



HAMBURG CITY COUNCIL AGENDA
JANUARY 14, 2025

1. **Call Public Hearing to Order at 7:00 PM**
 - 2025 City Fee Schedule (Ordinance Number 171)
2. **Adjourn Public Hearing**
3. **Call City Council Meeting to Order**
 - Pledge of Allegiance
 - Designations/Appointments for 2025
 - Approve Resolution Number 2025-01
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 Resolution Number 2025-02 (Payment of Claims for 2025)
 - Approve Resolution Number 2025-03 (2024 Donations)
 - Approve Payment of December 2024 Added Claims (\$418,402.80)
 - Approve Payment of January 2025 Claims (\$101,094.24)
 - Approve Lawful Gambling Permit for Hamburg Lions Club
 - March 8, 2025, April 11, 2025, November 21, 2025
 - Approve Cash Flow Statements for October, November, December 2024
 - Approve Time-Off Request for Jeremy Gruenhagen
 - Notice of Application for Authority to Increase Electric Rates (Xcel Energy)
 - City Offices Closed January 20, 2025 for MLK Jr. Day
7. **Hamburg Hunt & Fishing Club – Tim Dreier**
 - Hall Rentals March 1, 2025 & April 5, 2025
8. **Old City Business**
 - Current & Future Use of PID 45.0282010
 - Minor Subdivision/Variance/Vacate Alley for Parcel 45.7000010
 - Deputy Clerk/Utility Billing Clerk Applications/Interviews
 - Personnel Committee Meeting(s)
9. **New City Business**
 - 2025 City Fee Schedule
 - Approve Ordinance Number 171



***HAMBURG CITY COUNCIL AGENDA
JANUARY 14, 2025***

- **Approve Employee Handbook Changes (ESST)**
- **Approve 2025 Agreement for Professional Services (City Engineer S.E.H)**
- **Use of City Equipment (City Employees)**
- **Sweeper Bucket for Bobcat**
- **Water Tower Cleaning Proposals**
- **MN Rural Water Conference January 21-23 (Jason Buckentin)**

10. City Council Reports

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

11. Adjourn City Council Meeting



***HAMBURG CITY COUNCIL AGENDA
JANUARY 14, 2025***

COMMUNITY HALL & PARK ACTIVITIES

- JANUARY**
- 18 – Ducks Unlimited Bingo
 - 19 – Hamburg Lions Club Pancake Breakfast
 - 25 – Green Isle CPA Banquet
- FEBRUARY**
- 1 – HHFC Fish Fry

COMMUNITY CENTER (FIRE HALL) ACTIVITIES

- JANUARY**
- 5 – 4-H Meeting
 - 6 – Mayors In 4:00 to 6:00 PM
 - 6 – Hamburg Lions Board Meeting
 - 6 – HFD Training
 - 14 – Hamburg City Council Meeting
 - 14 – Young America Township Meeting
 - 20 – Hamburg Lions Club
 - 20 – MLK Holiday – City Offices Closed
 - 27 – Hamburg Fire Dept. (Relief Association) Meeting
 - 28 – Carver County Extension (PPAT) – 11:00 to 5:00
- FEBRUARY**
- 2 – 4-H Meeting
 - 3 – Mayors In
 - 3 – Hamburg Lions Board Meeting
 - 3 – HFD Training
 - 10 – Hamburg Fire Department (Fit Testing)
 - 11 – Hamburg City Council Meeting
 - 11 – Young America Township Meeting

 - 16 – Community Center Rental
 - 17 – Hamburg Lions Club
 - 17 – Presidents' Day Holiday – City Offices Closed
 - 24 – Hamburg Fire Dept. (Relief Association) Meeting

**CITY OF HAMBURG
ORDINANCE NUMBER 171**

AN ORDINANCE OF THE CITY OF HAMBURG SUMMARIZING AND REAFFIRMING 2025 FEES FOR CITY LICENSES, PERMITS AND SERVICES AND SCHEDULE OF FINES PROVIDING PROCEDURES FOR SUBSEQUENT REVIEW, MODIFICATION AND AMENDMENT.

THE CITY COUNCIL OF THE CITY OF HAMBURG, COUNTY OF CARVER AND STATE OF MINNESTOA, HEREBY ORDAINS:

SECTION ONE: CODE ESTABLISHED FEES.

The City of Hamburg code establishes certain fees which may be set from time to time by the City Council, and

SECTION TWO: SUMMARY OF EXISTING FEES AND FINES.

City staff has reviewed the fees which the City currently charges and is recommending that the 2025 fee schedule with procedure for adjustments, attached hereto marked as Exhibit A, be adopted.

SECTION THREE: POLICY FOR FEE AND FINE SCHEDULE.

Council determines it is in the best interests of the citizens of the City to establish a master fee schedule to insure that established fees for licenses, permits, services and fines are fair, reasonable and proportionate to the actual cost of the circumstance for which the fee is imposed.

SECTION FOUR: FEES AND FINES NOT COVERED HERE.

The 2025 fee and fine schedule, Exhibit A attached, as part of this ordinance is intended to summarize and reaffirm existing fees and fines specifically covered in Exhibit A, intending that any fee or fine not included by this enactment shall continue in full force and effect where and as otherwise established and enacted.

SECTION FIVE: AMENDMENT.

The City Council of the City of Hamburg reserves its authority to, from time to time, but at least once annually, review the within schedule of fees and fines and to, by resolution enacted, make additions thereto or deletions there from and make such other modifications as are indicated necessary and appropriate.

SECTION SIX: EFFECTIVE DATE.

This ordinance adopting the Code of Ordinances, and the Code of Ordinances itself, shall take effect upon publication of this ordinance in the city's official newspaper. Passed and adopted by the City Council of the City of Hamburg this 14th day of January, 2025.

The 2025 City Fee Schedule (Exhibit A), stated herein, for the City of Hamburg is not being published but is available upon request. You can request a copy by calling City Offices at (952) 467-3232.

CHRIS LUND, MAYOR

ATTEST: _____
JEREMY GRUENHAGEN, CLERK-TREASURER

CITY OF HAMBURG
City Fee Schedule for 2025
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 (Price Per Two Liter Bottle)		\$4.00	\$4.00 *
Cups (Per Cup)		\$0.10	

(* Denotes City Approved Club Rates - HFDR, Lions Club, Baseball Club, and HHFC)

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		\$15.00/Month
Sanitary Sewer Metered (Per Thousand Gallons)		\$5.25
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 2025

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)	\$12.00 each training
On Call Pay (Firefighters)	\$12.00 for each call
On Call Pay (First Responders)	\$15.00 for each call

**CITY OF HAMBURG, MINNESOTA
RESOLUTION NUMBER 2025-01**

***RESOLUTION ASSIGNING ANNUAL
DESIGNATIONS AND APPOINTMENTS FOR 2025***

WHEREAS, at the first council meeting certain designations are required to be made by the City Council;

THEREFORE, BE IT RESOLVED, the following designations shall be made for 2025:

1. The Acting Mayor who shall preside and perform duties in the absence of the Mayor shall be Tim Tracy.
2. Mayor Chris Lund, Council Member Eric Poppler and City Clerk/Treasurer Jeremy Gruenhagen shall serve on the Personnel Committee and Fire Board for the City.
3. The Hamburg City Council Meeting Start Time for 2025 shall be 7:00 P.M.
4. The Official Newspaper of the City of Hamburg shall be the Patriot.
5. The Official Depository of the City of Hamburg shall be Security Bank and Trust.
6. The Building Inspector for the City of Hamburg shall be MNSPECT.
7. The City Engineering Firm shall be S.E.H. Inc., Justin Black shall serve as the primary Engineer for the City of Hamburg.
8. The City Attorney Firm for legal advising, litigation and prosecutions shall be Hubert-Melchert-Sjodin.
9. The Emergency Manager for 2025 shall be Fire Chief 2.
10. The Cities Insurance Agent for participation in LMC Insurance shall be Donovan Buckentin.
11. The co-signers for all checks shall be Mayor Chris Lund, Acting Mayor Tim Tracy, and City Clerk/Treasurer Jeremy Gruenhagen.

AND, BE IT ALSO RESOLVED, that the firm for auditing purposes for the year 2024 shall be Abdo, Eick & Meyers LLP.

I CERTIFY THAT the above resolution was adopted by the City Council of Hamburg, Carver County, Minnesota this 14th day of January, 2025.

ATTEST:

Chris Lund, Mayor

Jeremy Gruenhagen, City Clerk/Treasurer

**CITY OF HAMBURG, MINNESOTA
RESOLUTION NUMBER 2025-02**

***RESOLUTION APPROVING THE DELEGATION OF AUTHORITY
FOR PAYING CLAIMS PRESENTED TO THE
CITY OF HAMBURG***

WHEREAS, Minnesota Statute 412.271 Subd. 7 and Subd. 8 authorizes the City to delegate authority to pay certain claims against the City by the City Administrative Official:

WHEREAS, the Clerk/Treasurer is a City Administrative Official;

WHEREAS, the City of Hamburg desires to authorize the City Administrative Official to pay all claims that the City Official deems just and correct and valid for the 2025 Calendar Year.

WHEREAS, all checks drawn for payment of claims must be signed by the City Clerk/Treasurer and the Mayor or Acting Mayor (In the absence of the Mayor):

WHEREAS, the City Administrative Official will present to the City Council at the first council meeting after payment of claims a list of the claims paid and an explanation of the payment.

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

That the Clerk/Treasurer of the City of Hamburg is authorized to pay all claims for the 2025 Calendar Year presented to the City if in the City Official's discretion, the claims are just, correct and valid.

I CERTIFY THAT the above resolution was adopted by the City Council of Hamburg, Carver County, Minnesota this 14th day of January, 2025.

Chris Lund, Mayor

ATTEST:

Jeremy Gruenhagen, City Clerk/Treasurer



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

**CITY OF HAMBURG, MINNESOTA
RESOLUTION NUMBER 2025-03**

RESOLUTION ACCEPTING DONATIONS RECEIVED IN 2024

WHEREAS, Minnesota Statutes Section 465.03 provides that donations to the City be accepted by resolution of the City of Council; and

WHEREAS, the City of Hamburg has received the following donations in 2024:

<u>Donations Received in 2024</u>	<u>Amount</u>
Donald Bartholomew (Park Tables)	\$200.00
Becky Feltmann (LED Xmas Lights)	\$50.00
Janel Heckmann (Wooden Tables Rental)	\$40.00
Hamburg Lions Club (LED Xmas Lights)	\$4,500.00
Hamburg Fire Dept. Relief Assoc. (Fire Equipment - Air-Paks)	\$6,000.00
Hamburg Fire Dept. Relief Assoc. (Xmas Light Repairs)	\$2,300.00

WHEREAS, the City Council expresses its gratitude for the donations given to the City of Hamburg.

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

1. The City Council of the City of Hamburg hereby graciously accepts, with great appreciation, the donations given in 2024 and will use them as prescribed.

I CERTIFY THAT the above resolution was adopted by the City Council of Hamburg, Carver County, Minnesota this 14th day of January, 2025.

ATTEST:

Chris Lund, Mayor

Jeremy Gruenhagen, City Clerk/Treasurer



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

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	EFTPS	Divided	Fed, Social Security, MC - December 2024 (Council/Employees	\$4,222.18	1/14/2025
ACH	MN Dept. of Revenue	Divided	State Withholding Tax Payment - November 2024	\$585.00	12/3/2024
ACH	MN Dept. of Revenue	Divided	State Withholding Tax Payment - December 2024	\$598.00	1/14/2025
ACH	PERA	Divided	PERA Withholding - November 2024	\$902.88	1/14/2025
ACH	PERA	Divided	PERA Withholding - December 2024	\$417.20	1/14/2025
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	Verizon Wireless	Divided	City Cell Phone/Tablets Data Plan	\$129.35	12/10/2024
ACH	Xcel Energy	Divided	XCEL ENERGY-MN XCELENERGY 00053491844	\$2,154.79	12/10/2024
ACH	Xcel Energy	Divided	XCEL ENERGY-MN XCELENERGY 00053491855	\$2,979.68	1/14/2025
ACH	Xcel Energy	Divided	XCEL ENERGY-MN XCELENERGY 00051366837	\$369.21	12/10/2024
ACH	Xcel Energy	Divided	XCEL ENERGY-MN XCELENERGY 00130099230	\$303.05	12/10/2024
ACH	ZOOM	General Gov't	Video Conferencing 12/06/2024 - 1/05/2025	\$17.33	12/10/2024
ACH	Security Bank & Trust	General Gov't	ACH Service Fees for November 2024	\$20.00	12/3/2024
ACH	Viking Bottling Company	Park/Hall	Pop for Pop Machine & Community Hall	\$506.10	1/14/2025
ACH	Kwik Trip	Public Safety (FD)	Gas for City Vehicles	\$79.78	1/14/2025
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/Bobrick Cat Keys	\$132.78	12/3/2024
DC	Amazon	General Gov't Bldgs.	Rubbermaid Finish Pad/Electric Battery Charger & Maintainer	\$107.70	1/14/2025
DC	Amazon	General Gov't (CC)	Mid-size Toilet Paper Rolls - 36 x 865 sheets	\$67.50	1/14/2025
DC	Amazon	General Gov't (CC)	Top Knot Garbage Bags 40x46 1.5 Mil 100 Count	\$46.99	1/14/2025
DC	Amazon	Hall	Pagoda Lantern Dimmable LED Pendant Light (2) - Hall Entry	\$160.00	1/14/2025
DC	UPS	General Gov't	Mail Street Signs to Travis Scheele (Kansas)	\$19.59	1/14/2025
DC	Hamburg Post Office	Water/Sewer	Postcard Stamps (2 Rolls)	\$112.00	1/14/2025
DC	Hamburg Post Office	General Gov't	December 2024 Newsletter	\$88.75	1/14/2025
DC	McAfee	Public Safety (FD)	1 Year Anti-virus Renewal for FD Computer	\$162.55	1/14/2025
DD	Jason Buckentin	Divided	Wages 11/18/24 to 12/01/24	\$2,076.34	12/10/2024
DD	Jeremy Gruenhagen	Divided	December Wages	\$2,324.66	12/10/2024
DD	Jason Buckentin	Divided	Wages 12/02/24 to 12/15/24	\$2,023.48	1/14/2025
DD	Steve Frensko	Divided	Wages 12/02/24 to 12/15/24	\$261.59	1/14/2025
DD	Jeremy Gruenhagen	Divided	December Wages (Rounds)	\$2,397.50	1/14/2025
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	Payment Request for Brad Street Project	\$353,683.39	12/3/2024
22320	Chris Lund	General Gov't	2024 Mayor Wages & Special Meetings (29)	\$2,724.32	12/10/2024

2024 December Claims List

22321	Tim Tracy	General Gov't	2024 City Council Wages & Special Meetings (3)	\$1,062.02	12/10/2024
22322	Mitch Polzin	General Gov't	2024 City Council Wages & Special Meetings (1)	\$969.67	12/10/2024
22323	Jessica Weber	General Gov't	2024 City Council Wages & Special Meetings (3)	\$1,062.02	12/10/2024
22324	Eric Poppler	General Gov't	2024 City Council Wages & Special Meetings (6)	\$1,200.55	12/10/2024
22325	Steven Siewert	Public Safety (FD)	2024 Fire Chief Salary	\$1,847.00	12/10/2024
22326	Mark Plantz	Public Safety (FD)	2024 Fire Chief Two Salary	\$923.50	12/10/2024
22327	Steven Buckentin	Public Safety (FD)	2024 Fire Chief Three/Training Chief	\$923.50	12/10/2024
22328	Jared Mackenthun	Public Safety (FD)	2024 Captain One/Assistant Training Officer	\$923.50	12/10/2024
22329	Jason Mackenthun	Public Safety (FD)	2024 Captain Two/Equipment Captain	\$923.50	12/10/2024
22330	Nick Mackenthun	Public Safety (FD)	2024 Captain Three/Secretary/Air Pack Maintenance	\$1,154.37	12/10/2024
22331	Lorri Gales	Public Safety (FD)	2024 Medical Liaison	\$415.57	12/10/2024
22332	Active911, Inc.	Public Safety (FD)	Active Alert Subscription Renewal (2025) - 30	\$472.50	12/10/2024
22333	Carver County	General Gov't	Set-up, Coding, Printing Ballots, Annual Maintenance	\$485.92	12/10/2024
22333	Carver County	General Gov't	Payable 2024 Truth in Taxation Billings	\$248.81	12/10/2024
22334	Coordinated Business Systems, Ltd.	General Gov't	Monthly Equipment Base Rate for 11-01-24 to 11-31-24	\$58.03	12/10/2024
22335	Display Sales	Public Safety (FD)	LED Christmas Lights Bulbs/Christmas Light Decorations (2)	\$1,257.00	12/10/2024
22336	Home Solutions	General Gov't Bldgs.	Measuring Cup/Battery	\$11.50	12/10/2024
22337	Kohl's Sweeping Service	Streets	Swept City Streets on 11/11/24	\$1,750.00	12/10/2024
22338	Loffler Companies, Inc.	General Gov't	November Copies	\$61.97	12/10/2024
22339	MNSPECT, LLC	Public Safety	November Inspection Fees	\$66.50	12/10/2024
22340	MVTL Labs, Inc.	Sewer	Discharge Samples	\$278.50	12/10/2024
22341	NAPA Auto Parts	General Gov't Bldgs.	Air Chuck - 2 Ratchet Extensions	\$33.80	12/10/2024
22342	Scott's Service Company	Park	Baseball Field Light Repairs - Parts,Supplies, Labor	\$7,028.79	12/10/2024
22343	Waste Management, Inc.	Sanitation	30 Yard Flat Waste Container for November	\$592.08	12/10/2024
22344	UFC	Park	Baseball Field Light Repairs - Lift Rental 3X	\$3,838.75	12/10/2024
22345	Steve Buckentin	Public Safety (FD)	2024 Trainings and Calls (51)	\$470.98	1/14/2025
22346	John Egan	Public Safety (FD)	2024 Trainings and Calls (32)	\$295.52	1/14/2025
22347	Jeff Eggers	Public Safety (FD)	2024 Trainings and Calls (50)	\$461.75	1/14/2025
22348	Matt Eischens	Public Safety (FD)	2024 Trainings and Calls (22)	\$203.17	1/14/2025
22349	Joel Glander	Public Safety (FD)	2024 Trainings and Calls (22)	\$203.17	1/14/2025
22350	Cody Harris	Public Safety (FD)	2024 Trainings and Calls (33)	\$304.75	1/14/2025
22351	Matt Jaus	Public Safety (FD)	2024 Trainings and Calls (44)	\$406.34	1/14/2025
22352	Bruce Kranz	Public Safety (FD)	2024 Trainings and Calls (62)	\$572.57	1/14/2025
22353	Russel Kuenzel	Public Safety (FD)	2024 Trainings and Calls (29)	\$267.81	1/14/2025
22354	Jared Mackenthun	Public Safety (FD)	2024 Trainings and Calls (51)	\$470.98	1/14/2025
22355	Jason Mackenthun	Public Safety (FD)	2024 Trainings and Calls (45)	\$415.57	1/14/2025
22356	Nick Mackenthun	Public Safety (FD)	2024 Trainings and Calls (72)	\$664.92	1/14/2025
22357	John Michels	Public Safety (FD)	2024 Trainings and Calls (20)	\$184.70	1/14/2025
22358	Sam Newbloom	Public Safety (FD)	2024 Trainings and Calls (65)	\$600.27	1/14/2025
22359	Marty Rademacher	Public Safety (FD)	2024 Trainings and Calls (31)	\$286.28	1/14/2025
22360	Steven Siewert	Public Safety (FD)	2024 Trainings and Calls (48)	\$443.28	1/14/2025
22361	Anthony Van Hafen	Public Safety (FD)	2024 Trainings and Calls (13)	\$120.06	1/14/2025
22362	Brad Droege	Public Safety (FD)	2024 Rescue Reserve Calls (42)	\$577.19	1/14/2025
22363	Sharon Ehrich	Public Safety (FD)	2024 Trainings and Rescue Reserve Calls	\$304.75	1/14/2025
22364	Lorri Gales	Public Safety (FD)	2024 Trainings and Rescue Reserve Calls	\$332.46	1/14/2025
22365	Amanda Harris	Public Safety (FD)	2024 Trainings and Rescue Reserve Calls	\$267.82	1/14/2025
22366	Angie Kranz	Public Safety (FD)	2024 Trainings and Rescue Reserve Calls	\$124.67	1/14/2025
22367	Mariah Jaus	Public Safety (FD)	2024 Trainings and Rescue Reserve Calls	\$286.28	1/14/2025
22368	Bolton & Menk, Inc.	General Gov't	Professional Services 10/12/2024 to 11/08/2024	\$400.00	1/14/2025
22369	C.C.F.D.M.A.A.	Public Safety (FD)	Annual Membership Dues FY 2024	\$850.00	1/14/2025
22370	Canon Financial Services, Inc.	General Gov't	Canon Copier Gov't Contract for December 2024	\$66.79	1/14/2025
22371	Core & Main LP	Water/Sewer	Water Meters (2) - Dissolved Oxygen AccuVac Ampules	\$506.90	1/14/2025
22372	ECM Publishers, Inc.	General Gov't	PT Deputy Clerk Ad (Online)	\$393.00	1/14/2025
22373	Gopher State One Call	Water/Sewer	July 2024 Locates (Reissued - Check not Received)	\$6.75	1/14/2025
22374	Hamburg Post Office	Water/Sewer	Postcard Stamps (2 Rolls)	\$112.00	1/14/2025
22375	Home Solutions	Divided	Statement 11/25/2024 to 12/24/2024	\$107.55	1/14/2025
22376	Melchert-Hubert-Sjodin, PLLP	General Gov't	Legal Fees for October/November 2024	\$1,157.10	1/14/2025
22377	MVTL Labs, Inc.	Sewer	Discharge Samples (2)	\$175.50	1/14/2025
22378	NAPA Auto Parts	General Gov't Bldgs.	Carb/Electronic Cleaner, Oil, Materials Assortment, Batt	\$110.01	1/14/2025
22379	NYA Chamber of Commerce	General Gov't	2025 Membership to the NYA Chamber of Commerce	\$85.00	1/14/2025
22380	Per Mar Security Services	Water	Base Alarm Monitoring for Water Treatment Plant 1/24/2025	\$108.57	1/14/2025
22381	Plunkett's Pest Control Inc.	General Gov't Bldgs.	General Pest Control Service Date 12/16/2024	\$45.57	1/14/2025
22382	Robb's Electric, Inc.	General Gov't Bldgs.	Check Wallpack on West Side of CC	\$130.00	1/14/2025
22383	S.E.H. Inc.	Sewer	School/Church Forcemain Steps Addtl Usage/Flows	\$302.50	1/14/2025
22384	Security Bank & Trust Co.	General Gov't	2025 Safe Deposit Box Rental Fee	\$30.00	1/14/2025
22386	West Metro Mechanical Inc.	General Gov't Bldgs.	CC Furnace Service Call - Cleaned Pressure Switch	\$99.00	1/14/2025

2024 December Claims List

22387	Wm Mueller & Sons, Inc.	Park/Streets	Gasoline/Snow Removal	\$2,097.84	1/14/2025
22388	Mark Plantz	Public Safety (FD)	2024 Trainings and Calls (3) - Chief 2 Salary	\$381.96	1/14/2025
22389	Anthony Van Haften	Public Safety (FD)	2024 Calls (42)	\$387.86	1/14/2025
22390	Jeremy Gruenhagen	General Gov't	Mileage for 2024	\$210.38	1/14/2025
DEBIT	Security Bank & Trust	Water/Sewer/SW	Returned Check for Utility Bill	\$148.33	1/14/2025
DEBIT	Security Bank & Trust	Water/Sewer/SW	Returned Check for Utility Bill	\$304.00	1/14/2025
Transfer	City of Hamburg	General Gov't	Budgeted Transfer from General Fund to Sewer Fund	\$90,000.00	1/14/2025
Transfer	City of Hamburg	General Gov't	Transfers from Savings Acct to General Fund	\$298,954.00	1/14/2025
				\$834,726.48	
			December Claims	\$377,372.21	12/3/2024
			Added December Claims	\$38,951.47	12/10/2024
			Added December Claims	\$418,402.80	1/14/2025
				\$834,726.48	

2024 January Claims List

CHECK #	VENDOR	FUND	CLAIM DESCRIPTION	AMOUNT	APPROVED
ACH	EFTPS	Divided	Fed, Social Security, MC - December 2024	\$2,522.10	1/14/2025
ACH	PERA	Divided	PERA Withholding - December 2024	\$403.20	1/14/2025
ACH	PERA	Divided	PERA Withholding - December 2024	\$899.88	1/14/2025
ACH	PERA	Divided	PERA Withholding - January 2025	\$422.56	1/14/2025
ACH	Google	General Gov't	Email Accounts (14) Administered by Google G Suite	\$201.60	1/14/2025
ACH	HealthPartners	Divided	Health Insurance for January 2025	\$3,622.12	1/14/2025
ACH	METRONET	FD/Hall/Water	Fiber Phone Service for 12/16/23 to 01/15/24	\$75.97	1/14/2025
ACH	Security Bank & Trust	General Gov't	ACH Service Fees for December 2024	\$20.00	1/14/2025
ACH	ZOOM	General Gov't	Video Conferencing 01/06/2025 - 02/05/2025	\$17.33	1/14/2025
ACH	Kwik Trip	Streets	Gas for City Vehicles/Finance Charge	\$50.14	1/14/2025
ACH	Verizon Wireless	Divided	City Cell Phone/Tablets Data Plan	\$129.35	1/14/2025
ACH	Viking Bottling Co.	Hall	Pop for Hall	\$202.55	1/14/2025
ACH	Xcel Energy	Divided	XCEL ENERGY-MN XCELENERGY 00053491844	\$1,452.80	1/14/2025
ACH	Xcel Energy	Divided	XCEL ENERGY-MN XCELENERGY 00053491855	\$1,923.92	1/14/2025
ACH	Xcel Energy	Divided	XCEL ENERGY-MN XCELENERGY 00051366837	\$321.40	1/14/2025
ACH	Xcel Energy	Divided	XCEL ENERGY-MN XCELENERGY 00130099230	\$175.91	1/14/2025
DC	Hamburg Post Office	General Govt	Roll of Regular Postage Stamps	\$73.00	1/14/2025
DC	Amazon	General Govt	Staples 827607 1.5-Inch 3-Ring Better Binder Green	\$10.04	1/14/2025
DC	Amazon	General Govt	(2) Staples 827605 1.5-Inch D-Ring Better Binders Yellow	\$18.68	1/14/2025
DC	Amazon	General Govt (CC)	Amazon Basics Cop Paper (10 Reams) - Toggle Light Switch Plate (5-Ga	\$56.48	1/14/2025
DC	Amazon	Parks	Carlisle Turf Master Lawn & Garden Tires for Mower	\$249.80	1/14/2025
DC	Amazon	PW (Streets)	SafetyShirtz Hi Vis Hoodie - SS360 Basic ANSI Class 3	\$52.79	1/14/2025
DC	Win Supply	GG/Water	LED Light Bulbs for CC, Fire Hall, WTP	\$2,286.90	1/14/2025
DC	MN Rural Water Association	Water	St. Cloud Water Refresher Course	\$400.00	1/14/2025
DC	Hamburg Post Office	Water	Water Samples	\$17.30	1/14/2025
DD	Jason Buckentin	Divided	Wages 12/30/24 to 1/1/25	\$2,113.25	1/14/2025
DD	Jeremy Gruenhagen	Divided	January Wages	\$2,460.12	1/14/2025
22391	MDH	Water	Class D Water License Exam Fee	\$32.00	1/14/2025
22392	Abdo	General Gov't	2024 Financial Audit Services	\$5,000.00	1/14/2025
22393	ASCAP	Hall	2025 Entertainment License	\$445.00	1/14/2025
22394	Bolton & Menk, Inc.	General Gov't	Professional Services for 11/09/2024 to 12/06/2024 (Planning Services)	\$360.00	1/14/2025
22395	Carver County (Public Works)	PW (Streets)	Finishing Misc. Signs (RR/Scheele Ave Signs & Brackets)	\$199.00	1/14/2025
22396	Carver County Attorney's Office	General Gov't	2024 Quarterly Surcharge (4th Qtr)	\$164.37	1/14/2025
22395	Coordinated Business Systems, Ltd.	General Gov't	Monthly Equipment Base Rate for 12-01-24 to 12-31-24	\$58.03	1/14/2025
22396	Core & Main LP	Water	(2) Hach Ascobic Acid Pillows pk/100, 1457799	\$77.30	1/14/2025
22397	ECM Publishers, Inc	General Gov't	January 14 Public Hearing (2025 City Fee Schedule)	\$43.00	1/14/2025
22396	Gopher State One Call	Water/Sewer	December 2024 Locates	\$1.35	1/14/2025
22397	Jason Buckentin	General Gov't/PW	Duluth Flex Fire Hose Carpenter Pants	\$74.50	1/14/2025
22397	League of MN Cities	General Gov't	Membership Dues for the year 2025 (Population 589)/MMA	\$935.00	1/14/2025
22398	Loffler Companies, Inc.	General Gov't	December 2024 Copies	\$72.96	1/14/2025
22399	Mayer Lumber Company	General Govt Bldgs.	Materials for City Shop Shelving	\$78.04	1/14/2025
22400	MN State Fire Chiefs Association	Public Safety (FD)	2025 Membership Renewal	\$400.00	1/14/2025
22401	MN Polution Control Agency	Sewer	Class D Sewer License Renewal (Jeremy Gruenhagen)	\$23.00	1/14/2025
22402	NAPA Auto Parts	General Govt Bldgs.	Engine Oil Filter/Synthetic Oil for 3/4 Ton	\$71.97	1/14/2025
22403	Security Bank & Trust	Storm Water/Water	Principal/Interest - G.O. Public Utility Revenue Refunding Bonds, Series	\$70,677.50	1/14/2025
22404	Summit Fire Protection	Divided	Fire Extinguisher - Annual Inspection	\$1,283.00	1/14/2025
22405	W.W.O.T.A. Inc	Water/Sewer	Water/Wastewater Training & Assistance for December 2024	\$853.75	1/14/2025
22406	Wm Mueller & Sons, Inc.	Streets	Fuel for City Vehicles	\$65.28	1/14/2025
				\$101,094.24	

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 Lions Club Previous Gambling Permit Number: X-05906

Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: _____

Mailing Address: 612 Kim Ave

City: Hamburg State: MN Zip: 55339 County: Carver

Name of Chief Executive Officer (CEO): Chris Lund

CEO Daytime Phone: 612-710-2107 CEO Email: radahs71@msn.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 Center

Physical Address (do not use P.O. box): _____

Check one:
 City: Hamburg Zip: 55339 County: Carver
 Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): 3/8/25, 4/11/25, 11/21/25

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.

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

<p style="text-align: center;">CITY APPROVAL for a gambling premises located within city limits</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> 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).</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print City Name: _____</p> <p>Signature of City Personnel: _____</p> <p>_____</p> <p>Title: _____ Date: _____</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px; text-align: center;"> <p>The city or county must sign before submitting application to the Gambling Control Board.</p> </div>	<p style="text-align: center;">COUNTY APPROVAL for a gambling premises located in a township</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>_____</p> <p>Title: _____ Date: _____</p> <p>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.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>_____</p> <p>Title: _____ Date: _____</p>
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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: Chris Lund

REQUIREMENTS	MAIL APPLICATION AND ATTACHMENTS
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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 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.

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

	Beginning Balance 1/1/2024	2024 Budget Income	2024 Budget Expense	Budget Year-End Balance	Total Income Received	Total Expenses	Ending Balance 10/31/2024
General Fund	\$503,713.75	\$644,440.00	\$660,806.00	\$487,347.75	\$457,880.45	\$563,325.44	\$398,268.76
General Gov't							
Public Safety (Fire Dept.)							
Public Works (Streets)							
Sanitation & Recycling							
Parks & Recreation							
Comm. Hall							
Special Revenue Funds							
City Of Hamburg (Savings)	\$589,241.01	\$7,000.00	\$6,000.00	\$590,241.01	\$6,214.39	\$0.00	\$618,081.48
*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
Debt Service	\$598.04	\$0.00	\$0.00	\$598.04	\$0.00	\$0.00	\$598.04
Total (Tax Revenue Funds)	\$1,110,178.88	\$657,765.00	\$666,806.00	\$1,101,137.88	\$470,094.84	\$563,325.44	\$1,016,948.28
Enterprise Funds							
Water	\$80,923.09	\$208,430.43	\$206,618.41	\$82,735.11	\$161,081.26	\$204,856.38	\$37,147.97
Sewer	\$286,369.13	\$166,362.80	\$205,840.42	\$246,891.51	\$63,807.03	\$181,134.48	\$169,041.68
Storm Water	\$89,108.49	\$72,309.60	\$74,817.19	\$86,600.90	\$59,907.03	\$68,222.19	\$80,793.33
Total (Enterprise Funds)	\$456,400.71	\$447,102.83	\$487,276.02	\$416,227.52	\$284,795.32	\$454,213.05	\$286,982.98
Totals	\$1,566,579.59	\$1,104,867.83	\$1,154,082.02	\$1,517,365.40	\$754,890.16	\$1,017,538.49	\$1,303,931.26
	Remaining Balance 1/1/2024	Remaining Assessment 1/1/2024	Cash & Investments	2024 Principle Payments	Date Due	Maturity Date	Unfunded Balance 12/31/2024
Debt Summary							
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
Totals	\$1,954,088.23	\$32,569.98	\$598.04	\$187,000.00			\$1,733,920.21

Cash Flow Actuals

	January	February	March	April	May	June	July	August	September	October	Totals
Income											
Property Taxes	\$3,360.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$295,362.14	\$0.00	\$0.00	\$0.00	\$298,722.94
Licenses & Permits	\$66.00	\$0.00	\$1,458.37	\$81.00	\$101.00	\$1,739.72	\$240.35	\$1,631.62	\$644.78	\$35.00	\$5,997.84
Intergov't Receipts (Aids)	\$1,776.24	\$0.00	\$0.00	\$11,111.70	\$0.00	\$1,500.00	\$64,466.00	\$0.00	\$0.00	\$1,481.55	\$80,335.49
Charges for Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Assessment Searches	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Comm Chr Rentals	\$600.00	\$150.00	\$150.00	\$0.00	\$0.00	\$300.00	\$300.00	\$150.00	\$0.00	\$0.00	\$1,650.00
Township Contribution	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$6,543.13
Fire Dept. Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,040.00	\$14,560.00	\$0.00	\$21,600.00
Park Rentals	\$0.00	\$0.00	\$300.00	\$0.00	\$100.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$700.00
Hall Receipts	\$1,262.25	\$599.75	\$2,161.75	\$1,008.40	\$100.75	\$800.00	\$1,450.00	\$224.40	\$1,961.40	\$300.00	\$9,868.70
Fines	\$0.00	\$199.98	\$186.66	\$653.28	\$60.00	\$0.00	\$0.00	\$133.32	\$0.00	\$133.32	\$1,366.56
Misc. Receipts	\$2,864.78	\$4,704.07	\$53.00	\$272.15	\$6,661.19	\$2,084.41	\$1,528.32	\$3,110.63	\$243.90	\$0.00	\$21,522.45
Other Receipts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Insurance Recovery	\$265.43	\$212.26	\$206.78	\$207.94	\$184.05	\$152.43	\$227.37	\$182.60	\$162.25	\$174.73	\$4,327.50
Interest Income (Checking)	\$0.00	\$0.00	\$2,056.69	\$0.00	\$0.00	\$2,063.87	\$0.00	\$0.00	\$2,093.83	\$0.00	\$1,995.84
Interest Income (Savings)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,214.39
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Transfers In (Savings)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00
Debt Proceeds/Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,250.00	\$0.00	\$1,250.00
Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Water Service	\$19,331.98	\$12,088.19	\$17,542.49	\$14,507.39	\$16,328.75	\$15,339.54	\$17,640.73	\$15,345.85	\$16,553.34	\$16,403.00	\$161,081.26
Sewer Service	\$6,998.86	\$4,410.32	\$7,225.28	\$6,110.70	\$6,388.50	\$5,561.77	\$6,605.99	\$5,700.28	\$6,119.80	\$5,723.34	\$60,784.84
Storm Water	\$7,330.57	\$4,410.13	\$7,001.35	\$5,772.74	\$6,275.81	\$5,518.62	\$9,401.77	\$5,281.09	\$5,877.62	\$6,059.52	\$62,929.22
	\$43,796.91	\$26,774.70	\$38,342.37	\$39,725.30	\$36,200.05	\$45,687.86	\$97,222.67	\$38,799.79	\$57,930.05	\$30,410.46	\$754,890.16

	January	February	March	April	May	June	July	August	September	October	Totals
Expenses											
General Gov't	\$11,001.06	\$18,679.17	\$43,351.60	\$16,132.24	\$18,451.99	\$23,087.86	\$15,178.68	\$18,583.07	\$22,255.97	\$13,493.78	\$200,215.42
Public Safety	\$2,866.46	\$12,062.89	\$750.88	\$6,626.56	\$39,537.08	\$21,818.04	\$8,694.81	\$2,933.19	\$4,935.01	\$13,332.83	\$113,557.75
Sanitation & Recycling	\$1,031.23	\$3,507.06	\$11,959.53	\$19,246.88	\$11,635.89	\$21,778.39	\$4,836.65	\$1,602.78	\$1,872.78	\$558.73	\$78,039.92
Park & Recreation	\$920.63	\$3,678.88	\$0.00	\$0.00	\$0.00	\$296.04	\$0.00	\$0.00	\$296.04	\$0.00	\$592.08
Hall Expenses	\$2,997.72	\$4,172.88	\$6,810.82	\$15,578.96	\$19,900.84	\$31,514.33	\$10,659.76	\$7,004.55	\$15,436.08	\$6,033.57	\$117,538.42
Debt Service	\$0.00	\$0.00	\$5,656.64	\$7,836.76	\$7,471.42	\$4,733.18	\$5,198.84	\$1,511.82	\$6,768.23	\$1,034.36	\$47,381.85
Capital Project Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Transfers Out	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Transfer to Savings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00
Water	\$4,266.62	\$5,063.62	\$8,390.53	\$7,508.83	\$5,252.41	\$11,706.51	\$10,384.91	\$5,714.42	\$13,674.81	\$3,894.98	\$75,857.97
Sewer	\$2,484.36	\$4,687.09	\$44,943.02	\$6,138.93	\$5,972.09	\$46,532.51	\$26,696.59	\$6,900.85	\$16,693.31	\$3,180.31	\$164,225.06
Storm Water	\$55.00	\$0.00	\$0.00	\$0.00	\$0.00	\$850.00	\$0.00	\$0.00	\$0.00	\$0.00	\$905.00
	\$25,623.41	\$31,851.59	\$121,873.02	\$79,069.16	\$108,221.72	\$168,316.86	\$81,650.24	\$44,250.68	\$81,932.23	\$41,528.56	\$804,317.47
Other Expenses (DEBT)											
Walls/WTP Bonds	\$0.00	\$690.30	\$0.00	\$0.00	\$0.00	\$0.00	\$59,690.30	\$0.00	\$0.00	\$0.00	\$60,380.60
Water Imp. Bonds (2011)	\$4,132.97	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$354.84	\$0.00	\$0.00	\$0.00	\$4,487.81
Water Tower Project	\$0.00	\$6,065.00	\$0.00	\$0.00	\$0.00	\$0.00	\$58,065.00	\$0.00	\$0.00	\$0.00	\$64,130.00
Sewer Imp. Bonds (2011)	\$0.00	\$452.71	\$0.00	\$0.00	\$0.00	\$0.00	\$16,452.71	\$0.00	\$0.00	\$0.00	\$16,905.42
Storm Water Imp. Bonds (2011)	\$61,994.53	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,322.66	\$0.00	\$0.00	\$0.00	\$67,317.19
Total Other Expenses	\$66,127.50	\$7,208.01	\$0.00	\$0.00	\$0.00	\$0.00	\$139,885.51	\$0.00	\$0.00	\$0.00	\$213,221.02
Checking Balance	\$1,518,625.59	\$1,486,340.69	\$1,402,810.04	\$1,363,466.18	\$1,291,444.51	\$1,168,815.51	\$1,344,502.43	\$1,339,051.54	\$1,315,049.36	\$1,303,931.26	\$1,303,931.26
Net Income (Loss)	(\$47,954.00)	(\$32,284.90)	(\$83,530.65)	(\$39,343.86)	(\$72,021.67)	(\$122,629.00)	\$175,686.92	(\$5,450.89)	(\$24,002.18)	(\$11,118.10)	(\$262,648.33)

	Beginning Balance 1/1/2024	2024 Budget Income	2024 Budget Expense	Budget Year-End Balance	Total Income Received	Total Expenses	Ending Balance 11/30/2024
General Fund	\$503,713.75	\$644,440.00	\$660,806.00	\$487,347.75	\$463,843.95	\$607,829.32	\$359,728.38
General Gov't			\$356,910.00			\$220,830.87	
Public Safety (Fire Dept.)			\$134,616.00			\$128,656.58	
Public Works (Streets)			\$69,015.00			\$89,197.55	
Sanitation & Recycling			\$3,500.00			\$1,480.20	
Parks & Recreation			\$44,015.00			\$118,911.21	
Comm. Hall			\$52,750.00			\$48,752.91	
Special Revenue Funds	\$605,867.09	\$13,325.00	\$6,000.00	\$613,192.09	\$12,214.39	\$0.00	\$618,081.48
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	\$0.00	\$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
Debt Service	\$598.04	\$0.00	\$0.00	\$598.04	\$0.00	\$0.00	\$598.04
Total (Tax Revenue Funds)	\$1,110,178.88	\$657,765.00	\$666,806.00	\$1,101,137.88	\$476,058.34	\$607,829.32	\$978,407.90
Enterprise Funds							
Water	\$80,923.09	\$208,430.43	\$206,618.41	\$82,735.11	\$172,540.63	\$217,155.72	\$36,308.00
Sewer	\$286,369.13	\$166,362.80	\$205,840.42	\$246,891.51	\$68,018.02	\$206,184.69	\$148,202.46
Storm Water	\$89,108.49	\$72,309.60	\$74,817.19	\$86,600.90	\$64,106.43	\$68,267.33	\$84,947.59
Total (Enterprise Funds)	\$456,400.71	\$447,102.83	\$487,276.02	\$416,227.52	\$304,665.08	\$491,607.74	\$269,458.05
Totals	\$1,566,579.59	\$1,104,867.83	\$1,154,082.02	\$1,517,365.40	\$780,723.42	\$1,099,437.06	\$1,247,865.95
Debt Summary	Remaining Balance 1/1/2024	Remaining Assessment 1/1/2024	Cash & Investments	2024 Principle Payments	Date Due	Maturity Date	Unfunded Balance 12/31/2024
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
Totals	\$1,954,088.23	\$32,569.98	\$598.04	\$187,000.00			\$1,733,920.21

Cash Flow Actuals

	May	June	July	August	September	October	November	Totals
Beg. Balance	\$1,363,466.18	\$1,291,444.51	\$1,168,815.51	\$1,344,502.43	\$1,339,058.29	\$1,315,056.11	\$1,303,938.01	\$1,064,865.29
Income								
Property Taxes	\$0.00	\$0.00	\$295,362.14	\$0.00	\$0.00	\$0.00	\$0.00	\$298,722.94
Licenses & Permits	\$101.00	\$1,739.72	\$240.35	\$1,631.62	\$644.78	\$35.00	\$102.00	\$6,099.84
Intergovt Receipts (Aids)	\$0.00	\$1,500.00	\$64,466.00	\$0.00	\$0.00	\$1,481.55	\$0.00	\$80,335.49
Charges for Services								
Assessment Searches	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Comm Ctr Rentals	\$0.00	\$300.00	\$300.00	\$150.00	\$0.00	\$0.00	\$300.00	\$1,950.00
Township Contribution	\$0.00	\$0.00	\$0.00	\$0.00	\$8,443.13	\$100.00	\$0.00	\$8,543.13
Fire Dept. Revenues	\$0.00	\$0.00	\$0.00	\$7,040.00	\$14,560.00	\$0.00	\$0.00	\$21,600.00
Park Rentals	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$700.00
Hall Receipts	\$100.75	\$800.00	\$1,450.00	\$224.40	\$1,961.40	\$300.00	\$2,953.70	\$12,822.40
Fines	\$60.00	\$0.00	\$0.00	\$133.32	\$0.00	\$133.32	\$0.00	\$1,366.56
Misc. Receipts	\$6,661.19	\$2,084.41	\$1,528.32	\$3,110.63	\$243.90	\$0.00	\$2,448.00	\$23,970.45
Other Receipts								
Insurance Recovery	\$0.00	\$4,327.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,327.50
Interest Income (Checking)	\$184.05	\$152.43	\$227.37	\$182.60	\$182.25	\$174.73	\$159.80	\$2,156.64
Interest Income (Savings)	\$0.00	\$2,063.87	\$0.00	\$0.00	\$2,093.83	\$0.00	\$0.00	\$6,214.39
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Transfers In (Savings)	\$0.00	\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00
Debt Proceeds/Sale of Assets	\$0.00	\$0.00	\$0.00	\$0.00	\$1,250.00	\$0.00	\$0.00	\$1,250.00
Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Water Service	\$16,328.75	\$15,339.54	\$17,640.73	\$15,345.85	\$16,553.34	\$16,403.00	\$11,459.37	\$172,540.63
Sewer Service	\$6,388.50	\$5,561.77	\$6,605.99	\$5,700.28	\$6,119.80	\$5,723.34	\$4,210.99	\$64,995.83
Storm Water	\$6,275.81	\$5,518.62	\$9,401.77	\$5,270.09	\$5,877.62	\$6,059.52	\$4,199.40	\$67,128.62
	\$36,200.05	\$45,687.86	\$397,222.67	\$38,799.79	\$57,930.05	\$30,410.46	\$25,833.26	\$780,723.42
Expenses								
General Govt	\$18,451.99	\$23,087.86	\$15,178.68	\$18,583.07	\$22,255.97	\$13,493.78	\$14,615.45	\$214,830.87
Public Safety	\$39,537.08	\$21,818.04	\$8,694.81	\$2,933.19	\$4,935.01	\$13,332.83	\$15,098.83	\$128,666.58
Public Works	\$11,635.89	\$21,778.39	\$4,836.65	\$1,602.78	\$1,872.78	\$558.73	\$11,157.63	\$89,197.55
Sanitation & Recycling	\$0.00	\$296.04	\$0.00	\$0.00	\$296.04	\$0.00	\$888.12	\$1,480.20
Park & Recreation	\$19,900.84	\$31,514.33	\$10,659.76	\$7,004.55	\$15,436.08	\$6,033.57	\$1,372.79	\$118,911.21
Hall Expenses	\$7,471.42	\$4,733.18	\$5,198.84	\$1,511.82	\$6,768.23	\$1,034.36	\$1,371.06	\$48,752.91
Debt Service	\$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
Transfers Out	\$0.00	\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00
Transfer to Savings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Water	\$5,252.41	\$11,706.51	\$10,384.91	\$5,711.04	\$13,221.83	\$3,894.98	\$13,203.33	\$88,157.31
Sewer	\$5,972.09	\$46,532.51	\$26,696.59	\$6,897.48	\$17,146.29	\$3,180.31	\$24,152.97	\$189,279.27
Storm Water	\$0.00	\$850.00	\$0.00	\$0.00	\$0.00	\$0.00	\$45.14	\$950.14
Total Expenses	\$108,221.72	\$168,316.86	\$81,650.24	\$44,243.93	\$81,932.23	\$41,528.56	\$81,905.32	\$886,216.04
Other Expenses (DEBT)								
Wells/WTP Bonds	\$0.00	\$0.00	\$59,690.30	\$0.00	\$0.00	\$0.00	\$0.00	\$60,380.60
Water Imp. Bonds (2011)	\$0.00	\$0.00	\$354.84	\$0.00	\$0.00	\$0.00	\$0.00	\$4,487.81
Water Tower Project	\$0.00	\$0.00	\$58,065.00	\$0.00	\$0.00	\$0.00	\$0.00	\$64,130.00
Sewer Imp. Bonds (2011)	\$0.00	\$0.00	\$16,452.71	\$0.00	\$0.00	\$0.00	\$0.00	\$16,905.42
Storm Water Imp. Bonds (2011)	\$0.00	\$0.00	\$5,322.66	\$0.00	\$0.00	\$0.00	\$0.00	\$67,317.19
Total Other Expenses	\$0.00	\$0.00	\$139,885.51	\$0.00	\$0.00	\$0.00	\$0.00	\$213,221.02
Checking Balance	\$1,291,444.51	\$1,168,815.51	\$1,344,502.43	\$1,339,058.29	\$1,315,056.11	\$1,303,938.01	\$1,247,865.95	\$1,247,865.95
Net Income (Loss)	(\$72,021.67)	(\$122,629.00)	\$175,686.92	(\$5,444.14)	(\$24,002.18)	(\$11,118.10)	(\$56,072.06)	(\$318,713.64)

	Beginning Balance 1/1/2024	2024 Budget Income	2024 Budget Expense	Budget Year-End Balance	Total Income Received	Total Expenses	Ending Balance 12/31/2025
General Fund	\$503,713.75	\$644,440.00	\$660,806.00	\$487,347.75	\$1,097,222.89	\$1,128,024.43	\$472,912.21
General Gov't							
Public Safety (Fire Dept.)			\$356,910.00	\$134,616.00		\$341,991.87	
Public Works (Streets)			\$69,015.00	\$3,500.00		\$151,093.88	
Sanitation & Recycling			\$44,015.00	\$0.00		\$448,336.70	
Parks & Recreation			\$52,750.00	\$0.00		\$2,072.28	
Comm. Hall						\$131,622.11	
						\$52,907.59	
Special Revenue Funds	\$605,867.09	\$13,325.00	\$6,000.00	\$613,192.09	\$14,304.15	\$298,954.00	\$321,217.24
City Of Hamburg (Savings)	\$589,241.01	\$7,000.00	\$6,000.00	\$590,241.01	\$8,304.15	\$298,954.00	\$298,591.16
*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	\$7,936.00	\$57,297.00
*Street Improvements (Repairs)	\$360,263.00	\$0.00	\$0.00	\$360,263.00	\$0.00	\$237,018.00	\$123,245.00
*Community Center Addition	\$28,000.00	\$0.00	\$0.00	\$28,000.00	\$0.00	\$28,000.00	\$0.00
*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	\$20,000.00	\$0.00
*Water Tower	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	\$0.00
*Interest	\$21,245.01	\$7,000.00	\$0.00	\$28,245.01	\$8,304.15	\$0.00	\$29,549.16
*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
Debt Service	\$598.04	\$0.00	\$0.00	\$598.04	\$0.00	\$0.00	\$598.04
Total (Tax Revenue Funds)	\$1,110,178.88	\$657,765.00	\$666,806.00	\$1,101,137.88	\$1,111,527.04	\$1,426,978.43	\$794,727.49
Enterprise Funds							
Water	\$80,923.09	\$208,430.43	\$206,618.41	\$82,735.11	\$200,275.80	\$225,937.76	\$55,261.13
Sewer	\$286,369.13	\$166,362.80	\$205,840.42	\$246,891.51	\$167,480.37	\$212,889.27	\$240,960.23
Storm Water	\$89,108.49	\$72,309.60	\$74,817.19	\$86,600.90	\$71,640.67	\$68,358.08	\$92,391.08
Total (Enterprise Funds)	\$456,400.71	\$447,102.83	\$487,276.02	\$416,227.52	\$439,396.84	\$507,185.11	\$388,612.44
Totals	\$1,566,579.59	\$1,104,867.83	\$1,154,082.02	\$1,517,365.40	\$1,550,923.88	\$1,934,163.54	\$1,183,339.93
Debt Summary	Remaining Balance 1/1/2024	Remaining Assessment 1/1/2024	Cash & Investments	2024 Principle Payments	Date Due	Maturity Date	Unfunded Balance 12/31/2024
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
Totals	\$1,954,088.23	\$32,569.98	\$598.04	\$187,000.00			\$1,733,920.21

Cash Flow Actuals

	July	August	September	October	November	December	Totals
Beg. Balance	\$1,168,815.51	\$1,344,502.43	\$1,339,058.29	\$1,315,056.11	\$1,303,938.01	\$1,247,865.95	\$1,835,065.75
Income							
Property Taxes	\$295,362.14	\$0.00	\$0.00	\$0.00	\$0.00	\$275,906.91	\$574,629.85
Licenses & Permits	\$240.35	\$1,631.62	\$644.78	\$35.00	\$102.00	\$0.00	\$6,099.84
Intergov't Receipts (Aids)	\$64,466.00	\$0.00	\$0.00	\$1,481.55	\$0.00	\$53,254.71	\$133,590.20
Changes for Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Assessment Searches	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Comm Ctr Rentals	\$300.00	\$150.00	\$0.00	\$0.00	\$300.00	\$450.00	\$2,400.00
Township Contribution	\$0.00	\$0.00	\$8,443.13	\$100.00	\$0.00	\$0.00	\$8,543.13
Fire Dept. Revenues	\$0.00	\$7,040.00	\$14,560.00	\$0.00	\$0.00	\$7,040.00	\$28,640.00
Park Rentals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$700.00
Hall Receipts	\$1,450.00	\$0.00	\$0.00	\$300.00	\$2,953.70	\$1,457.60	\$14,280.00
Fines	\$0.00	\$133.32	\$0.00	\$133.32	\$0.00	\$33.33	\$1,399.89
Misc. Receipts	\$1,528.32	\$3,110.63	\$243.90	\$0.00	\$2,448.00	\$2,347.00	\$26,317.45
Other Receipts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Insurance Recovery	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,327.50
Interest Income (Checking)	\$227.37	\$182.60	\$182.25	\$174.73	\$159.80	\$155.39	\$2,311.03
Interest Income (Savings)	\$0.00	\$0.00	\$2,093.83	\$0.00	\$0.00	\$2,089.76	\$8,304.15
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Transfers In (Savings)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$388,954.00	\$394,954.00
Debt Proceeds/Sale of Assets	\$0.00	\$0.00	\$1,250.00	\$0.00	\$0.00	\$1,250.00	\$1,250.00
Special Assessments	\$3,022.19	\$0.00	\$0.00	\$0.00	\$0.00	\$2,131.03	\$5,153.22
Water Service	\$17,640.73	\$15,345.85	\$16,553.34	\$16,403.00	\$11,459.37	\$21,515.17	\$194,055.80
Sewer Service	\$6,605.99	\$5,700.28	\$6,119.80	\$5,723.34	\$4,210.99	\$7,331.32	\$72,327.15
Storm Water	\$6,379.58	\$5,281.09	\$5,877.62	\$6,059.52	\$4,199.40	\$7,534.24	\$71,640.67
	\$397,222.67	\$38,799.79	\$57,930.05	\$30,410.46	\$25,833.26	\$770,200.46	\$1,550,923.88
Expenses							
General Gov't	\$15,178.68	\$18,583.07	\$22,255.97	\$13,493.78	\$12,890.76	\$32,813.45	\$245,991.87
Public Safety	\$8,694.81	\$2,933.19	\$4,935.01	\$13,332.83	\$15,098.83	\$22,437.30	\$151,093.88
Public Works	\$4,836.65	\$1,602.78	\$1,872.78	\$558.73	\$11,233.49	\$359,044.56	\$448,336.70
Sanitation & Recycling	\$0.00	\$0.00	\$296.04	\$0.00	\$888.12	\$592.08	\$2,072.28
Park & Recreation	\$10,659.76	\$7,004.55	\$15,436.08	\$6,033.57	\$2,099.26	\$11,885.28	\$131,622.11
Hall Expenses	\$5,198.84	\$1,511.82	\$6,768.23	\$1,034.36	\$1,492.90	\$4,004.42	\$52,907.59
Debt Service	\$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
Transfers Out	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$388,954.00	\$394,954.00
Transfer to Savings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Water	\$10,384.91	\$5,711.04	\$13,221.83	\$3,894.98	\$13,642.43	\$8,207.54	\$96,939.35
Sewer	\$26,696.59	\$6,897.48	\$17,146.29	\$3,180.31	\$24,514.39	\$6,697.10	\$195,983.85
Storm Water	\$0.00	\$0.00	\$0.00	\$0.00	\$45.14	\$90.75	\$1,040.89
Total Expenses	\$81,650.24	\$44,243.93	\$81,932.23	\$41,528.56	\$81,905.32	\$183,000.66	\$1,720,942.52
Other Expenses (DEBT)							
Wells/WTP Bonds	\$59,690.30	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$60,380.60
Water Imp. Bonds (2011)	\$354.84	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,487.81
Water Tower Project	\$58,065.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$64,130.00
Sewer Imp. Bonds (2011)	\$16,452.71	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$16,905.42
Storm Water Imp. Bonds (2011)	\$5,322.66	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$67,317.19
Total Other Expenses	\$139,885.51	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$213,221.02
Checking Balance	\$1,344,502.43	\$1,339,058.29	\$1,315,056.11	\$1,303,938.01	\$1,247,865.95	\$1,835,065.75	\$1,183,339.93
Net Income (Loss)	\$175,686.92	(\$5,444.14)	(\$24,002.18)	(\$11,118.10)	(\$56,072.06)	\$587,199.80	(\$383,239.66)

CITY OF HAMBURG TIME-OFF REQUEST FORM

Today's Date: January 10, 2025

Employee Name: Jeremy Gruenhagen

Dates Requesting Time-Off: January 13, 16, 28 (off 4:00)
January 23, 30 (off 3:15)
February 4, 6 (off 4:00)

How many **Vacation** hours will be used? 3

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: 1-14-2025

Was vacation request approved? _____

- If no, reason request was denied: _____

Jeremy Gruenhagen
Employee Signature

1-10-25
Date

City Clerk/Treasurer

Date

Mayor

Date



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



414 Nicollet Mall
Minneapolis, MN 55401

December 31, 2024

—Via U.S. Mail—

RE: NOTICE TO COUNTIES AND MUNICIPALITIES – NOTICE OF APPLICATION FOR
AUTHORITY TO INCREASE ELECTRIC RATES
DOCKET NO. E002/GR-24-320

Hello,

Northern States Power Company, doing business as Xcel Energy, has enclosed a required Notice to Counties and Municipalities along with an Order issued on December 30, 2024, by the Minnesota Public Utilities Commission regarding our Application for Authority to Increase Electric Rates filed in the above noted docket. The enclosed Notice and Order provide information on our Application.

Please contact Pamela Gibbs at (612) 330-2889 or pamela.k.gibbs@xcelenergy.com or contact me at (612) 337-2268 or amber.r.hedlund@xcelenergy.com if you have any questions regarding this letter or the enclosed Notice.

Sincerely,

/s/

AMBER R. HEDLUND
MANAGER, REGULATORY AFFAIRS

Enclosures

**Notice to Counties and Municipalities
Under Minn. Stat. § 216B.16, subd. 1**

On November 1, 2024, Northern States Power Company, doing business as Xcel Energy (Xcel Energy or Company), filed an application with the Minnesota Public Utilities Commission (MPUC) to increase electric rates. The request is for a two-year multiyear rate plan (MYRP) with the MPUC to increase gross retail electric rates by 9.6 percent or \$353.3 million effective January 1, 2025, sixty-one (61) days after filing, without suspension, pursuant to Minn. Stat. § 216B.16. An incremental increase of 3.6 percent or \$137.5 million effective January 1, 2026, without suspension, based on present revenues. The Company requests a two-year MYRP, modeled after its 2022-2024 MYRP, approved in its most recent electric rate case (E002/GR-21-630), and implemented pursuant to Minn. Stat. §216B.16, subds. 1 and 19.

The Company requested, pursuant to Minn. Stat. 216B.16, subds. 3 and 19, that a temporary (interim) rate increase of approximately 6.1 percent or \$223.8 million overall bill increase, be effective on January 1, 2025. The MPUC elected to suspend the proposed rate increase under Minn. Stat. 216B.16, subd. 2, as discussed in the Company's Notice and Petition for Interim Rates (Petition), included in the Application. The Commission authorized an interim rate increase of approximately 5.2 percent or \$191.9 million, overall bill increase, that will be effective on January 1, 2025. The interim revenue request for 2025 will be uniformly billed as an 7.14 percent increase on the base rate portion of customers' bills- which includes the basic service charge, demand charges and energy charges (exclusive of fuel and purchased energy costs and certain rate riders). An interim rate will remain in effect until a final rate level is determined.

The typical residential electric customer uses 600 kWh per month. On average, the proposed \$353.3 million rate change for 2025 would increase the bill for a typical residential electric customer by \$9.89 per month or about \$119 annually. On average, the proposed incremental rate change of \$137.5 million for 2026 would increase the bill for a typical residential electric customer by \$3.90 per month or about \$47 annually. The interim increase, for that same monthly amount of 600 kWh on average, will be \$5.39 per month or \$65 per year for 2025.

Xcel Energy has continually invested in strengthening the energy grid and enhancing the reliability of the service our customers count on while expanding clean energy. These projects are key to meeting our customers' needs today and in the future, as we work toward Minnesota's goal of providing 100% carbon-free electricity to customers by 2040

Typically, final rates are approved and become effective within 10 months of the date of the Application, unless the review period is extended by the MPUC. The Company anticipates that the review period will be extended in this proceeding. Any over-collection of interim rates during the review period will be refunded with interest to customers in a manner determined by the MPUC.

Xcel Energy is requesting this rate increase to meet its current cost of providing electric service, including a reasonable return on equity. The following tables contain the effect of the interim and proposed rate increases on customer classes:

Average Monthly Bills

Customer type	Average 2026 monthly kWh usage	2025 Current monthly cost	2026 Current monthly cost	2025 Interim monthly increase	Proposed 2025 monthly cost	Proposed 2026 monthly cost	Proposed 2025 monthly increase	Proposed 2026 monthly increase (Cumulative 2025+2026)
Residential - Overhead line service	505	\$85.89	\$84.91	\$4.79	\$95.06	\$97.45	\$9.18	\$12.54
Residential - Underground line service	742	\$123.40	\$121.95	\$6.84	\$134.53	\$138.02	\$11.14	\$16.07
Energy-Controlled (Dual Fuel)	905	\$93.86	\$93.02	\$4.30	\$108.86	\$109.75	\$15.00	\$16.73
Small General Service	730	\$112.39	\$111.11	\$6.06	\$122.58	\$124.85	\$10.19	\$13.74
Small General Time-of-Day Service	1,015	\$138.48	\$136.93	\$7.16	\$150.18	\$152.83	\$11.70	\$15.90
General Service	14,395	\$1,879.21	\$1,851.58	\$96.53	\$2,060.66	\$2,093.23	\$181.45	\$241.64
General Time-of-Day Service	138,269	\$12,963.49	\$14,484.29	\$614.82	\$14,041.08	\$16,027.15	\$1,077.60	\$1,542.86
Peak-Controlled Service	60,290	\$9,101.98	\$8,985.08	\$492.22	\$10,156.45	\$10,423.80	\$1,054.47	\$1,438.71
Peak-Controlled Time-of-Day Service	527,241	\$66,232.50	\$65,460.20	\$3,364.76	\$73,074.48	\$74,485.04	\$6,841.98	\$9,024.84
Small Municipal Pumping	536	\$82.47	\$82.87	\$4.47	\$91.50	\$94.40	\$9.02	\$11.53
Municipal Pumping	9,115	\$1,270.25	\$1,274.27	\$67.26	\$1,399.89	\$1,451.00	\$129.65	\$176.73

Monthly Customer Charges

Customer type	Current	Proposed
Residential		
Overhead line	\$6.00	\$11.00
Overhead line - electric heating	\$6.00	\$11.00
Underground line	\$6.00	\$11.00
Underground line - electric heating	\$6.00	\$11.00
Small Commercial		
Small General	\$6.00	\$11.00
Small General Time-of-Day	\$6.00	\$11.00
Commercial and Industrial		
General	\$25.98	\$27.50
General Time-of-Day	\$29.98	\$31.50
Peak-Controlled	\$60.00	\$60.00
Peak-Controlled Time-of-Day	\$60.00	\$60.00

Energy (per kW) and Demand (per kW) Rates

Customer type	Current	Proposed 2025	Proposed 2026
Residential			
Energy: Summer (June-September)	13.069 ¢	14.130 ¢	14.803 ¢
Energy: Winter (Other months)	11.364 ¢	12.351 ¢	12.977 ¢
Energy: Winter - electric heating	8.215 ¢	9.202 ¢	9.828 ¢
Small General			
Energy: Summer	11.799 ¢	12.830 ¢	13.334 ¢
Energy: Winter	10.094 ¢	11.050 ¢	11.508 ¢
Small General Time-of-Day			
Energy: On-Peak Summer	19.782 ¢	21.091 ¢	21.962 ¢
Energy: On-Peak Winter	16.020 ¢	17.164 ¢	17.934 ¢
Energy: Off-Peak	5.182 ¢	5.982 ¢	6.182 ¢
General			
Energy	4.765 ¢	5.414 ¢	5.516 ¢
Demand: Summer	\$16.49	\$18.88	\$19.86
Demand: Winter	\$11.90	\$14.29	\$15.27
General Time-of-Day			
Energy: On-Peak	6.538 ¢	7.427 ¢	7.507 ¢
Energy: Off-Peak	3.441 ¢	3.909 ¢	3.951 ¢
Demand: Summer	\$16.49	\$18.88	\$19.86
Demand: Winter	\$11.90	\$14.29	\$15.27

Public hearings will be held at various locations in Xcel Energy's electric service area. Counties, municipalities, and customers will be notified once the hearings are scheduled.

The proposed rate schedules and a comparison of present and proposed rates are available at:

xcelenergy.com/company/rates_and_regulations/filings/minnesota_electric_rate_case. (Make sure "Minnesota" is selected in top left corner) The documents may be examined during normal business hours at either our General Offices located at 414 Nicollet Mall in downtown Minneapolis or at the Minnesota Department of Commerce, Division of Energy Resources, 85 7th Place East, Suite 500, St. Paul, Minnesota 55101.

Those who wish to intervene or testify in this case should contact the Minnesota Office of Administrative Hearings, P.O. Box 64620, St. Paul, Minnesota 55164-0620, Telephone: (651) 361-7900, TTY: (651) 361-7878. Public notice of hearings dates and locations will be published in local newspapers in Xcel Energy's service area.

Questions on the rate increase may be directed to Amber Hedlund at (612) 337-2268. Comments may also be mailed to Amber Hedlund at 414 Nicollet Mall, 401-7th Floor, Minneapolis, MN 55401.



City of Hamburg, Minnesota

181 Broadway Avenue
Hamburg, MN 55339

October 4, 2024

Steven and Tammy Trebesch
PO Box 2
Hamburg, MN 55339

SUBJECT: Permissible Uses of PID 45.0282500 and 45.0282020

Dear Mr. and Mrs. Trebesch:

Following the discussion at the City Council meeting on Tuesday, September 24th, I am writing to inform you of the permissible uses of your properties located along Railroad Street, as outlined in the Hamburg City Code Ordinance No. 133 – Chapter 160 Zoning and Subdivision Ordinance. The two properties in question are Parcel 45.0282500, referred to below as “Parcel 1,” and Parcel 45.0282020, referred to below as “Parcel 2.”



Parcel 1 is zoned as B Downtown Business Mixed Use District. Within any B District, only the following uses are permitted by right:

1. Retail, office or business service uses that are conducted within an enclosed building
2. Residential dwelling units within the same building as a retail, office or business use
3. Hotels and motels, and associated recreational uses
4. Public and educational facilities, religious institutions, and public or private parks
5. Restaurants and on-sale liquor establishments
6. Telecommunication facilities

On Parcel 1, the following uses may be permitted with a Conditional Use Permit and in conformance with the standards found in Section F, Subdivision 6 of the Zoning Ordinance:

1. Accessory structures other than private garages
2. Funeral homes and mortuaries
3. Outdoor dining areas associated with restaurants and on-sale liquor establishments
4. Clubs, museums, historic buildings, and other similar uses
5. Hospitals, nursing homes, or retirement homes
6. **Automobile service stations**
 - a. No vehicles which are unlicensed and inoperable shall be stored on premises except in appropriately designed and screened storage areas.
 - b. All repair, assembly, disassembly and maintenance of vehicles shall occur within closed buildings except minor maintenance, such as tire inflation, oil and wiper replacement.
 - c. No public address system shall be audible from any residential parcel.
 - d. Stacking for gas pumps shall be provided for at least one car beyond the pump island in each direction in which access can be gained to the pump. The required stacking shall not interfere with internal circulation patterns or with designated parking areas and shall not be permitted in any public right-of-way or within the required parking setback.
 - e. No sales, storage or display of used vehicles, except when a conditional use permit is approved by the City Council allowing such rentals.
 - f. Shall not be located within 20 feet of any low-density residential parcel. The City Council may reduce separation requirements if the following are provided:
 - i. Landscaping and berming to shield the auto service use, and
 - ii. Lighting plans which are unobtrusive to surrounding residential uses.
 - g. All canopy lighting shall be recessed lighting, flush mounted with canopy ceiling and having a flat glass lens.
 - h. Canopies shall be set back at least 15 feet from all property lines, but in no case shall the setbacks be less than 20 feet of any low-density residential parcel as designated in the Comprehensive Plan.
7. Uses having a drive-up window
8. **Storage, repair and servicing related to a permitted use**
 - a. The building and site shall maintain a predominantly commercial character.
 - b. No exterior storage shall be permitted.
 - c. Truck loading areas shall be fully screened and not located adjacent to any residential lot line.
9. Telecommunication facilities that exceed 75 feet in height

It is the City of Hamburg's understanding that Parcel 1 is currently being used for automotive repairs and automotive parking. This use of Parcel 1 does not conform with the Hamburg Zoning Ordinance, as both of these uses are only permitted in the B District with a Conditional Use Permit. **To bring the use of Parcel 1 into compliance, a Conditional Use Permit will be required and all vehicles and vehicle-related equipment shall be moved inside an enclosed structure. Please submit a completed Land Use Application (attached) to apply for a Conditional Use Permit.**

Parcel 2 is zoned as A-1 Restricted Agriculture District. Within any A-1 District, only the following uses are permitted by right:

1. Single family detached residential dwellings
2. Agriculture and horticulture land uses, excluding feedlots, including existing buildings and equipment typically associated with agriculture activities
3. A state licensed residential facility or a housing with services establishment
4. A state licensed day care facility serving 12 or fewer persons
5. Telecommunication facilities

On Parcel 2, the following uses may be permitted with a Conditional Use Permit and in conformance with the standards found in Section F, Subdivision 3 of the Zoning Ordinance:

7. Accessory structures other than garages (larger than 1,000 square feet)
8. Public and educational facilities, religious institutions, and public or private parks
9. Home occupations
10. Cemeteries
11. Telecommunication facilities that exceed 75 feet in height

The use of Parcel 2 is not allowed as a permitted, conditional, or accessory use. To bring the parcel into compliance, the City of Hamburg recommends the following options:

Option 1: Remove the vehicles, vehicle-related equipment, and storage containers from the property.

Option 2: Apply for a Minor Subdivision to combine Parcels 1 and 2 using the attached Land Use Application. This request may be submitted on the same application as the Conditional Use Permit for Parcel 1. The new parcel would need to be including in the B District to allow the current use of the property as a Conditional Use. If the Minor Subdivision and Conditional Use Permit are approved, all vehicles and vehicle-related equipment shall still be moved inside an enclosed structure.

Please contact me by Monday, October 21st to discuss these options. I am available to answer any questions you may have.

Thank you for your time.

Sincerely,

Jeremy Gruenhagen
City Clerk-Treasurer
P.O. Box 248
181 Broadway Avenue
Hamburg, MN 55339
952-467-3232
cityadmin@cityofhamburgmn.com



City of Hamburg, Minnesota

181 Broadway Avenue
Hamburg, MN 55339

December 17, 2024

Steven and Tammy Trebesch
PO Box 2
Hamburg, MN 55339

SUBJECT: Current And Future Use of PID 45.0282010

Dear Mr. and Mrs. Trebesch:

On behalf of the Hamburg City Council, I am writing to invite you to attend an upcoming City Council meeting to discuss the current and future use of your property located along Railroad Street, PID 45.0282010.

We are looking to hold a Special Meeting for this discussion at one of the following dates:

- **Thursday, January 2, 2025**
- **Monday, January 6, 2025**

I am requesting your presence at the meeting to ensure a thorough and collaborative discussion. Please let me know which of the proposed dates works best for you by **December 27, 2024**, or if there are any other upcoming City Council meeting dates that may be more convenient. The City Council meets every second Tuesday of the month.

Thank you for your time.

Sincerely,

Jeremy Gruenhagen
City Clerk-Treasurer
P.O. Box 248
181 Broadway Avenue
Hamburg, MN 55339
952-467-3232
cityadmin@cityofhamburgmn.com

Triple T Services

PO Box 2

Hamburg, MN 55339

December 27, 2024

The City of Hamburg has already previously stated that the City agrees with the unequivocal determination that our properties adjoining Railroad Street in the city of Hamburg are, indeed; qualified under the "grandfather" classification.

This matter is closed.

Therefore, there is no reason for us to attend any scheduled, or future meeting(s) with the city of Hamburg regarding this property.

The city of Hamburg is put on notice that any further efforts, attempts or action, of any kind, by the city or any city officials regarding these properties, will be considered as ongoing and further harassment and will not be tolerated, and will be dealt with swiftly and appropriately.

Steve and Tammy Trebesch

Tammy Trebesch
Steve Trebesch

3. The interim use must comply with the specific standards for the use identified in this ordinance, and must comply with all conditions of approval of the permit.
- F. Conditions: The City Council may impose conditions on granting the interim use permit in order to ensure compliance with the criteria or to effect the purpose of this ordinance.

Subdivision 8. Limitations on Land Use Applications and Petitions

An application or petition for a variance, conditional use permit, interim use permit or zoning amendment which has been acted upon by the City Council may not be resubmitted to the city until a period of six (6) months has passed unless the applicant can show to the satisfaction of the City Council that the conditions which were present under the earlier application request filed have changed or that the application is substantially different.

SECTION D. GENERAL PROVISIONS

Subdivision 1. Uses Not Provided for Within a Zoning District

1. Uses not specifically identified in this ordinance as a permitted use, a conditional use, an interim use or accessory use shall be prohibited.
2. Whenever a use is not specifically permitted, the City Council, the Planning Commission or the owner of the property may request consideration of an interim use permit or an amendment to this ordinance to determine if the particular use should be allowed as a permitted use, a conditional use, an interim use or accessory use.
3. The City Council within its discretion shall approve or deny the request for an interim use permit or an amendment to this zoning ordinance following the applicable procedures established in section C of this ordinance.

Subdivision 2. Non-Conforming Uses and Structures

- A. Purpose: This subdivision is established to regulate existing uses, structures and property within the city that were established before the adoption of this ordinance and no longer meet all the provisions of this ordinance. The regulation of uses, structures and property no longer meeting the requirements of this ordinance are intended to reduce their impacts on adjacent properties, prevent and abate nuisances, and to protect the public health, safety, and welfare.
- B. General Standards:
1. Any nonconformity, including the lawful use or occupation of land or premises existing at the time of the adoption of this ordinance may be continued, including the repair, replacement, restoration, maintenance, or improvement, but not including expansion, unless:
 - a. The nonconformity or occupancy is discontinued for a period of more than one (1) year; or
 - b. The nonconforming use is destroyed by fire or other peril to the extent of greater than fifty (50) percent of its market value, and no building permit has been applied for within one hundred and eighty (180) days of when the property is damaged. In this case, the city may impose reasonable conditions upon a building permit in order to mitigate any newly created impact on adjacent property.
 2. Any subsequent use or occupancy of the land or premises shall be a conforming use or occupancy.
 3. The city may impose reasonable regulations on a nonconforming use to prevent and abate nuisances and to protect the public health, welfare, or safety.

Draft

Corrin Bemis <Corrin.Bemis@bolton-menk.com>
From: Jeremy Gruenhagen <cityadmin@cityofhamburgmn.com>

Thu, Oct 3, 2024 at 4:44 P

Jeremy,

State statute does not set a standard for issuing variances on subdivisions, so, to my knowledge, there is no legal reason why the City *couldn't* issue a variance to the property owner. However, it would be in the City's best interest to consider the conditions that shall be met in order to issue a variance. If issuing a variance, the applicant and Council should be able to argue that all four of these are true:

1. *The granting of the variance will not be detrimental to the public safety, health, or welfare or injurious to other property.*
2. *The conditions upon which the request for variance is based are unique to the property for which the variance is requested and are not generally applicable to other property.*
3. *An unusual hardship on the property exists because of the property's particular physical surroundings, shape, or topographical conditions that warrant varying the requirements of this ordinance.*
4. ***That the conditions or circumstances that cause the unusual hardship do not result from actions of the property owner or the applicant.***

It is my professional opinion that splitting the back half of Parcel 45.7000010 into two separate sections would not meet Condition 4 as the applicant is causing additional non-conformance with the Zoning Ordinance by reducing the size of the newly created parcel. It is also worth noting that the Hamburg Subdivision Ordinance states "a subdivision shall not be approved where a variance will be required to use the lots for their intended use." By subdividing the parcel, the City is creating two non-conforming parcels that would require variances for future development.

That being said, the final decision rests with the City Council, and they have the right to issue or deny the variance.

To apply for a Minor Subdivision and Variance, the applicant shall submit the following:

1. Completed land use application and accompanying fee (attached)
2. A survey prepared by a registered land surveyor that includes the following:
 - a. Legal descriptions for the parcels to be created
 - b. The existing and proposed lot lines and dimensions
 - c. Lot acreage
 - d. Existing and proposed structures and utilities
 - e. Existing and proposed easements
 - f. A wetland delineation, if applicable
3. Evidence of property ownership
4. Any other materials you or the City Council request

Once the City receives a complete application, the review procedure will take place in this order:

1. The City will notify the applicant of a complete application, starting the 60-day review timeline. Following this notification, the City has 60 days to make a decision on the case.
2. The City will provide notice to property owners abutting the proposed minor subdivision and variance property and publish a notice of the public hearing in the newspaper 10 days prior to action by the City Council. The Zoning Ordinance does not require a public notice for Minor Subdivisions but it does require one for Variances.

W: Trebesch

Corrin Bemis <Corrin.Bemis@bolton-menk.com>
>: Jeremy Gruenhagen <cityadmin@cityofhamburgmn.com>

Wed, Nov 13, 2024 at 11:56 A

Jeremy –

Here's a draft letter response. Let me know if you have any edit requests.

As for the question about street frontage/alley access requirements for the properties on Louisa Ave, the City Zoning Code requires all parcels to have a minimum of 40 feet of frontage along a public street. It is likely that the newly created parcel would meet this requirement since the smaller section of 430 Louisa Ave is 40 feet wide.

I also looked into what it would take to vacate the alley, and the process would include the following:

- An engineer representing the city shall determine that the alley is not needed for the city's street grid system and that it is in the public interest to vacate the alley.
- The city would initiate a ROW vacation which would require a public hearing and 4/5 council approval.
- The city would likely require an easement where the ROW is currently located.
- The city would initiate a lot line adjustment to determine how the ROW is split between the existing parcels.

It is important to note that ROW vacations have unique noticing requirements. Per statute, the city would need to publish two consecutive notices in the paper ahead of the public hearing. The city would also have to ensure mailed notices are sent to those involved in the vacation and potentially anyone who was part of the original plat that dedicated the ROW.

Let me know if you have any questions.

Thank you,

Corrin Bemis, AICP *(she/her)*

Senior Planner

Bolton & Menk, Inc.

111 Washington Avenue South, Suite 650

Minneapolis, MN 55401

Phone: 612-900-9533

Bolton-Menk.com

[Quoted text hidden]

Alley

Quinn P. O'Reilly <QPoreilly@mhslaw.com>
From: Jeremy Gruenhagen <cityadmin@cityofhamburgmn.com>

Tue, May 29, 2018 at 10:01 AM

Jeremy,

I think you are correct. Pursuant to Minnesota Statutes, section 272.46, the county auditor has the authority to combine properties of "contiguous parcels." Properties with an alley between them are not contiguous.

That said, in a unique situation, I think two parcels with an alley could be combined. If the alley at issue is a private alley, and the two properties were the only users of the alley, then because the alley is now under common ownership, the parcels could be combined (and the alley would go away). If it is a City alley and the alley no longer serves a purpose because the neighboring properties have the same owner, the City could also consider vacating the alley. Following vacation, the lots could likely be combined. The combination could not happen until the City has vacated the alley.

I hope this makes sense. Please let me know if you have any questions.

Thanks,

Quinn P. O'Reilly

Attorney

Melchert Hubert Sjodin, PLLP

(952) 442-7718

qporeilly@mhslaw.com

121 West Main Street; Suite 200, Waconia, MN 55387



Attorneys at Law

www.mhslaw.com

From: Jeremy Gruenhagen <cityadmin@cityofhamburgmn.com>
Sent: Tuesday, May 29, 2018 9:12 AM
To: Quinn P. O'Reilly <qporeilly@mhslaw.com>
Subject: Alley

Quinn,

Am I correct in saying that you can not combine two parcels that are separated by an alley?

Thanks!

DEPUTY CLERK/UTILITY BILLING CLERK CITY OF HAMBURG

The City of Hamburg is accepting applications for a part-time “as needed” worker for light office work. This position has a flexible work schedule with an average of 20 hours a week. Salary range \$15-\$18. Applicant must possess excellent communication and typing skills, strong math and computer skills including Word and Excel and the ability to work with the public. Must be 18 years of age or older with a high school diploma or GED.

Job description and application can be obtained by calling (952) 467-3232, email: cityadmin@cityofhamburgmn.com, or at City Hall located at 181 Broadway Ave., Hamburg, MN 55339. Applications will be accepted until position is filled.



Building a Better World
for All of Us™

January 1, 2025

RE: City of Hamburg, Minnesota
2025 Agreement for Professional
Services
SEH No. HAMBU 177115 10.03

Jeremy Gruenhagen
City Clerk/Treas.
City of Hamburg
PO Box 248
Hamburg, MN 55339

Dear Jeremy:

Short Elliott Hendrickson Inc. (SEH®) is honored to serve as the City Engineer for the City of Hamburg. As a supplement to the Master Agreement for Professional Services dated January 1, 2021, we are submitting our yearly Supplemental Letter Agreement (SLA) to continue our services for calendar year 2025.

SEH will provide these services as requested.

- Site plan review
- Cost estimating
- Architectural review
- Structural review
- Water or Wastewater engineering
- Development Review
- Storm Water Management
- Resident Project Representative (RPR) services
- Mapping
- Grant writing
- Other consulting services as requested by the City

PROPOSED FEES

We propose to provide the services outlined above for the City of Hamburg on an Hourly basis, not-to-exceed a total of \$10,000 in calendar year 2025.

Please contact us with any questions regarding this agreement. If this proposal is acceptable to you, please sign the Supplemental Letter Agreement and return a scanned copy to me.

Sincerely,

A handwritten signature in black ink that reads "Justin Black".

Justin Black, PE
Principal/Client Service Manager
(Lic. MN)

Enclosures

x:\fj\hambu\177115\1-gen\10-setup-cont\03-proposal\2025 gen eng\2025 gen services ltr.docx

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 1390 Highway 15 South, Suite 200, P.O. Box 308, Hutchinson, MN 55350-0308

320.587.7341 | 800.838.8666 | 888.908.8166 fax | sehinc.com

SEH is 100% employee-owned | Affirmative Action–Equal Opportunity Employer

Supplemental Letter Agreement

In accordance with the Master Agreement for Professional Services between City of Hamburg ("Client"), and Short Elliott Hendrickson Inc. ("Consultant"), effective January 1, 2021, this Supplemental Letter Agreement dated January 1, 2025, authorizes and describes the scope, schedule, and payment conditions for Consultant's work on the Project described as: 2025 General Engineering Services.

Client's Authorized Representative: Jeremy Gruenhagen
Address: 181 Broadway Ave, PO Box 248, Hamburg, Minnesota 55339, United States
Telephone: 952.467.3232 **email:** hamburgcityhall@gmail.com

Project Manager: Justin Black
Address: 1390 Highway 15 South, Suite 208, P.O. Box 308, Hutchinson, Minnesota 55350
Telephone: 952.913.0702 **email:** jblack@sehinc.com

Scope: The Services to be provided by Consultant:

General engineering, architectural, or other consulting services as indicated in the attached letter dated January 1, 2025.

Schedule: Services to be provided in calendar year 2025.

Payment: The fee is hourly not-to-exceed \$10,000 including expenses and equipment without written approval from Client.

The payment method, basis, frequency and other special conditions are set forth in attached Exhibit A-1.

Other Terms and Conditions: Other or additional terms contrary to the Master Agreement for Professional Services that apply solely to this project as specifically agreed to by signature of the Parties and set forth herein: None.

Short Elliott Hendrickson Inc.

City of Hamburg

By: 
Full Name: Justin Black
Title: Principal/Client Service Manager

By: _____
Full Name: _____
Title: _____

Exhibit A-1
to Supplemental Letter Agreement
Between City of Hamburg (Client)
and
Short Elliott Hendrickson Inc. (Consultant)
Dated January 1, 2025

Payments to Consultant for Services and Expenses
Using the Hourly Basis Option

The Agreement for Professional Services is amended and supplemented to include the following agreement of the parties:

A. Hourly Basis Option

The Client and Consultant select the hourly basis for payment for services provided by Consultant. Consultant shall be compensated monthly. Monthly charges for services shall be based on Consultant's current billing rates for applicable employees plus charges for expenses and equipment.

Consultant will provide an estimate of the costs for services in this Agreement. It is agreed that after 90% of the estimated compensation has been earned and if it appears that completion of the services cannot be accomplished within the remaining 10% of the estimated compensation, Consultant will notify the Client and confer with representatives of the Client to determine the basis for completing the work.

Compensation to Consultant based on the rates is conditioned on completion of the work within the effective period of the rates. Should the time required to complete the work be extended beyond this period, the rates shall be appropriately adjusted.

B. Expenses

The following items involve expenditures made by Consultant employees or professional consultants on behalf of the Client. Their costs are not included in the hourly charges made for services but instead are reimbursable expenses required in addition to hourly charges for services and shall be paid for as described in this Agreement:

1. Transportation and travel expenses.
2. Long distance services, dedicated data and communication services, teleconferences, Project Web sites, and extranets.
3. Lodging and meal expense connected with the Project.
4. Fees paid, in the name of the Client, for securing approval of authorities having jurisdiction over the Project.
5. Plots, Reports, plan and specification reproduction expenses.
6. Postage, handling and delivery.
7. Expense of overtime work requiring higher than regular rates, if authorized in advance by the Client.
8. Renderings, models, mock-ups, professional photography, and presentation materials requested by the Client.
9. All taxes levied on professional services and on reimbursable expenses.
10. Other special expenses required in connection with the Project.
11. The cost of special consultants or technical services as required. The cost of subconsultant services shall include actual expenditure plus 10% markup for the cost of administration and insurance.

The Client shall pay Consultant monthly for expenses.

C. Equipment Utilization

The utilization of specialized equipment, including automation equipment, is recognized as benefiting the Client. The Client, therefore, agrees to pay the cost for the use of such specialized equipment on the project. Consultant invoices to the Client will contain detailed information regarding the use of specialized equipment on the project and charges will be based on the standard rates for the equipment published by Consultant.

The Client shall pay Consultant monthly for equipment utilization.



Jeremy Gruenhagen <cityadmin@cityofhamburgmn.com>

City Bobcat Use

Delta <thedeltashow@gmail.com>
To: City Administration <cityadmin@cityofhamburgmn.com>

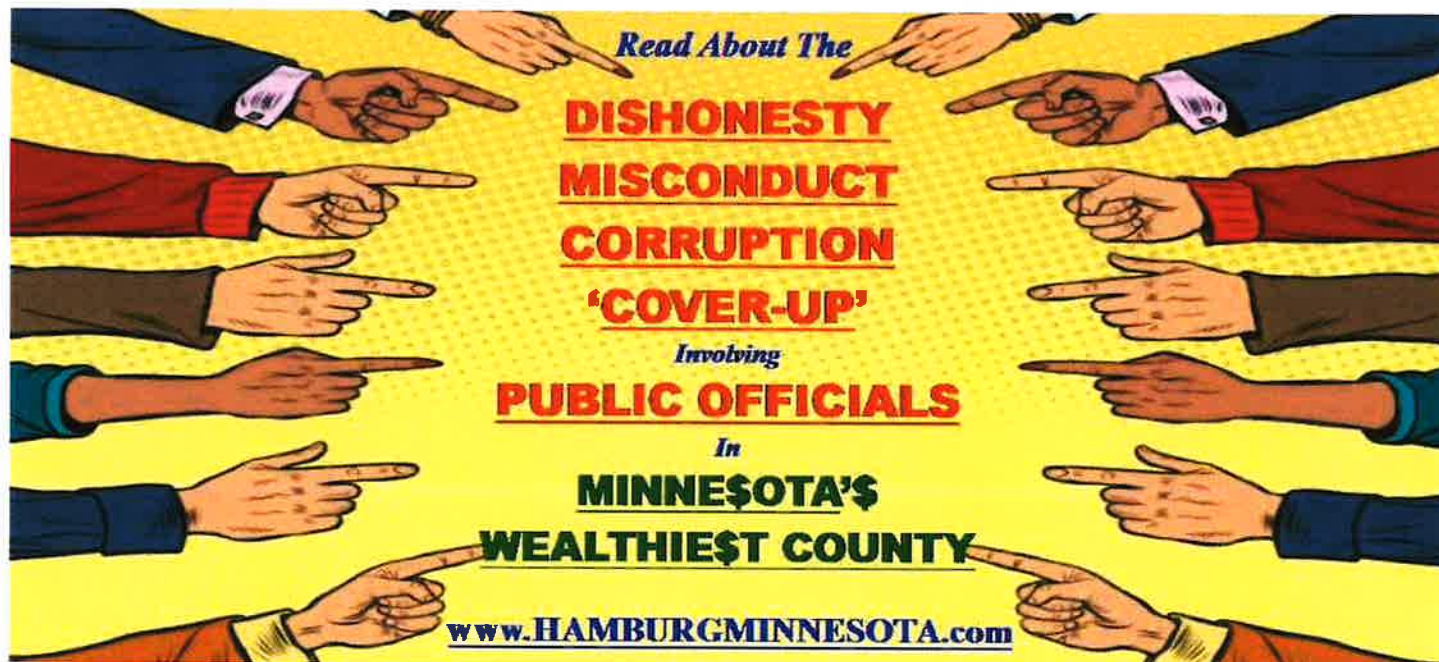
Fri, Dec 20, 2024 at 9:20 AM

We have to pay Mueller Brothers to clear the snow from our driveway.

I've received two reports that the Hamburg Public Works employee, Jason Buckentin; used the City Bobcat to clear the snow from his private driveway, yesterday, and again this morning,

Does the City CONFIRM or DENY that happening ?

Richard Odoms
150 Jacob Street
Hamburg, Minnesota 55339





Quotation Number: DL950067
 Quote Sent Date: Jan 08, 2025
 Expiration Date: Feb 07, 2025
 Prepared By: Dave Latzke
 Phone: 952-237-0373
 Email: davelatzke@lanoequipnya.com

Customer
CASH CUSTOMER
 CASH CUSTOMER
 NORWOOD YOUNG AMERICA, MN,
 55368

Contact

Dealer
Lano Equipment of Norwood, Norwood
Young America, MN
 1015 HWY 212 WEST
 NORWOOD YOUNG AMERICA, MN,
 55368-0299

City of Hamburg

Item Name	Item Number	Quantity	Price Each	Total
Sweeper Bucket 60"	7418328	1	6,537.00	6,537.00
Total for Sweeper Bucket 60"				6,537.00
Quote Total - USD				6,537.00
Dealer P.D.I.				50.00
Destination Charges				141.00
Dealer Assembly Charges				37.50
Sales total before Taxes				6,765.50
Taxes				0.00
Quote Total - USD				6,765.50

\$5848.45

Customer acceptance:
 Quotation Number: DL950067 Purchase Order: _____

Authorized Signature:
 Print: _____ Sign: _____

Date: _____ Email: _____ Tax Exempt: Y / N

72"

6305

Gutter Brush 2300

7419388

January 8, 2025

Sent via Email Only

Jason Buckentin
City of Hamburg, MN
181 Broadway Ave.
Hamburg, MN 55339

**RE: 75,000-Gallon Single Pedestal Water Tower
Hamburg, MN**

Dear Mr. Buckentin:

KLM is pleased to submit this proposal for the Dry Tower Cleanout Evaluation on the above-referenced water storage tank.

KLM Engineering provides NACE and AWS trained inspectors, certified in competent climbing, having experience and working knowledge of the Occupational Safety and Health Standards (OSHA), American Water Works Association (AWWA), American Concrete Industry (ACI) and State Regulations.

KLM Engineering provides evaluation reports that are reviewed by an engineer who has authored the report and/or were written under the engineer's direct supervision.

DOCUMENTATION

KLM will provide the Owner with an evaluation report, which will provide the following benefits:

1. Clearly stating the actual condition of the reservoir.
2. For coated reservoirs, provide a life expectancy estimate of the coatings and/or an estimated timeline for coating replacement.
3. Identify structure deficiencies and recommend repairs to bring the reservoir into compliance with ACI, AWWA, OSHA, DNR & State regulations.
4. Provide a schedule for performing recommended maintenance work.
5. Provide a Cost Estimate for all recommended structure repairs & coating replacement for budgetary purposes only.
6. Identify the quantity of sediment and recommend a timeline for cleanout, if warranted.
7. Include color photographs identifying current conditions and any required repairs.
8. Recommend a timeline for future evaluations.

The evaluation report will be provided to the City of Hamburg in digital format (Pdf). After which, KLM will contact the city to discuss the report and answer any questions.

SCOPE OF WORK

Dry Tank Cleanout Evaluation

KLM will inspect the floor, the reservoir walls and any interior structure accessible without rigging the tower. All accessible exterior surfaces, including the roof, will also be inspected. KLM will measure and photograph all areas that need to be included in the evaluation report. KLM will also remove any sediment inside the tank and the sediment will remain on site.

When the tower is empty, KLM will perform a cleanout of the interior of the tower and riser. KLM will supply the chlorine and disinfect the tank in accordance with Method 2 or 3 of AWWA C652-11.

Exterior and Interior Evaluation

The exterior and interior evaluation is critical to determine whether the coating is a candidate for repairs or reconditioning. KLM inspectors will also check for structure deficiencies and OSHA compliance.

For each evaluation, KLM will provide a NACE Coatings Inspector that is properly trained and qualified to perform this type of evaluation. The exterior will be inspected from all areas accessible without rigging, unless otherwise written into this Agreement. Conditions of both the interior and exterior will be examined using ultrasonic thickness readings (UT), dry film thickness (DFT) and standard ASTM tests.

Interior and Exterior:

- ◆ Roof structure (size and style).
- ◆ Vents (size and style).
- ◆ Roof manways (size and style).
- ◆ Ventilation manways (size and style).
- ◆ Overflow weir and pipe (size and style).
- ◆ Support column (size and style).
- ◆ Capacity level and head range.
- ◆ Inlet/outlet pipe.
- ◆ Mud ring.
- ◆ Site dimensions.
- ◆ Safety considerations.
- ◆ Drains.
- ◆ Floor condition.
- ◆ Pitt measurements.
- ◆ Ladders, cages, platforms and handrails.
- ◆ Base conditions, including Flexcell and grout.
- ◆ Screens on vents and overflows.
- ◆ Overflow air breaks, splash pads and drainage.
- ◆ Safety devices.

OWNERS RESPONSIBILITIES

The Owner’s personnel shall also be responsible for:

- ◆ Verifying the tank is empty prior to arrival of KLM inspectors.
- ◆ Manning the shut off valve at all times.
- ◆ Opening and closing the inlet/outlet pipe.
- ◆ Operating any valves prior to, during, and after the evaluation.
- ◆ Assist to backflush and disinfect the reservoir.
- ◆ Provide a supply of water.
- ◆ Verify that cleanout and disinfection have been performed to Owner’s satisfaction.
- ◆ Disposing of sediment and debris.
- ◆ Taking and testing water samples within 24 hours after cleanout of the tank has been completed.
- ◆ Providing copies of background information on tank, including maintenance records, construction drawings, previous evaluation reports and previous painting or reconditioning specifications. It is especially helpful if this information is collected prior to KLM’s personnel beginning its evaluation.

FEES

The fee for the above-referenced scope of work is..... \$3,728.00

The fee for gasket installation on state-required wet access manway is \$100.00.

It is the responsibility of the Owner to make sure that the tank is prepared for the evaluation per the schedule agreed to in advance by both parties. The above fees are for performing the cleanout and evaluation within a 9-hour workday. In the event KLM arrives on site and the tank is not ready, or a second day is required to remove the sediment, a second day will be charged as additional time and materials.

KLM can replace the existing manway gasket(s) for \$500.00 per gasket. If the tank is not drained and ready for cleanout and evaluation, KLM may charge an hourly rate (based on our fee schedule) per each full hour of mobilization or delay in time.

Should the tank be deemed unsafe by our inspectors, we reserve the right to revise the proposal to include necessary equipment and measures to ensure safe access to complete the scope of work. Said revised proposal would be subject to Owner approval.

TERMS AND CONDITIONS

KLM has attached our standard Terms and Conditions. The Terms and Conditions are part of this Agreement between the City of Hamburg and KLM Engineering, Inc. unless otherwise agreed to in writing by both parties.

ADDITIONAL INFORMATION

Additional information can be found at KLM’s website at: www.klmengineering.com

Hamburg, MN .075MG EWT – Dry Tank Cleanout and Evaluation Proposal

AGREEMENT

This proposal is valid for sixty (60) days from the date of this proposal. If the City of Hamburg finds the proposal acceptable, please sign and return it by mail, fax or email. By signing and returning this page only, you agree to the terms of the entire proposal document submitted. When KLM receives the signed proposal, we will contact the city to coordinate an evaluation date. Upon delivery of the report to the city, an invoice will be submitted according to the terms of this Agreement.

This Agreement, between Hamburg, MN and KLM Engineering, Inc. is accepted by:

**City of Hamburg, MN
181 Broadway Ave.
Hamburg, MN 55339**

**KLM ENGINEERING, INC.
1976 Wooddale Drive, Suite 4
Woodbury, MN 55125**

Signature

Kara Fritze

Signature

Name

Kara Fritze

Name

Title

Business Development

Title

Date

January 8, 2025

Date

We look forward to working with you.

Sincerely,

KLM ENGINEERING, INC.
Kara Fritze
Business Development
1976 Wooddale Drive, Suite 4
Woodbury, MN 55125
Cell: 612-494-0241
Email: kfritze@klmengineering.com

Attachment: KLM Terms and Conditions

Rev 2024.05.23



**KLM ENGINEERING, INC. (KLM)
TERMS AND CONDITIONS**

1. **AGREEMENT.** The agreement between the parties when entered by the parties shall include the applicable referenced agreement documents (i.e., KLM proposal/Agreement) and shall include these KLM Terms and Conditions (the “Agreement”). The Agreement may not be modified except by mutual agreement in writing.
2. **ADDITIONAL SERVICES.** Additional work or services shall not be performed without a KLM executed change order or purchase order outlining the scope of additional work or services.
3. **KLM CLIENT RESPONSIBILITIES.** The KLM Client shall fully disclose to KLM its knowledge of the condition of the project structure(s), its past and present contents and shall provide KLM with full information regarding the requirements for the project; shall designate an individual to act on the KLM Client’s behalf regarding the project; and provide safe access to and at the project site. When reasonably requested by KLM, the KLM Client shall furnish the services of other consultants including, but not limited to engineers and insurance representatives. The KLM Client shall test for pollution and hazardous materials when required by law or as requested by KLM. The KLM Client shall provide KLM with all necessary permits and other authorizations.
4. **SAFETY.** KLM shall be responsible for the safety of KLM personnel at the project site. The KLM Client or other persons shall be responsible for the safety of all other persons at the project site. The KLM Client shall inform KLM of any known or suspected hazardous materials or unsafe conditions at the project site. If, during the course of the KLM services, such materials, or conditions are discovered at the project site, KLM reserves the right to take measures to protect KLM personnel and equipment or to immediately terminate KLM services. The KLM Client agrees to be responsible for, and agrees to pay, any such additional protection costs. Upon such discovery by KLM, KLM agrees to use commercially reasonable efforts to notify the KLM Client in writing, of hazardous materials or unsafe conditions regarding the project site.
5. **HAZARDOUS MATERIALS.** Unless otherwise agreed to in the scope of work with the KLM Client, KLM has no responsibility for the discovery, presence, handling, removal or disposal of or exposure of persons to hazardous materials at the project site. To the full extent permitted by the law, the KLM Client shall defend, indemnify, and hold harmless KLM, its employees and representatives from all claims, including costs and attorney fees, arising out of the presence of hazardous materials or exposure to the same on the job site.
6. **SITE ACCESS AND RESTORATION.** The KLM Client will provide KLM and its representatives with safe and legal project site access. It is understood by the KLM Client that in the normal course of KLM providing its services and work, some nominal damage to the project site may occur. KLM agrees to take reasonable commercial precautions to minimize such damage, if any. Restoration of the project site, if any, is the responsibility of the KLM Client, unless otherwise agreed to in writing in the scope of work.
7. **KLM LIMITED WARRANTY AND DISCLAIMER.** KLM will perform services consistent with the standard of care and skill normally performed by other like firms in the industry and profession at the time of this service and in the geographic area of the project. **EXCEPT AS EXPRESSLY STATED IN THIS SECTION, THERE ARE NO WARRANTIES, EXPRESS OR IMPLIED, BY OPERATION OF LAW OR OTHERWISE, PERTAINING TO THE PRODUCTS AND SERVICES SOLD UNDER THIS AGREEMENT. KLM DISCLAIMS ANY IMPLIED**

WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. IN NO EVENT SHALL KLM BE LIABLE TO THE KLM CLIENT, ITS AGENTS, REPRESENTATIVES, EMPLOYEES, CUSTOMERS OR ANY OTHER THIRD PARTY, FOR ANY INCIDENTAL, INDIRECT, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING WITHOUT LIMITATION LOSS OF USE, LOSS OF REVENUE OR LOSS OF PROFIT, IN CONNECTION WITH OR ARISING OUT OF THIS AGREEMENT OR THE EXISTENCE, FURNISHING OR FUNCTIONING OF ANY ITEM OR SERVICES PROVIDED FOR IN THIS AGREEMENT OR FROM ANY OTHER CAUSE, INCLUDING WITHOUT LIMITATION CLAIMS BY THIRD PARTIES, EVEN IF KLM HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

8. **SCHEDULING.** Prior to KLM scheduling its services related to the project, the KLM Client shall furnish KLM with a written Agreement, purchase order or other written request for KLM services and shall give as much notice as reasonably possible in advance of the time when the KLM services are desired to commence. The KLM service schedule shall be mutually agreed upon by the parties in writing. If a KLM inspection is canceled or delayed after KLM personnel and/or equipment are in transit to the project site, then the KLM Client shall be billed, and the KLM Client agrees to pay for KLM time and expenses according to the then current KLM Fee Schedule for KLM time spent and KLM costs incurred. If KLM is unable to redirect KLM representatives to other third-party project sites on the canceled or delayed scheduled service day, at a minimum, the KLM Client will be billed and the KLM Client agrees to pay KLM for one (1) full day of KLM labor.
9. **INSURANCE.** KLM will maintain worker's compensation insurance and comprehensive general liability insurance. KLM will provide KLM Client with a certificate of insurance upon KLM Client's request.
10. **PAYMENT.** KLM will submit periodic invoices for KLM services provided and work performed. Invoices are due upon receipt. The KLM Client agrees to inform KLM of invoice questions or disputes within 10 business days of the invoice date. The KLM Client agrees to pay all undisputed KLM invoiced amounts within 45 days of the invoice date. The KLM Client agrees to pay interest on all overdue amounts at a rate of 1.5% per annum or the rate allowed by law, whichever is less, plus costs of collection, court costs, and reasonable attorney fees on all such amounts. If any undisputed invoice remains unpaid for 60 days, then KLM may, at its sole discretion, suspend or terminate services to the KLM Client without liability.
11. **INDEMNIFICATION.** KLM shall indemnify and hold harmless the KLM Client and its shareholders, directors, officers, members, governors and employees from liability, claims, losses, and damages arising out of or relating to the applicable Project, provided that such claims, costs, losses, or damages are attributable to bodily injury, sickness, disease, or death, or injury to, or destruction of tangible property, including the loss of use resulting therefrom to the extent caused by KLM's negligent acts or omissions.

The KLM Client shall indemnify and hold harmless KLM and its shareholders, directors, officers, members, governors and employees from liability, claims, losses, and damages arising out of or relating to the applicable Project, provided that such claims, costs, losses, or damages are attributable to bodily injury, sickness, disease, or death, or injury to, or destruction of tangible property, including the loss of use resulting therefrom to the extent caused by the KLM Client's negligent acts or omissions. Further, the KLM Client shall indemnify and hold harmless KLM from all claims or losses arising out of the unauthorized use of KLM's Documents.

12. **LIMITATION OF LIABILITY. IN NO EVENT SHALL KLM OR THE KLM CLIENT BE LIABLE, ONE TO THE OTHER, FOR INDIRECT, SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES ARISING OUT OF OR IN CONNECTION WITH THE FURNISHING, PERFORMANCE OR USE OF ANY PRODUCTS OR SERVICES PROVIDED PURSUANT TO THIS AGREEMENT.**
13. **DELAYS.** If KLM service or work delays are caused by the KLM Client, by third parties, strikes, natural causes, weather, or other circumstances beyond KLM's control, a reasonable time extension for performance of KLM services and work shall be granted, and KLM shall be entitled to and the KLM Client agrees to pay KLM an equitable fee adjustment.
14. **TERMINATION.** After seven (7) days written notice, either party may elect to terminate this Agreement. Notwithstanding the foregoing, the KLM Client agrees to pay for all KLM services provided and work performed through the date of termination. Notwithstanding the foregoing, the following sections shall survive the termination of this Agreement: Sections 5, 7, 10, 11, 12, 15, 16, 21 and 24.
15. **SEVERABILITY.** Any provisions of this Agreement later held to violate a law or regulation shall be deemed void, and all remaining provisions of the Agreement shall continue in full force and effect.
16. **KLM'S DOCUMENTS.** All reports, specifications, drawings and other documents furnished by KLM are part of KLM's services and work for the KLM Client and the same are for use only for the project (KLM Documents). KLM retains all ownership of said documents regardless of whether the project is completed. The KLM Client may retain copies of the KLM Documents for reference purposes. KLM does not represent or warrant that the KLM Documents are suitable for reuse on any extension of the project or on other projects. The KLM Client shall not use the KLM Documents without KLM's written consent.
17. **ASSIGNMENT.** KLM may not assign this Agreement to any other person unless written consent is obtained from the KLM Client.
18. **AMENDMENTS.** Any modification or amendment of to this Agreement shall require a written agreement signed by both Parties.
19. **NONDISCRIMINATION.** In the hiring of employees to perform work under this Agreement, KLM shall not discriminate against any person by reason of any characteristic or classification protected by state or federal law.
20. **GOVERNING LAW.** This Agreement shall be governed by and interpreted in accordance with the laws of the State of Minnesota without regard to or application of conflicts of law rules or principles. All proceedings related to this Agreement shall be venued in **Washington County, Minnesota.**
21. **AUDIT.** Pursuant to **Minnesota Statutes, § 16C.05, Subdivision 5, KLM agrees that the KLM Client, the State Auditor, or any of their duly authorized representatives** at any time during normal business hours and as often as they may reasonably deem necessary (but under all circumstances not more often than once per calendar year), shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, or records which are pertinent to the accounting practices and procedures of KLM, and involve transactions relating to this Agreement.

22. **JOB SITE IMAGES, PHOTOGRAPHY AND VIDEO.** During the term of this Agreement and thereafter, KLM has the KLM Client's permission to take photographs or video of the project site for training, documentation, education or KLM promotional purposes. A signed Agreement that includes these KLM Terms and Conditions constitutes the KLM Client's written permission to KLM regarding the use of the items and information set forth in this section.
23. **WAIVER.** The waiver by either party of any breach or failure to comply with any provision of this Agreement by the other Party shall not be construed as or constitute a continuing waiver of such provision or a waiver of any other breach of or failure to comply with any other provision of this Agreement.
24. **HEADINGS.** Section headings used in this Agreement are for convenience only, have no legal significance, and in no way change the construction or meaning of the terms hereof.
25. **ENTIRE AGREEMENT.** This Agreement supersedes any prior or contemporaneous representations or agreements, whether written or oral, between the Parties and contains the entire agreement.

End of the KLM Terms and Conditions.

Rev 2022.11.23

THE REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK

MIDCO

DIVING & MARINE SERVICES

October 4, 2024

City of Hamburg
 Attn: Jason Buckenton
 181 Broadway Ave.
 Hamburg, MN 55339

RE: 2024 Tank Maintenance Project

Thank you for considering Midco Diving & Marine Services, Inc. – a proud member and supporter of the Minnesota Rural Water Association (MNRWA). We are pleased to provide the following proposal to perform the scope of work outlined below.

All diving operations are fully insured for "Commercial Diving Operations" including: General Liability, Workman's Compensation, Hull Machinery, Protection and Indemnity, Pollution Liability, Maritime Employer's Liability, Contractor's Pollution, Automotive Liability, U.S.L.H., and Umbrella/Excess Liability/Bumbershoot. **Verifiable Certificates of Insurance with Current Limits** are available upon request.

Midco Diving & Marine Services, Inc. is in full compliance with OSHA 29 CFR 1910, Subpart T – Commercial Diving Operations regulations. OSHA specifies that the minimum acceptable dive crew size is three qualified divers. Not all firms comply with this mandate and continue to use two-person dive crews or unqualified personnel; please be aware of the safety concerns when evaluating our proposal.

Current diver and equipment certifications will be available on-site for review:

- Diver training – from an accredited commercial dive school (each dive team member)**
- Current First Aid/CPR training (each dive team member)**
- Annual medical examination determining diver is fit to perform assigned tasks (each dive team member)**
- Air purity test for breathing air source(s) – tested every 6 months**
- Breathing gas supply hoses – tested at least annually to 1.5 times their working pressure**
- Depth gauges – calibrated every 6 months**

TANK DESCRIPTION(S)

Tank	Capacity	Dimensions	Type
City of Hamburg	75K Gallons	128' Tall (16' Head Range) x 27' Diameter	Pedestal Steel Welded

Inspection

The diver inspection with a live video recording will be transferred to a flash drive documenting our findings in each tank(s). Inspection procedures include, but are not limited to:

- Inlet / Outlet
- Overflow
- Roof and Roof Hatch
- Walls and Floors
- Baffles / Support Walls
- Interior Ladders
- Roof Vents
- Exterior Ladder & Rails
- Sumps
- Internal Plumbing
- Joints & Seams
- Telemetry
- Interior Coatings
- Exterior Coatings
- Sediment Depths
- Thermal Stratification
- Bio-film Buildup
- Passive / Active Mixers

Cleaning

Midco will remove up to three inches (3") of accumulated material from the storage tank floor using underwater vacuum procedures as needed. Material(s) that cannot be removed by normal vacuum procedures or material(s) in excess of three inches (3") will be removed for an **additional charge** with an estimated price given on site. Material(s) such as sand, gravel, and concrete are considered debris and will be removed by hand at an **additional charge**. All discharged materials, including water, are the responsibility of the Client, Owner, or Owners Representative unless prior arrangements are made.

Potable Water Operations – All Midco divers and associated in-tank equipment are fully disinfected in accordance with ANSI/AWWA Standard C652-19. All system entries will be conducted in accordance with applicable OSHA regulations pertaining to Diving & Confined Space; including 1910.401 – 1910.441. Specialty equipment may include but is not limited to; appropriate OSHA dimbing and personal fall protection, AWWA, and ADCI-approved commercial diving equipment as it relates to in-service potable water operations.



800.479.1558 (P)
 800.238.0217 (F)
 605.791.3030 (O)
 www.midcodiving.com
 info@midcodiving.com
 PO Box 513, Rapid City, SD. 57709



Revision Date: 05-07-2024

MIDCO

DIVING & MARINE SERVICES

Cleaning & Inspection Pricing (Including Inspection Video)	\$4,136.00
Additional Services	
<input type="checkbox"/> Confidential Report Utilizing EPA Guidelines	\$325.00 Each
<input type="checkbox"/> Confidential Full Written Report Utilizing EPA or State Guidelines	\$450.00 Each
<input type="checkbox"/> No Report(s) Requested	
<i>Additional Fees may be applied upon receipt of any Contract post-proposal acceptance as required. Pricing above does not include Local, State or Franchise Taxes – if any.</i>	

This proposal, when executed by both parties, shall constitute a binding agreement between the parties. The persons signing on behalf of the Client, Owner, or Owners Representative and Midco hereby represents and certifies that they are fully empowered to bind the respective parties to this contract. Any contract that is not fulfilled will be subject to a cancellation fee. **Terms are net 10 days from completed on-site work;** interest accrues at 1.5% monthly on any unpaid balance. Any fees required to obtain a city business license or any additional permits will be added to the final invoice at the current city rate plus appropriate markup. Please note the above pricing **does not include;** contract review, comprehensive dive plans, additional insurance requirements, third-party vendor verification site requirements, and/or any repair work unless stated with the above pricing. This proposal is valid for thirty (30) days from receipt.

- To expedite your project please be aware of the following:**
- The tank(s) must be full to overflow and in-service prior to the crews' arrival. In order to ensure diver safety, the headspace or air gap cannot exceed 10' from the access hatch regardless of overflow elevation.
 - Access into the reservoirs must be sufficient for safe diver entry and exit. A minimum hatch size of 24" in diameter, no hatch obstructions, and unobstructed road access to the tank is required.
 - Working with our scheduling department to complete the project in a timely and proficient manner, which may require weekend and/or holiday access.
 - It will be the responsibility of the Client, Owner, or Owner Representative to notify antenna operator and/or owners prior to crews' arrival for proper lockout of all antennas, RF devices (Radio Frequency Antennas) and EME sources (Electromagnetic Energy) that may interfere with Midco team safety and access to the water reservoirs.

This quote has been prepared exclusively for your firm using the information you provide. Incorrect or inaccurate information used for estimate purposes that delays progress may influence your final price. The utility is responsible for all-weather access for Midco crew(s) and equipment. Any damages related to tank and/or site location(s) because of poor site conditions, (ex. snow, rain, mud, etc.) and obstructed road access may result in additional fees and/or a nominal trip charge to be applied to the final invoice. Interruptions in the work progression, not in control of Midco Diving & Marine Services, Inc., such as weather or other delays may also affect your final pricing. If Midco Diving & Marine Services, Inc. is unable to complete the work as described above due to lack of weekend and/or holiday access, tank access, water levels, safety issues, etc. a nominal trip charge and/or standby fee will be added. The contents of this quotation are considered confidential and are not to be divulged to third parties. Please note, it is the Client, Owner, and Owner Representative's responsibility to test and maintain for water quality.

All Midco Diving quotes are subject to the availability of personnel and equipment. Upon approval, please sign and return by fax, email, or mail to Midco Diving & Marine Services, Inc.

City of Hamburg
181 Broadway Ave.
Hamburg, MN 55339

Midco Diving & Marine Services, Inc.
PO Box 513
Rapid City, SD. 57709
P: (800) 479-1558
F: (800) 238-0217

I have read, understand, and agree to the terms of this proposal:

By: _____

By: *Veda Maharaj*

Title: _____

Title: Minnesota Regional Account Manager

Date: _____

Date: October 4, 2024



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Revision Date: 05-07-2024



wd: Water Tower cleaning

Public Works <publicworks@cityofhamburgmn.com>
>: Jeremy Gruenhagen <cityadmin@cityofhamburgmn.com>

Thu, Jan 9, 2025 at 12:26 P

----- Forwarded message -----

From: **Tom Slack** <slackpainting@gmail.com>
Date: Thu, Jan 9, 2025, 10:25 AM
Subject: Re: Water Tower cleaning
To: Public Works <publicworks@cityofhamburgmn.com>

Good Morning Jason!

We could do a Cleanout and disinfection for \$4,500. Let me know if you need a more formal quote.

On Tue, Jan 7, 2025 at 2:59 PM Public Works <publicworks@cityofhamburgmn.com> wrote:

Hey Tom, this is Jason with the city of Hamburg MN and Matt Webb gave me your email. We are planning on cleaning the inside of our water Tower this year and was looking for an estimate. It is a 75,000 gallon tank built in 2019, not sure what info you will all need. You can call me at 952-290-3541 or email me with any questions.

Thanks Jason

--
Tom Slack Owner
Slack Painting LLC
Direct: 612-991-6493
Fax: 218-948-2328
Email: slackpainting@gmail.com
309 2nd Street W. UNIT B
Brandon, MN 56315