.00	Getting Estimate	
Tool Box for Shop	General Govt	\$ 1,000.00		
Four Wheeler	General Govt	\$ 5,000.00	Getting Estimate	
HFDRA Benefit Level Increase	Fire Dept			
Dog Waste Station	Park	\$ 265.00	Amazon - SHIP Grant	
Ball Field Diamond Dust	Park	\$2750/Field	4 truck loads	\$ 5,500.00
Round Tables for Park	Park	\$1,000/Each	Replace 3 Spool with MF Tables	\$ 1,000.00
Replace Steel Door	Park		Replace Back Door of Park Bathrooms	\$ 1,000.00
Seal Park Asphalt/Trail	Park	\$ 3,000.00	Slurry Seal Asphalt/Trails	\$ 3,000.00
New Picnic Table for Hall Park	Hall	?	Replace 2 picnic tables	
Redo Wood Floors	Hall	\$ 5,000.00	Clean, Buff, Coat	\$ 5,000.00
Replace Entry Way Boards	Hall	\$ 4,500.00	South Entrance Door Area	\$ 4,500.00
Front Entrance Canopy	Hall	\$ 8,055.00	Replace West Entrance Canopy	\$ 8,500.00
Sidewalk	Hall	\$ 3,000.00	Replace Sidewalk - South Steps	\$ 3,000.00
New Bar Stools for Bar Area	Hall	\$55/Each	6 New Bar Stools	\$ 350.00
Bar & Stage Area Paneling	Hall	?	Replace/Repaint	
New Water Meters	Water	\$ 2,500.00	Included in 2024 Water Budget	
Water Chemicals	Water	?		
Water Treatment Plant	Water	\$ 40,000.00	Recharge Filtration Tanks	\$ 40,000.00
Redo Grinder Station Lift Station	Sewer	\$ 65,000.00	waiting on quote	\$ 40,000.00
Rip Rap - Stage 2	Sewer		waiting on quote from S.E.H.	
Martha Street Storm Drain	Storm Water	?	waiting on quote from S.E.H.	
Park Rentals			Increase Rent/Allow Use of Bathroom Sink	
Hall Rent			Increase Rent	

Steel service box	\$	10,699.00
Aluminum Service Box	\$	12,203.00
Crossover Box	\$	670.00
Losider Box with drawer per side	\$	884.00
Shipping	\$	412.00
Total	\$	1,966.00
2 side boxes	\$	2,850.00



**CITY OF HAMBURG, MINNESOTA  
RESOLUTION NUMBER 2023-09**

***RESOLUTION APPROVING 2024 PRELIMINARY PROPOSED  
TAX LEVY/BUDGET AND SETTING PUBLIC COMMENT DATE***

**WHEREAS**, Minnesota State Statues require that all local units of government formally adopt proposed budget and preliminary tax levy by resolution and certify propose levy to the County Auditor on or before September 30, 2023; and

**WHEREAS**, Minnesota State Statues require that all local units of government (over 500 in population) announce the time and place of the subsequent meetings at which the budget and levy will be discussed and at which public comment will be permitted; and

**WHEREAS**, The Hamburg City Council and City staff have done preliminary analysis of the demands for goods, services and other debt obligations to be provided to the City in 2024 and approved its Preliminary Budget for 2024; and

**NOW THEREFORE, BE IT RESOLVED**, BY THE CITY COUNCIL OF HAMBURG, MINNESOTA, hereby adopts the preliminary proposed tax levy, collectible in 2024, which shall not exceed \$; and

**BE IT FURTHER RESOLVED** that the City has decided to present the 2024 Budget and Tax Levy to the public for information and to receive public input at the Regular City Council Meeting at 7:00 p.m. on December 12<sup>th</sup>, 2023.

**I CERTIFY THAT** the above resolution was adopted by the City Council of Hamburg, Carver County, Minnesota this 26<sup>th</sup> day of September, 2023.

\_\_\_\_\_  
Chris Lund, Mayor

**ATTEST:**

\_\_\_\_\_  
Jeremy Gruenhagen, City Clerk-Treasurer



"The City of Hamburg is an Equal Opportunity Employer and Provider."



Carver County  
 Property Tax Department  
 600 East 4th Street  
 Chaska, MN 55318-2102  
 Phone (952) 361-1910  
 Fax (952) 361-1919

Date: August 15, 2023

**Schools and cities (over 500 population) are required to hold a meeting at which the budget and levy will be discussed and the public is allowed to speak. The meeting must be after November 24 and no later than December 28 and be held at 6:00pm or later. This meeting may be part of a regularly scheduled meeting. If a regular meeting is not scheduled after November 24 and no later than December 28 at 6:00pm or later, it will be necessary to schedule a special meeting for this purpose.**

Please complete the following for your city:

City: Hamburg Phone: 952-467-3232  
 Contact Person: Jeremy Gruenhagen Email: cityadmin@cityofhamburgmn.com

Hearing Information

Date: December 12, 2023  
 Time: 7:00 PM

Listed below is prior year data for (1) the location of the public hearing, (2) the phone number to be published (3) the mailing address for written responses and (4) the website to be published. Please review these and make any necessary changes.

1. Hearing Location:	<input type="checkbox"/> <b>Prior Year Information</b>	OR	<input type="checkbox"/> <b>New Information</b>
	<u>City of Hamburg</u>		
	<u>Community Center-Council Room</u>		
	<u>181 Broadway Ave</u>		
	<u>Hamburg, MN 55339</u>		
2. Phone Number:	<input type="checkbox"/> <b>Prior Year Information</b>	OR	<input type="checkbox"/> <b>New Information</b>
	<u>952-467-3232</u>		
3. Mailing Address:	<input type="checkbox"/> <b>Prior Year Information</b>	OR	<input type="checkbox"/> <b>New Information</b>
	<u>City of Hamburg</u>		
	<u>PO Box 248</u>		
	<u>Hamburg, MN 55339-0248</u>		
2. Website Address:	<input type="checkbox"/> <b>Prior Year Information</b>	OR	<input type="checkbox"/> <b>New Information</b>

You may update this form directly on the SharePoint site or drag and drop a scanned copy in your folder using the link sent previously by **October 2, 2023**. By Statute, if we have not received this form in our office by **October 2, 2023** we will assign dates for your city hearings. Thank you for your prompt attention to this matter.

Mayor/City Clerk \_\_\_\_\_ Date: \_\_\_\_\_