



## **HAMBURG CITY COUNCIL AGENDA DECEMBER 3, 2024**

1. **Call City Council Meeting to Order at 6:30 PM**
  - **Pledge of Allegiance**
  
2. **Public Comment** *(Individuals may address the City Council about any non-agenda item(s) of concern. Speakers must state their name, address, and limit their remarks to three minutes. The City Council may not take official action on these items and may refer the matter to staff for a future report or direct that the matter be scheduled for a future meeting agenda.)*
  
3. **Agenda Review (Added Items) and Adoption**
  
4. **Consent Agenda** *(NOTICE TO PUBLIC: All those items listed as part of the Consent Agenda will be approved by a single motion, unless a request to discuss one of those items is made prior to that time. Anyone present at the meeting may request an item to be removed from the consent agenda. Please inform the Council when they approve the agenda for this meeting.)*
  - **Approve Payment of Added November Claims (\$7,120.26)**
  - **Approve Payment of December Claims (\$377,372.21)**
  - **Approve Lawful Gambling Permit for Hamburg Hunting & Fishing Club**
    - **February 2, 2025**
  - **Approve Lawful Gambling Permit for Hamburg Baseball Club**
    - **June 8, 2025**
  - **Approve Temporary On-Sale Liquor License(s) for Hamburg Lions Club**
    - **January 18, 2025, January 25, 2025 & February 1, 2025**
  - **Approve September 2024 Cash Flow Statement**
  - **Approve Time-Off Request (Jeremy Gruenhagen)**
  - **Transmission Line Work Notice (Xcel Energy)**
  
5. **Green Isle CPA Banquet (Kipp Trebesch)**
  - **Hall Rental/Exempt Lawful Gambling Permit for January 25, 2025**
  
6. **Old City Business (Memo)**
  - **Deputy Clerk/Utility Billing Clerk**
  
7. **New City Business**
  - **Electrical Bids (Hourly) for City Work**
  - **American Rescue Plan Act - SLFRF Funds (\$56,498.92) Allocation**
    - **Approve Resolution Number 2024-09**
  - **2025 Final Budget/2025 Final Property Tax Levy**
    - **Health Insurance Rates/Cost Analysis**
    - **Budget Items for 2024/2025**
    - **2025 City Fee Schedule**



***HAMBURG CITY COUNCIL AGENDA  
DECEMBER 3, 2024***

**8. City Council Reports**

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

**9. Recess City Council Meeting**

**10. Move to Closed Meeting(s) for the purpose of Employee Evaluation(s) [Unless any employee requests an Open Meeting for his/her evaluation. Any Open Meeting for Employee Evaluation(s) shall be held prior to any Closed Meeting for Employee Evaluation(s)]**

- Steve Frensko
- Jason Buckentin
- Jeremy Gruenhagen

**11. Move to Close Closed Meeting for Employee Evaluation**

**12. Move to Reopen the City Council Meeting**

**13. Employee Wages/Health Insurance Coverage for 2025**

**14. Adjourn City Council Meeting**



***HAMBURG CITY COUNCIL AGENDA  
DECEMBER 3, 2024***

**COMMUNITY HALL & PARK ACTIVITIES**

**DECEMBER**

- 6 – Hall Rental
- 7 – Hamburg Lions Lunch w/ Santa – 12:00 PM
- 14 – Central Trap Team Bingo (Hall)

**JANUARY**

- 18 – Ducks Unlimited Bingo
- 19 – Hamburg Lions Club Pancake Brunch
- 25 – CPA Banquet

**COMMUNITY CENTER (FIRE HALL) ACTIVITIES**

**DECEMBER**

- 2 – Mayors In - 4:00 to 6:00 PM
- 2 – HFD Training
- 2 – Hamburg Lions Club
- 3 – City Council Meeting – 6:30 PM
- 6 – Hamburg Lions Xmas Party
- 7 – Community Center Rental
- 10 – Hamburg City Council Meeting – 7:00 PM
- 10 – Young America Township Meeting
- 14 – Community Center Rental
- 18 – Hamburg Lions Club
- 21 – Community Center Rental
- 25 – Community Center Rental
- 24/24 – Christmas Holiday (City Offices Closed)
- 30 – Hamburg Fire Dept (Relief Assoc.) Meeting

**JANUARY**

- 1 – New Year's Day – City Office Closed
- 6 – HFD Training
- 6 – Hamburg Lions Board Meeting – 7:00 PM
- 6 – Mayors In – 5:00 to 7:00 PM
- 14 – Hamburg City Council Meeting – 7:00 PM
- 14 – YA Township Meeting – 7:30 PM
- 20 – Hamburg Lions Club
- 20 – MLK Jr. Day – City Offices Closed
- 27 – Hamburg Fire Dept (Relief Assoc.) Meeting

2024 November Claims List

CHECK #	VENDOR	FUND	CLAIM DESCRIPTION	AMOUNT	APPROVED
ACH	EFTPS	Divided	Fed, Social Security, MC - October 2024	\$3,280.58	11/12/2024
ACH	MN Dept. of Revenue	Divided	State Withholding Tax Payment - October 2024	\$651.00	11/12/2024
ACH	PERA	Divided	PERA Withholding - October 2024	\$403.20	11/12/2024
ACH	PERA	Divided	PERA Withholding - October 2024	\$885.88	12/3/2024
ACH	PERA	Divided	PERA Withholding - November 2024	\$403.20	12/3/2024
ACH	PERA	Divided	PERA Withholding - November 2024	\$410.20	12/3/2024
ACH	HealthPartners	Divided	Health Insurance for November 2024	\$3,191.20	11/12/2024
ACH	Google	General Gov't	Email Accounts (14) Administered by Google G Suite	\$201.60	11/12/2024
ACH	Kwik Trip	Park/Streets/FD	Gas for City Vehicles	\$118.33	11/12/2024
ACH	METRONET	FD/Hall/Water	Fiber Phone Service for 10/16/24 to 11/15/24	\$75.97	11/12/2024
ACH	Xcel Energy	Divided	XCEL ENERGY-MN XCELENERGY 00130099230	\$147.25	11/12/2024
ACH	Xcel Energy	Divided	XCEL ENERGY-MN XCELENERGY 00051366837	\$53.69	11/12/2024
ACH	Xcel Energy	Divided	XCEL ENERGY-MN XCELENERGY 00053491855	\$1,345.91	11/12/2024
ACH	Xcel Energy	Divided	XCEL ENERGY-MN XCELENERGY 00053491844	\$927.26	11/12/2024
ACH	ZOOM	General Gov't	Video Conferencing 11/06/2023 - 12/05/2023	\$17.33	11/12/2024
ACH	Security Bank & Trust	General Gov't	ACH Service Fees for October 2024	\$20.00	11/12/2024
ACH	Verizon Wireless	Divided	City Cell Phone/Tablets Data Plan	\$129.35	12/3/2024
ACH	Kwik Trip, Inc	General Gov't/FD	Gas for City Vehicles/Equipment	\$118.33	11/12/2024
ACH	Optum Bank	General Gov't	HSA Admin Fee - 3rd Qtr. 2024	\$22.50	12/3/2024
DD	Jason Buckentin	Divided	Wages 10/21/24 to 11/03/24	\$2,023.48	11/12/2024
DD	Jeremy Gruenhagen	Divided	November Wages	\$2,324.66	11/12/2024
DD	Jason Buckentin	Divided	Wages 11/04/24 to 11/17/24	\$2,050.40	12/3/2024
DD	Jeremy Gruenhagen	Divided	November Wages	\$2,357.57	12/3/2024
DC	Amazon	General Gov't	Indoor Area Rugs for City Offices	\$239.70	11/12/2024
DC	Amazon	Hall/CC	Trash Bags & Paper Towels	\$49.71	11/12/2024
DC	Unhinged Pizza	General Gov't	Lunch/Dinner for Election Judges	\$152.13	11/12/2024
DC	Hamburg Post Office	Water	Water Samples	\$38.85	11/12/2024
DC	Hamburg Post Office	GG/Water/Sewer	Roll of Stamps/2 Rolls of Post Card Stamps	\$185.00	12/3/2024
DC	Hamburg Post Office	General Gov't	October 11, 2024 Newsletter	\$88.75	12/3/2024
DC	Home Depot	General Gov't Bldgs	Tools	\$478.00	12/3/2024
DC	Amazon	GG /Hall	Wood/Metal Oscillating Multitool Saw Blades/Light Bulbs	\$35.98	12/3/2024
DC	Amazon	Hall	Tork OptiCore 3-Roll Toilet Paper Roll Dispenser	\$17.76	12/3/2024
22265	Bolton & Menk, Inc.	General Gov't	Professional Services for 08/17/2024 to 09/13/2024	\$80.00	11/12/2024
22266	Canon Financial Services, Inc.	General Gov't	Canon Copier Gov't Contract for October 2024	\$66.79	11/12/2024
22267	Carver Link	General Gov't	Internet Services October 2024	\$120.00	11/12/2024
22268	Carver County Sheriff's Office	Public Safety	2nd Half Policing Contract/3rd Qtr OT	\$14,588.38	11/12/2024
22269	Coordinated Business Systems, Ltc	General Gov't	Monthly Equipment Base Rate for 10-01-24 to 10-31-24	\$58.03	11/12/2024
22270	Dammann Seed Sales	Park	Athletic Turf Mixture (2) #25lb. Bag	\$140.00	11/12/2024
22271	Gopher State One Call	Water/Sewer	October 2024 Email Tickets 10 at \$1.35	\$13.50	11/12/2024
22272	Hawkins Chemical	Water	Azone 15 - EPA Reg. No. 7870-5, 75 gal	\$1,114.71	11/12/2024
22273	Henning Excavating	Sewer/Water	Install New Grinder Station (Jacob St)/Water SO for 605 Robert	\$23,906.00	11/12/2024
22274	Hillyard	Comm Ctr	Products for Waxing Community Center Office Floors	\$271.78	11/12/2024
22275	Home Solutions	Water/Sewer	Wax Gasket, Caulk, NC Plug Tap	\$28.13	11/12/2024
22276	Loffler Companies, Inc.	General Gov't	October Copies	\$87.94	11/12/2024
22277	Melchert-Hubert-Sjodin, PLLP	General Gov't	Revise PTO and ESST Policy	\$339.30	11/12/2024
22278	Menards	Streets	Yellow Pro Paint Safety/Purdy GE Cover	\$105.21	11/12/2024
22279	MN Rural Water Assoc.	Water	Membership December 2024 - November 2025	\$400.00	11/12/2024
22280	MVTL Labs, Inc.	Sewer	Discharge Samples	\$147.75	11/12/2024
22281	NAPA Auto Parts	Hall/Water/Sewer	Oil for Generators	\$196.91	11/12/2024
22282	Per Mar Security Services	Sewer	Base Alarm Monitoring for WWTP 12-03-2024 to 3-02-2025	\$109.62	11/12/2024
22283	Plunkett's Pest Control	General Gov't (CC)	General Pest Control Service Date 10/14/2024	\$45.57	11/12/2024
22284	S.E.H. Inc.	Streets	Engineering Fees - Brad Street Reclaim and Overlay	\$9,936.92	11/12/2024
22285	Schneider Excavating & Grading	Water	Final Payment - Water Main Imp for Old WTP	\$4,016.90	11/12/2024
22286	Town & Country Glass	GG Bldgs	Laminated Tint Backglass for Bobcat Toolcat	\$285.88	11/12/2024
22287	W.W.O.T.A. Inc	Water/Sewer	Water/Sewer Training & Assistance for October 2024	\$1,383.75	11/12/2024
22288	Waste Management, Inc.	Sanitation	30 Yard Recycle Container for 10/01/24-10/31/24	\$888.12	11/12/2024
22289	West Metro Mechanical	Water	Furnace Service Call - Reznor Inducer Assembly	\$774.00	11/12/2024
22290	Wm Mueller & Sons, Inc.	Park/Streets	Fuel for City Vehicles/Equipment	\$404.90	11/12/2024
Debit	Security Bank & Trust	Water/Sewer/SW	Returned Check for Utility Bill	\$174.00	12/3/2024
				\$82,010.53	
			November Claims	\$74,890.27	11/12/2024
			Added November Claims	\$7,120.26	12/3/2024
				\$82,010.53	

2024 December Claims List

CHECK #	VENDOR	FUND	CLAIM DESCRIPTION	AMOUNT	APPROVED
ACH	EFTPS	Divided	Fed, Social Security, MC - November 2024	\$2,986.74	12/3/2024
ACH	MN Dept. of Revenue	Divided	State Withholding Tax Payment - November 2024	\$585.00	12/3/2024
ACH	HealthPartners	Divided	Health Insurance for December 2024	\$3,622.12	12/3/2024
ACH	METRONET	FD/Hall/Water	Fiber Phone Service for 11/16/24 to 12/15/24	\$75.97	12/3/2024
ACH	Google	General Gov't	Email Accounts (14) Administered by Google G Suite	\$201.60	12/3/2024
ACH	Security Bank & Trust	General Gov't	ACH Service Fees for November 2024	\$20.00	12/3/2024
DC	Amazon	CC/Hall	Tork Hand Towel Rolls	\$133.73	12/3/2024
DC	Amazon	General Gov't	Eye Wash Station/Caution Wet Floor Signs/Bohrick Cat Keys	\$132.78	12/3/2024
22291	Barb Droege	General Gov't	General Election Judge (7 Hrs)	\$98.00	12/3/2024
22292	Bolton & Menk, Inc.	General Gov't	Professional Services for 09/14/2024 to 10/11/24	\$520.00	12/3/2024
22293	Bound Tree Medical	Public Safety (FD)	Pediatric Defib Pads 9730-002	\$158.99	12/3/2024
22294	Canon Financial Services, Inc.	General Gov't	Canon Copier Gov't Contract for November 2024	\$66.79	12/3/2024
22295	Carver Link	General Gov't	Internet Services November 2024	\$120.00	12/3/2024
22296	Carver County	General Gov't	2024 Assessment Contract	\$4,085.71	12/3/2024
22297	Dena Braith	General Gov't	General Election Judge (10.25 Hrs)	\$143.50	12/3/2024
22298	Diane Hoffman	General Gov't	General Election Judge (7 Hrs)	\$98.00	12/3/2024
22299	ECM Publishers, Inc.	General Gov't	Deputy Clerk/Utility Billing Clerk Ad	\$554.50	12/3/2024
22300	Gopher State One Call	Water/Sewer	November 2024 Locates	\$5.40	12/3/2024
22301	Home Solutions	GG Bldgs	Supplies & Parts	\$98.34	12/3/2024
22302	Janice Mackenthun	General Gov't	General Election Judge (7 Hrs)	\$98.00	12/3/2024
22303	Jessica Flury	General Gov't	General Election Judge (8.5 Hrs)	\$119.00	12/3/2024
22304	Lano Equipment	GG Bldgs	Repair Toolcat Repair - Cab Blower Fan	\$1,531.87	12/3/2024
22305	Lara Aycock	Water	Final Utility Billing Refund	\$126.25	12/3/2024
22306	Melchert-Hubert-Sjodin, PLLP	General Gov't	Correspondences from Pat Neaton (Trebesch Parcel Zoning)	\$124.99	12/3/2024
22307	MN Pump Works	Sewer	Annual Maintenance (LS) - Grinder Station Pump 2 Repairs	\$1,585.98	12/3/2024
22308	MN Dept of Health	Water	4th Qtr Water Supply Service Connection Fees (216)	\$524.00	12/3/2024
22309	Mona Kerber	General Gov't	General Election Judge (8.5 Hrs)	\$119.00	12/3/2024
22310	MVTL Labs, Inc	Sewer	Discharge Samples	\$195.50	12/3/2024
22311	Nick Mackenthun	Public Safety (FD)	Fire Convention Expenses	\$1,183.30	12/3/2024
22312	Omega Rail Management, Inc	Water/Sewer	Right of Way Rental Agreement with Railroad (MVRRA)	\$1,023.15	12/3/2024
22313	Perry Schroeder	GG/Water	Primary Election Judge (10 Hrs)/Mileage/Utility Bill Refund	\$189.60	12/3/2024
22314	Plunkett's Pest Control	GG (CC)/Hall	General Pest Control Service Date 10/14/2024	\$162.12	12/3/2024
22315	Sandy Noeldner	Water	Final Utility Bill Refund	\$16.23	12/3/2024
22316	Steve Buckentin	Public Safety (FD)	Fire Convention Expenses	\$1,285.95	12/3/2024
22317	Steven Siewert	Public Safety (FD)	Fire Convention Expenses	\$842.96	12/3/2024
22318	W.W.O.T.A. Inc	Water/Sewer	Water/Wastewater Training & Assistance for November 2024	\$853.75	12/3/2024
22319	Wm Mueller & Sons, Inc.	Streets	Fuel for City Vehicles	\$353,683.39	12/3/2024
				\$377,372.21	



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: Hamburg Hunting and Fishing Club Previous Gambling Permit Number: X- 35324  
Minnesota Tax ID Number, if any: \_\_\_\_\_ Federal Employer ID Number (FEIN), if any: \_\_\_\_\_  
Mailing Address: P.O. Box 115  
City: Hamburg State: MN Zip: 55339 County: Carver  
Name of Chief Executive Officer (CEO): Jason Linner Kolstad  
CEO Daytime Phone: 612-203-0804 CEO Email: Jason.Kolstad@gmail.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](http://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): February 7, 2025

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](http://www.mn.gov/gcb) and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

**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: \_\_\_\_\_  
(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)).

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 Depart-

ment 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.

**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.

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: Hamburg Baseball Club Inc. Previous Gambling Permit Number: X-34106-24-016
Minnesota Tax ID Number, if any: 41-1287810 Federal Employer ID Number (FEIN), if any:
Mailing Address: 18521 158th St
City: Hamburg State: Mn Zip: 55339 County: Carver
Name of Chief Executive Officer (CEO): Richard Schug
CEO Daytime Phone: 612-418-5890 CEO Email: richard.schug@ufcmn.com
Email permit to (if other than the CEO):

NONPROFIT STATUS

Type of Nonprofit Organization (check one):
[ ] Fraternal [ ] Religious [ ] Veterans [x] 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
[ ] IRS income tax exemption (501(c)) letter in your organization's name
[ ] IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)

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 Baseball Park
Physical Address (do not use P.O. box): 401 Sophia Ave
Check one:
[x] City: Hamburg Zip: 55339 County: Carver
[ ] Township: Zip: County:
Date(s) of activity (for raffles, indicate the date of the drawing): 06-08-2025

Check each type of gambling activity that your organization will conduct:
[ ] Bingo [ ] Paddlewheels [ ] Pull-Tabs [ ] Tipboards [x] 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: Richard Schug Date: 11-26-24  
(Signature must be CEO's signature; designee may not sign)

Print Name: Richard Schug

**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 Depart-

ment 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.



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	Type of organization <input type="checkbox"/> Mircodistillery <input type="checkbox"/> Small Brewer		
January 18, 2025	<input checked="" type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input type="checkbox"/> Other non-profit		
Organization officer's name	City	State	Zip Code
Chris Lund	Hamburg	MN	55339
Organization officer's name	City	State	Zip Code
Robert Gregonis	Hamburg	MN	55339
Organization officer's name	City	State	Zip Code

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	December 3, 2024
City or County approving the license	Date Approved
No fee	January 18, 2025
Fee Amount	Permit Date
Event in conjunction with a community festival <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	CityAdmin@cityofhamburgmn.com
566	City or County E-mail Address
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	Type of organization <input type="checkbox"/> Mircodistillery <input type="checkbox"/> Small Brewer		
January 25, 2025	<input checked="" type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input type="checkbox"/> Other non-profit		
Organization officer's name	City	State	Zip Code
Chris Lund	Hamburg	MN	55339
Organization officer's name	City	State	Zip Code
Robert Gregonis	Hamburg	MN	55339
Organization officer's name	City	State	Zip Code

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	December 3, 2024
City or County approving the license	Date Approved
No fee	January 25, 2025
Fee Amount	Permit Date
Event in conjunction with a community festival <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	CityAdmin@cityofhamburgmn.com
566	City or County E-mail Address
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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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:

Organization Address (No PO Boxes):  City:  State:  Zip Code:

Name of person making application:  Business phone:  Home phone:

Date(s) of event:  Type of organization:  Club  Charitable  Religious  Other non-profit  Mircodistillery  Small Brewer

Organization officer's name:  City:  State:  Zip Code:

Organization officer's name:  City:  State:  Zip Code:

Organization officer's name:  City:  State:  Zip Code:

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

<input type="text" value="City of Hamburg"/>	<input type="text" value="December 3, 2024"/>
City or County approving the license	Date Approved
<input type="text" value="No fee"/>	<input type="text" value="February 1, 2025"/>
Fee Amount	Permit Date
Event in conjunction with a community festival <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="text" value="CityAdmin@cityofhamburgmn.com"/>
<input type="text" value="566"/>	City or County E-mail Address
Current population of city	
<input type="text" value="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  
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CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US**



	Beginning Balance 1/1/2024	2024 Budget Income	2024 Budget Expense	Budget Year-End Balance	Total Income Received	Total Expenses	Ending Balance 9/30/2024
<b>General Fund</b>	<b>\$503,713.75</b>	<b>\$644,440.00</b>	<b>\$660,806.00</b>	<b>\$487,347.75</b>	<b>\$455,655.85</b>	<b>\$536,600.17</b>	<b>\$422,769.43</b>
General Gov't							
Public Safety (Fire Dept.)			\$356,910.00	\$134,616.00	\$356,910.00	\$215,325.64	\$141,584.36
Public Works (Streets)			\$69,015.00	\$3,500.00	\$69,015.00	\$98,075.92	(\$29,060.92)
Sanitation & Recycling			\$44,015.00	\$0.00	\$44,015.00	\$77,481.19	(\$33,466.19)
Parks & Recreation			\$52,750.00	\$0.00	\$52,750.00	\$592.08	\$52,157.92
Comm. Hall						\$103,871.85	(\$51,713.85)
						\$41,253.49	(\$41,253.49)
<b>Special Revenue Funds</b>	<b>\$605,867.09</b>	<b>\$13,325.00</b>	<b>\$6,000.00</b>	<b>\$613,192.09</b>	<b>\$12,214.39</b>	<b>\$0.00</b>	<b>\$618,081.48</b>
City Of Hamburg (Savings)	\$589,241.01	\$7,000.00	\$6,000.00	\$590,241.01	\$6,214.39	\$0.00	\$595,455.40
*Equipment Replacement Fund	\$88,500.00	\$0.00	\$0.00	\$88,500.00	\$0.00	\$0.00	\$88,500.00
*City Maintenance Fund	\$65,233.00	\$0.00	\$0.00	\$65,233.00	\$0.00	\$0.00	\$65,233.00
*Street Improvements (Repairs)	\$360,263.00	\$0.00	\$0.00	\$360,263.00	\$0.00	\$0.00	\$360,263.00
*Community Center Addition	\$28,000.00	\$0.00	\$0.00	\$28,000.00	\$0.00	\$0.00	\$28,000.00
*Community Hall Renovations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
*Park Handicap Bathrooms	\$20,000.00	\$0.00	\$0.00	\$20,000.00	\$0.00	\$0.00	\$20,000.00
*Water Tower	\$6,000.00	\$0.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00
*Interest	\$21,245.01	\$7,000.00	\$6,000.00	\$28,245.01	\$6,214.39	\$0.00	\$27,459.40
*Transfers In (Out)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fire Equipment CD	\$16,626.08	\$6,325.00	\$0.00	\$22,951.08	\$6,000.00	\$0.00	\$22,626.08
*Fire Truck Replacement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
*Radio Replacement	\$21,000.00	\$0.00	\$0.00	\$21,000.00	\$0.00	\$0.00	\$21,000.00
*Fire Equipment	(\$5,643.75)	\$6,000.00	\$0.00	\$356.25	\$6,000.00	\$0.00	\$356.25
*Interest	\$1,269.83	\$325.00	\$0.00	\$1,594.83	\$0.00	\$0.00	\$1,269.83
<b>Debt Service</b>	<b>\$598.04</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$598.04</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$598.04</b>
<b>Total (Tax Revenue Funds)</b>	<b>\$1,110,178.88</b>	<b>\$657,765.00</b>	<b>\$666,806.00</b>	<b>\$1,101,137.88</b>	<b>\$467,870.24</b>	<b>\$536,600.17</b>	<b>\$1,041,448.95</b>
<b>Enterprise Funds</b>							
Water	\$80,923.09	\$208,430.43	\$206,618.41	\$82,735.11	\$144,678.26	\$200,238.06	\$25,363.29
Sewer	\$286,369.13	\$166,362.80	\$205,840.42	\$246,891.51	\$58,083.69	\$176,272.17	\$168,180.65
Storm Water	\$89,108.49	\$72,309.60	\$74,817.19	\$86,600.90	\$53,847.51	\$62,899.53	\$80,056.47
<b>Total (Enterprise Funds)</b>	<b>\$456,400.71</b>	<b>\$447,102.83</b>	<b>\$487,276.02</b>	<b>\$416,227.52</b>	<b>\$256,609.46</b>	<b>\$439,409.76</b>	<b>\$273,600.41</b>
<b>Totals</b>	<b>\$1,566,579.59</b>	<b>\$1,104,867.83</b>	<b>\$1,154,082.02</b>	<b>\$1,517,365.40</b>	<b>\$724,479.70</b>	<b>\$976,009.93</b>	<b>\$1,315,049.36</b>
<b>Debt Summary</b>	<b>Remaining Balance 1/1/2024</b>	<b>Remaining Assessment 1/1/2024</b>	<b>Cash &amp; Investments</b>	<b>2024 Principle Payments</b>	<b>Date Due</b>	<b>Maturity Date</b>	<b>Unfunded Balance 12/31/2024</b>
2007 Streets	\$0.00	\$0.00	\$598.04	\$0.00	2/1/2023	2/1/2023	(\$598.04)
Water Treatment Plant	\$59,000.00	\$0.00	\$0.00	\$59,000.00	2/20/24 & 8/20/24	8/20/2024	\$0.00
Sanitary Sewer Improvements	\$72,088.23	\$32,569.98	\$0.00	\$16,000.00	2/20/24 & 8/20/24	8/20/2030	\$23,518.25
Storm Water Improvements	\$610,000.00	\$0.00	\$0.00	\$60,000.00	2/1/24 & 8/1/24	2/1/2032	\$550,000.00
Water Tower/Water Main Imp Project	\$1,213,000.00	\$0.00	\$0.00	\$52,000.00	2/20/24 & 8/20/24	8/20/2044	\$1,161,000.00
<b>Totals</b>	<b>\$1,954,088.23</b>	<b>\$32,569.98</b>	<b>\$598.04</b>	<b>\$187,000.00</b>			<b>\$1,733,920.21</b>



# CITY OF HAMBURG TIME-OFF REQUEST FORM

Today's Date: December 2, 2024

Employee Name: Jeremy Gruenhagen

Dates Requesting Time-Off: December 5 (Off 3:30)

December 6, 17, 19 (Off at 4:00)

December 11, 12 (Off at 3:15)

How many **Vacation** hours will be used? 6

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 than three consecutive days off? No

- If yes, you must receive City Council approval.

### City Council Approval

Date of Council Meeting: December 3, 2024 (12-3-24)

Was vacation request approved? \_\_\_\_\_

- If no, reason request was denied: \_\_\_\_\_

Jeremy Gruenhagen 12-2-24  
Employee Signature Date

\_\_\_\_\_  
City Clerk/Treasurer Date

\_\_\_\_\_  
Mayor Date



# CITY OF HAMBURG TIME-OFF REQUEST FORM

Today's Date: December 27, 2025

Employee Name: Jeremy Guenther

Dates Requesting Time-Off: December 26 & 27

How many **Vacation** hours will be used? 16

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

Is there a **Holiday** during your time off? Yes

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

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

Are you requesting more than three consecutive days off? Yes (w/ Holidays)

- If yes, you must receive City Council approval.

### City Council Approval

Date of Council Meeting: December 3, 2024

Was vacation request approved? \_\_\_\_\_

- If no, reason request was denied: \_\_\_\_\_

Jeremy Guenther 12-27-24  
Employee Signature Date

\_\_\_\_\_  
City Clerk/Treasurer Date

\_\_\_\_\_  
Mayor Date



**CITY OF HAMBURG, MINNESOTA  
RESOLUTION NUMBER 2024-09**

**A RESOLUTION TO SPEND STATE & LOCAL FISCAL  
RECOVERY FUNDS UNDER THE AMERICAN RESCUE PLAN  
ACT**

**WHEREAS**, the American Rescue Plan Act (ARPA) was signed into law by President Biden in March of 2021,

**WHEREAS**, ARPA appropriates funds to nonentitlement units of government (NEUs) to mitigate the fiscal effects stemming from the public health emergency with respect to COVID-19,

**WHEREAS**, A nonentitlement unit of government is defined as a city, that is not a metropolitan city,

**WHEREAS**, City of Hamburg is a nonentitlement unit of government and has accepted funds from ARPA,

**WHEREAS**, ARPA permits NEUs to spend ARPA funds under the Revenue Loss Eligible Use Category, Revenue Loss under the Standard Allowance,

**WHEREAS**, the city seeks to use ARPA funds on a street infrastructure investment project (Brad Street Road & Storm Water Improvements).

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

The city will use ARPA funds to pay for the Brad Street Road & Storm Water Improvement Project as allowed by ARPA.

**I CERTIFY THAT** the above resolution was adopted by the City Council of Hamburg, Carver County, Minnesota this 3<sup>rd</sup> day of December, 2024.

**ATTEST:**

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

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



414 Nicollet Mall  
Minneapolis, MN 55401-1993

November 12, 2024

**RE: Transmission Line Work Notice – Line 0771/0717 Rebuild**

The purpose of this letter is to update you of upcoming construction activities to rebuild Xcel Energy's existing 69,000-volt (69kV) transmission line between the Norwood Young America, Carver and Green Isle Substations.

You are receiving this letter because you own property on or adjacent to where construction activities will occur. Construction activities are scheduled to begin in December of 2024 and be completed spring of 2025. Xcel Energy is initiating communication now to allow ample time for inquiries and preparation by all parties involved.

Thank you in advance for your cooperation and assistance with this project. Please feel free contact me with any questions or concerns as well. I can be reached at 612.528.1380 or at [Zach.rogers@wsbeng.com](mailto:Zach.rogers@wsbeng.com).

Regards,

*Zach Rogers*

**Zach Rogers**  
Consultant for Xcel Energy  
540 Gateway Blvd. Burnsville, MN 55337  
P: 612.528.1380  
[Zach.rogers@wsbeng.com](mailto:Zach.rogers@wsbeng.com)

**CITY OF HAMBURG**  
**City Fee Schedule for 2024**  
**Schedule A**

Mayor  
 Acting Mayor  
 Council Member  
 Council Member  
 Council Member  
 Official Newspaper - Publications  
 Bank & Depository - Utility Billing Collection Site  
 Building Inspector  
 Emergency Manager  
 City Engineer

Chris Lund  
 Tim Tracy  
 Mitch Polzin  
 Eric Poppler  
 Jessica Weber  
 Patriot  
 Security Bank and Trust  
 MNSPECT  
 Fire Chief 2  
 Justin Black

**Community Hall Rates**

Hall Upstairs - 9:00 AM Access (Day Before Rental if not Rented)	City Resident	\$950.00	
Hall Reservation 2 Days Before Rental Date (4:00 PM Access)	City Resident	\$1,050.00	
Hall Reservation 2 Days Before Rental Date (9:00 AM Access)	City Resident	\$1,150.00	
Hall Upstairs - 9:00 AM Access (Day Before Rental if not Rented)	Non-Resident Rate	\$1,200.00	
Hall Reservation 2 Days Before Rental Date (4:00 PM Access)	Non-Resident Rate	\$1,300.00	
Hall Reservation 2 Days Before Rental Date (9:00 AM Access)	Non-Resident Rate	\$1,400.00	
Hall Rental Fee (Upstairs) for Local Businesses (9:00 AM Access)		\$425.00	
Hall Rental Fee (Upstairs) for Benefits		\$425.00	
Hall Damage Deposit		\$450.00	
Down Payments on Hall Rental		\$150.00	
Damage Deposit for Renting Tables (Wooden Tables Only)		\$10/Table	
Damage Deposit for Chairs		\$1/Chair	
Pop (Per Pound)		\$1.25	\$1.00 *
Cups (Per Cup)		\$0.10	

(\* Denotes City Approved Club Rates - Fire Dept., Lions Club, Baseball Club, and Sportsmen's Club)

**Community Center Rates**

Community Center (Fire Hall) Rent	(\$200 Damage Deposit)	\$150.00
Community Center Rental Fee for Local Businesses	(\$200 Damage Deposit)	\$100.00

**Park Shelter Rentals**

Park Shelters & Lions Shelter	(\$100 Damage Deposit)	\$200.00
Park Shelter Rental Fee for Local Businesses	(\$100 Damage Deposit)	\$100.00

**Water, Sewer, & Storm Water Rates**

Water Hauled Out (Load)	Mileage = \$5/Mile	\$20/1,000 gallons
Metered Water (Base Fee)		\$25.91/Month
Metered Water (Per Thousand Gallons)		\$11.91
Water Capital Improvement Fee		\$10/Month
Sanitary Sewer (Base Fee) Per Unit		\$13.23/Month
Sanitary Sewer Metered (Per Thousand Gallons)		\$4.97
Storm Water Monthly Utility Fee	Residential Parcels	\$27.50/Month
Storm Water Monthly Utility Fee	Commercial/Multi-Family Parcels	\$44/Month
Late Fee on Utility Bill		10%
Water Hook Up Fee (WAC)		\$3,500
Sewer Hook Up Fee (SAC)		\$3,500
Water Reconnection Fee		\$100.00
Water/Sewer Permit Fee		\$50.00
Water Meter		Cost of Meter Plus 10%
Garbage		Residents Contract with Waste Management



**CITY OF HAMBURG**  
**City Fee Schedule for 2024**

**Schedule A**

Mayor	Chris Lund
Council Member/Vice Mayor	Tim Tracy
Council Member	Mitch Polzin
Council Member	Eric Poppler
Council Member	Jessica Weber
Official Newspaper - Publications	Patriot
Bank & Depository - Utility Billing Collection Site	Security Bank and Trust
Building Inspector	MNSPECT
Emergency Manager	Fire Chief 2
City Engineer	Justin Black

**City Council & Special Rates**

Mayor Salary		\$1,500.00
Council Salary		\$1,000.00
Special Meeting (City Related) - Per Member/Meeting		\$50/Meeting
Planning Commission Wages		\$25/Meeting
Election Judges (City Elections)		\$14/Hr
Public Hearing & Meetings ( Requested by Residents) Held Before Regular City Mtg.		\$300.00
Public Hearing & Special Meetings ( Requested by Residents) Other than Regular Mtg.		\$350.00
Variance/Conditional Use/Rezoning/Comp Plan Amend/Minor Subdivision (Per Land Use App)		\$300.00
Administrative Fee - Certified Letters		\$25.00
Background Check Fee		Cost of Background Check
City Man Power - Hourly Rate (Plus Cost of Administrative Search Warrant)		\$35.00
City Man Power (Equipment) - Hourly Rate		\$110.00
Information Research Fee	Public Data Only	\$30/HR plus Materials
Copies	Per Page	\$0.25
Copy of City Ordinances		\$50.00
Copy of Comprehensive Plan, Zoning Ordinances, Financial Statement, City Tapes (Videos)		\$30.00
Copy of City SWMP, Sewer and Water Studies		\$30.00
Mileage	2024 IRS Rate	2024 IRS Rate
Returned Check Charge		\$30
Special Assessment Search		\$20
Animal License	Annual	\$10.00 *
Liquor License - On Sale (Baseball Club)	Annual	\$100.00
Liquor Licenses - On Sale	Annual	\$1,200.00
Liquor Licenses - Off Sale	Annual	\$100.00
Liquor Licenses - Special Sunday	Annual	\$200.00
Tobacco License	Annual	\$100.00
Solicitor/Peddler Permit	Annual	\$25.00
Notary Public Fee	Per Page	\$2.00

\* (Animal Licenses are due the first of the year)

**Fire Call Rates**

Fire/Accident Call Not Covered By Contract	\$600 First Hr. + \$500 Each Additional Hr.
Training Pay (Firefighters & First Responders)	\$10.00 each training
On Call Pay (Firefighters)	\$10.00 for each call
On Call Pay (First Responders)	\$15.00 for each call

<b>2025 Budget Items</b>	<b>Fund</b>	<b>Estimate Cost</b>	<b>Comments</b>	<b>2025 Budget</b>
Lighting in CC to LED	General Govt	\$ 4,300.00	Bid from Robb's Electric	?
Community Center Floors	General Govt	\$ 27,000.00	Replace Floor Tiles	
Broom Attachment (Toolcat)	General Govt	\$ 5,000.00	Budget Replacement Fund	\$ 5,000.00 x
Grapple Bucket	General Govt	\$ 5,000.00		
Various Tools	General Govt	\$ 2,000.00		\$ 2,000.00 x
New Lawn Mower	General Govt	\$ 15,000.00	Budget Replacement Fund	\$ 5,000.00 x
Sidewalk	General Govt	\$ 6,000.00	Complete front sidewalk at city office	\$ 6,000.00 x
Sidewalk	General Govt	\$ 6,000.00	Fire hall aprons w/high early mix	\$ 6,000.00 x
Plow for Bobcat	General Govt	\$ 5,000.00	Getting Estimate	
Tool Box for Shop	General Govt	\$ 1,000.00		
Paint Striping Machine	General Govt	\$ 4,000.00	Paint Striping Machine	\$ 4,000.00 x
Drain Cleaning Machine	General Govt	\$ 700.00	Snake Machine	
Lumber Allowance	General Govt	\$ 5,000.00	Lumber for Various Projects	\$ 5,000.00 x
Bobcat Tires	General Govt	\$ 2,100.00	New Tires for Bobcat	\$ 2,100.00 x
Seal Coating/Crack Sealing	Streets	\$ 20,000.00	CC/Fire Hall Parking Lot - 1,000 lin ft	\$ 20,000.00 x
HFD Grass/Rescue Vehicle	Fire Dept	\$ 115,000.00	Purchase 2026/2027	\$ 20,000.00 x
HFDR Benefit Level Increase	Fire Dept			
Lighting in Fire Hall to LED	Fire Dept	\$ 500.00	24/7 Lights in Fire Hall	\$ 500.00 x
Brush Pile at Ponds	Recycling	\$ 10,000.00	Chip Brush Pile	
Dog Waste Station	Park	\$ 265.00	Amazon - SHIP Grant	
West Ballfield Field #1	Park	\$ 3,000.00	Redo the infield like East Field	\$ 3,000.00 x
Dirt for Park	Park	\$ 2,000.00	Open Shelters	\$ 2,000.00 x
Round Tables for Park	Park	\$1,000/Each	Replace 3 Spool with MF Tables	
Serving Tables	Park	?	3 to 4 Tables	\$ 1,000.00 x
Lighting for Food Stand	Park	\$ 1,500.00	(4) New LED Strip Fixtures	\$ 1,500.00 x
Lighting for Big Shelter	Park	\$ 5,500.00	(8) New LED Strip Fixtures/6 Industrial Fans	\$ 5,500.00 x
Replace Pavement in Park	Park	\$65,000-\$70,000	Replace in 2028/2029	\$ 10,000.00 x
Redo East Parking Lot	Park	?	Replace in 2028/2029	
Hockey Rink/Pickle Ball	Park	?	Permanent Rink	
Parking Lot	Park	\$ 3,100.00	Cut Out Curb	
Band Shelter	Park	?	Install 6 x 6 Garage Door	
Lions Shelter Flooring	Park		Repair Cement Flooring	
Electronic Sign	Park		New Electronic Sign/Repair	
Video Recording System	Park		Upgrade Storage/Quality	
New Picnic Table for Hall Park	Hall	?	Replace 2 picnic tables	
Bar & Stage Area Paneling	Hall	?	Replace/Repaint	
Wood Floors	Hall	\$ 5,000.00	Buff/Coat Every 4 Years (2028)	
LVP Flooring	Hall	\$ 1,000.00	LVP Flooring for Closet Room	\$ 1,000.00 x
Ramp Roof	Hall	\$ 15,000.00	Secure Roof to the Building	
AC for Hall	Hall	\$ 30,000.00	Mini-splits (3)	
Remodel Bathrooms	Hall	\$ 20,000.00	Floors/Partitions/FRP/Base Cabinets/Flushers	
Hall Lighting	Hall	\$ 2,000.00	Add Lights for Dance Floor Area	
Replace Hydrant Tops	Water	\$4,800 to \$5,800	6 Hydrants Need Updating	
Lighting in WTP	Water	\$ 3,000.00	convert lighting to LED	\$ 3,000.00 x
Replace Curb Stop	Water	\$ 3,500.00	Replace Curb Stops Yearly (1)	\$ 3,500.00 x
New Water Meters	Water	\$ 2,500.00	Purchase 5 Meters/MXU	\$ 2,000.00 x
Clean Water Tower	Water	\$ 5,000.00	Clean Every 3 to 5 Years	\$ 5,000.00 x
Hydrant Buddy Portable Cordless				
Hydrant & Gate Valve Exerciser	Water	\$ 5,000.00		\$ 5,000.00 x
Rip Rap - Stage 2	Sewer	\$ 165,000.00	Phase 2 - Check for Grants	
Hydro Jet Sanitary Sewer	Sewer	\$ 30,000.00	Clean/Televiser Sanitary Sewer Lines	\$ 6,000.00 x
Jetter	Sewer	\$ 40,000.00	Budget Replacement Fund	\$ 5,000.00 x
Lift Hoist	Sewer	\$ 500.00	Hoist for Pumps	\$ 500.00 x
Hydro Jet Storm Sewer	Storm Sewer	\$ 32,000.00	Clean/Televiser Storm Sewer Lines	

Park Rentals  
Hall Rent

Increase Rent  
Rent for Fundraisers  
Pop Rate For Clubs

Pickle Bar Court  
Archery Range