HAMBURG CITY COUNCIL AGENDA
NOVEMBER 12, 2026

1. **Call Canvass Board Meeting to Order at 6:30 PM**
   - **2026 General Election Results**
     - **Adopt Resolution 2026-10**

2. **Adjourn Canvass Board Meeting**

3. **Call City Council Meeting to Order**
   - **Pledge of Allegiance**

4. **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.)*

5. **Agenda Review (Added Items) and Adoption**

6. **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 September Claims ($674.76)**
   - **Approve Payment of October 2026 Claims ($41,069.07)**
   - **Approve Payment of November 2026 Claims ($80,317.34)**
   - **Approve Minutes for September 8th & 22nd, 2026**
   - **Approve Time-Off Request (Jeremy Gruenhagen)**
   - **Approve Cash Flow Statements for September 2026**
   - **Approve On- Sale Temporary Liquor License for Hamburg Lions Club**
     - **December 12th 2026, January 16th, 23rd, 30th & February 6th, 2027**
   - **Approve Lawful Gambling Permit for Green Isle Sportsmen Club**
     - **January 30, 2027**
   - **Approve Lawful Gambling Permit for Young America Baseball Club**
     - **February 13, 2027**
   - **Approve Contract for Snowplowing (Wm. Mueller & Sons)**
   - **Approve 2027 Prosecution Contract with Carver County**
   - **Approve 2027 Policing Contract with Carver County**

7. **Hamburg Fire Department – Chief Siewert**
   - **Hamburg Fire Department Officers Selection Process**

8. **Carver County Community Development Agency – Allison Streich**
   - **CDA Program & Properties**

9. **Met Council – Small Communities Planning Program**
   - **2050 Comprehensive Plan Kickoff Meeting**

HAMBURG CITY COUNCIL AGENDA
NOVEMBER 12, 2026

10. Old/New City Business

- **Bicentennial Park Fence**
- **Sound Panels for Community Hall**
- **2026-27 Final Budget Items**
- **Hold Second City Council Meeting on November 24, 2026**
  - **2027 Final Budget Workshop**
  - **Employee Review/Health Insurance Coverage**
- **Set Public Hearing to Adopt City Fee Schedule for 2027 (December 8th)**

11. City Council Reports

- **Councilmember Mitch Polzin (Streets)**
- **Councilmember Eric Poppler (Parks)**
- **Councilmember Jessica Weber (Buildings)**
- **Councilmember Tim Tracy (Water/Sewer)**
- **Mayor Chris Lund**

12. Adjourn City Council Meeting

UP-COMING EVENTS / RENTALS

COMMUNITY HALL

NOVEMBER
20 Lions Fall Bingo

COMMUNITY CENTER

NOVEMBER
11 Veterans Day Observed – City Offices Closed
12 Hamburg Canvass Board Meeting – 6:30 PM
12 Hamburg City Council Meeting – 6:30 PM
16 Hamburg Lions Club
21 Baseball Club Meeting
24 Hamburg City Council Meeting – 6:30 PM
26 Thanksgiving Day Holiday – City Offices Closed
27 Thanksgiving Holiday – City Offices Closed
30 HFD Relief Association

CITY OF HAMBURG, MINNESOTA
RESOLUTION NUMBER 2026-10

RESOLUTION TO CERTIFY RESULTS OF THE TUESDAY, NOVEMBER 3RD, 2026 GENERAL ELECTION

WHEREAS, the City of Hamburg held an election for the Office of Mayor and two Council Members on Tuesday, November 3, 2026, during the General Election; and

WHEREAS, on this 12th day of November, 2026, the City Council has met to canvass said election results;

WHEREAS, the votes tabulated at said election were:

MAYOR	*VOTES*	*COUNCIL MEMBER (2)*	*VOTES*
Richard Odoms	50	Eric Poppler	165
Christopher Lund	206	Mitch Polzin	165
Write-Ins	2	Richard Malz	112
		Write-Ins	4

THEREFORE BE IT RESOLVED, by the Hamburg City Council that the official election results for the office of Mayor for the term of 2027-2030 shall be Christopher Lund.

BE IT FURTHER RESOLVED, by the Hamburg City Council that the official election results for the two offices of Council Member for the term of 2027-2030 shall be Eric Poppler and Mitch Polzin.

I CERTIFY THAT the above resolution was adopted by the City Council of Hamburg, Carver County, Minnesota this 12th day of November, 2026.

_____
Chris Lund, Mayor

ATTEST:

_____
Jeremy Gruenhagen, City Clerk/Treasurer

September Claims List

CHECK #	VENDOR	FUND	CLAIM DESCRIPTION	AMOUNT	APPROVED
ACH	EFTPS	Divided	Fed, Social Security, MC - August 2026	$4,202.56	9/8/2026
ACH	MN Dept. of Revenue	Divided	State Withholding Tax Payment - August 2026	$785.00	9/8/2026
ACH	HealthPartners	Divided	Health Insurance for September 2026	$4,164.62	9/8/2026
ACH	PERA	Divided	PERA Withholding - August 2026	$999.60	9/8/2026
ACH	PERA	Divided	PERA Withholding - September 2026	$664.87	9/22/2026
ACH	Google	General Gov't	Email Accounts (14) Administered by Google G Suite	$235.20	9/8/2026
ACH	METRONET	FD/Hall/Water	Fiber Phone Service for 08/16/26 to 09/15/26	$76.27	9/8/2026
ACH	Security Bank & Trust	General Gov't	ACH Service Fees for September 2026	$20.00	9/8/2026
ACH	TASC	General Gov't	Administrative Fees for COBRA Administration	$571.28	11/12/2026
ACH	Verizon Wireless	General Gov't	City Cell Phone/iPads for HFD	$138.47	9/8/2026
ACH	Xcel Energy	Divided	XCEL ENERGY-MN XCELENERGY 00053491844	$894.32	9/8/2026
ACH	Xcel Energy	Divided	XCEL ENERGY-MN XCELENERGY 00053491855	$1,300.39	9/8/2026
ACH	Xcel Energy	Divided	XCEL ENERGY-MN XCELENERGY 00051366837	$59.67	9/8/2026
ACH	Xcel Energy	Divided	XCEL ENERGY-MN XCELENERGY 00130099230	$169.16	9/8/2026
ACH	ZOOM	General Gov't	Video Conferencing Service	$17.33	9/8/2026
DC	Amazon	Divided	Level Tool, Work Clothing	$43.27	9/8/2026
DC	Amazon	General Gov't	Highbar garbage bags	$54.99	9/22/2026
DC	Amazon	General Gov't	Gojo Foam Cleanser	$70.00	9/22/2026
~~DC~~	~~Amazon~~	~~General Gov't~~	~~Wranglers/Tools~~	~~$43.27~~	10/13/2026
DC	Amazon	General Gov't	Garbage Bags, TP, Pens, Pink Stuff Cleaner, Ratchet Wrench,	$206.52	9/22/2026
~~DC~~	~~Amazon~~	~~General Gov't~~	~~Highbar garbage bags~~	~~$54.99~~	10/13/2026
~~DC~~	~~Amazon~~	~~General Gov't~~	~~Gojo Foam Cleanser~~	~~$70.00~~	10/13/2026
DC	Amazon	General Gov't	Paper Towel Dispenser	$73.96	10/13/2026
DC	Amazon	General Gov't	Hikibex 24 Recovery Drain Tank	$65.99	10/13/2026
DC	Hamburg Post Office	Water	Water Billing Postage Stamps	$342.00	9/8/2026
DC	Hamburg Post Office	General Govt	City Newsletter 9/29/26	$103.48	11/12/2026
DD	Jason Buckentin	Divided	Wages 8/24/26 to 9/06/26	$2,294.81	9/22/2026
DD	Jenni Droege	Divided	Wages 8/24/26 to 9/06/26	$1,035.43	9/22/2026
DD	Steve Frensko	Park	Wages 8/24/26 to 9/06/26	$560.31	9/22/2026
DC	UPS	Water	Overnight water samples	$75.66	9/8/2026
DC	Fleet Farm	Park	Cracked Corn for Ducks at Pond	$61.36	9/22/2026
DC	US Postal Service	General Gov't	City Newsletter for September 2026	$103.74	9/22/2026
DC	Porta Potty Dogs	Park	Porta Potties for Zummerfest (Reimbursed by Zummerfest)	$1,375.00	9/22/2026
DD	W.W.O.T.A	Contracted Services	Water/Wastewater Assistance for August 2026	$150.00	9/22/2026
~~DD~~	~~Jason Buckentin~~	~~Divided~~	~~Wages 8/24/26 to 9/06/26~~	~~$2,294.81~~	10/13/2026
~~DD~~	~~Jenni Droege~~	~~Divided~~	~~Wages 8/24/26 to 9/06/26~~	~~$1,035.43~~	10/13/2026
~~DD~~	~~Steve Frensko~~	~~Park~~	~~Wages 8/24/26 to 9/06/26~~	~~$560.31~~	10/13/2026
DD	Jeremy Gruenhagen	Divided	September Wages (Rounds)	$2,553.23	9/22/2026
DD	Jenni Droege	Divided	Wages 9/07/26 to 9/20/26	$790.49	10/13/2026
DD	Jason Buckentin	Divided	Wages 9/07/26 to 9/20/26	$2,190.53	10/13/2026
DD	Jeremy Gruenhagen	Divided	September Wages (Rounds)	$2,630.08	10/13/2026
23025	A & K Repair	Water	2 Bearings/labor	$129.90	9/8/2026
23026	Bolton & Menk	General Gov't	Professional Services (Subdivision/Code Research)	$715.00	9/8/2026
23027	Bound Tree	Public Safety	#86331324	$115.99	9/8/2026
23028	Carver County (Carver Link)	Divided	Internet for multiple locations	$40.00	9/8/2026
23029	Coordinated Business Systems	General Gov't	8/01/2026 to 8/31/2026, cloud telecom	$58.00	9/8/2026
23030	Dakota Prairie Composting	General Gov't	Grinding Operations	$3,528.90	9/8/2026
23031	Gopher State One	Water/Sewer	August locates	$20.25	9/8/2026
23032	Henning Excavating	Water/Sewer	Repair storm sewer, repair sewer in alley, replace hydrant	$23,599.00	9/8/2026
23033	Home Solutions	Divided	Misc hardware, mortar mix, concrete mix	$85.66	9/8/2026
23034	Jeremy Gruenhagen	General Gov't	National Night Out Supplies, Mileage, Filing Fee	$739.88	9/8/2026
23035	Loffler	General Gov't	Color/Black and white copies for the month of August	$105.76	9/8/2026
23036	Menards	Park	Concrete Mix	$46.99	9/8/2026
23037	Mini Biff	Park	Mini Biff rental due to the park bathrooms/fire.	$377.40	9/8/2026
23038	Napa	Divided	Filters and synthetic oil	$568.38	9/8/2026
23039	Neon Ink	General Gov't	Hours on CC door	$51.08	9/8/2026
23040	Plunkett's	General Gov't	Pest control ONLY at city hall	$49.29	9/8/2026
23041	Abram Pulkrabek	Water	Final bill refund	$69.16	9/8/2026
23042	Right Way Plumbing LLC	Public Safety	Install new water Line/Shutoff valve/New valves on WS	$4,365.00	9/8/2026
23043	Ben Schlagel	Water	Final bill refund	$253.72	9/8/2026
23044	Waste Management	Sanitation and Recycling	30 Yard Recycle Container for August 2026	$296.04	9/8/2026
23045	WM Mueller & Sons	Divided	Fuel for Toolcat, Bobcat, 3/4 ton and Lawnmower	$536.90	9/8/2026
23046	Barb Droege	General Gov't	Election Judge Hour Reimbursement	$129.50	9/22/2026
23047	Canon Financial Services	General Gov't	Copier Contract for September 2026	$120.49	9/22/2026
23048	Dena Braith	General Gov't	Election Judge Hour Reimbursement	$147.00	9/22/2026
23049	Diane Hoffman	General Gov't	Election Judge Hour Reimbursement	$129.50	9/22/2026
23050	Gary Marquardt	General Gov't	Election Judge Hour Reimbursement	$129.50	9/22/2026
23051	Home Solutions	Public Safety	16 Pack of AA Batteries	$72.87	9/22/2026
23052	Lano	Streets	Brush Gutt/Freight	$193.09	9/22/2026
23053	League of MN Cities	General Gov't	Municipality Property & Casualty Insurance for 7/15/2026-7/15/2027	$27,168.00	9/22/2026
23054	MN State Fire Chief's Association	Public Safety	Annual Chiefs Conference (Steve Buckentin)	$325.00	9/22/2026
23055	Jenni Droege	General Gov't	Reimbursement for mileage on Election Update Meeting	$28.88	9/22/2026
23056	MVTL	Water	Water testing	$165.50	9/22/2026
23057	Napa	General Gov't	Synthetic oil, Gold air filter	$525.44	9/22/2026
23058	Route 1 Concrete	Streets	Curb Replacement	$3,200.00	9/22/2026
23059	S.E.H.	General Gov't	Future projects drive through, Comp plan meetings	$711.68	9/22/2026
23060	Ben Schlagel	Water	Final bill refund	$253.72	9/22/2026
23061	Waste Management	General Gov't	Hamburg Reno project	$150.00	9/22/2026
23062	WM Mueller & Sons	Park	Fuel for Toolcat, Bobcat, 3/4 ton and Lawnmower	$261.94	9/22/2026
			Total September Claims	$98,544.00	
			Total September Claims	$49,275.82	9/8/2026
			Added September Claims	$46,901.18	9/22/2026
			Added September Claims	$1,692.24	10/13/2026
			Added September Claims	$674.76	11/12/2026
				$98,544.00	

October Claims List

ACH	EFTPS	Divided	Fed, Social Security, MC - September 2026	$4,051.82	11/12/2026
ACH	MN Dept. of Revenue	Divided	State Withholding Tax Payment - September 2026	$776.00	11/12/2026
ACH	MN Dept. of Revenue	Divided	Sales and Use Tax - 3rd Qtr 2026	$40.00	11/12/2026
ACH	MN Dept. of Revenue (MN PL Fund)	Divided	MN Family Paid Leave	$502.84	11/12/2026
ACH	PERA	Divided	PERA Withholding for September 2026	$999.60	11/12/2026
ACH	PERA	Divided	PERA Withholding for October 2026	$626.38	11/12/2026
ACH	PERA	Divided	PERA Withholding for October 2026	$634.67	11/12/2026
ACH	PERA	Divided	PERA Withholding for October 2026	$991.50	11/12/2026
ACH	Google	General Gov't	Email Accounts (14) Administered by Google G Suite	$235.20	11/12/2026
ACH	HealthPartners	Divided	Health Insurance for October 2026	$4,164.62	11/12/2026
ACH	METRONET	FD/Hall/Water	Fiber Phone Service for 9/16/26 to 10/15/26	$76.27	11/12/2026
ACH	Verizon Wireless	Divided	City Cell Phone/Tablets Data Plan	$138.47	11/12/2026
ACH	Xcel Energy	Divided	XCEL ENERGY-MN XCELENERGY 00053491844	$1,975.84	11/12/2026
ACH	Xcel Energy	Divided	XCEL ENERGY-MN XCELENERGY 00053491855	$1,497.65	11/12/2026
ACH	Xcel Energy	Divided	XCEL ENERGY-MN XCELENERGY 00051366837	$74.60	11/12/2026
ACH	Xcel Energy	Divided	XCEL ENERGY-MN XCELENERGY 00130099230	$327.84	11/12/2026
ACH	ZOOM	General Gov't	Video Conferencing Service	$17.33	11/12/2026
ACH	Intuit Quickbooks	General Gov't	Quickbooks Yearly Subscription	$1,512.00	11/12/2026
DD	Jenni Droege	Divided	Wages 9/21/26 to 10/04/26	$842.54	11/12/2026
DD	Jason Buckentin	Divided	Wages 9/21/26 to 10/04/26	$2,277.80	11/12/2026
DD	Steve Frensko	Park	Wages 9/21/26 to 10/04/26	$410.15	11/12/2026
DD	Jeremy Gruenhagen	Divided	October Wages	$2,511.30	11/12/2026
DD	Jason Buckentin	Divided	Wages 10/05/26 to 10/18/26	$2,222.96	11/12/2026
DD	Jenni Droege	Divided	Wages 10/05/26 to 10/18/26	$964.02	11/12/2026
DD	Steve Frensko	Park	Wages 10/05/26 to 10/18/26	$564.00	11/12/2026
DD	Jeremy Gruenhagen	Divided	October Wages (Rounds)	$2,633.59	11/12/2026
DD	W.W.O.T.A	Contracted Services	Water/Wastewater Assistance	$150.00	11/12/2026
DC	Amazon	Park	Annin Flagmakers MN State Flags-3	$288.36	11/12/2026
DC	Amazon	Hall	Zevo Flying insect traps	$43.98	11/12/2026
DC	Family Dollar	Hall	Sprite 2 Liter	$11.92	11/12/2026
DC	Hamburg Post Office	General Gov't	Postage for water bills and misc letters	$277.29	11/12/2026
DC	Hamburg Post Office	Water/Sewer	Postage for water sample	$45.30	11/12/2026
DC	Home Depot	Hall	Tile and Grout, grout colorant, Stencil Brush, Unger Brush	$83.13	11/12/2026
DC	Home Depot	Public Works	Hose, brass gooseneck shut-off valve	$100.92	11/12/2026
DC	Home Depot	Public Works	2 Pk TapCon Hex head, Anchors	$66.17	11/12/2026
DC	US Postal Service	General Gov't	City Newsletter for October 2026	$103.48	11/12/2026
23063	Jason Buckentin	Public Works	Clothing reimbursement	$196.00	11/12/2026
23064	CarQuest	Public Safety	Mini Bulb, dielectric grease, fender turn signal	$100.26	11/12/2026
23066	Carver County Attorney's Office	Public Safety	Fines Collected - 1/2 Due to Attorney's Office, Quarterly Surchar	$215.17	11/12/2026
23065	Carver Link	General Gov't	Internet Services September 2026	$40.00	11/12/2026
23067	Coordinated Business Systems	General Gov't	9/01/2026 to 9/30/2026, cloud telecom	$58.00	11/12/2026
23068	ECM Publishers Inc	General Gov't	Ordinance #174	$69.88	11/12/2026
23069	Fire Catt	Public Safety	Testing	$3,655.95	11/12/2026
23070	Gopher State One Call	General Gov't	May 2026 locates-Email ticket-10 at $1.35/September locates-7	$21.60	11/12/2026
23071	Home Solutions	Divided	16 Pack of AA Batteries, Max 4 PK Battery	$39.73	11/12/2026
23072	Loffler Companies, Inc.	General Gov't	September Copies	$157.75	11/12/2026
23073	Melchert Hubert Sjodin	General Gov't	Multiple legal matters	$1,077.15	11/12/2026
23074	Menards	Park	Wedge anchors, sch40 90 DGR belled, PVC Conduit cement, PVC	$362.18	11/12/2026
23075	Mini Biff	Parks	Mini Bif rental	$377.40	11/12/2026
23076	MN Bureau of Criminal Apprehension	Public Safety	Background Check - Michaela Rae Allen-Reserves	$15.00	11/12/2026
23077	MN Sate Fire Chief Association	Public Safety	2026 Annual Conference-Steven Siewert, Steve Buckentin, Nick I	$1,050.00	11/12/2026
23078	MNSpect	General Gov't	Permit #26HB-00016 and 26HB-00017	$110.00	11/12/2026
23079	Per Mar Security Services	Water/Sewer	Base Alarm Monitoring for WTP 10/24/26 to 1/23/27	$116.31	11/12/2026
23080	Plunkett's Pest Control	General Gov't	Pest Control Service Date 09/16/2026 - City Hall and FD	$191.49	11/12/2026
23081	RecTech	Park	Invoice #9253 10W40 Oil	$58.19	11/12/2026
23082	Waste Management	Sanitation and Recycl	30 Yard Recycle Container for September 2026	$452.78	11/12/2026
23083	Wm Mueller & Sons, Inc.	Park/Streets	Fuel for City Vehicles/Equipment	$464.69	11/12/2026
				$41,069.07	

November Claims List

CHECK #	VENDOR	FUND	CLAIM DESCRIPTION	AMOUNT	APPROVED
ACH	EFTPS	Divided	Fed, Social Security, MC - October 2026	$4,136.98	11/12/2026
ACH	MN Dept. of Revenue	Divided	State Withholding Tax Payment - October 2026	$777.00	11/12/2026
ACH	PERA	Divided	PERA Withholding/Late Fee - November 2026	$651.67	11/12/2026
ACH	HealthPartners	Divided	Health Insurance for November 2026	$4,164.62	11/12/2026
ACH	Google	General Gov't	Email Accounts (14) Administered by Google G Suite	$235.20	11/12/2026
ACH	METRONET	FD/Hall/Water	Fiber Phone Service for 10/16/26 to 11/15/26	$76.66	11/12/2026
ACH	Optum	General Gov't	4th Quarter Admin Fees for HSA Accounts	$22.50	11/12/2026
ACH	Viking Coca Cola	General Gov't	Invoice# 3999713	$310.05	11/12/2026
ACH	Xcel Energy	Divided	XCEL ENERGY-MN XCELENERGY 00130099230	$125.28	11/12/2026
ACH	Xcel Energy	Divided	XCEL ENERGY-MN XCELENERGY 00051366837	$98.59	11/12/2026
ACH	Xcel Energy	Divided	XCEL ENERGY-MN XCELENERGY 00053491855	$1,431.17	11/12/2026
ACH	Xcel Energy	Divided	XCEL ENERGY-MN XCELENERGY 00053491844	$725.41	11/12/2026
ACH	ZOOM	General Gov't	Video Conferencing 11/06/2026 - 12/05/2026	$17.33	11/12/2026
ACH	Security Bank & Trust	General Gov't	ACH Service Fees for October 2026	$20.00	11/12/2026
ACH	Verizon Wireless	Divided	City Cell Phone/Tablets Data Plan	$138.55	11/12/2026
DC	Amazon	Divided	Glovework's gloves	$48.73	11/12/2026
DC	Unhinged Pizza	General Gov't	Lunch/Dinner for Election Judges	$63.58	11/12/2026
DD	W.W.O.T.A. Inc	Water/Sewer	Water/Sewer Training & Assistance for October 2026	$150.00	11/12/2026
DD	Jason Buckentin	Divided	Wages 10/19/26 to 11/01/26	$2,222.95	11/12/2026
DD	Jenni Droege	Divided	Wages 10/19/26 to 11/01/26	$1,001.72	11/12/2026
DD	Steve Frensko	Park	Wages 10/19/26 to 11/01/26	$231.62	11/12/2026
DD	Jeremy Gruenhagen	Divided	November Wages (Rounds)	$2,572.44	11/12/2026
23084	Buckentin, Steve	Public Safety	Fire Convention reimbursement, 2026	$1,454.01	11/12/2026
23085	Canon	General Gov't	Canon Copier Gov't Contract for November 2026, imageForce	$120.49	11/12/2026
23086	Carver Link	General Gov't	Internet Services October 2026	$40.00	11/12/2026
23087	Carver County	Public Safety	2nd Half of Policing Contract	$16,101.50	11/12/2026
23088	Coordinated Business Sytems	General Gov't	Contract Rate for 10/01/2026 to 10/31/2026	$58.01	11/12/2026
23089	Core & Main	Water/Sewer	Hach Spadn, Absorbic acid, alkaline cyanide	$250.63	11/12/2026
23090	E.G.Rudd & Sons	Streets	Office setup and computations, field locate/verify existing sur	$618.00	11/12/2026
23091	Gopher State One Call	Water/Sewer	October 2026 Email Locate Tickets at $1.35	$10.80	11/12/2026
23092	Hawkins Chemical	Water	Azone 15 - EPA Reg. No. 7870-5, 75 gal	$915.17	11/12/2026
23093	Henning Excavating	Water/Sewer	Watermain break on Robert	$5,970.00	11/12/2026
23094	Home Solutions	Parks & Recreation	GAL50RV Antifreeze blend, Galv nails	$136.04	11/12/2026
23095	League of Minnesota Cities	General Gov't	Workers Comp 5/21/26 to 5/21/27	$19.00	11/12/2026
23096	Loffler Companies, Inc.	General Gov't	October Copies	$76.04	11/12/2026
23097	Mayer Lumber	Public Safety	12x20 Shed-Siding kit, overhead door, HDZ Timberline Barkwo	$6,300.00	11/12/2026
23098	Melchert-Hubert-Sjodin, PLLP	General Gov't	Trebesch, Odom's, Municipal matters	$1,047.10	11/12/2026
23099	Mini Biff	Park	Rental, weekly service, disposal fee	$414.40	11/12/2026
23100	MN Rural Water Association	Water	Membership December 2026 - November 2027	$425.00	11/12/2026
23101	MNSpect	Public Safety	Permits #26HB-00018, #26HB-00019	$103.00	11/12/2026
23102	Mackenthun, Nick	Public Safety	Fire Convention reimbursement, 2026	$968.14	11/12/2026
23103	Per Mar Security Services	Water/Sewer	Base Alarm Monitoring for WTP 12/03/26 to 3/02/27	$117.42	11/12/2026
23104	Plunkett's	General Gov't	General pest control, invoice #237201, 181 Broadway, Nov 12	$180.39	11/12/2026
23105	Right Way Plumbing	Hall	Eyewash/cold hose bib, speakman thermostatic mixing valve,	$1,625.00	11/12/2026
23106	Steven Seiwert	Public Safety	Fire Convention reimbursement, 2026	$916.46	11/12/2026
23107	Thein Well	Water	Work on Well #2 and #3	$20,667.46	11/12/2026
23108	Waste Management	Sanitation/Recycling	30 yard Demo/Disposal/Delivery	$296.04	11/12/2026
23109	WM Mueller & Sons	General Gov't	Fuel for City Vehicles, black dirt	$2,265.19	11/12/2026
				$80,317.34	

HAMBURG CITY COUNCIL MEETING
SEPTEMBER 8, 2026

Mayor Chris Lund called the Hamburg City Council Meeting to Order at 6:31 PM. Councilmembers Jessica Weber, Eric Poppler, Tim Tracy, Mitch Polzin, and City Clerk Jeremy Gruenhagen were in attendance. Others in attendance were Steven Siewert (HFD Chief) and Jason Buckentin (Public Works).

Public Comment – No Public comments.

Agenda Review and Adoption
MOTION: Councilmember Tim Tracy moved to approve the agenda as written. Seconded by Councilmember Jessica Weber. Motion was approved by all present.

Consent Agenda

- **Approve Payment of Added July Claims List ($114.42)**
- **Approve Payment of Added August Claims List ($8,141.44)**
- **Approve Payment of September Claims List ($49,275.82)**
- **Approve Minutes for August 18, 2026**
- **Approve Liability Coverage Waiver Form (LMCIT)**
- **Approve MN Lawful Gambling Exempt Permit (Central Booster Club)**
  - **October 3, 2026**
- **Approve Temporary On-Sale Liquor Licenses for Hamburg Lions**
  - **October 10, 2026 & November 20, 2026**

MOTION: Councilmember Eric Poppler moved to approve the Consent Agenda as written. Seconded by Councilmember Mitch Polzin. Motion was approved by all present.

Hamburg Fire Department

- **AED Defibrillators (CC/Hall) -** Clerk Gruenhagen stated that neither AED at the hall nor the community center is working/in-service. Both have been removed, and an AED from a Fire Truck will be stationed at either the hall or the community center based on rental status. He added that the purchase of 2 new AEDs has been added to next year's budget. Chief Siewert requested the HFD be kept in the loop.
- **Zummerfest Celebration -** Chief Siewert will order additional mini biffs for the Zummerfest Celebration (the men's bathroom is closed). The decision was made to hold the entire event at the park, including the band. Snow fencing will be installed between Trebesch's and the bar to deter any trespassing on private property. The Chief also mentioned that there are still open shifts if anyone would like to volunteer at Zummerfest.

- Approve Resolution Number 2026-07

- **MOTION: Councilmember Mitch Polzin made a motion to approve Resolution Number 2026-07 minus a section of bullet point number #3 about the snow fence by Know It All's Bar and Grill. Seconded by Councilmember Jessica Weber. Motion was approved by all present.**

Old City Business/New City Business

- **Public Nuisances (Citywide)**
  - **440 Maria Ave** - This has been completed/taken care of.
  - **421 Henrietta Ave** - This property owner was given 30 days; this will be discussed at the second September council meeting. Some work has been performed to date.
  - **152 Jacob St** - The mattresses have been removed from the driveway and placed in a trailer on the street. A letter may be sent regarding the trailer.
  - **321 Maria Ave/331 Maria Ave** - A letter will be sent stating that our ordinance doesn't specifically address this issue.
- **Parcel Split/Land Sale (Parcel 45.0281600)** - This parcel has been purchased/filed. The next step is to add property pins.
  - George Street Extension
- **Mayor/Council Wages for 2027** - Wages for neither the Mayor nor Council have increased since 2012/2013. We are considering raising the Mayor's salary from $1,500 to $2,000 and Council's from $1,000 to $1,200. This will be posted at City Hall/City Website for 10 days before the ordinance is approved.
- **Waste Management Renewal** - A representative from Waste Management presented a 5-year contract extension. Council agrees that this contract with the 5% adjustment is acceptable. Clerk Gruenhagen will reach out and get an actual agreement in print with Waste Management and present (hopefully) at the next meeting.
- **Park Bathrooms (Update)** The insurance adjuster has requested additional bids as there appear to be some discrepancies in the existing bids received. After Zummerfest and park rental, the bathrooms will be closed for the season. There is a park rental in October, and the City will provide mini biffs.
- **2027 Proposed Budget**-The Wishlist and proposed items.
  - **2026/2027 Budget Items (2027 Budgeted Items List)**
  - **Budget Workshop (September 15th)**
  - **MOTION: Councilmember Jessica Weber made a motion to approve the Budget Workshop for 5:30 PM on September 15th. Seconded by Councilmember Mitch Polzin. Motion was approved**

by all present.

- **Hold Second Council Meeting on September 22, 2026**
- **MOTION: Councilmember Eric Poppler made a motion to approve the Budget Workshop for 6:30 PM on September 22nd. Seconded by Councilmember Tim Tracy. The motion was approved by all present.**

City Council Reports

- Councilmember Eric Poppler (Parks) would like to see all mayoral/council candidates at the park for Zummerfest.
- Councilmember Jessica Weber (Buildings) had nothing further to report.
- Councilmember Tim Tracy (Water/Sewer) had nothing further to report
- Councilmember Mitch Polzin (Streets) would like an eye kept on the cameras this weekend, as last year during or after Zummerfest someone threw out many dental picks on Park Ave.
- Mayor Chris Lund: City Newsletter should drop this week. Mayor Chris Lund will not have the Mayors in time for September.

Adjourn City Council Meeting

Meeting adjourned at 7:23 PM.

MOTION: Councilmember Jessica Weber moved to adjourn the City Council meeting at 7:23 PM. Seconded by Councilmember Tim Tracy. Motion was approved by all present.

Amended/Approved on October 28, 2026

Jeremy Gruenhagen
City Clerk/Treasurer

HAMBURG CITY COUNCIL MEETING
SEPTEMBER 22, 2026

Mayor Chris Lund called the Hamburg City Council Meeting to Order at 6:30 PM. Councilmembers Jessica Weber, Eric Poppler, Tim Tracy, City Works Jason Buckentin, and City Clerk Jeremy Gruenhagen were in attendance. HFD Chief Steven Siewert will be joining online. Mitch Polzin was absent.

Public Comment – No Public comments.

Agenda Review and Adoption
MOTION: Councilmember Tim Tracy moved to approve the agenda as written. Seconded by Councilmember Jessica Weber. Motion was approved by all present.

Consent Agenda

- **Approve Payment of Added August 2026 Claims ($18,813.25)**
- **Approve Payment of Added September 2026 Claims ($46,901.18)**

MOTION: Councilmember Eric Poppler moved to approve the Consent Agenda as written. Seconded by Councilmember Jessica Weber. Motion was approved by all present.

Hamburg Fire Department

- **Shed Estimates for HFD Shed -** Chief Siewert provided 2 quotes for a storage shed to be built on the concrete pad that was poured behind the city office/fire department. The Mayor Lumber estimate was $6,300.00, and Jesse Hackbarth Construction was $7,750. He is looking for approval to proceed with the Mayor Lumber estimate.
- **MOTION: Councilmember Tim Tracy made a motion to approve the Mayor Lumber bid for the storage shed of $6300.00. Seconded by Councilmember Jessica Weber. Motion was approved by all present.**
- **Purchasing Policy – Bid Requirements -** The current purchasing limit is $2,000.00, and if over that amount, 2 quotes are needed. Chief Siewert would like to increase that amount. Clerk Gruenhagen would like to do a bit more research on this matter before any decisions can be made. He wants to verify the verbiage and state statutes. Council is open to increasing this amount and wants to revisit this subject after Clerk Gruenhagen clarifies a few things.
- **PERA Pension Benefit Level for 2027 -** Chief Siewert touched on PERA and said that they would like to increase to $2,800 or $2,900 per firefighter. That would leave the fund 106-108% vested. He asked if council has any questions. Tim Tracy asked if the HFD can provide documentation of how $100.00 increments will affect the balance. Chief Siewert stated that he has provided that information to the city but will email it to council as well. Mayor

Lund suggested addressing PERA at the same time as the final levy.

Old City Business/New City Business

- **Public Nuisances (Citywide)** - Clerk Gruenhagen stated that a few residents who were issued nuisances did not address any of their violations. He asked how council would like to proceed. Council agreed that a second round of letters should be sent to those who didn't address the issues on their property. Potentially followed by an additional violation/fine. Clerk Gruenhagen also mentioned that he would like to invite the County Attorney to a council meeting to clarify the City's options, particularly concerning fines.
- **Ordinance Number 174 - Mayor/Council Wages for 2027.** Mayor Wages set at $2,000.00, Councilmembers' Wages set at $1,200.00, and $50.00 per special meeting starting January 1, 2027.
- **MOTION: Councilmember Jessica Weber made a motion to approve Ordinance number 174, going into effect January 1, 2027. Seconded by Councilmember Tim Tracy. Motion was approved by all present.**
- **Waste Management Solid Waste & Recycling Service Agreement.** Clerk Gruenhagen mentioned that the City did receive the contract and it is quite lengthy. The fees for the large cans are estimated at around $56.00 a quarter, which seems to be comparable to other communities. This is a 5-year contract along with the CC, Park, and Hall, all at no charge (also 1 roll-off at Zummerfest and the Fish Fry). Mayor Lund also mentioned that he has been questioned as to why we have 1 choice for garbage. Chris mentioned that allowing multiple garbage companies to operate in town is very detrimental to our roads.
- **MOTION: Councilmember Tim Tracy made a motion to approve the 5-year contract with Waste Management. Seconded by Councilmember Jessica Weber. The motion was approved by all present.**

2027 Preliminary Budget

- **2027 Proposed Tax Levy and Budget** - Clerk Gruenhagen mentioned that he did add a proposed walking path for an estimated $7,500 to the budget. He stated that it would be a 6.53% tax rate increase and the City Tax Rate would increase from 89% to 93%. He asked council if there is anything else that they would like to add to the budget.
  - **2027 Budget Items/Wish List**
  - **Set Proposed Property Tax Levy/Preliminary Budget for 2027**
  - **Set Public Comment Meeting for Final 2027 Budget**
    - **December 8, 2026 @ 6:30 PM**
  - **Approve Resolution Number 2026-09 (2027 Preliminary Tax Levy)**
  - **MOTION: Councilmember Tim Tracy made a motion to approve Resolution Number 2026-09, setting the 2027 Preliminary Tax**

HAMBURG CITY COUNCIL MEETING
SEPTEMBER 22, 2026

Levy at $655,894.00 and the Public Comment Date for December 8, 2026 @ 6:30 PM. Seconded by Councilmember Jessica Weber. The motion was approved by all present.

City Council Reports

- Councilmember Eric Poppler (Parks) had nothing further to report.
- Councilmember Jessica Weber (Buildings) had nothing further to report.
- Councilmember Tim Tracy (Water/Sewer) had nothing further to report
- Councilmember Mitch Polzin (Streets) was absent.
- Mayor Chris Lund: City Newsletter should drop this week.

Adjourn City Council Meeting

Meeting adjourned at 6:56 PM.

MOTION: Councilmember Jessica Weber moved to adjourn the City Council meeting at 6:56 PM. Seconded by Councilmember Tim Tracy. Motion was approved by all present.

Amended/Approved on October 29, 2026

Jeremy Gruenhagen
City Clerk/Treasurer

CITY OF HAMBURG
TIME-OFF REQUEST FORM

Today's Date: November 10, 2026

Employee Name: Jeremy Gruenhagen

Dates Requesting Time-Off: November 10, 12, 17, 23 (Off at 3:30)
November 30 (Off at 3:00)

How many **Vacation** hours will be used? 8

How many **Compensation** hours will be used? 0

Is there a **Holiday** during your time off? No

Will there be any time off **without pay**? No

Will there be any scheduled **Sick Leave** used? No

Are you requesting more then three consecutive days off? No

- If yes, you must receive City Council approval.

City Council Approval

Date of Council Meeting: November 12, 2026

Was vacation request approved? _____

- If no, reason request was denied: _____

Jeremy Gruenhagen — Employee Signature — 11-10-2026 — Date

City Clerk/Treasurer — Date

Mayor — Date

Hamburg
Est. 1883

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

	Beginning Balance 1/1/2026	2026 Budget Income	2026 Budget Expense	Budget Year-End Balance	Total Income Received	2026 Total Expenses	Ending Balance 9/30/2026
General Fund	**$569,696.76**	**$695,845.00**	**$827,063.00**	**$438,478.76**	**$461,961.69**	**$539,401.57**	**$492,256.88**
General Gov't			$509,725.00			$288,849.21	
Public Safety (Fire Dept.)			$136,603.00			$103,296.74	
Public Works (Streets)			$60,900.00			$62,375.98	
Sanitation & Recycling			$13,500.00			$3,974.94	
Parks & Recreation			$57,970.00			$34,384.09	
Comm. Hall			$48,365.00			$46,520.61	
Special Revenue Funds	**$365,566.92**	**$225,300.00**	**$0.00**	**$590,866.92**	**$59,998.87**	**$0.00**	**$425,565.79**
City Of Hamburg (Savings)	$341,472.54	$198,300.00	$0.00	$539,772.54	$3,331.00	$0.00	$344,803.54
*Equipment Replacement Fund	$49,497.35	$5,000.00	$0.00	**$54,497.35**	$0.00	$0.00	$49,497.35
*City Maintenance Fund	$12,297.00	$0.00	$0.00	**$12,297.00**	$0.00	$0.00	$12,297.00
*Street Improvements (Repairs)	$236,078.00	$123,500.00	$0.00	**$359,578.00**	$0.00	$0.00	$236,078.00
*Park Pavement	$10,000.00	$10,000.00	$0.00	**$20,000.00**	$0.00	$0.00	$10,000.00
*City 150th Celebration	$0.00	$5,000.00	$0.00	**$5,000.00**	$0.00	$0.00	$0.00
*Water Tower	$0.00	$0.00	$0.00	**$0.00**	$0.00	$0.00	$0.00
*Interest	$33,600.19	$4,800.00	$0.00	**$38,400.19**	$3,331.00	$0.00	$36,931.19
*Transfers In (Out)	$0.00	$50,000.00	$0.00	**$50,000.00**	$0.00	$0.00	$0.00
Fire Equipment CD	$24,094.38	$27,000.00	$0.00	$51,094.38	$56,667.87	$0.00	$80,762.25
*Fire Truck Replacement	$0.00	$20,000.00	$0.00	**$20,000.00**	$20,000.00	$0.00	$20,000.00
*Radio Replacement	$21,000.00	$0.00	$0.00	**$21,000.00**	$0.00	$0.00	$21,000.00
*Fire Equipment	$356.25	$6,000.00	$0.00	**$6,356.25**	$34,000.00	$0.00	$34,356.25
*Interest	$2,738.13	$1,000.00	$0.00	**$3,738.13**	$2,667.87	$0.00	$5,406.00
Debt Service	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**
Total (Tax Revenue Funds)	**$935,263.68**	**$921,145.00**	**$827,063.00**	**$1,029,345.68**	**$521,960.56**	**$539,401.57**	**$917,822.67**
Enterprise Funds							
Water	$68,678.93	$202,430.00	$182,921.00	$88,187.93	$152,767.08	$148,766.53	$72,679.48
Sewer	$335,580.46	$83,482.00	$95,527.00	$323,535.46	$63,851.67	$171,041.32	$228,390.81
Storm Water	$87,831.58	$72,310.00	$77,590.00	$82,551.58	$53,404.74	$77,494.85	$63,741.47
Total (Enterprise Funds)	**$492,090.97**	**$358,222.00**	**$356,038.00**	**$494,274.97**	**$270,023.49**	**$397,302.70**	**$364,811.76**
Totals	**$1,427,354.65**	**$1,279,367.00**	**$1,183,101.00**	**$1,523,620.65**	**$791,984.05**	**$936,704.27**	**$1,282,634.43**

Debt Summary	Remaining Balance 1/1/2026	Remaining Assessment 1/1/2026	Cash & Investments	2025 Principle Payments	Date Due	Maturity Date	Unfunded Balance 1/31/2026
Sanitary Sewer Improvements	$40,088.23	$23,997.00	$0.00	$17,000.00	**2/20/26 & 8/20/26**	**8/20/2028**	($908.77)
Storm Water Improvements	$485,000.00	$0.00	$0.00	$65,000.00	**2/1/26 & 8/1/26**	**2/1/2032**	$420,000.00
Water Tower/Water Main Imp Project	$1,108,000.00	$0.00	$0.00	$53,000.00	**2/20/26 & 8/20/26**	**8/20/2044**	$1,055,000.00
Totals	**$1,633,088.23**	**$23,997.00**	**$0.00**	**$135,000.00**			**$1,474,091.23**

Cash Flow Actuals

	January	February	March	April	May	June	July	August	September	Totals
Beg. Balance	**$1,427,354.65**	**$1,351,179.70**	**$1,236,056.37**	**$1,191,210.36**	**$1,165,851.93**	**$1,145,523.33**	**$1,086,318.74**	**$1,370,551.36**	**$1,349,023.20**	**$1,281,898.19**
Income										
Property Taxes	$66.39	$0.00	$0.00	$0.00	$0.00	$0.00	$323,570.33	$0.00	$0.00	$323,636.72
Licenses & Permits	$91.00	$86.00	$91.00	$91.00	$267.00	$1,658.00	$10.00	$248.00	$167.00	$2,709.00
Intergov't Receipts (Aids)	$2,368.32	$0.00	$0.00	$0.00	$0.00	$0.00	$57,139.50	$0.00	$0.00	$59,507.82
Charges for Services										
Assessment Searches	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Comm Ctr Rentals	$150.00	$0.00	$350.00	$0.00	$600.00	$325.00	$0.00	$175.00	$525.00	$2,125.00
Township Contribution	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$30,933.59	$0.00	$0.00	$30,933.59
Fire Dept. Revenues	$0.00	$0.00	$767.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$767.00
Park Rentals	$100.00	$200.00	$0.00	$0.00	$750.00	$100.00	$0.00	$250.00	$0.00	$1,400.00
Hall Receipts	$3,167.30	$1,476.60	$553.70	$1,863.10	$900.00	$403.90	$757.00	$2,050.00	$1,849.00	$13,020.60
Fines	$0.00	$233.32	$153.32	$76.66	$39.99	$53.32	$133.32	$36.66	$0.00	$726.59
Misc. Receipts/Donations	$3,300.00	$3,262.97	$38.00	$0.00	$0.00	$12,301.80	$177.00	$5,263.35	$4.25	$24,347.37
Other Receipts										
Insurance Recovery	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Interest Income (Checking)	$260.53	$205.16	$210.31	$188.04	$174.36	$182.42	$251.86	$242.68	$222.99	$1,938.35
Interest Income (Savings)	$502.59	$0.00	$1,094.58	$707.37	$0.00	$1,110.29	$721.67	$0.00	$1,126.13	$5,262.63
Transfers In	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Transfers In (Savings)	$54,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$54,000.00
Debt Proceeds/Sale of Assets	$0.00	$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	$3,149.87	$0.00	$0.00	$3,149.87
Water Service	$15,010.08	$15,795.10	$18,992.75	$17,277.10	$17,163.36	$20,383.40	$13,245.04	$19,552.43	$15,347.82	$152,767.08
Sewer Service	$6,591.41	$5,943.36	$7,234.21	$8,103.01	$7,046.35	$7,449.51	$4,533.71	$7,290.38	$7,359.51	$61,551.45
Storm Water	$5,511.87	$5,867.50	$6,792.41	$6,472.53	$6,288.48	$6,501.39	$4,440.92	$6,238.76	$5,290.88	$53,404.74
	$91,119.49	**$33,070.01**	**$36,277.28**	**$34,778.81**	**$33,229.54**	**$50,469.03**	**$439,063.81**	**$41,347.26**	**$31,892.58**	**$791,247.81**
Expenses										
General Gov't	$26,155.01	$22,493.65	$39,347.18	$18,314.94	$20,241.47	$19,007.88	$25,329.60	$18,606.97	$45,346.51	$234,843.21
Public Safety	$2,236.69	$2,499.38	$9,809.56	$19,263.04	$9,371.24	$38,368.55	$9,343.43	$8,156.82	$4,248.03	$103,296.74
Public Works	$1,570.84	$2,452.05	$7,073.01	$1,602.04	$5,113.15	$20,113.82	$2,720.94	$20,176.56	$1,553.57	$62,375.98
Sanitation & Recycling	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$3,974.94	$3,974.94
Park & Recreation	$1,048.50	$1,410.12	$4,285.78	$1,919.06	$4,149.04	$4,484.91	$5,986.43	$4,511.60	$6,588.65	$34,384.09
Hall Expenses	$2,586.96	$5,971.37	$3,069.72	$2,432.70	$6,271.04	$16,777.02	$2,762.83	$648.54	$6,000.43	$46,520.61
Debt Service	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Capital Project Funds	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Transfers Out	$54,006.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$54,006.00
Transfer to Savings	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Water	$5,506.47	$4,021.51	$12,860.26	$12,245.27	$5,407.06	$4,928.06	$10,944.13	$6,547.33	$17,553.79	$80,013.88
Sewer	$4,026.47	$103,526.01	$4,677.78	$4,360.19	$2,977.64	$5,993.38	$16,497.08	$4,227.60	$7,251.67	$153,537.82
Storm Water	$0.00	$27.50	$0.00	$0.00	$27.50	$0.00	$850.00	$0.00	$6,500.00	$7,405.00
Total Expenses	**$97,136.94**	**$142,401.59**	**$81,123.29**	**$60,137.24**	**$53,558.14**	**$109,673.62**	**$74,434.44**	**$62,875.42**	**$99,017.59**	**$780,358.27**
Other Expenses (DEBT)										
Water Imp. Bonds (2019B)	$4,384.84	$0.00	$0.00	$0.00	$0.00	$0.00	$287.81	$0.00	$0.00	$4,672.65
Water Tower Project	$0.00	$5,540.00	$0.00	$0.00	$0.00	$0.00	$58,540.00	$0.00	$0.00	$64,080.00
Sewer Imp. Bonds (2011)	$0.00	$251.75	$0.00	$0.00	$0.00	$0.00	$17,251.75	$0.00	$0.00	$17,503.50
Storm Water Imp. Bonds (2019B)	$65,772.66	$0.00	$0.00	$0.00	$0.00	$0.00	$4,317.19	$0.00	$0.00	$70,089.85
Total Other Expenses	**$70,157.50**	**$5,791.75**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$80,396.75**	**$0.00**	**$0.00**	**$156,346.00**
Checking Balance	**$1,351,179.70**	**$1,236,056.37**	**$1,191,210.36**	**$1,165,851.93**	**$1,145,523.33**	**$1,086,318.74**	**$1,370,551.36**	**$1,349,023.20**	**$1,281,898.19**	**$1,281,898.19**
Net Income (Loss)	($76,174.95)	($115,123.33)	($44,846.01)	($25,358.43)	($20,328.60)	($59,204.59)	$284,232.62	($21,528.16)	($67,125.01)	($145,456.46)

Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 1600, St. Paul, MN 55101
651-201-7507 TTY 651-282-6555

APPLICATION AND PERMIT FOR A 1 DAY TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE

Name of organization	Date organized	Tax-exempt number
Hamburg Lions	1982	

Organization Address (No PO Boxes)	City	State	Zip Code
181 Broadway Avenue	Hamburg	MN	55339

Name of person making application	Business phone	Home phone
Robert J Gregonis		952.367.7089

Date(s) of event: December 12, 2026

Type of organization: ☐ Mircodistillery ☐ Small Brewer ☒ Club ☐ Charitable ☐ Religious ☐ Other non-profit

Organization officer's name	City	State	Zip Code
Chris Lund	Hamburg	MN	55339
Robert Gregonis	Hamburg	MN	55339

Location where permit will be used. If an outdoor area, describe.
Hamburg Community Hall

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.
Hamburg Community Hall

If the applicant will carry liquor liability insurance, please provide the carrier's name and amount of coverage
West Bend Mutual Insurance 1 Million, DPS 2 Million Aggregate

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City of Hamburg
City or County approving the license

November 12, 2026
Date Approved

No fee
Fee Amount

December 12, 2026
Permit Date

Event in conjunction with a community festival ☐ Yes ☒ No

CityAdmin@cityofhamburgmn.com
City or County E-mail Address

572
Current population of city

Jeremy Gruenhagen
Please Print Name of City Clerk or Count Official

Signature City Clerk or County Official

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event
No Temp Applications faxed or mailed. Only emailed.
ONE SUBMISSION PER EMAIL, APPLICATION ONLY.
PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. ***E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US***

Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 1600, St. Paul, MN 55101
651-201-7507 TTY 651-282-6555

APPLICATION AND PERMIT FOR A 1 DAY
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE

Name of organization	Date organized	Tax-exempt number
Hamburg Lions	1982	

Organization Address (No PO Boxes)	City	State	Zip Code
181 Broadway Avenue	Hamburg	MN	55339

Name of person making application	Business phone	Home phone
Robert J Gregonis		952.367.7089

Date(s) of event: January 16, 2027

Type of organization [ ] Mircodistillery [ ] Small Brewer
[X] Club [ ] Charitable [ ] Religious [ ] Other non-profit

Organization officer's name	City	State	Zip Code
Chris Lund	Hamburg	MN	55339
Robert Gregonis	Hamburg	MN	55339

Location where permit will be used. If an outdoor area, describe.
Hamburg Community Hall

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.
Hamburg Community Hall

If the applicant will carry liquor liability insurance, please provide the carrier's name and amount of coverage
West Bend Mutual Insurance 1 Million, DPS 2 Million Aggregate

APPROVAL
APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City of Hamburg
City or County approving the license

November 12, 2026
Date Approved

No fee
Fee Amount

January 16, 2027
Permit Date

Event in conjunction with a community festival [ ] Yes [X] No

CityAdmin@cityofhamburgmn.com
City or County E-mail Address

572
Current population of city

Jeremy Gruenhagen
Please Print Name of City Clerk or Count Official

Signature City Clerk or County Official

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event
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Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 1600, St. Paul, MN 55101
651-201-7507 TTY 651-282-6555

APPLICATION AND PERMIT FOR A 1 DAY
4 DAY TEMPORARY ON-SALE LIQUOR LICENSE (WINE/BEER)

Name of organization	Date organized	Tax-exempt number
Hamburg Lions	1982	

Organization Address (No PO Boxes)	City	State	Zip Code
181 Broadway Avenue	Hamburg	MN	55339

Name of person making application	Business phone	Home phone
Robert J Gregonis		952.367.7089

Date(s) of event: January 23, 2027

Type of organization: [ ] Mircodistillery [ ] Small Brewer [X] Club [ ] Charitable [ ] Religious [ ] Other non-profit

Organization officer's name	City	State	Zip Code
Chris Lund	Hamburg	MN	55339
Robert Gregonis	Hamburg	MN	55339

Location where permit will be used. If an outdoor area, describe.
Hamburg Community Hall

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.
Hamburg Community Hall

If the applicant will carry liquor liability insurance, please provide the carrier's name and amount of coverage
West Bend Mutual Insurance 1 Million, DPS 2 Million Aggregate

APPROVAL
APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City of Hamburg
City or County approving the license

November 12, 2026
Date Approved

No fee
Fee Amount

January 23, 2027
Permit Date

Event in conjunction with a community festival [ ] Yes [X] No

CityAdmin@cityofhamburgmn.com
City or County E-mail Address

572
Current population of city

Jeremy Gruenhagen
Please Print Name of City Clerk or Count Official

Signature City Clerk or County Official

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event
No Temp Applications faxed or mailed. Only emailed.
ONE SUBMISSION PER EMAIL, APPLICATION ONLY.
PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. ***E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US***

Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 1600, St. Paul, MN 55101
651-201-7507 TTY 651-282-6555

APPLICATION AND PERMIT FOR A 1 DAY TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE

Name of organization	Date organized	Tax-exempt number
Hamburg Lions	1982	

Organization Address (No PO Boxes)	City	State	Zip Code
181 Broadway Avenue	Hamburg	MN	55339

Name of person making application	Business phone	Home phone
Robert J Gregonis		952.367.7089

Date(s) of event: January 30, 2027

Type of organization: [ ] Mircodistillery [ ] Small Brewer [X] Club [ ] Charitable [ ] Religious [ ] Other non-profit

Organization officer's name	City	State	Zip Code
Chris Lund	Hamburg	MN	55339
Robert Gregonis	Hamburg	MN	55339

Location where permit will be used. If an outdoor area, describe.
Hamburg Community Hall

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.
Hamburg Community Hall

If the applicant will carry liquor liability insurance, please provide the carrier's name and amount of coverage
West Bend Mutual Insurance 1 Million, DPS 2 Million Aggregate

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City of Hamburg
City or County approving the license

November 12, 2026
Date Approved

No fee
Fee Amount

January 30, 2027
Permit Date

Event in conjunction with a community festival [ ] Yes [X] No

CityAdmin@cityofhamburgmn.com
City or County E-mail Address

572
Current population of city

Jeremy Gruenhagen
Please Print Name of City Clerk or Count Official

Signature City Clerk or County Official

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event
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Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 1600, St. Paul, MN 55101
651-201-7507 TTY 651-282-6555

APPLICATION AND PERMIT FOR A 1 DAY
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE

Name of organization	Date organized	Tax-exempt number
Hamburg Lions	1982	

Organization Address (No PO Boxes)	City	State	Zip Code
181 Broadway Avenue	Hamburg	MN	55339

Name of person making application	Business phone	Home phone
Robert J Gregonis		952.367.7089

Date(s) of event: February 6, 2027

Type of organization: [ ] Mircodistillery [ ] Small Brewer [X] Club [ ] Charitable [ ] Religious [ ] Other non-profit

Organization officer's name	City	State	Zip Code
Chris Lund	Hamburg	MN	55339
Robert Gregonis	Hamburg	MN	55339

Location where permit will be used. If an outdoor area, describe.
Hamburg Community Hall

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.
Hamburg Community Hall

If the applicant will carry liquor liability insurance, please provide the carrier's name and amount of coverage
West Bend Mutual Insurance 1 Million, DPS 2 Million Aggregate

APPROVAL
APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City of Hamburg
City or County approving the license

November 12, 2026
Date Approved

No fee
Fee Amount

February 6, 2027
Permit Date

Event in conjunction with a community festival [ ] Yes [X] No

CityAdmin@cityofhamburgmn.com
City or County E-mail Address

572
Current population of city

Jeremy Gruenhagen
Please Print Name of City Clerk or Count Official

Signature City Clerk or County Official

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event
No Temp Applications faxed or mailed. Only emailed.
ONE SUBMISSION PER EMAIL, APPLICATION ONLY.
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MINNESOTA LAWFUL GAMBLING

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than $50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be $1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **$100**; otherwise the fee is **$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Green Isle Sportsmens Club

Previous Gambling Permit Number: X- 02416-25-004

Minnesota Tax ID Number, if any:

Federal Employer ID Number (FEIN), if any: 41-1471970

Mailing Address: 36287 180th Street

City: Green Isle State: MN Zip: 55338 County: Sibley

Name of Chief Executive Officer (CEO): Kipp Thebesch JR

CEO Daytime Phone: 952-412-8156 CEO Email: Kippthebe@gmail.com

(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): greenislesportsmansclub@gmail.com

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☐ **A current calendar year Certificate of Good Standing**
Don't have a copy? Obtain this certificate from:
MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103
Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767

☐ **IRS income tax exemption (501(c)) letter in your organization's name**
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
If your organization falls under a parent organization, attach copies of both of the following:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Hamburg Community Hall

Physical Address (do not use P.O. box): 351 Henrietta Ave

Check one:

☒ City: Hamburg Zip: 55339 County: Carver

☐ Township: Zip: County:

Date(s) of activity (for raffles, indicate the date of the drawing): January 30, 2027

Check each type of gambling activity that your organization will conduct:

☐ Bingo ☐ Paddlewheels ☐ Pull-Tabs ☐ Tipboards ☒ Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to ***www.mn.gov/gcb*** and click on ***Distributors*** under the ***List of Licensees*** tab, or call 651-539-1900.

LG220 Application for Exempt Permit

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

CITY APPROVAL
for a gambling premises located within city limits

☐ The application is acknowledged with no waiting period.

☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).

☐ The application is denied.

Print City Name: _____

Signature of City Personnel:

_____

Title: _____ Date: _____

The city or county must sign before submitting application to the Gambling Control Board.

COUNTY APPROVAL
for a gambling premises located in a township

☐ The application is acknowledged with no waiting period.

☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.

☐ The application is denied.

Print County Name: _____

Signature of County Personnel:

_____

Title: _____ Date: _____

TOWNSHIP (if required by the county)
On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: _____ Date: 11/3/26
(Signature must be CEO's signature; designee may not sign)

Print Name: _____

REQUIREMENTS

Complete a separate application for:
- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:
A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

____ a copy of your proof of nonprofit status; and

____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **$100**; otherwise the fee is **$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?
Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than $50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be $1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **$100**; otherwise the fee is **$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: The Young America Baseball Club, Inc.

Previous Gambling Permit Number: X- X-10010-25-018

Minnesota Tax ID Number, if any: _____

Federal Employer ID Number (FEIN), if any: 26-4682568

Mailing Address: 11 Central Avenue North

City: Norwood Young America State: MN Zip: 55397 County: Carver

Name of Chief Executive Officer (CEO): Chad D. Eischens

CEO Daytime Phone: 612-384-7226 CEO Email: cseischens@aol.com

(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☑ Fraternal ☐ Religious ☐ Veterans ☐ Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☑ **A current calendar year Certificate of Good Standing**
Don't have a copy? Obtain this certificate from:
MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103

Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767

☐ **IRS income tax exemption (501(c)) letter in your organization's name**
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
If your organization falls under a parent organization, attach copies of both of the following:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Hamburg Community Hall

Physical Address (do not use P.O. box): 351 Henrietta Ave

Check one:

☑ City: Hamburg Zip: MN County: 55339

☐ Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): February 13, 2027

Check each type of gambling activity that your organization will conduct:

☐ Bingo ☐ Paddlewheels ☐ Pull-Tabs ☐ Tipboards ☑ Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to ***www.mn.gov/gcb*** and click on ***Distributors*** under the ***List of Licensees*** tab, or call 651-539-1900.

LG220 Application for Exempt Permit

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

CITY APPROVAL for a gambling premises located within city limits

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- ☐ The application is denied.

Print City Name: Hamburg

Signature of City Personnel:

Title: _____ Date: _____

The city or county must sign before submitting application to the Gambling Control Board.

COUNTY APPROVAL for a gambling premises located in a township

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- ☐ The application is denied.

Print County Name: _____

Signature of County Personnel:

Title: _____ Date: _____

TOWNSHIP (if required by the county)
On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: _____ Date: 11/3/26
(Signature must be CEO's signature; designee may not sign)

Print Name: Chad D. Eischens

REQUIREMENTS

Complete a separate application for:
- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:
A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

____ a copy of your proof of nonprofit status; and

____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **$100**; otherwise the fee is **$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?
Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.

CITY OF HAMBURG
City Clerk/Treasurer – PO Box 248
181 Broadway Ave., Hamburg, MN 55339

City Office: *(952) 467-3232* ***Fax:*** *(952) 467-3119* ***TDD:*** *711*
Email: *CityAdmin@CityofHamburgmn.com* ***City Website:*** *CityofHamburgmn.com*

CONTRACT FOR SNOWPLOWING

Whereas, this is a binding contract between the City of Hamburg and Wm. Mueller & Sons.

Whereas, the City agrees to contract with Wm. Mueller & Sons for the plowing of snow and sanding/salting of the City's streets for the 2026-2028 snow seasons (November 12, 2026 to May 31, 2028).

Whereas, Wm. Mueller & Sons agrees to plow snow and sand/salt the city streets in Hamburg for the 2026-2028 snow seasons (November 12, 2026 to May 31, 2028) on the discretion of Wm. Mueller & Sons and the City of Hamburg. The city streets will be plowed and sanded/salted, by Wm. Mueller & Sons, to the best ability of manpower and equipment available and as best seen fit by Wm. Mueller & Sons and the City of Hamburg.

Whereas, the following rates will apply:

Blade Rate with Plow & Wing	$200.00/Hr.
Sand Truck Rate with Plow & Wing	$200.00/Hr.
Loader Rate (966)	$215.00/Hr.
Truck Rate (Tri-axle)	$140.00/Hr.
Truck Rate (Quad)	$140.00/Hr.
Truck & Sander Rate	$140.00/Hr.
Salt Sand Mix	$65.00/Ton
Pure Salt Mix	$120.00/Ton

Therefore, Be It Resolved, this agreement is a binding agreement with the City of Hamburg and Wm. Mueller & Sons and is effective as of November 12, 2026.

_____
Jeremy Gruenhagen, City Clerk-Treas.

_____
Chris Lund, Mayor

_____
Tim Mueller, Wm. Mueller & Sons

Hamburg
Est. 1883

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

CITY OF HAMBURG
City Clerk/Treasurer – PO Box 248
181 Broadway Ave., Hamburg, MN 55339

City Office: *(952) 467-3232* ***Fax:*** *(952) 467-3119* ***TDD:*** *711*
Email: *CityAdmin@CityofHamburgmn.com* ***City Website:*** *CityofHamburgmn.com*

CONTRACT FOR SNOWPLOWING

Whereas, this is a binding contract between the City of Hamburg and Wm. Mueller & Sons.

Whereas, the City agrees to contract with Wm. Mueller & Sons for the plowing of snow and sanding/salting of the City's streets for the 2024-2026 snow seasons (November 12, 2024 to May 31, 2026).

Whereas, Wm. Mueller & Sons agrees to plow snow and sand/salt the city streets in Hamburg for the 2024-2026 snow seasons (November 12, 2024 to May 31, 2026) on the discretion of Wm. Mueller & Sons and the City of Hamburg. The city streets will be plowed and sanded/salted, by Wm. Mueller & Sons, to the best ability of manpower and equipment available and as best seen fit by Wm. Mueller & Sons and the City of Hamburg.

Whereas, the following rates will apply:

Blade Rate with Plow & Wing	$190.00/Hr.	200.00
Sand Truck Rate with Plow & Wing	$190.00/Hr.	200.00
Loader Rate (966)	$210.00/Hr.	215.00
Truck Rate (Tri-axle)	$130.00/Hr.	140.00
Truck Rate (Quad)	$130.00/Hr.	140.00
Truck & Sander Rate	$130.00/Hr.	140.00
Salt Sand Mix	$65.00/Ton	65.00
Pure Salt Mix	$120.00/Ton	120.00

Therefore, Be It Resolved, this agreement is a binding agreement with the City of Hamburg and Wm. Mueller & Sons and is effective as of November 12, 2024.

Jeremy Gruenhagen, City Clerk-Treas.

Chris Lund, Mayor

Tim Mueller, Wm. Mueller & Sons

Hamburg
Est. 1883

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

2027 PROSECUTION CONTRACT

THIS JOINT POWERS AGREEMENT is made and entered into between the Carver County Attorney, the Carver County Board of Commissioners, a political subdivision of the State of Minnesota, and the City of Hamburg, a municipal corporation organized under the laws of the State of Minnesota, to provide for prosecution of statutory gross misdemeanor, misdemeanor and petty misdemeanor violations, other than liquor law violations directly involving establishments, organizations or individuals with liquor licenses or permits issued by the City of Hamburg and also to provide for prosecution of municipal traffic and parking ordinance violations.

WHEREAS, Minnesota Statutes Section 471.59 authorizes governmental units in the State of Minnesota to enter into agreements by resolution with any other governmental unit to perform on behalf of that unit any service or function which that unit would be authorized to provide for itself; and

WHEREAS, Minnesota Statutes Section 484.87, Subdivision 3, provides that statutory gross misdemeanor, misdemeanor, petty misdemeanor violations and municipal ordinance violations in the counties of Anoka, Carver, Dakota, Scott and Washington shall be prosecuted by the attorney of the municipality where the violation is alleged to have occurred and further provides that municipalities may enter into three party agreements with the County Board and the County Attorney to provide for prosecution services for criminal offenses; and

WHEREAS, each of the parties hereto desires to enter into this Joint Powers Agreement and has, through the actions of its respective governing bodies, been duly authorized to enter into this Joint Powers Agreement for the purposes hereinafter stated;

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, it is hereby agreed by and between the County of Carver, through the Board of Commissioners, the Carver County Attorney, and the City of Hamburg, through its Council, that:

1. Enabling Authority.

Minnesota Statutes Section 471.59 authorizes two or more governmental units to jointly exercise any power common to the contracting parties. Minnesota Statutes Section 484.87, Subdivision 3 authorizes the City of Hamburg to enter into an agreement with the County of Carver and the Office of the Carver County Attorney to provide for prosecution services for criminal offenses.

2. Purpose

Provide for prosecution of statutory gross misdemeanor, misdemeanor and petty misdemeanor violations, other than liquor law violations directly involving establishments, organizations or individuals with liquor licenses or permits issued by the City of Hamburg and also to provide for prosecution of municipal traffic and parking ordinance violations.

3. Services.

The Carver County Attorney's Office shall prosecute statutory gross misdemeanor, misdemeanor, petty misdemeanor violations and, any other criminal municipal ordinance violation. The Carver County Attorney shall also prosecute all municipal traffic and parking ordinance violations allegedly occurring within the jurisdiction of the municipality and within Carver County.

4. Term.

Prosecution services shall be rendered by the Carver County Attorney's Office commencing January 1, 2027, and extending through December 31, 2027.

5. Payment for Services.

In consideration for prosecution services being rendered, the County shall collect one-half (1/2) of all funds allocated pursuant to Minnesota Statute Section 484.90, Subdivision 6(a)(1) (fines that the court administers allocates 100% to the fines to the city or town in which the offense was committed) and one-third (1/3) allocated pursuant to Minnesota Statute Section 484.90, Subdivision 6(a)(2) (fines that the court administers allocates two-thirds to the fines to the city or town in which the offense was committed). An additional surcharge calculated on the percentage of cases and fine revenue in the amount of $949.03 is to be paid by the City of Hamburg to the Carver County Attorney's Office in four equal installments by April 15, 2027, July 15, 2027, October 15, 2027 and January 15, 2028.

6. Ordinances.

The City shall forward current traffic ordinances to the Carver County Attorney's Office and immediately inform the County Attorney of any changes made during the contract period.

7. Data.

All data collected, created, received, maintained or disseminated in any form for any purposes by the activities of this Agreement is governed by the Minnesota Data Practices Act, Minnesota Statute Section 13, or the appropriate Rules of Court and shall only be shared pursuant to laws governing that particular data.

8. Audit.

Pursuant to Minnesota Statute Section 16C.05, Subdivision 5, the parties agree that the State Auditor or any duly authorized representative at that time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit,

excerpt, and transcribe any books, documents, papers, records, etc. which are pertinent to the accounting practices and procedures related to this Agreement. All such records shall be maintained for a period of six (6) years from the date of termination of this Agreement.

9. Indemnification.

Each party shall be liable for its own acts to the extent provided by law and hereby agrees to indemnify, hold harmless and defend the other, its officers and employees against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney's fees which the other, its officers and employee may hereafter sustain, incur or be required to pay, arising out of or by reason of any act or omission of the party, its agents, servants or employees, in the execution or performance or failure to adequately perform its obligations pursuant to this Agreement.

It is understood and agreed that liability shall be limited by the provisions of Minnesota Statutes Chapter 466. This Agreement *to* indemnify and hold harmless does not constitute a waiver by any participant *of* limitations on liability provided under Minnesota Statutes Section 466.04.

It is further understood that Minnesota 471.59, Subd. 1a applies to this Agreement. To the full extent permitted by law, actions by the parties pursuant to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the parties that they shall be deemed a "single governmental unit" for the purposes of liability, all as set forth in Minnesota Statutes Section 471.59, Subd. la(a); provided further that for purposes of that statute, each party to this Agreement expressly declines responsibility for the acts or omissions of the other party.

Each party agrees to promptly notify the other party if it knows or becomes aware of any facts or allegations reasonably giving rise to actual or potential liability, claims, causes of action, judgments, damages, losses, costs or expenses, including attorney's fees, involving or reasonably likely to involve the other party, and arising out of acts or omissions related to this Agreement.

10. Nonwaiver, Severability and Applicable Laws.

Nothing in this Agreement shall constitute a waiver by the parties of any statute of limitation or exceptions on liability.

If any part of this Agreement is deemed invalid such shall not affect the remainder unless it shall substantially impair the value of the Agreement with respect to either party. The parties agree to substitute for the invalid provision a valid one that most closely approximates the intent of the Agreement.

The laws of the State of Minnesota apply to this Agreement.

11. Termination.

This Agreement shall terminate of its own accord without further action taken or notice given by either party at midnight, December 31, 2027.

12. Merger and Modification.

It is understood and agreed that the entire Agreement between the parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof. All items referred to in this Agreement are incorporated or attached and are deemed to be part of this Agreement.

Any alterations, variations, modifications, or waivers of provisions of this Agreement shall only be valid when they have been reduced to writing as an amendment to this Agreement and signed by the parties hereto.

Space Intentionally Left Blank

IN WITNESS WHEREOF, each of the parties has caused this Agreement to be executed by its appropriate officers and with the consent and approval of its appropriate governing bodies.

CITY OF HAMBURG

BY: _____
Mayor

Date: _____

IN PRESENCE OF:

_____
City Clerk

Date: _____

COUNTY ATTORNEY

_____
Mark Metz
Carver County Attorney

Date: _____

IN PRESENCE OF:

COUNTY OF CARVER

BY: _____
Dave Hemze
County Administrator

Date: _____

CONTRACT FOR POLICE SERVICES
Hamburg

THIS AGREEMENT, made and entered into this day of , by and between the County of Carver, through its Sheriff's Office (hereinafter, "County"), and the City of Hamburg (hereinafter, the "City"), and, collectively known as the "parties".

WHEREAS, the City desires to enter into a contract with the County whereby the County will provide police services within the boundaries of the City; and

WHEREAS, the County agrees to render such services upon the terms and conditions hereinafter set forth; and

WHEREAS, Minnesota Statutes Section 471.59 authorizes governmental units in the State of Minnesota to enter into agreements with any other governmental unit to perform on behalf of that unit any service or function which that unit would be authorized to provide for itself; and

WHEREAS, Minnesota Statutes, Section 436.05 allows the sheriff of any county to contract for the furnishing of police service to a municipality; and

WHEREAS, this Agreement is authorized by Minnesota Statute, Section 471.59, 436.05,

NOW, THEREFORE, it is agreed between the parties as follows:

ARTICLE I

PURPOSE: The purpose of this Agreement is to secure police services for the City in the manner as hereinafter set forth.

ARTICLE II

1. POLICE SERVICES. The County agrees to provide regionalized police service within the corporate limits of the City of Hamburg in partnership with the cities of Norwood Young America and Cologne to the extent and in the manner set forth below:

   1.1 Police services to be provided under this contract shall encompass those police duties and functions within the above-mentioned cities corporate limits of which the Sheriff and his duly assigned deputies shall exercise all the police powers and duties of city police officers as provided by Minnesota Statutes, Section 436.05.

   1.2 The County shall solicit City input related to assignment of personnel before making assignments. The County shall give thoughtful consideration to the City's input and shall retain the full and unrestricted right to assign personnel as necessary.

1.3 The County shall pay for all training costs associated with assigned personnel to maintain POST licensure and any other agency authorized training.

1.4 At a minimum, the County shall provide the City with monthly, quarterly, and annual reports including but not limited to calls for service by offense type, hour of the day, and day of the week. Such reports shall include an arrest summary, traffic citation summary, and verbal warning summary. Additionally, the County shall provide monthly, quarterly, and annual reports showing the number of CSO hours and types of calls for service CSO's responded to within the corporate City limits.

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

1.6 The rendition of services shall include the enforcement of Minnesota State Statutes and the municipal ordinances of the City.

1.7 At the City's request, the County (i.e., Sheriff's contract manager or designee) shall meet with the City to discuss any questions, concerns, or requested modifications to the type of services provided, or manner in which such services are provided. In the event a dispute arises between the parties concerning services provided pursuant to this agreement, the County shall in good faith discuss a plan with the City; however, the County retains the sole discretion in determining a solution to said dispute (e.g., reassignment of personnel, types of patrol, level of service available).

1.8 The police services will be provided to the city for the selected number of contracted hours and/or full time equivalent (FTE) personnel to comprise a partnership in regionalized policing coverage. Such services shall not include situations in which, in the opinion of the County, a police emergency occurs which requires a different use of the personnel, patrol vehicle, equipment, or the performance of special details relating to police services. It shall also not include the enforcement of matters which are primarily administrative or regulatory in nature (e.g., zoning, building code violations).

ARTICLE III

SPECIAL EVENT OR ADDITIONAL SERVICES. If the City desires additional police services over and above the hours and/or FTE's contracted for in this Agreement, the City shall contact the Sheriff's Office contract manager or designee noted in this Agreement. The County will invoice the City for these additional services at the rate for additional hours identified under Article VII and the City shall make payment pursuant to Minnesota Statute, Section 471.425, subd. 2(a).

ARTICLE IV

COOPERATION AMONG PARTIES. It is hereby agreed that the parties and all of their officials, personnel, agents and employees shall render full cooperation and assistance to each other to facilitate the provision of the services selected herein.

ARTICLE V

1. PROVISION OF EQUIPMENT.

   a). The County shall provide all necessary labor, supervision, vehicle, equipment, and supplies to maintain and provide the police services selected herein. All County property and equipment used in rendering services under this Agreement is, and shall remain, County property.

   b). The City shall provide outdoor storage within the corporate limits of the City for patrol cars used for providing services pursuant to this Agreement. Indoor parking is at the discretion of the city and if chosen, no cost for maintenance of city facilities will be incurred by the county.

2. OFFICE SPACE. Police services shall be conducted out of office space selected and provided by the City that is sufficient to provide for the office needs of the assigned personnel.

3. FINANCIAL LIABILITY. The City shall not be responsible or liable for the payment of any salaries, wages, or other compensation to personnel employed by the County to perform services under this Agreement. It is agreed that all personnel shall be employees of the County and the County shall be responsible for providing worker's compensation insurance and all other benefits to which such personnel shall become entitled by reason of their employment with the County.

4. MUTUAL INDEMNIFICATION. Each party shall be liable for its own acts to the extent provided by law and hereby agrees to indemnify, hold harmless and defend the other, its personnel and employees against any and all liability loss, costs, damages, expenses, claims or actions, including attorney's fees which its personnel and employees may hereafter sustain, incur or be required to pay, arising out of or by reason for any act or omission of the party, its agents, servants or employees, in the execution, performance, or failure to adequately perform its obligations pursuant to this contract. Liability of the City and County shall be governed by the provisions of the Municipal Tort Claims Act, Minnesota Statutes, Chapter 466, and other applicable laws.

   It is further understood that Minnesota 471.59, Subd. 1a applies to this Agreement. To the full extent permitted by law, actions by the parties pursuant to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the parties that they shall be deemed a "single governmental unit" for the purposes of liability, all as set forth in Minnesota Statutes Section 471.59, Subd. 1a(a); provided further that for purposes of

that statute, each party to this Agreement expressly declines responsibility for the acts or omissions of the other party.

Each party agrees to promptly notify the other party if it knows or becomes aware of any facts or allegations reasonably giving rise to actual or potential liability, claims, causes of action, judgments, damages, losses, costs or expenses, including attorney's fees, involving or reasonably likely to involve the other party, and arising out of acts or omissions related to this Agreement.

(a) This Agreement *to* indemnify and hold harmless does not constitute a waiver by either party of immunities from, or limitations on liability provided under Minnesota Statutes Section 466.04.

For purposes of determining total liability damages, the parties are considered a single governmental unit and the total liability shall not exceed the limits on governmental liability for a single governmental unit as specified in State Statute, Section 3.736 or Section 466.04, Subdivision 1.

5. INSURANCE. The County agrees that all insurance required to adequately insure vehicles, personnel and equipment used by the County in the provision of the selected services will be provided by the County.

ARTICLE VI

1. TERM. The term of this contract shall be January 1, 2027, to December 31, 2027. The term of this Agreement may be extended for up to an additional sixty (60) days under the same terms and conditions, provided the parties are attempting in good faith to negotiate a new Agreement. Unless otherwise terminated in accordance with Article VI, Section 3 of this agreement, this Agreement shall automatically terminate upon the parties' entering into a new written Agreement, or on the sixtieth (60^{th}) day, whichever occurs first.

2. NOTICE.

2.1 If either party does not desire to enter into a contract for police service for 2028, such party shall notify the other party in writing by July 1, 2027.

2.2 The City, if electing to terminate or discontinue contracted services, or decrease contracted police services, the City shall still be obligated to pay all unpaid personnel costs (e.g. OT and annual carryover), incurred prior to termination.

2.3 On or before June 1 of the current contract year, the County shall notify the City of the estimated police contract rates for the following year. The County shall provide proposed police contract rates by October 1 of the current contract year.

2.4 Notice under the above provisions shall be sent to:

Commander Mike Wollin
Carver County Sheriff's Office
606 East 4th Street
Chaska, MN 55318
952-361-1857
mwollin@carvercountymn.gov

City of Hamburg
Jeremy Gruenhagen, Clerk
181 Broadway Ave.
Hamburg, MN 55339
Phone: 952-467-3232
cityadmin@cityofhamburgmn.com

ARTICLE VII

MENU OF POLICE SERVICES

1. POLICE STAFFING OPTIONS

1.1 FULL TIME EQUIVALENT (FTE) PERSONNEL OPTION

1.1.1 FTE personnel are Full Time Employees dedicated to the contract community. The FTE deputies compensated time includes regular assignment duties, training, holidays, vacation, sick leave and other benefited time. The FTE deputy position is not automatically backfilled when the deputy is away from assignment for the above types of compensated time. The FTE deputy costs include salary, benefits, supervision, administration, training, clerical support, insurance, and county overhead. The FTE costs do not include additional hours which are necessary for court or filling a shift for a compensated day off.

The first eighty-four (84) hours for a 2184 FTE or if a 2080 FTE, the first eighty (80) hours the deputy is gone from the community while on military leave will not be backfilled. The Sheriff's Office will backfill the position or credit back the time for military leave after the first 84 hours or 80 hours of leave, whichever is commensurate with the designated FTE work schedule.

The first one hundred thirty-two (132) hours for a 2184 FTE or if a 2080 FTE, the first one hundred twelve (112) hours a deputy is gone from the community on FMLA/MNPL leave, will not be backfilled; it will be treated like sick leave. The Sheriff's Office will backfill the position or credit back the time for FMLA/MNPL after the first 132 or 112 hours of FMLA/MNPL is completed, whichever is commensurate with the designated FTE work schedule.

If the City requests coverage for compensated days off noted above, it is recommended the city set aside a contingency for additional hours. Additional hours for deputies will be billed at $101.48 per hour.

Hours worked on a designated holiday will be billed at double the FTE's hourly pay rate per the collective bargaining agreement(s).

1.2 PERSONNEL COST

The County agrees to provide police services within the corporate City limits. Costs are set forth as follows:

Deputy -	.10 (2184 FTE)	$17,192
Liaison Corporal	.05 (2184 FTE)	$8,596
CSO	130 hours	$5,850

1.3 VEHICLE COST $2,703

1.4 TOTAL POLICE SERVICES $34,341

2. PAYMENT. The County shall invoice the City for one half of the total contracted amount of the current year police staffing option cost hereunder, or $17,170.50 to be paid on or before June 30 of the current contract year. The County shall invoice the remaining half, or $17,170.50 to be paid on or before November 30 of the current contract year. The City shall promptly pay such invoiced amounts in accordance with applicable law. The Sheriff shall inform the City of the actual CSO hours worked for the year and then reimburse the City for unused CSO hours, bill for additional hours or deduct from applied year end credit for unfilled deputy FTE hours.

3. MINNESOTA STATE POLICE AID. The County, upon receiving Minnesota State Police Aid, shall reimburse the City pursuant to Minnesota Statute, Section 69.011.

4. POST REIMBURSEMENT. The County, upon receiving continuing education reimbursement, shall reimburse the city pursuant to the MN Administrative Rules, Peace Officer Standards and Training Board, Chapter 6700, part 6700.1800.

ARTICLE VIII

1. DATA. All data collected, created, received, maintained or disseminated in any form for any purposes by the activities of this Agreement is governed by the Minnesota Data Practices Act, Minnesota Statutes Chapter 13, or the appropriate Rules of Court and shall only be shared pursuant to laws governing that particular data.

2. AUDIT. Pursuant to Minnesota Statute Section 16C.05, Subdivision 5, the parties agree that the State Auditor or any duly authorized representative at that time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc. which are pertinent to the accounting practices and procedures related to this Agreement. All such records shall be maintained for a period of six (6) years from the date of termination of this Agreement.

3. NONWAIVER, SEVERABILITY AND APPLICABLE LAWS. Nothing in this Agreement shall constitute a waiver by the parties of any statute of limitation or exceptions on liability. If any part of this Agreement is deemed invalid such shall not affect the remainder.

   The laws of the State of Minnesota apply to this Agreement.

4. MERGER AND MODIFICATION. It is understood and agreed that the entire Agreement between the parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof. All items referred to in this Agreement are incorporated or attached and are deemed to be part of this Agreement. Any alterations, variations, modifications, or waivers of provisions of this Agreement shall only be valid when they have been reduced to writing as an amendment to this Agreement and signed by the parties hereto.

IN WITNESS THEREOF, the City has caused this Agreement to be executed by its Mayor and by the authority of its governing body on this _____ day of _____.

SIGNED: _____ DATE: _____
Mayor

SIGNED: _____ DATE: _____
City Clerk

IN WITNESS THEREOF, the County of Carver has caused this Agreement to be executed by its Chair and attested by its Administrator pursuant to the authority of the Board of County Commissioners on this _____ day of _____, _____

COUNTY OF CARVER:

SIGNED: _____ DATE: _____
CHAIR, BOARD OF COMMISSIONERS

SIGNED: _____ DATE: _____
SHERIFF

Attest

SIGNED: _____ DATE: _____
COUNTY ADMINISTRATOR

CARVER COUNTY
COMMUNITY
DEVELOPMENT
AGENCY

CDA PROGRAM & PROPERTIES

CDA Mission Statement

The Carver County Community Development Agency provides affordable housing opportunities and fosters Economic and Community Development in Carver County.





CDA Senior Housing for 55 and better

- Four developments – 226 units
  - Centennial Hill - Chanhassen
  - Crossings at Town Centre - Waconia
  - Oak Grove Senior Residence - NYA
  - Carver Oaks Senior Residence - Carver



Carver Oaks

- Opened 2026
- 43 units for 55+
  - 23 units for households at or below 50% AMI
  - 7 PBV for homeless Veterans
  - 13 units for households at or below 30% AMI

General Occupancy Housing

- Five developments - 345 units
- Bluff Creek - Carver
- Brickyard – Chaska
- Lake Grace – Chaska
- Trail's Edge South – Waconia
- Windstone Townhomes - Chaska
- Carver Place - Carver







Carver Place

- Opened September 2025
- 60 units low-income housing tax credit general occupancy
  - 16 units for households at or below 60% AMI
  - 30 units for households at or below 50% AMI
  - 7 units of Section 811 for households at or below 30% AMI
  - 7 units of HPH for households at or below 30% AMI



Subsidized Housing

- Five properties and scattered sites – 277 units
- Waybury – Chaska
- Hilltop I & II – Watertown
- Mayer – Mayer
- Spruce – Waconia
- Scattered site housing



MACV Partnership





Beyond New Beginnings Partnership

CARVER COUNTY
COMMUNITY
DEVELOPMENT
AGENCY

Southern Valley
Alliance

SVA & CDA Transitional Housing

SPECIAL PROGRAMS



Bridges



Bridges RTC



CoC Permanent Supportive Housing



Housing Trust Fund

Carver County Community Land Trust

CARVER COUNTY
COMMUNITY
LAND TRUST

A program of the Carver County
Community Development Agency







CARVER COUNTY
COMMUNITY
LAND TRUST

A program of the Carver County
Community Development Agency

- 52 homes located throughout Carver County with homes currently in Chanhassen, Chaska, Cologne, Mayer, Victoria, Waconia, and Watertown.
- The CDA Carver County Community Land Trust (CCCLT) Program provides access to homeownership opportunities for low-to-moderate income households who might not otherwise afford homes in the community.
- Typical CCCLT homebuyers are within 60-80% AMI.



Carver County CDA
Community Land Trust, LLC

Local Affordable Housing Aid

- First-Time Homebuyer Down Payment Assistance Program
  - The program provides financial assistance to households with income at or below 100% AMI.
  - Borrower must be a first-time homebuyer.
  - Loan amounts up to $50,000 or 25% of the purchase price.
  - The purchase price of the home may not exceed $415,000.
- First-Gen Homebuyer Down Payment Assistance
  - Set Aside DPA for first generation homebuyers to launch in 2026.

LAHA continued

- Senior Rehab Program
  - Launching fall 2026
  - Critical repairs and improvements, accessibility
  - No interest, deferred funding

Sub-Surface Sewage Treatment System (SSTS)



The CDA collaborates with Carver County Environmental Services to assist homeowners with cost of replacing or repairing failing septic and well systems with financial assistance programs:

Low-Income Grant Program

Low Interest Loan Program



The CDA verifies income eligibility and certifies assessments.

Minnesota City Participation Program (MCPP)

- The Minnesota Housing Initiative, which sells mortgage revenue bonds on behalf of cities in the state to meet locally identified housing needs.
- This program assists Carver County residents who are first-time homebuyers obtain affordable financing to purchase a home.

Community Growth Partnership Initiative (CGPI)



THE COMMUNITY GROWTH PARTNER INITIATIVES GRANT PROGRAM WAS CREATED AND FUNDED BY THE CARVER COUNTY CDA BEGINNING JANUARY OF 2016.



ASSISTS CARVER COUNTY CITIES AND TOWNSHIPS FUND AFFORDABLE HOUSING DEVELOPMENTS, JOB CREATION, AND REDEVELOPMENT PROJECTS WITH THE GOAL TO INCREASE THE TAX BASE AND IMPROVE THE QUALITY OF LIFE IN CARVER COUNTY.



COMMUNITY DEVELOPMENT AND PRE-DEVELOPMENT GRANTS AVAILABLE.



67 PROJECTS HAVE BEEN FUNDED BETWEEN 2016 – 2026.

NextStage

- The CDA collaborates with NextStage to provide Carver County entrepreneurs access to business advisors at every stage of their business's development.
- Services are available for free to all Carver County residents and businesses, sponsored by the CDA.
- Lee Hall is our business advisor for Carver County.

NextStage

2050 Comprehensive Plans



UPDATED HOUSING STUDY FOR EACH CITY



UPDATED COMP PLAN RESOURCES

Small Communities Planning Program (SCPP)

Hamburg 2050 Comprehensive Plan Work Group Meeting #1

Date: November 12, 2026
Time: 6:30 PM – 8:00 PM
Location: Hamburg
Attendees: Jeremy Gruenhagen (City Clerk), Mitch Polzin (Councilmember), Tim Tracy (Councilmember), Chris Lund (Mayor), Jessica Weber (Councilmember), Eric Poppler (Councilmember), Carol HejlStone (Met Council)
Purpose of meeting: Build relationship with Comprehensive plan Work Group, Orient the Work Group with the 2050 Comprehensive Planning Process and Requirements, Discuss Community Conditions and Community Engagement Methods, Identify Gaps and Outline Future Meeting Dates to Address Next Steps

---

A. Welcome — **5 Min**

B. Introductions and Ice Breaker — **5 Min**

C. Overview of 2050 Comprehensive Planning Process — **10 Min**

- Purpose and Requirements
    - 2050 System Statement and Community Profile review
- Overview of Small Communities Planning Program
- Plan preparation phases and schedule

D. Work Group – local community experts — **20 Min**

- Purpose
- Structure
- Schedule

E. Community Conditions and 2040 Comp Plan — **15 Min**

- Overview of community's 2040 comprehensive plan
- Existing community conditions and context – how much has changed since the 2040 plan?

F. Community Engagement – led by Work Group — **15 Min**

- Focus topics of land use, housing, transportation, water resources, parks and trails, climate, and natural systems
- Methods
- Documenting outcomes of engagement to share with Met Council staff

G. Next Steps — **10 Min**

- Work Group
- City staff/consultants

- Met Council Staff

H. Open Discussion and Wrap Up **10 Min**

- Are the process and roles and responsibilities clear?
- What else would be helpful to discuss?

Meeting Summary

Will be sent after meeting.

Action/Follow-up Items

- Community Engagement Plan with timeline
- What, if any, assistance from Met Council staff would be helpful for work group?
- Are there any background materials the community is able to share with Met Council staff? *Examples: current land use map, Word version of 2040 plan, GIS maps of local parks & trails, local zoning, inventory of historic sites, sewer system data, etc.*

IMAGINE 2050

Hamburg
2050 Comprehensive Plan
Work Group Kick Off Meeting

Small Communities Planning Program (SCPP)

November 12, 2026

METROPOLITAN COUNCIL

Work Group 1 Meeting Agenda

Introductions and Ice Breaker	5 Min
Review agenda and meeting purpose	5 Min
Overview of 2050 Comprehensive Planning Process	10 Min
SCPP project overview	10 Min
Role of the Work Group	20 Min
Community engagement	15 Min
Existing conditions and forecasted growth	15 Min
Next steps & Wrap Up	10 Min

Your Met Council SCPP Team



Carol HejlStone
Senior Planner



Aaryan Awasthi
Associate Planner

Other support staff:

- **Angela Torres**, Local Planning Assistance Senior Manager
- **Merritt Clapp-Smith**, Small Communities Planning Program
- **MacKenzie Young-Walters**, Sector Rep
- **Natalie Brown,** Senior Planner
- **Michelle Einstein**, Senior Planner
- **Carol HejlStone**, Senior Planner
- **Gaby Olvera-Swaray**, Planner
- **Aaryan Awasthi**, Associate Planner
- **Samah Safiullah,** Associate Planner
- **Magdelyn Herzig,** Associate Data Scientist
- Consulting engineers for the Water Chapter element of local plans

Tentative Group Norms for Meeting

How we can participate and be most effective in the meeting:

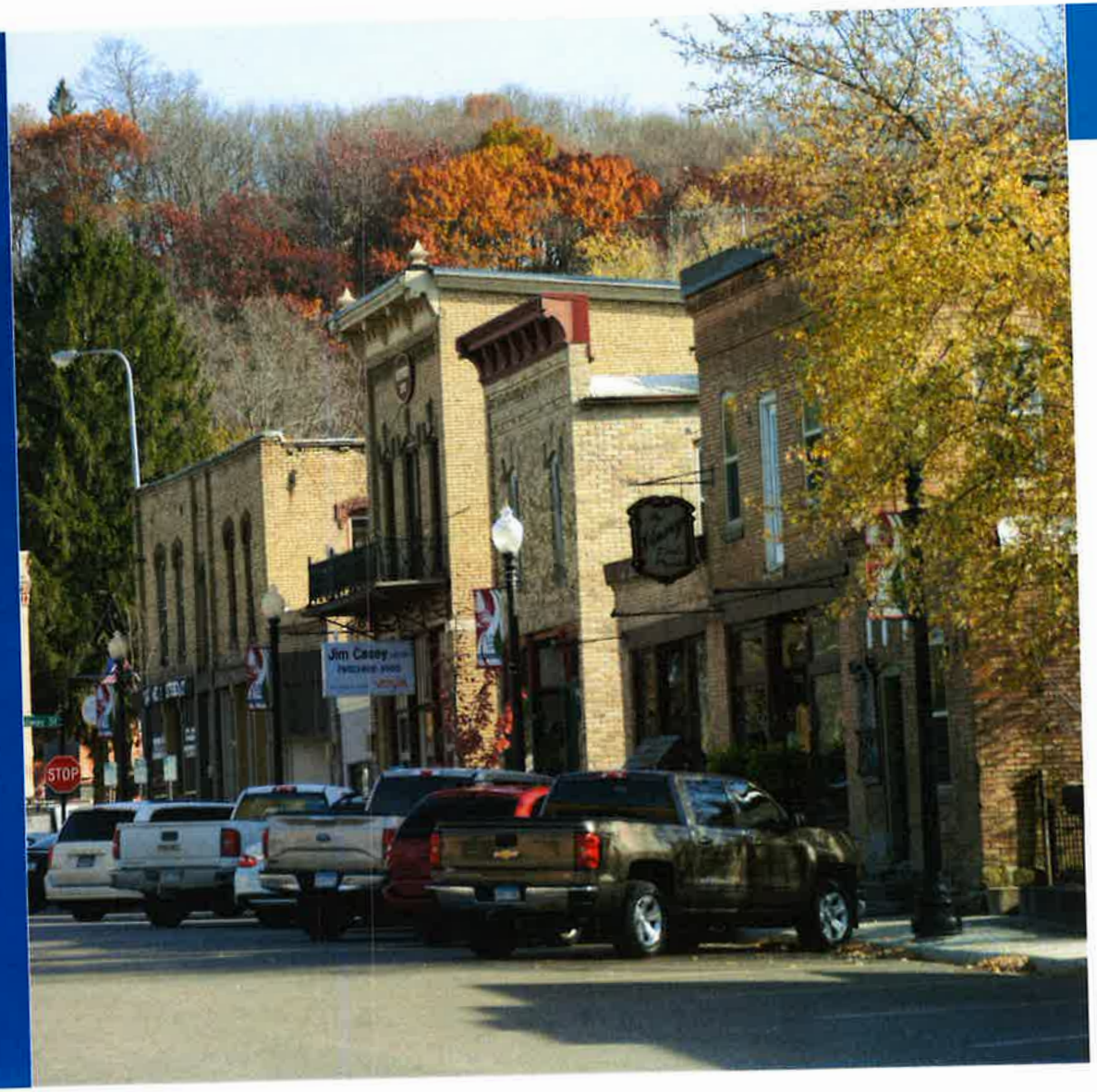
- Think well of each other and assume good intent
- Take space, make space
- Lean in to discomfort
- Be curious
- We are in this together; different boats aiming for the same lighthouse
- All ideas and questions are welcome!
- Others?

Goals for Today

Today we will:

- Get oriented on the SCPP 2050 Comp Plan project, schedule and activities, and role of the Work Group.
- Review base information about your community and discuss general vision and priorities for community through 2050.
- Discuss a community engagement approach, methods, and key steps.
- Identify a schedule for future Work Group meetings.

Overview of 2050 Comprehensive Planning Process



What is the purpose of a Comprehensive Plan?

A long-range policy document that guides a city's future growth, development, and resource management over a 20-year period

- A guide to improve the physical, social and economic environment of the community – to make it more functional, beautiful, sustainable, healthy, equitable and efficient.
- Promote the public interest of the community at large, rather than the interests of individuals or special groups.
- Facilitate decision making and implementation of physical, social and economic development policies.
- Affect political and technical coordination in community development.
- Instill long-range considerations into the determination and evaluation of short-range actions.
- Bring professional and technical knowledge to bear on political decision making concerning the physical, social and economic development of the community.

The most important outcome of updating the Comprehensive Plan is to ensure the plan remains relevant in addressing the major current and emerging issues in ways that maintain and improve a city's quality of life for residents and businesses.

Why create a Comprehensive Plan?

There are many benefits!

- Roadmap for community to advance its vision and goals
- Grant eligibility and access to funding opportunities
- Helps communities evaluate zoning changes, development proposals, and capital improvement budgets

It offers protections to legal challenges

Solid legal basis for ordinances and local development review decisions

It's required by Minnesota Statute

Metropolitan Land Planning Act (§473)

Eight Required Plan Elements



Land Use



Housing



Transportation



Water Resources



Parks & Trails



Climate



Natural Systems



Implementation

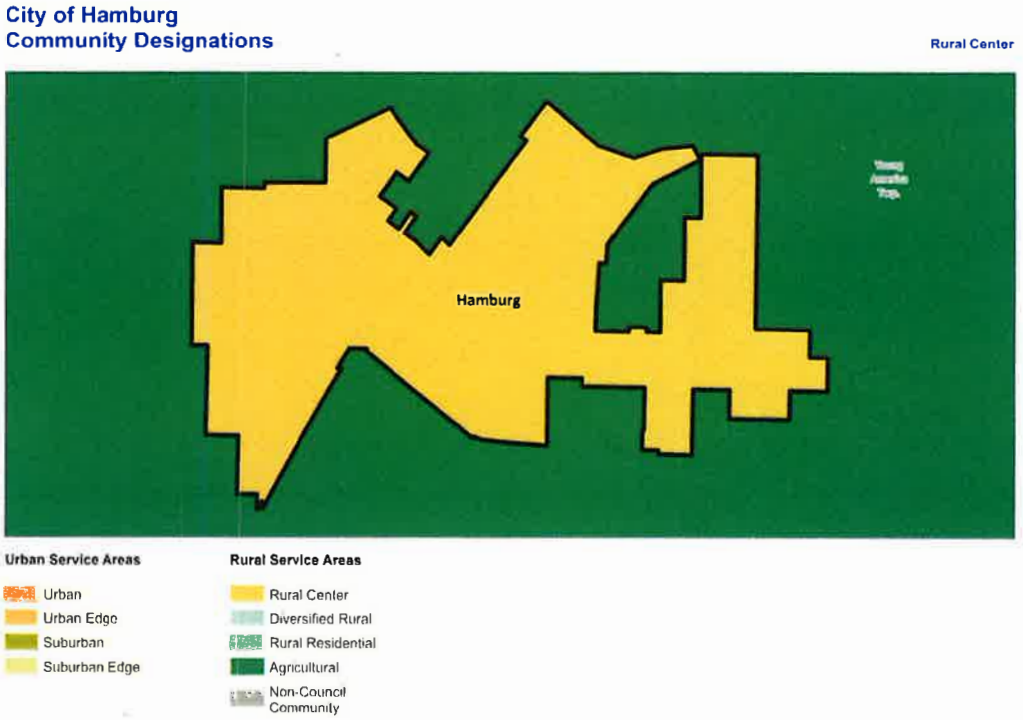
Minimum Requirements



- Minimum requirements are the baseline elements that every community must include in their comprehensive plan.
- Ensure consistency and conformance with the Metropolitan Land Planning Act.
- For more info, see Met Council's Local Planning Handbook.

Reflections on 2040 Comp Plan

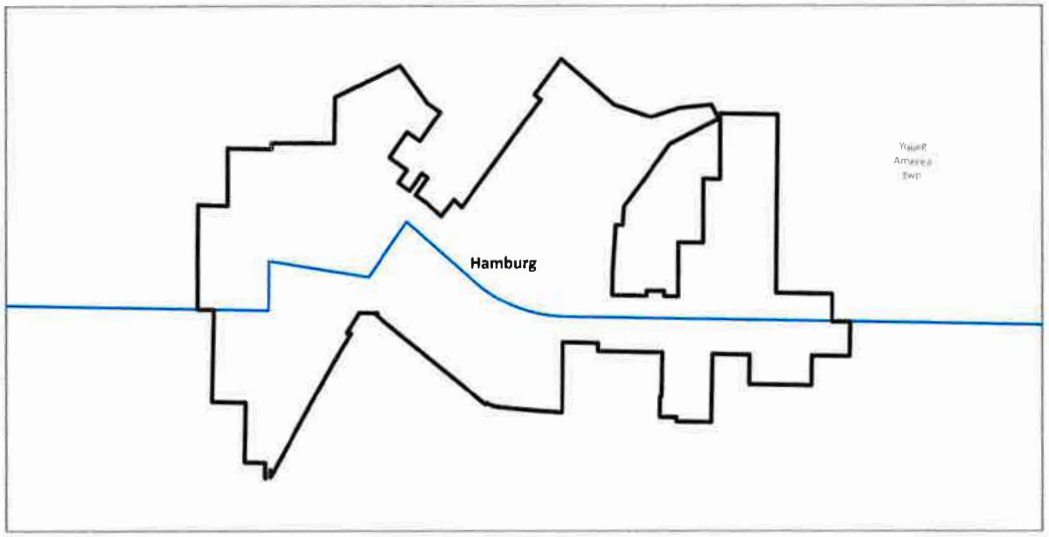
- What is your impression of the 2040 Comp Plan?
- Is it used in local decision making?
- Do you think the 2050 Plan should be similar or a big update?
- What has changed since the last cycle?



Existing Community Conditions

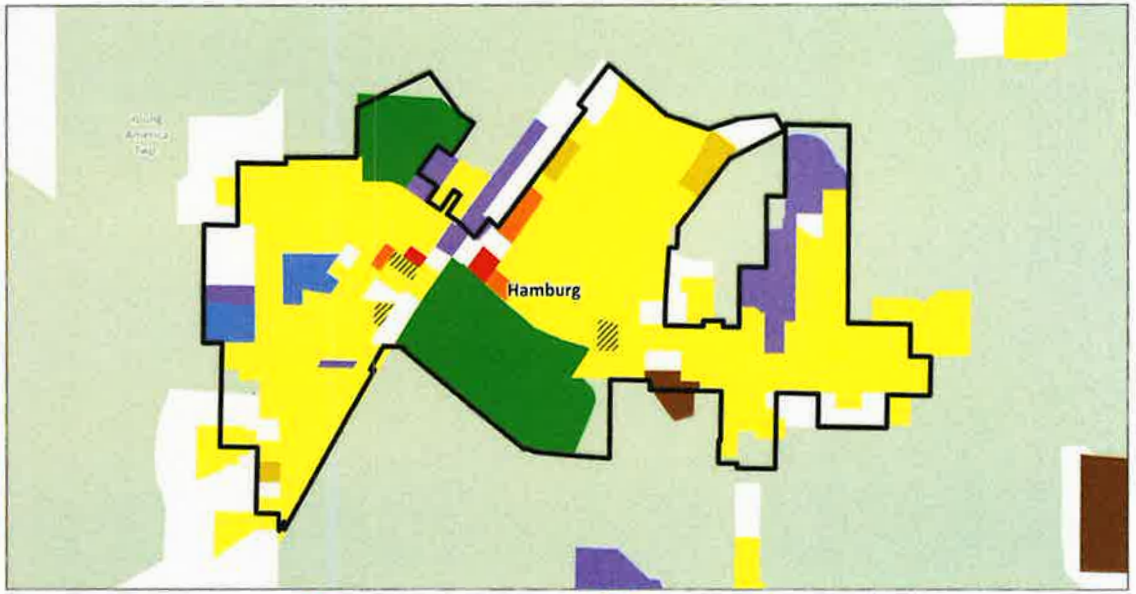
- How much has changed since the 2040 plan?
- What are the biggest topics or issues this community is facing?
- Are there any changes happening at the local, county, or regional level that are impacting the community?

City of Hamburg
Functional Class - All Roads



Community Conditions and Comp Plan

City of Hamburg
Generalized Land Use



2050 System Statement and Community Profile Review



- System statements explain the implications of metropolitan system plans for each community in the region
- Intended to help communities prepare or update their comprehensive plan.
- Community profiles contain key information and trends about the city or township, including charts and data on population, employment, income and poverty, housing, commuting, land use and development.

Hamburg Population, Households and Employment Forecasts

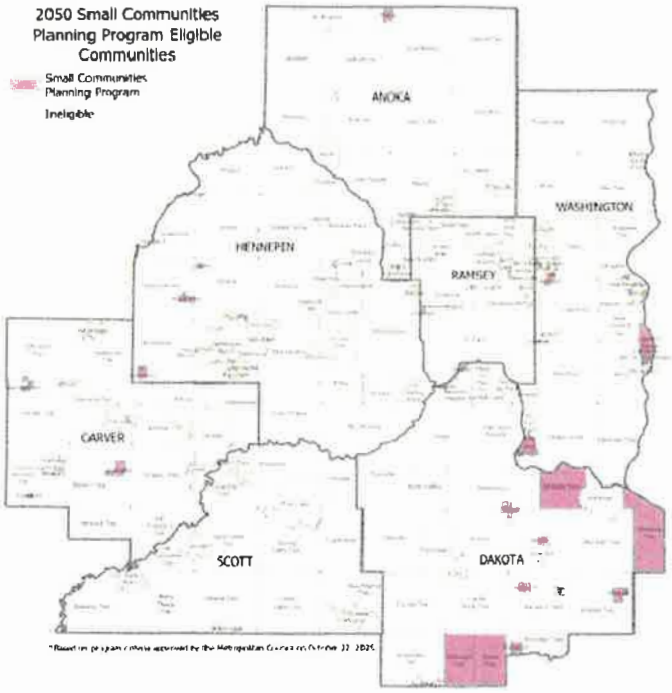
Forecast	2020	2030	2040	2050
Population	566	580	610	610
Households	219	228	246	250
Employment	89	114	134	147

Local forecasts have been updated with most recent Met Council actions.

Small Communities Planning Program Overview



About the Small Communities Planning Program



What we heard: Comprehensive Plans are a heavy lift, especially for small communities.

- Comprehensive planning can require a lot of capacity, data, and resources.
- Offers a high level of comprehensive planning assistance to support some of the smallest communities in the region with their 2050 Comprehensive Plan updates.
- Offered at no cost to communities.
- 28 eligible communities, which you can find on this map and list.

High-Level Program Timeline

1. **Participation Contract**
   April-August 2026
2. **Project Initiation & Background Info**
   August-November 2026
3. **Community Engagement**
   September 2026-June 2027
4. **Plan Elements**
   September 2026-August 2027
5. **Plan Draft, A & A Review, Final Plan & Authorization**
   August 2027-October 2028

2026 | Today | 2027 | 2028

Role of the Work Group – Local Community Experts



Overview of Our Roles

Overarching goal: Develop a final Plan reflective of community interests for local adoption.

Met Council's Role

- Collect technical information, data, and maps.
- Produce and write the plan.
- Interact regularly with the community project leads and Work Group.
- Provide modest support for community engagement.

Work Group's Role

- Gather input from community members.
- Lead community visioning, priority setting, and strategic direction to guide the community through the year 2050.
- Review and provide input on Plan drafts.

Work Group Structure and Schedule



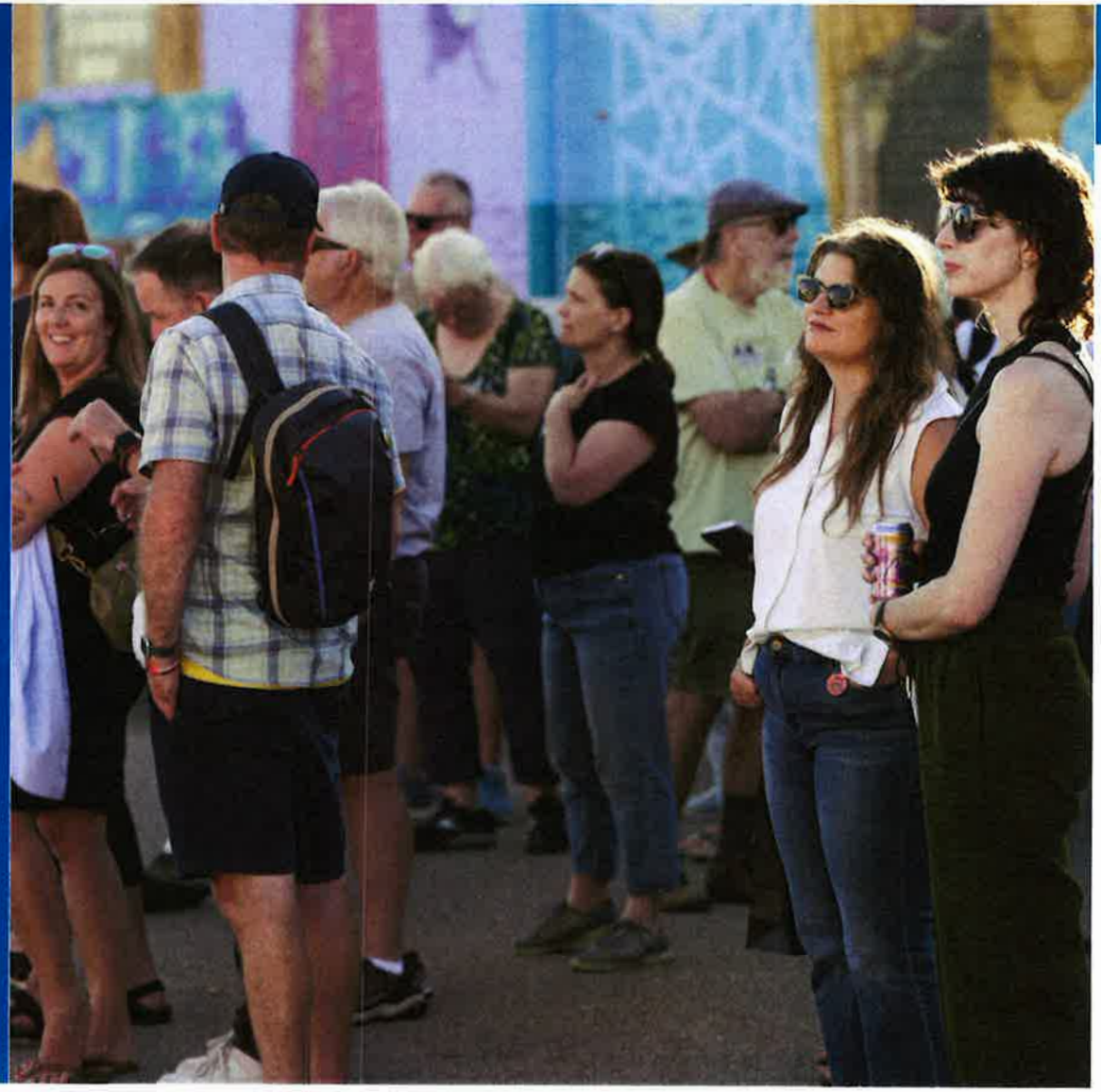
Structure

- May be composed of current elected and/or appointed officials, community staff or consultants, residents, businesspeople, organizational partners, or others the community thinks important.
- Ideally 4-8 participants.
- Identify key municipal consultants or others who have subject matter expertise that can help inform the Plan.

Schedule

- How often the group meets will be determined by work group members.
- Met Council staff will, at minimum, participate in three joint meetings with the Work Group at project kick-off, mid-project, and during final plan drafting.

Community Engagement



Community Engagement



Timeline

- The Work Group is expected to complete 3 community engagement events or opportunities
  - Meeting 1 – Nov/Dec 2026/Jan 2027
  - Meeting 2 – Jan/Feb/Mar 2027
  - Meeting 3 – Mar/Apr/May 2027

Focus on topics in the comprehensive plan:

- Visioning – How does the community want to see itself in 20 years?
- Priorities and Goals – What is most important
- Underrepresented populations – Who do you NOT usually hear from, and how might they be meaningfully reached during engagement?

Methods and Documentation

- What are good events or other opportunities to get input from community members over the next 9 months?
- Met Council staff can help you think through the format, topics, and logistics.
- Documenting outcomes of engagement



Next steps to prepare for community input



Work Group

- Identify date for next work group meeting, and determine how often group will meet
- Develop community engagement process, timeline, and materials
- Begin engaging community and documenting outcomes to share with Met Council staff

City staff/consultants

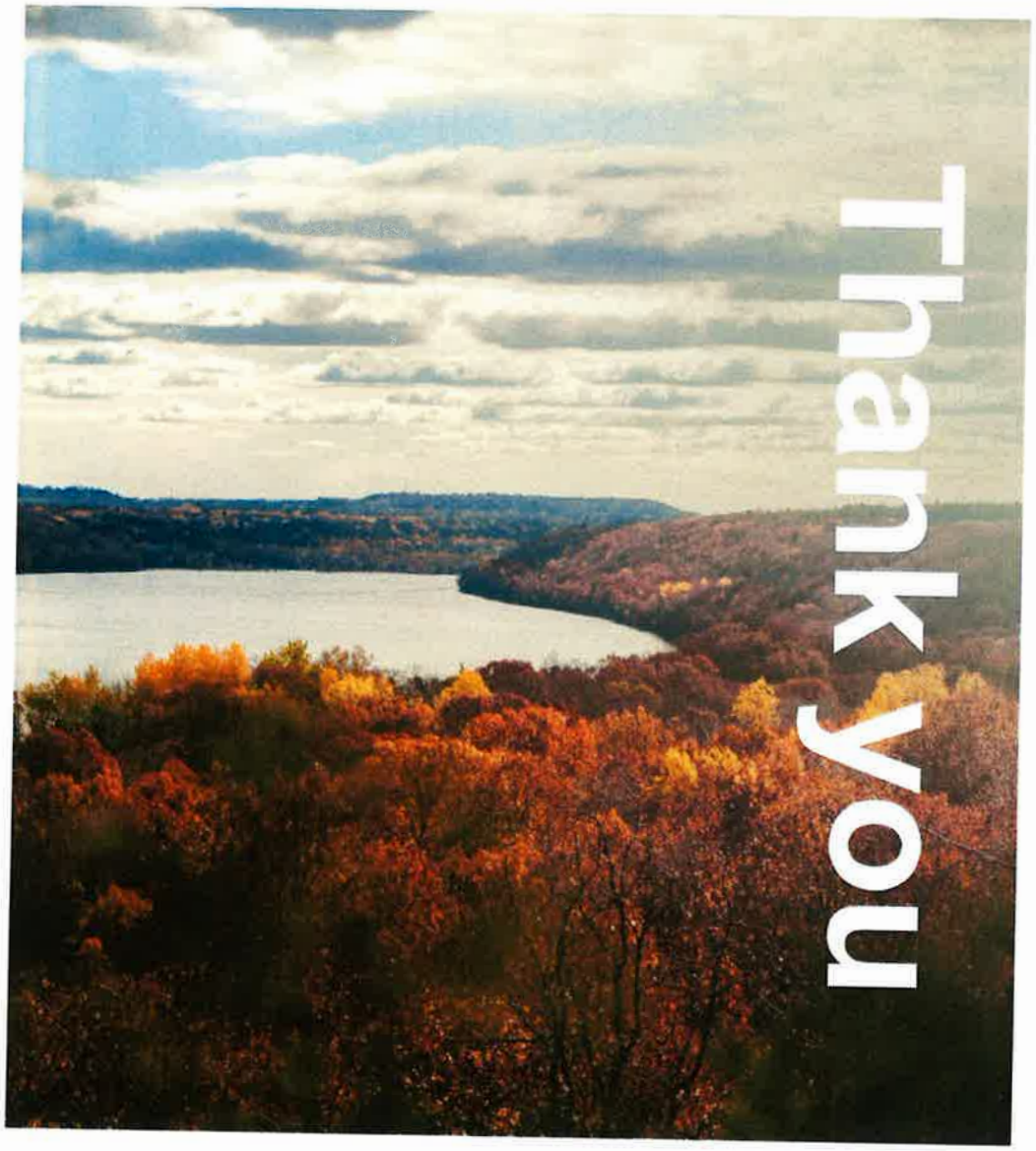
- Compile and send any background information to Met Council staff
- Act as point of contact for Work Group and Met Council staff

Met Council Staff

- Continue to assemble background information and data
- Assist with planning and preparing materials for community engagement, as needed
- Begin drafting minimally required comp plan elements

Questions and Wrap Up





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METROPOLITAN COUNCIL

IMAGINE 2050

SMALL COMMUNITIES PLANNING PROGRAM

A 2050 Comprehensive Plan assistance program of the Metropolitan Council for eligible small communities in the Twin Cities region

PROJECT INITIATION GUIDE



August 2026

The Met Council's mission is to foster efficient and economic growth for a prosperous metropolitan region.

Metropolitan Council Members

Robin Hutcheson	Chair	Diego Morales	District 9
Judy Johnson	District 1	Peter Lindstrom	District 10
Reva Chamblis	District 2	Gail Cederberg	District 11
Tyronne Carter	District 3	Mark Jenkins	District 12
Deb Barber	District 4	Chai Lee	District 13
John Pacheco Jr.	District 5	Toni Carter	District 14
Robert Lilligren	District 6	Victor Obisakin	District 15
Yassin Osman	District 7	Wendy Wulff	District 16
Anjuli Cameron	District 8		



The Metropolitan Council is the regional planning organization for the seven-county Twin Cities area. The Met Council operates the regional bus and rail system, collects and treats wastewater, coordinates regional water resources, plans and helps fund regional parks, and administers federal funds that provide housing opportunities for low- and moderate-income individuals and families. The 17-member Council board is appointed by and serves at the pleasure of the governor.

On request, this publication will be made available in alternative formats to people with disabilities. Call Metropolitan Council information at 651-602-1140 or TTY 651-291-0904.

Introduction

This guide is an overview of the Met Council's new Small Communities Planning Program. It outlines key project activities and milestones and the collaboration that will occur between the community and the Met Council project team.

Program Guide Contents

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Program Overview

The Small Communities Planning Program offers a high level of comprehensive planning assistance to support some of the smallest communities in the region with their 2050 Comprehensive Plan updates. Participating cities and townships will work collaboratively with program staff from the Met Council's Local Planning Assistance team to update their local comprehensive plan. Program staff will focus on the technical work of collecting information, data, creating maps, and producing and writing the plan. Local governments with input from community members will lead the community visioning, priority setting, and strategic direction to guide the community through the year 2050.

Communities eligible for the program are identified on this map and list.

Program Contact

For more information about the program, contact Merritt Clapp-Smith, Planning Analyst on Met Council's Local Planning Assistance team (merritt.clapp-smith@metc.state.mn.us or 651.602.1567).

Small Communities Planning Program Schedule

The preparation of 2050 Comprehensive Plans under the Small Communities Planning Program will occur between mid-2026 and mid-2028, with a goal of having completed plans ready to submit for Met Council review by end of May 2028. There is no requirement or guarantee that all work and Plans will be completed within this timeline, due to circumstances which may arise beyond the control of the Met Council program team or participating community partners. However, all efforts will be made in good faith by Met Council staff and consultants and community representatives to proceed with activities as outlined in the following schedule.

Program Phases, Activities, Roles and Schedule

I. **Small Communities Planning Program Participation Contract - April to August 2026**
COMPLETE

II. **Project Initiation and Background Information – August to November 2026**
   a. Project Initiation Meeting (Met Council [MC] & Local Staff/Reps) – Aug/Sept 2026
   b. Prepare community data and trends (Met Council) – Aug/Sep/Oct 2026
   c. Provide initial local data, i.e. plans, ordinances, GIS and establish timeline for assembling other local data (engagement results, etc.) (Local Staff/Reps) – Aug/Sep/Oct 2026
   d. Project Kickoff Meeting w/ Work Group (MC & Local Workgroup) – Sep/Oct 2026
      i. Discuss 2040 Plan and key updates
      ii. Review 2050 Plan Minimum Requirements & Plan preparation
      iii. Discuss schedule & community engagement
   e. Identify community engagement plan (Local Workgroup) – Sep/Oct/Nov 2026
      i. ...

III. **Community Engagement – September 2026 to June 2027**
   a. Identify 2050 Plan priorities and issues (MC & Local Workgroup) – Sep/Oct 2026
   b. Prepare for community engagement (Local Workgroup) – Oct/Nov/Dec 2026
   c. Community engagement (Local Staff/Reps)
      i. Meeting 1 – Nov/Dec 2026/Jan 2027
      ii. Meeting 2 – Jan/Feb/Mar 2027
      iii. Meeting 3 – Mar/Apr/May 2027
   d. Community engagement - other methods (Local Staff/Reps) – Nov 2026 to Jun 2027

IV. **Plan Elements: Land Use, Housing, Transportation, Parks & Rec, Water & Wastewater, Natural Systems & Climate – Sept 2026 to Aug 2027**
   a. Prepare community data and trends (Met Council) – Sep to Dec 2026
   b. Identify opportunities & issues (Local Workgroup) – Sep to Dec 2026
   c. Engagement to identify priorities (Local Staff/Reps) - Oct 2026 to May 2027
   d. Summarize priorities from engagement (Met Council) - Nov 2026 to May 2027
   e. Comp Plan Chapters - Draft 1 (Met Council) - Dec 2026 to Apr 2027
   f. Comp Plan Chapters - Review Draft 1 (Local Staff/Reps) – Mar to Jul 2027

g. Comp Plan Chapters - Draft 2 (Met Council) – Jun/July/Aug 2027

V. Plan Draft, A & A Review, Final Plan & Authorization – August 2027 to October 2028

a. Final Draft 2050 Comprehensive Plan (Met Council) - Aug/Sep 2027
b. 6-month Adjacent and Affected Review (Other jurisdictions) - Oct 2027 to Mar 2028
c. Internal Met Council Reviews (Met Council) – Oct/Nov 2027
d. 2050 Comprehensive Plan – revisions (Met Council) - Mar/Apr 2028
e. 2050 Comprehensive Plan - local review (Local Staff/Reps) – Mar/Apr 2028
f. Public Hearing on 2050 Plan (Local Officials) Apr/May 2028
g. Local Resolution Re Plan Submittal (Local Officials) – Apr/May 2028
h. Met Council staff review Plan (Met Council) – May to Aug 2028
i. Potential revisions based on comments (Local Staff/Reps) - Jun-Sep 2028
j. Met Council Plan Authorization (Met Council) - Sep-Nov 2028

Program Responsibilities, Project Phasing, and Deliverables

Met Council Responsibilities, Project Phasing, and Deliverables

Met Council Program staff and consultants will focus on the technical work of collecting information, data and maps, and producing and writing the plan. Staff will interact regularly with the community project leads and Work Group, while providing modest support for community engagement.

Project Initiation and Background Information Phase (July – November 2026)

1. Identify a Met Council project lead and other staff who will be the direct points of contact for the community regarding the 2050 Comprehensive Plan update. Maintain responsive, consistent communication throughout the project.

2. Develop a general work plan and schedule for preparing the 2050 Comprehensive Plan update in conjunction with identified project lead(s) from the community. The work plan and schedule will identify major activities, deliverables, and milestones for Met Council staff and the community.

3. Collect community specific data and information to address applicable minimum requirements for the 2050 Comprehensive Plan Update as contained in the Local Planning Handbook.

Deliverables

✓ Copy of completed Program application and Program Contract.
Data about the community based on recent Census, the American Community Survey, and other Met Council information resources. To be provided during the early research phase of the project.

Community Engagement and Planning Phase (September 2026 – August 2027)

4. Use community-specific Minimum Requirements to address the topics of land use, housing, transportation, water resources, parks and trails, climate, and natural systems. If needed, engage with identified municipal consultants, technical contacts, local experts, or others identified by the community who have specialized knowledge in one or more of the topic areas, as agreed upon by the community project lead(s).

5. Participate in three (3) joint meetings with the community's 2050 Comprehensive Plan work group and Program staff at project kick-off, mid-project, and during final plan drafting. Additional meetings can be held upon mutual agreement between the work group and Met Council staff as time and schedule allow.

6. Assist community project leads in considering the format, topics, and logistics for three locally led, community-sponsored meetings or workshops to inform and solicit input from community members on the 2050 Comprehensive Plan update.

7. Attend three public meetings in the community to provide information on the 2050 Comprehensive Plan update process. The meetings may be City Council, Town Board, Planning Commission, or work groups specific to the Comprehensive Plan update.

8. Make draft Plan materials available to the community for review consistent with the agreed upon work plan and upon request throughout the process.

9. Identify and respond to any issues of consistency with Met Council policy, conformance with regional system plans, and compatibility with plans of affected and adjacent jurisdictions towards a determination of "complete for review" by the Met Council. Make any revisions necessary to the Plan and discuss the changes with the community prior to submitting the final Plan.

Deliverables

2050 Comprehensive Plan outline and template for review by the local Comprehensive Planning Work group. To be provided during the early plan drafting phase of the project.
Early draft of each 2050 Comprehensive Plan chapter for review by the local Comprehensive Planning Work group. To be provided throughout the project as each chapter is prepared.
Full draft of 2050 Comprehensive Plan to be reviewed by local Comprehensive Planning Work group and local elected officials. To be provided at end of Plan drafting phase and prior to release for plan draft for 6-month Adjacent and Affected jurisdictions review.

Plan Review and Finalization Phase (August 2027 – November 2028)

10. Provide a full draft 2050 Comprehensive Plan update to the community for review by September 1, 2027. Attend a public hearing hosted by the community to solicit input on the draft plan.

11. Revise the draft Plan based on public hearing input and community feedback, with a revised draft ready for distribution to affected and adjacent jurisdictions by October 10, 2027, for the required 6-month adjacent and affected jurisdiction review.

12. Circulate the draft Plan for preliminary review by Met Council technical staff during the 6-month affected and adjacent review period.

13. Review comments and input from affected and adjacent jurisdictions and Met Council technical staff. Discuss potential updates to the Plan based on the feedback with the community's 2050 Comprehensive Plan work group.

14. Revise 2050 Comprehensive Plan for final consideration and approval by the community, in preparation for formal Plan submittal to the Met Council by May 31, 2028.

15. After authorization of the community's 2050 Comprehensive Plan by the Met Council and local plan adoption, provide two (2) printed copies and one (1) digital copy to the Plan to the community.

Deliverables

Final 2050 Comprehensive Plan for community adoption and submission to the Metropolitan Council for review and authorization. To be provided after 6-month review and any final revisions to the Plan.

Revised 2050 Comprehensive Plan, if Plan revisions are requested by Met Council reviewers prior to Met Council authorization.

Community Responsibilities, Project Phasing, and Deliverables

Local government officials and community members will identify the community vision, priority setting, and strategic direction to guide the community through the year 2050, consistent with Met Council requirements and policies. The vision, priorities, and strategies will form the basis of the 2050 Comprehensive Plan update. The community will review and provide input on Plan drafts which will shape a final Plan reflective of community interests for local adoption.

Project Initiation and Background Information Phase (July – November 2026)

1. Identify project lead(s) from the community that Program staff can communicate with, as reasonably needed, during plan development.
2. Identify a 2050 Comprehensive Plan work group to guide community conversations and engagement and to consider and review content prepared by Met Council Program staff for the Comprehensive Plan update. The work group may be composed of current elected and/or appointed officials, community staff or consultants, residents, businesspeople, organizational partners, or others the community thinks important. The work group will:
    a. Participate in three (3) joint meetings with Met Council Program staff at project kick-off, mid-project, and during final plan drafting. Additional meetings can be held if needed and upon mutual agreement between the work group and Met Council staff if time and schedule allow.
    b. Review and provide comments on the first draft and the final draft of the community's 2050 Comprehensive Plan update prepared by Met Council Program staff.
3. Identify key municipal consultants, technical contacts, local experts or others who have subject matter expertise that can help inform the Comprehensive Plan update. Met Council Program staff will only engage local consultants as directed by the community.
4. Provide community data or background information that may be relevant to the plan update, including history about the community, GIS data, recent records of zoning or ordinance updates, or other items. Private data or information that the community deems to be sensitive does not need to be shared or provided. Met Council program staff and local leads for the 2050 Comprehensive Plan update can discuss and identify relevant information and data in the early phase of program collaboration
5. Provide an editable, digital copy of the community's current Comprehensive Plan to Met Council Program staff, preferably in Microsoft Word or similar format.

Deliverables

✓ Completed contract for the Small Communities Planning Program [Program], including signed copy of local resolution authorizing participation in the Program.
Identified project lead(s) from the community.
Identified 2050 Comprehensive Plan work group.
Identified consultants, technical contacts, agency partners, or other subject matter experts that Met Council staff can engage with during Plan preparation.
Local information, data and ordinances, if available, that may be relevant to the plan update, including history about the community, GIS data, recent records of zoning or ordinance updates, or other items.
Editable, digital copy of the community's current 2040 Comprehensive Plan in Microsoft Word or similar format, if available.

Community Engagement and Planning Phase (September 2026 – August 2027)

6. Host at least three (3) meetings or workshops for community members to discuss the future of the community and provide ideas and input that shape priorities and strategies for the 2050 Comprehensive Plan. Met Council Program staff can assist community project leads in considering the format, topics, and logistics for the events.

7. Hold a public hearing on the draft 2050 Comprehensive Plan to solicit input from the local community. Conduct any additional community engagement, public surveying, or community meetings.

Deliverables

Description of community led engagement events, meetings, surveys or other methods to solicit input on 2050 Comprehensive Plan topics and priorities, and summary of community input received.

Plan Review and Finalization Phase (August 2027 – November 2028)

8. Send the draft 2050 Comprehensive Plan update to affected and adjacent jurisdictions for 6-month review (as required under MN Statute 473.858, subd. 2) by October 15, 2027.

9. Review the Plan and adopt a resolution authorizing submittal of the 2050 Comprehensive Plan to Met Council for review by May 31, 2028.

10. Adopt the final Plan after Met Council completes its review and authorizes local plan adoption.

Deliverables

Signed copy of local resolution authorizing distribution of the community's Draft 2050 Comprehensive Plan for the 6-month adjacent and affected jurisdictions review required under MN §473.858 Subd. 2.
Signed copy of local resolution authorizing submission of the community's updated 2050 Comprehensive Plan to the Met Council for review and authorization.

Community Leads, Work Group and Resource People

During the project, various project leads and resource people from the community will engage in some way with preparation of the 2050 Comprehensive Plan. Below are anticipated contacts and resource people for the project.

Community Primary Contact

This person will be the primary point of contact for Met Council staff throughout the project and can assist in directing project activities to other appropriate people.

2050 Comprehensive Plan Work Group

This group of 4-8 people will guide community conversations and engagement on 2050 Comprehensive Plan topics. Work Group members will help identify priorities and policies for the community's future and review draft 2050 Comprehensive Plan content prepared by Met Council Program staff. The Work Group will participate in three (3) joint meetings with Met Council Program staff at project kick-off, mid-project, and during final plan drafting. Additional meetings can be held if needed and upon mutual agreement between the work group and Met Council staff if time and schedule allow. The Work Group may be composed of elected and/or appointed officials, community staff or consultants, residents, businesspeople, organizational partners, or others the community thinks important.

Key Staff, Consultants or Technical Contacts

These people are consulting staff to the community and local experts or others who have subject matter expertise that can help inform the Comprehensive Plan update. Met Council Program staff will only engage local consultants as directed by the community.

Role	Name	Email/Phone	When to Contact
Primary Contact			For general project items
Consulting Planner			Re: Land use, housing, ordinances and general planning topics
Consulting Engineer			Re: transportation, wastewater or water infrastructure
Other staff/consultants			
Work Group			
Work Group			
Work Group			
Work Group			
Work Group			
County staff			
Watershed staff			
...			
...			

Data and Background Information

The Met Council project team is prepared to work with whatever level of data and background information the community has available to share. Below is a list of information that communities or their consultants may have available, which would assist Met Council in preparing the 2050 Comprehensive Plan. It is anticipated that communities will have some but not all items. The items are grouped by general topic.

For each item in the list below, please indicate what data is available and in what format it exists. The Council will set up a file sharing system specific to each community, where communities can submit and receive files and information throughout the project.

Land Use, Zoning and Ordinances

- Current 2040 Plan (including amendments) in Word or editable format, if possible
- Current local ordinances and zoning code
- Local Zoning Map (GIS, if possible)
- Existing Land Use Designations and Map (GIS, if possible)
- Existing Plans or Studies (small area plans, environmental reviews, policy plans, etc.)
- 2040 Future Land Use Data and Map (GIS, if possible)
- Land Use and Utility Staging Plan Data and Map (GIS, if possible)
- Map of local park and trails (GIS, if possible)
- Mississippi River Corridor Critical Area Plan (if applicable)
- Inventory of Historic Sites (Map, if possible)

Transportation

- Transportation Corridor Studies (if present)
- List of local transit providers (not Metro Transit)
- Map of local transit network (not Metro Transit)
- Map of local and planned bike network and pedestrian network (GIS, if possible)
- Safe Route to Schools Plan (if present)
- ADA Transition Plan or Self-Evaluation

Water and Wastewater

- Sewer System Data (GIS)
- Wastewater Facility Planning Reports (if applicable)
- NPDES (National Pollutant Discharge Elimination System) and SDS (State Disposal System) Permits (if applicable)
- SSTS (septic) Ordinances/Management Program
- Map of Private Communal Septic Systems (if present; GIS, if possible)
- Map of Individual SSTS (if present; GIS, if possible)
- Wastewater Service Agreements (if applicable)

Water Service Agreements (if applicable)

Emergency Water Service Agreements (if applicable)

Local Surface Water Management Plan(s) (LSWM), including Drainage areas, Volume-Rate-Paths for stormwater runoff, and map of areas and elevations for stormwater storage (if not in LSWM)

Joint Powers Agreements with local Watershed Management Organization(s) (if applicable)

Local Climate Action Plan (if present)

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